



City Council

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

**Monday, May 12, 2014
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to adopt the minutes of the Regular Council meeting held on Monday, April 28, 2014* (distributed previously).

☐

AGENDA ADDITIONS & DELETIONS

PRESENTATION

Kim Somerville, Manager, Arts Services, to present the Richmond 2013 Arts Update.

COMMITTEE OF THE WHOLE

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

☐

Pg. # ITEM

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. 9.)

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
- City Centre Community Centre Integrated Public Artwork
- 2013 Consolidated Financial Statements

5. *Motion to adopt Items 6 through 8 by general consent.*



6. COMMITTEE MINUTES

That the minutes of:

- CNCL-6 (1) *the **Parks, Recreation & Cultural Services Committee** meeting held on Tuesday, April 29, 2014;*
- CNCL-10 (2) *the **Finance Committee** meeting held on Monday, May 5, 2014; and*
- CNCL-13 (3) *the **Planning Committee** meeting held on Tuesday, May 6, 2014;*
be received for information.



Pg. # ITEM

Consent
Agenda
Item

7. **CITY CENTRE COMMUNITY CENTRE INTEGRATED PUBLIC ARTWORK**

(File Ref. No. 11-7000-09-20-18) (REDMS No. 4157661)

CNCL-39

See Page **CNCL-39** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

That the concept proposal and installation for the City Centre Community Centre integrated public artwork by artist Rebecca Bayer, presented in the staff report titled, City Centre Community Centre Integrated Public Artwork, dated April 7, 2014, from the Director, Arts, Culture and Heritage Services be endorsed.



Consent
Agenda
Item

8. **2013 CONSOLIDATED FINANCIAL STATEMENTS**

(File Ref. No.) (REDMS No. 4206667)

CNCL-60

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

FINANCE COMMITTEE RECOMMENDATION

That the City's audited consolidated financial statements for the year ended December 31, 2013 be approved.



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

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

- | | | |
|-----------------|--|--------------------------|
| CNCL-115 | Annual Property Tax Rates (2014) Bylaw No. 9131
Opposed at 1 st /2 nd /3 rd Readings – None. | <input type="checkbox"/> |
| CNCL-119 | River Green District Energy Utility Bylaw No. 9134
Opposed at 1 st /2 nd /3 rd Readings – None. | <input type="checkbox"/> |
| CNCL-152 | Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 9141
Opposed at 1 st /2 nd /3 rd Readings – None. | <input type="checkbox"/> |
| CNCL-156 | Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9025
(9591 Patterson Road, RZ 11-591331)
Opposed at 1 st Reading – None.
Opposed at 2 nd /3 rd Readings – None. | <input type="checkbox"/> |

DEVELOPMENT PERMIT PANEL

9. RECOMMENDATION

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

- | | |
|-----------------|---|
| CNCL-158 | <p>(1) <i>That the minutes of the Development Permit Panel meeting held on Wednesday, April 30, 2014, and the Chair's reports for the Development Permit Panel meetings held on April 16, 2014, April 30, 2014 and December 12, 2013, be received for information; and</i></p> <p>(2) <i>That the recommendations of the Panel to authorize the issuance of:</i></p> <p style="padding-left: 20px;">(a) <i>a Development Permit (DP 14-658462) for the property at 7688 Alderbridge Way;</i></p> |
| CNCL-175 | |
| CNCL-177 | |

Council Agenda – Monday, May 12, 2014

Pg. #

ITEM

(b) a Development Variance Permit (DV 14-654101) for the property at 5780 Bittern Court; and

(c) a Development Permit (DP 13-643519) for the property at 11100 Cambie Road;

be endorsed, and the Permits so issued.

☐

ADJOURNMENT

☐



Parks, Recreation & Cultural Services Committee

Date: Tuesday, April 29, 2014

Place: Anderson Room
Richmond City Hall

Present: Councillor Harold Steves, Chair
Councillor Ken Johnston
Councillor Linda Barnes
Councillor Evelina Halsey-Brandt
Councillor Bill McNulty

Also Present: Councillor Chak Au
Councillor Linda McPhail

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on Tuesday, March 25, 2014, be adopted as circulated.

CARRIED

The Chair advised that the Imperial Landing Rezoning will be considered as Item No. 2A and that Off-leash Dog Parks will be considered as Item No. 2B.

COMMUNITY SERVICES DEPARTMENT

1. **RICHMOND ARTS UPDATE 2013**
(File Ref. No. 11-7000-01) (REDMS No. 4197589)

With the aid of a video presentation, Kim Somerville, Manager, Arts Services, highlighted the activities and achievements of arts programs in the city.

Parks, Recreation & Cultural Services Committee
Tuesday, April 29, 2014

Discussion ensued with regard to upcoming art programs scheduled in the city, and in reply to queries from Committee, Ms. Somerville provided the following information:

- Arts Centre programs have wait lists due to high demand;
- staff are creatively using different areas of the facility, such as the atrium and rooftop, to maximize the use of space for programs; and
- initiatives, such as the proposed artist tenancy studio units in the Capstan area, as well as, the manhole cover competition are anticipated to help raise awareness of different art-related events in the city.

Discussion ensued and Committee directed staff to present the Richmond Arts Update 2013 video at an upcoming Council meeting.

In reply to queries from Committee, Ms. Somerville advised that long-term sponsors of the Arts Centre are recognized in a variety of ways such as including their logos in promotional materials and throughout the Art Centre.

Discussion ensued regarding the Children's Arts Festival and Ms. Somerville commented on future plans for the event, noting that the event will be scheduled around Family Day and the Cultural Centre, the Library and plaza will be utilized. Also, she stated that plans to expand the Children's Arts Festival will be done in a sustainable manner.

Discussion ensued with regard to the Arts Promotional Campaign and in reply to queries from Committee, Ms. Somerville noted that the City's return on investment for the campaign was measured by the amount of media exposure received for any given initiative.

It was moved and seconded

That the staff report titled, Richmond Arts Update 2013, dated March 31, 2014, from the Director, Arts, Culture and Heritage Services, be received for information.

CARRIED

2. CITY CENTRE COMMUNITY CENTRE INTEGRATED PUBLIC ARTWORK

(File Ref. No. 11-7000-09-20-18) (REDMS No. 4157661)

It was moved and seconded

That the concept proposal and installation for the City Centre Community Centre integrated public artwork by artist Rebecca Bayer, presented in the staff report titled, City Centre Community Centre Integrated Public Artwork, dated April 7, 2014, from the Director, Arts, Culture and Heritage Services be endorsed.

CARRIED

Parks, Recreation & Cultural Services Committee
Tuesday, April 29, 2014

2A IMPERIAL LANDING REZONING

(File Ref. No.)

Committee referred to an email, dated April 14, 2014, (copy on file, City Clerk's Office) regarding the Imperial Landing rezoning. Discussion ensued regarding the placement of a maritime museum on the site and it was noted that the revised staff report regarding the proposed rezoning application will be brought forward to an upcoming Planning Committee meeting; as such, it was suggested that options for a potential maritime museum be examined in conjunction with the forthcoming report.

In reply to queries from Committee, Jane Fernyhough, Director, Arts, Culture and Heritage Services, noted that staff are examining the preliminary aspects required for a potential maritime museum.

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

It was moved and seconded

That staff examine options of using existing City sites to house a maritime museum and report back to the appropriate Standing Committee.

CARRIED

2B DOG PARKS

(File Ref. No.)

In reply to queries from Committee regarding off-leash dog parks available in the City Centre area, Mike Redpath, Senior Manager, Parks, advised that the City Centre area lacks facilities specifically designated for off-leash dogs, however noted that the City continues to seek opportunities to add such facilities in future developments.

Discussion took place regarding (i) the suitable number of off-leash sites for the city, (ii) responsible dog ownership, and (iii) the designation of specific areas for fenced off-leash sites.

Also, Mr. Redpath commented on public support for the addition of off-leash dog sites in the City Centre area.

3. MANAGER'S REPORT

(i) Stakeholder Consultation – Minoru Park Upgrades

Serena Lusk, Senior Manager, Recreation and Sport Services briefed Committee on the consultation with stakeholders for the Minoru Park facility additions noting that staff met with various stakeholders and are currently identifying priorities for the Park.

Parks, Recreation & Cultural Services Committee
Tuesday, April 29, 2014

In reply to queries from Committee, Ms. Lusk advised that signs informing the public of the park upgrades will be installed in a later phase of the project. Also, she noted that information about the project will be available on the City website and public information sessions will be scheduled later this year.

Discussion ensued with regard to the inclusion of storyboards on such signs, in an effort to keep the public informed regarding the progression of the project.

(ii) *Richmond Delta Regional Heritage Fair*

Ms. Fernyhough advised that the Richmond Delta Regional Heritage Fair is scheduled for May 2 and 3, 2014 and noted that the closing ceremonies will be held on May 3, 2014, from 2:00 p.m. to 3:00 p.m.

(iii) *Parks Division Updates*

Mr. Redpath briefed Committee on the Earth Day events, and commented on the timeline of the upgrades to the Minoru Park facilities.

Discussion then ensued with regard to the creation of an informal community garden along Railway Avenue, and Mr. Redpath noted that the City is looking at opportunities to establish formal community gardens in the surrounding area.

Committee referred to an email, dated April 1, 2014 regarding the condition of the outdoor basketball court at the Steveston Community Centre, (copy on file, City Clerk's Office) and thanked staff for their prompt action in addressing the resident's concerns.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:42 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the Parks,
Recreation & Cultural Services Committee
of the Council of the City of Richmond
held on Tuesday, April 29, 2014.

Councillor Harold Steves
Chair

Evangel Biason
Auxiliary Committee Clerk



Finance Committee

Date: Monday, May 5, 2014

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Linda Barnes
Councillor Derek Dang
Councillor Evelina Halsey-Brandt
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Harold Steves

Absent: Councillor Linda McPhail

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Finance Committee held on Monday, April 7, 2014, be adopted as circulated.

CARRIED

The Chair advised that the order of the agenda would be varied to consider audited financial statements first.

DELEGATION

1. C.J. James, Partner, accompanied by Archie Johnston, Partner, KPMG, were available to answer questions related to the 2013 Auditor's report on the City's financial statements. Ms. James thanked City staff for their efficiency in compiling the City's financial statements.

FINANCE AND CORPORATE SERVICES DEPARTMENT

2. **2013 CONSOLIDATED FINANCIAL STATEMENTS**

(File Ref. No.) (REDMS No. 4206667)

It was moved and seconded

That the City's audited consolidated financial statements for the year ended December 31, 2013 be approved.

CARRIED

3. **FINANCIAL INFORMATION – 1ST QUARTER MARCH 31, 2014**

(File Ref. No.) (REDMS No. 4206667 v. 2)

Please see Page 3 for action on this matter.

RICHMOND PUBLIC LIBRARY BOARD

4. **2013 FINANCIAL STATEMENTS FOR RICHMOND PUBLIC LIBRARY BOARD**

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

It was moved and seconded

That the report on the 2013 Financial Statements and Independent Auditor's report for the Richmond Public Library Board be received for information.

CARRIED

LULU ISLAND ENERGY COMPANY LTD.

5. **2013 FINANCIAL STATEMENTS FOR THE LULU ISLAND ENERGY COMPANY**

(File Ref. No.) (REDMS No. 4212662 v. 2)

It was moved and seconded

That the Lulu Island Energy Company audited financial statements for the year ended December 31, 2013, as presented in the report titled "2013 Financial Statements for the Lulu Island Energy Company", dated May 2, 2014 from the Director, Finance, be received for information.

CARRIED

Finance Committee
Monday, May 5, 2014

RICHMOND OLYMPIC OVAL CORPORATION

6. **2013 FINANCIAL STATEMENTS FOR THE RICHMOND OLYMPIC OVAL CORPORATION**

(File Ref. No.) (REDMS No. 4216958)

In reply to queries from Committee, Rick Dusanj, Controller, Richmond Olympic Oval Corporation, commented on the annual surplus, highlighting that financial trends indicate a similar result for 2014.

It was moved and seconded

That the report on the 2013 Financial Statements and Independent Auditor's report for the Richmond Olympic Oval Corporation from the Controller of the Richmond Olympic Oval Corporation be received for information.

CARRIED

3. **FINANCIAL INFORMATION – 1ST QUARTER MARCH 31, 2014**

(File Ref. No.) (REDMS No. 4206667 v. 2)

It was moved and seconded

That the staff report titled Financial Information – 1st Quarter March 31, 2014 from the Director, Finance, be received for information.

The question on the motion was not called as in reply to queries from Committee, John McGowan, Fire Chief, Richmond Fire-Rescue (RFR), advised that three retirements and one resignation have created four RFR vacancies.

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

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:20 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Monday, May 5, 2014.

Mayor Malcolm D. Brodie
Chair

Hanieh Berg
Committee Clerk



Planning Committee

Date: Tuesday, May 6, 2014

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Evelina Halsey-Brandt
Councillor Chak Au
Councillor Linda Barnes
Councillor Harold Steves

Also Present: Councillor Derek Dang

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

MINUTES

It was moved and seconded

That the minutes of the meetings of the Planning Committee held on Tuesday, November 19, 2013 and Wednesday, April 23, 2014 be adopted.

CARRIED

PLANNING & DEVELOPMENT DEPARTMENT

1. **APPLICATION BY COTTER ARCHITECTS INC. FOR REZONING AT 3471 CHATHAM STREET FROM THE "STEVESTON COMMERCIAL (CS3)" ZONE TO A SITE SPECIFIC "COMMERCIAL MIXED USE (ZMU26) - STEVESTON VILLAGE" ZONE**

(File Ref. No. 12-8060-20-009138; RZ 13-643436) (REDMS No. 4188666 v. 2)

Wayne Craig, Director, Development, briefed Committee on the proposed application and highlighted the following:

- the site is designated within the Steveston Conservation Strategy area;

Planning Committee

Tuesday, May 6, 2014

- the proposed development will have three-storeys and include residential and commercial units;
- access to the proposed development is through a rear lane parallel to Chatham Street;
- the proposed development will include salvaged art panels from the Gulf and Fraser Credit Union building; and
- the proposed development will provide contributions to the Steveston Village Heritage Conservation Grant Program and the City's Affordable Housing Strategy.

In reply to queries from the Chair, Mr. Craig advised that three-storey developments could be permitted on both sides of Chatham Street.

Discussion ensued with regard to the building height allowances in the Steveston Conservation Strategy and in reply to queries from Committee, Mr. Craig and Sara Badyal, Planner 2 advised that (i) the existing zoning would allow for a three-storey building on the site; (ii) some areas of the proposed building would exceed the 12 metre height; and (iii) the proposed development's design would include heritage and modern characteristics.

Discussion ensued with regard to the form and character of the proposed development, and Committee raised concern that the proposed development does not conform to the heritage character of the neighbourhood.

Discussion then ensued regarding the approval process and Mr. Craig noted that any form and character concerns can be discussed at the Development Permit stage. Joe Erceg, General Manager, Planning and Development, added that staff are not anticipating any changes to the proposed height and density on the site as part of the Area Plan review.

The Chair commented on the heritage guidelines included in the Steveston Heritage Strategy and was of the opinion that the proposed development's design does not conform to the Steveston Heritage Strategy, and as such should not proceed to the Development Permit stage. Also, he raised concern that the Steveston area is losing many of its heritage structures.

Rob Whetter, Architect, Cotter Architects commented on the proposed development's form and character, noting that the design was not intended to mimic the existing structures, but to create an evolving design that would complement the heritage aspects of the neighbourhood. He added that salvaged art panels from the Gulf and Fraser Credit Union building will be incorporated into the proposed development.

In reply to queries from Committee, Mr. Whetter noted that changes can be made to incorporate more heritage aspects into the design of the proposed development.

Planning Committee

Tuesday, May 6, 2014

Discussion ensued with regard to current structures in Steveston that comply with the Sakamoto Guidelines and in reply to queries from Committee Mr. Whetter noted that the proposed development complies with most aspects of the Sakamoto Guidelines; however, he added that the applicant can work with staff to change design aspects of the proposed development.

In reply to queries from Committee, Mr. Erceg advised that details for architectural form and character are typically discussed at the Development Permit Panel; however staff may receive direction from Council regarding any changes to design at the Public Hearing stage.

Loren Slye, 11911 3rd Avenue, commented on the heritage status of the Gulf and Fraser Credit Union building, and was of the opinion that the building was not a heritage building. Mr. Slye was of the opinion that structures in Steveston does not have a homogenous heritage architectural theme.

Terry Crowe, Manager, Policy Planning, noted that the Sakamoto Guidelines will be included in a forthcoming staff report on amendments to the Steveston Village Conservation Strategy, anticipated to be presented to Council in June 2014.

Edith Turner, 3411 Chatham Street, referenced speaking notes, (attached to and forming part of these minutes as **Schedule 1**) and expressed concern with regard to the (i) architectural form and character; (ii) size and height; (iii) lot size in proportion to the building size; (iv) proposed construction materials; (v) rear lane bench features; (vi) potential of loitering in the rear lane after business hours; and (vii) loss of privacy for nearby residents.

Ralph Turner, 3411 Chatham Street, expressed concern with regard to the proposed development and in particular height restrictions. He was of the opinion that the proposed development's design was not appropriate for the site and added that he has relayed his concerns to the developer. Also, he commented on the potential shadow that would be cast on his property and the potential loss of privacy

Janie Slye, 11911 3rd Avenue, expressed support for the proposed development and was of the opinion that the proposed development will enhance the neighbourhood.

Robert Matthewson, 3520 Broadway Street, expressed concern with regard to the (i) shadowing effect due to the proposed from building height; (ii) potential noise from mechanical rooftop units; (iii) potential rodent issues; and (iv) potential excessive water run-off from the roof.

In reply to queries from Committee, Mr. Craig advised that drainage will be contained within the site and that the mechanical units will need to conform to the City's Noise Regulation Bylaw No.8856. He added that it is anticipated that the proposed development utilize more efficient mechanical systems than those installed on the Credit Union building.

Planning Committee
Tuesday, May 6, 2014

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9138 to: create "Commercial Mixed Use (ZMU26) - Steveston Village"; and to rezone 3471 Chatham Street from "Steveston Commercial (CS3)" to "Commercial Mixed Use (ZMU26) - Steveston Village" be introduced and given first reading.

The question on the motion was not called as discussion ensued regarding (i) building height and the effects of shadowing; (ii) architectural form and character; and (iii) potential changes to the design prior to the development permit stage.

In reply to queries from Committee, Mr. Craig advised that the building height allows for access to amenities on the rooftop; however he noted that changes in the slope of the roof and reductions in floor-to-ceiling height can reduce the overall height of the building.

Mr. Craig advised that in addition to the receiving approval for a development permit, the application requires Council approval for a heritage alteration permit prior to construction. He noted and that staff can work with the applicant to make the necessary changes to the proposed design.

Discussion ensued with regard to the placement of the art panels and the park benches in an open area. In reply to queries from Committee, Ms. Badyal noted that staff can work with the applicant to relocate the art panels and park benches.

Discussion then ensued regarding the height maximums permitted in the neighbourhood.

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

It was moved and seconded

That the staff report titled, Application by Cotter Architects Inc. for Rezoning at 3471 Chatham Street from the "Steveston Commercial (CS3)" Zone to a Site Specific "Commercial Mixed Use (ZMU26) - Steveston Village" Zone, dated April 29, 2014, from the Director, Development, be referred back to staff to examine changes to the design of the proposed development that would address aspects of building height and architectural form and character.

CARRIED

Opposed: Cllrs. Barnes
Halsey-Brandt

Planning Committee
Tuesday, May 6, 2014

2. APPLICATION BY ONNI DEVELOPMENT (IMPERIAL LANDING) CORP. FOR A ZONING TEXT AMENDMENT AT 4020, 4080, 4100, 4180, 4280 AND 4300 BAYVIEW STREET (FORMERLY 4300 BAYVIEW STREET) TO AMEND THE STEVESTON MARITIME MIXED USE (ZMU12) ZONE AND THE STEVESTON MARITIME (ZC21) ZONE

(File Ref. No. 08-4105-20; RZ 13-633927) (REDMS No. 4211729)

Mr. Craig briefed Committee on new aspects of the proposed application and highlighted the following:

- lease options and building space required for the expansion of the Steveston library;
- amenity package enhancements which would include either additional cash contributions or options for leasing building space;
- potential development of a marina; and
- the implementation and administration of the lease termination clause provisions.

Discussion ensued with regard to the industrial zoning leasing rates and it was noted that such rates range approximately \$8.00 to \$15.00 per square foot.

In reply to queries from Committee, Mr. Craig noted that it is anticipated that there would be adequate parking on the site to accommodate a library; however any leasing arrangement that includes parking space would need to be discussed with the applicant.

In reply to queries from Committee, Cathryn Volkering Carlile, General Manager, Community Services, advised that provisions for the expansion of the library is currently not included in the budget. She noted that capital costs for such expansion is estimated to be \$3.35 million with an annual operating budget of \$400,500.

Discussion then ensued with regard to (i) the most suitable location for a library in Steveston; (ii) the area that will be allocated for the new library in relation to the total area of the subject site; and (iii) negotiating lower lease rates. It was suggested that City-owned land adjacent to the current library would be more appropriate for a new expanded library.

Discussion ensued with regard to the amenity contributions and in reply to queries from Committee, Mr. Erceg advised that the proposed zoning application can proceed without necessarily having provisions for the library; however, he noted that there is a need to ensure that the value of the amenity contribution remains. Also, he noted that rezoning only portions of the site would not be practical.

Planning Committee

Tuesday, May 6, 2014

Discussion ensued with regard to (i) the value from the proposed rezoning application; (ii) the leasing rate applied for a potential library; (iii) the inclusion of a library on the subject site and the effects on commercial development.

Danny Leung, Wydanco Development Corp., (representing Onni Development Corp.) referred to letters addressed to the City, dated April 30, 2014 and May 6, 2014 (attached to and forming these minutes as **Schedule 2** and **Schedule 3**) and commented on the proposed contribution enhancements options. He noted that approval of the space or cash contribution options would be at the discretion of the City.

In reply to queries from Committee, Mr. Leung advised that the lease rate for a portion of the library would be zero; therefore, the average lease rate for the entire library space would fall below market industrial zone lease rates.

Discussion ensued with regard to the duration of the proposed reduced lease rates and the possibility to extend the terms of the reduced lease rates.

Peter Hume, Hume Consulting Corp., commented on the methodology used in the retail analysis of the proposed zoning application and noted that the analysis factored the addition of commercial development in their assessment of lease rates.

Discussion ensued with regard to the leasing the library space at industrial zone rates and using the land lift value for the community in cash or amenity space contributions.

In reply to queries from Committee, Mr. Erceg noted that the net present value of the proposed lease would be approximately \$400,000 to \$800,000.

Mr. Leung suggested that the proposed application proceed to first reading and that any changes requested by Council following first reading can be referred back to the applicant.

The Chair expressed concern with regard to the short time frame associated with the proposed application proceeding to first reading and suggested that the proposed application be referred back to staff.

Discussion ensued with regard to the potential value gained from rezoning the site and the size of the amenity contribution proposed by the applicant.

Cllr. Dang left the meeting (5:27 p.m.) and did not return.

The Chair cautioned that other aspects of the proposed application require further discussion and cannot be addressed in the suggested time frame. It was then suggested that other members of Council be included in the discussion to approve the proposed application.

Discussion then ensued with regard to the land lift calculations and the proportion of the land lift that will be allocated for the community.

Planning Committee
Tuesday, May 6, 2014

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

It was moved and seconded

That the staff report titled, "Application by Onni Development (Imperial Landing) Corp. for a Zoning Text Amendment at 4020, 4080, 4100, 4180, 4280 and 4300 Bayview Street (formerly 4300 Bayview Street) to amend the Steveston Maritime Mixed Use (ZMU12) zone and the Steveston Maritime (ZC21) zone," dated April 30, 2014, from the Director of Development be referred back to staff to review:

- (1) options to enhance the community amenity contribution;*
 - (2) options to determine the preferred type of community amenity contribution; and*
 - (3) potential sites for the expansion of the Steveston Library.*
- and report back to a forthcoming General Purposes Committee.*

The question on the referral was not called as discussion ensued regarding potential sites for an expanded Steveston Library.

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

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:41 p.m.).

CARRIED

Planning Committee
Tuesday, May 6, 2014

Planning Committee

Date: Tuesday, May 6, 2014

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Evelina Halsey-Brandt
Councillor Chak Au
Councillor Linda Barnes
Councillor Harold Steves

Call to Order: The Chair called the meeting to order at 5:52 p.m.

The Chair invited members of the public to delegate on Item No. 2.

2. **APPLICATION BY ONNI DEVELOPMENT (IMPERIAL LANDING) CORP. FOR A ZONING TEXT AMENDMENT AT 4020, 4080, 4100, 4180, 4280 AND 4300 BAYVIEW STREET (FORMERLY 4300 BAYVIEW STREET) TO AMEND THE STEVESTON MARITIME MIXED USE (ZMU12) ZONE AND THE STEVESTON MARITIME (ZC21) ZONE**

(File Ref. No. 08-4105-20; RZ 13-633927) (REDMS No. 4211729)

Peter Tong, Owner, Pharamasave, expressed concern with regard to the proposed application and commented on (i) current rezoning and lease rates of the site; (ii) efforts by the applicant to lease the site; and (iii) the potential effects to existing businesses if large commercial tenants occupy the subject site.

In reply to queries from Committee, Mr. Tong expressed that he was of the opinion that large commercial tenants on the subject site will negatively affect existing businesses and Steveston's neighbourhood character. He added that the he does not expect that new commercial development will attract more business traffic to the area.

Planning Committee

Tuesday, May 6, 2014

Mr. Tong added that the business traffic in the area is seasonal in nature and was of the opinion that the proposed rezoning will adversely affect business traffic during the low season.

Referring to notes (attached to and forming these minutes as **Schedule 4**), John Roston, 12262 Ewen Avenue commented on potential uses for the buildings on the proposed rezoning site. He suggested that some of the buildings be leased for a library, maritime museum or a river ecology museum.

In reply to queries from Committee, Mr. Roston noted that museums do not necessarily require large spaces and that the exhibits could be interactive and electronic in nature.

Jim van der Tas, Steveston Merchants Association, commented on the methodology of the retail analysis report submitted by the applicant. He calculated that the statistics detailing community demand for commercial amenities were exaggerated. Mr. van der Tas added that a survey of Steveston Merchants Association members indicate that there is little support to completely rezone the site for retail space.

Also, Mr. van der Tas spoke of the applicant's effort to lease the subject site under the current zoning and noted that he observed very little marketing material available for the subject site.

In reply to queries from Committee, Mr. van der Tas stated that the Steveston Merchants Association anticipates that the Steveson Merchants Association's proposal of a 25% Maritime Mixed Use, 50% Office Space, 25% Retail space for the subject site would increase available parking space after business hours.

Sarah Gordon, Owner, Pieces in Steveston, expressed her support for an expanded Steveston Library and noted that the community is growing and current library facilities are inadequate for the demand.

Gerry Biggar, Owner, Shady Island Seafood Bar and Grill, spoke of his support to zone the subject site for amenities that would benefit seniors and children. Referring to letters and a petition from local merchants and residents, (attached to and forming these minutes as **Schedule 5**) Mr. Biggar indicated that many community members are not in favour of the proposed rezoning application. Also, Mr. Biggar expressed that the area should maintain its heritage character and referenced a newspaper article, (attached to and forming these minutes as **Schedule 6**) which outlined Steveston being nominated as a World Heritage site.

Dominique Jarry, 12000 1st Avenue, expressed his opposition to the proposed rezoning application and was of the opinion that due to the seasonal nature of business traffic in the area, new large commercial developments in the neighbourhood will adversely affect existing merchants.

Planning Committee
Tuesday, May 6, 2014

Davood and Eileen Khatmi, Owners, Bean & Beyond Cafe Bistro, suggested that the subject site be used for a children's museum. They were of the opinion that such a facility would provide amenities and attract families to the Steveston area.

Janice Sieg, Owner, Pierside Deli, expressed her opposition to the proposed rezoning application and was of the opinion that commercial development would negatively affect existing merchants in the area.

Iqbal Ladha, Owner, Steveston Marine and Hardware, spoke of his opposition to the proposed application. He was of the opinion that there is demand to lease industrial spaces at the industrial lease rates. He also suggested that developing a marina in the area would attract more businesses willing to lease industrial spaces. He added that he would also be in favour of alternate uses for the subject site such as a museum or library.

Discussion then ensued with regard to the current lease rates for existing merchants in the area.

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

It was moved and seconded

That staff examine options suggested by Steveston residents and merchants for alternative uses of the Imperial Landing site and report back.

CARRIED

Discussion ensued with regard to consumer choice and the response by existing merchants in Steveston to competition. In reply to queries from Committee, Mr. Tong advised that due to the seasonal nature of the business environment in Steveston, current business models would not be able to sustain the loss of business traffic in the low season if large-scale commercial development is introduced in the area.

Discussion then ensued with regard to the role of the municipal government and the role private sector to provide amenities in the community.

Mr. Tong commented on the current industrial lease rates and efforts by the applicant to lease the site. He suggested that the subject site would not be vacant if current industrial lease rates are offered by the applicant. Mr. van der Tas also commented on the efforts by the applicant to lease the site and noted that he has observed very little marketing material promoting the subject site.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (6:49 p.m.).

CARRIED

Planning Committee
Tuesday, May 6, 2014

Certified a true and correct copy of the Minutes of the meetings of the Planning Committee of the Council of the City of Richmond held on Tuesday, May 6, 2014.

Councillor Bill McNulty
Chair

Evangel Biason
Auxiliary Committee Clerk

- almost my worst nightmare
- wrong in so many ways - where to begin - not enough time
- ^{Feb.} lengthy letter - staff managed to turn everything in favour
of developer - PLN 27 - conservation
strategy reviews done

Meeting initiate a process to rezone.

- rezone back to residential
 - 1928
 - commercial - we were nonconforming
 - late 1970's ^{commercial sprawl outside village edge} changed to residential. - Do Duck Inn
 - preference for 5th Ave style that fits the neighborhood
 - this one's a bad fit

- doesn't "transition" from village commercial to residential when it's bigger than everything around it
- doesn't "anchor" the corner - it overwhelms the corner overshadowing adjacent residences on N & W.

① Massive size is our biggest concern.

- over allowable height - add tower 10x10 .15 m.

PLN 44 - monstrosity makes our house look like a cottage ^{vocation}

② Design - reflection of small buildings on small lots

- 1 & Moncton / Mahai bldg
- 3rd & Bayview

③ Cladding - ^{Dev. Permit Guidelines on industrial buildings} corrugated metal - we're going to be looking at
a whole wall of it. - backup for our yard.
^{staff accepts it}
PLN 30

- last summer - owner moved panel to

CNCL - 24

now side -> Jan plan - now
they've been moved to rear

- placement of bench in lane to allow people to admire panel
 - pull patrons - after hours water hole
 - garbage / glass / cigarettes
 - pruned trees - perfect screening
 - camps etc.
- I could go on - haven't even broached the
 - rooftop garden issue
 - privacy concerns from 3rd floor balconies overlooking our back yard

The guidelines (Section 9.3.2.1; page 53) further suggest in part that "...new development of greater scale should ensure that larger structures do not unnecessarily block views from or impact the privacy of smaller ones."

New growth should not "disrupt the character and existing fabric of the community which is so valued" (Steveston Area Plan Overview 1.0). Unfortunately, this proposal is intrusive and disruptive and we would appreciate it if the City would abide by its own regulations and reject this proposal as currently presented.

contravenes accepted urban policy of the city for building in Steveston

Schedule 2 to the Minutes of the
Planning Committee meetings
held on Tuesday, May 6, 2014.



April 30, 2014

Ms. Sara Badyal
Planner 2
Development Applications Division
City of Richmond

Dear Sara,

Re: Community Amenity Contribution - Imperial Landing

As a consultant to Onni Group, I have been authorized by the developer to present **three options** for providing some additional community amenity contributions related to its Imperial Landing commercial development in response to Planning Committee's direction:

Option 1

- 4,000 square feet of floor area within Imperial Landing will be leased to the City of Richmond for a 5-year term at a below market rate of \$25 per square foot (triple net). One 5-year renewal option would be provided at the same rate of \$25 per square foot (triple net). Based on current a market rental rate level at Imperial Landing in the estimated range of \$32-\$35 per square foot in Years 1-5 and \$35-\$40 per square foot in Years 6-10, this represents a total additional non-cash contribution by the developer in the range of \$340,000 to \$500,000.
- Future lease rates (i.e. after Year 10) for the 4,000 square feet of space will be calculated based on the average annual increase in the Consumer Price Index over the preceding 10 years.
- An additional \$500,000 cash contribution would be contributed to the Steveston Community Amenity provision account.
- A lease termination clause will be inserted in all leases entered into for Building 6 to provide for possible maritime related uses in the future. Modifications have been made to the proposed termination clause since the Planning Committee meeting of April 8.

Option 2

- 4,000 square feet of floor area within Building 6 would be leased to the City of Richmond at \$0 per square foot (triple net) for one 5-year lease term. There would be one 5-year renewal option at a below a market rental rate of \$25 per square foot (triple net). Based on current a market rental rate level at Imperial Landing in the estimated range of \$32-\$35 per square foot in Years 1-5 and \$35-\$40 per square foot in Years 6-10, this represents a total additional non-cash contribution by the developer of approximately \$840,000 to \$1,000,000.

- The balance of the commercial floor area in Building 6 (approximately 5,000 square feet) would be leased to the City of Richmond for one 5-year term at a below market rental rate of \$25 per square foot (triple net). One 5-year renewal option would be provided at the same rate of \$25 per square foot (triple net). Based on current a market rental rate level at Imperial Landing in the estimated range of \$32-\$35 per square foot in Years 1-5 and \$35-\$40 per square foot in Years 6-10, this represents a total additional non-cash contribution by the developer in the range of \$425,000 to \$625,000.
- Future lease rates (i.e. after Year 10) will be calculated based on the average annual increase in the Consumer Price Index over the preceding 10 years.
- A \$500,000 cash contribution would be contributed to the Steveston Community Amenity provision account.

Option 3

- 4,000 square feet of floor area within Building 5 would be leased to the City of Richmond at \$0 per square foot (triple net) for one 5-year lease term. There would be one 5-year renewal option at a below a market rental rate of \$25 per square foot (triple net). Based on current a market rental rate level at Imperial Landing in the estimated range of \$32-\$35 per square foot in Years 1-5 and \$35-\$40 per square foot in Years 6-10, this represents a total additional non-cash contribution by the developer of approximately \$840,000 to \$1,000,000.
- The balance of the commercial floor area in Building 5 (approximately 8,828 square feet) would be leased to the City of Richmond for one 5-year term at a below market rental rate of \$25 per square foot (triple net). One 5-year renewal option would be provided at the same rate of \$25 per square foot (triple net). Based on current a market rental rate level at Imperial Landing in the estimated range of \$32-\$35 per square foot in Years 1-5 and \$35-\$40 per square foot in Years 6-10, this represents a total additional non-cash contribution by the developer in the range of \$750,380 to \$1,103,500.
- Future lease rates (i.e. After Year 10) for entire Building 5 (approximately 12,828 square feet) would be leased to the City of Richmond at following rate which is below Market rental rate
 - Year 11- 15, at a below Market rental rate of \$28 per square foot (triple net).
 - Year 16-20, at a below Market rental rate of \$30 per square foot (triple net).
- A \$500,000 cash contribution would be contributed to the Steveston Community Amenity provision account.

These options are offered on the basis that if either Option 1 or Option 2 or Option 3 is accepted, the developer (Onni) would be free to lease and operate the remaining commercial space in compliance with the zoning guidelines as per the Zoning Text Amendment application. No other conditions, restrictions, or limitations would be applied.

It should be noted that Onni has previously committed to:

- voluntarily contribute \$1,500,000 towards the Steveston Community Amenity provision account
- voluntarily contribute \$136,206 to go towards development of the Road Works DCC projects
- voluntarily contribute \$605 to go towards development of the Storm Drainage DCC projects
- a Letter of Credit security in the amount of \$15,000 to allow for future traffic calming and truck activity mitigation

We trust that the additional community amenity contributions offered in Option 1 or Option 2 or Option 3 address Planning Committee direction as per the Planning Committee meeting of April 8.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Danny C. F. Leung".

Danny C. F. Leung
Consultant

Encl.

Schedule C
Change Retail/ Commercial Use to Maritime Mixed Use (MMU).

The Landlord reserves the right to terminate this Lease or to relocate the leasee in order to facilitate City of Richmond when the Marina is built and agree to covert Building Six to Mixed Maritime Use. The premises to which the Tenant is relocated shall be referred to as the "New Premises".

1) Landlord's Right of Termination

If the Landlord intends to expand or make alternations to Building Six for the use of Maritime Mixed Use, it may, upon providing at least eighteen (18) months written notice to the Tenant, elect to either:

- a) Cancel this Lease without any compensation whatsoever to the Tenant, in which case this Lease shall terminate on the date set out in such notice without prejudice, however, to any rights or obligations arising hereunder or accruing to either party before the date of such termination; or
- b) No reduction or discontinuance of service under this Article shall be construed as a breach of the Landlord's covenant for quiet enjoyment or as an eviction of the Tenant or entitle the Tenant to any abatement of Basic Rent, Additional Rent and Percentage Rent or release the Tenant from any obligation under this Lease.

2. Tenant's Right to Elect Relocation After the Early Termination

- a) Should the Tenant or Landlord elect to relocate the Tenant on or before the 5th anniversary of the Commencement Date, the Landlord shall be responsible for the cost of improving the New Premises to a standard which is, in the reasonable opinion of the Landlord, similar to that of the Lease Premises as of the date of relocation (the "Previous Standard"); and
- b) Should the Tenant or Landlord elect to relocate the Tenant after the 5th anniversary of the Commencement date, the Landlord and the Tenant shall bear equally the cost of improving the New Premises to the Previous Standard.

3. Owner's obligation After Early Termination from the change of Retail/ Commercial Use of to MMU in Building Six

- a) After the marina is built and in operation, the owner have the obligation to present all the future Lease offers of the MMU in Building Six to City of Richmond for pre-approval before accepting the offer and enter into the head lease.
- b) the owner consent the City of Richmond to post the MMU usage to the city website in conjunction with Marina usage in Building Six Only on the property.

