

Agenda

City Council

Council Chambers, City Hall 6911 No. 3 Road Monday, May 14, 2018 7:00 p.m.

Pg. # ITEM

MINUTES

1. *Motion to adopt the minutes of the Regular Council meeting held on April* 23, 2018 (distributed previously).

AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

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

3. Delegations from the floor on Agenda items.

PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 22.

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
- Minoru Centre for Active Living Inaugural Artist-In-Residence Project
- Arts Update 2017
- Hosting the 2020 55+ BC Games
- Draft Community Wellness Strategy 2018–2023
- Housekeeping Amendments for Traffic Bylaw No. 5870; Parking (Off Street) Regulation Bylaw No. 7403; Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122; and Consolidated Fees Bylaw No. 8636
- 2017 City Consolidated Financial Statements
- Housing Agreement Bylaw No. 9854 to Permit the City of Richmond to Secure Affordable Housing Units at 8511 Capstan Way and 3360 No. 3 Road (Concord Pacific)
- Application by the Richmond Hospital/Healthcare Auxiliary for a Heritage Alteration Permit at 3711 and 3731 Chatham Street
- Land use applications for first reading (to be further considered at the Public Hearing on June 18, 2018):
 - 23200 Gilley Road Rezone from CC Zone to ZMU35 (Oris Developments (Hamilton) Corp. – applicant)

		Council Agenda – Monday, May 14, 2018
Pg. #	ITEM	
		 6560, 6600, 6640 and 6700 No. 3 Road – Rezone from CDT1 to ZMU36 (Bene Richmond Development Ltd. – applicant) Secondary Suites In Duplexes
	5.	Motion to adopt Items No. 6 through No. 17 by general consent.
	6.	COMMITTEE MINUTES
		That the minutes of:
CNCL-16		(1) the Parks, Recreation and Cultural Services Committee meeting held on April 24, 2018;
CNCL-37		(2) the General Purposes Committee meetings held on April 23, 2018 and May 7, 2018;
CNCL-51		(3) the Finance Committee meeting held on May 7, 2018; and
CNCL-55		(4) the Planning Committee meeting held on May 8, 2018;
		be received for information.

Consent Agenda Item

7. MINORU CENTRE FOR ACTIVE LIVING INAUGURAL ARTIST-IN-RESIDENCE PROJECT

(File Ref. No. 11-7000-09-20-204) (REDMS No. 5764707)

CNCL-63

See Page CNCL-63 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

That the concept proposal for the Minoru Centre for Active Living inaugural artist-in-residence project by artist Sylvia Grace Borda, as presented in the report titled "Minoru Centre for Active Living Inaugural Artist-in-Residence Project," dated April 4, 2018, from the Director, Arts, Culture and Heritage Services, be endorsed.

			Council Agenda – Monday, May 14, 2018
	Pg. #	ITEM	
Consent Agenda Item		8.	ARTS UPDATE 2017 (File Ref. No. 11-7000-01) (REDMS No. 5791094)
	CNCL-76		See Page CNCL-76 for full report
			PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION
			(1) That the staff report titled, "Arts Update 2017," dated April 5, 2018, from the Director, Arts, Culture and Heritage Services, be received for information;
			(2) That the Arts Update 2017 be circulated to the Community Partners and Funders for their information;
			(3) That the staff report titled "Arts update 2017" be forwarded to the next Council/School Board Liaison Committee for information; and
			(4) That the Arts Update 2017 video be shown at the next Council meeting.
Consent Agenda Item		9.	HOSTING THE 2020 55+ BC GAMES (File Ref. No. 11-7000-10-01) (REDMS No. 5802061 v. 10)
	CNCL-140)	See Page CNCL-140 for full report
			PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION
			(1) That Richmond Sports Council's bid to host the 2020 55+ BC Games be endorsed;
			(2) That \$60,000 from the Council Community Initiatives Account and a minimum of \$55,000 of in-kind services be committed to host the 2020 55+ BC Games should Richmond be awarded the event as detailed in the staff report, "Hosting the 2020 55+ BC Games," dated April 13, 2018 from the General Manager, Community Services; and
			(3) That the Five Year Financial Plan (2018-2022) be amended accordingly.

	10.	DRAFT COMMUNITY WELLNESS STRATEGY 2018–2023 (File Ref. No. 01-0370-20-002) (REDMS No. 5784755 v. 9)
CNCL-148		See Page CNCL-148 for full report
		PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION
		(1) That the Draft Community Wellness Strategy 2018-2023, included as Attachment 1 of the staff report titled "Draft Community Wellness Strategy 2018-2023," dated April 5, 2018, from the General Manager, Community Services, be adopted for the purpose of seeking stakeholder and public validation of the strategy; and
		(2) That the Final Community Wellness Strategy 2018-2023, including the results of the stakeholder and public validation, be reported back to the Parks, Recreation and Cultural Services Committee.
	11.	HOUSEKEEPING AMENDMENTS FOR TRAFFIC BYLAW NO. 5870; PARKING (OFF STREET) REGULATION BYLAW NO. 7403; NOTICE OF BYLAW VIOLATION DISPUTE ADJUDICATION BYLAW NO. 8122 AND CONSOLIDATED FEES BYLAW NO. 8636 (File Ref. No. 12-8060-02-01) (REDMS No. 5743877 v. 3)
CNCL-243		See Page CNCL-243 for full report
		GENERAL PURPOSES COMMITTEE RECOMMENDATION
		That the following bylaws be introduced and given first, second and third readings:
		(1) Traffic Bylaw No. 5870, Amendment Bylaw 9786;
		(2) Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 9787;
		(3) Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9827; and
		(4) Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9829.

			Council Agenda – Monday, May 14, 2018
	Pg. #	ITEM	
Consent Agenda Item		12.	2017 CITY CONSOLIDATED FINANCIAL STATEMENTS (File Ref. No. 03-0905-01) (REDMS No. 5804460; 5828105; 5827301)
	CNCL-258		See Page CNCL-258 for full report
			FINANCE COMMITTEE RECOMMENDATION
			That the City's audited consolidated financial statements for the year ended December 31, 2017 be approved.
Consent Agenda Item		13.	HOUSING AGREEMENT BYLAW NO. 9854 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS AT 8511 CAPSTAN WAY AND 3360 NO. 3 ROAD (CONCORD PACIFIC) (File Ref. No. 08-4055-01; 12-8060-20-009854) (REDMS No. 5750265 v. 2)
	CNCL-325		See Page CNCL-325 for full report
			PLANNING COMMITTEE RECOMMENDATION
			That Housing Agreement (8511 Capstan Way and 3360 No.3 Road) Bylaw No. 9854 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by the Rezoning Application RZ 17-769242.
Consent Agenda Item		14.	APPLICATION BY THE RICHMOND HOSPITAL/HEALTHCARE AUXILIARY FOR A HERITAGE ALTERATION PERMIT AT 3711 AND 3731 CHATHAM STREET (File Ref. No. HA18-818536) (REDMS No. 5816205)
	CNCL-352		See Page CNCL-352 for full report
			PLANNING COMMITTEE RECOMMENDATION
			That a Heritage Alteration Permit, which would permit the construction of a new concrete foundation for the protected heritage building at 3711 and 3731 Chatham Street, be issued.

		Council Agenda – Monday, May 14, 2018
Pg. #	ITEM	
	15.	APPLICATION BY ORIS DEVELOPMENTS (HAMILTON) CORP. FOR REZONING AT 23200 GILLEY ROAD (PARCEL 1 HAMILTON VILLAGE) FROM "COMMUNITY COMMERCIAL (CC)" ZONE TO "RESIDENTIAL / LIMITED COMMERCIAL (ZMU35) – NEIGHBOURHOOD VILLAGE CENTRE (HAMILTON)" ZONE (File Ref. No. 12-8060-20-009764; RZ 16-754305) (REDMS No. 5811449 v. 3)
CNCL-376	j	See Page CNCL-376 for full report
		PLANNING COMMITTEE RECOMMENDATION
		That Richmond Zoning Bylaw 8500, Amendment Bylaw 9764, to create the "Residential / Limited Commercial (ZMU35) – Neighbourhood Village Centre (Hamilton)" zone, and to rezone 23200 Gilley Road from "Community Commercial (CC)" to "Residential / Limited Commercial (ZMU35) – Neighbourhood Village Centre (Hamilton)", be introduced and given first reading.
	16.	APPLICATION BY BENE RICHMOND DEVELOPMENT LTD. FOR REZONING AT 6560, 6600, 6640 AND 6700 NO. 3 ROAD FROM "DOWNTOWN COMMERCIAL (CDT1)" TO "HIGH DENSITY MIXED USE (ZMU36) – BRIGHOUSE VILLAGE (CITY CENTRE)" (File Ref. No. 12-8060-20-009855; RZ 15-694855) (REDMS No. 5794819)
CNCL-453	5	See Page CNCL-453 for full report
		PLANNING COMMITTEE RECOMMENDATION
		That Richmond Zoning Bylaw 8500, Amendment Bylaw 9855, to create the "High Density Mixed Use (ZMU36) – Brighouse Village (City Centre)" zone, and to rezone 6560, 6600, 6640 and 6700 No. 3 Road from "Downtown Commercial (CDT1)" to "High Density Mixed Use (ZMU36) – Brighouse Village (City Centre)", be introduced and given first reading.
	17.	SECONDARY SUITES IN DUPLEXES (File Ref. No. 12-8060-20-009865; 08-4100-01) (REDMS No. 5627478 v. 2)
CNCL-509)	See Page CNCL-509 for full report
		PLANNING COMMITTEE RECOMMENDATION
		(1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9865, to allow secondary suites as a permitted use in standard two-unit dwelling (duplex) zones, be introduced and given first reading;

- (2) That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9864, to allow secondary suites as a permitted use in arterial road duplexes, be introduced and given first reading;
- (3) That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9864, having been considered in conjunction with:
 - (a) the City's Financial Plan and Capital Program; and
 - (b) the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;

is hereby found to be consistent with the said programs and plans, in accordance with Section 477(3)(a) of the Local Government Act;

- (4) That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9864, having been considered in accordance with Section 475 of the Local Government Act and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation;
- (5) That upon submission of a Building Permit application for construction of a secondary suite in a two-unit dwelling (duplex), staff is authorized to discharge any restrictive covenants on title limiting the use of the property to a maximum of two dwelling units; and
- (6) That Council Policy 5042 "Rezoning Applications for Two-Family Housing Districts – Involving Existing Non-Conforming Two-family Dwellings" adopted March 29, 2005, be amended to remove the requirement for the registration of a legal agreement limiting the use of the property to a maximum of two dwelling units.

CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE Councillor Harold Steves, Chair

18. GILBERT ROAD GREENWAY PUBLIC ART CONCEPT (File Ref. No. 11-7000-09-20-225) (REDMS No. 5754558)

CNCL-536

See Page CNCL-536 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

Opposed: Cllrs. Day and Steves

That the concept proposal and installation for the Gilbert Road Greenway public artwork "Wind Flowers" by the artist team Atelier Anonymous, as presented in the report titled "Gilbert Road Greenway Public Art Concept," dated April 4, 2018, from the Director, Arts, Culture and Heritage Services, be endorsed.

GENERAL PURPOSES COMMITTEE Mayor Malcolm D. Brodie, Chair

19. CANNABIS BYLAW FRAMEWORK AND REGULATION OF AGRICULTURAL STRUCTURES

(File Ref. No. 08-4430-03-10) (REDMS No. 5773205 v. 8)

CNCL-555

See Page CNCL-555 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed to Part (3)(a): Cllr. Loo

(1) To implement the City's framework to regulate cannabis retailing, medical and non-medical (recreational) cannabis production, cannabis research and development and cannabis distribution in advance of the Federal legalization of cannabis:

- (a) That Official Community Plan (OCP) Bylaw 9000, Amendment Bylaw 9837, to revise and update the City's land use regulations and strategic management of cannabis related activities citywide in Section 3.6.5 to Schedule 1 of the OCP, be introduced and given first reading;
- (b) That Bylaw 9837, having been considered in conjunction with:
 - (i) the City's Financial Plan and Capital Program; and
 - (ii) the Greater Vancouver Regional District Solid Waste and Liquid Waste and Management Plans;

is hereby found to be consistent with the said programs and plans, in accordance with Section 477(3)(a) of the Local Government Act;

- (c) That Bylaw 9837, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation;
- (d) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9838, proposing revisions to existing medical cannabis related regulations, new regulations for non-medical cannabis activities and other changes for cannabis related activities, be introduced and given first reading; and
- (e) That Consolidated Fees Bylaw 8636, Amendment Bylaw 9840, to add development application fees specific to cannabis related land use proposals, be introduced and given first reading;
- (2) That the costs and resources arising from the municipal response to the Federal legalization of cannabis contained in the report, dated April 18, 2018 from the Manager, Policy Planning and Manager, Community Bylaws and Licensing, be received for information and that staff be directed to pursue all Federal and Provincial cannabis related funding resources available and update Council as needed;
- (3) To protect the long-term viability of soil-based agriculture:
 - (a) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9861, to regulate large agricultural buildings and greenhouses, be introduced and given first reading;
 - (b) Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation;

Whereas Council has granted first reading to a bylaw to preserve high-quality agricultural soils, through the regulation of construction methods for agricultural buildings and

greenhouses;

Therefore be it resolved that staff bring all building permit applications for agricultural buildings and greenhouses in the Agriculture (AG1) zone, received more than 7 days after the date of first reading, forward to Council to determine whether such applications are in conflict with the proposed bylaw to preserve high-quality agricultural soils, through the regulation of construction methods for agricultural buildings and greenhouses; and

- (c) That a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the province impose a temporary moratorium on the use of lands in the Agricultural Land Reserve for cannabis production;
- (4) That a letter be sent to the Federal Minister of Health, Premier, Solicitor General, BC Minister of Health, BC Minister of Agriculture, and BC Minister of Finance, with copies to local Members of Parliament, Leaders of the Opposition Parties, Leader of the 3rd Party, and local MLAs, urging the need to define cannabis related revenues for the City; and
- (5) That the staff report be forwarded to the Agricultural Advisory Committee for their input prior to the June Public Hearing.
- 20. RESPONSE TO REFERRAL: ADDITIONAL DWELLINGS FOR FARM WORKERS AND DIRECTION ON LIMITING RESIDENTIAL DEVELOPMENT IN THE AG1 ZONE FOR PROPERTIES THAT ARE 0.2 HA (0.5 ACRES) OR LARGER (File Ref. No. 08-4057-10) (REDMS No. 5801334 v. 5)

CNCL-585See Page CNCL-585 for staff memorandumCNCL-591See Page CNCL-591 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed to Part (2): Mayor Brodie and Cllr. Steves

Opposed to Part (3): Mayor Brodie and Cllrs. McPhail and Steves

- (1) That the staff report titled "Response to Referral: Additional Dwellings for Farm Workers and Direction on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated May 2, 2018 from the Manager, Policy Planning, and the staff report titled "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager of Policy Planning (Attachment 6) be received for information;
- (2) That staff be directed to prepare a bylaw for the May 14, 2018 Regular Council Meeting based on Option 5A for revising the limits to residential development in the Agriculture (AG1) zone, with septic field outside the farm home plate in the report "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager, Policy Planning;
- (3) That Official Community Plan Bylaw 9000, Amendment 9869, to amend the 2041 Official Community Plan policy to require an application for more than one (1) additional dwelling unit on agriculturally zoned land to go through a rezoning process, be introduced and given first reading; and that Richmond Zoning Bylaw 8500, Amendment Bylaw 9870, to allow one (1) additional dwelling in the Agriculture (AG1) zone with septic field outside the additional farm home plate, be introduced and given first reading;
- (4) That a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province review their policies on foreign ownership, taxation, providing greater financial incentives for farmers, and strengthening the Agricultural Land Commission's enforcement actions for non-farm uses;
- (5) Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation; and

Whereas Council has directed staff to further review options on reducing house size and farm home plate area, determining septic field location in relation to the farm home plate, and establishing a house footprint regulation for all lots in the AG1 Zone on lots larger than 0.2 ha (0.5 acres):

Therefore be it resolved that staff bring forward all building permit applications for residential development in the Agriculture (AG1) zone on properties 0.2 ha (0.5 acres) or larger, received more than 7 days after the passage of this resolution, to determine whether such applications are in conflict with the proposed bylaw to limit house size, farm home plate area, septic field location in relation to the farm home plate, and house footprint for properties zoned AG1 that are 0.2 ha (0.5 acres) or larger; and

(6) That the staff report and above recommendations be forwarded to the Agricultural Advisory Committee for their input prior to the June Public Hearing.

COMMUNITY SERVICES DIVISION

21. GARDEN CITY LANDS PROJECT TIPPING FEES REVENUES – UPDATE

(File Ref. No. 06-2345-20-GCIT1) (REDMS No. 5781999 v. 7)

See staff memorandum, distributed separately

CNCL-662

See Page CNCL-662 for full report

PUBLIC ANNOUNCEMENTS AND EVENTS

Pg. # ITEN	
------------	--

NEW BUSINESS

BYLAWS FOR ADOPTION

- **CNCL-793** Annual Property Tax Rates (2018) **Bylaw No. 9835** Opposed at $1^{st}/2^{nd}/3^{rd}$ Readings – None.
- CNCL-798 Development Cost Charges Imposition Bylaw No. 9499, Amendment Bylaw No. 9844 Opposed at 1st/2nd/3rd Readings – None.
- CNCL-800 Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9698 (11991 Steveston Highway, ZT 14-656010) Opposed at 1st Reading – None. Opposed at 2nd/3rd Readings – None.

DEVELOPMENT PERMIT PANEL

22. RECOMMENDATION

(1)

CNCL-802

CNCL-806

- That the minutes of the Development Permit Panel meeting held on April 25, 2018, and the Chair's report for the Development Permit Panel meetings held on January 17, 2018 and January 31, 2018, be received for information; and
- (2) That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 17-774155) for the property at 11991 Steveston Highway be endorsed, and the Permit so issued.

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

ADJOURNMENT



Minutes

Parks, Recreation and Cultural Services Committee

- Date: Tuesday, April 24, 2018
- Place: Anderson Room Richmond City Hall
- Present: Councillor Harold Steves, Chair Councillor Ken Johnston Councillor Carol Day Councillor Bill McNulty 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 March 27, 2018, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

May 29, 2018, (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATIONS

1. (1) Annual Update on the Richmond Arts Coalition

Linda Barnes, representing the Richmond Arts Coalition, introduced Rob Fillo, Executive Director, Richmond Arts Coalition (RAC), and thanked members of the Richmond Arts Coalition Board for their support. Mr. Fillo referenced his notes (attached to and forming part of these Minutes as Schedule 1) and highlighted the following information:

- the Richmond Arts Coalition embarked on an infrastructure overhaul to accommodate increases in membership;
- with the assistance of a grant from Tourism Richmond, the RAC was able to hire a professional web-designer to develop a more accessible website;
- community outreach initiatives were made in an effort to grow and solidify relationships with other communities and organizations;
- the RAC meet with City staff on a regular basis to discuss the changing needs of the community; and
- the RAC participated in the Culture Days Festival, co-hosted the Richmond Arts Awards, and provided artists for the Maritime Festival.

Discussion took place on the annual membership fee and the programs that it funds and it was noted that the annual membership fee has increased to \$10.

In reply to queries from Committee, Mr. Fillo advised that the RAC wishes to further its relationships with the community, and in particular with local businesses; he then remarked that the website upgrade allows for the RAC to connect with local businesses through potential advertisements on the site.

(2) <u>Minoru Park Plan and its Impact on the Richmond Tennis Club's</u> <u>Future</u>

Kim Jensen, President, Richmond Tennis Club (RTC), expressed concern with the future of the Club and read from his submission (attached to and forming part of these Minutes as Schedule 2). Mr. Jensen stated that the RTC is in need of upgrades, noting that the RTC would like the following: a larger bubble to accommodate additional courts, a renovated club house to potentially include meeting space and a kitchen capable of catering and additional parking.

In reply to queries from Committee, Mr. Jensen advised that the RTC is listed on the Richmond Sports Council's major facilities list. He noted that should the RTC close for the winter months, members would likely encounter difficulties finding other tennis clubs with affordable fees. Mr. Jensen advised that the RTC has submitted applications for gaming grants, however the amount of said grants is to be determined, if any. In reply to queries from Committee, Serena Lusk, General Manager, Community Services, advised that the Minoru Vision Plan envisions that the RTC stay onsite and staff are working towards a lease agreement. She then noted that staff are currently working on a referral regarding the lease agreement and discussions have taken place with regard to replacement costs and construction costs.

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

It was moved and seconded

That the potential to upgrade the Richmond Tennis Club be referred to staff and to the Richmond Sports Council and report back.

CARRIED

COMMUNITY SERVICES DIVISION

2. MINORU CENTRE FOR ACTIVE LIVING INAUGURAL ARTIST-IN-RESIDENCE PROJECT

(File Ref. No. 11-7000-09-20-204) (REDMS No. 5764707)

Eric Fiss, Public Art Planner, advised that the proposed artist project will appeal to a multi-generational audience through a series of art activities and projects; also, he noted that the artist has expertise in photography and art books.

It was moved and seconded

That the concept proposal for the Minoru Centre for Active Living inaugural artist-in-residence project by artist Sylvia Grace Borda, as presented in the report titled "Minoru Centre for Active Living Inaugural Artist-in-Residence Project," dated April 4, 2018, from the Director, Arts, Culture and Heritage Services, be endorsed.