May 6, 2015

Sara Badyal
Planner 2
Development Applications Division
City of Richmond

Dear Sara,

Re: Comparable Retail Leasing Rates

I was asked by Danny Leung to review the Staff Report to Planning Committee dated April 30, 2014 and provide some market data that indicates current rental rates for retail space in developments comparable to Imperial Landing. Grocery store anchored developments that serve Steveston residents as the best comparable as these developments would be most directly competitive and attract similar types of uses and traffic.

Retail Project	Unit #	Size (sq. ft.)	Base Rent (per sq. ft.)	Additional Rent	Comments
Blundell Centre	140	3109	\$36.00	\$14.48	Supermarket anchor
	180	1278	\$35.00	\$14.67	Supermarket anchor
Seafair Centre	6	1016	\$42.00	\$9.28	Supermarket anchor
Ironwood Plaza	n/a	2500	\$28.00	14.00	Sublease at lower than market rate; market rate is \$35-\$40
Terra Nova Plaza	Recent	850-2,000	\$25.00-\$30.00	\$12.00-\$13.00	Supermarket anchor
Broadmoor S.C.	Recent	850-2,200	\$30.00-\$35.00	\$12.00-\$13.00	Supermarket anchor
The Gardens	New (u/c)	750-5,000	\$32.00-\$40.00	\$11.00-\$12.00	New, Supermarket anchor; 75,000sf, mixed use; no office
Sands Plaza (11180 No. 5 Rd)	New (u/c)	862-2,083	\$28.00-\$30.00	n/a	Near Ironwood; 30,000 sf strip plaza; no supermarket anchor


I spoke with several commercial leasing agents/developers active in the Richmond/Steveston markets during the process of gathering this information. They have confirmed that rental rates for good quality, well-located, supermarket-anchored developments, base rents are currently in the range of \$30-\$40 per square foot with additional charges (i.e. CAM and taxes) in the range of \$10-\$14 per square foot. Leasing agents indicated that rental rates along Bayview for newer and/or high quality spaces are in the \$30-\$35 per square foot range. Based on my research and discussions, Imperial Landing can be expected to achieve rental rates in the low to mid \$30's (triple net) due to the high quality of development, desirable waterfront location, potential supermarket anchor, and the resulting strong tenant mix that it will attract.

The review of comparable retail rental rates demonstrates that the City of Richmond would be receiving a significant additional non-cash community amenity contribution through the below

market rental rates being offered under the 3 Options presented by the developer. For example, Under Option 3 the effective rental rate for Building 5 would be \$17.27 per square foot (triple net) for the first five years compared to a market rental rate of \$32-\$35 per square foot (triple net). This represents a rent reduction (contribution) totalling \$950,000-\$1,146,000 in the first 5 years alone.

Sincerely yours,

HUME CONSULTING CORPORATION

A handwritten signature in black ink, appearing to read 'P Hume', with a stylized 'P' and 'H'.

Peter Hume

Richmond Planning Committee – May 6, 2014 – Onni Re-zoning Application

Suggestions from John Roston, 12262 Ewen Ave. (Imperial Landing resident)

1. Re-zone Buildings 1-4 for commercial use as currently requested by the applicant on the conditions already specified.
2. Insert a condition to set aside for 6 months an appropriate amount of space at market rents in Building 4 for marina services while a marina feasibility study is done.
3. Re-zone Buildings 5 and 6 for “Library and Exhibit” use with Building 5 used for a new Steveston Library and Building 6 for a Maritime museum on agreed long term rental terms.
4. Consider following rental terms that seem reasonable given long term reliability of tenant, large amount of space and increased rental value for Buildings 1-4 given traffic generated by a library and museum:
 - a) Rent to be paid only on half the space in Buildings 5 and 6.
 - b) Rent to be \$20 sq.ft. in years 1-5 with options to renew each building’s lease @ \$22 in years 6-10, \$24 in years 11-15 and \$26 in years 16-20.
 - c) Total Onni revenue and costs to City at these rates shown on reverse side of this sheet.
5. Insert a condition that there is an option to abandon the Maritime Museum lease on Building 6 after a 6 month feasibility study is done. In that case, Building 6 to be re-zoned on the same basis as Buildings 1-4.

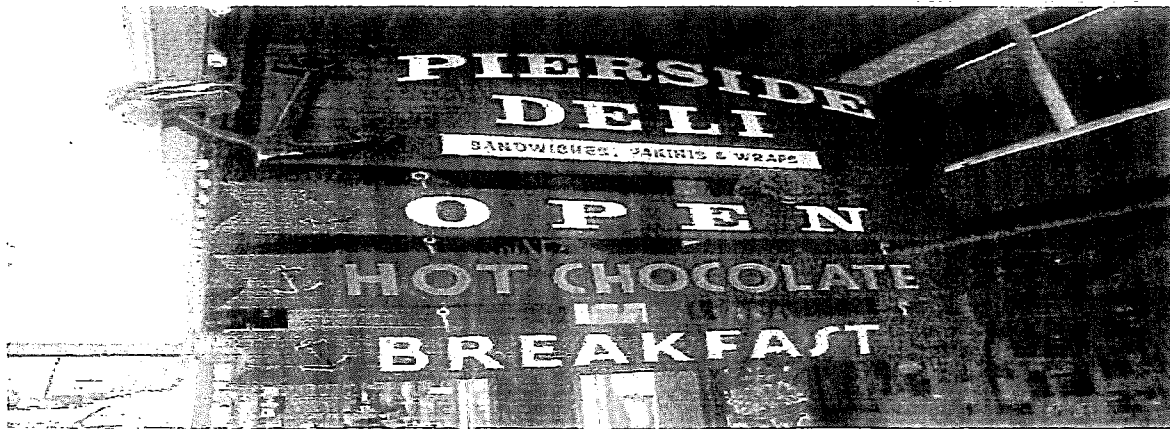
Suggestion that the Maritime Museum be a River Ecology Museum

1. There are a number of successful small museums throughout the world that are of similar size to Building 6 (9,000 sq.ft.). There would primarily be large interactive touchscreen computer-driven displays showing text, animated drawings and live and recorded video with a limited number of physical artifacts displayed.
2. A River Ecology Museum could possibly attract shipping industry funding that would minimize the cost to the City. It would not be a replacement for the major purpose-built destination museum plan. It could be part of a “Shoreline Museum Trail” from Gulf of Georgia Cannery to Britannia Heritage Shipyard.
3. It is worth taking 6 months to commission an independent study that considers various maritime museum possibilities and costs involved for both Building 6 and other possible Steveston locations.
4. Building 6 is particularly well suited to a minimum cost River Ecology Museum. Possible exhibits include:
 - a) animation showing evolution of the mouth of the Fraser River including formation of islands, movement of silt, settlement by First Nations and Europeans and establishment of the fishing industry;
 - b) description of UVic Ocean Networks underwater observatory off Iona Jetty studying marine life and deposition of silt with live data feeds from instruments and possibly video;
 - c) display of ship and fishing vessel traffic in the Gulf of Georgia and passing by Steveston using live transmission of ship transponder data and recorded video of Steveston based vessels;
 - d) live and recorded video from Steveston based pilot boat showing rendezvous with large ships and subsequent radio contact with pilots describing what they are doing;
 - e) temporary exhibits on current activities such as dredging and local issues such as presenting both sides of the controversy over what sorts of cargo should be allowed to pass by Steveston, including jet fuel and coal, so that residents can educate themselves on managing their environment.

Comment: The City should be responsible for soliciting public feedback at the applicant's expense. The feedback solicited by Onni continues to ignore the option of a library and/or a maritime museum. This includes the latest local resident petition submitted by Onni. Public feedback solicited by the City always presents all of the options clearly. The Onni solicited feedback is solely aimed at selling its point of view.

Size	Current Location 4000 ft. Steveston CC	9,197 ft. Building 6 as Museum	12,929 ft. Building 5 as Library	Onni Revenue
Programmable space	3,750 ft.	8,597 ft.	12,329 ft.	
Non-public space	250 ft.	600 ft.	600 ft.	
A. Operational Costs (utilities, staffing, janitorial, collections)	\$646,200	\$700,000	\$720,000	
Technology Maintenance		\$20,000		
B. Common Area Fees on entire space (\$10/ ft.)	Nil	\$91,970	\$129,290	\$221,260
C. Rent only on half of the space Year 1-5 - \$20 ft. Year 6-10 - \$22 ft. Year 11-15 - \$24 ft. Year 16-20 - \$26 ft.	Nil	\$ 91,970 \$101,167 \$110,364 \$119,561	\$129,290 \$142,219 \$155,148 \$168,077	\$221,260 \$243,386 \$265,512 \$287,638
Subtotal (A+B+C) Year 1-5 Year 6-10 Year 11-15 Year 16-20		\$903,940 \$913,137 \$922,334 \$931,531	\$ 978,580 \$ 991,509 \$1,004,438 \$1,017,367	\$442,520 \$464,646 \$486,772 \$508,898
Deduct		\$100,000 Admission revenue	\$646,200 Current operating costs	
Increase to Operating Budget Year 1-5 Year 6-10 Year 11-15 Year 16-20		\$803,940 \$813,137 \$822,334 \$831,531	\$332,380 \$345,309 \$358,238 \$371,167	
Capital Costs		\$3,000,000 *	\$3,655,460	

* As a Capital Cost comparison, the U.S. National Naval Aviation Museum recently added a 9,000 sq.ft. wing of the Museum called the Flight Adventure Deck at a cost of U.S. \$2 million including 38 interactive devices, 11 educational kiosks, an interactive wind tunnel and four computer-based flight simulators.



May 5 2014

To whom it may concern:

I am writing this letter in regards to the rezoning application east of #1 road and Bayview (The Omni Project). In regards to the commercial units I do not believe that this would be beneficial to any small business owners or their establishments in Heritage Steveston.

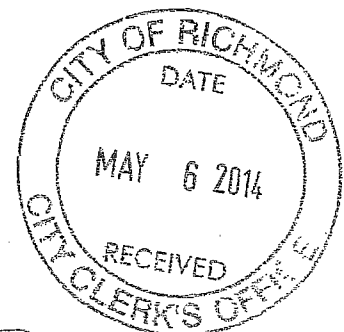
Steveston is built on the foundation of small businesses and small close community standards. Big box businesses such as Tim Hortons, franchises businesses that can carry their own in the slow months would be detrimental to any small business trying to survive in Steveston.

If this rezoning is approved many small businesses, coffee shops and such will be phased out and will no longer be apart of this community and it's small town feel. While we understand growth is a part of any community, Steveston has always been a small town community that thrives on businesses helping one another out and supporting the small town business feel. Please strongly reconsider this change in rezoning and consider the small business owners personal lives, and livelihood. In no way will it be a positive move for any small business owners in our community.

Best Regards,

Owners: Janice Sieg, Rainer Sieg, Kirsten Gaiser

CNCL - 34



CHARTHOUSE RESTAURANT AT STEVESTON HARBOUR

200-3866 Bayview Street
Richmond, B.C. V7E 4R7
Tel: 604 271-7001

May 5, 2014

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


Dear Sirs:

Re: Proposed Omni Developments Bayview Street Rezoning

I, George Triantafillou the owner of Chighthouse Restaurant located at 200-3866 Bayview Street, wish to express my opposition to the rezoning application by Omni Developments for their project on Bayview Street from Maritime Mixed Use to Commercial.

I feel that the addition of approximately 62,000 square feet of commercial space in the Steveston area is far in excess of the demand for retail space in this area and would result in many vacancies with some smaller retail businesses going out of business. Further, I feel that the parking situation for commercial space in that development is extremely inadequate.

Yours truly,



George Triantafillou

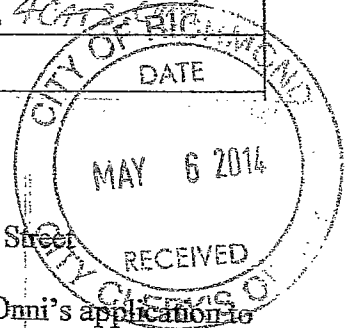


PETITION TO RICHMOND CITY COUNCIL

RE: Rezoning Application by Onni Development Regarding 4300 Bayview Street

The undersigned business owners of the community of Steveston wish to petition against Onni's application to change the existing MMU zoning to additional commercial uses. We feel that Steveston is over-built commercially without the population density to support the existing businesses year round and that additional commercial use space will have a major negative impact on the existing businesses.

NAME	BUSINESS NAME	PHONE NO.	EMAIL ADDRESS
Ran Hill	Village Books & Cafe	offense 272-6601	villagebooks@shaw.ca
Robin Forgrave	Steveston Marine	604-277-7031	robin@stevestonmarine.com
ES FRANK		778-999-9014	TARIES@TREUS.NET
Doug Fraser	Salt Sand Sea	604-519-7233	doug@salsandsseacity.com
Nick Kollakis	CHIMNEY PIPE	604-272-1222	RYA-Kollakis@yahoo.ca
GREG LABVIEW	Rod's Building	604 277 1191	greg@rods65.com
NADIE ADAMS	UNICUTTERS	604 272 4247	nael6adams@hotmail.com
Diane Nielsen	NIELSEN COMPANY, COA	604 275-3244	diane-nielsen@shawbiz.ca
Soset Humberger	Sopps Pizzeria	604 833-5220	S. H.
Peter Chiu	PAT'S GALLERY	604-277-1112	titacheng@hotmail.com
R. BURBOWORTH	ELVES Embroid	604 275 8191	ELVES Embroidery@Tel. Net
Suzanne Stratten	SERENDIPITY'S	604-275-7683	serendipity@telus.net
LISA KAYRA	4CATS ARTS	778-828-4692	STEVESON@4CATS



PETITION TO RICHMOND CITY COUNCIL

RE: Rezoning Application by Onni Development Regarding 4300 Bayview Street

The undersigned business owners of the community of Steveston wish to petition against Onni's application to change the existing MMU zoning to additional commercial uses. We feel that Steveston is over-built commercially without the population density to support the existing businesses year round and that additional commercial use space will have a major negative impact on the existing businesses.

NAME	BUSINESS NAME	PHONE NO.	EMAIL ADDRESS
THOMAS CHAN	338 KITCHEN	604-720-8710	KILBYTHOMAS@HOTMAIL
Ramona Bianco	Focus Pictos	604-891-6593	noniobianco@gmail.com
DR. M. LU	DML INC	604 271 2507	manager@TenderTooth.ca
SCOTT LIVINGSTONE	STEVESON ACUPUNCTURE	604 916 3833	STEVESONACU@GMAIL.COM
RYAN WALTER	STEVESON TATTOO	604 284-5020	WALTERTATTOO@HOTMAIL
Sam	SUPERGROWER	604-CL-3622	Sam@supergrower.ca

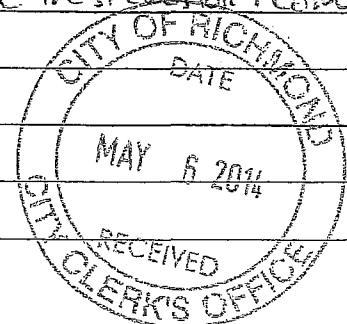
PETITION TO RICHMOND CITY COUNCIL

RE: Rezoning Application by Onni Development Regarding 4300 Bayview Street

The undersigned business owners of the community of Steveston wish to petition against Onni's application to change the existing MMU zoning to additional commercial uses. We feel that Steveston is over-built commercially without the population density to support the existing businesses year round and that additional commercial use space will have a major negative impact on the existing businesses.

NAME	BUSINESS NAME	PHONE NO.	EMAIL ADDRESS
<i>[Signature]</i>	South Steveston	604-277-3008	
JUSTIN	STEVESTON PT	604 870 3705	
C Heringer	Heringers Meats	274-MEAT	
K Heringer	" "	" "	
David	Beck & Bayview	604-277-7667	clavood/chc@h-farm.com
<i>[Signature]</i>	" "	604-277-2687	
STP	STP'S AUTO	604-204-0415	
JEREMY RE	STEVESTON PHARMACY	604-271-2820	
Sire Sigales	MAMA'S PIZZA	604 271 6400	
PHILIPPE LEROUX	DAMIEN'S WAFFLES	604 304 28 84	Damienswaffles@hotmail.com
Mark Westlake	Pacific North West	604-274-7238	
Lina Wong	Meat + Bark	604 271-3647	meatbarkavenue@shaw.ca
Glenda Walliser	BON RETOUR	604-370-1951	glenda@bonretour.com
P. Stouffer	SHIPPORE	604-272-4322	
Shirley Kinkadee	Nurse Next Door	604-644-5524	richmond@nursenextdoor.com
Zilean Duh	Tefferson Cleaners	604-271-8223	
Jay Kim	Gildan Maple	604-448-9718	
Naf Bada-Langdon	Alegria Cafe	604-574-1215	nlangdon@msn.com
E. M. YASUKITA	NIKKA FISHING + MARKET	604-271-6332	
ANDREW FLORENDO	BUDGET APPLIANCE RENT	604-271-0666	budgetappliance@live.com
Gennesse Langdon	The Steveston Hotel	604.277.9511	gennesse@thebuckandear.com
<i>[Signature]</i>	Buck & Earl Bartolice	604.277.9511	david@the-steveston.com

CNCL - 37



Steveston nominated as heritage site

MICHAEL MUI

24 hours

michael.mui@sunmedia.ca

Richmond City Hall is trying to take Steveston back from the big screen to its roots as a fishing village that was once a significant supplier of food for the war effort during the First and Second World Wars.

Those unfamiliar with the southwestern Richmond village might see the former B.C. port of call as the home of hit television series *Once Upon a Time*, or be excited to see it appear in an upcoming *Godzilla* movie.

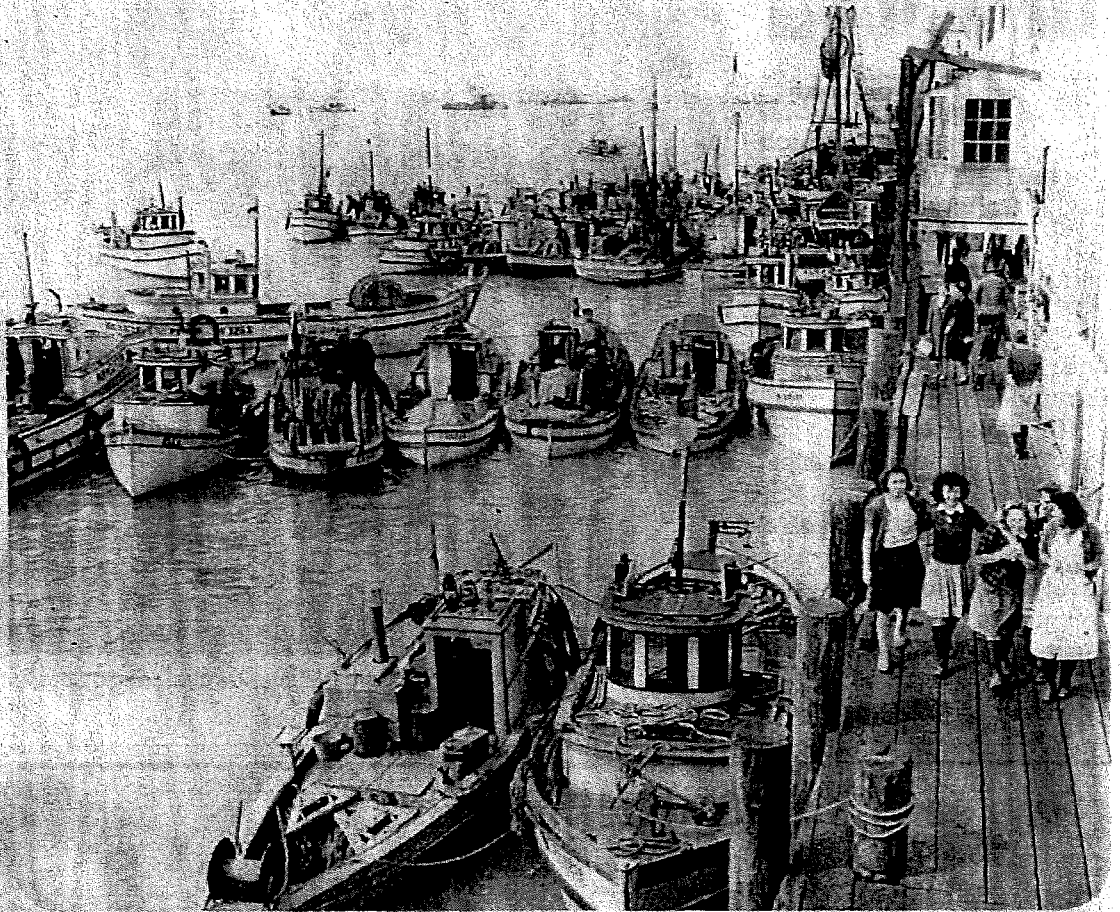
Coun. Bill McNulty said council is partly to blame for the historical site's now-famous silver screen ties.

"That's not what it should be known for. It should be known for historical significance," he said on Tuesday.

"We've not done a good job of selling it in that aspect. We've picked it up for tourism, but also we need to push for the significance with regards to history."

That push, McNulty said, is the reason council has approved \$20,000 for a consultant to write an application to nominate Steveston Village as a UNESCO World Heritage Site.

The village is still home today to former "Monster" Gulf of Georgia Cannery — the largest of 43 at the turn



1940s photograph of fishing boats docked at Imperial cannery in Steveston with five young women fish cannery workers walking along the dock. CITY OF RICHMOND ARCHIVES, PHOTOGRAPH #1985 4 14

» **In 1887, the first ship from Liverpool came to Canada ... anchored there, and loaded up with salmon and took the first load of salmon back to England. »**

— Coun. Bill McNulty,
Richmond

of the century at Steveston's waterfront. At its peak, the

cannery produced 2.5 million cans of salmon in one year.

"And it's still going today as a museum with Parks Canada," McNulty said.

The village — which runs little more than a few blocks in each direction near the intersection of No. 1 Road and Moncton Street — is also home to Canada's second oldest post office, still functioning today.

In more recent years, development has sprung up around the village and many of its buildings are now being re-done — or in some cases, even torn down and rebuilt.

McNulty said council continues to try to "curtail" the development of the village and maintain its rustic character.

Comment at vancouver.24hrs.ca.



City of Richmond

Report to Committee

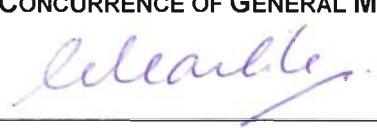

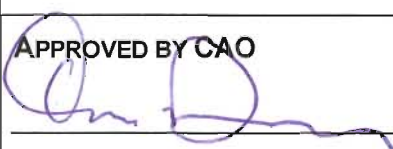
To: Parks, Recreation and Cultural Services Committee
From: Jane Fernyhough
Director, Arts, Culture and Heritage Services
Date: April 7, 2014
File: 11-7000-09-20-180/Vol 01
Re: City Centre Community Centre Integrated Public Artwork

Staff Recommendation

That the concept proposal and installation for the City Centre Community Centre integrated public artwork by artist Rebecca Bayer, as presented in the report from the Director, Arts, Culture and Heritage Services dated April 7, 2014, be endorsed.

Jane Fernyhough
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Budgets Recreation Services Project Development	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

On March 12, 2012, City Council endorsed the building program for the City Centre Community Centre, which includes a large fitness studio and change rooms, multipurpose program spaces, aerobic and dance studio, music rooms, arts space, and meeting rooms. An allocation of 1% of the construction budget in the amount of \$37,000 was identified for the integration of public artwork in the development of the new community centre for Richmond's City Centre.

This report presents the recommended integrated public artwork concept proposal for Council's consideration and endorsement.

This initiative is in line with Council Term Goal 9.1:

To build culturally rich public spaces across Richmond through a commitment to strong urban design, investment in public art and place making.

Analysis

The new City Centre Community Centre is to be located within the Quintet Development, a residential/commercial mixed use development consisting of five high-rise residential buildings, townhouses and commercial retail space between Ackroyd Road, Firbridge Way, No. 3 Road and Minoru Boulevard. The community centre is part of a common building constructed and owned by the Developer and shared with Trinity Western University at the corner of Minoru Boulevard and Firbridge Way. The community centre will share a common entrance.

The City Centre Community Centre integrated public artwork will be the first of several artworks recommended for the overall Quintet development. Future artworks will include display cases within the community centre for the display of community artworks, a large two-dimensional artwork within the common lobby, and public artwork on the Quintet frontages along Minoru Boulevard and No. 3 Road. Artwork within the City Centre Community Centre will be funded and owned by the City, while artwork on private common property will be funded, owned and maintained by the Developer.

Through the rezoning process, the developer has made a public art contribution for artworks to be integrated with the development. The City has provided public art funding for artwork associated with the tenant improvements for the community centre.

Terms of Reference – City Centre Community Centre Integrated Artwork

The Public Art Terms of Reference for the City Centre Community Centre integrated public artwork (Attachment 1) describes the art opportunity, site description, scope of work, budget, selection process, design schedule, and submission requirements. The Terms of Reference were reviewed and endorsed by the Public Art Advisory Committee.

City Centre Community Centre Integrated Artwork - Public Art Artist Selection Panel

On January 29, 2014, following the administrative procedures for artist selection for civic public art projects, the selection panel reviewed the artist qualifications of the seventeen artists who responded to the Open Call to Artists. Members of the selection panel included:

- Mary Chow, Architect, CEI Architecture Planning Interiors
- Marie Lopes, Arts Programmer, Roundhouse Community Arts & Recreation Centre
- Brian McBay, Arts Professional
- Paige Robertson, City Centre Community Association Board Member
- Renee Van Halm, Artist

Recommended Public Art Project

Following the reviews of the seventeen artist submissions, the Public Art Selection Panel reached a consensus by a majority vote of four to one and recommended artist Rebecca Bayer for the Community Centre integrated public artwork. The Public Art Advisory Committee supports the Selection Panel's artist recommendation. The artist and City staff presented the artist proposal to the City Centre Community Association Board on March 11, 2014 and discussed the artwork concept, technical considerations and community responsiveness. The artist will continue to consult with the Board on the next stages in the development of the project to address the issues raised at the meeting.

The proposed interior location for the artwork will be in the upper lobby on the second level of the community centre and will consist of a colourful geometric pattern abstracted from traditional designs. The artist will involve community stakeholders to develop the final pattern design that will be integrated into the flooring finish and lone concrete column. The artist will utilize a colour palette that will complement and offset the proposed colour palette of the interior design. The artist describes the artwork as follows:

"My initial ideas for pattern draw their inspiration from familiar ancient motifs which have either been used traditionally in gathering spaces or which symbolically represent community values such as interdependence or communal strength."

Attachment 2 provides further information about the proposed artwork and artist's background.

A technical review and coordination phase with the architect-led design team will be included with the design development phase of the artwork. A full-scale mock-up of a portion of the floor will be created in order to assess the colours and pattern prior to authorization to proceed with fabrication and installation. The artist and City staff will continue to meet with the City Centre Community Association Board to obtain feedback and comments as the artwork develops. Maintenance of the artwork will be part of the normal maintenance of the floors and walls in the community centre, and the artwork will be designed to meet the centre's maintenance standards.

Financial Impact

The total public art budget for the City Centre Community Centre is \$37,000 funded out of the approved City Centre Community Centre Capital Project. For this initial project, a budget of up to \$25,000 is provided to the artist for the design, fabrication and installation of the artwork including all related artist expenses. The balance of \$12,000 will be used to install built-in glass display cases for temporary art exhibitions for artworks to be selected by the City Centre Community Centre through its regular programming. Any repairs required to the artwork will be the responsibility of the Public Art Program.

Conclusion

The new community centre facility represents an opportunity to integrate public art to enhance the identity and vibrancy of the City Centre, and supports the aspirations of the Richmond Arts Strategy to create great facilities and physical infrastructure to make Richmond an arts destination with a thriving arts community. This initiative also supports the Council Term Goals to build culturally rich public spaces across Richmond through a commitment to strong urban design, investment in public art and place making.

Staff recommend that Council endorse the proposed concept and installation of the City Centre Community Centre integrated public artwork, by artist Rebecca Bayer, as presented in this report.



Eric Fiss
Public Art Planner
(604-247-4612)

JF:ef

- Att. 1: Terms of Reference for the City Centre Community Centre Integrated Public Artwork
- 2: Artist Concept and Curriculum Vitae (CV)

call to artists

PUBLIC ART
RICHMOND



Figure 1. City Centre Community Centre Artist Rendering. CEI Architecture. Development Architects
WT Leung Architects Inc.

The City of Richmond's Public Art Program invites artists or artist teams to submit concept proposals* and samples of past work in consideration for two permanent integrated public artworks at the City Centre Community Centre, located at 5900 Minoru Boulevard. All information about the project is contained herein.

Budget: **\$25,000 CAD.**
Eligibility: **Residents of British Columbia**
Completion: **April 2015**
Deadline for Submissions: **January 22, 2014, 5pm**

Questions? Contact the Public Art Program:
publicart@richmond.ca

City Centre Community Centre Public Art Project

Integrated Public Artwork

December 2013

***Note:** We thank all artists for contributing their time and professional work for the initial concept proposal submissions. We believe our smaller scale public art commissions are an opportunity for young or emerging public artists to have an equal opportunity in obtaining commissions when being able to submit a visual representation of their concept proposal.

call to artists

PUBLIC ART
RICHMOND

The City Centre Community Centre will be a vibrant two-storey facility located within a larger development called Quintet. This ambitious development is defined by five residential towers and street level townhouses. A new campus for Trinity Western University will be located within the building and will share a common lobby area. The facility is Richmond's first full-service urban Community Centre designed to meet the recreation needs of a diverse, dynamic and metropolitan clientele.

The Community Centre will function as a key gathering space in the heart of Richmond, and as such it will help to support and animate the cultural and social amenities in the City Centre. Services within the centre include a large fitness studio and change rooms, multipurpose program spaces, aerobic & dance studio, music rooms, arts space, and meeting rooms. The community living room and large lobby spaces will allow people to gather informally, connect and engage with others in a safe and welcoming environment.

Introduction

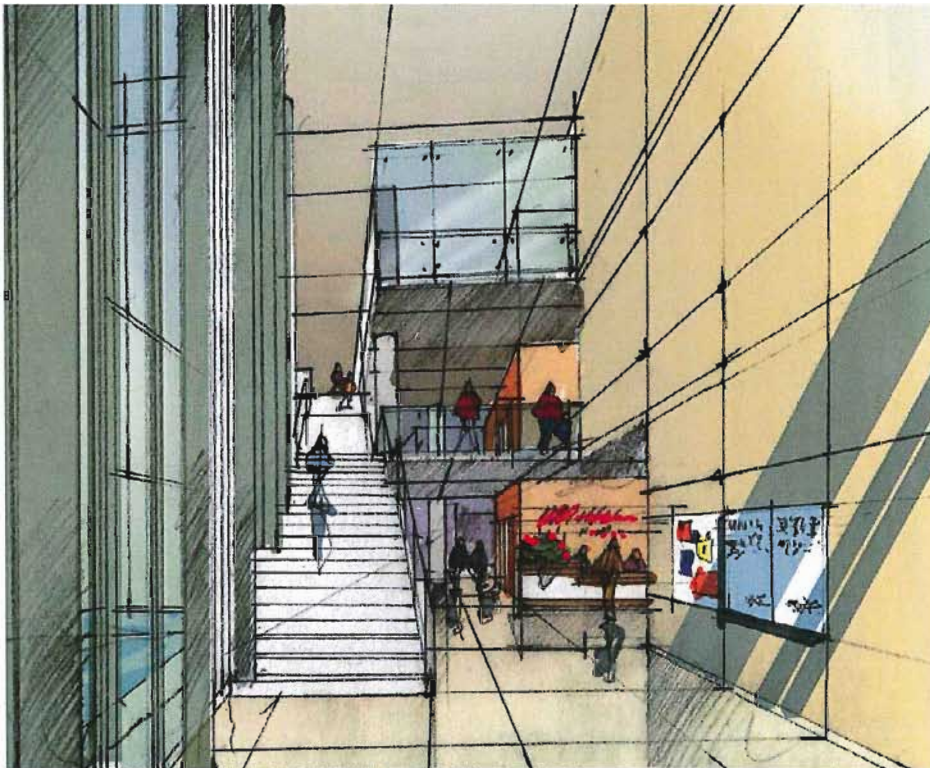


Figure 2. Artist Rendering of Interior Common Lobby. CEI Architecture. Development Architects
WT Leung Architects Inc.

call to artists

PUBLIC ART
RICHMOND

This call presents an opportunity for artists to consider the relationship between art and place-making. Perhaps one can begin simply by asking a few questions such as, what role do we want art to play within our community spaces? How do we want art to engage us as viewers or visitors in these spaces? What makes a space? What makes a place? And is there a difference?

Three locations for public artwork have been identified within the Community Centre. Artists will be required to choose two of three possible locations for an integrated artwork. The total project budget for this commission will be \$25,000 CAD. Each artist concept proposal must clearly identify two locations for the artwork.

The three interior locations were chosen for their relationship to common circulation spaces and areas of rest and gathering. The selected artist will have the opportunity to work closely with City Staff and design team consultants to fully integrate the artwork into the fabric of two interior spaces. The selected artist will be expected to work with Community Centre stakeholders to develop their concept proposal. The following floor plans in Figures 4 and 5 identify the three possible locations for the artwork.

Context

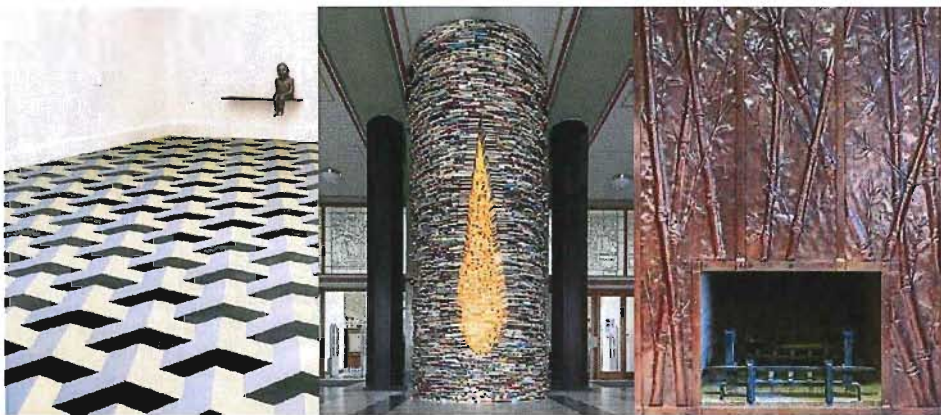


Figure 3. (Left - Right) Juan Muñoz, *The Wasteland*, Smithsonian's Hirshhorn Museum of Contemporary Art and Sculpture. Matej Kren, *Idiom*. Fireplace surround, copper and forged iron.

PUBLIC **ART**
RICHMOND

This architectural floor plan illustrates the second floor of a community center. The layout includes several key areas:

- Top Section:** Features two meeting rooms (MEETING 1 and MEETING 2), a large multipurpose area (MULTIPURPOSE 1), and restrooms (WOMEN, MEN, BF WC). There are also storage rooms (STOR) and a maintenance room (M & E).
- Central Section:** Contains a common lobby, a multipurpose lobby, and a community living room. A green dashed line with an arrow points to a proposed "Option 01 Fireplace Surround" in the community living room.
- Bottom Section:** Includes a reception/admin area, a staff room, and a fitness area. There are also restrooms (JAN CLO, WOMENS CHANGE, MENS CHANGE) and a large exit corridor.
- Staircases:** The floor plan shows several staircases, including STAIR #1, STAIR #13, STAIR #15, and STAIR #16.
- Other Features:** Various storage rooms (STOR), a fitness stor, and a common lobby are also indicated.

4

call to artists

PUBLIC ART
RICHMOND

Upper Level Floor Plan

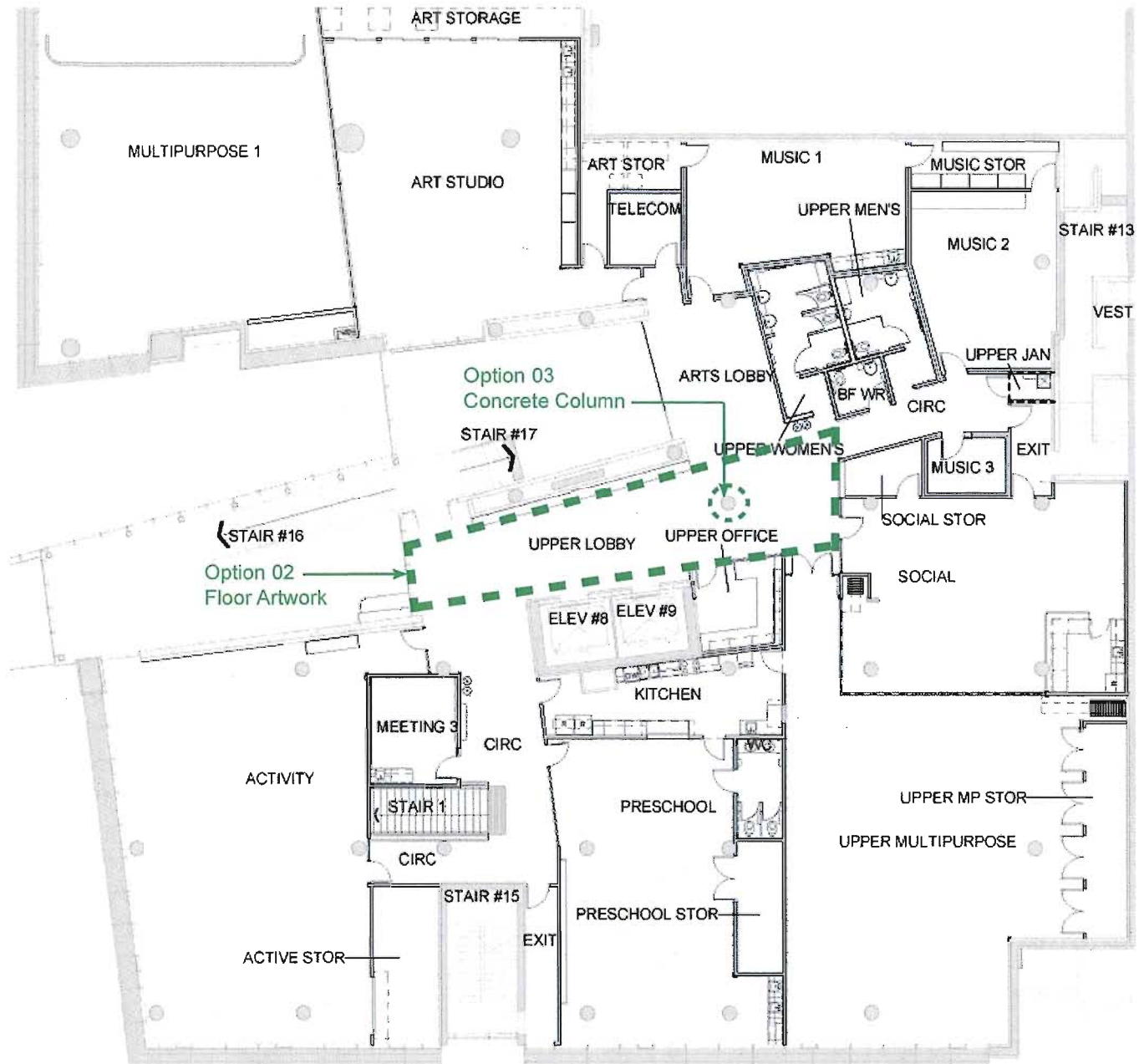


Figure 5. Upper Level Floor Plan. CEI Architecture.

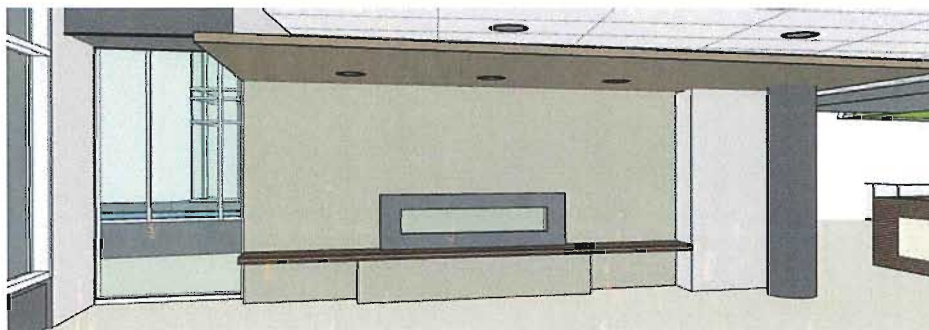
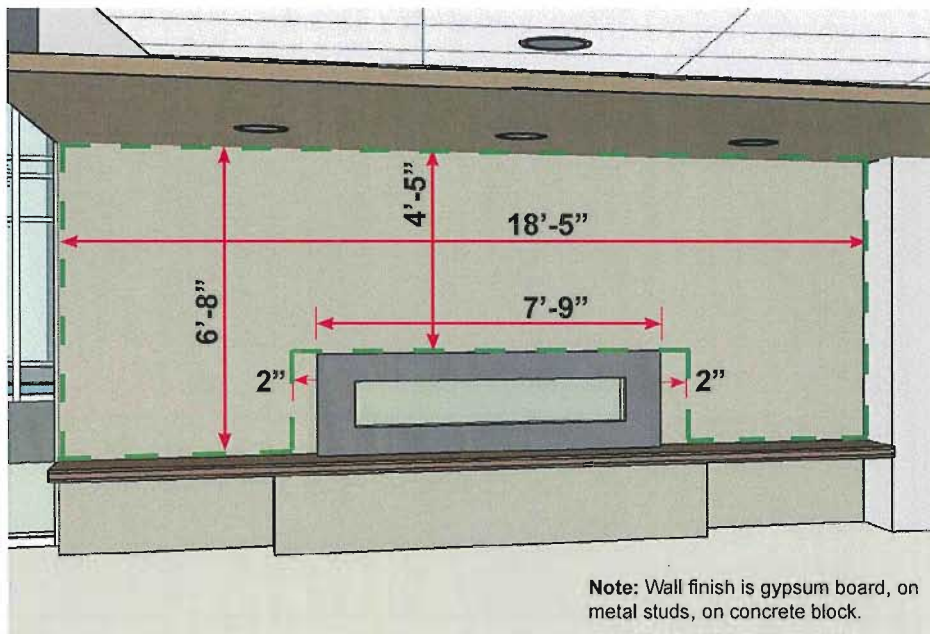
call to artists

PUBLIC ART
RICHMOND

"the home is where the hearth is"

The Community Living Room will act as an inclusive social space and gathering area for the Centre. The main feature of this room will be a fireplace and accompanying shelf/bench.

Artists are invited to consider an artwork as an integrated fireplace surround. The sketches below indicate overall dimensions and maximum allowable areas for the artwork on the wall. A 2" clearance will need to be maintained on each side of the fireplace front plate. Artists will be required to identify the type of materials, method of application and any installation requirements as part of their concept proposal.



Interior Location

Location 01

Lower Level

Fireplace Surround

Figure 6. Detailed Wall Elevation showing proposed fireplace. Dimensions of the fireplace front plate are approximate. CEI Architecture.

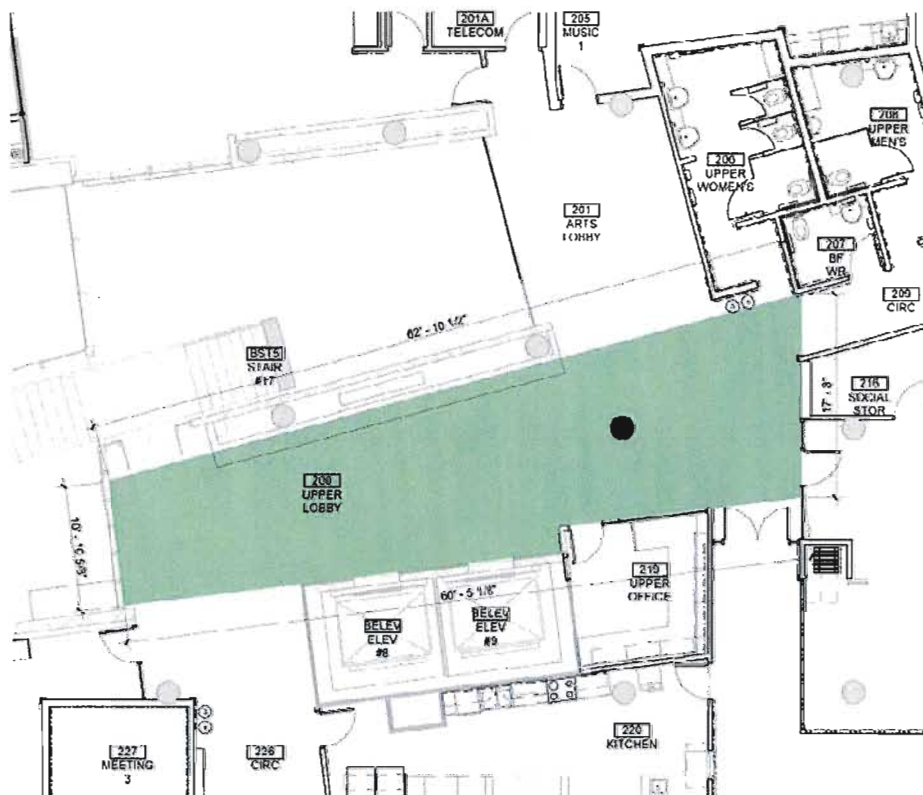
call to artists

PUBLIC ART
RICHMOND

The upper level of the Community Centre will host a variety of activities and classes within multipurpose rooms, art studios and music rooms. The main circulation space will incorporate a counter seating area where one can rest or plug in a laptop. It will be an area of high traffic, as people will arrive and exit using the main stair and elevators.

Artists are invited to propose a 2D artwork to be integrated into the linoleum floor finish. The artist will be required to coordinate with the linoleum manufacturer and the design team to custom reproduce the 2D artwork using the linoleum floor finish. Artists are encouraged to research case studies involving custom-made floor inlays using water jet cutting technology or other image transfer methods, specifically for linoleum. Artists should carefully consider colour, scale and placement for this artwork opportunity.

Floor Area: 880 sq. ft. (highlighted green in Figure 7.)



Interior Location Location 02

Upper Level Lobby Floor Art Work

Figure 7. Detailed Floor Plan, showing area for art work inlay into lino floor finish. CEI Architecture.

call to artists

PUBLIC ART
RICHMOND

A lone concrete column sits in the middle of the upper level lobby area. Its location provides an opportunity for an artist to consider specific sight lines and views as one walks down the corridors leading into the lobby area. Artists are encouraged to consider the column as an integral part of the artwork.

Artists will be required to identify the type of materials, method of application and/or attachment and any other installation requirements as part of their concept proposal.

Circumference of column = 6.28'

Height = 10' feet

Interior Location
Location 03

Upper Level
Concrete Column



Figure 8. Interior digital model perspective of concrete column. CEI Architecture.

call to artists

PUBLIC ART
RICHMOND

Budget

The total project budget for this artwork commission will be \$25,000 CAD. If submitting more than one proposal, Artists must complete and submit individual submission packages for each concept proposal. The budget will include (but is not limited to): artist fees, design, permitting as needed, engineering fees, fabrication, installation, photography, insurance and all taxes. Travel to Richmond and/or accommodation is at the artist's expense.

Schedule (subject to change)

Submissions Deadline	January 22, 2014, 5pm
Artist Selection Process	February, 2014
Production / Fabrication	February -- May 2014
Installation / Completion	April, 2015

Selection Panel & Process

- The recommended artist(s)/artist team will be chosen through a one-stage selection process under the mandate of the Richmond Public Art Program.
- A three-to-five person selection panel consisting of artists, art professionals and community members will convene to recommend one-to-two artists for the commissions.

Selection Criteria

Submissions to this Artist Call will be reviewed and decisions made based on:

- artist qualifications* and proven capability to produce work of the highest quality;
- artist's capacity to work in demanding environments with communities and other design professionals, where applicable;
- appropriateness of the proposal to the project terms of reference and Public Art Program goals;
- artistic merit of the proposal;
- degree to which the proposal is site and community responsive, and technically feasible;
- probability of successful completion; and
- environmental sustainability of the proposed artwork

Terms of Reference

* Selected artist will be required to show proof of WCB coverage and \$2,000,000 general liability insurance

call to artists

PUBLIC ART
RICHMOND

Additional consideration may be given to proposals from artists who have not received commissions from the City of Richmond in the past three years.

Submission Requirements:

All submissions should be sent as a single PDF file and contain the following supporting documents, in the following order:

1. **Information Form** - found on last page of this document
2. **Concept Proposal** - (2 page maximum). A typed letter of interest, including artist's intent, rationale and a preliminary concept visualization. The statement should address the Selection Criteria (above), artistic discipline and practice.
3. **Resume/Curriculum Vitae** - (2 page maximum per artist) If you are submitting as a team, each member must provide a personal resume.
4. **Budget** - Please complete form on page 12.
5. **Three References** - References should be able to speak to your expertise and experience (1 page maximum)
6. **Images of Past Work** - (5 images maximum). Digital images of past work in any medium that best illustrates qualifications for this project. Include and identify the following information directly on all image pages: **title of work, medium, approx. dimensions, location, date and artist name.** Artists are also encouraged to include a brief description. One image per page. Artist's name to be identified on all pages of documents.

Submission Guidelines

1. This request for submissions ONLY accepts PDF applications via e-mail. Submissions must be contained in one single PDF file. Do not submit multiple electronic documents. All supporting documents must be complete and strictly adhere to these guidelines and submission requirements (above) or risk not being considered.
2. All submissions must be formatted to 8.5 x 11 inch pages. Portfolio images and concept sketches are best formatted to landscape format.
3. The Artist's (or Team's) name should appear in the right header of every page.
4. Submission files must be 5MB or smaller
5. If submitting as a Team, the team should designate one representative to complete the entry form. Each team member must submit an individual Resume/CV (See Submission Requirements)

Terms of Reference

Submission Requirements:

Submissions to be sent as a single PDF file via e-mail to:

publicart@richmond.ca

call to artists

PUBLIC ART
RICHMOND

Additional Information

Please be advised that the City and the selection panel are not obliged to accept any of the submissions, and may reject all submissions. The City reserves the right to reissue the Artist Call as required.

All submissions to this Artist Call become the property of the City. All information provided under the submission is subject to the Freedom of Information and Protection of Privacy Act (BC) and shall only be withheld from release if an exemption from release is permitted by the Act. The artist shall retain copyright in the concept proposal. While every precaution will be taken to prevent the loss or damage of submissions, the City and its agents shall not be liable for any loss or damage, however caused.

Deadline for Submissions

Submissions must be received by **Wednesday, January 22, 2014**. Extensions to this deadline will not be granted under any circumstances. Submissions received after the deadline and those that are found to be incomplete will not be reviewed.

Questions? Contact:

Public Art Program
City of Richmond
604-204 8671
publicart@richmond.ca

For more information on the Public Art Program, please visit www.richmond.ca/publicart.

Terms of Reference

call to artists

PUBLIC ART
RICHMOND

Expenditures	Details/Notes	Cost
Artist fees (15% of project budget)		
Design Development (coordination with fabricators, manufacturers, City Representatives and community members)		
Materials and Fabrication		
Transportation, installation and lighting requirements		
Insurance*, Taxes		
Contingency (10% of project budget)		
Total Expenditures (Not to exceed \$25,000 CAD)		

Budget

* Selected artist will be required to show proof of WCB coverage and \$2,000,000 general liability insurance

call to artists

PUBLIC ART
RICHMOND

CITY CENTRE COMMUNITY CENTRE -- INTEGRATED ARTWORK

Submission Deadline: **Wednesday, January 22, 2014. 5pm.**

Attach one (1) copy of this form as the first page of the submission.

Name: _____

Team Name (if applicable): _____

Address: _____

City/Postal Code _____

Primary Phone: _____ Secondary Phone: _____

Email _____ Website: _____
(one website or blog only)

Submission Checklist:

Please provide these items in the following order (as outlined in the Submission Requirements)

- Information Form (this page)
- Concept Proposal (maximum 2 pages)
- Resume/Curriculum vitae (maximum 2 pages per team member, if applicable)
- Budget (Complete form on page 12)
- Three References (name, title, contact information: maximum 1 page)
- Five Images of Past Work (maximum 5 pages: do not include multiple images on one page; landscape orientation, include title of artwork, year, dimensions and materials on each image page).

Incomplete submissions will not be accepted. E-mailed submissions over 5MB will not be accepted. Information beyond what is listed in the checklist will not be reviewed.

List Team Member Names Here (Team Lead complete above portion):

Please let us know how you found out about this opportunity:

Would you like to receive direct emails from the Richmond Public Art Program? _____

Signature: _____ Date: _____

Submit applications by e-mail to:
publicart@richmond.ca



CONCEPT PROPOSAL FOR LOCATIONS 2 AND 3 (FLOOR AND COLUMN)

I am pleased to submit this proposal for an integrated piece of public art at the new City Centre Community Centre, in Richmond BC.

I propose to develop a pattern (or patterns) which represents a sense of community and togetherness by conceptually embodying *the interdependence of parts within a whole*. The pattern(s) would fully or partially cover the surface of the Upper Level Lobby Floor and the Upper Level Concrete Column.

The pattern(s) draw their inspiration from ancient motifs. Many cultures have used these types of patterns to encourage social interaction and/ or inspire higher thoughts. Since antiquity, patterns have embellished structural columns in covered spaces where people gather. Patterned floor tiles, and tiles laid in geometric patterns, have traditionally been used in public space to indicate use, provide wayfinding, and to beautify.

I propose to create simple tessellation pattern(s). Tessellations form a class of patterns in nature, for example in the arrays of hexagonal cells found in honeycombs. Distinct units (tiles) are formed from several geometric shapes that all fit together with no gaps or overlaps to form an interesting and united pattern. A volumetric, perceptual awareness becomes more available as more individual components are added to this type of pattern.

I propose using pattern motifs such as:

- Rhombille tiling - a common floor tile pattern in the Mediterranean region since antiquity,
- Bishamon - a traditional Japanese pattern of circles or hexagons woven together,
- Asanoha - a pattern often used on Japanese kimono to represent communal strength and growth.

The pattern(s) that I propose to install at CCCC will help to establish an awareness of place. The simple and fascinating patterns will create a visual language of space that welcomes and intuitively guides community visitors through the building. There are many opportunities to use the pattern for wayfinding through variations of colours and directions. The naturalistic patterns, familiar as plant and animal cells, offers a sense of cohesion in a large area where many different types of activity are going on. The application of the pattern(s) would be as follows:

FLOOR:

I would suggest using Forbo Marmoleum eco-friendly flooring material in several colours, water-jet cut into simple geometric tiles, laid in place and heat-welded together.

Colour palette, scale, and extent of the pattern within the given area would be determined at a later date.

Forbo Marmoleum is:

- available in hundreds of colours,
- an environmentally responsible product produced from linseed oil,
- also available in sound dampening versions for improved acoustics,
- extremely durable, and
- currently the 'go-to' material for simple and patterned flooring in all of Richmond's public schools.

Forbo Marmoleum has an excellent and long-proven track record for this type of application. Its use is possibly already being considered by the project Architect for the rest of the CCCC floors. If my proposal is successful then it would be important to discuss material choices with the project Architect as early as possible.

COLUMN:

The same Forbo Marmoleum can be used to continue up the length of the column in the same application manner as the floor. Forbo Marmoleum is very flexible and easily applied to curved surfaces. As an option, I suggest possibly using the Forbo Bulletin Board Material for one or more of the colours on the column. The Forbo Bulletin Board Material is self-healing, extremely durable, flexible, and could potentially provide a 'community notice board' at this prominent location in the building where many people would be passing by every day.

Rebecca Bayer Art/Design Practice

My practice draws from my combined education in both Fine Art and Architecture as well as a long-term interest in both the physical sciences and story-telling. My recent projects have been concerned with the ways we inhabit space and engage in place-making in today's urban situation. I believe in the notion of a continual and active exchange between both material and immaterial entities. Over the past few years I have been developing an artistic methodology

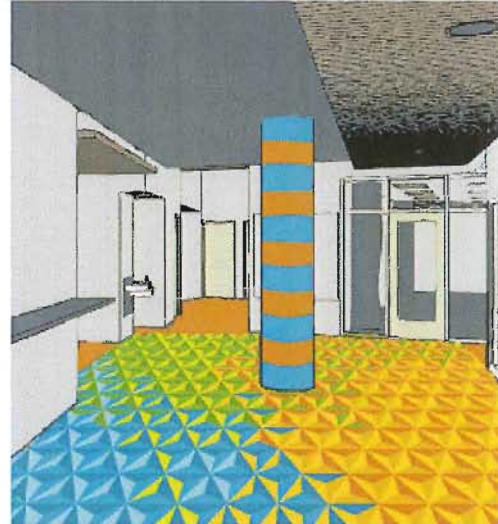
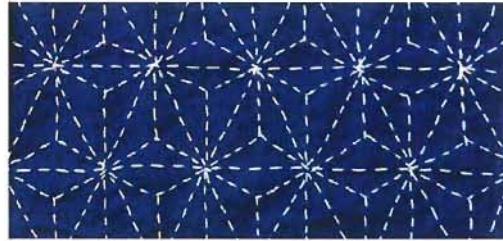
CONCEPT PROPOSAL FOR LOCATIONS 2 AND 3 (FLOOR AND COLUMN)

which has resulted in urban installations in public places, commissioned projects, research, teaching, and creating proposals for new works. My recent artworks approach the concept of being-in-place as an active interchange between people and the material world.

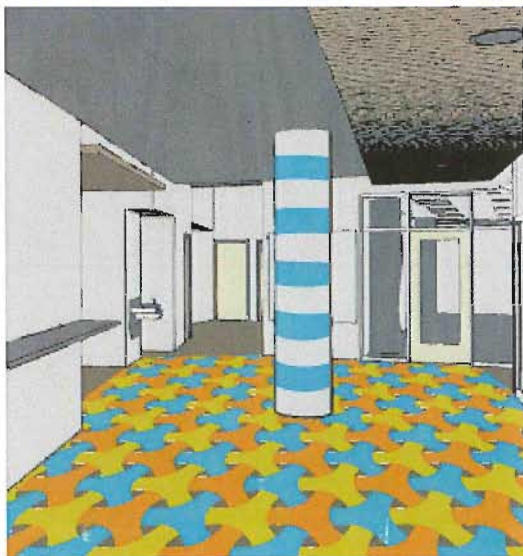
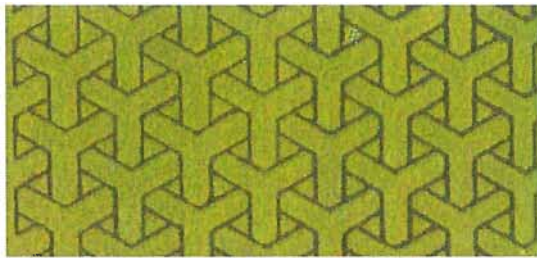
In addition to my own art/design practice, I have six years' experience working on public art, graphic design, and architectural projects for others; I have worked as Artist Assistant for the international Artist Ken Lum, and as Architectural and Graphic Designer for the award-winning Vancouver office Bricault Design. I am accustomed to working in demanding situations both with clients and other design professionals where deadlines and budgets must be strictly adhered to.

Below are some concept 'sketch renderings' that illustrate initial ideas. I would be honoured to be given the opportunity to develop these ideas through discussion with community representatives, stakeholders, and manufacturers. I welcome your questions or recommendations.

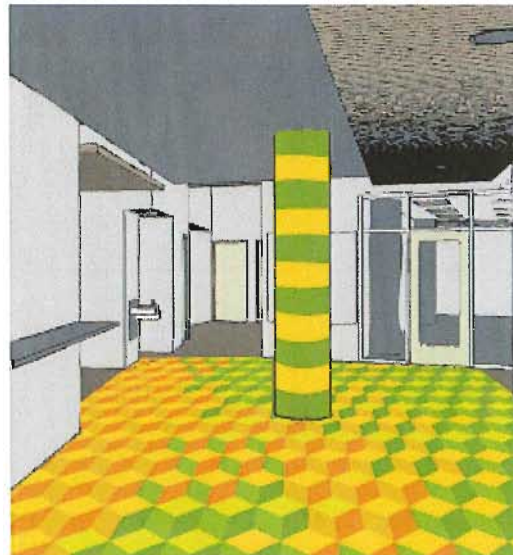
Rebecca Bayer



Traditional Japanese Sashiko using Asanoha pattern



Antique porcelain from Asia painted with Bishamon pattern



Typical use of traditional Rhombille floor tile

REBECCA BAYER CV

www.rebeccabayer.com / www.spacemakeplace.com

EDUCATION

- 2004 - 2008 Master of Architecture
UNIVERSITY OF BRITISH COLUMBIA, VANCOUVER BC
- 2000 - 2001 Master of Fine Art
CENTRAL SAINT MARTINS COLLEGE OF ART AND DESIGN, LONDON UK
- 1995 - 1999 Bachelor of Fine Art
QUEEN'S UNIVERSITY, KINGSTON ON

UPCOMING, ONGOING, AND RECENTLY COMPLETED PROJECTS

- 2015 Tactile Mapping - Hadden Park Map Exchange (working title), Access Gallery Artist Run Centre & *ten fifteen maple* Hadden Park Fieldhouse, Vancouver BC. With Laura Kozak.
- 2014 State of the Practice - group exhibition for Fieldhouse Artists, Roundhouse Exhibition Hall, Vancouver BC
- 2014 Found Infrastructure (working title), 221A Gallery Artist Run Centre, Vancouver BC. With Matthew Soules.
- 2013 KIOSK, Burnaby Art Gallery off-site, Burnaby BC. Design of kiosk to be used by five different artists for various public projects throughout summer 2013. Designed to be functional for a variety of public engagement situations.
- 2013 Give & Take, at KIOSK Burnaby Art Gallery off-site (Bob Prittie Library Metrotown), Burnaby BC. Installation enabling the free exchange of one item for another in a pedestrian-friendly public urban setting adjacent to a library, shopping centres, major transit hubs, and new mixed residential developments.
- 2013 Dedication Project, Stanley Park 125 Celebration Public Art, Vancouver BC. With *ten fifteen maple* engraved with references to the specific bench location's past, present, and future.
- 2013-2015 Artist-in-residence at *ten fifteen maple*, through the City of Vancouver Parks Board. Currently conducting a series of sense-mapping and spatial collage exercises as public workshops.

SELECTED PAST ART AND DESIGN PROJECTS

- 2013 Give & Take booklet, for sale at Art Metropole, Toronto ON
- 2012 Dragon's Esophagus, Fat Dragon Restaurant (for BRICAULT DESIGN)
- 2012 Sewing a Space, Vancouver BC (with David Gregory)
- 2011 Moving Space Diorama, Vancouver BC (in consultation with Jill Anholt)
- 2011 Colouring Under The Vancouver Viaducts, colouring book, Vancouver BC
- 2011 Ken Lum Conceptual Map, Vancouver Art Gallery (for KEN LUM)
- 2010 Floor Project, Site-specific installation, Vancouver BC
- 2010 Shelf Project, Site-specific installation, Vancouver BC
- 2010 Jellico Station, North Vancouver BC (for BRICAULT DESIGN)
- 2009 Tulip Balcony and Goldfish Shower Mosaic, Venice, CA (for BRICAULT DESIGN)
- 2009 Tangram Ceiling and light fixtures, Campagnolo Restaurant (BRICAULT DESIGN)
- 2008 Seed Balls from the Viaduct, Site-specific installation, Vancouver BC
- 2008 Site Conversations booklet, Vancouver BC

REBECCA BAYER CV

- 2007 House of Realization, Istanbul Biennale (for KEN LUM)
- 2006 Storefront, National Gallery of Canada Library and Archives, Ottawa ON
- 2005 Flag Project, Gallery 254 Bethnal Green, London UK - group exhibit
- 2004 Between Homes, Site specific installation, Bristol UK - group exhibit
- 2002 Egg and Dart, Marble Hill House, London UK - group exhibit
- 2001 Ludo in Soho, Site specific installation, London UK
- 2001 Taste/Touch Packages, multiples for sale at Art Metropole, Toronto ON

TEACHING AND ART/ARCHITECTURE COMMUNITY SERVICE

- 2014 joined Board of Directors for 221A Artist Run Centre
- 2013 thesis committee member - UBC School of Architecture and Landscape Architecture Mesa Sherriff, M.Arch candidate
- 2013 juror for Station Square, Artist Designed Seating - Public Art, Burnaby BC
- 2013 thesis committee member - UBC School of Architecture and Landscape Architecture Kyle Anderson, M.Arch candidate / Aleksandra Skibicki, M.Arch candidate
- 2013 SENSE MAPPING at *ten fifteen maple* Fieldhouse Residency Site specific drawing workshops organized in connection with the Vancouver Parks Board, examining local history, materials, weather, and patterns of movement.
- 2013 VANCOUVER DRAW DOWN workshop host and organizer at *ten fifteen maple* Fieldhouse Residency, as part of this popular city-wide public annual event.
- 2013 THE ART OF LOOKING SIDEWAYS - "Playing the City" at Emily Carr University Professional Development day for High School Teachers
- 2012 thesis committee member - UBC School of Architecture and Landscape Architecture Leila Araghian, M.Arch candidate / Colin Clark, M.Arch candidate / Doreen Leo, M.Arch candidate
- 2011 THE HAPTIC CITY - UBC Master of Architecture design studio SALA Studio course exploring the day-to-day lived experience of the city through sensory-based information of local sites: a series of public space design assignments.

GRANTS AND AWARDS

- 2013 Mayor's Arts Awards - Emerging Artist for Public Art
- 2013 Shortlisted Artist (with IMu Chan): Lynn Valley Village Public Art
- 2013 Canada Council for the Arts: Inter-Arts Grant for *ten fifteen maple* Fieldhouse Residency with Roundhouse Community Centre
- 2013 BC Arts Council: Innovations Grant for Kiosk Project group exhibition with Burnaby Art Gallery
- 2008 UBC Nomination for Prix de Rome in Architecture for Emerging Practitioners
- 2008 Vaughn Berg Memorial Scholarship
- 2006 Ray Cole Scholarship
- 2005 Architectural Institute of British Columbia Scholarship

EMPLOYMENT

- 2013 Director, spacemakeplace design
- 2011 Adjunct Professor, UBC School of Architecture and Landscape Architecture
- 2008 - 2013 Architectural Designer & Graphic Designer, Bricault Design
- 2007 - 2013 Artist Assistant, Ken Lum



City of Richmond

Report to Committee

To: Finance Committee
From: Andrew Nazareth
General Manager, Finance and Corporate
Services
Re: 2013 Consolidated Financial Statements

Date: April 28, 2014
File: 03-0905-01/2014-Vol
01

Staff Recommendation

That the City's audited consolidated financial statements for the year ended December 31, 2013 be approved.

Andrew Nazareth
General Manager, Finance and Corporate Services
(604-276-4095)

Att. 2

REPORT CONCURRENCE
CONCURRENCE OF GENERAL MANAGER
APPROVED BY CAO

Staff Report

Origin

Sections 98 and 167 of the Community Charter require that annual audited financial statements be prepared and presented to Council. The City's audited consolidated financial statements for 2013 have been prepared in accordance with the generally accepted accounting principles for local governments, as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants.

The financial statements consist of:

- Consolidated statement of financial position (summary of financial assets and liabilities, net financial assets, non-financial assets and accumulated surplus at year end). The accumulated surplus can also be viewed as the net worth of the organization,
- Consolidated statement of operations (summary of the annual surplus for the year, consisting of revenues reflecting what operating and capital funds were raised in the year and expenses reflecting how funds were used during the year, including the annual costs for owning and using capital assets (amortization),
- Consolidated statement of changes in net financial assets (a reconciliation between the net revenues earned in the year to the change in net financial assets. This statement shows the net revenues, with a reversal of the non-cash accruals for amortization and sale of assets, less donated assets and the spending to acquire new capital assets in the year. The change in net financial assets is an indicator of whether revenues raised in the year were sufficient to cover the spending in the year), and
- Consolidated statement of cash flows (summary of how the City's cash position changed during the year, highlighting sources and uses of cash, including the use of cash to acquire capital assets).

Analysis

Financial statements present information about the financial position, performance and changes in the financial position of the City. The financial statements provide accountability by supplying information about the City's resources, obligations and financial affairs. They detail the financial viability, the nature and allocation of economic resources, the revenues and financing, and the quality of management.

The consolidated financial statements combine the accounts of the City of Richmond, Richmond Olympic Oval, Richmond Public Library and Lulu Island Energy Company Ltd. (LIEC). Further information about the basis of consolidation is listed in Note 2 to the consolidated financial statements. The consolidated financial statements are included in **Attachment 1**.

Highlights of the 2013 consolidated statement of financial position:

- \$2.4 billion – Accumulated surplus (net worth)
 - \$1.9 billion – Net book value of tangible capital assets
 - \$353.8 million – Reserve balance
- \$549.0 million – Net financial assets
- \$1.1 million – Net debt

Highlights of the 2013 consolidated statement of operations:

- \$126.2 million – Annual surplus (the increase in net worth which includes the increase in capital equity, reserves, appropriated surplus and surplus)
- \$454.0 million total revenues
 - \$176.3 million taxation and levies
 - \$79.6 million utility fees
 - \$50.9 million contributed assets
 - \$45.9 million sales of services
- \$327.8 million total expenses
 - \$50.3 million amortization expense

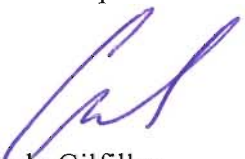
Detailed analysis of the consolidated financial statements is provided in the Financial Statement Discussion and Analysis (FSD&A) **Attachment 2**. The FSD&A explains the significant differences in the financial statements between the reported year and the previous year as well as between budgeted and actual results. This analysis is intended to be read in conjunction with the 2013 audited consolidated financial statements.

Financial Impact

None.

Conclusion

The financial statements are part of the legislated reporting requirements for 2013 and Staff recommends their approval. As noted in the Auditors' Report, it is the Auditors' opinion that these consolidated financial statements present fairly the consolidated financial position as of December 31, 2013, and its consolidated results of operations and changes in net consolidated financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.



Cindy Gilfillan
Manager, Financial Reporting
(604-276-4077)

Att. 1: City of Richmond Consolidated Financial Statements

Att. 2: Financial Statement Discussion and Analysis

Consolidated Financial Statements of

CITY OF RICHMOND

Year ended December 31, 2013

DRAFT April 30, 2014

4168017

CNCL - 63

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council

We have audited the accompanying consolidated financial statements of the City of Richmond, which comprise the consolidated statement of financial position as at December 31, 2013 and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City of Richmond as at December 31, 2013, and its consolidated results of operations, its changes in net consolidated financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Chartered Accountants

Date _____

Burnaby, Canada

CITY OF RICHMOND

Consolidated Statement of Financial Position
(Expressed in thousands of dollars)

December 31, 2013, with comparative information for 2012

	2013	2012
Financial Assets		
Cash and cash equivalents	\$ 38,368	\$ 49,632
Investments (note 3)	716,114	590,961
Accrued interest receivable	3,224	3,122
Accounts receivable (note 4)	19,625	22,682
Taxes receivable	9,244	8,895
Development fees receivable	21,405	12,923
Debt reserve fund deposits (note 5)	200	386
	808,180	688,601
Liabilities		
Accounts payable and accrued liabilities (note 6)	83,146	75,325
Deposits and holdbacks (note 7)	51,841	40,669
Deferred revenue (note 8)	35,870	37,307
Development cost charges (note 9)	87,212	62,547
Obligations under capital leases (note 10)	58	106
Debt, net of MFA sinking fund deposits (note 11)	1,056	3,488
	259,183	219,442
Net financial assets	548,997	469,159
Non-Financial Assets		
Tangible capital assets (note 12)	1,877,298	1,830,619
Inventory of materials and supplies	2,363	2,276
Prepaid expenses	1,594	1,954
	1,881,255	1,834,849
Accumulated surplus (note 13)	\$ 2,430,252	\$ 2,304,008

Commitments and contingencies (note 17)

See accompanying notes to consolidated financial statements.

General Manager, Finance and Corporate Services

CITY OF RICHMOND

Consolidated Statement of Operations
(Expressed in thousands of dollars)

Year ended December 31, 2013, with comparative information for 2012

	Budget 2013	2013	2012
	(notes 2(m) and 22)		
Revenue:			
Taxation and levies	\$ 174,825	\$ 176,283	\$ 167,529
Utility fees	74,321	79,613	74,222
Sales of services	40,366	45,941	41,449
Payments-in-lieu of taxes	13,199	14,406	13,189
Provincial and federal grants	7,256	7,092	9,487
Development cost charges	1,280	11,730	10,480
Other capital funding sources	71,768	55,542	19,306
Other revenues:			
Investment income	16,792	13,490	17,144
Gaming revenue	12,364	17,632	15,585
Licenses and permits	7,537	9,178	8,734
Other (note 20)	7,662	23,096	23,186
	427,370	454,003	400,311
Expenses:			
Law and Community safety	83,844	77,587	75,193
Utilities: water, sewerage and sanitation	73,862	73,764	72,682
Engineering, public works and project development	56,427	53,219	53,164
Community services	49,162	49,753	46,796
General government	47,931	41,677	38,570
Planning and development	12,513	11,854	11,961
Richmond Olympic Oval	11,432	10,509	9,826
Library services	9,540	9,396	9,245
	344,711	327,759	317,437
Annual surplus	82,659	126,244	82,874
Accumulated surplus, beginning of year	2,304,008	2,304,008	2,221,134
Accumulated surplus, end of year	\$ 2,386,667	\$ 2,430,252	\$ 2,304,008

See accompanying notes to consolidated financial statements.

CITY OF RICHMOND

Consolidated Statement of Changes in Net Financial Assets (Expressed in thousands of dollars)

Year ended December 31, 2013, with comparative information for 2012

	2013 budget (notes 2(m) and 22)	2013	2012
Surplus for the year	\$ 82,659	\$ 126,244	\$ 82,874
Acquisition of tangible capital assets	(82,659)	(47,447)	(66,377)
Contributions of tangible capital assets	-	(50,887)	(12,784)
Amortization of tangible capital assets	-	50,334	49,566
Gain on disposal of tangible capital assets - land	-	(4,024)	(5,405)
Loss (gain) on disposal of tangible capital assets	-	434	(423)
Proceeds on sale of tangible capital assets	-	4,911	6,434
	-	79,565	53,885
Acquisition of inventories of supplies	-	(2,363)	(2,276)
Acquisition of prepaid expenses	-	(1,594)	(1,954)
Consumption of inventories of supplies	-	2,276	1,934
Use of prepaid expenses	-	1,954	1,847
Change in net financial assets	-	79,838	53,436
Net financial assets, beginning of year	469,159	469,159	415,723
Net financial assets, end of year	\$ 469,159	\$ 548,997	\$ 469,159

See accompanying notes to consolidated financial statements.

CITY OF RICHMOND

Consolidated Statement of Cash Flows
(Expressed in thousands of dollars)

Year ended December 31, 2013, with comparative information for 2012

	2013	2012
Cash provided by (used in):		
Operations:		
Annual surplus	\$ 126,244	\$ 82,874
Items not involving cash:		
Amortization	50,334	49,566
Gain on disposal of tangible capital assets - land	(4,024)	(5,405)
Loss (gain) on disposal of tangible capital assets	434	(423)
Contributions of tangible capital assets	(50,887)	(12,784)
Change in non-cash operating working capital:		
Increase in accrued interest receivable	(102)	(412)
Decrease (increase) in accounts receivable	3,057	(587)
Increase in taxes receivable	(349)	(2,179)
(Increase) decrease in development fees receivable	(8,482)	3,903
Decrease in debt reserve fund	186	-
Decrease (increase) in prepaid expenses	360	(107)
Increase in inventory of materials and supplies	(87)	(342)
Increase (decrease) in accounts payable and accrued liabilities	7,821	(2,373)
Increase in deposits and holdbacks	11,172	3,916
(Decrease) increase in deferred revenue	(1,437)	2,506
Increase in development cost charges	24,665	10,168
Net change in cash from operating activities	158,905	128,321
Capital activities:		
Cash used to acquire tangible capital assets	(47,447)	(66,323)
Proceeds on disposal of tangible capital assets	4,911	6,434
Net change in cash from capital activities	(42,536)	(59,889)
Financing activities:		
Principal payments on debt	(2,432)	(2,320)
Principal payments on obligations under capital leases	(48)	(447)
Net change in cash from financing activities	(2,480)	(2,767)
Investing activities:		
Change in investments	(125,153)	(27,799)
Net change in cash and cash equivalents	(11,264)	37,866
Cash and cash equivalents, beginning of year	49,632	11,766
Cash and cash equivalents, end of year	\$ 38,368	\$ 49,632
Supplementary Information:		
Non-cash transactions:		
Tangible capital assets financed by capital leases	\$ -	\$ 54

See accompanying notes to consolidated financial statements.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

1. Operations:

The City of Richmond (the "City") is incorporated under the Local Government Act of British Columbia. The City's principal activities include the provision of local government services to residents of the incorporated area. These include administrative, protective, transportation, environmental, recreational, water, and sewer.