CARRIED

3. GILBERT ROAD GREENWAY PUBLIC ART CONCEPT

(File Ref. No. 11-7000-09-20-225) (REDMS No. 5754558)

Mr. Fiss highlighted that the proposal for Wind Flowers responds to the environment and history of the Gilbert Road Greenway with a series of wind catchers placed on planted beds to provide a visual gateway through the site and an entry landmark for passing vehicles.

Materials were distributed (attached to and forming part of these Minutes as Schedule 3). Discussion took place on the fabrication team, Stuart's Yacht Renovations, and in response Mr. Fiss advised that the budget for the project is substantial, and through extensive research by the artist, it was determined that Stuart's Yacht Renovations had the most expertise with regard to the concept proposal. He then noted that the project is fully-funded through public art contributions by developers.

Discussion took place on the Gilbert Road Greenway Public Art Concept and it was noted that the budget for the project is high; however there is no additional costs to taxpayers, as it's fully funded by public art contributions by developers.

It was moved and seconded

That the concept proposal and installation for the Gilbert Road Greenway public artwork "Wind Flowers" by the artist team Atelier Anonymous, as presented in the report titled "Gilbert Road Greenway Public Art Concept," dated April 4, 2018, from the Director, Arts, Culture and Heritage Services, be endorsed.

> CARRIED Opposed: Cllrs. Day Steves

4. **ARTS UPDATE 2017**

(File Ref. No. 11-7000-01) (REDMS No. 5791094)

In reply to queries from Committee, Liesl Jauk, Manager, Arts Services, advised that the City's Arts and Culture Grants are distributed to non-profit arts and culture organizations and that \$109,754 has been budgeted for overall community grants. She noted that the Street Banner Contest B is carried out by the City's Parks Department; however, staff can examine the potential to include other arts-related initiatives as part of the annual arts update. Also, Ms. Jauk remarked that the Media Lab provides individuals opportunities to work with photography and video and then display their work around the City. She then noted that pottery and weaving clubs are non-profit community groups who utilise space at the Richmond Arts Centre.

Linda Barnes, representing the Richmond Arts Coalition, thanked the City for their efforts with the various art programs and was of the opinion that public art falls under the umbrella of arts programs as youth require professional artists to look up to. Ms. Barnes then spoke of the Arts Update 2017 video and requested that it be shared at an upcoming Council meeting. As a result of the discussion, the following **motion** was introduced:

It was moved and seconded

- (1) That the staff report titled, "Arts Update 2017," dated April 5, 2018, from the Director, Arts, Culture and Heritage Services, be received for information;
- (2) That the Arts Update 2017 be circulated to the Community Partners and Funders for their information;
- (3) That the staff report titled "Arts update 2017" be forwarded to the next Council/School Board Liaison Committee for information; and
- (4) That the Arts Update 2017 video be shown at the next Council meeting.

CARRIED

5. PROPOSED TIDALLY INFLUENCED TERRA NOVA SLOUGH UPDATE

(File Ref. No. 06-2345-20-TNOV4) (REDMS No. 5794336 v. 13)

The Chair distributed materials (attached to and forming part of these Minutes as Schedule 4) and remarked that the Terra Nova Slough was designed to accommodate salmon spawning and in particular, the gravel base is ideal for fish. Discussion took place on the history of the Terra Nova Slough and the potential for salmon to spawn.

In reply to queries from Committee, Alexander Kurnicki, Research Planner 2, advised that staff have discussed the conditions of the Slough with marine biologists and it was noted that the Slough could function as a transition site for salmon travelling down the Fraser River.

Discussion took place on the Slough and the potential to support annual salmon runs, and it was noted that, should this not be feasible, staff consider converting the area back to agricultural land.

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

It was moved and seconded

That the staff report titled "Proposed Tidally Influenced Terra Nova Slough Update" dated April 16, 2018, from the General Manager, Community Services, be referred back to staff.

CARRIED

6. HOSTING THE 2020 55+ BC GAMES

(File Ref. No. 11-7000-10-01) (REDMS No. 5802061 v. 10)

It was moved and seconded

- (1) That Richmond Sports Council's bid to host the 2020 55+ BC Games be endorsed;
- (2) That \$60,000 from the Council Community Initiatives Account and a minimum of \$55,000 of in-kind services be committed to host the 2020 55+ BC Games should Richmond be awarded the event as detailed in the staff report, "Hosting the 2020 55+ BC Games," dated April 13, 2018 from the General Manager, Community Services; and
- (3) That the Five Year Financial Plan (2018-2022) be amended accordingly.

CARRIED

7. DRAFT COMMUNITY WELLNESS STRATEGY 2018–2023 (File Ref. No. 01-0370-20-002) (REDMS No. 5784755 v. 9)

It was moved and seconded

- (1) That the Draft Community Wellness Strategy 2018-2023, included as Attachment 1 of the staff report titled "Draft Community Wellness Strategy 2018-2023," dated April 5, 2018, from the General Manager, Community Services, be adopted for the purpose of seeking stakeholder and public validation of the strategy; and
- (2) That the Final Community Wellness Strategy 2018-2023, including the results of the stakeholder and public validation, be reported back to the Parks, Recreation and Cultural Services Committee.

CARRIED

7A. PUBLIC ART PROGRAM

(File Ref. No.)

Councillor Day distributed a photograph of existing public art (attached to and forming part of these Minutes as Schedule 5) and spoke to developer contributions to public art and in particular, the potential to expand how the funds collected for public art are allocated.

In reply to queries from Committee, Jane Fernyhough, Director, Arts, Culture and Heritage Services, spoke to a referral currently underway regarding the Private Development Public Art Program, noting that it does not examine the potential to expand how the funds collected for public art are allocated. Ms. Fernyhough then noted that the funds from the City's Grant Program are allocated to non-profit organizations and all the programs highlighted in the Arts Update are funded by other sources. She then noted that the developer contribution rates for public art were tied to the Consumer Price Index as part of the Policy's 2010 review.

In reply to queries from Committee, Mr. Fiss noted that \$100,000 is annually allocated from the Public Art Reserve, solely funded from private developer contributions, to community type projects such as public education initiatives, outreach and promotion of the public art program, community public art projects with community centres and community groups, and so forth; also, he remarked that the funds may only be utilized for public art projects.

Discussion further took place on the potential to amend Policy 8703 – Public Art Program to be less restrictive and provide more options for the allocation of developer contributions.

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

It was moved and seconded

That staff provide options for the Public Art Program Policy regarding developer contributions for public art such as directing funds towards alternative options.

> CARRIED Opposed: Cllrs. McNulty McPhail

8. MANAGER'S REPORT

(i) Richmond Regional Heritage Fair

Marie Fenwick, Manager, Museum and Heritage Services, referenced a staff memorandum dated April 20, 2018, regarding the Richmond Regional Heritage Fair and noted that the event will take place on May 12th.

(ii) Implementation of the Soil Amendment Plan for the Garden City Lands farm plot

Jamie Esko, Manager, Parks Planning, Design and Construction, referenced a staff memorandum dated April 23, 2018, regarding the implementation of the soil amendment plan at Garden City Lands, and noted that the soil for the Kwantlen Polytechnic University farm plot will be altered to incorporate chicken manure. Ms. Esko then remarked that chicken manure can be malodourous; therefore, it will be incorporated into the soil as quickly as possible. She then advised that staff have a developed a communication strategy to inform the public about the soil amendment plan.

(iii) Mitchell Island Park

Ted deCrom, Manager, Parks Operations, advised that the Mitchell Island Park will be closed for repairs to the pier.

(iv) Earth Day

Paul Brar, Manager, Parks Programs, noted that Earth Day was celebrated on Sunday April 22nd and highlighted that through the Partners for Beautification Program, 211 volunteers participated in 10 different events.

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (5:21 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Tuesday, April 24, 2018.

Councillor Harold Steves Chair Sarah Kurian Legislative Services Coordinator

Schedule 1 to the Minutes of the Parks, Recreation & Cultural Services Committee meeting of Richmond City Council held on Tuesday, April 24, 2018.

Executive Directors Report, Rob Fillo, Richmond Arts Coalition, April 2018

Richmond Arts Coalition's mission is to promote, support & advocate for the Arts in all their various forms in Richmond.

2017 was a banner year for Richmond Arts Coalition (RAC.) It began with the hiring of our first ever executive director (ED), myself Rob Fillo, and ended with an amazing ArtRich 2017 Gala and exhibition of our finest local artists. In between, I did vast amounts of organizational education, board-development workshops and mentor outreach, the knowledge from which I imparted on RAC's board, staff, member base and broader public through our regular monthly eBlast newsletters, our website and regular multiplatform social media updates. With this refreshed knowledge base, we embarked on a massive infrastructure overhaul to bring our digital existence up-to-date and redevelop our membership database for both client and organizational efficiency. One of our main tasks in doing so was to commission the build of an entirely new website, from the ground up. RAC needed to catch up with ever-changing technology and, with the assistance of a grant, from Tourism Richmond we were able to hire a professional web-designer and create a powerful and more accessible website that will help us create more value for our members and public users, as well as sponsorship companies and organizations. Also, this year our board members and staff took on a very important succession planning project. Spearheaded by board secretary Jean Garnett, we created an updated board orientation package, featuring our updated conflict of interest policy and new board commitment pledge. We are firm believers in succession planning and want to know that our organization has the tools to both survive and refresh itself, board term limits are also a very important and celebrated part of our group and we were honoured by the retirement of multiple board members this year and thank them dearly for their service.

RAC continues to advocate for arts of all forms in Richmond and beyond. In 2017, RAC was consulted on a multitude of matters in regards to arts and arts communities in Richmond. Massive community outreach efforts were made this year to grow and solidify our relationships with other communities and organizations. Our board chair, Linda Barnes and myself spoke to council on behalf of the possibility of repurposing the Minoru Activity Centre for arts use to fill community needs. I was also directly interviewed by the Minoru Park Planning Consultants (along with Board member Susan Skemp.) Another advocacy highlight would be the Minoru Activity Centre Repurposing Consultant meeting, where myself and the consultant spent time designing a concept floorpan layout to suit the various local arts needs as part of the consulting process. I and various board members continue to meet with city art staff on a

CNCL - 24

regular monthly basis, to discuss the ever changing and developing needs of our fast growing city. As ED, I made huge strides in opening up our lines of communications with various cultural organizations and local businesses. One highlight included our media-marketing partnership with the Community Mental Wellness Association of Canada's Gala Fundraiser where I was also a featured performer representing RAC and Richmond's arts community to a largely international audience. I also reached out provincially and have received mentorship from over 10 other executive directors. With regular meetings and communications with these mentors, the Arts BC Insight Team and The BC Arts Council, I have been able to more accurately depict the most appropriate timeline directives for our organizational growth; while continuing to find areas where we can improve and meet our growing fiduciary responsibilities. We are always searching for ways to better serve our membership base and Richmond as a whole with our advocacy and presence.

While building on RAC's previous development and creating our new updated infrastructure, RAC's board, staff and volunteers have also managed to be involved in a wide range of community events. I was asked to be a featured artist in the Richmond Art Galleries, Art at Work series where I spoke about RAC and my career as a multidisciplinary artist and arts administrator. RAC was involved in Richmond's Culture Days festivities, hosting an all day music marathon featuring local artists (including some of our RAC members.) In Winter, RAC partnered with Steveston Historical Society (and other local organizations) to put on Songs in the Snow; A free, family friendly, community building concert series that featured local talent and charities. We had fantastic community engagement and warmed up the holiday season for many, many people; In hopes of recapturing a sense of home and community awareness in such a rapidly changing urban environment.

RAC also put on a workshop to aid those, less digitally inclined, submit their works to our very special biannual flagship event, ArtRich!

ArtRich 2017 was an unprecedented success. This spectacular event featured a rich tapestry of multicultural performing artists, spoken word, food art and a barrage of incredible local talent and their art pieces. This event both energized and motivated the local arts community sparking the interest of many new incredible board member applicants. I am happy to say that Richmond Arts Coalition has welcomed some of those applicants and we now have fresh and incredibly talented new board members.

Richmond Arts Coalition was once again honoured to provide the artists performing during this past years Maritime Festival. And we are happy to announce that, this will be our 8th year receiving the Canadian Heritage grant to assist us in doing so once again.

It was again our honour to serve the arts community by co-hosting the Richmond Arts Awards. We have, officially, set aside a charitable endowment fund with the Richmond Community Foundation and plan to grow it to fruition in the coming years to support the Richmond Arts Awards in perpetuity, among other ambition endeavours.

With the support and networking of local organizations, I am proud to say that we have served a large number of our members of many various communities with our advocacy and community presence. It is truly an honour to be the first, ever, executive director of the Richmond Arts Coalition. I believe we made huge strides this year and with our continuing education and development as an organization, I know we will continue to serve Richmond with assertive advocacy and respectful, inclusive community outreach. Since my hiring in March 2017 we have bolstered a %127 increase in our member base and have implemented a %100 increase in our membership fees to better accommodate our growing population and increase benefits for both our members and Richmond's overall population.

None of this could be done without our many partner organizations and friends in the community and we kindly acknowledge the continued funding and support from the City of Richmond, Canadian Heritage Foundation, Tourism Richmond, Canada 150 Fund, Richmond Art Gallery and many more supporting pillars including our highly appreciated, and steadily increasing membership body. In closing, I would also like to take a moment to thank RAC's unsung heros, the people that keep our digital infrastructure and public information delivery services running; admin assistant Andrew Wade and our social media volunteers Allie McDonald and Wendy Tsui. Not to mention the incredible work from our staff and especially our board member Debbie Tobin, who worked especially hard to make sure that our biannual ArtRich celebration was an amazing success.

In the coming year, we plan to maintain this bold and ambitious trajectory while sewing the seeds of growth with increased community outreach and succession planning. I intend to find our local champions of the arts and empower them to do their best work serving our community through the magical, wonder-filled catalyst of human evolution, the arts.

CNCL - 26

Introduction

For the past year the board of directors of the RTC has been corresponding with city staff and councillors about our place in Minoru Park, our desire to upgrade our facilities, and our wish to renew our lease. We would like to thank Serena Lusk and Gregg Wheeler for meeting with us and responding to our questions. We are in the process of renewing our lease and have been given assurance that the city has no plans to move us in the short or medium term.

At this point in time this is what we would like to do and why:

History

Richmond Tennis Club was formed some 60 years ago and continues to be one of, if not, the most affordable places to play tennis in the Lower Mainland.

The City of Richmond invested in the club by building the tennis courts and fencing. Since then RTC has maintained and enhanced the tennis facilities by replacing the old clubhouse and investing in 2 bubbles over the years; the second replacing the old single skinned bubble some 25 years ago and in maintaining the courts by repaving and painting at regular intervals.

Today

As we look at RTC today, unfortunately, our appearance is not in keeping with the new up to date facilities in Minoru Park. Our rusting fencing does not match the new higher, powder coated fencing on adjacent facilities. Our clubhouse which is a modular structure (a requirement from the city at the time of construction in 2002) not only looks out of place beside our modern neighbours, the Active Living Centre and the new firehall, but needs to have an overhaul including adding kitchen facilities and meeting rooms.

As a result of the construction there has been damage; the bubble is grimy from the site loading as well as general construction, there is considerable cracking on the court surfaces, including net posts.

It is our belief that prospective members may have hesitated to join because of our appearance and the uncertainty around our future.

RTC was told by the city several years ago that we must be part of an upgrade to the lighting in Minoru Park and invest \$120, 000 in LED lighting. As a result our Capital Reserve Fund is now at an inadequate \$142, 000 which is far short of what is necessary for the replacement of our 25+ year bubble. We have made efforts to increase this amount but members have been hesitant to vote for this because of perceived uncertainty about the club's future. We have applied for additional funding from Gaming grants.

Future

We are looking to the City of Richmond to reinvest in the Richmond Tennis Club. If not, there is a good possibility within no more than 5 years the Richmond Tennis Club will be a summer club only. With the closure of Sportstown, formerly Western Indoor Tennis Club and the Town and Country Tennis Club on the other side of the tunnel there are few options for affordable tennis in Richmond.

Parks, Recreation, and Cultural Services Committee Meeting April 24th 4 pm

We believe there are 2 ways to go.

One, RTC needs to replace the bubble with a larger one, at the least a 4 court bubble, and radically upgrade our clubhouse, and provide sufficient parking for members and the community or,

Two, In keeping with the redesign of Minoru Park which provides excellent facilities for a wide range of sporting and fitness facilities, RTC could become the Richmond Tennis Centre, by reconfiguring of courts including the public courts, a 6 court structure or bubble could be put in place and provide facilities and programs, including pickle ball, which would be for all members of the community. A new clubhouse could provide not only change rooms, showers, etc. but meeting rooms and a catering capable kitchen.

Thanks for the opportunity to speak with you today.

RTC Delegation

Schedule 3 to the Minutes of the Parks, Recreation & Cultural PRC 3*47 Services Committee meeting of Richmond City Council held on Tuesday, April 24, 2018.

Stuarts Yacht Renovations

HOME ABOUT US SERVICES GALLERY LINKS UNUSUAL CONTACT US

OUR SERVICES (INSURANCE OR PRIVATE)



Fiberglass spot Repa

Type your paragraph here.

We perform all types of fiberglass repairs ar gelcoat color matching Type your paragraph here.



Spray Applied Corro Coatings And Topco

If your project needs to be corrosion resist Type your paragraph here. We can look after properly preparing the surface and applying well known industrial products using conventional spray or airles:



New Part Production

Type your paragraph here.

http://www.stuartsyacht.com/services.html

Gallery Here is a few pics of the kind of work we do

The Hurston that found a barge.











A few more projects





CNCL - 30

Stuarts Yacht Renovations

HOME ABOUT US SERVICES GALLERY LINKS UNUSUAL CONTACT US

Unusual Projects

Type your paragraph here.



Type your paragraph here.









Cars, Hovercraft & Dunebuggies

Type your paragraph here.







CNCL - 31

Schedule 4 to the Minutes of the Parks, Recreation & Cultural Services Committee meeting of Richmond City Council held on Tuesday, April 24, 2018.

Fishing camps

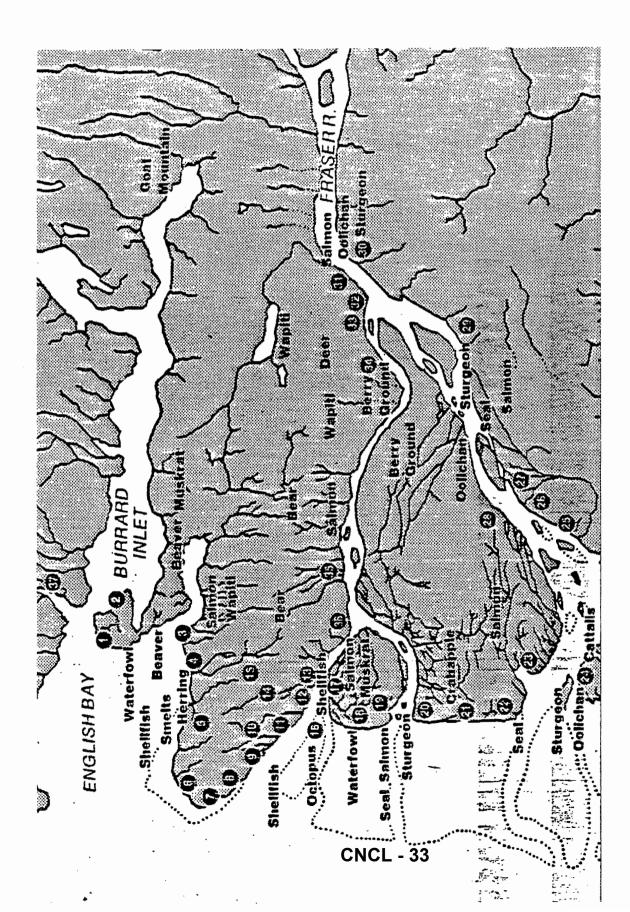
The prefreshet eulachon and sturgeon migrations are one of the two major spawning runs which take place on the Fraser River. While these fish could also have been obtained while camping at summer fishing village sites, only one site specifically used for the eulachon and sturgeon fishery was identified. This is the Tait Farm Site (DhRt 36 - see Chapter 4) which is thus unique, and as it has intact deposits, it is also significant site. DhRt 36 has been radiocarbon dated to 1,260 \pm 100 B.P. Summer fishing villages

Only one site has been positively identified as a summer salmon fishing village. This site is DgRs 17 which actually consisted of as many as five or six actual villages, 3 Cowichan, 1 Musqueam, and 1 Tsawwassen and probably 1 Saanich (Barnett 1975; Duff 1952; Rozen 1979; Suttles n.d.). Salmon could also have been obtained at those permanent house sites located near the major arms of the river. Several other midden sites may also have been summer salmon fishing villages (DhRs 26, DgRs 27, DhRs x).

Autumn fishing camps

This appears to be one of the most common types of archaeological sites in Richmond, although at the present time they are very poorly understood and the presence of intact deposits has not been established at any of them (see DhRt T86-3, DhRt 23, DhRt 37, DhRs 83, DhRs 81, DgRs x, and probably DhRs 82 and DhRs T86-5). These small settlements would have once been situated along the banks of every slough in Richmond which supported a salmon run. The Musqueam (at least wealthy families) maintained permanent smoke house structures at these sites while other people would have stayed in mat covered lean-tos (see Figure 5-1).

At present the best evidence for these sites is the distribution of hand mauls (and adze blades) near old sloughs. Support for this inference





IMG_0730.jpg

Schedule 5 to the Minutes of the Parks, Recreation & Cultural Services Committee meeting of Richmond City Council held on Tuesday, April 24, 2018.