2. Significant accounting policies:

The consolidated financial statements of the City are the representation of management prepared in accordance with Canadian Public Sector Accounting Board as prescribed by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Accountants.

(a) Basis of consolidation:

The consolidated financial statements reflect a combination of the City's General Revenue, General Capital and Loan, Waterworks and Sewerworks, and Reserve Funds consolidated with the Richmond Public Library (the "Library"), the Richmond Olympic Oval and the Lulu Island Energy Company Ltd. (LIEC). The Library is consolidated as the Library Board is appointed by the City. The Richmond Olympic Oval and LIEC are consolidated as they are wholly owned municipal corporations of the City and operate as other government organizations. Interfund transactions, fund balances and activities have been eliminated on consolidation.

(i) General Revenue Fund:

This fund is used to account for the current operations of the City as provided for in the Annual Budget, including collection of taxes, administering operations, policing, and servicing general debt.

(ii) General Capital and Loan Fund:

This fund is used to record the City's tangible capital assets and work-in-progress, including engineering structures such as roads and bridges, and the related long-term debt.

(iii) Waterworks and Sewerworks Funds:

These funds have been established to cover the costs of operating these utilities, with related capital and loan funds to record the related capital assets and long-term debt.

(iv) Reserve Funds:

Certain funds are established by bylaws for specific purposes. They are funded primarily by budgeted contributions from the General Revenue Fund plus interest earned on fund balances.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

2. Significant accounting policies (continued):

(b) Basis of accounting:

The City follows the accrual method of accounting for revenues and expenses. Revenues are recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods and services and/or the creation of a legal obligation to pay.

(c) Government transfers:

Restricted transfers from governments are deferred and recognized as revenue as the related expenditures are incurred or the stipulations in the related agreement are met. Unrestricted transfers are recognized as revenue when received or if the amount to be received can be reasonably estimated and collection is reasonably assured.

(d) Cash and cash equivalents:

Cash and cash equivalents consist of cash, highly liquid money market investments and short-term investments with maturities of less than 90 days from date of acquisition.

(e) Investments:

Investments are recorded at cost, adjusted for amortization of premiums or discounts. Provisions for losses are recorded when they are considered to be other than temporary. At various times during the term of each individual investment, market value may be less than cost. Such declines in value are considered temporary for investments with known maturity dates as they generally reverse as the investments mature and therefore an adjustment to market value for these market declines is not recorded.

(f) Accounts receivable:

Accounts receivable are net of an allowance for doubtful accounts and therefore represent amounts expected to be collected.

(g) Development cost charges:

Development cost charges are restricted by legislation to expenditures on capital infrastructure. These amounts are deferred upon receipt and recognized as revenue when the expenditures are incurred in accordance with the restrictions.

(h) Post-employment benefits:

The City and its employees make contributions to the Municipal Pension Plan. As this plan is a multi-employee plan, contributions are expensed as incurred.

Post-employment benefits also accrue to the City's employees. The liabilities related to these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The liabilities under these benefits plans are accrued based on projected benefits prorated as employees render services necessary to earn the future benefits.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

2. Significant accounting policies (continued):

(i) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost, which include amounts that are directly attributable to acquisition, construction, development, or betterment of the assets. The cost, less the residual value of the tangible capital assets, excluding land, is amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful life - years
Buildings and building improvements	10 - 75
Infrastructure	5 - 100
Vehicles, machinery and equipment	3 - 40
Library's collections, furniture and equipment	4 - 20

Amortization is charged over the asset's useful life commencing when the asset is acquired. Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Natural resources:

Natural resources that have been purchased are not recognized as assets in the consolidated financial statements.

(iv) Works of art and cultural and historic assets:

Works of art and cultural and historic assets are not recorded as assets in these consolidated financial statements.

(v) Interest capitalization:

The City does not capitalize interest costs associated with the construction of a tangible capital asset.

(vi) Labour capitalization:

Internal labour directly attributable to the construction, development or implementation of a tangible capital asset is capitalized.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

2. Significant accounting policies (continued):

(i) Non-financial assets (continued):

(vii) Leased tangible capital assets:

Leases, which transfer substantially all of the benefits and risks incidental to ownership of property, are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

(viii) Impairment of tangible capital assets:

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Company's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the consolidated statement of operations.

(ix) Inventory of materials and supplies:

Inventory is recorded at cost, net of an allowance for obsolete stock. Cost is determined on a weighted average basis.

(j) Deferred revenue:

The City defers a portion of the revenue collected from permits, licenses and other fees and recognizes this revenue in the year in which related inspections are performed or other related expenditures are incurred.

(k) Deposits:

Receipts restricted by the legislation of senior governments or by agreement with external parties are deferred and reported as deposits and are refundable under certain circumstances. When qualifying expenditures are incurred, deposits are recognized as revenue at amounts equal to the qualifying expenditures.

(l) Debt:

Debt is recorded net of related sinking fund balances.

(m) Budget information:

Budget information, presented on a basis consistent with that used for actual results, was included in the City of Richmond's Five Year Financial Plan and was originally adopted through Bylaw No. 8990 on February 25, 2013.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

2. Significant accounting policies (continued):

(n) Use of accounting estimates:

The preparation of the consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amount of revenue and expenses during the reporting period. Significant areas requiring the use of management estimates relate to the value of contributed tangible capital assets, value of developer contributions, useful lives for amortization, determination of provisions for accrued liabilities, performing actuarial valuation of employee future benefits, allowance for doubtful accounts, and provision for contingencies. Actual results could differ from those estimates. Adjustments, if any, will be reflected in the consolidated financial statements in the period that the change in estimate is made, as well as in the period of settlement if the amount is different.

(o) Segment disclosures:

A segment is defined as a distinguishable activity of group of activities of a government for which it is appropriate to separately report financial information to achieve the objectives of the standard. The City of Richmond has provided definitions of segments used by the City as well as presented financial information in segment format (note 21).

3. Investments:

	2013		2012	
	Cost	Market value	Cost	Market value
Short-term notes and deposits	\$ 205,162	\$ 205,186	\$ 61,835	\$ 62,206
Government and government guaranteed bonds	442,963	444,447	466,984	468,382
Municipal Finance Authority Pooled Investment	22,033	22,033	21,691	21,692
Other bonds	45,956	47,100	40,451	42,192
	\$ 716,114	\$ 718,766	\$ 590,961	\$ 594,472

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

4. Accounts receivable:

	2013	2012
Water and sewer utilities	\$ 8,949	\$ 8,130
Casino revenues	4,292	3,580
Capital grant	1,350	3,054
Other trade receivables	5,034	7,918
	\$ 19,625	\$ 22,682

5. Debt reserve fund deposits and contingent demand notes:

The City issues its debt instruments through the Municipal Finance Authority (the "MFA"). As a condition of these borrowings, a portion of the debenture proceeds is withheld by the MFA in a Debt Reserve Fund. The City also executes demand notes in connection with each debenture whereby the City may be required to loan certain amounts to the MFA. These demand notes are contingent in nature and are not reflected in the City's accounts. The details of the cash deposits and contingent demand notes at December 31, 2013 are as follows:

	Cash deposits	Contingent demand notes
General Revenue Fund	\$ 200	\$ 868

6. Accounts payable and accrued liabilities:

	2013	2012
Trade and other liabilities	\$ 53,104	\$ 46,911
Post-employment benefits (note 15)	30,042	28,414
	\$ 83,146	\$ 75,325

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

7. Deposits and holdbacks:

	Balance December 31, 2012	Deposit contributions	Refund expenditures	Balance December 31, 2013
Security deposits	\$ 27,490	\$ 17,354	\$ 8,985	\$ 35,859
Developer contribution	6,002	162	-	6,164
Contract holdbacks	1,667	2,100	2,169	1,598
Transit Oriented Development Fund	1,523	-	-	1,523
Other	3,987	4,512	1,802	6,697
	\$ 40,669	\$ 24,128	\$ 12,956	\$ 51,841

8. Deferred revenue:

Deferred revenue represents revenues that are collected but not earned as of December 31, 2013. These revenues will be recognized in future periods as they are earned. Deferred revenue also represents funds received from external parties for specified purposes. These revenues are recognized in the period in which the related expenses are incurred.

	Balance December 31, 2012	External restricted inflows	Revenue earned	Balance December 31, 2013
Taxes and utilities	\$ 18,026	\$ -	\$ 1,183	\$ 16,843
Building permits/business licenses	7,710	4,800	3,275	9,235
Capital grants	4,351	1,527	2,691	3,187
Leased land	2,409	42	42	2,409
Other	4,811	315	930	4,196
	\$ 37,307	\$ 6,684	\$ 8,121	\$ 35,870

9. Development cost charges:

	2013	2012
Balance, beginning of year	\$ 62,547	\$ 52,379
Contributions	35,424	19,772
Interest	971	876
Revenue recognized	(11,730)	(10,480)
Balance, end of year	\$ 87,212	\$ 62,547

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

10. Obligations under capital leases:

The City has entered into capital lease agreements to finance certain equipment at an estimated cost of borrowing of 2% per year.

Future minimum lease payments, relating to obligations under capital leases expiring on various dates, are as follows:

Year ending December 31:	
2014	\$ 31
2015	22
2016	6
Total future minimum lease payments	59
Less amount representing interest	(1)
Present value of capital lease payments	\$ 58

11. Debt:

The rates of interest on the principal amount of the MFA debentures vary between 3.15% and 8.50% per annum. The average rate of interest for the year ended December 31, 2013 approximates 4.82%.

The City obtains debt instruments through the MFA pursuant to security issuing bylaws under authority of the Community Charter to finance certain capital expenditures.

Gross amount for the debt, less principal payments and actuarial adjustments to date, are as follows:

	Gross amount Borrowed	Repayments and actuarial adjustments	Net debt 2013	Net debt 2012
General Fund	\$ 37,600	\$ 36,544	\$ 1,056	\$ 3,412
Sewerworks Fund	1,000	1,000	-	76
	\$ 38,600	\$ 37,544	\$ 1,056	\$ 3,488

Repayments on net outstanding debenture debt over the next year are as follows:

	General	Sewerworks	Total
2014	\$ 1,056	\$ -	\$ 1,056

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

12. Tangible capital assets:

Cost	Balance at December 31, 2012	Additions and transfers	Disposals	Balance at December 31, 2013
Land	\$ 633,580	\$ 39,137	\$ (795)	\$ 671,922
Buildings and building improvements	347,867	5,433	(363)	352,937
Infrastructure	1,529,191	36,739	(4,874)	1,561,056
Vehicles, machinery and equipment	88,288	7,846	(770)	95,364
Library's collections, furniture and equipment	9,193	2,415	(2,217)	9,391
Assets under construction	33,490	6,764	-	40,254
	<u>\$ 2,641,609</u>	<u>\$ 98,334</u>	<u>\$ (9,019)</u>	<u>\$ 2,730,924</u>

Accumulated amortization	Balance at December 31, 2012	Disposals	Amortization expense	Balance at December 31, 2013
Buildings and building improvements	\$ 103,049	\$ (163)	\$ 12,506	\$ 115,392
Infrastructure	647,597	(4,596)	30,783	673,784
Vehicles, machinery and equipment	55,243	(754)	5,405	59,894
Library's collections, furniture and equipment	5,101	(2,185)	1,640	4,556
	<u>\$ 810,990</u>	<u>\$ (7,698)</u>	<u>\$ 50,334</u>	<u>\$ 853,626</u>

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

12. Tangible capital assets (continued):

	Net book value December 31, 2013	Net book value December 31, 2012
Land	\$ 671,922	\$ 633,580
Buildings and building improvements	237,545	244,818
Infrastructure	887,272	881,594
Vehicles, machinery and equipment	35,470	33,045
Library's collection, furniture and equipment	4,835	4,092
Assets under construction	40,254	33,490
Balance, end of year	\$ 1,877,298	\$ 1,830,619

(a) Assets under construction:

Assets under construction, having a value of approximately \$40,254,000 (2012 - \$33,490,000), have not been amortized. Amortization of these assets will commence when the asset is put into service.

(b) Contributed tangible capital assets:

Contributed tangible capital assets have been recognized at fair market value at the date of contribution. The value of contributed assets received during the year is approximately \$50,887,000 (2012 - \$12,784,000), comprised of infrastructure in the amount of approximately \$10,934,000 (2012 - \$9,838,000), land in the amount of approximately \$38,982,000 (2012 - \$2,946,000), and Library books in the amount of approximately \$971,000 (2012 - nil).

(c) Tangible capital assets disclosed at nominal values:

Where an estimate of fair value could not be made, the tangible capital assets were recognized at a nominal value.

(d) Works of Art and Historical Treasures:

The City manages and controls various works of art and non-operational historical cultural assets, including building, artifacts, paintings, and sculptures located at City sites and public display areas. The assets are not recorded as tangible capital assets and are not amortized.

(e) Writedown of tangible capital assets:

There were no writedowns of tangible capital assets during the year (2012 - nil).

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

13. Accumulated surplus:

	General Funds and Reserve	Water Utility Fund	Sanitary Sewer Utility Fund	Richmond Olympic Oval	Library Services	2013 Total	2012 Total
Investment in tangible capital assets	\$ 1,868,683	\$ -	\$ -	\$ 2,664	\$ 4,837	\$ 1,876,184	\$ 1,827,025
Reserves (note 14)	349,073	-	-	4,732	-	353,805	295,001
Appropriated surplus	148,209	3,595	7,047	577	131	159,559	150,895
Obligations to be funded	-	-	-	-	-	-	(4)
Surplus	12,674	15,229	9,186	1,065	187	38,341	28,839
Other equity	2,363	-	-	-	-	2,363	2,252
Balance, end of year	\$ 2,381,002	\$ 18,824	\$ 16,233	\$ 9,038	\$ 5,155	\$ 2,430,252	\$ 2,304,008

14. Reserves:

	2012	Change during year	2013
Reserve funds:			
Affordable housing	\$ 18,082	\$ 2,614	\$ 20,696
Arts, culture and heritage	-	4,379	4,379
Capital building and infrastructure	36,686	9,708	46,394
Capital reserve	78,254	23,580	101,834
Capstan station	-	3,862	3,862
Child care development	1,995	701	2,696
Community legacy and land replacement	16,681	(328)	16,353
Drainage improvement	27,948	7,607	35,555
Equipment replacement	16,579	1,241	17,820
Leisure facilities	3,177	374	3,551
Local improvements	6,428	99	6,527
Neighborhood improvement	6,011	324	6,335
Public art program	1,967	315	2,282
Sanitary sewer	33,672	3,561	37,233
Steveston off-street parking	282	5	287
Steveston road ends	1,347	(663)	684
Waterfront improvement	112	(8)	104
Watermain replacement	41,680	801	42,481
Oval	4,100	632	4,732
	\$ 295,001	\$ 58,804	\$ 353,805

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

15. Post-employment benefits:

The City provides certain post-employment benefits, non-vested sick leave, compensated absences, and termination benefits to its employees.

	2013	2012
Balance, beginning of year	\$ 28,414	\$ 26,890
Current service cost	2,212	2,095
Interest cost	1,038	1,021
Amortization of actuarial loss	389	460
Benefits paid	(2,011)	(2,052)
Balance, end of year	\$ 30,042	\$ 28,414

An actuarial valuation for these benefits was performed to determine the City's accrued benefit obligation as at December 31, 2013. The difference between the actuarially determined accrued benefit obligation of approximately \$31,135,000 and the liability of approximately \$30,042,000 as at December 31, 2013 is an unamortized net actuarial loss of \$1,093,000. This actuarial loss is being amortized over a period equal to the employees' average remaining service lifetime of 10 years.

	2013	2012
Actuarial benefit obligation:		
Liability, end of year	\$ 30,042	\$ 28,414
Unamortized actuarial loss	1,093	412
Balance, end of year	\$ 31,135	\$ 28,826

Actuarial assumptions used to determine the City's accrued benefit obligation are as follows:

	2013	2012
Discount rate	3.50%	3.50%
Expected future inflation rate	2.00%	2.50%
Expected wage and salary range increases	2.50%	3.50%

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

16. Pension plan:

The City and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including the investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The Plan has about 179,000 active members and approximately 71,000 retired members. Active members include approximately 1,500 contributors from the City.

The most recent actuarial valuation as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the year (defined contribution pension plan accounting). This is because Plan records accrued liabilities and accrued assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

The City paid \$10,311,445 (2012 - \$9,970,567) for employer contributions to the Plan in fiscal 2013. Employees paid \$8,677,397 (2012 - \$8,324,541) for employee contributions to the Plan in fiscal 2013.

17. Commitments and contingencies:

(a) Joint and several liabilities:

The City has a contingent liability with respect to debentures of the Greater Vancouver Water District, Greater Vancouver Sewerage and Drainage District and Greater Vancouver Regional District, to the extent provided for in their respective Enabling Acts, Acts of Incorporation and Amending Acts. Management does not consider payment under this contingency to be likely and therefore, no amounts have been accrued.

(b) Lease payments:

In addition to the obligations under capital leases, at December 31, 2013, the City was committed to operating lease payments for premises and equipment in the following approximate amounts:

2014	\$ 4,525
2015	4,472
2016	4,141
2017	4,032
2018 and thereafter	21,622

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

17. Commitments and contingencies (continued):

(c) Litigation:

As at December 31, 2013, there were a number of claims or risk exposures in various stages of resolution. The City has made no specific provision for those where the outcome is presently not determinable.

(d) Municipal Insurance Association of British Columbia:

The City is a participant in the Municipal Insurance Association of British Columbia (the "Association"). Should the Association pay out claims in excess of premiums received, it is possible that the City, along with other participants, would be required to contribute towards the deficit. Management does not consider external payment under this contingency to be likely and therefore, no amounts have been accrued.

(e) Contractual obligation:

The City has entered into various contracts for services and construction with periods ranging beyond one year. These commitments are in accordance with budgets passed by Council.

(f) E-Comm Emergency Communications for Southwest British Columbia ("E-Comm"):

The City is a shareholder of the Emergency Communications for Southwest British Columbia Incorporated (E-Comm) whose services provided include: regional 9-1-1 call centre for the Greater Vancouver Regional District; Wide Area Radio network; dispatch operations; and records management. The City has 2 Class A shares and 1 Class B share (of a total of 28 Class A and 23 Class B shares issued and outstanding as at December 31, 2013). As a Class A shareholder, the City shares in both funding the future operations and capital obligations of E-Comm (in accordance with a cost sharing formula), including any lease obligations committed to by E-Comm up to the shareholder's withdrawal date.

(g) Community Associations:

The City has a close relationship with the various community associations which operate the community centers throughout the City. While they are separate legal entities, the City does generally provide the buildings and grounds for the use of the community associations as well as pay the operating costs of the facilities. Typically the community associations are responsible for providing programming and services to the community. The community associations retain all revenue which they receive. The City provides the core staff for the facilities as well as certain additional services such as information technology services.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

17. Commitments and contingencies (continued):

(h) Contingent liabilities:

The City has a contract with the federal government whereby the federal government provides Royal Canadian Mounted Police (RCMP) policing services. RCMP members and the federal government are currently in legal proceedings regarding pay raises for 2009 and 2010 that were retracted for RCMP members. As the final outcome of the legal action and the potential financial impact to the City is not determinable, the City has not recorded any provision for this matter in the consolidated financial statements as at December 31, 2013.

(i) Municipal Financing Authority:

City Council adopted Loan Authorization Bylaw No. 9075 on November 25, 2013 for the City to borrow up to \$50,815,000 for a maximum term of 30 years. Subsequent to year-end, the City obtained statutory approval from the Ministry of Community, Sport and Cultural Development of British Columbia and obtained consent from Metro Vancouver to proceed with the long-term borrowing from the Municipal Financing Authority for a term of 10 years. The Municipal Finance Authority issued the long-term debt to the City at a rate of 3.30%.

18. Trust funds:

Certain assets have been conveyed or assigned to the City to be administered as directed by agreement or statute. The City holds the assets for the benefit of and stands in fiduciary relationship to the beneficiary. The following trust fund is excluded from the City's consolidated financial statements.

	2013	2012
Richmond Community Associations	\$ 1,107	\$ 1,091

19. Collections for other governments:

The City is obligated to collect certain taxation revenue on behalf of other government bodies. These funds are excluded from the City's consolidated financial statements since they are not revenue of the City. Such taxes collected and remitted to the government bodies during the year are as follows:

	2013	2012
Province of British Columbia - Schools	\$ 133,660	\$ 128,610
Greater Vancouver Regional District and others	39,918	39,498
	\$ 173,578	\$ 168,108

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

20. Other revenue:

	2013	2012
Developer reserve contribution	\$ 9,248	\$ 8,534
Tangible capital assets gain on land	4,024	5,405
Taxes and fines	2,433	2,003
Parking program	1,994	1,566
Debt funding	1,291	1,180
Sponsorship	188	200
Donation	1,022	53
Other	2,896	4,245
	<u>\$ 23,096</u>	<u>\$ 23,186</u>

21. Segmented reporting:

The City of Richmond provides a wide variety of services to its residents. For segment disclosure, these services are grouped and reported under service areas/departments that are responsible for providing such services. They are as follows:

Law and Community Safety brings together the City's public safety providers such as Police (RCMP), Fire-Rescue, Emergency Programs, and Community Bylaws, along with sections responsible for legal and regulatory matters. It is responsible for ensuring safe communities by providing protection services with a focus on law enforcement, crime prevention, emergency response, protection of life and properties, and legal services.

Utilities provide such services as planning, designing, constructing, operating, and maintaining the City's infrastructure of water and sewer networks and sanitation and recycling.

Engineering, Public Works and Project Development comprises of General Public Works, Roads and Construction, Storm Drainage, Fleet Operations, Engineering, Project Development, and Facility Management. The services provided are construction and maintenance of the City's infrastructure and all City owned buildings, maintenance of the City's road networks, managing and operating a mixed fleet of vehicles, heavy equipment and an assortment of specialized work units for the City operations, development of current and long-range engineering planning and construction of major projects.

Community Services comprises of Parks, Recreation, Arts, Culture and Heritage Services and Community Social Development. These departments ensure recreation opportunities in Richmond by maintaining a variety of facilities such as arenas, community centres, pools, etc. It designs, constructs and maintains parks and sports fields to ensure there is adequate open green space and sports fields available for Richmond residents. It also addresses the arts, culture, and community issues that the City encounters.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

21. Segmented reporting (continued):

General Government comprises of Mayor and Council, Corporate Administration, and Finance and Corporate Services. It is responsible for adopting bylaws, effectively administering City operations, levying taxes, providing sound management of human resources, information technology, economic development, and City finance, and ensuring high quality services to Richmond residents.

Planning and Development is responsible for land use plans, developing bylaws and policies for sustainable development in the City, including the City's transportation systems.

Richmond Olympic Oval is formed as a wholly-owned subsidiary of the City. The City uses the Richmond Olympic Oval facility as a venue for a wide range of sports, business and community activities.

Richmond Public Library provides public access to information by maintaining 5 branches throughout the City.

Lulu Island Energy Company Ltd. (LIEC) was incorporated on August 19, 2013 under the Business Corporations Act of British Columbia as a municipal corporation wholly owned by the City of Richmond for the management of district energy utilities. There are no activities in 2013.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

21. Segmented reporting (continued):

	Law and community safety	Utilities	Engineering, public works and project development	Community services	General government	Planning and development	Richmond Olympic Oval	Richmond Public Library	2013 Consolidated	2012 Consolidated
Revenues:										
Taxation and levies	\$ -	\$ -	\$ -	\$ -	\$ 176,283	\$ -	\$ -	\$ -	\$ 176,283	\$ 167,529
User fees	-	70,385	9,228	-	-	-	-	-	79,613	74,222
Sales of services	4,871	11,734	2,197	8,650	9,470	2,250	6,568	201	45,941	41,449
Payments-in-lieu of taxes	-	-	-	-	14,406	-	-	-	14,406	13,189
Provincial and federal grants	81	-	1,993	-	1,772	8	2,823	415	7,092	9,487
Development cost charges	-	396	2,183	3,839	5,312	-	-	-	11,730	10,480
Other capital funding sources	(40)	5,358	9,005	2,164	38,982	-	-	73	55,542	19,306
Other revenue from own sources:										
Investment income	-	697	-	-	12,793	-	-	-	13,490	17,144
Gaming revenue	599	-	1,400	-	15,633	-	-	-	17,632	15,585
Licenses and permits	227	-	87	-	3,525	5,339	-	-	9,178	8,734
Other	2,154	81	510	281	17,563	87	1,235	1,185	23,096	23,186
	7,892	88,651	26,603	14,934	295,739	7,684	10,626	1,874	454,003	400,311
Expenses:										
Wages and salaries	35,276	10,039	20,717	27,467	19,337	9,318	6,713	6,599	135,466	129,980
Supplies and materials	2,586	45,768	(3,402)	11,281	6,911	1,379	3,443	1,044	69,010	63,694
Amortization of tangible capital assets	2,438	7,157	21,936	5,047	10,883	923	310	1,640	50,334	49,566
Contract services	37,259	5,868	487	2,320	2,677	109	43	173	48,936	47,945
Public works maintenance	8	4,121	11,960	2,426	137	72	-	3	18,727	20,901
Interest and finance	22	949	-	2	1,459	51	-	6	2,438	4,495
Transfer from (to) capital for tangible capital assets	(2)	(332)	1,494	1,210	77	-	-	(84)	2,414	1,289
Loss (gain) on disposal of tangible capital assets	-	194	27	-	196	2	-	15	434	(423)
	77,587	73,764	53,219	49,763	41,677	11,854	10,509	9,396	327,759	317,437
Annual surplus (deficit)	\$ (69,695)	\$ 14,887	\$ (26,616)	\$ (34,819)	\$ 254,062	\$ (4,170)	\$ 117	\$ (7,522)	\$ 126,244	\$ 82,874

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2013

22. Budget data:

The budget data presented in these consolidated financial statements is based on the 2013 operating and capital budgets approved by Council on February 25, 2013 and the approved budget for Richmond Olympic Oval. Below is the reconciliation of the approved budget to the budget amount reported in these consolidated financial statements.

	Budget Amount
Revenues:	
Approved operating budget	\$ 392,829
Approved capital budget	169,290
Approved Oval budget	12,983
Less:	
Transfer from other funds	7,870
Intercity recoveries	39,195
Intercompany recoveries	3,145
Carried forward capital expenditures	97,522
Total revenue	427,370
Expenses:	
Approved operating budget	392,829
Approved capital budget	169,290
Approved Oval budget	11,432
Less:	
Transfer to other funds	16,047
Intercity payments	39,217
Intercompany payments	3,145
Capital expenditures	71,768
Debt principal payments	1,141
Carried forward capital expenditures	97,522
Total expenses	344,711
Annual surplus per statement of operations	\$ 82,659

2013 | City of Richmond

FINANCIAL STATEMENT DISCUSSION & ANALYSIS





Table of Contents

Contents

INTRODUCTION	1
CONSOLIDATED STATEMENT OF FINANCIAL POSITION.....	2
FINANCIAL ASSETS.....	3
LIABILITIES.....	4
NON-FINANCIAL ASSETS.....	6
ACCUMULATED SURPLUS.....	7
CONSOLIDATED STATEMENT OF OPERATIONS.....	9
REVENUES.....	10
EXPENSES.....	11
ANNUAL SURPLUS.....	12
CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS	13
CONSOLIDATED STATEMENT OF CASH FLOWS.....	14
RATIO ANALYSIS	15
ENVIRONMENTAL ANALYSIS	18
TERM GOALS	19
ENVIRONMENT.....	21
SERVICES.....	23
CONCLUSION	24

Introduction

The Community Charter requires that annual audited financial statements be prepared and presented to Council. The City's audited consolidated financial statements for 2013 have been prepared in accordance with the generally accepted accounting principles for local governments, as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants.

The Financial Statement Discussion and Analysis (FSD&A) provides a detailed analysis of the Consolidated Financial Statements. The FSD&A explains the significant differences in the financial statements between the reported year and the previous year as well as between budgeted and actual results. This analysis is intended to be read in conjunction with the 2013 audited Consolidated Financial Statements.

The Consolidated Financial Statements combine the accounts of the City of Richmond, Richmond Olympic Oval, Richmond Public Library and Lulu Island Energy Company Ltd. (LIEC). Further information about the basis of consolidation is listed in Note 2 to the Consolidated Financial Statements.

The Consolidated Financial Statements include the following individual statements:

- **Consolidated statement of financial position** summarizes the assets (financial and non-financial), liabilities, net debt, and accumulated surplus as at December 31st.
- **Consolidated statement of operations** outlines revenues, expenses, surplus for the year and accumulated surplus at year end. This statement reflects the combined operations of the operating, capital, and reserve funds for the City and its consolidated entities, and provides the calculation of the City's accumulated surplus at year end.
- **Consolidated statement of changes in net financial assets** outlines the changes in net debt as a result of annual operations, tangible capital asset transactions, as well as changes in other non-financial assets.
- **Consolidated statement of cash flows** summarizes the City's cash position and changes during the year by outlining the City's sources and uses of cash.

Consolidated Statement of Financial Position

CNCL - 92

The Consolidated Statement of Financial Position is the municipal equivalent of the private sector's balance sheet. This statement focuses on the City's assets (financial and non-financial) and liabilities. The difference between the financial assets and liabilities is the City's net assets, which represents the amount available in the future.

The City maintained its strong financial position in 2013 allowing flexibility and financial sustainability well into the future.

- Financial Assets increased by \$119.6M to \$808.2M
- Liabilities increased by \$39.7M to 259.2M
- Net financial assets increased by \$79.8M to \$549.0M
- Non-financial assets increased by \$46.4M to \$1.9B
- Accumulated surplus increased by \$126.2M to \$2.4B

The accumulated surplus includes investment in tangible capital assets, reserves, appropriated surplus, surplus and other equity. The change in accumulated surplus is referred to as annual surplus and is included on the Statement of Operations.

Financial Assets

Cash and cash equivalents

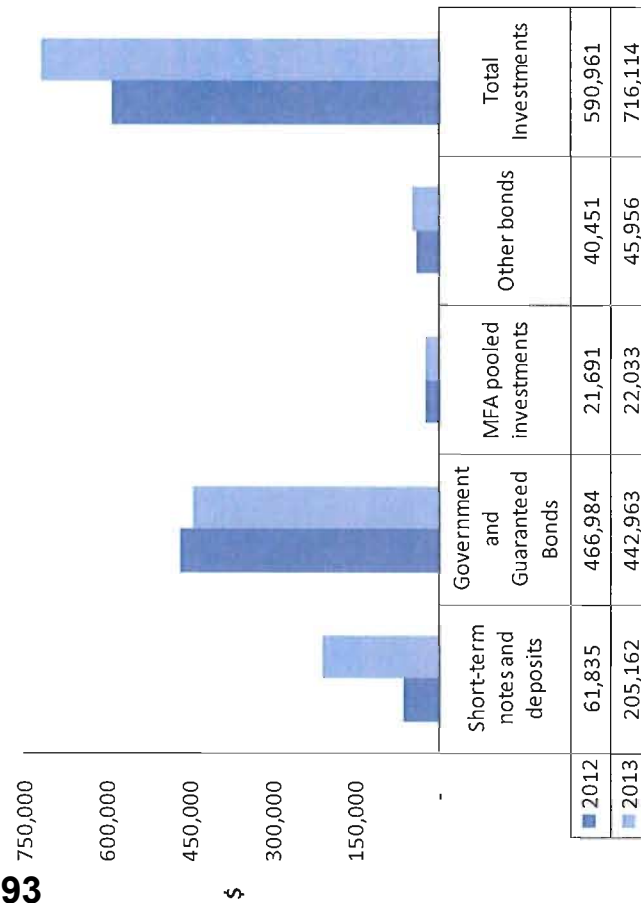
Cash and cash equivalents decreased by \$11.3M to \$38.4M mainly due to the timing of expenditures.

Investments

Investments increased by \$125.2M to \$716.1M primarily due to the timing of capital expenditures. Reserves increased \$58.8M, development cost charges increased by \$24.7M, deposits and holdbacks increased \$11.2M.

The increase in investments is mainly in the short-term notes and deposits.

Investment Portfolio by Type



Accrued interest receivable

Accrued interest receivable increased by \$0.1M.

Accounts receivable

Accounts receivable decreased by 13.5% to \$19.6M (2012 – 22.7M) due primarily to a reduction in other trade receivables of \$2.9M and grants relating to capital projects of \$1.7M.

Accounts Receivable (\$000's)	2013	2012	Change
Water and sewer utilities	8,949	8,130	819
Casino revenues	4,292	3,580	712
Capital grant	1,350	3,054	(1,704)
Other trade receivables	5,034	7,918	(2,884)
Total	\$19,625	\$22,682	\$(3,057)

Taxes receivable

Taxes receivable increased by \$0.3M to \$9.2M.

Development fees receivable

Developments fees receivable rose by \$8.5M to \$21.4M due to increased development activity. Development cost charges can be paid in instalments where equal instalments are paid at the originating date, and at the one and two year anniversary dates. A letter of credit is held for the receivable balance.

Debt reserve fund

The debt reserve fund decreased by \$0.2M.

Liabilities

Accounts payable and accrued liabilities

Accounts payable and accrued liabilities increased \$7.8M to \$83.1M. The increase is mainly due to trade and other liabilities, notably the accrual for the 4th quarter RCMP contract invoice.

Deposits and holdbacks

Deposits and holdbacks increased by \$11.2M to \$51.8M primarily due to security deposits increasing by \$8.4M. This amount represents deposits that may in the future become development cost charge contributions. The remaining increase is for other deposits relating to general activities.

Deposits and Holdbacks (\$000's)	2013	2012	Change
Security deposits	35,859	27,490	8,369
Developer contribution	6,164	6,002	162
Contract holdbacks	1,598	1,667	(69)
Transit Oriented Development	1,523	1,523	0
Other	6,697	3,987	2,710
Total deposits and holdbacks	\$51,841	\$40,669	\$11,172

Deferred revenue

Deferred revenues are funds that are set aside for specific purposes by legislation, regulation or agreement, and may only be used for certain programs or for the completion of specific work. These amounts are recognized as liabilities in the year the funds are deposited and received into revenue in the fiscal year the related expenditures are incurred or services are performed.

Deferred revenues decreased by \$1.4M mainly due to the reduction in capital grants of \$1.2M. The remaining balance relates to offsetting activity in taxes and utilities, and timing of building permit and business license revenue recognition.

Development cost charges

The development cost charge balance of \$87.2M (2012 - \$62.5M) represents the total balance including fees collected and receivable. These amounts are restricted and may only be used on authorized capital expenditures.

Contributions of \$35.4M were received in 2013 which was an increase of \$15.7M from the previous year due to increased development activity.

Development Cost Charges (\$000's)	2013	2012	Change
Balance, beginning of year	62,547	52,379	10,168
Contributions	35,424	19,772	15,652
Interest	971	876	95
Revenue recognized	(11,730)	(10,480)	(1,250)
Balance, end of year	\$87,212	\$62,547	\$24,665

The \$87.2M balance includes amounts that have been allocated to active capital projects but that remain unspent. At December 31st, there is \$22.6M (2012 - \$15.1M) committed to active capital projects. Additional funding of \$19.7M was approved as part of the 2014 Capital Budget.

Liabilities

Obligations under capital leases

There were no new capital leases entered into during 2013.

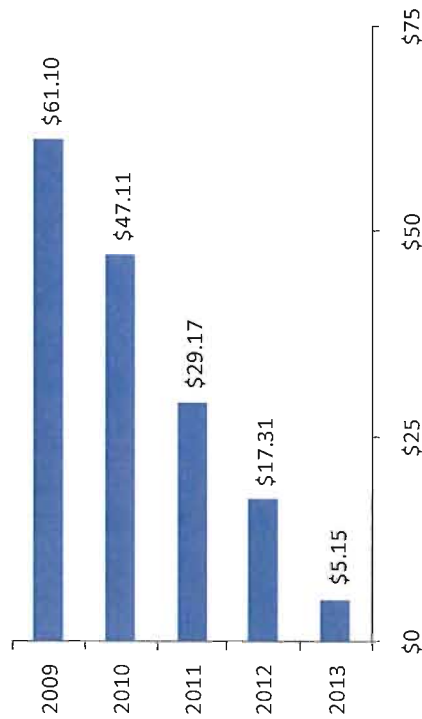
Debt, net of MFA sinking fund deposits

Debt decreased by \$2.4M to \$1.1M (2012 - \$3.5M). During 2013, the No. 2 Road and the Sewer Debt were fully repaid. The original borrowings in 1993 were \$17.6M and \$1.0M respectively.

The current \$1.1M balance relates to debt obtained for Terra Nova property acquisitions and will be fully repaid in 2014.

The debt per capita has decreased over the past 5 years as no additional debt was obtained. The debt per capita as at December 31, 2013 was \$5.15.

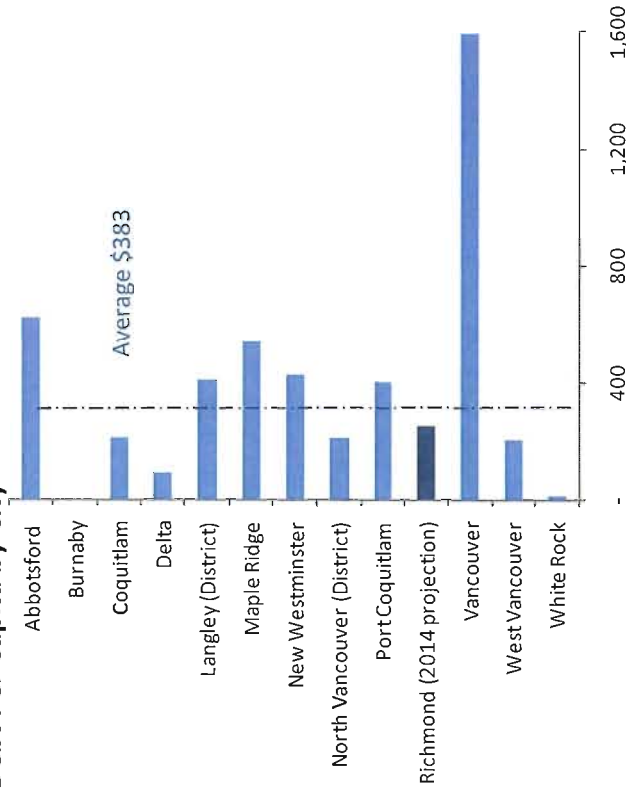
City of Richmond Debt Per Capita 2009-2013



Due to the low interest rate environment, the City obtained approval to borrow an additional \$50.8M of long-term debt in 2014 for the Integrated Older Adults' Centre, Aquatic Centre and Minoru Pavilion. The debt is for a term of 10 years and at a rate of 3.30% for the duration of the term.

The addition of \$50.8M debt will result in an estimated debt per capita figure of approximately \$253 per person. This is still below the 2012 regional average of \$383.

Debt Per Capita by City



- Source data obtained from the Ministry of Community Sport & Cultural Development - 2012 Local Government Statistics
- Richmond figure adjusted to reflect 2013 balance plus an additional \$50.8M debt borrowed in April 2014

Non-Financial Assets

Tangible Capital Assets

Tangible capital assets are recorded at original cost and are amortized over their useful life. The net book value (original cost less accumulated amortization) is presented.

Tangible capital assets increased by \$46.7M to \$1.9B. The \$46.7M change is a result of \$98.3M of asset additions, less net disposal of \$1.3M and amortization of \$50.3M.

Tangible Capital Assets (\$000's)	2013	2012	Change
Land	671,922	633,580	38,342
Buildings and improvements	237,545	244,818	(7,273)
Infrastructure	887,272	881,594	5,678
Machinery and equipment	35,470	33,045	2,425
Library's collections, furniture and equipment	4,835	4,092	743
Assets under construction	40,254	33,490	6,764
Total	\$1,877,298	\$1,830,619	\$46,679

Land increased by \$38.3M due to land received through development valued at \$39.0M and offset by dispositions.

Buildings decreased by \$7.3M due mainly to amortization expense of \$12.5M and offset by additions of \$5.4M.

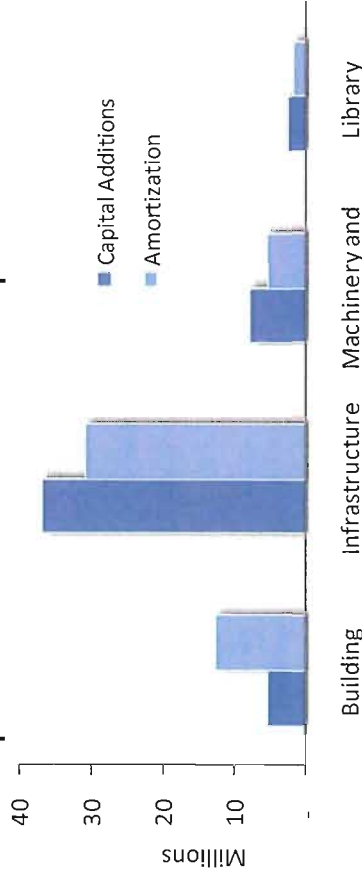
Infrastructure increased by \$5.7M due to additions of \$36.7M including contributed assets of \$10.9 received through development, offset mainly by \$30.8M of amortization expense.

Machinery and equipment increased by \$2.4M due to additions of \$7.8M less amortization of \$5.4M.

Library's collections, furniture and equipment increased by \$0.7M mainly due to additions of \$2.4M including a donation of 26,105 Chinese language books valued at \$0.97M, and offset by \$1.6M amortization expense.

Assets under construction increased due to the timing of project completion.

2013 Capital Additions vs. Amortization Expense



Inventory of materials and supplies

Inventory increased by \$0.1M.

Prepaid expenses

Prepaid expenses decreased by \$0.4M to \$1.6M due to the net utilization of expenses.

Accumulated Surplus

Accumulated Surplus is equivalent to the net worth of an organization. The accumulated surplus increased by \$126.2M to \$2.4B. The annual increase is presented on the Statement of Operations.

Accumulated Surplus (\$000's)	2013	2012	Change
Investment in TCA	1,876,184	1,827,025	49,159
Reserves	353,805	295,001	58,804
Appropriated Surplus	159,559	150,895	8,664
Obligation to be funded	0	(4)	4
Surplus	38,341	28,839	9,502
Other equity	2,363	2,252	111
Total	\$2,430,252	\$2,304,008	\$126,244

Investment in Tangible Capital Assets

Investment in tangible capital assets represents the equity held in assets. This balance is equal to the net book value of tangible capital assets less any outstanding debt and capital leases.

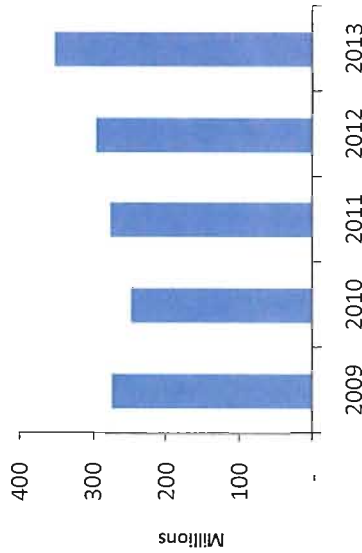
This balance is based on the historical cost of the asset net of accumulated amortization in accordance with accounting standards. This does not reflect market value or replacement value of the assets.

The investment in tangible capital asset balance increased by \$49.2M to \$1.9B. This is the net activity of asset additions of \$98.3M, amortization of \$50.3M, disposals and debt reduction.

Reserves

Reserves are established by Bylaw for specific purposes, mainly capital expenditures. The balance of \$353.8M includes amounts that have been approved for expenditure but remain unspent as at December 31 as prescribed by accounting standards. The uncommitted reserve balance is \$246.1M (2012 - \$207.0M).

Reserve Balance 2009-2013



The increase in the reserve balance is mainly attributable to the reduced amount spent on capital \$19.4M (2012 - \$47.0M) due to the timing and nature of the projects undertaken.

From the available \$246.1M, \$107.0M has been approved for the 2014 Capital Budget. The 2014 contributions will partially offset this allocation and are expected to result in an overall uncommitted reserve balance that is in line with the previous years' balances.

Accumulated Surplus

Appropriated Surplus

Appropriated surplus is internally restricted for specific purposes and its use requires Council authorization. The balance increased by \$8.7M to \$159.6M mainly due to the gaming revenue surplus of \$5.3M and the allocation of RCMP surplus of \$2.3M for future contract costs.

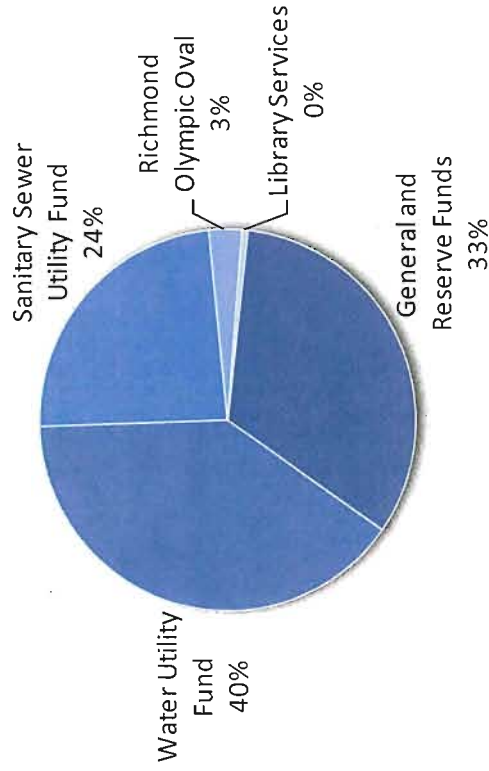
Surplus

The surplus increased by \$9.5M to \$38.3M. This increase includes a \$5.0M internal repayment from gaming revenue relating to the construction of the Richmond Olympic Oval. The final payment of \$5.0M will be made in 2014 for a total of \$50.0M.

The remaining increase relates mainly to the current year operating surplus of \$5.5M, repayments from the roads development cost charges of \$1.9M, the Oval operating surplus of \$0.7M, less the transfer of the previous year's operating surplus to the Rate Stabilization Provision of \$3.7M in accordance with Council direction.

The surplus balance is comprised of multiple funds and entities. The balance represents the cumulative activity since the inception of the fund or entity. The distribution is shown in the following graph.

Surplus Distribution



Obligations to Be Funded and Other Equity

Obligations to be funded and other equity increased by \$0.1M to \$2.4M.

Consolidated Statement of Operations

The Consolidated Statement of Operations is considered to be the municipal equivalent to the private sector's Statement of Income and Retained Earnings. The Consolidated Statement of Operations provides a summary of the revenues, expenses, and surplus throughout the reporting period and outlines the change in accumulated surplus.

The 2013 budget values presented in this statement have been adjusted to reflect the differences between amounts as budgeted at the City on a modified "cash requirement" basis and amounts recorded in these financial statements on a "full accrual" basis.

Note 22 outlines the adjustments to the approved budget, particularly exclusion of intercity and intercompany payments, principal payments, transfers to other funds and tangible capital asset purchases. These adjustments to budgeted values were required to provide comparative budget values based on the full accrual basis of accounting. The accrual based budget typically results in a surplus, as the City must fund reinvestment in assets at amounts greater than their historical cost.

Revenues

Total revenues were \$454.0M compared to \$400.3M from the previous year.

Revenues (\$'000's)	2013 Budget	2013 Actual	Variance
Taxation and levies	174,825	176,283	1,458
Utility fees	74,321	79,613	5,292
Sales of services	40,366	45,941	5,575
Licences and permits	7,537	9,178	1,641
Investment income	16,792	13,490	(3,302)
Payments in lieu of taxes	13,199	14,406	1,207
Provincial and federal grants	7,256	7,092	(164)
Gaming revenue	12,364	17,632	5,268
Development cost charges	1,280	11,730	10,450
Other capital funding sources	71,768	55,542	(16,226)
Other	7,662	23,096	15,434
Total	\$427,370	\$454,003	\$26,633

Taxation and levies had a favourable variance of approximately 1% due to growth of the assessment base.

Utility fees' favourable variance is mainly due to additional water consumption relative to budget.

Sales of service and licences and permits had favourable variances mainly due to increased development activity.

Investment income variance from budget is due to the low interest rate environment coupled with limited gains.

Payments in lieu of taxes had a positive variance due to increases in the grant roll.

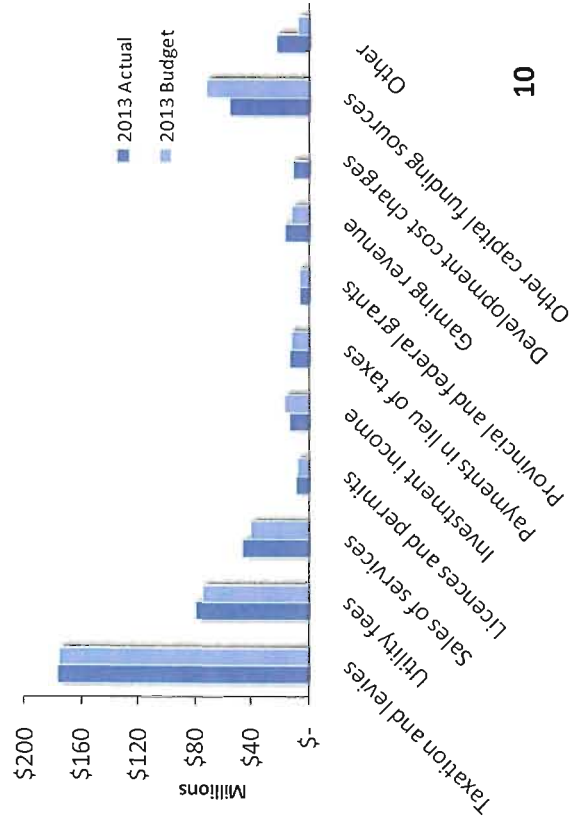
Provincial and federal grants were on budget.

Gaming revenue had a large variance due to increased revenues at River Rock Casino. Any surplus gaming revenue is transferred to the Gaming provision account.

Development cost charges and other capital funding variances are a result of the timing of capital expenditures. These revenues are recognized when capital expenditures are made.

Other revenue had a favourable variance due to development activity and gain on disposal of land.

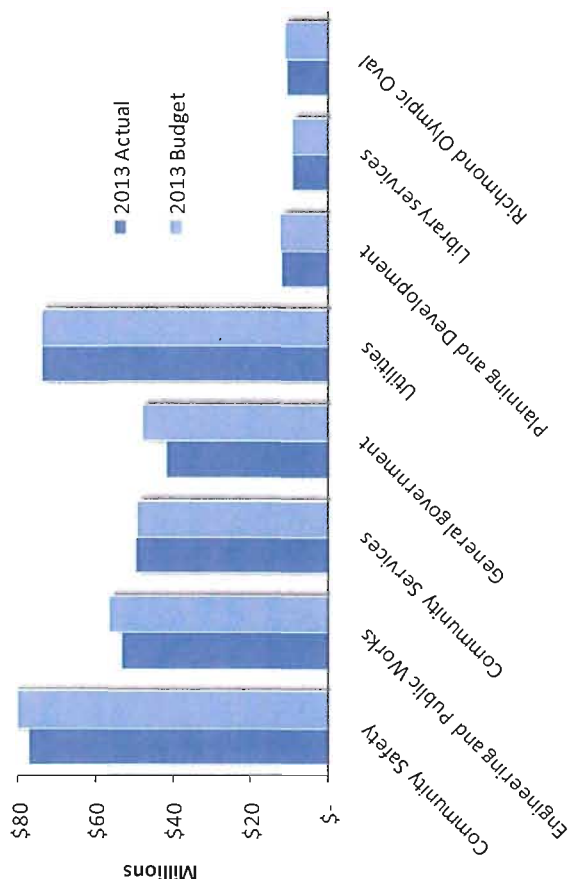
2013 Revenue Distribution by Source



Expenses

Total expenses were \$327.8M compared to \$317.4M from the previous year.

2013 Expenses by Function



The budgeted expenses were \$344.7M. The variance of \$16.9M is prior to any transfers to provision/reserve.

Law and Community Safety had a positive variance mainly due to RCMP contract savings from the Health Modernization Initiative and officer complement, and Fire Rescue staff vacancies. The RCMP variance of \$2.26M was appropriated for potential settlement of future RCMP contract costs.

Engineering and Public Works variance is mainly due to deferred programs to be completed in 2014.

Community Services had an unfavourable variance due to the re-classification of current year expenses from capital. These items were budgeted in capital. The re-classification had no impact to operating surplus.

General government had a favourable variance for the year due to vacancies, and savings on contract and training costs.

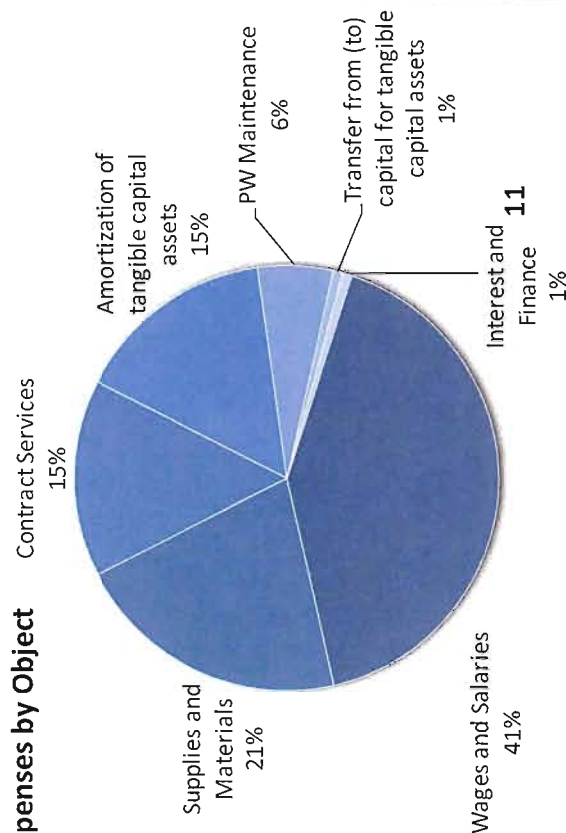
Utility expenses were on budget for the year.

Planning and Development had a moderate variance due to vacancies.

Library had a favourable variance mainly due to savings on employee post employment expenses.

Richmond Olympic Oval had a favourable variance mainly due to unallocated contingencies.

2013 Expenses by Object



Annual Surplus

The 2013 annual surplus of \$126.2M is calculated as the difference between revenues and expenses. The annual surplus is reflected in the year over year change in the accumulated surplus on the Statement of Financial Position.

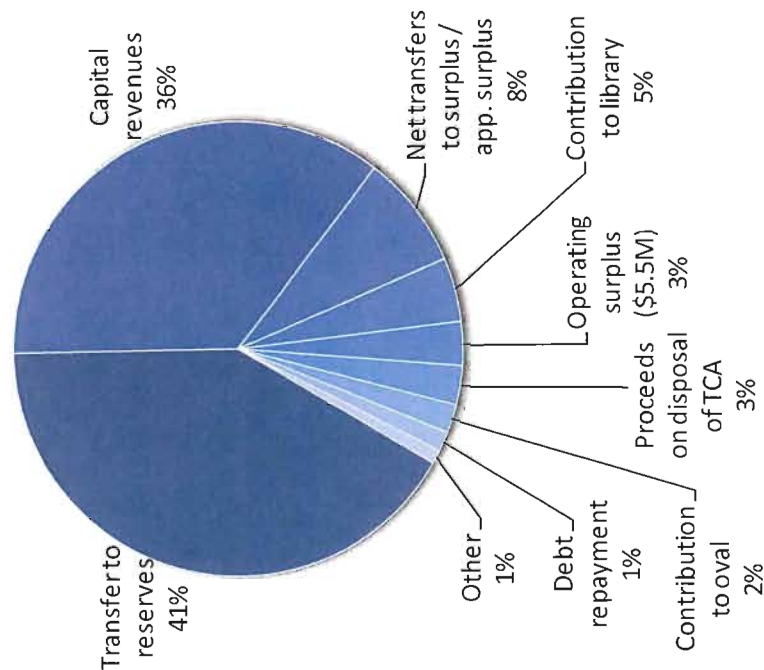
The annual surplus as presented in the financial statements is different from surplus in the context of the operating surplus. The primary difference is that the annual surplus does not reflect contributions to and from reserves, principal payments on debt and capital contributions. Another important distinction is that the annual surplus as presented in the financial statements is consolidated and includes the results for other funds and entities.

The 2013 operating surplus of \$5.5M is one component of the 2013 annual surplus of \$126.2M. The remaining portion of the annual surplus relates to transactions that impact the capital equity, reserves, appropriated surplus and other accumulated surplus items.

The following chart details the distribution of the items that comprise the annual surplus. Note that the annual operating budget surplus of \$5.5M is included in the total distribution and comprises 3% of the adjusted annual surplus figure.

Transfers to reserves is the largest component at 41% of the annual surplus. This includes budgeted transfers that are eliminated from the financial statement budget presentation (the details are in note 22), contributions to reserves collected through development and other transfers.

Capital revenues comprise 36% of the total annual surplus. This amount is comprised of contributed assets and a portion of development cost charges and external grant funding relating to capital projects.



Consolidated Statement of Changes in Net Financial Assets

The Consolidated Statement of Net Assets is unique to governments. This statement focuses on the net assets of the City, adjusting the annual surplus for the impact of tangible capital assets: mainly deducting the costs to acquire assets, and adding back amortization charged during the year.

An important measure of any government's financial condition is its Net Assets: calculated as financial assets (e.g. cash, receivables, and investments) less liabilities (e.g. trade and employment payables, deposits and debt).

The City's Net Assets as at December 31, 2013 increased by \$79.8M to \$549.0M (2012 - \$469.2M). This increase is primarily due to the City's annual surplus during 2013, and is reflected in the reserves, appropriated surplus and surplus balances.

Consolidated Statement of Cash Flows

CNCL - 104

The Consolidated Statement of Cash Flows is a summary of how the City's cash position changed during the year, highlighting sources and uses of cash, including the use of cash to acquire capital assets.

The City's cash and cash equivalents decreased by \$11.3M to \$38.4M while investments increased by \$125.2M to \$716.1M. The increase in investments largely reflects the increases in capital and operating reserves.

In 2013, cash provided by operating activities was \$158.9M, compared to \$128.3M in 2012.

Cash used in capital activities was \$42.5M, compared to \$59.9M in 2012, and includes:

- Additions to capital assets of \$47.4M
- Proceeds from sale of tangible capital assets of \$4.9M

Cash used in investing activities was \$125.2M, compared to \$27.8M in 2012.

Cash provided by financing activities was \$2.5M, compared to \$2.8M in 2012.

Ratio analysis enables the readers of financial reports not only to interpret the financial reports but also to also assess the quality of financial management.

The following ratio analysis was conducted as recommended by the Statement of Recommended Practice SOPR-4 “Indicators of financial condition” issued by the Canadian Institute of Chartered Accountants.

Based on best practice, the conducted analysis addresses the following three key areas:

- **Assessment of sustainability** measures and demonstrates the ability of a government entity to carry out its service commitments, settles financial commitments to creditors, employees and others without increasing the debt or tax burden in the economy that it operates.
- **Assessment of flexibility** measures and demonstrates the degree to which a government entity can change the level of debt and tax burden in order to meet its service commitments or settle financial commitments.
- **Assessment of vulnerability** measures and demonstrates the degree by which a government entity is dependent on sources of funding outside its control or influence or is exposed to risk that could impair its ability to meet its service and financial commitments.

The following table presents the ratio analysis for the three-year period 2011-2013:

Sustainability ratios:	2013	2012	2011
Assets to liabilities (times)	10.9	11.6	11.2
Financial assets to liabilities (times)	3.1	3.1	2.8
Net debt to total revenues	0.5%	1.2%	1.8%
Net debt to the total assessment	0.0%	0.0%	0.0%
Expenses to the total assessment	0.5%	0.6%	0.6%
Flexibility ratios:	2013	2012	2011
Public debt charges to revenues	0.0%	1.1%	1.2%
Net book value of capital assets to cost	69.0%	69.7%	70.4%
Own source revenue to the assessment	0.7%	0.7%	0.8%
Vulnerability ratios:	2013	2012	2011
Government transfers to total revenues	1.6%	2.6%	1.9%

-All ratios calculated based on 3 year average

An explanation of each of the ratios is provided below.

Assessment of sustainability

- Assets to liabilities, indicates sustainability by the extent to which the government entity finances its operations by issuing debt. A higher ratio indicates a greater ability to cover liabilities.
- Financial assets to liabilities, indicates sustainability by the degree that future revenues are required to pay for

past transactions and events. A higher ratio indicates a greater ability to cover liabilities.

- Net debt to total revenue, indicates the financial burden over the earning capacity and also indicates how future revenues will be needed for financing of past transactions and events. A lower percentage indicates a lesser reliance on future revenues to finance existing debt.
- Net debt to total assessment, indicates the relationship between the level of debt and the state of the local economy. A lower percentage indicates a lesser reliance on the current assessment base to finance existing debt.
- Expenses to total assessment, indicates the trend of the government spending in connection to the state of the local economy. A lower percentage indicates a lesser reliance on the current assessment base to finance existing expenses.

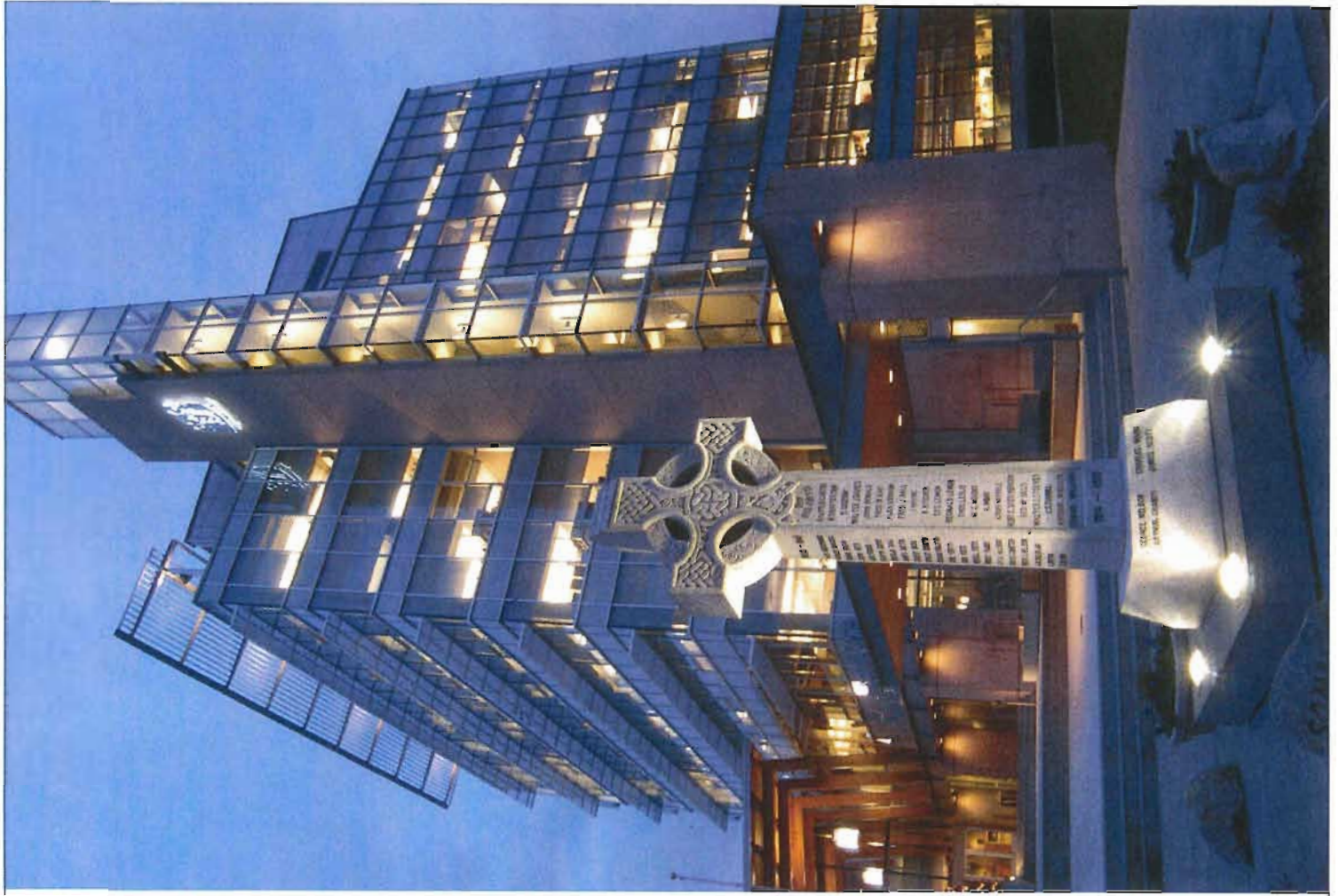
Assessment of flexibility

- Debt charges to revenues, indicates the extent to which past borrowing decisions present a constraint on a government's ability to meet its financial commitments. A lower ratio indicates a lesser reliance on existing revenues to finance debt charges.

- Net book value of capital assets to cost, indicates the estimated useful life of the capital assets to provide services. A higher ratio indicates a newer asset inventory.
- Own source revenue to assessment, indicates the degree to which represents the percentage of taxes taken from its own tax base. A lower ratio indicates a lesser proportion of existing revenues from own sources on the current assessment base.

Assessment of vulnerability

- Government transfers to total revenue, indicates the degree to which the local government is dependent on provincial or federal grants. A higher ratio indicates a higher proportion of grants.



The City provides a wide array of services to residents, businesses and visitors. The Council Term Goals help guide the development and implementation of the City's work programs and operations.

The following section highlights:

- Term Goals
- Environment
 - Business Licences
 - Housing Activity
 - Population
- City Services

Term Goals

The term goals help guide the development and implementation of the City's work programs and operations during the term of office. The following are the 2011-2014 Council Term Goals:

- 1. Community Safety**
Ensure Richmond remains a safe and desirable community to live, work and play in, through the delivery of effective public safety services that are targeted to the City's specific needs and priorities.
- 2. Community Social Services**
Develop and implement an updated social services strategy that clearly articulates and communicates the City's roles, priorities and limitations with respect to social services issues and needs.
- 3. Economic Development**
Enhance the City's economic well being and financial sustainability through the development and implementation of strategies and initiatives that lead to long-term business retention, expansion and attraction by clearly defining the businesses and industries we want to attract and retain; placing a stronger focus on tourism and Asia Pacific Gateway business development opportunities; and incorporating a broad business community engagement model.

- 4. Facility Development**
Ensure provision of quality public facilities and amenities in Richmond that keep pace with the rate of growth, through implementation of an updated comprehensive Facility Development Plan that includes an analysis of existing facilities, the identification of required new facilities, and the recommended timing, financial strategies and public process for implementing the plan.
- 5. Financial Management**
Develop and implement effective and innovative financial policies and strategies that help the City to successfully manage the challenges of tough economic times, while taking advantage of financial opportunities, and balance current and long term financial needs.
- 6. Intergovernmental Relations**
Strengthen relationships with other levels of government and government agencies to ensure City needs and priorities are well represented, understood and proactively advanced.
- 7. Managing Growth and Development**
Ensure effective growth management for the City, including the adequate provision of facility, service and amenity requirements associated with growth.
- 8. Sustainability**
Demonstrate leadership in sustainability through continued implementation of the City's Sustainability Framework.

Term Goals

9. Arts and Culture

Continue to support the development of a thriving, resilient and diverse cultural sector and related initiatives in creating a vibrant healthy and sustainable City.

10. Community Wellness

Continue to collaborate with community organizations and agencies to optimize resources in the implementation of the City's adopted Wellness Strategy.

11. Municipal Infrastructure Improvement

Continue to invest in the City's infrastructure networks and systems in a manner that meets community needs and responds to the issues of aging components of the system, growth related capacity issues and the requirements due to changing climate and environmental impacts.

12. Waterfront Enhancement

Place greater emphasis on protecting and enhancing the City's waterfront while successfully integrating a balance between urban development, public access and events, and a healthy river environment.

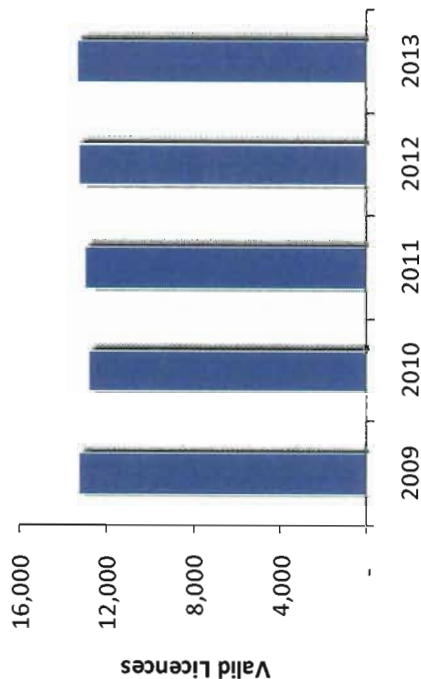
13. A Well Informed Public

Ensure a well informed public regarding Council priorities, activities and achievements.

Business Licences

The number of new business licences issued in Richmond increased from 2012 by 4.3% or 1,571 while the total number of business licences issued in 2013 edged up 0.3%, with 13,371 and 13,336 licences issued in 2013 and 2012 respectively.

Business Licences 2009-2013



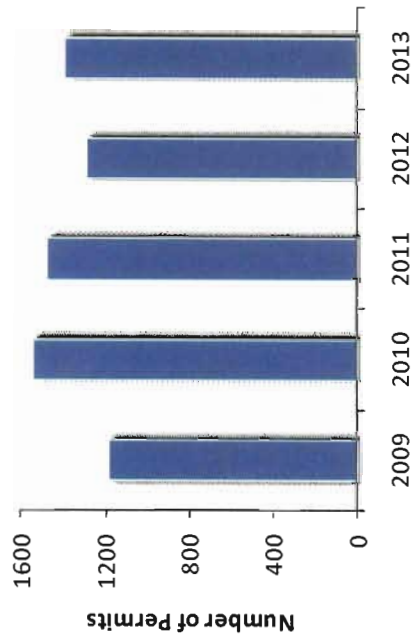
Housing Activity

Richmond house prices increased 7.1%, with a 2013 detached median house price of \$1,242,000. The total number of sales increased year-over-year by 28% to 3,619.

In 2013, the total number of building permits issued was 1,393 which was a 7% increase from 2012. Overall, the building

permit fees collected increased by 28% reflecting the greater proportion of multi residential applications. The actual permit fees collected for 2013 was \$7.1M.

Building Permits 2009-2013



The construction value of permits issued in 2013 was \$679.1M, which is an increase of approximately 49% from 2012.

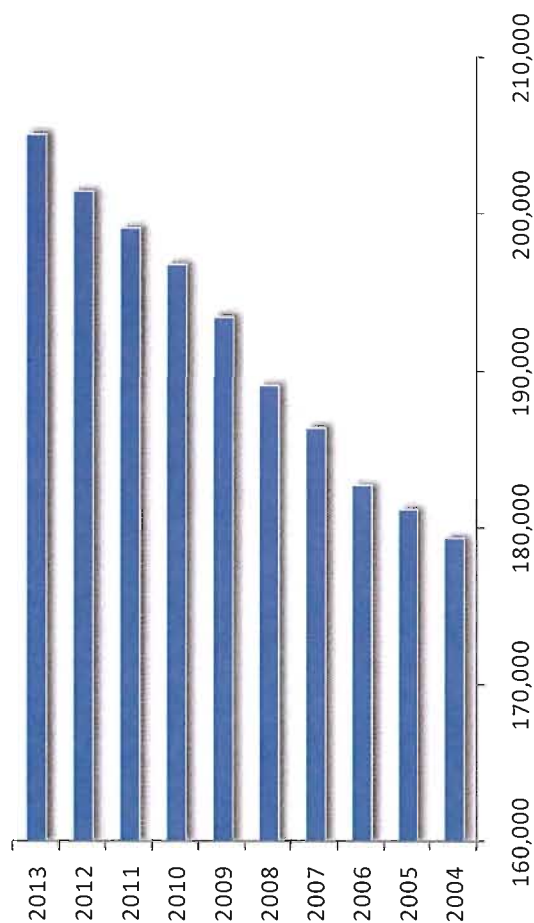
The number of development applications received in 2013 was the same as 2012 at 206 applications. Total fees collected in 2013 decreased by 13% compared to 2012.

Environment

Population

Richmond's current population is estimated at 205,133¹, which is a 1.82% increase from 2012. Richmond has had an average population growth rate of about 1.5% per year over the period of 2006 to 2012 and is the fourth most populous municipality in the Greater Vancouver region.

Richmond Population 2004-2013



¹City of Richmond Projections (with Urban Futures Inc.)



CNCL - 112



Services

The City of Richmond provides a wide array of services to residents, businesses and visitors. The City is responsible for delivering the following services in Richmond:

- Performing land use and transportation planning, building approvals, property use administration and zoning.
- Providing and maintaining roads, dykes, water and sewerage systems, drainage and irrigation systems.
- Providing sanitation and recycling services.
- Providing for the safety and protection of its citizens by maintaining a police force, fire-rescue services, bylaw enforcement, emergency programs and environmental programs.
- Providing for the recreational and cultural needs of its citizens by: funding library services; and building and maintaining recreational and cultural facilities, including pools, arenas, community centres, art centres, a theatre and numerous heritage sites.
- Designing, constructing, and maintaining a recreational trail system and a system of parks with playing fields, playgrounds, and various amenities including tennis courts and basketball courts.
- Developing a sustainable community through: affordable housing, child care programs, wellness and outreach programs, tree protection, pesticide use restrictions, waste reduction programs, pollution prevention, district energy utility, energy management

programs, purchasing policies and high performance building programs.

- Providing business licences and economic development initiatives.
- Administering property taxes and utility bills.
- Working to safeguard the financial well-being of the City, through the provision of effective and reliable financial advice, services and information to Council, staff and the public.
- Working to safeguard and enhance the livability and social, financial, and environmental sustainability of our community and surrounding environment.
- Representing the interests of our citizens on various regional bodies responsible for providing services such as transit, drinking water, waste disposal, and air quality monitoring and reporting.

These services are provided through the use of funds as approved by Council in the 2013 operating, capital and utility budgets.

	2011	2012	2013
Population Growth (per annum)	1.10%	1.20%	1.82%
Capital construction costs (\$mil) ¹	\$75.16	\$80.58	\$71.77
City Grants	\$541,507	\$707,664	\$747,995
Registration in Recreation Programs	122,784	129,526	126,410
RCMP Calls for Services	72,423	70,861	68,484
Fire Rescue Responses	9,141	9,596	9,710

¹This figure represents the amended capital budget excluding internal transfers and debt repayment

Conclusion

The City's prudent financial management has positioned it well to continue to carry out and meet Council's goals and service commitments to provide a safe and desirable community to live, work and play in, while providing good value for taxpayers.

The FSD&A provides a detailed analysis of the Consolidated Financial Statements. The FSD&A explains the significant differences in the financial statements between the reported year and the previous year as well as between budgeted and actual results.

The Consolidated Financial Statements and FSD&A provide details about past activity and the balances at December 31st of the fiscal year. This information, in conjunction with planning documents provides a comprehensive depiction of the future financial viability of the City.

In 2003, Council adopted the Long Term Financial Management Strategy (LTFMS) to ensure prudent fiscal practices while maintaining the City's high service standards and balancing current and long term financial needs. The effects of this policy can be seen in the current financial health of the organization.

The LTFMS policy forms the foundation for the City's financial planning, including the preparation of the Five Year Financial Plan Bylaws.