CNCL - 35

Motion : Carol Day

Parks and Recreation Committee April 24th , 2018

MOTION :

Direct staff to provide options for City of Richmond Public Art policy regarding Developer contributions for Public Art such as directing funds towards alternatives such as a new Arts Centre, opportunities to support local artists, multipurpose art for seating, climbing, creating gathering places etc or other options.

Rational: The current policy allows developers to provide a Public Art contribution and the only option City Council has is to refuse to host the art on public property. Council cannot redirect the Public Art funding or pass on projects that do not reflect the history or Richmond or the general interest of Richmond citizens.

The attached public art project located on Gilbert road was not well received by council and subsequently the only option was to require the developer place the art on the private property. Alternative such as redirecting the funds would have allowed for more creative options that could have benefited more people and created opportunities to enhance the art community.

Minutes



Special General Purposes Committee

Date: Monday, April 23, 2018

Place: Anderson Room Richmond City Hall

Present:

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

Call to Order: The Chair called the meeting to order at 4:52 p.m.

FINANCE AND CORPORATE SERVICES DIVISION

 STEVESTON UNOPENED LANES – LICENSE AGREEMENTS BETWEEN RICHMOND STREET AND BROADWAY STREET FROM NO. 1 ROAD TO 2ND AVENUE (File Ref. No. 06-2270-30-003) (REDMS No. 5801739 v. 3)

Discussion ensued with regard to (i) the proposed terms of the license agreement, (ii) administrative challenges to the proposed agreement when current residents sell their properties, and (iii) the potential for the proposed license agreement to set a precedent for future agreements.

It was moved and seconded

(1) That portions of the unopened lane between Richmond Street and Broadway Street from No. 1 Road to 2nd Avenue (the "Unopened Lane") be licensed to each adjacent owner(s) that executed and returned the City's licensing agreement on or prior to April 10, 2018;

- (2) That the City surface the 10 foot strip of the Unopened Lane abutting any property where the owner(s) did not execute and return the License Agreement on or prior to April 10, 2018, with a low maintenance form of surfacing such as gravel and place a fence at the current property line;
- (3) That in the future, if any property owner(s) within the block of the Unopened Lane approaches the City regarding licensing the portion of the Unopened Lane abutting their property, staff be authorized to enter into a License Agreement with an expiry date not later than the other Licenses; and
- (4) That staff be authorized to take all necessary steps to complete the matters, including authorizing the Senior Manager, Real Estate Services, to execute all documentation relating to the licenses of the Unopened Lane detailed in the staff report titled "Steveston Unopened Lanes License Agreements between Richmond Street and Broadway Street from No. 1 Road to 2nd Avenue" dated April 11, 2018.

The question on the motion was not called as discussion ensued with regard to the potential for multi-family development in the area and the City retaining ownership of the site.

The question on the motion was then called and it was **CARRIED** with Mayor Brodie and Cllr. Loo opposed.

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (5:00 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, April 23, 2018.

Mayor Malcolm D. Brodie Chair Evangel Biason Legislative Services Coordinator



Minutes

General Purposes Committee

Date:	Monday, May 7, 2018
-------	---------------------

Place: Anderson Room Richmond City Hall

- Present:Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Derek Dang
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty entered at 4:57 p.m.
Councillor Linda McPhail
Councillor Harold StevesAbsent:Councillor Carol Day
- Call to Order: The Chair called the meeting to order at 4:55 p.m.

ADDITIONS AND DELETIONS

It was moved and seconded *That "Olympic Wrestling in Richmond" be added to the agenda as Item No.* 5.

CARRIED

MINUTES

It was moved and seconded

- (1) That the minutes of the special General Purposes Committee meetings held on April 9, 2018 and April 23, 2018 be adopted; and
- (2) That the minutes of the General Purposes Committee meeting held on April 16, 2018 be adopted.

CARRIED

COMMUNITY SERVICES DIVISION

1. **RICHMOND MUSEUM SOCIETY BOARD** (File Ref. No. 11-7000-01) (REDMS No. 573940)

It was moved and seconded

That the report titled "Richmond Museum Society Board," dated April 16, 2018, from the Director, Arts, Culture and Heritage Services, be received for information.

Councillor McNulty entered the meeting (4:57 p.m.).

The question on the motion was not called as discussion ensued regarding the creation of an overall Richmond museum committee to coordinate all the individual heritage and museum societies.

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

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

It was moved and seconded

That staff look at the possibility of creating a new museum group with representatives from all individual heritage sites.

CARRIED

COMMUNITY SAFETY DIVISION

 HOUSEKEEPING AMENDMENTS FOR TRAFFIC BYLAW NO. 5870; PARKING (OFF STREET) REGULATION BYLAW NO. 7403; NOTICE OF BYLAW VIOLATION DISPUTE ADJUDICATION BYLAW NO. 8122; AND CONSOLIDATED FEES BYLAW NO. 8636 (File Ref. No. 12-8060-02-01) (REDMS No. 5743877 v. 3)

It was moved and seconded

That the following bylaws be introduced and given first, second and third readings:

- (1) Traffic Bylaw No. 5870, Amendment Bylaw 9786;
- (2) Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 9787;
- (3) Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9827; and
- (4) Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9829.

In response to a question from Committee, Carli Edwards, Manager, Community Bylaws and Licencing, advised that there is a process for notifying residents and businesses of changes to the Parking (Off Street) Regulation Bylaw, including issuing a warning for a first offence.

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

PLANNING AND DEVELOPMENT DIVISION

3. CANNABIS BYLAW FRAMEWORK AND REGULATION OF AGRICULTURAL STRUCTURES

(File Ref. No. 08-4430-03-10) (REDMS No. 5773205 v. 8)

The Chair referenced the revised recommendations distributed on table to Committee (copy on file, City Clerk's Office) and noted the inclusion of a moratorium in Part (3)(b).

Barry Konkin, Manager, Policy Planning, provided Committee with an overview of the report and highlighted that (i) the report introduces an Official Community Plan (OCP) Bylaw update and Zoning Bylaw updates that include new terminology to harmonize language included in the upcoming federal legislation, (ii) production of non-medical cannabis would be a non-permitted use in City agricultural zones, (iii) retail of cannabis would still be prohibited, as previously directed by Council, (iv) cost estimates for programs related to the legalization of cannabis are included as attachment 4 of the staff report, (v) the second part of the staff report details amendments to building regulations and building types for greenhouse construction to protect soil based agriculture, and (vi) building permits found to be in conflict with the proposed bylaw amendments would be withheld.

In response to questions from Committee, staff advised that (i) the municipal share of revenue from cannabis sales is still unknown, (ii) to provide a timely response and meet the passing of impending federal and provincial legislation, the Public Hearing would be the best forum to gather feedback from interest groups, (iii) agricultural buildings, structures and greenhouses with concrete construction or an impermeable structure would still be allowed through rezoning, (iv) the rezoning application process typically takes 8 months to a year to reach third reading, and (v) there is a small number of greenhouse constructions in the City related to non-cannabis use.

Discussion took place on the potential financial impact to the City related to legalization of non-medical cannabis and soliciting feedback from community stakeholders. It was noted that a letter sent to the Province should also request clarification on the municipal share of revenue and that the matter should be forwarded to the Agricultural Advisory Committee (AAC) for comment.

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

It was moved and seconded

- (1) To implement the City's framework to regulate cannabis retailing, medical and non-medical (recreational) cannabis production, cannabis research and development and cannabis distribution in advance of the Federal legalization of cannabis:
 - (a) That Official Community Plan (OCP) Bylaw 9000, Amendment Bylaw 9837, to revise and update the City's land use regulations and strategic management of cannabis related activities citywide in Section 3.6.5 to Schedule 1 of the OCP, be introduced and given first reading;
 - (b) That Bylaw 9837, having been considered in conjunction with:
 - (i) the City's Financial Plan and Capital Program; and
 - (ii) the Greater Vancouver Regional District Solid Waste and Liquid Waste and Management Plans;

is hereby found to be consistent with the said programs and plans, in accordance with Section 477(3)(a) of the Local Government Act;

- (c) That Bylaw 9837, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation;
- (d) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9838, proposing revisions to existing medical cannabis related regulations, new regulations for non-medical cannabis activities and other changes for cannabis related activities, be introduced and given first reading; and
- (e) That Consolidated Fees Bylaw 8636, Amendment Bylaw 9840, to add development application fees specific to cannabis related land use proposals, be introduced and given first reading;
- (2) That the costs and resources arising from the municipal response to the Federal legalization of cannabis contained in the report, dated April 18, 2018 from the Manager, Policy Planning and Manager, Community Bylaws and Licensing, be received for information and that staff be directed to pursue all Federal and Provincial cannabis related funding resources available and update Council as needed;
- (3) To protect the long-term viability of soil-based agriculture:
 - (a) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9861, to regulate large agricultural buildings and greenhouses, be introduced and given first reading;

(b) Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation;

Whereas Council has granted first reading to a bylaw to preserve high-quality agricultural soils, through the regulation of construction methods for agricultural buildings and greenhouses;

Therefore be it resolved that staff bring all building permit applications for agricultural buildings and greenhouses in the Agriculture (AG1) zone, received more than 7 days after the date of first reading, forward to Council to determine whether such applications are in conflict with the proposed bylaw to preserve high-quality agricultural soils, through the regulation of construction methods for agricultural buildings and greenhouses; and

- (c) That a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the province impose a temporary moratorium on the use of lands in the Agricultural Land Reserve for cannabis production;
- (4) That a letter be sent to the Federal Minister of Health, Premier, Solicitor General, BC Minister of Health, BC Minister of Agriculture, and BC Minister of Finance, with copies to local Members of Parliament, Leaders of the Opposition Parties, Leader of the 3rd Party, and local MLA, urging the need to define cannabis related revenues for the City; and
- (5) That the staff report be forwarded to the Agricultural Advisory Committee for their input prior to the June Public Hearing.

It was agreed by Committee that Part (3)(a) of the motion be voted separately and the question on Parts (1),(2), (3)(b),(3)(c), (4), and (5) was called and it was **CARRIED**.

The question on Part (3)(a) of the motion was then called and it was **CARRIED** with Cllr. Loo opposed.

4. RESPONSE TO REFERRAL: ADDITIONAL DWELLINGS FOR FARM WORKERS AND DIRECTION ON LIMITING RESIDENTIAL DEVELOPMENT IN THE AG1 ZONE FOR PROPERTIES THAT ARE 0.2 HA (0.5 ACRES) OR LARGER

(File Ref. No. 08-4057-10) (REDMS No. 5801334 v. 5)

The Chair outlined the revised recommendations distributed on table to Committee (copy on file, City Clerk's Office). He noted that the staff report addresses additional dwellings for farm workers on agriculturally zoned land and that the revised recommendations include options for house size on farmland.

In response to questions from Committee, Barry Konkin, Manager, Policy Planning, advised that the second dwelling is typically for farm workers and that restoring the allowance could include a family member who works on the farm property. Mr. Konkin further noted that the staff report is in response to a referral from March 26, 2018 that staff comment on additional dwellings and the report details three options for consideration: (i) maintain the current requirement for a rezoning application for any additional dwellings on agriculturally zoned land, (ii) allow one additional dwelling for properties that meet the area size requirement and require a rezoning application for any further additional units, or (iii) allow up to three additional dwellings on properties that meet the area size requirement in the Agriculture (AG1) zone. Mr. Konkin also commented that staff recommend that the placement of additional dwellings inside the home plate be contiguous. He further noted that the provisions that allowed for up to three additional dwellings without a rezoning application were removed with the bylaws update in 2017.

In further response to queries from Committee, staff clarified that (i) the maximum setback from the road on agriculturally zoned land is 50 metres for a house, 75 metres for the farm home plate, and therefore any accessory building could be setback up to 75 metres, (ii) the AAC has recommended that the septic field remain outside of the farm home plate, (iii) 85 properties have the potential for adding any additional dwelling units and of those, 16 properties could have up to three additional farm homes, (iv) the current OCP policy is to limit the use of residential on farmland and additional dwellings would have to be requested through rezoning, and (v) currently policies regarding additional dwelling units is at the discretion of local government and does not require application through the Agricultural Land Commission (ALC).

Staff further advised in response to Committee's questions that (i) there are a number of properties that currently have additional homes that are generally lived in by family members of larger farm operations, (ii) in the past decade there has only been one application for an additional dwelling, (iii) a significant uptake on building permits for additional dwellings is not anticipated if Council should choose to allow up to three additional dwelling units without rezoning, and (iv) the proposed zoning bylaw amendment has a house size limit of 300 square metres for any additional dwelling.

Todd May, co-chair of the Agricultural Advisory Committee (AAC) and President, Richmond Farmers' Institute, spoke to the issue of additional dwellings on farmland and noted that the AAC requests to be consulted on issues that relate to agriculture. Mr. May referenced three motions put forward by the AAC at their previous meeting held on April 19, 2018 and commented that the AAC is in support of reinstating the previous regulations on additional dwellings. He further expressed opposition to keeping additional dwellings adjacent, commenting that an agrologist report would put forward the best placement.

In response to queries from Committee, Mr. May advised that (i) the AAC recommends that the septic field remain outside the farm home plate to keep consistent with the previous regulations, (ii) he was of the opinion that extra dwellings on agriculturally zoned land are extremely critical to farm operations and that having resources immediately available are important throughout the season, (iii) availability of workers is important for repairing and maintaining any technical issues that may arise in a timely manner to any machinery used in the operation of a farm, and (iv) that although additional dwellings reduce the area available for agriculture, housing additional workers allows for greater working of the land and increases productivity.

Doug Wright, 11540 No. 3 Road, expressed support for reverting to the previous regulation of allowing up to three additional dwellings on agriculturally zoned land without a rezoning application. Mr. Wright also noted opposition to keeping additional dwellings contiguous on the farm home plate and commented that allowing placement where needed is important to maintaining efficient operations.

Humraj Kallu, Richmond resident, commented on the difficulty of housing seasonal workers off site and expressed support for allowing one additional dwelling on farmland without rezoning application requirements. Mr. Kallu spoke in opposition for keeping any additional dwellings adjacent in the farm home plate area and was of the opinion that farmers should be able to decide the most effective placement. In response to questions from Committee regarding the delegation's comments, Joe Erceg, General Manager, Planning and Development, advised that the staff report only addresses additional dwellings for full time, permanent workers and that accommodation for seasonal workers is separately regulated under Richmond Zoning Bylaw 8500. Mr. Erceg also noted that the use of an additional dwelling for temporary or seasonal workers would not be permitted under any of the recommendations.

Councillor Steves left the meeting (6:09 p.m.).

Councillor Au left the meeting (6:10 p.m.).

A Richmond resident noted concern in regards to limiting house size on agriculturally zoned land.

Councillor Au and Councillor Steves returned to the meeting (6:15 p.m.).

John Roston, 12262 Ewen Avenue, noted concern over individuals who could take advantage of the regulations and expressed support for maintaining a rezoning application requirement for any additional dwelling on farmland.

Eddie Tang commented that farmers should be supported in their operations and noted concern about limiting house size on farmland.

Niti Sharma, 11380 Kingfisher Drive, noted support for maintaining the rezoning application process for any additional dwellings on agriculturally zoned land.

James Tse expressed concern with regards to limiting house size on agricultural land.

Calvin X queried as to when the matter of house size on agriculturally zoned land would be discussed. The Chair clarified that following Committee's consideration those wishing to speak on house size may have an opportunity at the next Council meeting.

A Richmond resident and blueberry farmer on No. 6 Road, expressed concern over the shortage of skilled workers available. In response to a question from Committee, the delegation noted support for allowing secondary dwellings on farmland.

A Richmond resident noted support for keeping the septic field outside of the farm plate and for the ability to place a second dwelling anywhere within the farm home plate area.

The Chair read the revised suggested recommendations and discussion took place on the options for additional dwellings and the placement of the septic field.

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

It was moved and seconded

- (1) That the staff report titled "Response to Referral: Additional Dwellings for Farm Workers and Direction on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated May 2, 2018 from the Manager, Policy Planning, and the staff report titled "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager of Policy Planning (Attachment 6) be received for information;
- (2) That staff be directed to prepare a bylaw for the May 14, 2018 Regular Council Meeting based on Option 5A for revising the limits to residential development in the Agriculture (AG1) zone, with septic field outside the farm home plate in the report "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager, Policy Planning;
- (3) That Official Community Plan Bylaw 9000, Amendment 9869, to amend the 2041 Official Community Plan policy to require an application for more than one (1) additional dwelling unit on agriculturally zoned land to go through a rezoning process, be introduced and given first reading; and that Richmond Zoning Bylaw 8500, Amendment Bylaw 9870, to allow one (1) additional dwelling in the Agriculture (AG1) zone with septic field outside the additional farm home plate, be introduced and given first reading;
- (4) That a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province review their policies on foreign ownership, taxation, enforcing their guidelines on house size and farm home plate, providing greater financial incentives for farmers, and strengthening the Agricultural Land Commission's enforcement actions for non-farm uses;
- (5) Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation; and

Whereas Council has directed staff to further review options on reducing house size and farm home plate area, determining septic field location in relation to the farm home plate, and establishing a house footprint regulation for all lots in the AG1 Zone on lots larger than 0.2 ha (0.5 acres):

Therefore be it resolved that staff bring forward all building permit applications for residential development in the Agriculture (AG1) zone on properties 0.2 ha (0.5 acres) or larger, received more than 7 days after the passage of this resolution, to determine whether such applications are in conflict with the proposed bylaw to limit house size, farm home plate area, septic field location in relation to the farm home plate, and house footprint for properties zoned AG1 that are 0.2 ha (0.5 acres) or larger; and

(6) That the staff report and above recommendations be forwarded to the Agricultural Advisory Committee for their input prior to the June Public Hearing.

It was agreed by Committee that the six parts of the motion be voted separately.

The question on the motion was not called as discussion took place regarding the placement of the septic field in relation to the home plate and maintaining the current restrictions on home size on agriculturally zoned land.

The question on Part (1) was then called and it was CARRIED.

Discussion further took place on the inclusion of the septic field inside the farm home plate and as a result, the following **amendment** was introduced:

It was moved and seconded

That Part (2) be amended to include the septic field inside the farm home plate.

Discussion took place on the impact to the farm home plate area if the septic field were to be included and the question on the amendment was then called and it was **DEFEATED ON A TIE VOTE** with Cllrs. McNulty, McPhail, Johnston, and Loo opposed.

The question on Part (2) was then called and it was **CARRIED** with Mayor Brodie and Cllrs. Steves opposed.

The question on Part (3) was then called and it was **CARRIED** with Mayor Brodie and Cllrs. McPhail and Steves opposed.

Discussion further ensued on removing reference in Part (4) to enforcing ALC and provincial guidelines on house size and farm home plate, and as a result of that discussion, the following **amendment** was introduced:

It was moved and seconded *That Part (4) be amended to read as follows:*

That a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province review their policies on foreign ownership, taxation, providing greater financial incentives for farmers, and strengthening the Agricultural Land Commission's enforcement actions for non-farm uses.

CARRIED

Opposed: Cllr. Steves

The question on Part (4) as amended was then called and it was CARRIED.

The question on Parts (5) and (6) was then called and it was **CARRIED**.

5. OLYMPIC WRESTLING IN RICHMOND

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

The Chair noted that there is an interest in providing a facility for Olympic wrestling in the City and discussion took place with regards to consulting the Richmond Sports Council.

The following referral motion was then introduced:

It was moved and seconded

That staff look at the possibility of accommodating Olympic wrestling in City facilities and report back to through Committee after discussions with the Richmond Sports Council on the priorities and possibilities.

CARRIED

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (7:01 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, May 7, 2018.

Mayor Malcolm D. Brodie Chair Amanda Welby Legislative Services Coordinator



Finance Committee

Date: Monday, May 7, 2018

Place: Anderson Room Richmond City Hall

Present:Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Derek Dang
Councillor Derek Dang
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold StevesAbsent:Councillor Carol DayCall to Order:The Chair called the meeting to order at 7:02 p.m.

MINUTES

It was moved and seconded That the minutes of the meetings of the Finance Committee held on April 3, 2018 and April 16, 2018, be adopted as circulated.

CARRIED

DELEGATION

1. Representatives from KPMG LLP were available to respond to queries in regards to the 2017 Audit findings on the City's financial statements.

RICHMOND OLYMPIC OVAL CORPORATION

2. RICHMOND OLYMPIC OVAL CORPORATION 2017 AUDITED FINANCIAL STATEMENTS (File Ref. No.) (REDMS No. 5809815)

Minutes

CNCL - 51

1.

It was moved and seconded

That the report on the 2017 audited Financial Statements for the Richmond Olympic Oval Corporation from the Controller of the Richmond Olympic Oval Corporation be received for information.

CARRIED

LULU ISLAND ENERGY COMPANY

3. 2017 FINANCIAL STATEMENTS FOR THE LULU ISLAND ENERGY COMPANY

(File Ref. No. 10-6600-10-01) (REDMS No. 5776179 v. 8)

It was moved and seconded

That the Lulu Island Energy Company report titled "2017 Financial Statements for the Lulu Island Energy Company" dated April 10, 2018 from the Chief Executive Officer and Chief Financial Officer, Lulu Island Energy Company be received for information.

CARRIED

RICHMOND PUBLIC LIBRARY

4. 2017 FINANCIAL STATEMENTS FOR THE RICHMOND PUBLIC LIBRARY

(File Ref. No. 03-0905-01) (REDMS No. 5818350)

It was moved and seconded

That the 2017 Richmond Public Library audited financial statements for the year ended December 31, 2017, as presented in the attached report from the Chief Librarian, be received for information.