The 2014 – 2018 Five Year Financial Plan combines the Operating, Utility and Capital Budgets. It provides details on the services provided, anticipated revenues and expenses, and planned capital projects.

Additional information about the current financial plan can be found at:

<http://www.richmond.ca/cityhall/finance/reporting/fiveyear.htm>



Annual Property Tax Rates (2014) Bylaw No. 9131

The Council of the City of Richmond enacts as follows:

- (a) Parts 1 through 6 excluding Part 3, pursuant to the *Community Charter*; and
- (b) Part 3 pursuant to section 100 of the *Municipalities Enabling and Validating Act*.

PART ONE: GENERAL MUNICIPAL RATES

1.1 General Purposes

- 1.1.1 The tax rates shown in column A of Schedule A 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 under bylaws of the **City** to meet payments of interest and principal of debts incurred by the **City**, or required for payments for which specific provision is otherwise made in the *Community Charter*.

1.2 City Policing, Fire & Rescue and Storm Drainage

- 1.2.1 The tax rates shown in columns B, C & D of Schedule A 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, fire and rescue services and storm drainage respectively in the City, for which other provision has not been made.

2. PART TWO: REGIONAL DISTRICT RATES

- 2.1 The tax rates appearing in Schedule B 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: TRUNK SEWERAGE RATES

3.1 The tax rates shown in Schedule C are imposed and levied on the assessed values of all land only of all real property, which is taxable for general municipal purposes, within the following benefitting areas, as defined by the Greater Vancouver Sewerage & Drainage District:

- (a) Area A, being that area encompassing those portions of sewerage sub-areas and local pump areas contained in the Lulu Island West Sewerage Area of the Greater Vancouver Sewerage and Drainage District as shown on the current plan of the Lulu Island West Sewerage Area; and
- (b) Area B, being that area encompassing Sea, Mitchell, Twigg and Eburne Islands, which is that part of the **City** contained in the Vancouver Sewerage Area of the Greater Vancouver Sewerage and Drainage District as shown on the current plan of the Vancouver Sewerage Area; and
- (c) Area C, being that part of the **City** contained in the Fraser Sewerage Area of the Greater Vancouver Sewerage and Drainage District as shown on the current plan of the Fraser Sewerage Area,

and the total amount raised annually is to be used to retire the debt (including principal and interest) incurred for a sewage trunk system, which includes the collection, conveyance and disposal of sewage, including, without limiting the generality of the foregoing, forcemain sewers and their pumphouses and such ancillary drainage works for the impounding, conveying and discharging the surface and other waters, as are necessary for the proper laying out and construction of the said system of sewerage works, provided however that land classified as "Agriculture Zone" in Section 14.1 of the **Zoning Bylaw**, is exempt from any tax rate imposed or levied pursuant to this Part.

PART FOUR: GENERAL PROVISIONS

4.1 Imposition of Penalty Dates

4.1.1 All taxes payable under this bylaw must be paid on or before July 2, 2014.

4.2 Designation of Bylaw Schedules

4.2.1 Schedules A, B and C are attached and designated a part of this bylaw.

PART FIVE: INTERPRETATION

5.1 In this bylaw, unless the context otherwise requires:

CITY	means the City of Richmond.
ZONING	means the Richmond Zoning
BYLAW	Bylaw 8500, as amended from time to time.

PART SIX: PREVIOUS BYLAW REPEAL

6.1 Annual Property Tax Rates Bylaw No. 9007 is repealed.

PART SEVEN: BYLAW CITATION

7.1 This Bylaw is cited as “Annual Property Tax Rates (2014) Bylaw No. 9131”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

APR 28 2014

APR 28 2014

APR 28 2014

CITY OF RICHMOND
APPROVED for content by originating dept.
<i>JV</i>
APPROVED for legality by Solicitor
<i>ha</i>

MAYOR

CORPORATE OFFICER

SCHEDULE A to BYLAW NO. 9131

PROPERTY CLASS	COLUMN A GENERAL PURPOSES	COLUMN B POLICING SERVICES	COLUMN C FIRE & RESCUE	COLUMN D STORM DRAINAGE	TOTAL
1. Residential	1.33947	0.48760	0.37252	0.04997	2.24956
2. Utilities	23.76537	8.65117	6.60935	0.88656	39.91245
4. Major Industry	8.16659	2.97283	2.27120	0.30465	13.71527
5. Light Industry	4.33885	1.57944	1.20667	0.16186	7.28682
6. Business / other	4.33885	1.57944	1.20667	0.16186	7.28682
8. Recreation / non profit	1.28656	0.46834	0.35780	0.04799	2.16069
9. Farm	7.50402	2.73164	2.08693	0.27994	12.60253

SCHEDULE B to BYLAW NO. 9131

PROPERTY CLASS	REGIONAL DISTRICT
1. Residential	0.05701
2. Utilities	0.19953
4. Major Industry	0.19383
5. Light Industry	0.19383
6. Business/other	0.13967
8. Rec/non profit	0.05701
9. Farm	0.05701

SCHEDULE C to BYLAW NO. 9131

AREA		RATES
A, B, & C	Sewer Debt Levy (land only)	0.00231



River Green District Energy Utility

WHEREAS the *Community Charter* empowers the municipality to provide any service that the Council considers necessary or desirable.

WHEREAS the City of Richmond (the “City”) wishes to establish a service for the purpose of providing energy for space and domestic water heating and, when available, space cooling, to multi-family, residential, commercial, institutional and industrial buildings located within the City’s municipal boundaries as more particularly detailed in Schedule A to this Bylaw.

NOW THEREFORE the Council of the City of Richmond enacts as follows:

1. **Name of Bylaw.** This Bylaw shall be known and cited for all purposes as “River Green District Energy Utility Bylaw No. 9134.”
2. **Defined terms.** All capitalized terms used in this Bylaw and the schedules hereto have the meanings given in Schedule B to this Bylaw.
3. **Establishment.** Council hereby authorizes the design, construction, installation, operation, maintenance, repair, and management of a district energy utility system for the generation, storage, transmission, and distribution of energy for the space heating and domestic water heating at any Designated Property within the Service Area, including potential for such district energy utility system to be expanded to include space cooling services.
4. **Ownership of DEU.** Ownership of the DEU, including any expansion or extension of the DEU, is to remain vested in the City or the Service Provider, and their respective successors and assigns, and is not to pass to any Owner, or other person who has an interest in a Designated Property, and, despite any attachment or annexation to a Designated Property or other real property, the Distribution System, Service Connections, Meter Sets and Heat Exchangers are not to become part of a Designated Property or other real property.
5. **Mandatory Use of DEU.** Subject to the Service Provider providing Services pursuant to this Bylaw, each Owner of a new building proposed for construction or under construction within the Service Area after the date of enactment of this Bylaw, for which the City’s Building Regulation Bylaw requires submission of a building permit application or issuance of final inspection notice permitting occupancy, to any one of which the Owner, as at the date of enactment of this Bylaw, is not yet entitled, will connect to and utilise the DEU for internal space heating and domestic hot water, and when available, space cooling, in accordance with the terms and conditions of this Bylaw.
6. **Permissive Use of DEU.** An Owner of an existing building located either inside the Service Area, or located outside the Service Area but within the City of Richmond, may apply to the City Engineer to utilize the DEU, and if:

- (a) the City Engineer is of the opinion that the DEU is capable of servicing the building that is the subject of the application;
- (b) the City Engineer is of the opinion that servicing the building is necessary or desirable; and
- (c) the Owner enters into an agreement with the City, in form and substance satisfactory to the City Engineer and City Solicitor, undertaking, among other matters, to wholly or partially, in the City's sole discretion, fund the capital cost of extending the DEU outside the Service Area to the Owner's building in an amount and at a time determined by the City Engineer;

the City Engineer may approve the application, in which case the Owner must utilize the DEU in accordance with the terms and conditions of this Bylaw.

- 7. **General Terms and Conditions.** The Services shall be provided and used in accordance with the terms and conditions described in Schedule B to this Bylaw.
- 8. **Rates and Charges.** The rates and charges payable in respect of the Services shall be those described in Schedule D to this Bylaw, which shall be based on the cost of providing, maintaining and expanding the Services and which may be different for different Designated Properties based upon the use, capacity and consumption of those Designated Properties. Unless otherwise indicated or advised by the Service Provider, all rates, charges and fees payable under this Bylaw are payable to the Service Provider.
- 9. **Operation.** The City may operate the DEU and provide the Services directly, or through one or more other Service Providers.
- 10. **Access.** The City authorizes its officers and employees and the officers, employees, agents, servants, contractors and subcontractors of the Service Provider to enter onto any property or into any building applying for, connecting or connected to or using the Services or required to apply for connect to and use the Services to connect or disconnect the Services and to inspect and determine whether all regulations, prohibitions and requirements contained in this Bylaw and the General Terms and Conditions are being met, or for any other related purpose which the Service Provider requires.
- 11. **Security.** The City authorizes its officers and employees and the officers and employees of the Service Provider to require persons applying for, connecting or connected to or using the Services to provide security with respect to the Services in an amount determined by the City or the Service Provider, in accordance with the General Terms and Conditions.
- 12. **Discontinuance.** The City or the Service Provider may discontinue providing the Service to a person or property in accordance with and for the reasons specified in the General Terms and Conditions, including because of:
 - (a) unpaid fees or taxes in relation to the Services;

(b) failure to furnish required security; or

(c) non-compliance with the General Terms and Conditions or the provisions of this Bylaw.

13. **Notice of discontinuance.** The City or the Service Provider may discontinue providing the Service to a person or property upon providing not less than 48 (forty-eight) hours written notice outlining the reasons for the discontinuance, unless the discontinuance is for any one or more of those reasons specified in the General Terms and Conditions for which no notice of discontinuance is required.

14. **Headings and Table of Contents.** The division of this Bylaw and the General Terms and Conditions into sections and the insertion of any table of contents and headings are for convenience of reference only and shall not affect the construction or interpretation of the Bylaw or the General Terms and Conditions.

15. **Severability.** Each provision of this Bylaw is intended to be severable and if any provision is determined by a court of competent jurisdiction to be illegal or invalid or unenforceable for any reason whatsoever such provision shall be severed from this Bylaw and will not affect the legality, validity or enforceability of the remainder of or any other provision of this Bylaw.

16. **Schedules.** The following schedules are incorporated into and form part of this Bylaw:

Schedule A	-	Boundaries of Service Area
Schedule B	-	General Terms and Conditions
Schedule C	-	Fees
Schedule D	-	Rates and Charges

17. This Bylaw is cited as "**River Green District Energy Bylaw No. 9134.**"

FIRST READING

SECOND READING

THIRD READING

ADOPTED

APR 28 2014

APR 28 2014

APR 28 2014

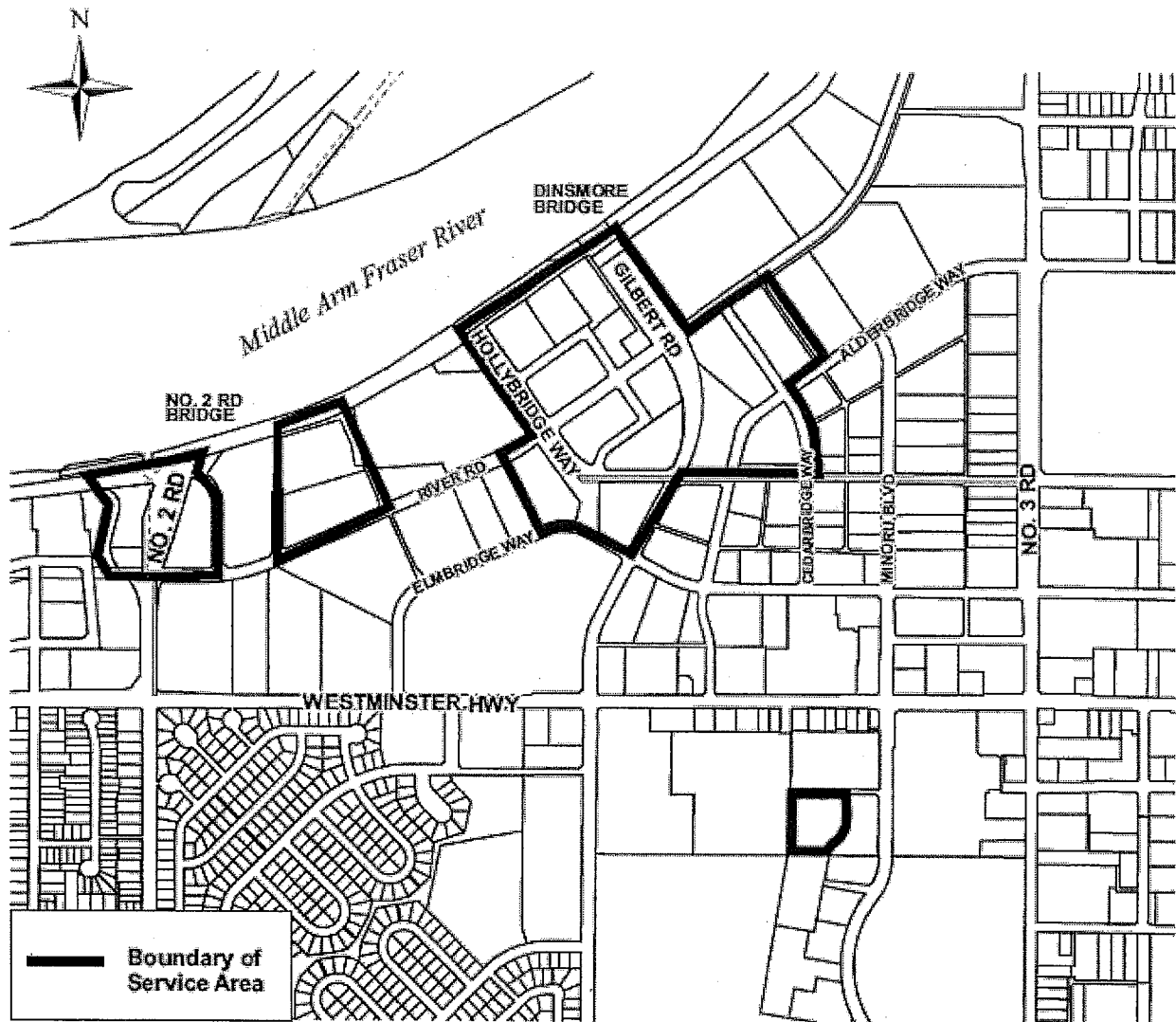


MAYOR

CORPORATE OFFICER

SCHEDULE A

Boundaries of Service Area



SCHEDULE B

GENERAL TERMS AND CONDITIONS

PART 1: INTERPRETATION

1.1 Definitions

Unless the context indicates otherwise, in this Bylaw and in the schedules referred to herein the following words have the following meanings:

- (a) **“back-billing”** has the meaning given in Section 12.2 of these General Terms and Conditions;
- (b) **“building”** means any multi-family residential, commercial, institutional and industrial buildings, and includes new and existing buildings described in Sections 5 and 6 of the Bylaw;
- (c) **“building mechanical system”** means a DEU-compatible mechanical system, including an internal space heating and cooling and domestic water heating distribution system, for a building located on Designated Property that is to receive the Services;
- (d) **“Bylaw”** means the River Green District Energy Utility Bylaw No. 9134 to which these General Terms and Conditions are attached and form part of;
- (e) **“City Engineer”** means the individual appointed by Council from time to time to be the General Manager of the Engineering and Public Works Department of the City, or his or her designate;
- (f) **“City Solicitor”** means the individual appointed by Council from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
- (g) **“Cooling”** means the energy transferred from the DEU through the Distribution System for the purpose of lowering the ambient air temperature in a Designated Property;
- (h) **“Council”** means the Council of the City of Richmond;
- (i) **“Customer”** means an Owner of a Designated Property who is being provided with the Services or who has filed an application for Services with the Service Provider that has been approved by the Service Provider;
- (j) **“Delivery Point”** means the outlet of the Heat Exchanger;
- (k) **“Designated Property”** means the building(s) to which this Bylaw applies pursuant to Sections 5 and 6 of the Bylaw;
- (l) **“DEU”** means the district energy generation and utility system referred to in Section 3 of the Bylaw and consists collectively of the Distribution System, the material, machinery, equipment and fixtures forming part of the Energy exchange

system used for the purpose of heating or cooling the fluid that flows through the Distribution System and the Service Connections and all equipment including the pressure vessels, conduits, pipes, valves, lines, pumps, Heat Exchangers and Meter Sets together with all fluid, ancillary appliances and fittings necessary to provide Energy to Designated Properties in the Service Area and all additions thereto and replacements thereof as such system is expanded, reduced or modified from time to time;

- (m) **“Director, Building Approvals”** means the individual so appointed by Council from time to time, or his or her designate;
- (n) **“Distribution System”** means the system of fluid pipes, fittings and ancillary components used for distributing fluid for the purposes of providing Energy to Designated Properties in the Service Area including all additions thereto and replacements thereof and the system of fluid pipes connecting the Distribution System to the Service Connection including all additions thereto and replacements thereof;
- (o) **“Energy”** means heated fluid and cooled fluid;
- (p) **“General Terms & Conditions”** means these general terms and conditions as amended from time to time by the Council of the City of Richmond;
- (q) **“Gross Floor Area”** means the total area of all horizontal floors, measured to the outer building limits, including all uses and all areas giving access such as corridors, hallways, landings, foyers, staircases and stairwells, and includes enclosed balconies and mezzanines, enclosed porches or verandas, elevator shafts and accessory buildings, except those used for parking;
- (r) **“Heat Exchanger”** means the equipment including ventilation systems and electrical pumps installed at a Designated Property to transfer Energy from the DEU to the Designated Property;
- (s) **“Heating”** means the energy transferred for the purpose of raising the ambient air or domestic hot water temperature in a Designated Property;
- (t) **“Meter Set”** means an assembly of metering and ancillary equipment, including Heat Exchangers, that measure the amount of Energy consumed by a Customer;
- (u) **“Owner”** means a person who owns, occupies, or controls a parcel of real property with a building thereon, and includes a registered owner, an owner under agreement, an occupier of Crown land, a cooperative association incorporated or continued under the *Cooperative Association Act* of British Columbia, a strata corporation established or continued under the *Strata Property Act* of British Columbia and an owner of a freehold estate in a Strata Lot;
- (v) **“Person”** or **“person”** means any individual, corporation, limited-liability company, partnership, firm, joint venture, association, trust, or other entity or organization, including a government authority;

- (w) **“Rates”** means, collectively, the fixed monthly charges, capacity charges and volumetric charges specified in Schedule D (Rates and Charges) for Services, as amended from time to time;
- (x) **“Service Area”** means the area in the City of Richmond as delineated in the boundaries map attached as Schedule A hereto or such portions thereof as may be designated by the Council and such other areas as may be added from time to time by the Council;
- (y) **“Service Related Charges”** include, but are not limited to, the fees specified in Schedule C (Fees), the rates and charges specified in Schedule D (Rates and Charges), GST, PST and all other taxes applicable to the Services;
- (z) **“Services”** means the delivery of Energy from and through the DEU to a Delivery Point and through a Meter Set for use in a Designated Property, and any service provided in connection with the DEU, including but not limited to providing a Service Connection, re-activating existing Service Connections, transferring an existing account, changing the type of Services provided, or making alterations to existing Service Connections, Heat Exchangers or Meter Sets;
- (aa) **“Services Agreement”** has the meaning given in Section 3.1 of these General Terms and Conditions;
- (bb) **“Service Connection”** means that portion of the DEU extending from the Distribution System to the Delivery Point;
- (cc) **“Service Provider”** means such Person or Persons appointed, contracted or otherwise engaged by Council to operate, maintain and manage the DEU on behalf of the City, and to provide the Services to Customers in accordance with the terms and conditions of this Bylaw, including its successors, assigns, officers, employees, servants, agents and contractors; and
- (dd) **“Strata Lot”** has the meaning given in *Strata Property Act*.

PART 2: APPLICATION REQUIREMENTS

2.1 Application for Services

An Owner of a Designated Property that must utilize the DEU pursuant to Section 5 of the Bylaw, and an Owner of a Designated Property seeking the Services pursuant to Section 6 of the Bylaw, must apply to the Service Provider for the Services at least 120 days before the date the Owner requires the Services.

2.2 Required Documents

An Owner applying for Services may be required to sign an application form and a Services Agreement provided by the Service Provider.

2.3 Separate Properties

If an Owner is requesting Services from the Service Provider at more than one Designated Property, then the applicant will be considered a separate Customer for each Designated Property.

2.4 Required References

The Service Provider may require an applicant for Services to provide reference information and identification acceptable to the Service Provider.

2.5 Refusal of Application

The Service Provider may refuse to accept an application for Services for any of the reasons listed in Section 15 below (Discontinuance of Services and Refusal of Services).

PART 3: AGREEMENT TO PROVIDE SERVICE**3.1 Services Agreement**

“Services Agreement” means an agreement between the Service Provider and a Customer for the provision of Services, whether such agreement is:

- (a) in the form of a written application of the Customer for Services that has been approved by the Service Provider and that is deemed to include the terms and conditions specified in this Bylaw; or
- (b) the Service Provider’s standard services agreement signed by the Customer.

3.2 Term

A Services Agreement between a Customer and the Service Provider will commence on the later of:

- (a) either the date the Customer’s application is approved by the Service Provider under Section 3.1(a) above; or
- (b) the date indicated in the Service Provider’s standard services agreement, or if none, the date that the standard services agreement is signed by the Customer,

and will continue until the Services Agreement is terminated either in accordance with the terms of the Services Agreement or the terms of this Bylaw.

3.3 Customer Status

An Owner becomes a Customer of the Service Provider on the earlier of:

- (a) the date that the term of the Services Agreement commences under Section 3.2 above; or
- (b) the date that the Service Provider commences the provision of Services to the Owner’s Designated Property.

3.4 No Assignment/Transfer

A Customer may not transfer or assign a Services Agreement without the written consent of the Service Provider.

PART 4: Connecting for services**4.1 Service Connection**

Subject to Section 4.5 below, the Service Provider will serve each Designated Property with one Service Connection. Each Designated Property will be installed with its own Meter Set.

4.2 Installation of Service Connection by Service Provider

The Service Provider will:

- (a) together with the Director, Building Approvals, designate the location of the Heat Exchanger, Meter Set and Service Connection on the Designated Property and determine the amount of space that must be left unobstructed around them to ensure sufficient and safe access thereto;
- (b) supply and install the Heat Exchanger and Meter Set upon payment of the applicable installation fees set out in Schedule C (Fees) to this Bylaw; and
- (c) supply and install the Service Connection from the DEU to the Delivery Point on the Designated Property using the route which is the most suitable to the Service Provider upon payment of the applicable installation fees set out in Schedule C (Fees) to this Bylaw.

4.3 Installation of Service Connection by Customer

An Owner or Customer may make an application to the Service Provider requesting prior written approval for the Owner or Customer, at its sole cost and expense, to:

- (a) supply and install the Heat Exchanger and Meter Set; and/or
- (b) supply and install the Service Connection from the DEU to the Delivery Point on the Designated Property using the route which is the most suitable to the Service Provider,

and the Service Provider, may, in its sole discretion:

- (c) approve such application subject to the Service Provider being satisfied with the design, materials, equipment, location and installation of the Heat Exchanger, Meter Set and Service Connection; and
- (d) waive or reduce payment of the applicable installation fees set out in Schedule C (Fees) to this Bylaw.

4.4 Customer Requested Routing

If a Customer requests:

- (a) that its piping or Service Connection enter the Designated Property at a different point of entry or follow a different route from the point or route designated by the Service Provider; and/or
- (b) that the Heat Exchanger or Meter Set be installed at a different location from the location designated by the Service Provider,

then, provided that:

- (c) the Customer pays the Service Provider in advance for all additional costs as advised by the Service Provider to install the Heat Exchanger, Meter Set and Service Connection in accordance with the Customer's request; and
- (d) the Service Provider is satisfied that approving the Customer's request will not have an adverse effect on the operations of the DEU or create any other undesirable consequences, including but not limited to public health and safety concerns,

the Service Provider may accept the request. If the request is accepted, the Service Provider may either approve the requested routing or entry point or installation locations as originally requested or may, with the Customer's agreement, modify the requested routing or entry point or installation locations.

4.5 Additional Service Connections

A Customer may apply to the Service Provider for one or more additional Service Connections at a Designated Property, which additional Service Connections may be provided at the sole discretion of the Service Provider. If the Service Provider agrees to install the additional Service Connection, the Service Provider may charge the Customer, in addition to the service connection installation fee set out in Schedule C (Fees), the actual full cost (including overhead costs) for the Service Connection installation. The Service Provider will bill each additional Service Connection from a separate meter and account.

4.6 Site Preparation

Customers will be responsible for all necessary site preparation including but not limited to clearing building materials, construction waste, equipment, soil and gravel piles over the proposed service line route, to standards established by the Service Provider. The Service Provider may recover from Customers any additional costs associated with delays or site visits necessitated by inadequate or substandard site preparation.

4.7 Easement, Statutory Right of Way and Section 219 Covenant

- (a) An Owner of a Designated Property that is to receive Services under this Bylaw must sign and deliver to the Service Provider a Section 219 covenant and statutory right of way to be registered against title to the Designated Property in

favour of the City, in the form or forms supplied by the Service Provider, for the installation, operation, maintenances and related services on the Designated Property of all necessary facilities for supplying the Services to the Designated Property. Each such Section 219 covenant and statutory right of way will have priority over any other financial encumbrances registered against title to the Designated Property; and

- (b) If one or more privately-owned intervening properties are located between the Designated Property and the DEU, then the Customer will be responsible for all costs of obtaining licenses, statutory rights of way, easements, leases or other agreements, the form and content of which shall be as determined in the sole discretion of the City, for non-exclusive access to, on, over and under such properties in favour of the City, for the purposes of performing installation, operation, maintenances and related services on each intervening property of all necessary facilities for supplying the Services to the Designated Property.

4.8 Maintenance by Service Provider

Subject to Section 4.9 below, the Service Provider will maintain the Service Connection, Heat Exchanger and Meter Set.

4.9 Maintenance by Customer

Each Customer and Owner of Designated Property must maintain and repair the mechanical systems in all buildings on their Designated Properties, to the Delivery Points, including:

- (a) keeping the building mechanical systems free of foreign material so as to prevent fouling of the Heat Exchangers; and
- (b) treating all fluids in the building mechanical system sufficiently to prevent corrosion of the Heat Exchangers.

4.10 Service Calls

A Customer or Owner may apply to the Service Provider to temporarily interrupt service to a Designated Property by closing the appropriate valves or by such other means as the Service Provider may find appropriate.

4.11 Damage

The Customer must advise the Service Provider immediately of any damage to the Service Connection, Heat Exchanger or Meter Set.

4.12 No Obstruction

A Customer must not construct or allow to be constructed any permanent structure which, in the sole opinion of the Service Provider, obstructs access to a Service Connection, Heat Exchanger or Meter Set.

4.13 Removal of Service Connection

If the supply of Services to a Customer's Designated Property is discontinued or terminated for any reason then, the Service Provider may, but is not required to, remove the Service Connection from the Customer's Designated Property.

PART 5: HEAT EXCHANGERS, METER SETS AND METERING**5.1 Installation**

In order to provide the Services and bill a Customer for Energy delivered, the Service Provider will install one or more Heat Exchangers and Meter Sets on a Customer's Designated Property. The technical specifications of all Heat Exchangers and Meter Sets will be determined by the Service Provider. Unless approved by the Service Provider, all Heat Exchangers and Meter Sets will be installed at locations chosen by the Service Provider.

5.2 Measurement

The quantity of Energy delivered to a Designated Property will be metered using apparatus approved by the Service Provider. The amount of Energy registered by the Meter Set during each billing period will be converted to megawatt hours and rounded to the nearest one-tenth of a megawatt hour.

5.3 Testing Meters

A Customer may apply to the Service Provider to test a Meter Set, and the Service Provider will notify such Customer of the date and time the test is to occur, and the Customer is entitled to be present for the test. If the testing indicates that:

- (a) the Meter Set is inaccurate in its measurement by 10% or more, then:
 - (i) the Customer is entitled to return of the meter testing fee paid pursuant to Section 8.1 (Fees for application) below;
 - (ii) the cost of removing, replacing and testing the Meter Set will be borne by the Service Provider subject to Section 17.4 (Responsibility for Heat Exchanger and Meter Set) below; and
 - (iii) the Service Provider will estimate the resulting billing overpayment or shortfall, and settle with the Customer accordingly, provided any such settlement will not extend beyond 12 months before the month in which the test takes place.

5.4 Defective Meter Set

If a Meter Set ceases to register, then the Service Provider will estimate the volume of Energy delivered to the Customer according to the procedures set out in Section 11.7 (Incorrect Register) below.

5.5 Protection of Equipment

The Customer must take reasonable care of and protect all Heat Exchangers, Meter Sets and related equipment on the Customer's Designated Property. The Customer's responsibility for expense, risk and liability with respect to all Heat Exchangers, Meter Sets and related equipment is set out in Section 17.4 (Responsibility for Heat Exchanger and Meter Set) below.

5.6 No Unauthorised Changes

No Heat Exchangers, Meter Sets or related equipment will be installed, connected, moved or disconnected except by the Service Provider's authorized employees, contractors or agents or by other Persons acting with the Service Provider's written permission.

5.7 Removal of Equipment

If the supply of Services to a Customer's Designated Property is discontinued or terminated for any reason then, the Service Provider may, but is not required to, remove the Heat Exchanger, Meter Set and related equipment from the Customer's Designated Property.

5.8 Customer Requested Alterations

A Customer may apply to the Service Provider to remove, relocate or alter a Meter Set, Heat Exchanger or related equipment servicing a Designated Property, which removal, relocation or alteration may be provided at the sole discretion of the Service Provider. If the Service Provider agrees to remove, relocate, or alter the Meter Set, Heat Exchanger or related equipment, then in addition to the provisions of section 9.4 (Basis of Fees):

- (a) the Service Provider will give the Customer an estimate of the cost; and
- (b) if any of the changes to the Heat Exchanger, Meter Set or related equipment require the Service Provider to incur ongoing incremental operating and maintenance costs, the Service Provider may recover these costs from the Customer through the billing process established by this Bylaw.

PART 6: DEU EXPANSIONS AND EXTENSIONS**6.1 Expansion and Extension**

The City may make extensions and expansions of the DEU in accordance with system development requirements.

PART 7: ACCESS**7.1 Access to Designated Property**

The Customer must provide free access to, and the Service Provider and its authorized officers, employees, agents, servants, contractors and subcontractors have the right of entry, at any reasonable time and except in the case of emergency, upon reasonable notice, onto a Customer's Designated Property, for the purpose of reading, testing, repairing or removing Service Connections, Meter Sets, Heat Exchangers and ancillary

equipment, turning Energy on or off, completing system leakage surveys, stopping leaks, examining pipes, connections, fittings and appliances and reviewing the use made of Energy delivered to the Customer, to inspect and determine whether all regulations, prohibitions and requirements contained in this Bylaw and in any Services Agreement are being met, or for any other related purpose which the Service Provider requires.

7.2 Access to Equipment

The Customer must at all reasonable times and except in the case of emergency, upon reasonable notice, provide clear access to the Service Provider's equipment including the equipment described in section 7.1 above.

PART 8: APPLICATION AND SERVICE CONNECTION INSTALLATION FEES

8.1 Fees for applications and installations

Each person who submits an application and/or requests any installation for purposes of receiving Services under this Bylaw must pay the applicable fees set out in Schedule C, Fees.

8.2 Waiver of Application Fee

The application fee will be waived by the Service Provider if Services to a Customer are reactivated after they were discontinued for any of the reasons described in Section 14.2 (Right to Restrict) below.

8.3 Reactivation Fees

If Services are terminated

- (a) for any of the reasons described in Section 15 (Discontinuance of Service and Refusal of Services) of this bylaw; or
- (b) to permit a Customer to make alterations to their Designated Property,
- (c) and the same Customer or the spouse, employee, contractor, agent or partner of the same Customer requests reactivation of Services to the Designated Property within 12 months of the date of Services termination, then the applicant for reactivation must pay the greater of:
- (d) the costs the Service Provider incurs in de-activating and re-activating the Services; or
- (e) the sum of the applicable minimum Rates and charges set out in Schedule D (Rates and Charges) which would have been paid by the Customer between the time of termination and the time of reactivation of Services.

8.4 Identifying Meter Sets

If a Customer requests the Service Provider to identify the Meter Set that serves the Customer's Designated Property after the Meter Set was installed, then the Customer will

pay to the Service Provider the costs the Service Provider incurs in re-identifying the Meter Set where:

- (a) the Meter Set is found to be properly identified; or
- (b) the Meter Set is found to be improperly identified as a result of Customer activity, including but not limited to:
 - (i) a change in the legal civic address of the Designated Property; or
 - (ii) renovating or partitioning the Designated Property.

PART 9: RATES, CHARGES, FEES AND OTHER COSTS

9.1 Rates Payable

Each Customer must pay to the Service Provider the applicable Rates for the Services as specified in Part 1 of Schedule D (Rates and Charges), as amended from time to time.

9.2 Excess demand fee

Pursuant to section 19.1(f), a building permit applicant must pay to the Service Provider the excess demand fee set out in Part 2 of Schedule D (Rates and Charges).

9.3 Electrical pump costs

Where a Heat Exchanger installed on a Designated Property is operated by one or more electrical pumps, the Customer must pay all costs of electricity consumed by the electrical pumps for the proper operation of the Heat Exchanger.

9.4 Basis of Fees

- (a) The fees specified in Schedule C (Fees) shall be estimated fees based on the cost of providing, maintaining and expanding the Services and may be different for each Designated Property based upon the use, capacity and consumption of each Designated Property.
- (b) Where an Owner, Customer or other person is to have work done or Services received at cost, all fees payable shall be payable in advance before commencement of the work.
- (c) After completion of the work, the Service Provider will notify the Owner, Customer or other person of the actual cost.
- (d) If the actual cost is more than the estimated cost, the Owner, Customer or other person will be liable for and must pay the Service Provider the shortfall within 30 days after demand by the Service Provider.
- (e) If the actual cost is less than the estimated cost, the Service Provider will refund to the Owner, Customer or other person the excess, except that if the Customer owes any money under this Bylaw at that time, the Service Provider may apply the excess against such debt.

PART 10: SECURITY FOR PAYMENT OF BILLS**10.1 Security Deposit**

If a Customer cannot establish or maintain credit to the satisfaction of the Service Provider, then the Customer may be required to provide a security deposit in the form of cash or an equivalent form of security acceptable to the Service Provider, the amount of which shall not:

- (a) be less than \$50; and
- (b) be greater than an amount equal to the estimate of the total bill for the two highest consecutive months' consumption of Energy by the Customer.

10.2 Interest

The Service Provider will pay interest to a Customer on a security deposit at the rate and at the times specified in the Schedule C (Fees). Subject to Section 10.5 (Application of Deposit), if a security deposit in whole or in part is returned to the Customer for any reason, the Service Provider will credit any accrued interest to the Customer's account at that time. No interest is payable on:

- (a) any unclaimed deposit left with the Service Provider after the account, for which security was obtained, is closed; and
- (b) a deposit held by the Service Provider in a form other than cash.

10.3 Refund of Deposit

When the Customer pays the final bill, the Service Provider will refund any remaining cash security deposit plus any accrued interest to the Customer, or will cancel the equivalent form of security and provide evidence of such cancellation upon request by the Customer.

10.4 Unclaimed Refund

If the Service Provider is, despite reasonable efforts, unable to locate the Customer to whom a cash security deposit is repayable, and the cash security deposit remains unclaimed 10 years after the date on which it first became refundable, the deposit, together with any interest accrued thereon, will be forfeit and will become the absolute property of the Service Provider.

10.5 Application of Deposit

If a Customer's bill is not paid when due, the Service Provider may apply all or any part of the Customer's security deposit and any accrued interest thereon toward payment of the bill. Even if the Service Provider utilizes the security deposit, the Service Provider may, under Section 15 (Discontinuance of Services and Refusal of Services) below, discontinue Services to the Customer for failure to pay for Services on time.

10.6 Top-Up of Deposit

If a Customer's security deposit is utilized by the Service Provider for payment of an unpaid bill, the Customer must replenish the security deposit before the Service Provider will reconnect or continue providing Services to the Customer.

10.7 Failure to Provide Security Deposit

Failure to provide a security deposit acceptable to the Service Provider may, in the Service Provider's discretion, result in discontinuance or refusal of Services as set out under Section 15 (Discontinuance of Service and Refusal of Service).

PART 11: BILLING**11.1 Basis for Billing**

The Service Provider will bill the Customer in accordance with the Customer's Services Agreement and this Bylaw, for the amount of each fee, rate or charge that the Customer is responsible for paying for receipt of and in relation to the Services.

11.2 Form of Bill

Each bill sent to a Customer by the Service Provider for Services provided will include:

- (a) the amounts of any fees, rates and charges, costs and taxes thereon, that are due and payable to the Service Provider;
- (b) the date when the bill is due and payable;
- (c) acceptable places and methods of payment; and
- (d) the number of megawatt hours of heat energy supplied to the Heat Exchanger and Meter Set.

11.3 Meter Measurement

The Service Provider will measure the quantity of Energy delivered to a Customer using a Meter Set and the starting point for measuring delivered quantities during each billing period will be the finishing point of the preceding billing period.

11.4 Multiple Meters

For a Customer who has more than one Meter Set on their Designated Property, each Meter Set will be billed separately.

11.5 Estimates

If the Service Provider is not able to obtain a meter reading for any reason, the Service Provider may estimate the Customer's meter readings for billing purposes.

11.6 Estimated Final Reading

If a Services Agreement is terminated, the Service Provider may estimate the final meter reading for final billing.

11.7 Incorrect Register

If any Meter Set has failed to measure the delivered quantity of Energy correctly, then the Service Provider may estimate the meter reading for billing purposes, subject to Section 12 (Back-Billing).

11.8 Bills Frequency

The Service Provider may bill a Customer as often as the Service Provider considers necessary but generally will bill on a quarterly basis.

11.9 Bill Due Dates

The Customer must pay the bill for Services on or before the due date shown on each bill.

11.10 Adjustment for Partial Period

The Service Provider may pro rate the amount due from a Customer for a partial billing period, on a daily basis.

11.11 Historical Billing Information

Customers who request historical billing information may be charged the cost of processing and providing the information.