CARRIED

It was noted that a figure was absent in note 11 on page FIN 104 of the staff report and that Committee would be provided with the updated figures.

FINANCE AND CORPORATE SERVICES DIVISION

 2017 CITY CONSOLIDATED FINANCIAL STATEMENTS (File Ref. No. 03-0905-01) (REDMS No. 5804460; 5828105; 5827301)

It was moved and seconded

That the City's audited consolidated financial statements for the year ended December 31, 2017 be approved.

CARRIED

COMMUNITY SERVICES DIVISION

6. GARDEN CITY LANDS PROJECT TIPPING FEES REVENUES – UPDATE

(File Ref. No. 06-2345-20-GCIT1) (REDMS No. 5781999 v. 7)

It was moved and seconded

- (1) That the General Manager, Community Services be authorized to enter into soil deposit agreements with private contractors for placement of soil on the Garden City Lands (the "Lands") required for the development of the Lands, as detailed in the staff report (the "Report") titled "Garden City Lands Project Importation Fees Revenues - Update," dated April 20, 2018;
- (2) That all net revenues generated through tipping fees on the Lands be reinvested into the Lands to offset any future project related costs, as detailed in the Report;
- (3) That staff be directed to continue implementing the soil enhancement plan, developed in consultation with the Agricultural Land Commission, for the imported soil establishing the farm at the Lands, as detailed in the Report; and
- (4) That materials from YVR not be accepted on the Lands.

The question on the motion was not called as discussion ensued in regards to adjusting tipping fees in response to the market and the importance of not receiving fill from Vancouver International Airport (YVR). Materials depicting alternative farming methods and an extract of Council minutes from June 9, 2014 were referenced and distributed (copy on file, City Clerk's Office.)

In response to questions from Committee, Serena Lusk, General Manager, Community Services, advised that (i) through this process, staff intend to ensure that soil from below is utilized first and then top soil, (ii) there is a significant testing protocol in place, with testing at the source and further testing and screening conducted at the fill site, (iii) top soil could be purchased as an alternative and initial estimates are between \$2.5-4 million for what is required, (iv) other alternative measures to utilize the site could include using other farming practices such as raised beds, (v) best practices for addressing the low level contamination of the soil at the site and the carbon sequestration properties of the peat bog is to bring in soil to place on top, and (vi) Kwantlen Polytechnic University (KPU) has expressed satisfaction with the current protocols for soil testing and placement. Alexander Kurnicki, Research Planner 2, in response to further queries from Committee, commented that KPU is eager to start operations on the site. He further noted that staff are currently implementing a soil amendment plan, and as soon as it is completed, KPU will begin their operations on a small section and the rest of the area will be put under cover crop. Mr. Kurnicki also stated that KPU intends to expand their opportunities for intensive agricultural production and study.

Discussion further took place on arriving at a consensus on the approach for the project and as a result, the following **referral motion** was introduced:

That the report be referred back to staff to liaise with the appropriate stakeholders and report back to the next Council meeting.

CARRIED

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (7:16 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 7, 2018.

Mayor Malcolm D. Brodie Chair Amanda Welby Legislative Services Coordinator



Minutes

Planning Committee

Date: Tuesday, May 8, 2018

Place: Anderson Room Richmond City Hall

City of

Richmond

- Present: Councillor Linda McPhail, Chair Councillor Bill McNulty Councillor Alexa Loo Councillor Harold Steves
- Absent: Councillor Chak Au
- Call to Order: The Chair called the meeting to order at 4:00 p.m.

AGENDA ADDITIONS

It was moved and seconded That Childcare Providers be added to the agenda as Item No. 6A and Unregulated Programs for Children as Item No. 6B.

CARRIED

MINUTES

It was moved and seconded That the minutes of the meeting of the Planning Committee held on April 17, 2018, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

The Chair announced that the May 23, 2018, (tentative date) meeting has been scheduled for $\underline{1:00 \text{ p.m.}}$ in the Anderson Room.

COMMUNITY SERVICES DIVISION

1. HOUSING AGREEMENT BYLAW NO. 9854 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS AT 8511 CAPSTAN WAY AND 3360 NO. 3 ROAD (CONCORD PACIFIC) (File Ref. No. 08-4055-01; 12-8060-20-009854) (REDMS No. 5750265 v. 2)

It was moved and seconded

That Housing Agreement (8511 Capstan Way and 3360 No.3 Road) Bylaw No. 9854 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by the Rezoning Application RZ 17-769242.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

2. APPLICATION BY THE RICHMOND HOSPITAL/HEALTHCARE AUXILIARY FOR A HERITAGE ALTERATION PERMIT AT 3711 AND 3731 CHATHAM STREET

(File Ref. No. HA18-818536) (REDMS No. 5816205)

Wayne Craig, Director, Development, reviewed the application, noting that the Heritage Alteration Permit allows for foundation restoration work, and that future Heritage Alteration Permits will be required for further restoration works to the building, including potential grant funding requests.

It was moved and seconded

That a Heritage Alteration Permit which would permit the construction of a new concrete foundation for the protected heritage building at 3711 and 3731 Chatham Street be issued.

CARRIED

APPLICATION BY ORIS DEVELOPMENTS (HAMILTON) CORP. FOR REZONING AT 23200 GILLEY ROAD (PARCEL 1 HAMILTON VILLAGE) FROM "COMMUNITY COMMERCIAL (CC)" ZONE TO "RESIDENTIAL / LIMITED COMMERCIAL (ZMU35) – NEIGHBOURHOOD VILLAGE CENTRE (HAMILTON)" ZONE (File Ref. No. 12-8060-20-009764; RZ 16-754305) (REDMS No. 5811449 v. 3)

Mark McMullen, Senior Coordinator, Major Projects, reviewed the application, noting that (i) two mixed-use buildings with a total of 225 units are proposed, (ii) the proposed project is consistent with the Hamilton Area Plan (HAP) land use designation and consists of two four-storey buildings sitting atop a parkade, (iii) the applicant will undertake various environmental enhancement work along the Queen Canal Corridor, (v) the applicant will provide enhancements to roads and pathways in the surrounding area, (vi) 15 affordable housing units and 135 basic universal housing units are proposed, and (vii) the applicant will provide a community amenity contribution to the Hamilton Area Capital Reserve Fund of approximately \$1 million in accordance with the Hamilton Area Plan.

In reply to queries from Committee, staff advised that (i) the community amenity contribution will be deposited into the Hamilton Area Capital Reserve Fund, (ii) the affordable housing units will be dispersed throughout the proposed development, (iii) options to include family-friendly affordable housing units can be examined, (iv) the Richmond School District No. 38 and TransLink will be contacted regarding traffic management during construction of Gilley Road, and (v) options to utilize sustainable energy such as geothermal sources can be examined.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9764, to create the "Residential / Limited Commercial (ZMU35) – Neighbourhood Village Centre (Hamilton)" zone, and to rezone 23200 Gilley Road from "Community Commercial (CC)" to "Residential / Limited Commercial (ZMU35) – Neighbourhood Village Centre (Hamilton)", be introduced and given first reading.

CARRIED

4. APPLICATION BY BENE RICHMOND DEVELOPMENT LTD. FOR REZONING AT 6560, 6600, 6640 AND 6700 NO. 3 ROAD FROM "DOWNTOWN COMMERCIAL (CDT1)" TO "HIGH DENSITY MIXED USE (ZMU36) – BRIGHOUSE VILLAGE (CITY CENTRE)" (File Ref. No. 12-8060-20-009855; RZ 15-694855) (REDMS No. 5794819)

Conceptual development plans for the site were distributed (copy on file, City Clerk's Office).

Mr. Craig reviewed the application, noting that the proposed mixed-use development consists of (i) 166 residential units, (ii) nine affordable housing units, made up of one to three bedroom units (iii) retail, restaurant and office uses on the bottom four storeys, and residential units above, (iv) 25 basic universal housing units, and (v) a significant Transportation Demand Management Measures package.

In reply to queries from Committee, Mr. Craig advised that three car share spaces are proposed; however staff will continue to examine other car share opportunities in the City Centre. He noted that there are no proposed bike share options; however the proposed development will include space for bicycle storage.

Staff then noted that staff will be working with the applicant on options to connect the site to a District Energy Utility in the future. Also, it was noted that the Sustainability Department is examining a Service Area Bylaw for this location, which will be bought forward for Council consideration.

In reply to further queries from Committee, Mr. Craig noted that (i) staff will bring forward a report on potential BC Step Code implementation, (ii) all nine affordable housing units will meet the basic universal housing requirements, and (iii) a Servicing Agreement will allow for frontage improvements and upgrades to No. 3 Road including a bike lane, sidewalk, and boulevard improvements.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9855, to create the "High Density Mixed Use (ZMU36) – Brighouse Village (City Centre)" zone, and to rezone 6560, 6600, 6640 and 6700 No. 3 Road from "Downtown Commercial (CDT1)" to "High Density Mixed Use (ZMU36) – Brighouse Village (City Centre)", be introduced and given first reading.

CARRIED

5. RECENT DECISION BY THE EXECUTIVE COMMITTEE OF THE AGRICULTURAL LAND COMMISSION ON AGRICULTURAL LAND RESERVE APPLICATION FOR NON-FARM USE BY SANSTOR FARMS LTD. AT 14671 WILLIAMS ROAD (File Ref. No. AG 16-734186) (REDMS No. 5816224)

John Hopkins, Planner 3, noted that the Agricultural Land Commission (ALC) Executive Committee has reversed the decision made by the South Coast Panel and denied the application for a sand storage depot on the subject property. He added that Committee would be advised should the applicant pursue an appeal.

It was moved and seconded

That the staff memorandum titled "Recent Decision By The Executive Committee of The Agricultural Land Commission on Agricultural Land Reserve Application for Non-Farm Use by Sanstor Farms Ltd. at 14671 Williams Road", dated April 25, 2018, be received for information.

CARRIED

6. SECONDARY SUITES IN DUPLEXES

(File Ref. No. 12-8060-20-009865; 08-4100-01) (REDMS No. 5627478 v. 2)

Steven De Sousa, Planner 1, briefed Committee on the history of duplexes in the city, noting that secondary suites within duplexes are currently prohibited. He added that the proposed bylaws will allow duplex owners the opportunity to legitimize secondary suites. It was further noted that staff anticipates that the costs to meet BC Building Code requirements for secondary suites may be significant, and as a result may limit the number of potential applicants.

As a result of queries from Committee, Mr. Craig noted that should the proposed bylaws proceed to Public Hearing, public notification will be made through advertisements in the local newspaper. He added that should the proposed bylaws be adopted, a bulletin on the new regulations can be posted on the City's website and at the Front of House in City Hall.

It was moved and seconded

- (1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9865, to allow secondary suites as a permitted use in standard two-unit dwelling (duplex) zones, be introduced and given first reading;
- (2) That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9864, to allow secondary suites as a permitted use in arterial road duplexes, be introduced and given first reading;
- (3) That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9864, having been considered in conjunction with:
 - (a) the City's Financial Plan and Capital Program; and
 - (b) the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;

is hereby found to be consistent with the said programs and plans, in accordance with Section 477(3)(a) of the Local Government Act;

(4) That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9864, having been considered in accordance with Section 475 of the Local Government Act and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation;

- (5) That upon submission of a Building Permit application for construction of a secondary suite in a two-unit dwelling (duplex), staff is authorized to discharge any restrictive covenants on title limiting the use of the property to a maximum of two dwelling units; and
- (6) That Council Policy 5042 "Rezoning Applications for Two-Family Housing Districts – Involving Existing Non-Conforming Two-family Dwellings" adopted March 29, 2005, be amended to remove the requirement for the registration of a legal agreement limiting the use of the property to a maximum of two dwelling units.

CARRIED

6A. CHILDCARE PROVIDERS

(File Ref. No.)

A letter from the Child Care Development Advisory Committee, dated April 23, 2018, was distributed (copy on file, City Clerk's Office), and discussion ensued with regard to the shortage of early childhood educators in BC.

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

It was moved and seconded

That the letter from the Child Care Development Advisory Committee regarding the shortage of quality early childhood educators, dated April 23, 2018, be referred to staff.

CARRIED

6B. UNREGULATED PROGRAMS FOR CHILDREN (File Ref. No.)

Letters from Child Care Development Advisory Committee and Vancouver Coastal Health, regarding unregulated programs for children was distributed (copy on file, City Clerk's Office). Committee expressed concern regarding the operation of such businesses in Richmond as recent incidents indicate that particular businesses, despite having a valid business licence, do not necessarily comply with industry standards, and in particular with Technical Safety BC regulations.

Discussion took place on the potential to consider manners in which the City can ensure industry standards are in place when considering a business licence application. Also, it was noted that the City's facilities, such as the Richmond Olympic Oval and community centres, should be examined to ensure compliance with industry standards.

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

It was moved and seconded

- (1) That staff examine the City's business licence bylaws to ensure that particular businesses comply with industry standards prior to the issuance of a business licence and report back; and
- (2) That staff prepare a resolution for submission to the Union of British Columbia Municipalities (UBCM) for consideration calling for provincial regulations for trampoline parks to comply with current ASTM International standards and report back.

The question on the referral motion was not called as the Chair remarked that in their letter dated April 24, 2018, Vancouver Coastal Health has requested that the City work with Union of British Columbia Municipalities (UBCM) supporting the call for provincial regulations for trampoline parks to comply with current ASTM International standards. It was noted that submission of resolutions for consideration at UBCM follow particular guidelines and deadlines.

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

7. MANAGER'S REPORT

(i) Heritage Awards

Barry Konkin, Manager, Policy Planning, noted that the Heritage Commission has awarded three Heritage Awards this year to (i) the Steveston Development Corporation for the retention and use of the original concrete murals from the Fisherman's Credit Union, (ii) the Steveston Historical Society for its Walking Tour Vignettes Program, and (iii) Mr. John Campbell, a volunteer with the Friends of Richmond Archives.

(ii) Steveston Village Permit Application Process

Mr. Konkin advised that staff have developed a new process for all applications in the Steveston Village Heritage Conservation Area to streamline communications and the permit review approval. The City's Heritage Planner will take on a 'project manager' role and will be the single point of contact. He added that a new bulletin will be available at the Front of House at City Hall and may be of interest to those inquiring about development, signs, and required heritage permits in Steveston Village.

(iii) Metro Vancouver – Flavelle Site

Mr. Konkin advised that the Flavelle Mill site in Port Moody has applied for a Regional Growth Strategy amendment. He noted that Richmond is not directly affected, but the proposal does result in loss of industrial land in the region. Mr. Konkin then remarked that staff can prepare a response to Metro Vancouver voicing the City's concerns regarding the loss of industrial land.

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (4:32 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, May 8, 2018.

Councillor Linda McPhail Chair Evangel Biason Legislative Services Coordinator



Report to Committee

Re:	Minoru Centre for Active Living Inaugural Artist-in-Residence Project		
From:	Jane Fernyhough Director, Arts, Culture and Heritage Services	File:	11-7000-09-20-204/Vol 01
То:	Parks, Recreation and Cultural Services Committee	Date:	April 4, 2018

Staff Recommendation

That the concept proposal for the Minoru Centre for Active Living inaugural artist-in-residence project by artist Sylvia Grace Borda, as presented in the report titled "Minoru Centre for Active Living Inaugural Artist-in-Residence Project," dated April 4, 2018, from the Director, Arts, Culture and Heritage Services, be endorsed.

Jane Pernyhough

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

Att.	2
T TCC.	<i></i>

REPORT CONCURRENCE				
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER		
Finance Department Parks Services Recreation Services Facility Services	ল 'ল আ বি	Gum		
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO		

Staff Report

Origin

On March 10, 2014, Council formally endorsed the Public Engagement Plan for the Minoru Major Facility Replacements as the guiding plan for a comprehensive public consultation process, including an objective to ensure the public is engaged and excited about the benefits to the community of these planned facilities.

At the October 14, 2014 Council meeting, Council formally endorsed the Minoru Civic Precinct Public Art Plan as the guiding plan for public art opportunities in the Minoru Civic Precinct, including the proposed Minoru Centre for Active Living.

This report presents the artist residency public art project concept proposal for the Minoru Centre for Active Living Inaugural Artist-in-Residence commission, to build excitement for the opening of the facility and assist in transitioning and introducing new and existing users to the building.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

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

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

Analysis

Previous Artist-in-Residence Projects

Previous Artist-in-Residence projects have been successful in partnering with Richmond community associations and other city organizations to support artists with socially-oriented practices. These include *Harvest Full Moon Project* by local Richmond-based artist Marina Szijarto, with a successful legacy work that continues to be produced on an annual basis by the City Centre Community Association and the artist. Other recent artist-in-residence projects include *spART* by Pierre Leichner at the Thompson Community Centre and *Minoru Seniors Legacy Stories* by Catrina Megumi Longmuir at the Minoru Place Activity Centre. These project-based artist residencies have been successful in building community, encouraging cross-cultural and intergenerational exchanges, and providing an opportunity for individual self-expression and identity through socially engaged art-making practices.

Minoru Civic Precinct Public Art Plan Vision for an Artist Residency Program

This Artist-in-Residence Project aims to create an opportunity to explore in-depth relationships and understandings that will come from the artist and the community working together over a

CNCL - 64

period of time. Artists may have an array of practices including socially-engaged and performance-based art forms that may incorporate both two- and three-dimensional visual art mediums. Consideration will be given to artists with experience and/or interests in engaging culturally diverse and intergenerational community members.

The vision for the Minoru Centre for Active Living is to be exceptional, sustainable, accessible, synergistic, connected and a centre of excellence for active living and wellness. This project supports the guiding principles by:

- Contributing to an inclusive environment and sense of place;
- Creating artworks of the highest quality;
- Achieving synergies between the community user groups, the artist and visitors of Minoru Park Precinct.

Terms of Reference - Minoru Centre for Active Living Inaugural Artist-in-Residence

The Public Art Terms of Reference for the Minoru Centre for Active Living Inaugural Artist-in-Residence (Attachment 1) describes the art opportunity, themes, site description, scope of work, budget, selection process, schedule and submission requirements. Eligibility was for professional artists residing in British Columbia.

Artist Selection Process

During the first stage of the process, eight submissions by artists from the Metro Vancouver region were received. On March 1, 2018, following the Public Art Program's administrative procedures for artist selection for civic public art projects, a selection panel, including three members from Richmond and one arts professional from Vancouver, reviewed the submissions.

Members of the selection panel included:

- Brigitte Fritz, Aquatic Services Board;
- Keith Lang, Minoru Centre for Active Living Program Advisory Committee;
- Cyndy Chwelos, artist, art educator and administrator, and
- Keely O'Brien, 2018 Branscombe House Artist-in-Residence.

City staff attended the selection panel meeting to provide project background and to answer any questions regarding the facilities and administrative processes.

Following discussion and deliberation, the panel shortlisted three artists to attend a finalist interview and provide a presentation on their work and proposal.

The shortlisted artists were:

- Pierre Leichner, Vancouver, BC;
- Sylvia Grace Borda, Vancouver, BC; and
- Emilie Crewe, Vancouver, BC.

CNCL - 65

The shortlisted artists responded to the theme, "Engaging Mind, Body and Spirit," to reflect the multiple functions and users of the new Minoru Centre for Active Living. This theme reflects Minoru Park Precinct's significant role as a centre of sports and community gathering within Richmond and provides opportunities to connect to the site's history for visitors to the Minoru Centre for Active Living and the Minoru Park Precinct.

On March 8, 2018, the selection panel met to interview the three shortlisted artists. Following a thoughtful and considered deliberation, the panel recommended Sylvia Grace Borda for the Minoru Centre for Active Living Inaugural Artist Residency. The Selection Panel was impressed with the artist's experience and creativity in engaging intergenerational participants in a variety of participatory and hands-on art-making activities.

Recommended Artist

Sylvia Grace Borda is an interdisciplinary photography-based artist. Her work has been exhibited and published internationally, with solo exhibitions in the UK, Canada, and Italy. She is currently leading an artist-in-residence program at Kwantlen Polytechnic University examining the role of art and science in learning today. Further information about the artist is contained in Attachment 2.

Recommended Artist Residency Project Proposal

The artist project will appeal to a culturally diverse and multi-generational audience. Participants will be invited to help illustrate "what are you doing?" This question will be asked in relation to the activities visitors usually undertake while at the Minoru Precinct. The artist aims to engage facility users and resident groups at the Minoru Aquatic Centre, Minoru Place Activity Centre, Richmond Cultural Centre and the sports field user groups to identify interest and participation in the types of art projects to be created while working with the artist. Through hands-on and participatory digital media and photography-based art-making activities and dedicated work sessions with community members and arts groups, the artist aims to produce a series of legacy artworks with participants that may include a photography-based on-line archive, temporary art installations, exhibitions, hand-made participant artist books, and a series of framed artist photographs to be displayed at the new Minoru Centre for Active Living (Attachment 2).

The artist describes the project-based artist residency as follows:

"My project goals are to recognize the importance of the users' social and physical activities, and to balance this with the aim of engaging their body, mind, and spirit to create artwork together."

On March 13, 2018, the Public Art Advisory Committee reviewed the concept proposal and endorsed the project. The total public art budget for the Minoru Centre for Active Living Inaugural Artist-in- Residence Project is \$15,000 funded out of the approved Major Facilities Phase I Projects.

Financial Impact

None.

Conclusion

The inaugural artist residency at Minoru Centre for Active Living facility represents an opportunity for an artist to create socially-oriented public artworks that respond to the cultural and social significance of Minoru Precinct. The project aims to create opportunities for cultural and intergenerational exchange and assist in transitioning existing and non-users to the new facility. The proposed artist project supports the goals of the Minoru Centre for Active Living Public Art Plan.

For

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

Att. 1: Artist Call Terms of Reference 2: Artist Project Proposal

ATTACHMENT 1

Artist Call Terms of Reference

call to artists



Figure 1 - Artist renderings for the Minoru Centre for Active Living, yourminoru.ca

OPPORTUNITY

The City of Richmond Public Art Program seeks an artist or artist team with socially oriented practices to engage culturally diverse and multi-generational audiences in anticipation of the opening of Minoru Centre for Active Living, a new multi-purpose civic facility due for completion in summer 2018 in Minoru Park. This inaugural artist-in-residence opportunity invites professional artists with experience engaging seniors, adults, youth, children and individuals with special needs in performance or socially-engaged forms of artistic expression. The artwork will aim to foster individual creative expression and introduce Richmond residents to the amenities of the facility. The artist project will contribute to the programming of the grand opening celebration for this new facility, anticipated for summer 2018.

Budget:	\$15,000 CAD
Eligibility:	Professional artists residing in British Columbia
Deadline:	February 22, 2018 at 5:00 p.m. PST
Duration:	April 2018 – April 2019



Minoru Centre for Active Living

Inaugural Artist-in-Residence

Request for Proposals (RFP)

January 2018



call to artists



The Minoru Centre for Active Living is a new 110,000 square foot multipurpose complex currently under construction in Minoru Park at the heart of Richmond's civic precinct. The new facility will house aquatic and fitness services, seniors' services and amenities to support the park's sports fields. This new facility will replace and expand the functions of the existing Minoru Aquatic Centre and Minoru Place Activity Centre (Seniors Centre), as well as the former Minoru Pavilion.

The Guiding Principles adopted by City Council for the Minoru Centre for Active Living reflect high expectations and will inform forward-thinking design, public art and community-building possibilities:

- Be a "Centre of Excellence for Active Living and Wellness"
- Be Exceptional
- Be Connected
- Be Accessible
- Be Syneraistic
- Be Sustainable

Many current users are looking forward to the opportunities for expanded programming and services that will be provided in this state-of-the-art facility. However, some users may have an element of trepidation, including some who have participated in programs and activities at the Minoru Place Activity Centre and/or the Minoru Aquatic Centre for decades. In particular, some current users feel that they will lose the familiarity, sense of community and belonging they have enjoyed over the years.

THEME

"ENGAGING MIND, BODY AND SPIRIT"

The Artist-in-Residence project will invite Minoru Park amenity users in participatory visual art interventions and/or performance-based work that will aim to build excitement for the new civic facility and assist existing users of the Minoru Place Activity Centre, Minoru Aquatic Centre and former Minoru Pavilion to transition into the new integrated Centre.

The artist or artist team will aim to provide participants with opportunities to express a greater sense of self, identity, community and place through learning, experience, participatory mixed-media or performance-based art making. This may include photography, digital mixed-media, literary and text-based art practices. The work must be publicly accessible and appeal to culturally diverse and multi-generational audiences in Richmond. The artist will work with community to inform and/or co-create physical and/or social legacies for the community.



call to artists



Art happenings, temporary installations and performances can activate places and supplement ongoing programs and services with unexpected and remarkable experiences. Socially oriented artist projects engage the power of the collective imagination and draw people together through the artist's immersive and imaginative experiences. Artists are encouraged to propose projects that activate and respond to the new facility amenity spaces and features.

ARTIST SCOPE OF WORK

The artist or artist team will propose an approach or concept for a projectbased artist residency. The artist will have up to a minimum of 5 months to a maximum of12 months to complete the work. The expectation is for the artist to participate and have a strong presence in the programming for the opening of the Minoru Centre for Active Living, anticipated for summer 2018. As such, it is expected that a significant focus will include engaging current users in the months leading up to the opening of the new Centre.

ARTIST WORKSPACES AND LOCATIONS

The artist or artist team will have access to the existing facilities including indoor and outdoor multi-purpose spaces within the Minoru Aquatic Centre, Minoru Place Activity Centre and Minoru Park. City staff will aim to accommodate the artist requirements; however, some spaces may be subject to scheduling and availability. Artist site-storage requirements can be negotiated. Once the Minoru Centre for Active Living is open to the public, the artist or artist team will have access to the Centre's outdoor plazas, meeting rooms, multi-purpose rooms, and viewing areas. Other amenity spaces may be available subject to availability, scope of work and project feasibility. Please visit yourminoru.ca for additional information on the building features, artist renderings and floor plans.

BUDGET

The total budget established for this project is \$15,000 CAD. This budget includes (but is not limited to) artist fees, production, installation, photography, insurance and all taxes, excluding GST. Travel to Richmond and/or accommodation is at the artist's expense.

ARTIST ELIGIBILITY

This call is open to artists residing in British Columbia. Artists who are currently contracted by the City for a public art commission are not eligible to apply. City of Richmond employees and staff and board members from the following organizations are not eligible to apply:

- Minoru Centre for Active Living Program Committee
- Minoru Seniors Society;
- Richmond Fitness and Wellness Association;
- Aquatics Services Board
- Richmond Sports Council.

5692126



4

SELECTION PROCESS

A selection panel consisting of artists, art professionals and community representatives will engage in a two stage artist selection process to review all artist submissions. Up to five applicants will be shortlisted. A \$100 honorarium will be provided to shortlisted artists to attend an interview with the selection panel. At the conclusion of the process, the panel will recommend one artist or artist team. The selected artist(s) will enter into a contract with the City of Richmond and work to research and develop a detailed proposal to be submitted for review by the Richmond Public Art Advisory Committee (RPAAC) and City Council before starting the implementation phases of the work.

ARTIST SELECTION CRITERIA

The following criteria will inform the artist selection process.

Stage 1

- Artistic ment of statement of intent in response to the identified theme and selection criteria;
- Artists demonstrated ability, qualifications and capacity to undertake and complete the proposed work within the identified time frame;
- Artist proven capacity to work with cultural diverse community stakeholders;
- Appropriateness of the proposal to the Public Art Program goals: www.richmond.ca/culture/publicart/plans/policy

Stage 2

- Artist response to any feedback and follow-up questions from Selection Panel regarding artistic merit of Statement of Intent in response to project theme and goals;
- Artist response to any feedback and follow-up questions from Selection Panel regarding appropriateness of the proposal to the Public Art Program goals: www.richmond.ca/culture/oublicart/plans/policy;
- Preliminary project budget and timeline including, but not limited to: artist fees, materials, production, administration, insurance, installation and documentation;
- Sketches or artist visualizations and/or models, if applicable;
- Artist project sensitivity to environmental concerns with respect to artwork materials, production methods and presentation.

call to artists



SUBMISSION REQUIREMENTS

E-mail all documentation as one (1) PDF document, not to exceed a file size of 5 MB to: publicart@richmond.ca

- INFORMATION FORM Please complete the information form attached to this document.
- STATEMENT OF INTENT (1 page maximum) explaining artist practice, why the artist is interested in this opportunity, proposed conceptual approach to the work or project you would like to implement and produce during the residency and how the project responds to the identified theme and selection criteria.
- ARTIST CV (2 page maximum). Teams should include one page for each member. Please identify relevant present and past work and experience.
- WORK SAMPLES Ten (10) supporting image examples of previous work. One image per page. Please include artist name(s), title, year, location and medium information on each image page. For digital video examples please include URL links to Vimeo, Youtube or other on-line digital media sharing platforms.
- REFERENCES Provide a list of three (3) individuals including name, title, phone number and e-mail who can speak to your abilities.

PROJECT TIMELINE

Submission Deadline:	February 22, 2018 at 5:00 p.m.
Finalist Notification:	March 2, 2018
Finalist Artist Interviews:	March 8, 2018, from 5:30 p.m.*
Duration:	April 2018- April 2019

*Applicants must be available on March 8, 2018, from 5:30 p.m. in the event they are short-listed for the commission.

SOURCES FOR ADDITIONAL INFORMATION

- Minoru Centre for Active Living
- Minoru Precinct Public Art Plan
- Minoru Seniors Society, Minoru Place Activity Centre
- Minoru Aquatic Centre
- Minoru Park

5602126

call to artists

SUBMISSION GUIDELINES

 All supporting documents must be complete and strictly adhere to these guidelines and submission requirements (above) or risk not being considered.

- 11 -

inither the same

6

- All submissions must be formatted to 8.5 x 11 inch pages. Portfolio images would be best formatted to landscape format.
- 3. Submission files must be 5 MB or smaller.
- If submitting as a team, the team should designate one representative to complete the entry form. Each team member must submit an individual resume/curriculum vitae. (See Submission Requirements)
- 5. All documents must be sent by e-mail to: publicart@richmond.ca

ADDITIONAL INFORMATION

- The selected artist may be required to show proof of WCB coverage and \$2,000,000 general liability insurance.
- 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.
- 3. 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 application materials. 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.
- Extensions to the 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

Please contact the Richmond Public Art Program: Tel: 604-204-8671 E-mail: publicart@richmond.ca

5692126

ATTACHMENT 2

Artist Project Proposal for "What are you doing?" by Sylvia Grace Borda

The artist project will appeal to a culturally diverse and multi-generational audience. Participants will be invited to help illustrate "what are you doing?" This question will be asked in relation to the activities visitors usually undertake while at the Minoru Precinct. The artist aims to engage facility users and resident groups at the Minoru Aquatic Centre, Minoru Place Activity Centre, Richmond Cultural Centre and the sports field user groups to identify interest and participation in the types of art projects to be created while working with the artist. Through hands-on and participatory digital media and photography-based art-making activities and dedicated work sessions with community members and arts groups, the artist aims to produce a series of legacy artworks with participants that may include a photography-based on-line archive, temporary art installations, exhibitions, hand-made participant artist books, and a series of framed artist photographs to be displayed at the new Minoru Centre for Active Living.

The artist project goals are to:

- transition existing and new users of Minoru Aquatic Centre, Minoru Place Activity Centre and Minoru Park sports and recreation field users to the new Minoru Centre for Active Living;
- build excitement for the opening of the new Centre in fall 2018;
- enhance the spirit and experience of visitors and users of the Minoru Precinct facilities and Park;
- imagine new ways to show how users day-to-day actions can create artistic outcomes; and
- acknowledge participant contribution and time spent working with the artist.

The participatory artwork may have several outcomes including:

- a digital photography archive with physical or temporary display on site and/or on-line for 'What are you doing?'
- creation of a set of texts to explore ideas of action, participation and art making to engage the mind in new mind-body interactions
- the creation of a set of low-tech artist books/journals that can be developed over one or several visits.
- Temporary and/or permanent legacy artworks that can be installed on walls or other spaces in the new Minoru Centre for Active Living once it is open, in consultation and approval from City staff.

<u>Artist Bio</u>

Sylvia Grace Borda is a Vancouver international award-winning artist. She studied Fine Arts at the University of British Columbia (MFA) and Media & Photography at Emily Carr Institute of Art and Design (BFA). Borda has produced a variety of socially engaged collaborative and interdisciplinary projects since the mid-2000s. Past work includes the *Kissing Project*, engaging residents of Nelson, BC to pose and kiss at important heritage landmarks and places in the City. The artist then incorporated the images into Google Streetview to be accessible by the public.

CNCL - 74

Sylvia has received a number of public grants and awards, including Best Public Works Project for the Province of British ACEC Award of Excellence, Canada (2012) in tandem with the City of Richmond Public Art Commission: *Working River* at the No.4 Pump Station.



Figure 1 – Kissing Project, Sylvia Grace Borda, 2017. John and Theresa Southam, Waits News, Baker Street. Media: Panosphere Google Street View net artwork and print.



Figure 2 - Figure 1 – *Kissing Project*, Sylvia Grace Borda, 2017. Mary Whitlock and Nancy Rosenblum, Cottonwood Falls. Media: Panosphere Google Street View net artwork and print.



Re:	Arts Update 2017		
From:	Jane Fernyhough Director, Arts, Culture and Heritage Services	File:	11-7000-01/2018-Vol 01
То:	Parks, Recreation and Cultural Services Committee	Date:	April 5, 2018

Staff Recommendations

- 1. That the staff report titled, "Arts Update 2017," dated April 5, 2018, from the Director, Arts, Culture and Heritage Services, be received for information; and,
- 2. That the Arts Update 2017 be circulated to the Community Partners and Funders for their information.

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

Att. 1

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

Staff Report

Origin

The Richmond Arts Strategy 2012–2017 was developed to help guide the City's actions to make Richmond a city with a thriving cultural life where the opportunities for participation in the arts are accessible, where artists feel they have a place and are seen as contributing to the community, where cultural industries are welcomed and where cultural activity is visible and supported.

The five strategic directions outlined in the Strategy guide the City and its stakeholders' involvement in supporting Richmond's arts sector and ensuring a thriving and visible arts scene in Richmond:

- 1. Strengthen and support the arts community.
- 2. Increase the number of arts spaces and more effectively use existing ones.
- 3. Broaden the diversity of arts experiences and opportunities.
- 4. Expand public awareness and understanding of the arts.
- 5. Broaden the economic potential and contribution of the arts.

These strategic directions create a solid foundation and help to ensure the City is purposeful in its continued advancement of the arts in the community and that the arts play a strong role in place making, community building, tourism and economic development. This report presents the Arts Update 2017 (Attachment 1), which highlights the year's achievements in the arts.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

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

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

2.4. Vibrant arts, culture and heritage opportunities.

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

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

Analysis

The Arts Update 2017 profiles the year in the arts with particular attention to the programs and activities led by Community Cultural Development, Richmond Arts Centre, Richmond Media Lab, Richmond Art Gallery, Richmond Public Art Program and Gateway Theatre. Together, these accomplishments reflect the City's continued support and investment in the arts.

CNCL - 77

Highlights and achievements of 2017 include:

- The 6th annual Writer-in-Residence program at the Richmond Public Library, Richmond Arts Centre and the Minoru Place Activity Centre, featured BC Book Prize nominated poet and novelist Nilofar Shidmehr. The focus of this year's residency was multicultural storytelling. Shidmehr's workshops included a short story postcard project for youth and a workshop that worked with newcomers to Canada to share their immigration stories. Other workshops encouraged seniors to become a character in their own story and transform their personal experiences into fiction.
- Through a BC Arts Council Youth Engagement grant, the Richmond Art Gallery offered a 10 month mentorship program for youth aged 14-18 which culminated in an exhibition presenting their work alongside landscapes from the Richmond Art Gallery Permanent Collection. Ten young artists worked with guest artists, curators and educators to create new artworks and learn about the curatorial process. Each student created an artwork that was presented in the exhibition, "Beyond the Horizon".
- Several notable works of public art were produced in honour of Canada 150. Among them, *Arrival of S.V. Titania* by John M. Horton, was unveiled in City Hall in April. Later in the summer a mural of the *Arrival of S.V. Titania* by Dean and Christina Lauzé was completed on an outdoor wall in Steveston. *Fraser Giant*, by Henry Lau and David Geary, is a 20 foot long stainless steel sculpture metaphorically representing a 150 year-old white river sturgeon as a symbol of resilience, endurance and strength.
- As part of the Arts Centre programming, the Richmond Youth Dance Company teamed with the Richmond Adult Dance Company to perform an adaptation of Anne of Green Gables, in honour of Canada 150, to an audience of 400.
- The Arts Centre teamed with School District No.38, Vancouver Coastal Health and City Centre, West Richmond, Cambie and Thompson Community Centres to expand Art Truck programming to four elementary schools (Cook, Currie, Grauer and Brighouse). The program covers arts activities, physical literacy and healthy eating and targets students that face barriers to participation in registered programs.
- The 9th annual Children's Arts Festival provided interactive arts programs, theatre and music performances and roving entertainers to more than 9,000 young people on Family Day and the following four school days.
- In the Media Lab students took classes in a diverse range of topics including Acting on Camera, Build a Website, GIF Creation, Filmmaking, Animation, Coding and Video Game Design. There was a 59% increase in participants in 2017 over 2016 as a result of new dedicated staff resources.
- Gateway Theatre continued to provide mentorship and training to students in the performing arts through the Gateway Academy for the Performing Arts, the Secondary School Outreach program, the Conservatory program and the Emerging Artists Program. In addition, Gateway partnered with students in Langara College's Studio 58 for the holiday show, *A Christmas Carol*.

- Over the Culture Days weekend, over 6,000 participants took part in 79 individual activities by 55 different artists and cultural organizations in 28 locations. Participants got a behind-the-scenes look at many of Richmond's cultural spaces and took part in hands-on activities such as calligraphy, watercolour painting, Filipino dance and drumming and a wide range of demos, exhibits and activities.
- The Engaging Community and Public Art Pilot program saw artists-in-residence in two community facilities supporting artists working in communities and enhancing the public's engagement with the arts. "SpART, Bringing People Together Through Sport and Art" by Pierre Leichner at Thompson Community Centre, and "Minoru Seniors Legacy Stories: Looking Back, Looking Forward" by Catrina Megumi Longmuir engaged with community members over the year-long projects.
- Concord Gardens ARTS Units: Through development, 20 Artist Residential Tenancy Studio (ARTS) Units were completed and rented to 20 artists that meet the low income threshold for affordable housing as well as meet the definition of a professional artist. These inaugural artists pursue a range of professional artistic practices including visual art, music, acting, writing and media arts. This new 'village' of artists marks a significant step in the realization of the Arts District envisioned in the City Centre Area Plan.

The report also highlights the significant value and benefits the arts bring to Richmond by encouraging self-expression, creating a sense of community identity and pride, enhancing understanding of issues in society, providing opportunities to develop and foster new skills, and encouraging collaboration and connections. All of these benefits contribute to individual well-being and healthy, sustainable communities.

Financial Impact

None

Conclusion

The Arts Update 2017 highlights activities and achievements in the arts in the community and the importance the arts play in further enhancing Richmond's growth into one of the best places to live, work and play. Art in everyday life creates a sense of meaning and sense of place for citizens. An investment in the arts is an investment in the community's quality of life.

Luk

Liest/G. Jauk Manager Arts Services (604-204-8672)

Att. 1: Arts Update 2017

City of Richmond 201

Arts, Culture and Heritage Services

Canada 150



September 29, 30 & Octot

Richmond

TA9IDITRA9

na

"IT'S NOT WHAT YOU LOOK AT THAT MATTERS, IT'S WHAT YOU SEE." – Henry David Thoreau



TABLE OF CONTENTS

- 6 Community Cultural Development
- **14** Richmond Art Gallery
- 24 Richmond Public Art Program
- 35 Richmond Arts Centre
- 43 Richmond Media Lab
- **48** Richmond Community Centres and Minoru Place Activity Centre
- 50 Gateway Theatre
- 56 Appendix 1
- 57 Appendix 2
- 59 Appendix 3

Introduction

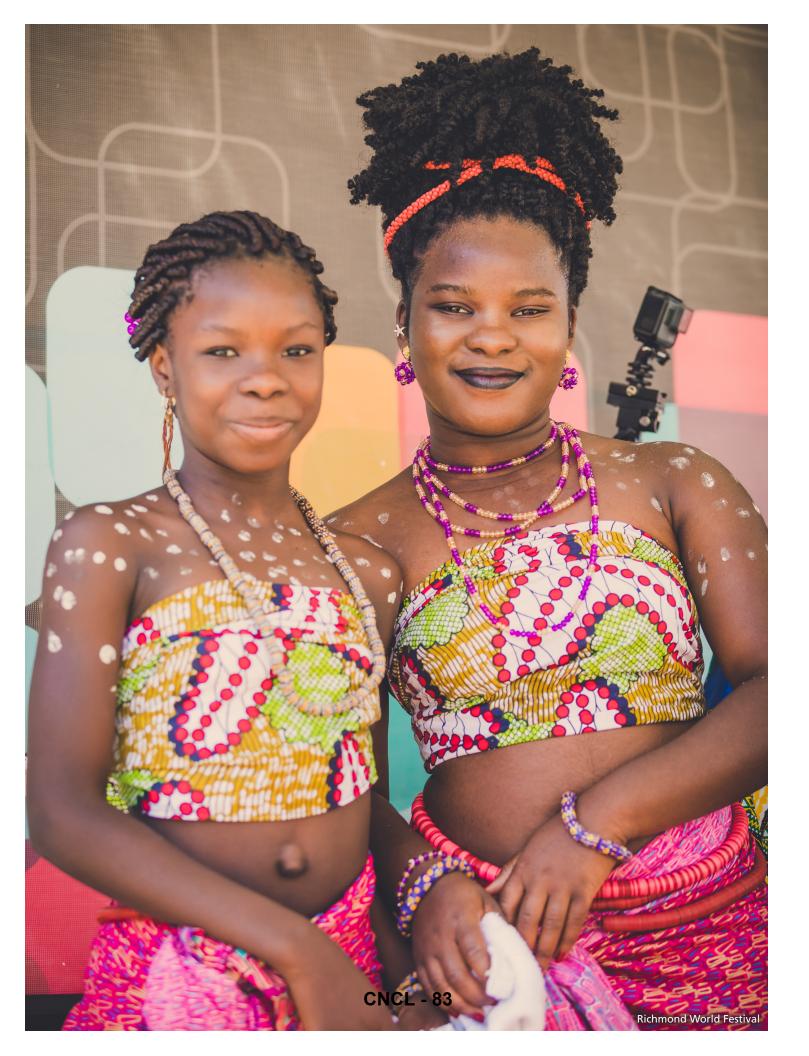
In 2017, Canadians were called on to celebrate the 150th anniversary of Confederation by coming together and celebrating what it means to be Canadian, and the arts played a major role in this national reflection.