PART 12: BACK-BILLING**12.1 When Required**

The Service Provider may, in the circumstances specified herein, charge and demand, and the Service Provider may collect or receive, from Customers for the Services received, a greater or lesser compensation than that specified in bills to the Customers, provided that in the case of a minor adjustment to a Customer's bill, back-billing treatment may not be applied.

12.2 Definition

Back-billing means the re-billing by the Service Provider for Services rendered to a Customer on account of a discovery that the original billings are either too high (overbilled) or too low (under-billed). The discovery may be made by either the Customer or the Service Provider. The cause of the billing error may include any of the following non-exhaustive reasons or any combination thereof:

- (a) stopped meter;
- (b) metering equipment failure;
- (c) missing meter now found;
- (d) switched meters;
- (e) double metering;
- (f) incorrect meter connections;

- (g) incorrect use of any prescribed apparatus respecting the registration of a meter;
- (h) incorrect meter multiplier;
- (i) the application of an incorrect rate;
- (j) incorrect reading of meters or data processing; and
- (k) tampering, fraud, theft or any other criminal act.

12.3 Re-Billing Basis

Where metering or billing errors occur, the consumption and demand will be based upon the records of the Service Provider for the Customer, or the Customer's own records to the extent they are available and accurate, or if not available, reasonable and fair estimates may be made by the Service Provider. Such estimates will be on a consistent basis with Designated Properties and buildings of a similar kind, or according to the Services Agreement.

12.4 Tampering/Fraud

If there are reasonable grounds to believe that the Customer has tampered with or otherwise used the Service Provider's Services in an unauthorized way, or there is evidence of fraud, theft or other criminal acts, or if a reasonable Customer should have known of the under-billing and failed to promptly bring it to the attention of the Service Provider, then:

- (a) the extent of back-billing will be for the duration of the unauthorized use, subject to the applicable limitation period provided by law, and the provisions of Sections 12.7 (Under-Billing) to 12.10 (Changes in Occupancy), below, will not apply;
- (b) the Customer is liable for the direct administrative costs incurred by the Service Provider and the City in the investigation of any incident of tampering, including the direct costs of repair, or replacement of equipment; and
- (c) under-billing resulting from circumstances described above will bear interest computed at the rate and at the times specified in Schedule C (Fees) until the amount under-billed is paid in full.

12.5 Remediating Problem

In every case of under-billing or over-billing, the cause of the error will be remedied as soon as possible, and the Customer will be promptly notified of the error and of the effect upon the Customer's ongoing bill.

12.6 Over-billing

In every case of over-billing, the Service Provider will credit the Customer's account with all money incorrectly collected for the duration of the error, subject to the applicable limitation period provided by law. Simple interest on such over-billed amount, computed at the rate and at the times specified in Schedule C (Fees), will also be credited to the Customer's account.

12.7 Under-billing

Subject to Section 12.4 (Tampering/Fraud) above, in every case of under-billing the Service Provider will back-bill the Customer for the shorter of

- (a) the duration of the error;
- (b) six months; or
- (c) as set out in the Services Agreement between the Customer and the Service Provider, if any.

12.8 Terms of Repayment

Subject to Section 12.4 (Tampering/Fraud) above, in all cases of under-billing, the Service Provider will offer the Customer reasonable terms of repayment. If requested by the Customer, the repayment term will be equivalent in length to the back-billing period. The repayment will be interest free and in equal instalments corresponding to the normal billing cycle. However, delinquency in payment of such instalments will be subject to the usual late payment charges.

12.9 Disputed Back-bills

Subject to Section 12.4 (Tampering/Fraud), if a Customer disputes a portion of a back-billing due to under-billing based upon either consumption, demand or duration of the error, then the Service Provider will not threaten or cause the discontinuance of Services for the Customer's failure to pay that portion of the back-billing, unless there are no reasonable grounds for the Customer to dispute that portion of the back-billing. The undisputed portion of the bill will be paid by the Customer and the Service Provider may threaten or cause the discontinuance of Services if such undisputed portion of the bill is not paid.

12.10 Changes in Occupancy

Subject to Section 14.4 (Tampering/Fraud), where changes of occupancy have occurred, the Service Provider will make a reasonable attempt to locate the former Customer who has been under-billed or over-billed. If, after a period of one year, such Customer cannot be located, then the applicable under-billing or over-billing will be cancelled.

PART 13: LATE PAYMENT AND RETURNED CHEQUE CHARGES**13.1 Late Payment Charge**

If the amount due for Services or any Service Related Charges on any bill has not been received in full by the Service Provider on or before the due date specified on the bill, and the unpaid balance is \$15 or more, then the Service Provider may include the late payment charge specified in Schedule C (Fees) in the next bill to the Customer.

13.2 Returned Cheque Charge

If a cheque received by the Service Provider from a Customer in payment of a bill is not honoured by the Customer's financial institution for any reason other than clerical error, then the Service Provider may include a charge specified in Schedule C (Fees) in the next

bill to the Customer for processing the returned cheque, whether or not the Service has been disconnected in accordance with the provisions of the Bylaw and these General Terms and Conditions.

13.3 Collection as Taxes

Any amount due from a Customer to the Service Provider for Services or any Service Related Charges that remains unpaid by December 31 of the year in which the amount became due, will be added to the property taxes for the Designated Property in question and collected in the same manner and with the same remedies as property taxes.

PART 14: INTERRUPTION OF SERVICE

14.1 Regular Supply

The Service Provider will use its reasonable efforts to provide the constant delivery of Energy and the maintenance of unvaried temperatures.

14.2 Right to Restrict

The Service Provider may require any of its Customers, at all times or between specified hours, to discontinue, interrupt or reduce to a specified degree or quantity, the use of Energy for any of the following purposes or reasons:

- (a) in the event of a temporary or permanent shortage of Energy, whether actual or believed to exist or anticipated by the Service Provider;
- (b) in the event of a breakdown or failure of the DEU;
- (c) to comply with any legal requirements;
- (d) to make repairs or improvements to any part of the DEU;
- (e) in the event of fire, flood, explosion or other emergency to safeguard Persons or property against the possibility of injury or damage; or
- (f) for any other reason that the Service Provider considers necessary.

14.3 Notice

The Service Provider will, to the extent practicable, give notice of any service limitations under Section 14.2 (Right to Restrict) to its Customers by:

- (a) newspaper, radio or television announcement; or
- (b) in accordance with Section 21.1 (Service of Notices).

14.4 Failure to Comply

If, in the opinion of the Service Provider, a Customer has failed to comply with any requirement under Section 14.2 (Right to Restrict), then the Service Provider may, after providing notice to the Customer in the manner specified in Section 21.1 (Service of Notices), discontinue Services to the Customer.

PART 15: DISCONTINUANCE OF SERVICES AND REFUSAL OF SERVICES**15.1 Discontinuance With Notice and Refusal Without Notice**

Subject to applicable federal, provincial, and local government laws, statutes, regulations, bylaws, orders and policies, the Service Provider may discontinue Services to a Customer with at least 48 hours written notice to the Customer, or may refuse Services for any of the following reasons:

- (a) the Customer has failed to pay the bill for Services and/or Service Related Charges on or before the due date;
- (b) the Customer or applicant has failed to furnish adequate security for billings by the specified date;
- (c) the Customer or applicant has failed to pay the bill for Services and/or Service Related Charges in respect of another Designated Property on or before the due date;
- (d) the Customer or applicant occupies the Designated Property with another occupant who has failed to pay the bill for Services and/or Service Related Charges or furnish adequate security in respect of another Designated Property which was occupied by that occupant and the Customer at the same time;
- (e) the Customer or applicant is in receivership or bankruptcy, or operating under the protection of any insolvency legislation and has failed to pay any outstanding bills for Services and/or Service Related Charges;
- (f) the Customer has failed to apply for Services;
- (g) the Customer has failed to ensure that there is an adequate supply to the Designated Property of electricity required to operate the Heat Exchanger electrical pumps, whether by failure to pay utility bills or otherwise howsoever, with the result that electricity to the Designated Property has been reduced or interrupted and the proper operation all Heat Exchangers have been negatively affected; or
- (h) land or a portion thereof on which the Service Provider's facilities are, or are proposed to be, located contains contamination which the Service Provider, acting reasonably, determines has adversely affected or has the potential to adversely affect the Service Provider's facilities, or the health or safety of its workers or which may cause the Service Provider to assume liability for cleanup and other costs associated with the contamination. For the purposes of this Section, "contamination" means the presence in the soil, sediment or groundwater of special waste or another substance in quantities or concentrations exceeding criteria, standards or conditions established by the British Columbia Ministry of Water, Land and Air Protection or as prescribed by present and future laws, rules, regulations and orders of any other legislative body, governmental agency or duly constituted authority now or hereafter having jurisdiction over the environment.

15.2 Discontinuance or Refusal Without Notice

Subject to applicable federal, provincial and local government laws, statutes, regulations, bylaws, orders and policies, the Service Provider may discontinue without notice or refuse the supply of Energy or Services to a Customer for any of the following reasons:

- (a) the Customer or applicant has failed to provide reference information and identification acceptable to the Service Provider, when applying for Services or at any subsequent time on request by the Service Provider;
- (b) the Customer has defective pipe, appliances, mechanical systems or Energy fittings in the Designated Property;
- (c) the Customer uses Energy in such a manner as in the Service Provider's opinion:
- (d) may lead to a dangerous situation; or
- (e) may cause undue or abnormal fluctuations in the temperature of Energy in the DEU;
- (f) the Customer fails to make modifications or additions to the Customer's equipment which have been required by the Service Provider to prevent the danger or to control the undue or abnormal fluctuations described under paragraph (c);
- (g) the Customer breaches any of the terms and conditions upon which Services are provided to the Customer by the Service Provider;
- (h) the Customer fraudulently misrepresents to the Service Provider its use of Energy or the volume delivered;
- (i) the Customer vacates the Designated Property that is receiving the Services; or
- (j) the Customer stops consuming Energy at the Designated Property.

PART 16: TERMINATION OF SERVICE AGREEMENT**16.1 Termination by the Service Provider**

Subject to applicable federal, provincial and local government laws, statutes, regulations, bylaws, orders and policies, the Service Provider may terminate a Services Agreement by giving the Customer at least 48 hours written notice if Services are discontinued under Section 15 (Discontinuance of Services and Refusal of Services).

16.2 Continuing Obligation

The Customer is responsible for, and must pay for, all Energy delivered to the Customer's Designated Property until the Services Agreement is terminated and is responsible for all damage to and loss of Heat Exchangers, Meter Sets or other equipment of the Service Provider on the Designated Property.

16.3 Effect of Termination

Termination of a Services Agreement does not release the Customer from any obligations under the Services Agreement which expressly or by their nature survive the termination of the Services Agreement;

16.4 Sealing Service Connection

After the termination of Services to a Designated Property and after a reasonable period of time during which a new Customer has not applied for Services at the Designated Property, the Service Provider may seal off the Service Connection to the Designated Property.

PART 17: LIMITATIONS ON LIABILITY**17.1 Responsibility for Delivery of Energy**

The Service Provider, and the City if the City is not the Service Provider, and their respective elected officials, directors, officers, employees, servants, contractors, representatives and agents are not responsible or liable for any loss, damage, costs or injury (including death) incurred by any Customer or any Person claiming by or through the Customer caused by or resulting from, directly or indirectly, any discontinuance, suspension or interruption of, or failure or defect in the supply or delivery or transportation of, or refusal to supply, deliver or transport Energy, or provide Services, unless the loss, damage, costs or injury (including death) is directly attributable to the gross negligence or wilful misconduct of the Service Provider or the City if the City is not the Service Provider, and their respective elected officials, directors, officers, employees, servants, contractors, representatives and agents provided, however, that the Service Provider and the City if the City is not the Service Provider, and their respective elected officials, directors, officers, employees, servants, contractors, representatives and agents are not responsible or liable for any loss of profit, loss of revenues, or other economic loss even if the loss is directly attributable to the gross negligence or wilful misconduct of the Service Provider or the City if the City is not the Service Provider, or their respective elected officials, directors, officers, employees, servants, contractors, representatives and agents.

17.2 Responsibility Before and After Delivery Point

The Customer is responsible for all expense, risk and liability for:

- (a) the use or presence of Energy, being delivered from the DEU to a Customer's Designated Property, before it passes the Delivery Point in the Customer's Designated Property;
- (b) the use or presence of Energy, being returned from a Customer's Designated Property to the DEU, after it passes the Delivery Point in the Customer's Designated Property; and
- (c) the Service Provider-owned and City-owned facilities serving the Customer's Designated Property,

if any loss or damage caused by or resulting from failure to meet that responsibility is caused, or contributed to, by the act or omission of the Customer or a Person for whom the Customer is responsible.

17.3 Responsibility After Delivery Point

The Customer is responsible for all expense, risk and liability with respect to the use or presence of Energy being delivered to the Customer's Designated Property after it passes the Delivery Point.

17.4 Responsibility for Heat Exchanger and Meter Set

The Customer is responsible for all expense, risk and liability with respect to all Heat Exchangers, Meter Sets or related equipment at the Customer's Designated Property unless any loss or damage is:

- (a) directly attributable to the negligence of the Service Provider, its employees, contractors or agents; or
- (b) caused by or resulting from a defect in the equipment. The Customer must prove that negligence or defect.

For greater certainty and without limiting the generality of the foregoing, the Customer is responsible for all expense, risk and liability arising from any measures required to be taken by the Service Provider to ensure that the Heat Exchangers, Meter Sets or related equipment on the Customer's Designated Property are adequately protected, as well as any updates or alterations to the Service Connection(s) on the Customer's Designated Property necessitated by changes to the grading or elevation of the Customer's Designated Property or obstructions placed on such Service Connection(s).

17.5 Customer Indemnification

The Customer will indemnify and hold harmless the Service Provider, and the City if the City is not the Service Provider, and their respective employees, contractors and agents from all claims, loss, damage, costs or injury (including death) suffered by the Customer or any Person claiming by or through the Customer or any third party caused by or resulting from the use of Energy by the Customer or the presence of Energy in the Customer's Designated Property, or from the Customer or Customer's employees, contractors or agents damaging the Service Provider's or the City's facilities.

PART 18: OFFENCES UNDER BYLAW

18.1 Offence

A person who:

- (a) violates any provision of this Bylaw, or does any act or thing which violates any provision of this Bylaw, or suffers or allows any other person to do any act or thing which violates any provision of this Bylaw;
- (b) neglects to do or refrains from doing anything required to be done by any provision of this Bylaw; or

- (c) fails to comply, or suffers or allows any other person to fail to comply, with an order, direction, or notice given under any provision of this Bylaw,

is guilty of an offence against this Bylaw and liable to the penalties imposed under this Section.

18.2 Fine for offence

Every person who commits an offence against the Bylaw and these General Terms and Conditions is punishable on conviction by a fine of not less than \$250.00 and not more than \$10,000.00 for each offence, except that:

- (a) a person who commits an offence under section 4.9 that results in fouling of the Heat Exchangers is liable to a fine of not less than \$2000.00 for each offence; and
- (b) a person who fails to comply, or suffers or allows any other person to fail to comply, with an order, direction, or notice given under any provision of the Bylaw and these General Terms and Conditions is liable to a fine of not less than \$500.00 for each offence.

18.3 Fine for continuing offence

Each day that an offence continues is a separate offence.

18.4 Tampering with DEU

A person must not tamper, interfere with, damage, or destroy any part of the DEU.

PART 19: BUILDING PERMIT REQUIREMENTS FOR DEU COMPATIBLE BUILDING MECHANICAL SYSTEMS

19.1 Building Permit Application

A person who applies, under the Building Regulation Bylaw, for a permit that is to authorize the installation or alteration of a building mechanical system must include in, or submit with, the application:

- (a) an acknowledgment signed by the Owner that the building is located on a Designated Property;
- (b) a duly signed section 219 covenant and a statutory right of way in accordance with section 4.7, to be registered against title to the Designated Property prior to building permit being issued;
- (c) mechanical and other plans and documentation as the City Engineer may require, signed or certified by the registered professional responsible for design of the building mechanical system;
- (d) a certificate signed by the Service Provider, acting as the City's agent for this limited purpose, that the specifications, design, mechanical and other plans relating to the building mechanical system are compatible with the DEU;

- (e) an energy modelling report, signed by the registered professional who is responsible for design of the building mechanical system, estimating the:
 - (i) peak heat energy demand for space heating;
 - (ii) peak heat energy demand for domestic hot water;
 - (iii) combined peak heat energy demand for any uses other than space heating and domestic hot water; and
 - (iv) hour by hour consumption of energy;
- (f) a cheque in the amount of:
 - (i) the excess demand fee as specified in Part 2 of Schedule D; and
 - (ii) the service connection installation fee, as specified in Schedule C (Fees); and
 - (iii) building permit application DEU review fee, as specified in Schedule C (Fees). For certainty, the building permit application DEU review fee shall, notwithstanding section 9.4, be a fixed fee and not an estimated fee;
- (g) the proposed location of the Heat Exchanger and Meter Set, certified by the Service Provider as approved;
- (h) the proposed location of Distribution System components in or on the Designated Property, certified by the Service Provider as approved;
- (i) the proposed location of the Delivery Points, certified by the Service Provider as approved;
- (j) the proposed schedule for installation or alteration of the building mechanical system;
- (k) the proposed commencement date for the delivery of Energy by the Service Provider to the Heat Exchanger and Meter Set; and
- (l) such other information as the Service Provider or City Engineer may require.

19.2 Submission of copy of application

An applicant must submit a copy of the building permit application to the City Engineer.

19.3 Approval of Energy modelling report

The report submitted under section 19.1(e) is subject to approval by the City Engineer.

19.4 Approval of Locations - General

The location of each of the:

- (a) Heat Exchanger and Meter Set, submitted under section 19.1(g);
- (b) Distribution System components in or on the Designated Property, submitted under section 19.1(h); and
- (c) Delivery Points, submitted under section 19.1(i);

is subject to approval by the Director, Building Approvals and City Engineer.

19.5 Approval of schedule

The proposed schedule for installation or alteration of the building mechanical system is subject to approval by the City Engineer.

19.6 Design of building mechanical system

The design of the building mechanical system is subject to approval by the City Engineer following certification by the Service Provider under section 19.1(d).

19.7 Approval of building permit

The building permit is subject to approval by the:

- (a) Director, Building Approvals under the Building Regulation Bylaw; and
- (b) Director, Building Approvals and City Engineer under the Bylaw and these General Terms and Conditions.

19.8 No work before permit issuance

A person must not begin to install or alter a building mechanical system until the Director, Building Approvals has issued the building permit.

19.9 Signed Services Agreement required

No building permit for a building mechanical system will be issued until a Services Agreement has been signed relating to the Designated Property.

PART 20: DESIGN AND INSTALLATION OR ALTERATION OF BUILDING MECHANICAL SYSTEM

20.1 Integration with DEU

The design and installation or alteration of the building mechanical system must integrate the building mechanical system and DEU in a manner that enables the building mechanical system to derive the most benefit possible from the DEU and the DEU to operate at peak efficiency.

20.2 Prohibited components and primary source

A building mechanical system must utilize the DEU for not less than 100%, or such other lesser quantity as approved by the City Engineer, of all the annual space heating and domestic water heating requirements, and when available, space cooling requirements, for a building on a Designated Property as determined in the energy modelling report

required under section 19.1(e). An Owner must not itself perform, provide, install or realize, nor allow any other Person to perform, provide, install or realize any other system to provide primary domestic hot water and Heating to any building on the Designated Property, and must not allow or consent to any other Person supplying or distributing primary domestic hot water and Heating to any building on the Designated Property, except that:

- (a) a person who is altering an existing building may retain components otherwise prohibited under this section 20.2 to the extent permitted by the Director, Building Approvals under the Building Regulation By-law or by the Director, Building Approvals and City Engineer under this By-law;
- (b) unless pre-approved in writing by the City Engineer, in-suite gas fireplaces are not permitted; and
- (c) unless pre-approved in writing by the City Engineer, gas make-up air units are not permitted.

20.3 Scheduling

An applicant must:

- (a) ensure that installation of the building mechanical system proceeds in accordance with the schedule approved under section 19.5, and any changes to the schedule approved under this section 20.3; and
- (b) advise the Director, Building Approvals and City Engineer within 24 hours of any proposed changes to the schedule for installation or alteration of the building mechanical system, which proposed changes are subject to approval by the Director, Building Approvals and City Engineer.

20.4 Service Provider's scheduling

To the extent the City Engineer and Service Provider consider it necessary, convenient, or financially prudent, the Service Provider will co-ordinate its schedule for construction of any Distribution System components, Heat Exchangers and Meter Sets for a Designated Property with the applicant's schedule for installation or alteration of the building mechanical system.

20.5 Approval of installation or alteration of work

Completion of the installation or alteration of a building mechanical system is subject to approval by the Director, Building Approvals and City Engineer under this Bylaw.

20.6 No occupancy allowed

An Owner is not entitled to final building inspection allowing occupancy under the Building Regulation Bylaw for a building on a Designated Property until the City Engineer has given approval under section 20.5, and the Owner has paid the Service Provider all applicable fees and charges in accordance with section 9.4.

PART 21: MISCELLANEOUS AND GENERAL PROVISIONS**21.1 Service of Notices**

All written notices to be given under this Bylaw may be:

- (a) sent via registered mail to the Customer's billing address or the to address of the Owner shown on the assessment roll prepared pursuant to the Assessment Act;
- (b) if the notice refers to real property, by posting it on the real property;
- (c) delivered by hand to the addressee thereof;
- (d) sent by facsimile or e-mail to the addressee thereof,

and any such notice given as aforesaid will be deemed to have been given, in the case of delivery by hand, when delivered, in the case of facsimile transmission or e-mail, when a legible facsimile or e-mail is received by the recipient if received before 5:00 p.m. on a day other than a Saturday, Sunday or statutory holiday in the Province of British Columbia or Canada (a “**business day**”), or on the next business day if such facsimile or e-mail is received on a day which is not a business day or after 5:00 p.m. on a business day, in the case of delivery by registered mail, , on the date received, and in the case of posting on property, at the time of posting. In the event of discontinuance of postal service due to strike, lockout, labour disturbance or otherwise, notices shall be delivered by hand or facsimile transmission or e-mail.

21.2 Notice of Violation

An inspector or official of the City, or a by-law enforcement officer, may give notice to any person ordering or directing that person to:

- (a) discontinue or refrain from proceeding with any work or doing anything that contravenes this Bylaw; or
- (b) carry out any work or do anything to bring a building mechanical system into conformity with this Bylaw,

within the time specified in such notice.

21.3 Unauthorised Sale, Supply or Use

Unless authorized in writing by the Service Provider, a Customer will not sell or supply the Energy supplied to it by the Service Provider to other Persons or use the Energy supplied to it by the Service Provider for any purpose other than as specified in the Services Agreement and this Bylaw.

21.4 Taxes

The rates and charges specified in the applicable Schedules hereto do not include any local, provincial or federal taxes, assessments or levies imposed by any competent taxing authorities which the Service Provider may be lawfully authorized or required to add to its normal levies, rates and charges or to collect from or charge to the Customer.

21.5 Conflicting Terms and Conditions

Where anything in this Bylaw conflicts with the provisions of another bylaw adopted by the City or conflicts with special terms or conditions specified under a Services Agreement, then the terms or conditions specified under this Bylaw govern.

21.6 Authority of Agents of the Service Provider

No employee, contractor or agent of the Service Provider has authority to make any promise, agreement or representation not incorporated in this Bylaw or in a Services Agreement, and any such unauthorized promise, agreement or representation is not binding on the Service Provider.

21.7 Additions, Alterations and Amendments

This Bylaw and its Schedules may be added to, cancelled, altered or amended by Council from time to time.

SCHEDULE C**Fees**

Bylaw Section	General Terms and Conditions Section	Application	Fee
6		Application for voluntary use of energy utility system	BY ESTIMATE
	4.1	Service Connection Installation Fee	BY ESTIMATE
	4.4	Customer requested routing	BY ESTIMATE
	4.9	Service call during Service Provider's normal business hours	\$150.00
	4.9	Service call outside Service Provider's normal business hours	\$400.00
	5.3	Application for meter test	\$400.00
	5.8	Application to remove, relocate, or alter energy transfer station or distribution system extension servicing	\$400.00
	8.3	Reactivation fee	BY ESTIMATE
	8.4	Re-identification of Meter Set	BY ESTIMATE
	9.2	Application for service to Designated Property	No charge
	10.2 & 12.6 & 12.4(c)	Interest on security deposit and over-billed amounts and under-billed amounts	Bank of Canada prime rate minus 2% per annum payable monthly
	13.1	Late Payment Charge	\$100.00
	13.2	Cheque returned to the Service Provider	\$100.00
	19.1	Building permit application DEU review fee charged in addition to building permit application fee under Building Regulation Bylaw.	2% of the Building Permit fee

SCHEDULE D

Rates and Charges

PART 1 - RATES FOR SERVICES

The following charges, as amended from time to time, will constitute the Rates for Services:

- (a) capacity charge - a monthly charge of \$0.07 per square foot of gross floor area; and
- (b) volumetric charge – a monthly charge of \$0.00 per megawatt hour of Energy returned from the Heat Exchanger and Meter Set at the Designated Property.

PART 2 - EXCESS DEMAND FEE

Excess demand fee of \$0.14 for each watt per square foot of the aggregate of the estimated peak heat energy demand referred to in section 19.1(e) (i), (ii), and (iii) that exceeds 6 watts per square foot.



**Civic Election Administration and Procedure Bylaw No. 7244,
Amendment Bylaw No. 9141**

The Council of the City of Richmond enacts as follows:

1. Civic Election Administration and Procedure Bylaw No. 7244, as amended, is further amended:
 - (a) by deleting the heading "PART THREE: REPEALED" and substituting the following:

"PART THREE: VOTING DIVISION ESTABLISHMENT

 - 3.1 For a General Local Election the **City** is divided into the voting divisions which are shown on Schedules B, C and D, which are attached and form a part of this bylaw.
 - 3.2 The provisions of section 3.1 do not apply to a **by-election**."
 - (b) by adding Schedule A as attached to this bylaw as Schedule B to Bylaw No. 7244.
 - (c) by adding Schedule B as attached to this bylaw as Schedule C to Bylaw No. 7244.
 - (d) by adding Schedule C as attached to this bylaw as Schedule D to Bylaw No. 7244.
2. This Bylaw is cited as **"Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 9141"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

APR 28 2014

APR 28 2014

APR 28 2014

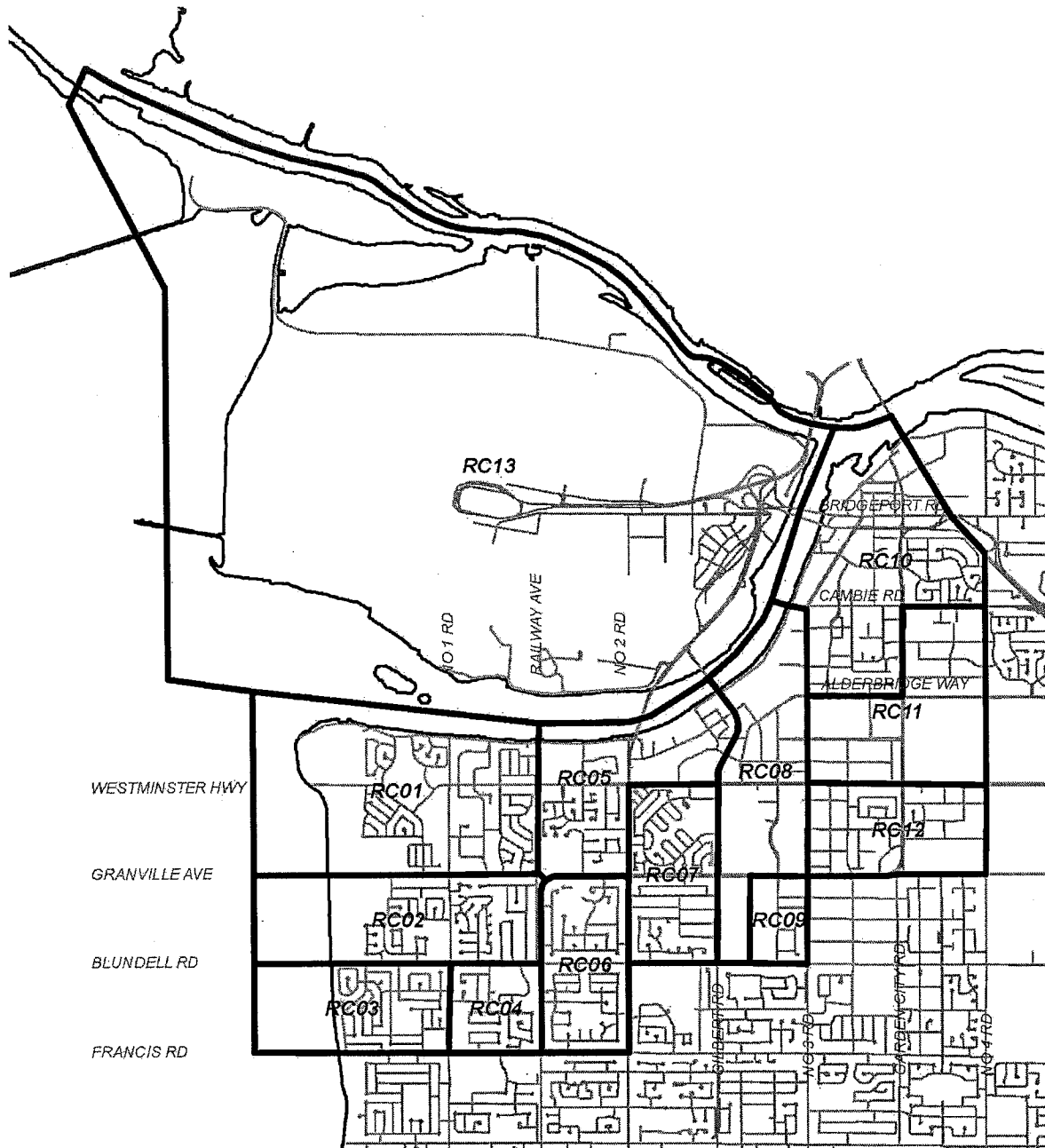
CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor

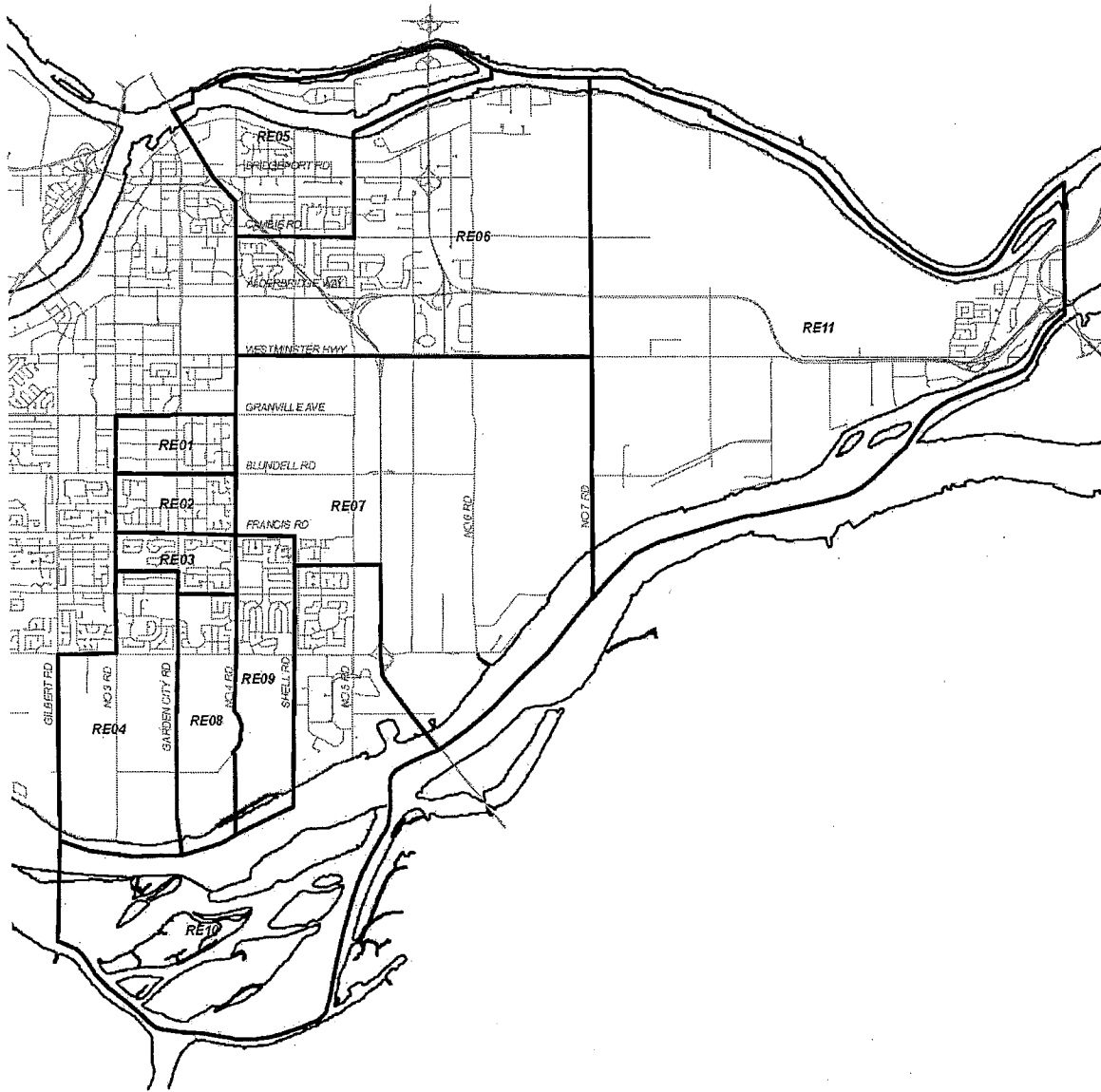

MAYOR

CORPORATE OFFICER

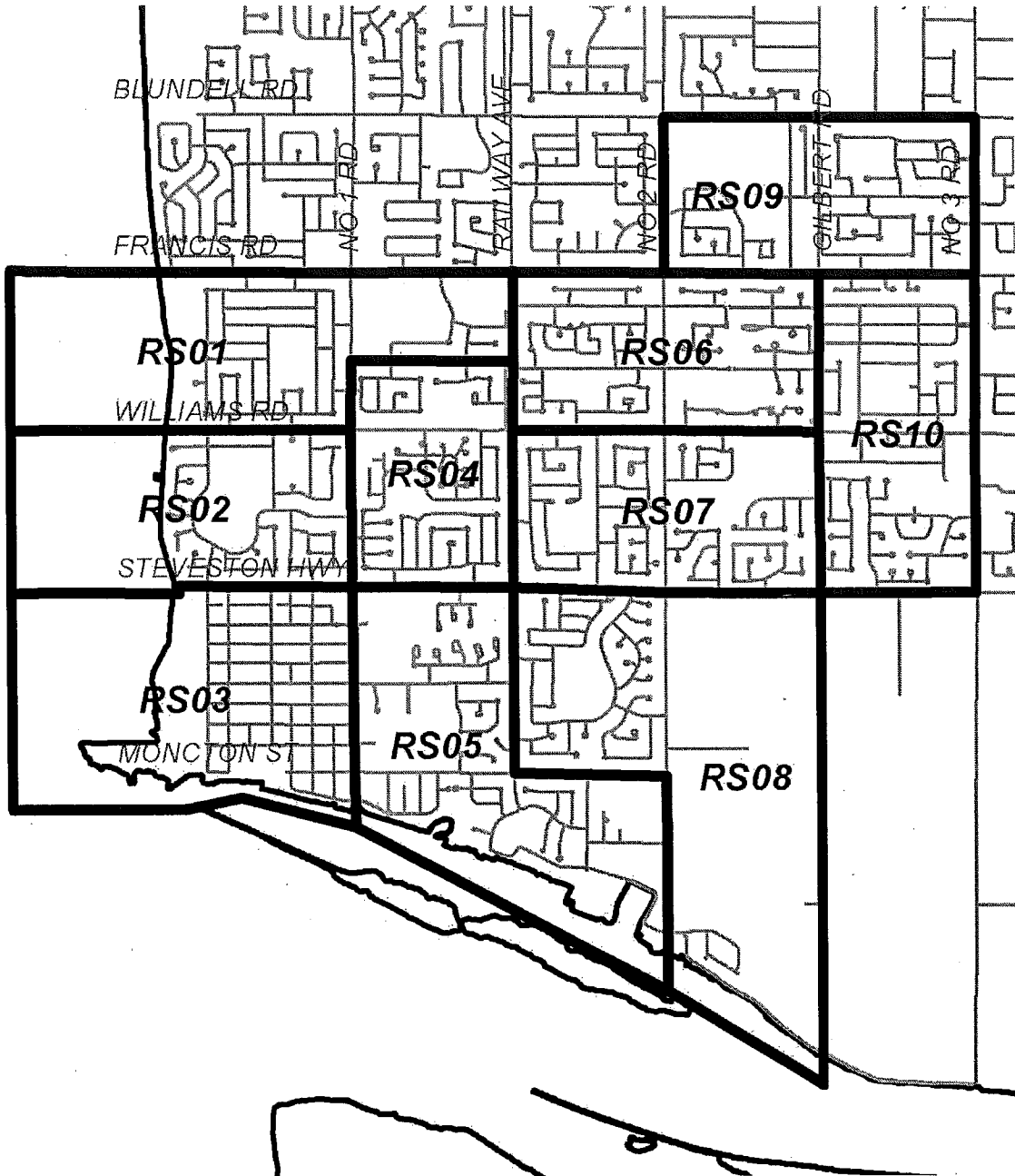
Schedule B to Bylaw No. 7244



Schedule C to Bylaw No. 7244



Schedule D to Bylaw No. 7244





**Richmond Zoning Bylaw 8500
Amendment Bylaw 9025 (RZ 11-591331)
9591 Patterson Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **SINGLE DETACHED (RS2/B)**.

P.I.D. 012-747-891

Lot 37 Section 27 Block 5 North Range 6 West New Westminster District Plan 27793

2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9025**”.