The arts are particularly fitted to this task — to activate joy and camaraderie, evoke memories and nostalgia, and offer depth and introspection. Additionally, through the arts, we can articulate intangible and difficult to articulate feelings of what it means to be Canadian. The Canadian Arts Coalition reports that 87% of Canadians believe that the arts and culture help us express and define what it means to be Canadian while a 2017 Hill Strategies study found that 95% of their survey respondents believe "Arts experiences are a valuable way of bringing together people from different languages and cultural traditions."

Richmond embraced Canada 150 celebrations through a multitude and variety of activities and events. The 2017 Arts Update captures this spirit in addition to recording the many ways the City continues to foster a healthy arts scene that contributes to achieving the 2014–2018 Council Term Goal of *A Vibrant, Active and Connected City*, along with strong neighbourhoods, effective social service networks and outstanding places, programs and services that support active living, wellness and a sense of belonging.

As this report was prepared in early 2018, the Department of Arts, Culture and Heritage launched ArtWorks: Richmond Arts Strategy 2018–2022, a public consultation and engagement process that will guide and contribute to a new Richmond Arts Strategy. Our hearts, minds and bodies are varied and variable. Our community is similarly diverse, with a wide range of needs, interests and personal tastes. A commitment to provide a wide range of opportunities to participate in and experience the arts is essential to Richmond's aspiration to be the most appealing, livable and well-managed community in Canada.

Throughout the document, you will see coloured icons to show how the year's activities help to advance the five strategic directions of the Richmond Arts Strategy 2012–2017. Events enhanced by or presented in honour of Richmond Canada 150 are also identified.



Richmond Arts Strategic Directions



1. Strengthen and support the arts community



2. Increase the number of art spaces and more effectively use existing ones



3. Broaden the diversity of arts experiences and opportunities



4. Expand public awareness and understanding of the arts



5. Broaden the economic potential and contribution of the arts



6. Indicates events or programs presented as part of Richmond Canada 150



2017 RICHMOND ARTS AWARDS WINNERS

Arts Education: Mr. Tony

Artistic Innovation: Border Free Bees

Business and the Arts: Lansdowne Centre

Volunteerism: Nan Baardsen

Youth Arts: Anna Toth

Cultural Leadership: Community Arts Council of Richmond

Community Cultural Development

Richmond Arts Awards 🎔 🚍

C reated in partnership with the Richmond Arts Coalition in 2009, the ninth annual Richmond Arts Awards recognized artistic achievements and contributions to the cultural community by residents, artists, educators, organizations and business leaders. The purpose is to:

- honour major contributions by individuals, organizations and businesses to the arts;
- cultivate greater visibility and understanding of the value of the arts;
- encourage excellence and build new leadership within the arts community; and

develop patrons for the arts.

This year, 81 nominations were reviewed and finalists were promoted with website announcements, emails to the arts community and a series of ads in the *Richmond News*. The winners in six categories were announced at the Richmond Arts Awards ceremony in Council Chambers on May 16.

Mayor Malcolm Brodie presided over the ceremony which was attended by approximately 110 people. Special guests included guest speaker Christopher Gaze, founding artistic director of Bard on the Beach, and performances by Rob Fillo, Richmond Delta Youth Orchestra and the Canadian YC Chinese Orchestra.

Lulu Series: Art in the City 🗏 🗸

The 2017 Lulu Series of guest speakers presented three free-to-the-public levents about Art in the City and its importance to creating connections between citizens and their communities:

March 9: David Vertesi, founding Executive Director of the Vancouver Mural Festival discussed how collaboration is connected to innovation. He outlined how in its inaugural year, the Vancouver Mural Festival brought together thousands of onlookers and successfully mobilized more than 150 businesses, organizations and artists to work cooperatively to create a unique public celebration. His talk was preceded by a short performance by local beatboxer, Shamik. Attendance: 103

April 6: Renowned architect, John Patkau of Patkau Architects offered insights into how galleries and museums are becoming dynamic sites of expression where the boundaries between disciplines and cultural product, production and consumption, are being redefined, broken and even eliminated. Richmond-based tar and sitar player Ali Razmi took the stage preceding this talk. Attendance: 110

May 4: Award-winning interdisciplinary visual artists, facilitators and community organizers, Eric Moschopedia & Mia Ruston used their collaborative practice as a case study to illustrate the different ways in which community can be created through performance. Their talk was preceded by a short performance by spoken word poet, Dia Davina. Attendance: 57

Arts and Culture Grant Program 🎔 🛹

The grant helped us sustain our programming and attend world class professional events to expand our knowledge and network. By helping Cinevolution to bring experimental media art to public spaces, the grant also created valuable opportunities for artists to interact with new audiences, many of whom are encountering this art form for the first time.

- Cinevolution Media Arts Society

he City's Arts and Culture Grants Program was implemented in 2011 to strengthen the infrastructure of arts and culture organizations, increase the investment in arts opportunities, show support for the careers of local artists and support a wide range of artistic and cultural activity. The program offers two types of grants: Project Assistance and Operating Assistance to registered non-profit arts and culture organizations.

On February 6, Council approved the distribution of \$109,754. A total of \$89,454 in Operating Assistance was distributed to twelve recipients and \$20,300 in Project Assistance went to six adjudicated programs and projects. (See Appendix 1). Over the summer, each of the grant recipients met individually with staff to discuss the progress of their programs and share feedback about the grant application process.

On November 9, the City hosted a professional development workshop for these grant recipients. The workshop introduced the Non-Profit Lifecycles Model to 45 participants and was designed to help organizations identify individual organizational development challenges and opportunities. The workshop was followed by a networking reception.



Minoru Chapel Opera 🍙 🖐 🚍

In 2017, the Minoru Chapel Opera series offered a spring season of three concerts (each with a matinee and evening performance) in the historic Minoru Chapel. On October 4, East Van Opera performed Alma: Arias and Duets in Concert; on November 1, Burnaby Lyric Opera presented Highlights from the Grande Opera; and on December 6, City Opera Vancouver regaled concert-goers with a holiday-inspired performance, Come Sing With Us!

Culture Days 🎔 🏚 🚍 🛹 🍁

The ninth annual Culture Days (September 29 to October 1, 2017) was another highlight of the year with Richmond continuing to be recognized as a leader in this Canada-wide movement to raise awareness, accessibility, participation and engagement in the arts with free, hands-on and interactive activities.

Among the offerings were costumed walking tours around Steveston and a behind-the-scenes peek at many of Richmond's cultural spaces, including the Gulf of Georgia Cannery. There were also free hands-on activities in calligraphy, watercolour painting, Filipino dance and drumming; and a wide range of demos, exhibits and activities in 28 different locations across Richmond. The Richmond Cultural Centre was, once again, a hub of arts and cultural activities, including pottery demonstrations, interactive workshops and creative performances. The Cultural Centre's outdoor Plaza was animated throughout the weekend with drumming workshops, a pop-up musical stage, live painting demonstrations and food trucks.

In terms of numbers, Richmond played host to 79 individual activities by 55 different artists and cultural organizations in 28 locations over the three-day weekend. This total is raised to 116 if multiple-day activities are accounted for and the combined attendance for these activities is estimated to be 6,000.

In the national Culture Days "Top Ten" lists, the City of Richmond ranked number three on the list of cities with population 50,000-499,999 for largest number of activities and was in the Top Five cities across Canada.

Culture Days provides beneficial professional development opportunities for local artists beyond the experience of organizing a public activity. The national website offers a wide range of how-to's and peer learnings. Artists and organizations that participate in Culture Days are provided with packages of promotional materials (some provided by the national Culture Days office) including posters, programs, balloons, buttons, tattoos, bookmarks and more. Feedback from artists and event organizers continues to be excellent; all (100%) that responded to the follow-up survey found the event to be a positive experience and would both participate next year and recommend others to join in.

Our event was great! Lots of enthusiasm from the participants which is what it's all about. We were amazed at the talent of some very young artists.

- Community Arts Council of Richmond



- organizations
- **79** free, interactive public activities
- 6,000 estimated attendees
- 28 event locations across Richmond
- **100%** of surveyed activity organizers felt positive about their experience





Writer-in-Residence 🎔 🖐 🚍

T n Fall 2017, Richmond hosted its sixth Writer-in-Residence program at the Richmond Public Library, Richmond Arts Centre and Minoru Place Activity Centre. Poet and novelist Nilofar Shidmehr led a series of events in October and November that gave Richmond residents the opportunity to engage with a professional writer.

Shidmehr is a BC Book Prize-nominated writer with four books of poetry in English and Farsi. During her residency, she provided innovative workshops, public readings and one-on-one manuscript consultations. The focus of this year's residency was multicultural storytelling and, as an immigrant to Canada herself, Nilofar provided invaluable professional and personal insight to students from diverse backgrounds on how to write from a multicultural perspective.

I appreciated her confidence in our ability to write a short story. She made it possible for us to collaborate with others and made it fun and interesting. I now feel more inspired to write more and join a writing group.

- Write Yourself into a Fictional Character workshop participant

Through her residency, Shidmehr illustrated her commitment to encouraging people from different cultural backgrounds to explore storytelling through writing. Her workshops included a short story postcard project for youth and a workshop that encouraged newcomers to Canada to share their immigration stories. Other workshops encouraged seniors to become a character in their own story and transform their personal experiences into fiction.

The Writer-in-Residence program opened with a public reading, Q&A and launch event on September 30 as part of Culture Days at Brighouse Library where her series of free programs was introduced. During her residency, Nilofar also

offered consultations for local aspiring authors to have samples of their writing evaluated and discussed one-on-one with her.

The residency concluded with a multi-generational performance on November 25 where program participants from three different workshops shared writing developed at workshops in the previous weeks to an audience of 41 people.





Richmond Maritime Festival 🎔 🍙 🖐 🛹 🍁

The 14th annual Richmond Maritime Festival at Britannia Shipyards National Historic Site attracted an estimated 40,000 visitors on August 12 and 13. A major theme at this year's event was wooden boats and the festival included a variety of wooden boat programming and displays. The heritage site was transformed by delightful maritime-themed art installations, roving costumed characters, staged performances featuring local talents and many exhibits and interactive creative activities involving artists and artisan guilds including the Richmond Carvers Society, Steveston Maritime Modellers, Richmond Pottery Club, Richmond Weavers and Spinners Guild, Richmond Delta Youth Orchestra and Richmond Gem and Mineral Society among many other organizations. Richmond-based artist, Atheana Picha, was selected to create the illustration for the annual promotional campaign. The festival was programmed in partnership with the Richmond Arts Coalition and the Britannia Heritage Shipyard Society.



Richmond World Festival 🗢 🍙 🖐 🛹 🛉

The third annual Richmond World Festival expanded to a two-day event over the Labour Day long weekend. The festival was a high-energy international showcase of music, food, sport and arts. Among the plethora of cultural offerings, visitors (an estimated 45,000) enjoyed exciting technological media installations at the Your Kontinent Digital Carnival presented by Cinevolution Media Arts Society, a Chinese opera program at the Bamboo Theatre presented by the Vancouver Cantonese Opera Society, spoken word performances by many of the region's top poets and numerous performances by the city's best dance groups and musicians. The festival's headline artists included Tokyo Police Club, Dragonette and Korean hip-hop star, Verbal Jint.





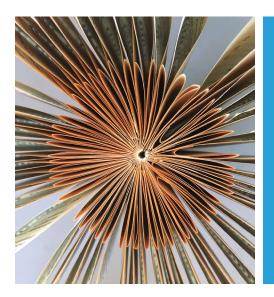
A s the second annual Branscombe House artist-in-residence, professional visual artist Barbara Meneley presented a range of free public programs in exchange for live/work studio space upstairs in this treasured heritage building, one of the earliest homes built in the Steveston area.

11

During her year-long tenure in Steveston, Meneley offered workshops that introduced local residents to a variety of creative techniques including paper folding, painting and felting. Her events attracted more than 600 participants to historic Branscombe House. The artist also participated in City-operated events including Doors Open, Richmond Delta Heritage Fair, Richmond Maritime Festival and Culture Days, and presented a talk at the Richmond Art Gallery.

The call to select the third annual artist-in-residence attracted 30 proposals from artists around the world. A panel representing the local arts community worked with staff to select theatre artist, Keely O'Brien, as the successful applicant. O'Brien is a Vancouver-based interdisciplinary artist who incorporates intricately handmade objects into innovative theatre productions. During her 2018 residency, she plans to explore the experience of making and losing a home. The webpage at richmond.ca/branscomberesidency is updated regularly to keep the public informed about upcoming free public programs.





I recently had the privilege of participating in one of the art workshops offered by Barbara Meneley through the Artist-in-Residence Program at Branscombe House. It was such an amazing three weeks creating art and meeting other members of the Richmond community.

Andrea Paterson, residency workshop participant





CONCORD GARDENS ARTS UNITS

In 2013, through the development and rezoning process, the City secured the provision of 20 affordable Artist Residential Tenancy Studios (ARTS) units to be part of the Concord Gardens Development at 8833 Hazelbridge Way. Owned and managed by Concord Pacific, these specially designed street level townhouse units are rented under the same terms as typical affordable housing units with the added criteria that tenants must meet the definition of "professional artist" as described by the Canada Council for the Arts.

In 2017, the Concord Gardens ARTS units were rented to 20 artists who met the income and career criteria for this innovative housing program. These artists pursue a range of professional artistic practices including visual art, music, acting, writing and media arts. This new "village" of artists marks a significant step in the realization of the Arts District envisioned in the Official Community Plan for City Centre.

Richmond Artist Directory E-list 🛡 🛹

S ince 2009, Arts Services has annually sent dozens of emails throughout the year to Richmond's arts community to keep them informed about City-led opportunities and programs for and of interest to them. The list currently has more than 415 recipients including individual artists and cultural organizations who receive occasional messages to alert them to Artist Calls, funding deadlines, promotional opportunities, professional development workshops and more.

In 2017, 30 emails were circulated which included graphically inviting and vivid images and links to our social media accounts.



Community Partnerships 🎔 🍙 🖐 🚍 🍁

In 2017, the Community Cultural Development office provided support to various community-driven cultural initiatives to help bring them to fruition. The office partnered with DOXA to bring a screening of a documentary on Maya Angelou to the Richmond Cultural Centre, co-presented a lunchtime music series with the Community Arts Council of Richmond and worked with the Richmond School District to present a musical jazz performance by high school summer school students in City Hall Plaza.

Arts Services also provided support to the Steveston Grand Prix of Art (with Heritage Services and Major Events) and exhibited a portion of a 252-metre long, hand-painted Chinese scroll in City Hall as part of the Richmond Canada 150 celebration.





Richmond Art Gallery

Richmond Art Gallery is a nationally recognized municipal gallery known for its diverse array of exhibitions that engage with issues and ideas of importance to our community, featuring Canadian and international artists. Richmond Art Gallery exhibitions, educational programs and events contribute to the growth of a vibrant cultural community in Richmond.

Exhibitions 🎔 🖐 🥅

The Richmond Art Gallery presented six exhibitions in the Gallery in 2017, representing emerging to senior artists from Canada and beyond, highlighting a range of contemporary artistic mediums.

CONFLUENCE

Meryl McMaster January 15–March 19, 2017 Curated by Heather Anderson

Confluence presented photographer Meryl McMaster's colour photographs exploring the fluid domain of identity. Placing her body centrally in front of the camera, the artist transformed her appearance with elaborate costumes and props she created and inhabited as alter egos. An artist of Plains Cree and Euro-Canadian heritage, McMaster explores the dimensions of her own sense of identity, and the complex history of the photographic representation of Indigenous peoples.

Confluence was organized by the Carleton University Art Gallery and was accompanied by an award-winning publication with essays by Gabrielle Moser and cheyanne turions, as well as an interview with McMaster by CUAG curator Heather Anderson. The exhibition was supported by the Canada Council for the Arts.

2017 EXHIBITION ATTENDANCE

- 4,921 Meryl McMaster: Confluence
- **4,334** Mark Haney & Seth: Omnis Temporalis/Michael Bednar: The Fraser Living River
- 1,981 Beyond the Horizon
- 2,547 Eternal Return
- 1,300 ArtRich2017



OMNIS TEMPORALIS Mark Haney and Seth April 9-June 25, 2017

Omnis Temporalis was a collaborative project that combined artistic genres drawing together the work of renowned Canadian cartoonist Seth with original music and performance by Vancouver-based composer Mark Haney. Inspired by Seth's picture novella, George Sprott: 1894-1975, Haney's original musical work, written over four years, explores the mutability of identity in the context of Seth's fictional city of Dominion. Notably, "Omnis Temporalis" is also the written motto beneath Dominion's Coat of Arms, foreshadowing the inevitability of change. Through various portrayals of the eponymous protagonist of the novella, George Sprott, and other Dominion characters, Seth's narrative comic explored themes of identity, time, change, loss and memory. Ten live performances of Omnis Temporalis were held in the cardboard radio station set designed by Seth. The exhibition was supported by the Canada Council for the Arts and the BC Arts Council.



THE FRASER LIVING RIVER Michael Bednar April 9-June 25, 2017

The Fraser Living River was a photographic installation developed in partnership with Richmond Public Art and Capture Photography Festival. In this depiction of the Fraser River's integral role within Richmond, Bednar documented industry and activity found in our local river delta. This installation is part of a larger project in which the artist is attempting to photograph the entire river from the headwaters at the Continental Divide to its terminus at the Pacific Ocean, examining the ecologically and culturally diverse river that flows through 11 of BC's 14 biogeoclimatic zones.

Meryl McMaster, a very powerful way of showing her emotions and culture through art. She touched my soul in a very emotional way.

- Gallery visitor, Richmond



BEYOND THE HORIZON Selected Landscapes from the Collection July 8–August 20, 2017 Curated by Dr. Hilary Letwin

Absolutely stunning and profound work! Such a pleasure to see this collection

– Gallery visitor, North Vancouver, BC

With pieces dating from 1932 to 1994, the works in *Beyond the Horizon* celebrated the natural beauty of Canada while depicting how landscape painting in Canada has changed over the course of 60 years. These Collection works were presented alongside artworks by local youth ages 14-18 years, who were part of the Gallery's 10-month Youth Mentorship Program. These young artists worked weekly with Gallery staff

and professional artists to develop their practice and to create new artworks in response to the Collection works in this exhibition as well as to the overall theme of the Canadian landscape.

ETERNAL RETURN 🌞

Alanna Ho, Barb Choit, Kevin Day, Lucien Durey and Anchi Lin September 10–November 19, 2017 Curated by Sunshine Frère

Eternal Return involved five artists who developed new art works in response to artefacts they selected from the Richmond Museum's Migration Collection. Each developed their work through an investigation of Richmond's material history offering new perspectives with which to engage in our sense of place and time. Thematically, the exhibition broadly expanded on the notion of the "eternal return," a concept that appears in philosophy, ancient and contemporary cultures, metaphysics and science-fiction that purports that the universe and all existence and energy has been recurring, and will continue to recur, in a self-similar form an infinite number of times across infinite time or space.



ARTRICH 2017 ***** Organized by Richmond Arts Coalition December 1–31, 2017

The Gallery was pleased to host the Richmond Arts Coalition's biannual juried exhibition, *ArtRich 2017*. The exhibition featured artworks by 42 local and regional visual artists from the Lower Mainland and provided an opportunity for emerging and established artists from Richmond and nearby communities to exhibit together and celebrate local talent.

ARTIST SALON SERIES

Artist Salon Series, is a free monthly professional development and community-building program for visual artists supported through the City of Richmond's Arts and Culture Project Assistance grant program. The series connects local emerging and established artists, particularly those who live or work in Richmond, with professional artists and arts workers to provide information, feedback and discussion on career development opportunities. The program also offered a space for local artists to connect and network, learn from each other through critique and discussion sessions, and to develop a stronger artist community in Richmond.

"Since its inception, the program has been an outstanding opportunity for me. It provided me with a platform to learn skills I need to navigate the local art industry. Its unique format covers a wide range of topics that aren't traditionally taught in art schools, and I truly appreciate opportunities to learn from presenters representing different areas of art industry." "A one-of-a-kind program that must continue, not only for the benefit to local artists, but to RAG and the City of Richmond. It has certainly put the City of Richmond and RAG at the top of artist support in the Lower Mainland."

– Artist Salon participant, Savina P.

– Artist Salon participant, Daina K.

Community Outreach and Programs 🍙 🖐 🚍

ARTIST INTERVIEWS ON VIDEO

For each exhibition, the Gallery produces video interviews of the artists or curators talking about their work. In 2017, the Gallery produced four videos:

- Meryl McMaster for Confluence
- Mark Haney & Seth for Omnis Temporalis
- Guest Curator Dr. Hilary Letwin and the 10 student artists for *Beyond the Horizon*
- Guest Curator Sunshine Frère and the artists Alanna Ho, Barb Choit, Kevin Day, Lucien Durey, Anchi Lin for *Eternal Return*

YOUTH MENTORSHIP PROGRAM: Beyond the Horizon

The Gallery received a BC Arts Council Youth Engagement grant to develop a 10-month mentorship program from November 2016-August 2017 for youth ages 14–18 culminating in an exhibition presenting their work alongside landscapes from the Richmond Art Gallery Permanent Collection. Ten young artists from across the Lower Mainland participated, meeting weekly working with Melanie Devoy, Program Facilitator; Kathy Tycholis, Education and Public Programs Coordinator; Dr. Hilary Letwin, guest curator; and guest artists Diyan Achjadi, Keith Langergraber and Tsema Igharas to create new artworks and learn about the curatorial process. Each student created an artwork that was presented in *Beyond the Horizon*, and wrote an artist statement that was included in the gallery exhibition publication.





ART AFTER DARK REMIX

Sponsored by the Hamber Foundation as a one-year pilot project, the gallery partnered with the Richmond Youth Media Program to host free monthly drop-in sessions for youth and young adults to explore and experiment with hands-on art and music activities. A guest DJ, visual artist, performance artist, or new media artist was invited each month to lead a hands-on art activity and/or perform for visitors. Activity themes or selected artists were programmed to connect to the gallery's current exhibitions and over the course of the year, participants had the opportunity to try their hand at printmaking, textile arts, collage, drawing and painting, as well as experiment with new media including DJ equipment, digital projections and various computer-aided audio programs. Guest artists for the year were DJ Ostwelve, DJ Beaubien, DJ Zsaz, Marina Szijarto, Mark Haney, Sean Karemaker, Co.Crea. Tive Collective, DJ Whiz, Amy Heustis, Lucien Durey and Alanna Ho.

Exhibition-related Public Programs

D uring the *Confluence* exhibition, Meryl McMaster led a tour of her exhibition prior to the Opening Reception. A few weeks later, this talk was followed up with an informal discussion with invited guest panelists Tarah Hogue, Curator/Communications Director with grunt gallery; Michelle Jacques, the Art Gallery of Greater Victoria Chief Curator; and Jordan Wilson, co-curator of the 2015 exhibit $\dot{c} \circ sna^2 \circ m$, the city before the city at the Museum of Anthropology. This afternoon session was moderated by Richmond Art Gallery Director, Shaun Dacey. Throughout the exhibition, many free group tours were provided to local high school groups and the gallery also hosted a bus tour from members of the Surrey Art Gallery Association.

During *Omnis Temporalis*, the gallery hosted 10 free performances of *Omnis Temporalis* by Mark Haney and his group of actors and classical musicians who re-enacted the comic novella *George Sprott: 1894-1975* by Seth. They performed for a wide range of audiences including preschool and elementary school children, families, seniors, high school music students and young adults. Performances were also held as part of larger events including Doors Open Richmond, Richmond Regional Heritage Fair, and the Gallery's Family Sunday program. Overall, more than 400 people viewed the *Omnis Temporalis'* performances. The performances were complemented by



CNCL - 97
Support 🍙 Art Spaces 🖐 Diversity 🥽 Public Awareness 📈 Economic Potential 🌞 Canada 150

workshops and events based on the art of the comic book, which included local comic book artist Sean Karemaker leading several drawing workshops for children, teens and adults; a large "Drink and Draw" event for comic book artists and animators; and a film screening of a documentary on the life of comic artist Seth.

For *Beyond the Horizon*, the gallery hosted a tour with all of the students involved in the Youth Mentorship Program. Each student spoke about their work in the exhibition. Later in July, the gallery hosted a talk led by guest curator Dr. Hilary Letwin with two of the exhibiting collection artists, Susan Gransby and Lesley Poole. The artists shared stories of their work created in the 1990s, and the art scene in the Lower Mainland at that time.

During the Richmond World Festival, the gallery offered a "sneak peek" of the exhibition Eternal Return before it opened to the general public. In addition to viewing some of the works, visitors were invited to create their own handdrawn buttons to wear throughout that festival weekend. The Gallery hosted an exhibition tour led by guest curator Sunshine Frère, who also moderated a panel discussion with the artists Barb Choit, Kevin Day and Anchi Lin to further introduce their work and art practices to a broader audience. Throughout the exhibition, artists Lucien Durey and Alanna Ho performed short musical compositions at various Gallery programs including Family Sunday, Art After Dark Remix and Culture Days weekend. The Gallery also offered exhibition tours in English and Mandarin during the Culture Days weekend.

Ongoing Public Programs 🖐 🚍

T n addition to the many exhibition-based programs offered, year-round the L Gallery presents a variety of opportunities for the public to appreciate and learn about art. These programs offer diverse entry points into the exhibitions depending on the visitor's comfort level and learning style. These programs include:

FAMILY SUNDAY

The Family Sunday program remains a popular monthly program for Richmond families. This program averages 100 participants per month, many of whom are regular monthly visitors, who engage with exhibition-related art activities for all ages. Family Sunday also provides training and job skills to a team of youth volunteers who assist in the coordination of the program.

SCHOOL ART PROGRAM

The Richmond Art Gallery School Art Program introduces students from Preschool to Grade 12 to the world of contemporary art through interactive gallery tours and exhibition-based, hands-on art activities. The program also provides professional development opportunities for teachers with workshops and resources online to help incorporate contemporary art practices and content on local, regional and national Canadian art and artists into their lessons.

2017 SCHOOL ART PROGRAM **BY THE NUMBERS**

126 school tours and workshops

3,002 students





The Richmond Art Gallery School Art Program is one of the most respected in the region for offering high quality educational programming as well as introducing students to concepts and unique art-making experiences they would not otherwise experience. Because of this, the program has grown beyond Richmond to now serve Delta, Ladner, Surrey, Tsawwassen, New Westminster and Vancouver area schools. In 2017, 126 tours and workshops were provided to 3,002 students aged 3–18.



"I look forward to taking my class to the Richmond Art Gallery School Program each year. Once again, the exhibition had a direct link to the curriculum we were studying in class, and the students were abuzz with connections. Thank you for making wonderful art accessible to us in our own community!"

– Andrea Dosen-Argao, Richmond Teacher Volunteer positions in the program offer mentorship opportunities for youth, and ways for new residents to connect with their community. In 2017, the School Art Program continued its partnership with the UBC Faculty of Education in their Community-Based Field Experience program. This mentorship program pairs students from the Teacher Education program with community organizations to allow teacher candidates to gain experience teaching in non-school contexts. Kim Mui, a secondary English teacher candidate from Richmond, and Emily Perkins, an elementaryyears candidate, did three-week practicums with the School Art Program's Coordinator Melanie Devoy. The program is sponsored by TD Bank Group.

ART CLASSES AND WORKSHOPS FOR CHILDREN

In February, more than 215 children attended art workshops held at the Gallery during the Children's Art Festival and 748 children and adults participated in the free drop-in art activities held during Family Day. During Spring Break, 30 children ages 6–12 participated in a Spring Break Art Intensive focusing on drawing, painting, mixed media and printmaking projects that related to the Meryl McMaster exhibition. Over the summer, 27 children participated in the Summer Studio Art Classes for ages 4–8. During these week-long courses, the young students created daily art projects based on their responses to the *Beyond the Horizon* exhibition. Youth volunteers assisted the instructors and students for all these classes and workshops, providing more than 30 youth with job experience working in the classroom.

I love you RAG, this was fabulous! Love all the artist Pro-D you provide; it is so helpful, and practical. And that you offer this all for free, I cannot tell you enough that I love the RAG.

- Sonja H., Participant of Art At Work workshops

This spring, the Gallery partnered with the BC branch of Canadian Artists' Representation/Le Front des Artistes Canadiens (CARFAC), a non-profit corporation that serves as the national voice of Canada's professional visual artists, to present a series of professional development workshops for artists. Through a grant received by CARFAC BC, the Gallery was able to hire professional arts instructors to provide intensive writing workshops for artists to develop guality materials required for use in grant applications, exhibition proposals and residency applications. The sessions were limited in size, to ensure that each participant received one-on-one feedback from the instructor, as well as peer feedback on their written materials.

CITY HALL GALLERIA EXHIBITION 2017

The Richmond Art Gallery organizes exhibitions by local artists for display at Richmond City Hall. In 2017, the Gallery presented the following exhibitions:

- Visual Conversations: Blurring the Lines by Paul Clarke, March 7–April 24
- Inside, Looking Out by Glen Anderson, Leanne Currie, David Dorrington, Marina Szijarto, Liane Varnam and Tom Wren (co-produced by Nadeane Trowse), April 25–June 12.
- The Flower Statement Series by Wu Yang, June 13–August 28
- Poppy Fields and Forests by Ginny Wilkie, August 29–October 2
- Endless Possibilities by Richmond Society for Community Living, October 3–November 10



IN 2017, THE RICHMOND ART GALLERY WAS AWARDED A COMMUNITY LIVING AWARD FROM THE RICHMOND SOCIETY FOR COMMUNITY LIVING. EACH YEAR. OPUS ART SUPPLIES DONATES 14 CANVASES FOR RSCL PARTICIPANTS TO PRODUCE NEW WORK FOR THEIR CITY HALL GALLERIA EXHIBITION.



Funding 角 🖐 🛹

The Gallery benefits from financial and in-kind support of many organizations. In 2017, the Gallery received cash and in-kind assistance from three levels of government, businesses, private foundations and individuals.

RICHMOND ART GALLERY ASSOCIATION

Richmond Art Gallery Association (RAGA) is an independent, non-profit society formed to support the Richmond Art Gallery through fundraising, membership and advocacy. In 1987, RAGA was registered as a non-profit society to enable the Gallery to receive donations and issue tax receipts as a charitable organization.

By supporting educational and public programming, RAGA provides the community with opportunities to learn about contemporary art and participate in art-making activities. Proceeds from RAGA's fundraising efforts contribute to the Gallery's active program of artist and curator talks, panel discussions, tours, workshops and video interviews as well as brochures and catalogues that serve as interpretive texts accompanying exhibitions.

In 2017, in celebration of its 30th anniversary, RAGA hosted *Light Up The Night*, a 1980's themed fundraising gala and art auction. The event was a joyous success with more than \$10,000 in funds raised.

Partnerships 🍙 🖐 🤝 🛹

The Richmond Art Gallery has developed and continues to consolidate relationships with numerous community partners such as the Canadian Artists Representation / Les Front des Artistes Canadiens (CARFAC) BC, Richmond School District, Richmond Public Library, Richmond Museum Society, Richmond Public Art Program, Richmond Arts Centre, Richmond Media Lab, SUCCESS, Richmond Delta Youth Orchestra, City of Richmond Seniors Services, UBC Faculty of Education and Vancouver Asian Heritage Month Society.

New partnerships in 2017 include those with Richmond Youth Media Program, Richmond Arts Coalition, Vancouver Comic Arts Festival, Vancouver Craft Beer MeetUp, Vancouver Comic Jam, Co.Crea.Tive Collective, grunt gallery and Richmond Museum.

These partnerships allow the Gallery to create mutually beneficial opportunities for audience crossover, resource sharing and cooperative programming and help to extend the understanding of art's significance in everyday life.



RICHMOND ART GALLERY ASSOCIATION BOARD OF DIRECTORS

Mila Kostic, President Kyla Ellwyn, Director Kristal Hamakawa, Director Gina Holliday Jones, Director Jade Hsi-Jung Wang, Director Akeena Legall, Director Marcus Prasad, Director Lei Tian, Director Council Liaison: Councillor Carol Day

"IT'S ALWAYS IMPORTANT FOR STUDENTS TO SEE HOW ART CONNECTS ALL OF US ON AN INDIVIDUAL, COMMUNITY, AND WORIDWIDFIFVFL PROGRAMS SUCH AS THESE WILL HELP TO INSPIRE KIDS TO EXPRESS THEMSELVES THROUGH ART AND LEARN THAT WE ARE ALL CONNECTED EMOTIONALLY AND THROUGH THIS MEDIUM."

– Sean Yesaki, Richmond Teacher



RICHMOND PUBLIC ART PROGRAM TO-DATE:

- 210 Total number of artworks to date
- **147** Permanent artwork installations
- **58** Temporary installations (46 no longer on display)
- **25** New works of art installed in 2017 (including 10 temporary and 15 permanent artworks)
- **152** Total number of permanent and temporary artworks currently on display

Richmond Public Art Program

The Richmond Public Art Program provides a means for including art in the creation of a culturally rich environment for a vibrant, healthy and sustainable city. Public art is incorporated into civic and private development projects to spark community participation and civic pride in the building of our public spaces. In addition to permanent and temporary artworks, the Public Art Program offers a stimulating program of educational and community engagement events to increase public awareness of the arts and encourage public dialogue about art and issues of interest and concern to Richmond residents.

Civic Public Art Program 🖐 🚍

In 2017, public art was commissioned by the City and installed at community centres, parks, civic buildings and along city sidewalks. As per the Canada 150 Celebrations Public Art Plan endorsed by Council on November 28, 2016, this year saw a great deal of public art opportunities in support of Canada 150 celebrations and major event programming.

ARRIVAL OF S.V. TITANIA by John M. Horton City Hall

Installed April 15, 2017 outside the Council Chambers in Richmond City Hall, *Arrival of the S.V. Titania,* by noted maritime painter and long-time Richmond resident John M. Horton, depicts the ship sailing vessel *Titania* and its first visit to Steveston harbour in September 1889, where it received the first direct shipment of canned salmon at Britannia Wharf.

ARRIVAL OF S.V. TITANIA MURAL IN STEVESTON 🍟 by Dean Lauzé and Christina Lauzé Steveston Hotel, 12111 Third Avenue

Professional muralist Dean Lauzé was commissioned through an open artist call to reproduce John Horton's painting, Arrival of S.V. Titania on an outdoor wall belonging to the Steveston Hotel. Work was completed on the site with social media and news updates during the painting, inviting the public to observe and visit the artists during their working hours on site.



"As an active community member in Richmond, I enjoyed various activities of Canada 150 through the vear, such as Children's Festival and Our Home & Native Bloom at City Hall. I captured some interesting moments at the events and created videos to celebrate Canada 150 and summer outdoors. All is to show a great experience about community events in Richmond."

"You did a great job for us Richmond residents. It's so thoughtful of you to sell the flowers at lower prices so that we can build a more beautiful Richmond together."

FLUVIAL FAN 🅊 by Nicole Alden, Patrick Beech, Genevieve Depelteau, John Musil, Allison Tweedie **Richmond City Hall Plaza**

Fluvial Fan was a pop-up garden installation composed of more than 4,700 plants and 14 species native to British Columbia. The garden was designed by landscape architecture students from the University of British Columbia. The floral design depicts a "Fluvial Fan" with floral "islands" that symbolically represent Richmond's 17 islands and the landforms that have been shaped over time by the Fraser River. The installation was part of Our Home and Native Bloom, an interdepartmental project in collaboration with Public Art, Engineering Sustainability, Parks Services and Major Events. The project incorporated weekly educational artist talks, workshops and Music in the Plaza programming from June 7 to July 8. A Musqueam welcome was presented by Terry Point to launch Our Home and Native Bloom, on June 7 and the exhibition ended with a public plant sale on July 9 to 10.

- June 7: TALK + TOUR: Native Edible and Medicinal Plants with First Nations Métis Herbalist Lori Snyder.
- June 14: TALK: Fluvial Fan and Native Species with installation designers Nicole Alden, Genevieve Depelteau and John Musil and park planner Miriam Plishka.
- June 21 TALK: Our Home and Native Bumblebees with artist Lori Weidenhammer.
- June 28: WORKSHOP: The Art of Ikebana with Judie Glick of the Vancouver Ikebana Association. Participants created their own small arrangement to take home at the end of the workshop.
- July 7: WORKSHOP: The Weaving Wagon with environmental artist Sharon Kallis. Participants learned rope making using invasive materials.



FRASER GIANT by Henry Lau and David Geary **Richmond City Hall Plaza**

Fraser Giant was the artwork selected through a national open artist call competition to solicit proposals for a Canada 150 legacy public artwork to be located at Richmond City Hall. The 20 ft. long stainless steel sculpture metaphorically represents a 150 year-old white river sturgeon as a symbol of resilience, endurance and strength. Native to the Fraser River, sturgeon have survived through millennia in challenging environments and thrive under harsh conditions.

SEWER ACCESS COVERS FOR RICHMOND CANADA 150 🍟



A national competition was launched in fall 2017 to solicit design proposals for new sanitary and storm sewer access covers.

GROWING AND RISING, EXHIBITION 🤝

No. 3 Road Art Column Program, Aberdeen and Lansdowne Canada Line Stations

In collaboration with the 2017 Capture Photography Festival, Art Column Exhibit 11: Growing and Rising, highlighted the ongoing relationship between the natural landscapes of Richmond and the City's rapidly growing built environment through the photographic images of artists Michael Love, Paulo Majano, Annie Briard, Jeff Downer, Christina Dixon and Woojae Kim and Patryk Stasieczek.



🕨 Support n Art Spaces 🖐 Diversity 📃 Public Awareness 📈 Economic Potential 🏾 🌞 Canada 150



APIARY ALMANAC

by Hapa Collaborative Lansdowne Road between Cedarbridge Way and Minoru Boulevard

Apiary Almanac, a temporary painted art installation to help demarcate the route from Lansdowne Canada Line Station to the Richmond Olympic Oval, references the honey bee and the fruits of their labour. Honey is created from the distinct elements of a neighbourhood (via nectar), which is collected, distilled, and mixed together to produce a uniquely sweet expression of time and place. This installation interprets an aspirational blooming calendar, drawing colour from a palate of foraging material hoped to eventually be on site. The form and geometry subtly reference the honeycomb, creating a playful and vibrant installation.

URBAN WEAVE

by Richard Tetrault Storeys Development, 8111 Granville Avenue

Urban Weave is a public artwork placed on the south balcony façade of the Storeys Development. Projected as a script-like drawing, the sequence of routered, powder coated aluminum panels incorporates imagery that reflects the building's purpose and geographic context.

UNDERWATER By Andrea Sirois 7080 River Parkway

This artwork completely wraps the geothermal energy facility that is operated by Corix Utilities Inc. *Underwater* tells a visual story that echoes the theme of water as energy. Its photographic images depict water flowing around the building's exterior, symbolizing the energy that is literally flowing below.

THE GATHERING

by Rhonda Weppler Branscombe House, 4900 Steveston Highway

A donated piece, *The Gathering*, by artist Rhonda Weppler, was unveiled at a public picnic on May 13, 2017. The artwork is in the form of a life-sized picnic basket that is overflowing with 60 life-sized sculptures of small food items. The work was cast in bronze directly from sculptures created by Richmond residents that attended free art-based activity workshops during the 2016 Branscombe House Artist-in-Residence program.





TO BE DISTINCT AND TO HOLD TOGETHER by Daniel Laskarin Fire Hall No.3, 9660 Cambie Rd

to be distinct and to hold together was installed in April 2017 at the new Cambie Fire Hall No. 3. Resembling the "Fire Tetrahedron" the work reflects the purposes of the Cambie Fire Hall and Ambulance Station and its relationship to the community it serves. The work stands near the sidewalk, providing easy public access and inviting an interactive engagement as the ability to push the work is slowly discovered by those who use the area.

City Utility Cabinet Wrap Program 🍙 🤚 🥅

The Public Art Program partners with Engineering and Public Works, Parks, Transportation, Environmental Programs and Heritage Services to beautify new and existing utility boxes through the City. In 2017, 30 artists were selected for the 2017–2019 Art Wrap Artist Roster in order to commission selected artists for wrapping utility boxes as the boxes are identified. In 2017, three utility boxes were wrapped:

MAGNOLIAS AND BAMBOO

by Anita Lee

Steveston Musuem and Town Square Park, 3811 Moncton Street

Anita Lee describes her approach to her art as a contemporary blend of guóhuà, the ancient traditional Chinese painting on scrolls, and Western art which captures her interpretation of raw unadulterated natural beauty.

In addition, several civic public art projects were commissioned in 2017, and are scheduled for installation in 2018–2019 (see **Appendix 3**)

2017 FUN FACTS

308 artist submissions were received for **11** Public Art Calls in 2017

More than **1,550** volunteer hours served in 2017 for the Public Art program

More than **2,800** participants attended Public Art events and programming

4,700 plants placed in *Fluvial Fan* for Our Home and Native Bloom Canada 150 Project

5 community-painted pianos for Pianos on the Street

1 piano bought by a Community member for another participant

Community Public Art Program 🍙 🖐 🚍

ENGAGING COMMUNITY AND PUBLIC ART: PILOT PROGRAM

On January 9, 2017, Council endorsed the 2017 Engaging Community and Public Art Pilot Program. This program supports artists working in communities and enhances the public's engagement with the arts. The community public art projects approved and commissioned for 2017 were:

SP'ART, BRINGING PEOPLE TOGETHER THROUGH SPORT AND ART by Pierre Leichner Thompson Community Centre, 5151 Granville Ave

This one-year artist-in-residency project encouraged community participation in sports and active living through art. The artist engaged children, youth, adults and seniors as part of the regular programing at the community centre, presenting and leading workshops such as "Abstract Bocce Ball" on Family Day, "Tree Weaving" with pre-school children and turning used ping pong rackets into self-portraits with seniors. The artist has documented the projects at www.leichner.ca/ SpART.

MINORU SENIORS LEGACY STORIES: LOOKING BACK. LOOKING FORWARD by Catrina Megumi Longmuir Minoru Place Activity Centre, 7660 Minoru Gate

This one-year artist-in-residency project celebrated the history of the Minoru Seniors Society, from its humble beginnings at the Murdoch Centre to the anticipated opening of the new Minoru Centre for Active Living. The artist presented talks, conducted interviews and led workshops in digital storytelling working with members of the Minoru Seniors Society. A final artist talk and film screening will be presented to coincide with the opening of the new Centre in 2018. The artist has documented the project at www.minorulegacystories.wordpress.com.