FIRST READING

MAY 13 2013

A PUBLIC HEARING WAS HELD ON

JUN 17 2013

SECOND READING

JUN 17 2013

THIRD READING

JUN 17 2013

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

JUN 25 2013

OTHER REQUIREMENTS SATISFIED

APR 28 2014

ADOPTED

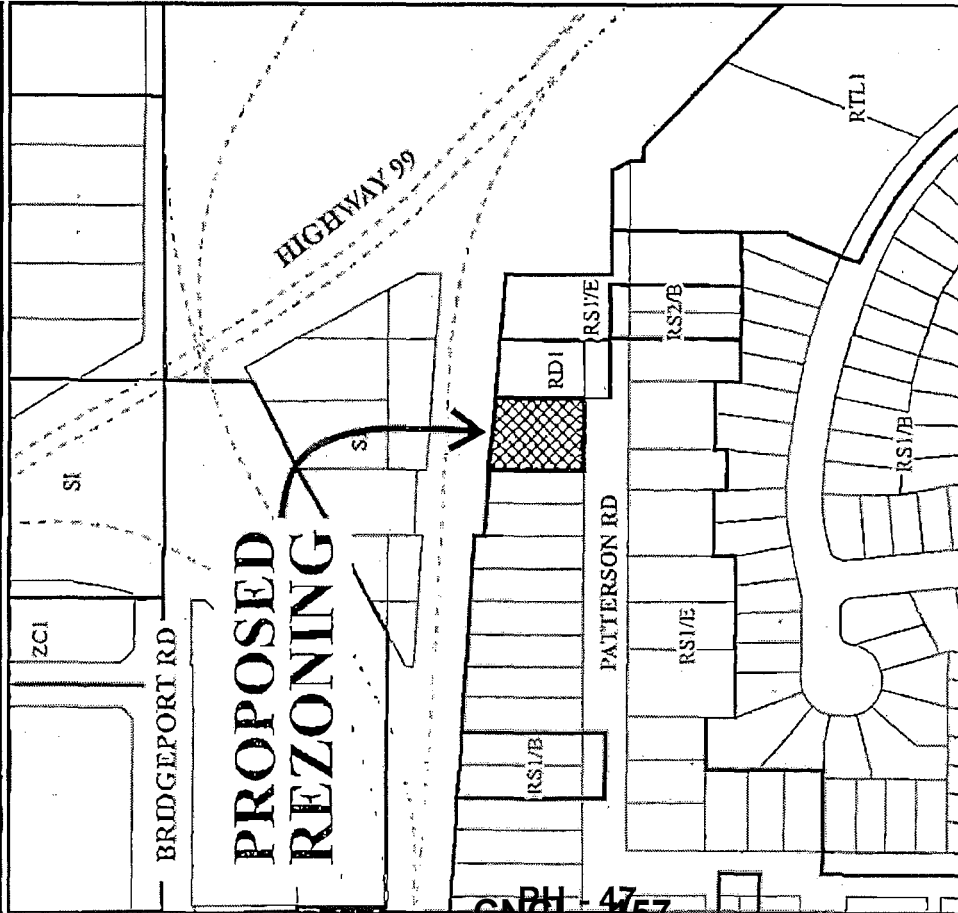


MAYOR

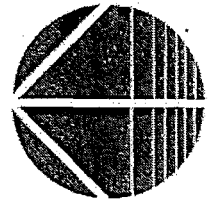
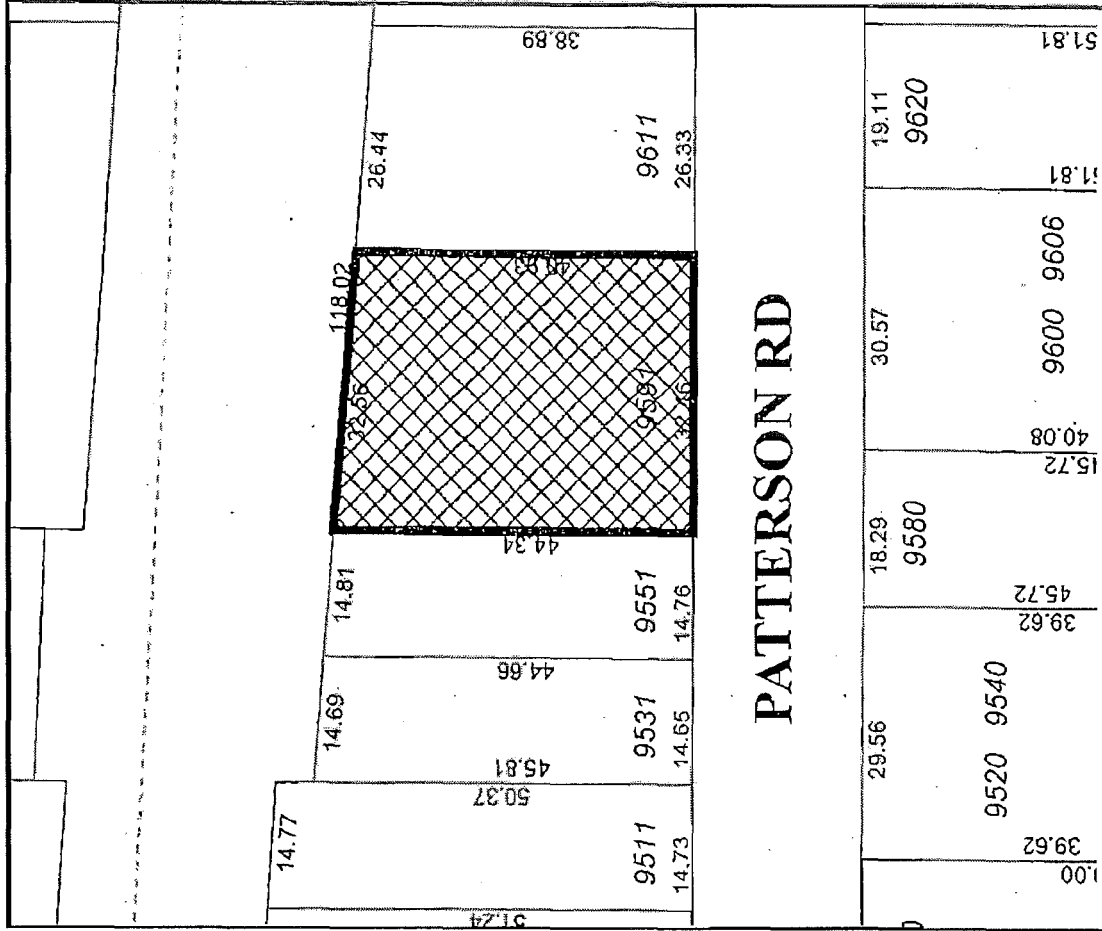
CORPORATE OFFICER



City of Richmond



PH-47
CNCL-457



RZ 11-591331

Original Date: 10/27/11

Revision Date:

Note: Dimensions are in METRES



**Development Permit Panel
Wednesday, April 30, 2014**

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Joe Erceg, Chair
Robert Gonzalez, General Manager, Engineering and Public Works
Cecilia Achiam, Director, Administration and Compliance

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

The Chair drew attention to a memorandum dated April 28, 2014 from the Director of Development (attached to and forming part of these minutes as **Schedule 1**), requesting that Item No. 4 – Development Variance 13-634940 be removed from the agenda.

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

It was moved and seconded

That Development Variance 13-634940 (5311 Cedarbridge Way and 7771 Alderbridge Way) be deleted from the agenda.

CARRIED

1. Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on Wednesday, April 16, 2014, be adopted.

CARRIED

2. Development Permit 11-595890

(File Ref. No.: DP 11-595890) (REDMS No. 3855692)

APPLICANT: MQN Architects

PROPERTY LOCATION: 9140 and part of 9200 Bridgeport Road

Development Permit Panel

Wednesday, April 30, 2014

INTENT OF PERMIT:

1. Permit the construction of a new Car Dealership at 9140 Bridgeport Road and part of 9200 Bridgeport Road on a site zoned "Auto-Oriented Commercial (CA)"; and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) Reduce the west side yard setback from 3.0 metres to 0.0 metres;
 - (b) Reduce the south yard setback from 3.0 metres to 0.0 metres;
 - (c) Reduce the landscaping width of the front yard from 3.0 metres to 0.78 metres for a limited portion of the Bridgeport Road Frontage; and
 - (d) Reduce the north manoeuvring aisle width fronting the proposed building from 7.5 metres to 5.5 metres.

Applicant's Comments

Vicki Topping, MQN Architects, provided background information regarding the proposed development and highlighted the following:

- the existing two-storey wood building on the subject property is going to be removed as it is old and degraded;
- the existing building foundation will be re-used;
- on-site trees will either remain or be relocated within the site;
- the proposed building design is clean, crisp and European;
- display cars in the showroom are visible from Bridgeport Road;
- a vehicle display area facing Sea Island Way sits on an outdoor space above the proposed service bay;
- the wood screen at the rooftop level provides screening for the rooftop mechanical equipment and elevator shaft; and
- an exterior vehicle ramp will bring the vehicles into the building.

In addition, Ms. Topping reviewed the (i) building design and elevations, (ii) vehicle circulation and pedestrian route within the project, (iii) movement of vehicles inside the building, (iv) underground and outdoor parking scheme, (v) proposed materials for the new building, and (vi) location of garbage and recycling.

Also, Ms. Topping commented on (i) the proposed realignment of the north-south property line between the subject property and the adjacent property to the east, (ii) the provision for a frontage road to provide vehicle circulation throughout the site and access to the property to the west, and (iii) the elevation of the main floor of the building above the geodetic flood plain level.

Development Permit Panel

Wednesday, April 30, 2014

Wendy Armstrong-Taylor, Wendy Armstrong-Taylor Landscape Consulting and Design, gave an overview of the landscaping scheme and provided the following information:

- there are many mature trees on-site which are mostly Japanese Maples;
- all on-site trees will be retained; however, some will be relocated within the site;
- the proposed simple plant palette will complement the existing planting and is compatible with the building design;
- a paved walkway from the sidewalk runs directly into the building;
- additional planting is proposed along the west property line;
- a vehicle display area on grasscrete is located at the northwest corner of the site; and
- existing planters will be retained.

Panel Discussion

In response to a query from the Panel whether the applicant is proposing sustainability measures such as mechanical and geoexchange systems seen in similar development applications, Ms. Topping and Ms. Armstrong advised that (i) the applicant has not yet initiated discussions on the matter with electrical and mechanical engineers, (ii) proposed sustainability measures include utilizing the existing building foundation which reduces construction waste materials, relocating existing trees within the site, using energy saving equipment in the building and utilizing drought tolerant plants.

Discussion ensued regarding the architectural and landscaping treatments being proposed by the applicant to mitigate the tightness of the site, the prominence of the existing building foundation and the proposed zero lot lines at the south and west property lines. In response to a query, Ms. Topping stated the following:

- the existing building foundation will need to comply with the Province's Energy Code and a stucco finishing system will likely be proposed for exterior insulation; and
- the project is currently in the design development stage and some of the details have yet to be developed.

In response to a further query from the Panel, Ms. Topping advised that (i) a portion of the rooftop will be utilized as an exterior space for employees of the future occupant of the building, and (ii) there are currently around four potential occupants.

Discussion ensued regarding the proposal for a zero lot line at the south property line and the need to (i) mitigate the visual appearance of the south side of the proposed development, and (ii) rehabilitate the space to the south of the property which was leased by the property owner from the Province.

Development Permit Panel

Wednesday, April 30, 2014

In response to a query from the Panel, Ms. Topping advised that (i) there is no proposed landscaping on the leased space to the south of the property because it is not part of the subject property, (ii) the vehicles previously parked on the leased space had been removed, (iii) there is some presence of asphalt on the leased space, and (iv) there is vegetation between the south property line and the road edge of Sea Island Way.

Discussion ensued regarding the proposed zero south yard setback and the lack of buffering and landscaping along the south side of the property and the need for the applicant to consult with the Ministry of Transportation and Infrastructure for possible improvements to be undertaken on the Sea Island Way frontage.

In reply to a query from the Panel regarding the visibility of the west elevation of the proposed building from the public realm, Ms. Topping advised that (i) the adjacent lot to the west of the subject property is vacant, (ii) the west elevation will be visible from the public realm although existing shrubs will provide some screening to the west façade of the building, (iii) the applicant will consider adding vegetation along the west side of the property, and (iv) composite aluminum panels are the primary materials proposed for the west façade of the building.

Staff Comments

Wayne Craig, Director of Development, advised that (i) there is a subdivision application associated with the subject site which includes a Servicing Agreement for frontage improvements along Bridgeport Road, (ii) due to the proximity of the site to the Kinder Morgan jet fuel line, the applicant is required to acquire permits from Kinder Morgan prior to any on- and off-site works, and (iii) one sustainability measure not mentioned in the discussion is the provision of two electric vehicle charging stations on-site.

Correspondence

None.

Gallery Comments

None.

Panel Discussion

The Panel expressed appreciation for some nice elements of the project, however, it was noted that more work needs to be done with regard to (i) providing details on the first level of the building and the underground parkade, (ii) consulting with the Ministry of Transportation and Infrastructure to rehabilitate and undertake landscaping improvements along the Sea Island Way frontages of the subject development and the adjacent property to the west, (iii) incorporating further sustainability measures, (iv) reviewing the suitability of the design and proposed materials for the proposed rooftop screen, and (v) further architectural and landscaping treatments on the west side of the development.

Development Permit Panel
Wednesday, April 30, 2014

Panel Decision

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

It was moved and seconded

That Development Permit application 11-595890 be referred back to staff for the purpose of further discussions with the applicant regarding (i) providing details on the ground level and underground parkade of the building, (ii) rehabilitation and landscaping improvements along the Sea Island Way frontage, (iii) incorporating further sustainability measures, (iv) the suitability of the proposed design and materials for the rooftop screen, and (iv) further architectural and landscaping treatments on the west side of the proposed development.

CARRIED

3. Development Variance 14-654101

(File Ref. No.: DV 14-654101) (REDMS No. 4182523)

APPLICANT: Manjeet and Harman Biln

PROPERTY LOCATION: 5780 Bittern Court

INTENT OF PERMIT: Vary the maximum lot coverage in "Land Use Contract (006) Bylaw No. 2938" from 33% to 40% in order to permit construction of a new two-storey single detached dwelling at 5780 Bittern Court.

Applicant's Comments

Manjeet Biln, co-owner of the subject property, provided background information regarding the subject Development Variance permit application and highlighted the following:

- the Land Use Contract (006) approved under Bylaw No. 2983 permits the construction of a three-storey dwelling with a maximum lot coverage of 33% on the subject property ;
- the applicant is proposing to build a two-storey single-detached dwelling and is requesting to increase the lot coverage from 33% to 40%; and
- the requested increase in lot coverage will mainly be at the back end of the subject property.

Mr. Biln provided original copies of eight letters from neighbouring property owners expressing support for the proposed construction of the two-storey dwelling (attached to and forming part of these minutes as **Schedule 2**).

Development Permit Panel

Wednesday, April 30, 2014

Mr. Biln and Mr. Kam Dahia, Kam Dahia Design, reviewed the elevations and design of the proposed two-storey development, noting that the intention is to break up and minimize its vertical massing.

Keith Ross, K.R. Ross and Associates, provided a brief overview of the landscaping scheme of the proposed development and highlighted the following:

- a well landscaped boulevard is proposed in front of the house;
- existing trees at the northeast corner of the property will be retained;
- other on-site trees close to the existing house will be removed;
- replacement trees will be planted at the frontage and interior side yard;
- the existing six-foot fence along the interior side yard and along a portion of the west property line be retained; and
- the location of the existing driveway along Trumpeter Drive will be retained.

Panel Discussion

In response to queries from the Panel, Mr. Ross advised that (i) interlocking concrete unit pavers are being proposed as surface paving for the driveway, patio, and walkways, and (ii) there will be improvements on the existing six-foot fence should it be necessary.

Staff Comments

Mr. Craig commented that three existing trees will be retained and the applicant is required to submit (i) a security to the City to ensure the survival of trees, (ii) a contract with a Certified Arborist, and (iii) a Letter of Credit for landscaping.

In response to queries from the Panel, Mr. Craig advised the following:

- under Land Use Contract 006, the maximum built area for the subject property would cover approximately 5,600 square feet; and
- the development plan submitted by the applicant will form part of the Development Variance Permit, which will be registered on the land title of the subject property; also, should Council approve the Development Variance Permit, the future construction of the project will need to be in accordance with these plans.

Correspondence

None.

Gallery Comments

None.

Development Permit Panel
Wednesday, April 30, 2014

Panel Discussion

The Panel expressed appreciation for the amount of work and resources invested by the applicant with regard to the design and landscaping of the proposed development, noting that the proposal will fit well with the neighbourhood.

Panel Decision

It was moved and seconded

That a Development Variance Permit be issued that would vary the maximum lot coverage in "Land Use Contract (006) Bylaw No. 2938" from 33% to 40% in order to permit construction of a new two-storey single detached dwelling at 5780 Bittern Court.

CARRIED

4. Development Variance 13-634940

(File Ref. No.: DV 13-634940) (REDMS No. 4183696)

APPLICANT: Onni 7731 Alderbridge Holding Corp.

PROPERTY LOCATION: 5311 Cedarbridge Way and 7771 Alderbridge Way

INTENT OF PERMIT: Vary the provisions of Richmond Zoning Bylaw 8500 to further reduce the visitor parking requirement from 0.15 spaces/unit, as per Development Permit (DP 12-615424), to 0.10 spaces/unit for the development located at 5311 Cedarbridge Way and 7771 Alderbridge Way on a site zoned "High Density Low Rise Apartments (RAH2)".

Please see Page 1 for action on this matter.

5. New Business

None.

6. Date of Next Meeting: Wednesday, May 14, 2014

7. Adjournment

It was moved and seconded

That the meeting be adjourned at 4:20 p.m.

CARRIED

Development Permit Panel
Wednesday, April 30, 2014

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, April 30, 2014.

Joe Erceg
Chair

Rustico Agawin
Auxiliary Committee Clerk



City of Richmond

Schedule 1 to the Minutes of the
Development Permit Panel
meeting held on Wednesday,
April 30, 2014.

Memorandum Planning and Development Department Development Applications

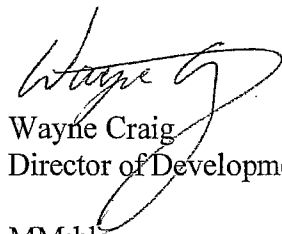
To: Development Permit Panel
From: Wayne Craig
Director of Development
Date: April 28, 2014
File: DV 13-634940
Re: **Application by Onni 7731 Alderbridge Holding Corp. for a Development Variance Permit for at 5311 Cedarbridge Way and 7771 Alderbridge Way**

This memorandum provides the Development Permit Panel with a follow-up to the April 16, 2014 meeting referral:

That Development Variance 13-634940, be referred back to staff to examine methods that would secure additional parking capacity for future demand in the proposed development and report back to the April 30, 2014 Development Permit Panel.

Onni has confirmed they require more time to examine options to address the above referral, and thus a Staff Report will be brought to a forthcoming Panel meeting.

Should you have any questions or concerns regarding this information, please do not hesitate to contact me directly.



Wayne Craig
Director of Development

MM:blg

pc: Victor Wei, Director of Transportation
Gordon Chan, Special Advisor, Transportation Projects
Mark McMullen, Senior Coordinator / Major Projects

DV 14-654101 – 5780 Bittern Court - Development Variance Permit at 5780 Bittern Court

Summary

The subject site is in the "Westwind" neighborhood and is located on Trumpeter Drive and Bittern Court. The property is zoned Land Use Contract 006.

The applicants are requesting permission to increase the permitted site coverage in Land Use Contract 006 from 33% to 40% in order to vary the first floor coverage and build a two storey single-family home.

Why a Development Variance Permit

The purpose of the variance permit is to increase the coverage of the first floor by 340 SF to prevent adding a third storey to the house. Three- storey houses that have been built recently in Westwind have been negatively received by the neighborhood for size and the style of home it creates.

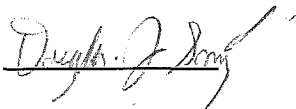
The proposed home has been designed by an architect to be compatible with the neighborhood. The applicants have approached their immediate neighbors about the proposed variance.

Neighbour Support for DV 14-654101 – 5780 Bittern Court

We are neighbors of the property 5780 Bittern Court, Richmond BC and we have reviewed the proposed variance as submitted to the City of Richmond. We understand the current zoning, Land Use Contract 006, would allow the owners to build a higher and larger home on three levels (1884 SF x 3 floors) but choose to build a smaller home on two floors. We have reviewed the proposed house and landscape plans and we support the decision by the owners for a development variance permit to increase the maximum lot coverage from 33 to 40% to enable a two- storey instead of a three-storey home as allowed in Land Use Contract 006.

Name DOUGLAS SMYTHE

Address 5711 BITTERN CT

Signature 

DV 14-654101 – 5780 Bittern Court - Development Variance Permit at 5780 Bittern Court

Summary

The subject site is in the “Westwind” neighborhood and is located on Trumpeter Drive and Bittern Court. The property is zoned Land Use Contract 006.

The applicants are requesting permission to increase the permitted site coverage in Land Use Contract 006 from 33% to 40% in order to vary the first floor coverage and build a two storey single-family home.

Why a Development Variance Permit

The purpose of the variance permit is to increase the coverage of the first floor by 340 SF to prevent adding a third storey to the house. Three- storey houses that have been built recently in Westwind have been negatively received by the neighborhood for size and the style of home it creates.

The proposed home has been designed by an architect to be compatible with the neighborhood. The applicants have approached their immediate neighbors about the proposed variance.

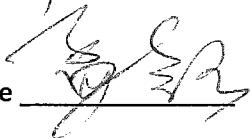
Neighbour Support for DV 14-654101 – 5780 Bittern Court

We are neighbors of the property 5780 Bittern Court, Richmond BC and we have reviewed the proposed variance as submitted to the City of Richmond. We understand the current zoning, Land Use Contract 006, would allow the owners to build a higher and larger home on three levels (1884 SF x 3 floors) but choose to build a smaller home on two floors. We have reviewed the proposed house and landscape plans and we support the decision by the owners for a development variance permit to increase the maximum lot coverage from 33 to 40% to enable a two- storey instead of a three-storey home as allowed in Land Use Contract 006.

Name LING YUN, MENG

Address 5780 Bittern Court

Signature



778-926-2982

DV 14-654101 – 5780 Bittern Court - Development Variance Permit at 5780 Bittern Court

Summary

The subject site is in the "Westwind" neighborhood and is located on Trumpeter Drive and Bittern Court. The property is zoned Land Use Contract 006.

The applicants are requesting permission to increase the permitted site coverage in Land Use Contract 006 from 33% to 40% in order to vary the first floor coverage and build a two storey single-family home.

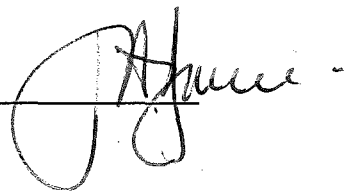
Why a Development Variance Permit

The purpose of the variance permit is to increase the coverage of the first floor by 340 SF to prevent adding a third storey to the house. Three- storey houses that have been built recently in Westwind have been negatively received by the neighborhood for size and the style of home it creates.

The proposed home has been designed by an architect to be compatible with the neighborhood. The applicants have approached their immediate neighbors about the proposed variance.

Neighbour Support for DV 14-654101 – 5780 Bittern Court

We are neighbors of the property 5780 Bittern Court, Richmond BC and we have reviewed the proposed variance as submitted to the City of Richmond. We understand the current zoning, Land Use Contract 006, would allow the owners to build a higher and larger home on three levels (1884 SF x 3 floors) but choose to build a smaller home on two floors. We have reviewed the proposed house and landscape plans and we support the decision by the owners for a development variance permit to increase the maximum lot coverage from 33 to 40% to enable a two- storey instead of a three-storey home as allowed in Land Use Contract 006.

Name 

Address 11740 TRUMPETER DR

Signature 

DV 14-654101 – 5780 Bittern Court - Development Variance Permit at 5780 Bittern Court

Summary

The subject site is in the "Westwind" neighborhood and is located on Trumpeter Drive and Bittern Court. The property is zoned Land Use Contract 006.

The applicants are requesting permission to increase the permitted site coverage in Land Use Contract 006 from 33% to 40% in order to vary the first floor coverage and build a two storey single-family home.

Why a Development Variance Permit

The purpose of the variance permit is to increase the coverage of the first floor by 340 SF to prevent adding a third storey to the house. Three- storey houses that have been built recently in Westwind have been negatively received by the neighborhood for size and the style of home it creates.

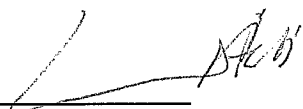
The proposed home has been designed by an architect to be compatible with the neighborhood. The applicants have approached their immediate neighbors about the proposed variance.

Neighbour Support for DV 14-654101 – 5780 Bittern Court

We are neighbors of the property 5780 Bittern Court, Richmond BC and we have reviewed the proposed variance as submitted to the City of Richmond. We understand the current zoning, Land Use Contract 006, would allow the owners to build a higher and larger home on three levels (1884 SF x 3 floors) but choose to build a smaller home on two floors. We have reviewed the proposed house and landscape plans and we support the decision by the owners for a development variance permit to increase the maximum lot coverage from 33 to 40% to enable a two- storey instead of a three-storey home as allowed in Land Use Contract 006.

Name PATRICK HILL

Address 5791 Bittern Ct

Signature 

DV 14-654101 – 5780 Bittern Court - Development Variance Permit at 5780 Bittern Court

Summary

The subject site is in the "Westwind" neighborhood and is located on Trumpeter Drive and Bittern Court. The property is zoned Land Use Contract 006.

The applicants are requesting permission to increase the permitted site coverage in Land Use Contract 006 from 33% to 40% in order to vary the first floor coverage and build a two storey single-family home.

Why a Development Variance Permit

The purpose of the variance permit is to increase the coverage of the first floor by 340 SF to prevent adding a third storey to the house. Three- storey houses that have been built recently in Westwind have been negatively received by the neighborhood for size and the style of home it creates.

The proposed home has been designed by an architect to be compatible with the neighborhood. The applicants have approached their immediate neighbors about the proposed variance.

Neighbour Support for DV 14-654101 – 5780 Bittern Court

We are neighbors of the property 5780 Bittern Court, Richmond BC and we have reviewed the proposed variance as submitted to the City of Richmond. We understand the current zoning, Land Use Contract 006, would allow the owners to build a higher and larger home on three levels (1884 SF x 3 floors) but choose to build a smaller home on two floors. We have reviewed the proposed house and landscape plans and we support the decision by the owners for a development variance permit to increase the maximum lot coverage from 33 to 40% to enable a two- storey instead of a three-storey home as allowed in Land Use Contract 006.

Name H. SCHROPP

Address 11671 TRUMPETER DR

Signature 

April 30th

DV 14-654101 – 5780 Bittern Court - Development Variance Permit at 5780 Bittern Court

Summary

The subject site is in the “Westwind” neighborhood and is located on Trumpeter Drive and Bittern Court. The property is zoned Land Use Contract 006.

The applicants are requesting permission to increase the permitted site coverage in Land Use Contract 006 from 33% to 40% in order to vary the first floor coverage and build a two storey single-family home.

Why a Development Variance Permit

The purpose of the variance permit is to increase the coverage of the first floor by 340 SF to prevent adding a third storey to the house. Three- storey houses that have been built recently in Westwind have been negatively received by the neighborhood for size and the style of home it creates.

The proposed home has been designed by an architect to be compatible with the neighborhood. The applicants have approached their immediate neighbors about the proposed variance.

Neighbour Support for DV 14-654101 – 5780 Bittern Court

We are neighbors of the property 5780 Bittern Court, Richmond BC and we have reviewed the proposed variance as submitted to the City of Richmond. We understand the current zoning, Land Use Contract 006, would allow the owners to build a higher and larger home on three levels (1884 SF x 3 floors) but choose to build a smaller home on two floors. We have reviewed the proposed house and landscape plans and we support the decision by the owners for a development variance permit to increase the maximum lot coverage from 33 to 40% to enable a two- storey instead of a three-storey home as allowed in Land Use Contract 006.

Name NASSER SHAIKH
(604) 649 1480

Address 11600 TRUMPETER DR
RICHMOND, B.C. V7E 3G5

Signature 

DV 14-654101 – 5780 Bittern Court - Development Variance Permit at 5780 Bittern Court

Summary

The subject site is in the "Westwind" neighborhood and is located on Trumpeter Drive and Bittern Court. The property is zoned Land Use Contract 006.

The applicants are requesting permission to increase the permitted site coverage in Land Use Contract 006 from 33% to 40% in order to vary the first floor coverage and build a two storey single-family home.

Why a Development Variance Permit

The purpose of the variance permit is to increase the coverage of the first floor by 340 SF to prevent adding a third storey to the house. Three- storey houses that have been built recently in Westwind have been negatively received by the neighborhood for size and the style of home it creates.

The proposed home has been designed by an architect to be compatible with the neighborhood. The applicants have approached their immediate neighbors about the proposed variance.

Neighbour Support for DV 14-654101 – 5780 Bittern Court

We are neighbors of the property 5780 Bittern Court, Richmond BC and we have reviewed the proposed variance as submitted to the City of Richmond. We understand the current zoning, Land Use Contract 006, would allow the owners to build a higher and larger home on three levels (1884 SF x 3 floors) but choose to build a smaller home on two floors. We have reviewed the proposed house and landscape plans and we support the decision by the owners for a development variance permit to increase the maximum lot coverage from 33 to 40% to enable a two- storey instead of a three-storey home as allowed in Land Use Contract 006.

Name AMARJEET JAUHOL

Address 11580 TRUMPETER DRIVE

Signature 

DV 14-654101 – 5780 Bittern Court - Development Variance Permit at 5780 Bittern Court

Summary

The subject site is in the "Westwind" neighborhood and is located on Trumpeter Drive and Bittern Court. The property is zoned Land Use Contract 006.

The applicants are requesting permission to increase the permitted site coverage in Land Use Contract 006 from 33% to 40% in order to vary the first floor coverage and build a two storey single-family home.

Why a Development Variance Permit

The purpose of the variance permit is to increase the coverage of the first floor by 340 SF to prevent adding a third storey to the house. ^{I am aware of two 3000} Three- storey houses that have been built recently in Westwind have been negatively received by the neighborhood for size and the style of home it creates.

The proposed home has been designed by an architect to be compatible with the neighborhood. The applicants have approached their immediate neighbors about the proposed variance.

Neighbour Support for DV 14-654101 – 5780 Bittern Court

We are neighbors of the property 5780 Bittern Court, Richmond BC and we have reviewed the proposed variance as submitted to the City of Richmond. We understand the current zoning, Land Use Contract 006, would allow the owners to build a higher and larger home on three levels (1884 SF x 3 floors) but choose to build a smaller home on two floors. We have reviewed the proposed house and landscape plans and we support the decision by the owners for a development variance permit to increase the maximum lot coverage from 33 to 40% to enable a two- storey instead of a three-storey home as allowed in Land Use Contract 006.

Name J.M. Hardie/Dawson

Address 11620 Trumpeter Drive Richmond

Signature J.M. Hardie/Dawson



City of Richmond

Report to Council

To:	Richmond City Council	Date:	May 7, 2014
From:	Dave Semple Chair, Development Permit Panel	File:	01-0100-20-DPER1- 01/2014-Vol 01
Re:	Development Permit Panel Meeting held on April 16, 2014		

Staff Recommendation

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

- i. a Development Permit (DP 14-658462) for the property at 7688 Alderbridge Way;

be endorsed, and the Permit so issued.



Dave Semple
Chair, Development Permit Panel

SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on April 16, 2014.

DP 14-658462 – ROBERT CICCOTZI ARCHITECTURE INC. – 7688 ALDERBRIDGE WAY
(April 16, 2014)

The Panel considered a Development Permit application to supplement approved Development Permit (DP 12-626615) by permitting construction of a larger amenity building and associated landscaping alterations, than approved under DP 12-626615. All other aspects of the proposed development shall be in compliance with DP 12-626615.

Architect, Mr. Robert Ciccozzi, and Ms. Shannon Seefeldt, of Robert Ciccozzi Architecture Inc. and Landscape Architect, Mr. Mark Synan, of Van der Zalm & Associates, provided a brief presentation regarding the proposal.

In response to a Panel query, Mr. Ciccozzi noted that containing the pool area allows a constant level of humidity to be maintained.

Staff supported the Development Permit application and noted that the landscaping could be revised.

No correspondence was submitted to the Panel regarding the Development Permit application.

Subsequent to the Panel meeting, the applicant revised the landscaping design to include medium-sized trees within aluminum planters on the amenity deck and patterned gravel on the added roof area, which also provides storm water detention that is used for garden irrigation. Architectural metal screening was also added to surround the heating and ventilation unit.

The Panel recommends that the Permit be issued.



City of Richmond

Report to Council

To: Richmond City Council

Date: May 7, 2014

From: Joe Erceg
Chair, Development Permit Panel

File: 01-0100-20-DPER1-
01/2014-Vol 01

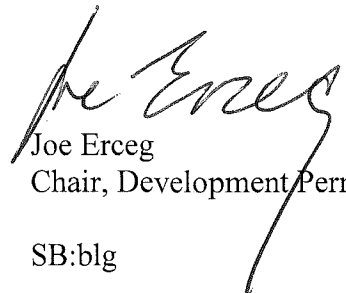
Re: Development Permit Panel Meetings held on April 30, 2014 and
December 12, 2013

Staff Recommendation

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

- i. a Development Variance Permit (DV 14-654101) for the property at 5780 Bittern Court;
and
- ii. a Development Permit (DP 13-643519) for the property at 11100 Cambie Road;

be endorsed, and the Permits so issued.


Joe Erceg
Chair, Development Permit Panel
SB:blg

Panel Report

The Development Permit Panel considered the following items at its meetings held on April 30, 2014 and December 12, 2013.

DV 14-654101 – MANJEET AND HARMAN BILN –5780 BITTERN COURT
(April 30, 2014)

The Panel considered a Development Variance Permit application to increase the maximum lot coverage from 33% to 40% in order to permit construction of a two-storey single detached dwelling on a site in “Land Use Contract (006) Bylaw No. 2938”.

Manjeet Biln and Kam Dahia, of Kam Dahia Design, and Landscape Architect, Keith Ross, of K.R. Ross and Associates, provided a brief presentation regarding the proposal, including:

- The Land Use Contract (006) approved under Bylaw No. 2983 permits the construction of a three-storey dwelling with a maximum lot coverage of 33% on the subject property.
- The applicant is proposing to build a two-storey single-detached dwelling and is requesting to increase the lot coverage from 33% to 40%.
- The landscape design includes a well landscaped boulevard in front of the house; retaining the existing 6 ft. fence along the interior side yard and a portion of the west property line.
- Existing trees at the northeast corner of the property will be retained. Other on-site trees close to the existing house will be removed and new trees will be planted on-site.

In response to queries from the Panel, Mr. Ross advised that: (i) concrete unit pavers are proposed for the driveway, patio, and walkways; and (ii) the fence would be improved if necessary.

Staff supported the Development Variance Permit application and advised that three (3) existing trees will be retained and the applicant is required to submit: (i) a security to ensure the survival of trees; (ii) a contract with a Certified Arborist; and (iii) a Letter of Credit for landscaping.

In response to queries from the Panel, staff advised:

- Under Land Use Contract 006, the maximum built area for the subject property would cover approximately 5,600 ft². The proposed house is less than 4,200 ft², which is less than what could be built under the land use contract.
- The development plan submitted by the applicant will form part of the Development Variance Permit, which will be registered on the land title of the subject property; also, should Council approve the Development Variance Permit, the future construction of the project will need to be in accordance with these plans.

Mr. Biln submitted eight (8) letters to the Panel in support of the Development Permit application from neighbouring property owners.

The Panel expressed appreciation for the work done by the applicant regarding design and landscaping, noting that the proposal will fit well with the neighbourhood.

The Panel recommends that the Permit be issued.

DP 13-643519 – CHRISTOPHER BOZYK ARCHITECTS – 11100 CAMBIE ROAD
(December 12, 2013)

The Panel considered a Development Permit application to permit the construction of an automobile repair facility on a site zoned Industrial Retail (IR1). The proposal includes variances for increased site coverage and reduced setback along the Cambie Road frontage.

Laurence Cohen, of Wales McLelland Construction, and Ernst Loots, of Christopher Bozyk Architects Ltd, provided a brief presentation regarding the proposal, including:

- The design of the Mercedes Benz and BMW building is unique, as there are two (2) facilities in one (1) building; sharing a common roof for parking and storage.
- It is a modern contemporary industrial building with durable, low-maintenance and high-tech building materials, with a two-storey component on the north side, and signage elements that relate to the building.
- The west side of the building features a green wall to comply with the Green Roof Bylaw requirements, along with an on-site storm water storage tank system.

In response to queries from the Panel, Mr. Loots and Landscape Architect, Al Tanzer, of LandSpace Design, Inc. provided the following information:

- The storm water storage tank is still being developed and will be located underground.
- The roof top vehicle parking will be screened by building parapets and will not be significantly visible from Highway 99.
- The landscaping along Cambie Road includes planting of low growing plants such as flowering Evergreens in order to address CPTED concerns.

Staff supported the Development Permit application and requested variances and advised that: (i) substantial road dedication is proposed for future Cambie Road widening, boulevard and sidewalk; (ii) there will also be improvements along the Vanguard Road frontage; and (iii) the applicant's proposal meets the intent of the Green Roof Bylaw.

No correspondence was submitted to the Panel regarding the Development Permit application.

Developer, Ken Sodhi, addressed the Panel, expressing concern regarding the proposed reduced Cambie Road setback, querying the location of the vehicle entrance and seeking clarification regarding the proposed increased site coverage.

In response to the query, staff clarified that: (i) the setback variance applies only to a portion of the BMW Building along Cambie Road and the variance is a direct result of the road dedication being provided; (ii) the vehicle access to the automobile repair facility is off Vanguard Road; and (iii) the proposal includes a variance to site coverage and does not include a variance to density.

The Panel expressed support for the proposed development and commended the applicant for a well done project which is expected to transform the neighbourhood. Also, the Panel noted: (i) the high quality of materials proposed for the project; (ii) efforts made by the applicant to provide visual screening for the roof top parking; and (iii) treatment to all the building elevations, particularly the green wall at the west elevation.

The Panel recommends that the Permit be issued.