After the success of the Engaging Community and Public Art Pilot Program, the Public Art program identified five additional community engagement opportunities with City recreational and cultural facilities and has partnered with Hamilton Community Centre, Minoru Arenas, Britannia Shipyards National Historic Site and City Centre Community Centre. In 2017, Council approved these artist-led community projects which are expected to be completed in 2018.



29



2017 Arts Update | City of Richmond



PIANOS ON THE STREET 2017

The fourth annual Richmond Pianos on the Street program saw five open-air publicly accessible pianos painted by high school students at Steveston-London and Cambie High Schools, a community group and a communityengaged professional artist. The pianos were installed in outdoor locations at Britannia Shipyards National Historic Site, Terra Nova Rural Park, Richmond Cultural Centre, Cambie Community Centre, King George Park and the Nature Park. The Pianos on the Street Program is co-sponsored by Pacey's Pianos and provides free public access to pianos in unexpected open air locations across the city.

Private Development Public Art Program 🝙 🖐 📼 🛹

Through the development applications process, private developers continued to provide high quality public art to enrich the public realm. In 2017, the following projects were completed:

SAIL WALL by Derek Root Cressey Cadence, 7468 Lansdowne Road

Researching within the City of Richmond Archives, the artist found early 20th century photographs of sailing dinghies that were used to transport fish from larger boats along the waterways to Lulu Island. The triangular shape of the dinghy sail was adapted, elongated and arranged as a repeated motif. The bright colour and rhythmical composition signal a spirit of optimism and happiness.





UNTITLED [RELIEF] by Leonhard Epp Steveston Flats Development Corp.

In 1978, the former building at this site, Gulf & Fraser Credit Union, was built with concrete relief panels by artist Leonhard Epp, who sculpted images portraying the commercial fishery history of Steveston Village. The Steveston Flats Development Corporation carefully restored and incorporated the Leonhard Epp reliefs into the new building design.

A DISTANCE TRANSFORMED by Raymond Boisjoly Concord Gardens, Phase I

Located in front of the new ARTS units (affordable housing for artists) at Concord Gardens, Phase I, *A Distance Transformed* is a text-based series of artworks, intentionally presented in a format that can be interpreted as unclear or pixelated. The text communicates the complexity of "site" in relation to ongoing changes to the urban environment as well as to the wider world.

🖐 Diversity () Public Awareness 📈 Economic Potential 🏾 🌞 Canada 150



Support **Art** Spaces

Public Art Education and Engagement Program 🎔 🖐 🥅

ART AT WORK

This series of professional development workshops is a joint collaboration with the Richmond Art Gallery. The workshops and events are designed to provide artists with the knowledge and skills required for pursuing a professional arts practice in the fields of public art, visual art and community arts. In 2017, the following free workshops were presented:

- Tax Basics for Artists: Jessica Somers, CPA, CGA from Cordova Street Consulting. (20 participants)
- How to Apply to Public Art Calls: Guidance and Tips: Elisa Yon, Public Art Project Coordinator. (15 participants)

CHILDREN'S ARTS FESTIVAL: DO-IT-YOURSELF ART BANNER CONTAINER WORKSHOP

The City of Richmond's Public Art Program was pleased to support the 2017 Children's Arts Festival with a Do-it-Yourself Art Banner Container workshop utilizing previously exhibited vinyl artist panels from the No.3 Road Art Column exhibitions. The workshop was designed and led by artist and facilitator Jen Hiebert and involved approximately 300 participants.

CULTURE DAYS: PUBLIC ART BUS TOURS

Participants of all ages joined Public Art Planner Eric Fiss for two fullysubscribed bus tours exploring some of Richmond's newest artworks on September 30 and October 1.

CULTURE DAYS: THREE PIECE BAND

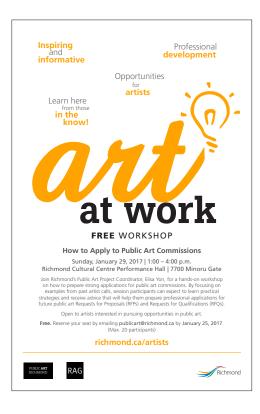
This participatory sculpture composed of a piano bench, drummer's throne and musician's chair invited buskers and other performing artists to use as an open stage. The installation was originally commissioned by the City of Vancouver and VIVA Vancouver Program and was on temporary loan for the Culture Days weekend.

BROCHURE: GUIDANCE FOR ARTISTS APPLYING TO PUBLIC ART CALLS

This document to assist artists in applying for public art opportunities was created as a downloadable brochure available from the Richmond Public Art Call to Artists webpage. The brochure explains the common types of artist calls and reviews the public art program, processes and requirements of artists. Printed copies are also available upon request.

"Very informative and thoughtful, thank you for doing these workshops."

– Art at Work participant





PROMOTION OF THE PUBLIC ART REGISTRY

Richmond's Public Art registry can be browsed online at www.richmond.ca/ publicart where visitors can also download an interactive map for smartphones and a series of 10-minute self-guided walking tours. In 2017, a collaboration with Walk Richmond resulted in interpretative walking tours incorporating information about the public artworks as part of the walks.

Richmond Public Art Advisory Committee 🦈

The Richmond Public Art Advisory Committee (RPAAC) is a Council-appointed voluntary advisory committee that provides input on public art policy, planning, education and promotion. At monthly Committee meetings, members received presentations on new civic, private development and community project proposals and provided feedback and recommendations. Updates on discussions on public art for upcoming development were provided by the Committee's appointee to the Advisory Design Panel, Sheng Zhao.

In 2017, new members joined the Committee, including Mackenzie Biggar, Rebecca Lin, Samantha Kim Herrara, Vicki Lingle.

2017 RPAAC MEMBERS:

Jennifer Heine, Chair Mackenzie Biggar, Vice Chair Samantha Kim Herrara Rebecca Lin Vicki Lingle Shawne MacIntyre Hall Owens Sheng Zhao Council Liaison: Councillor Linda McPhail









Richmond Arts Centre

The Richmond Arts Centre provides high quality arts education opportunities in a wide variety of disciplines, including visual arts, dance and movement, music and theatre. The Centre is also home to 11 local arts organizations known as the Resident Art Groups.

The vision for the Richmond Arts Centre is to be the hub of artistic opportunity within Richmond, activating and inspiring artists and community members to connect through the arts. The creative contributions of Richmond residents, through dance, theatre or visual arts, have a significant positive impact on community health and celebrate the vibrancy of Richmond as a diverse and dynamic city.

Annually, the Richmond Arts Centre hosts the Children's Arts Festival as well as the Bamboo Theatre and Cinevolution Media Arts components of Richmond World Festival.

Arts Education Programs

• he Richmond Arts Centre continues to develop and diversify its Arts L Education offerings to meet the growing community demand for high guality arts education. The programs developed and offered in 2017 ensured that Richmond residents had affordable access to a strong base of introductory and beginner arts education programs as well as an increased number of higher-level learning opportunities.

The Arts Centre's Arts Line-Up programming guide, launched in 2016, has received extremely positive feedback from patrons. Comments regarding the user-friendliness nature of the publication have solidified the need for this guide, and have reduced the Centre's reliance on external marketing sources.

The Visual and Applied Arts curriculum was introduced to Arts Centre instructors in Fall 2016, with full implementation beginning in Winter 2017.

ARTS EDUCATION PROGRAMS **BY THE NUMBERS:**

188	courses
7,200	registered students
1,060	waitlisted
30+	professional instructors
70,000+	visits



With the addition of a Visual Arts/Ceramics Technician, the quality and safety of these programs has gone from strength to strength.

The year-round Dance and Musical Theatre program continues to be in high demand with 573 students registered and 128 waitlisted. In addition to classes in ballet, tap, jazz and musical theatre, the Arts Centre is home to two dance companies: the Richmond Youth Dance Company and the Richmond Adult Dance Company. The head dance instructor position has been expanded to include Artistic Direction for these companies, ensuring a continued focus on excellence.

In June 2017, the Richmond Arts Centre facilitated 21 dancers to participate in the internationally recognized Cecchetti Examinations. This is a key contributor to the Arts Centre's recognition in the professional dance world.



As in past years, there were several public presentations to showcase the talents of Arts Centre students:

HAPPY BIRTHDAY CANADA SCHOOL YEAR DANCE RECITAL 🌞

In June, 400 dancers presented works in ballet, tap, jazz and musical theatre to an audience of nearly 1,000 over two performances at Gateway Theatre.

ANNE OF GREEN GABLES SCHOOL YEAR DANCE GALA 🌞

The second of its kind and the first step towards producing a full ballet in Richmond, the Richmond Adult Dance Company and the Richmond Youth Dance Company performed an *Anne of Green Gables* adaptation, in honour of Canada 150, to almost 400 audience members.

MOSAICO RICHMOND YOUTH DANCE COMPANY SHOWCASE

In March, 185 people enjoyed performances choreographed by senior instructor Miyouki Jego. The company of 24 youth dancers also performed some self-choreographed work reflecting their individual expression and professional development.

IN A SURVEY SENT TO MORE THAN 400 PARENTS AND STUDENTS OF THE DANCE PROGRAM, A TOTAL OF 164 COMPLETE RESPONSES WERE RECEIVED. FROM THESE RESPONSES,

- 90% said instructors are knowledgeable, friendly and professional, and
- 100% said that they feel the program enhances academic achievement, mental and physical health, communication and leadership skills, and being a team player.

RESIDENT ART GROUPS

The Richmond Arts Centre is home to some of the city's most established community arts organizations. Throughout the year, these groups provide workshops, exhibitions and demonstrations for their members as well as participate in community events such as Culture Days. Signature group events for the public include the Resident Art Group Showcase, Potters Club winter and spring sales as well as the Richmond Gem and Mineral Society art markets.

11 Resident Art Groups at the Richmond Arts Centre:

- Cathay Photographic Society
- Richmond Artists' Guild
- Richmond Chinese Artists Club
- Richmond Chinese Calligraphy and Painting Club
- Richmond Gem and Mineral Society
- **Richmond Photo Club**
- Richmond Potters' Club
- Richmond Reelers Scottish Country Dancing
- Richmond Weavers and Spinners Society
- Riverside Arts Circle
- Textile Arts Guild of Richmond

PIANO RECITALS

Filling the Performance Hall in June with beautiful music, piano students performed for approximately 75 audience members and participants to celebrate their achievements.

CELEBRATE MUSICAL THEATRE SHOWCASE

In December, friends and family were invited to enjoy an original show with performances choreographed by the Arts Centre's Musical Theatre instructors.

COMMUNITY DANCE PERFORMANCES

The Richmond Youth Dance Company celebrated the holidays by performing at three community venues in December 2017. These young dancers performed at Rosewood Manor and were joined by dancers in the Richmond Adult Dance Company for performances at Maple Residences and Minoru Place Activity Centre.

RICHMOND ARTS AWARDS

The Richmond Youth Dance Company performed on the City Hall Plaza stage for arriving guests and dignitaries at the ninth annual ceremony at Richmond City Hall.

STUDENT ART SHOWCASE

This visual arts showcase curated by the Visual Arts and Ceramic Technician, exhibited the talents of students enrolled in the Spring 2017 term, from pre-school to adult ages.

Community Outreach 🎔 🍙 🖐 🚍

ART AND MENTAL HEALTH

In 2017, there were two fruitful collaborations with Pathways Clubhouse. The first was the hiring of an arts technician assistant who assisted the visual arts programs with setting up classes and maintaining the art supplies. The Arts Centre also hosted a pilot program consisting of an adult Visual Arts Course that focused on arts therapy using Cognitive Behavioural Theory therapy techniques made available to 10 adults who would otherwise have barriers to such therapy.

ART TRUCK COMMUNITY OUTREACH PROGRAM

"A fun, playful, creative place to connect with friends." - General Currie participant

Additional Outreach programming at four Richmond elementary schools (Cook, Currie, Grauer and Brighouse) has allowed for more students facing barriers to participate in high quality arts education opportunities. Students at these three schools participated in a variety of classes including Circus, Cartooning, Media Arts, Visual Arts and Musical Theatre, all

led by contract instructors from the Richmond Arts Centre. In the fall, a partnership was developed with City Centre, West Richmond, Cambie and Thompson Community Centres to enhance the programming.



CNCL - 116



The Richmond Arts Centre's Art Truck program provides art outreach to students after school, taking place for two hours on a monthly basis. Art education in traditional and unconventional media, such as performing arts and visual arts, are led by a professionally trained arts instructor.

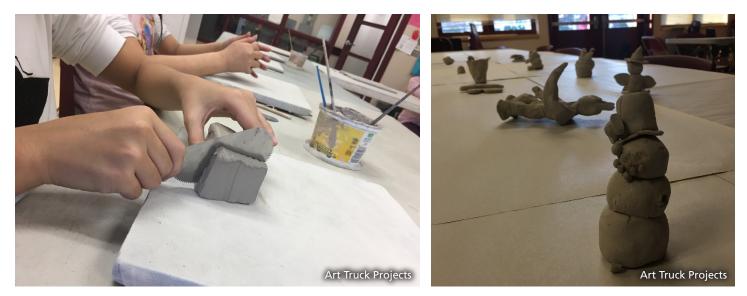
The support of the Arts Centre, Community Centres, SD38 and Vancouver Coastal Health enabled the Outreach Program to offer these programs to elementary school children and to address the following goals and objectives:

Goals

- 1. Increase participation in physical activity during after school hours in children age 8–12 years who may have barriers to participate in regular community programming.
- **2.** Increase the number of positive adult connections/interactions to help foster school connectedness.
- **3.** Increase self-expression, and build skills, confidence and the ability to think creatively.
- **4.** Increase art education, art literacy, art appreciation and public art awareness in the youth population.

Objectives

- 1. Provide outreach to Richmond community members who may not otherwise have the access/means to participate in paid programs.
- **2.** Promote public awareness of art and physical literacy within the community.
- 3. Make art and physical literacy education readily available to the public.



MITCHELL ELEMENTARY SCHOOL CANADA 150 PROJECT 🎌

This project was created with the Richmond Arts Centre's Visual Arts/Ceramic Technician: a series of three ceramic installations comprised of faces made by students is displayed at the school as a legacy project.

One of the Richmond Arts Centre's Performing Arts Instructors led a workshop for teachers to introduce Drama in the classroom both as a means of creative expression and as an opportunity to practice self-regulation and conflict resolution. The instructor also provided classroom visits and guided each class through a short lesson, giving the teachers an opportunity to see first-hand how the drama exercises are explored.

ARTS PROGRAMMER ROUNDTABLE

Initiated by the Richmond Art Centre, the third Inter-municipal Arts Programmer Roundtable, was held at the Surrey Arts Centre in September, and attracted 17 programmers representing 11 municipalities. The meeting focused on identifying successes and challenges, supportive and creative problem solving, and sharing best practices.

COMMUNITY ART EXHIBITIONS

The Richmond Arts Centre leads the selection of local artist exhibitions at the Richmond Cultural Centre, Gateway Theatre and Thompson Community Centre. In 2016, City Centre Community Centre and South Arm Community Centre were added to the exhibition circuit. A new partnership with the Richmond Art Gallery and New Primary Colour School of Arts and Design presented works by local arts students at both the Richmond Cultural Centre and City Hall Galleria.

In 2017, this program facilitated exhibitions by Riverside Art Circle, Richmond Artists Guild, Richmond Photo Club, Art About Finn Slough, Richmond Chinese Artist Club, New Primary Colours School of Arts, The Richmond Potters Club, Steveston London Secondary School students, Richmond Arts Centre students and instructors and individual artists, Paul Clarke and Joselito Macapagal.

ELAINE QUEHL, A DESIGN JOURNEY

The Richmond Arts Centre supported the Textile Arts Guild of Richmond's presentation of renowned quilt artist, teacher and designer, Elaine Quehl. More than 50 people came to the Performance Hall for this informative presentation by the 2015 Canadian Quilter's Association Teacher of the Year.

LIFECYCLE NON PROFIT INSTITUTE

In 2017, staff training took place for an internationally recognized model of capacity development that assists community groups with increasing and improving their organizational and program capacity.





CHILDREN'S ARTS FESTIVAL

With a focus on Canada 150, the ninth incarnation of this popular event — presented in partnership with the Richmond Public Library and Minoru Place Activity Centre — returned with interactive arts programs, theatre and music performances, and roving entertainers for thousands on Family Day and arts programming for school out trips over the following four days. In all, more than 9,000 mostly young people took part in dozens of hands-on workshops led by professional artists. The festival was presented with the support of returning sponsors Lansdowne Mall and Cowell Auto Group, as well as new partners, IKEA and Kins Farm Market.

ART ABOUT FINN SLOUGH

In April, this 17th annual art exhibition featured artists representing photography, painting and ceramics. The show was viewed by more than 400 visitors and included an exhibition in the upper rotunda of the Cultural Centre.

GRAND PLIÉ

In recognition of International Dance Day on April 29, the Arts Centre hosted their third Grand Plié event. With 22 participants in attendance, dancers were led through a free mini barre class by senior dance instructor Miyouki Jego in the Dance Studio. The event provides an opportunity for participants to learn some of the many benefits of dance in an accessible and enjoyable environment.



Estimated **6,300** school-aged participants Tuesday to Friday

45 seconds for school programs to sell out

7 participating Metro School districts: Richmond, Vancouver, Delta, New Westminster, Cloverdale and Maple Ridge

120 volunteers

2,700 estimated attendance on Family Day

VITRINE SYMPOSIUM (OF FRANCOPHONE DANCE ARTISTS AND ADMINISTRATORS)

Performances were presented in the Richmond Cultural Centre and on Minoru Plaza in June, through a partnership with Made in BC, le Conseil culturel et artistique francophone de la Colombie-Britannique (CCAFCB), Richmond Arts Centre, and Minoru Seniors Society.

Community Partners 🎔 🖐 🖍

In 2017, the Arts Centre partnered with the following community organizations and city departments to increase the community's access to arts program opportunities: City Centre Community Centre, West Richmond Community Centre, Thompson Community Centre, Gateway Theatre, South Arm Community Centre, Cambie Community Centre, eleven Resident Art Groups of the Richmond Arts Centre, Vancouver Cantonese Opera Society, City of Richmond Parks Department, Richmond Public Library, Richmond Delta Youth Orchestra, Pathways Clubhouse, Richmond Public Health, School District #38, Richmond Museum, Richmond Art Gallery and Minoru Place Activity Centre, Lansdowne Mall, Cowell Auto Group, IKEA, Kins Farm Market, New Primary Colour School of Arts and Design, Made In BC, Lifecycles Non Profit Institute and Finn Slough Artists.





CNCL - 121



RICHMOND MEDIA LAB BY THE NUMBERS:

40 Richmond Youth Media Lab members

4,218 hours RYMP members spent at Media Lab

77% increase in course revenue over 2016

Richmond Media Lab

Located in the Richmond Cultural Centre and operated in conjunction with the Richmond Arts Centre, the Media Lab is designed to increase technology literacy, accessibility and creativity in our community, particularly among youth. Media Lab participants are taught skills and techniques for applying media and computer technology towards artistic activities and practical marketable skills.

Programs 🖐 🛹

MEDIA ARTS EDUCATION COURSES

In 2017, students took classes in a range of topics, including Acting on Camera, Build a Website, GIF Creation, Filmmaking, Animation, Coding and Video Game Design. Revenue growth increased 77% over 2016.

RICHMOND YOUTH MEDIA PROGRAM

"I find RYMP really useful for anybody going into the media arts."

- youth member

The Media Lab's signature program continued to flourish with youth members learning marketable skills and receiving mentorship and volunteer opportunities. A total of 40 program members, 208 guests and 19 adults (including practicum students, youth workers and professional artists) spent a total of 4,218 hours in the Media Lab and at community outreach events in 2017.





ARTREPEUNERSHIP PROJECT

The Media Lab, together with Richmond Addictions Services Society, secured a \$5,000 Vancouver Coastal Health grant to fund a new 'Artepreunership' project to help RYMP members create a business model and website to offer their services in Media Arts to the general public. This program will be implemented in 2018.

Community Outreach

SCHOOL'S OUT PROGRAM AT BLUNDELL ELEMENTARY

In partnership with Richmond Addiction Services Society (RASS), the Richmond Youth Media Program provided skills development sessions for elementary students at an after-school program. A RYMP member designed the sessions for groups of younger children and older children, and helped deliver them at the school. In two sessions with grades four to six, students filmed a short movie and edited it with special effects. Students in grades one to three learned how to make a gif online.

ERASE BULLYING

In partnership with Richmond Addiction Services Society (RASS), the Richmond Youth Media Program provided skills development sessions for elementary students at an after-school program.



SELMA FILM PRESENTATION

The Richmond Public Library in collaboration with the Richmond Youth Media Program showcased *Selma*, a movie highlighting one of the most powerful and deeply moving marches in history during the American Civil Rights Movement led by Dr. Martin Luther King Jr. The film screening had 25+ attendees and resulted in a vibrant discussion among teachers, allies, professionals and youth.

"I didn't know my brother had such an amazing place to come to!"

- youth member's sibling

OUR CANADIAN BOOKCASE VIDEO 🎽

The Textile Artists Guild of Richmond (TAGOR) and Gabby Cometa of the Richmond Youth Media Program worked with RYMP staff to film footage and audio for TAGOR's newest quilt project, Our Canadian Bookcase. One RYMP member edited the footage into a three to five-minute video highlighting the project. The quilt features 150 Canadian authors for Canada 150 and travelled to various libraries for display.

DOORS OPEN: DROP-IN

The Media Lab participated in Doors Open with a Vector Portrait Skill Challenge event. The Media Lab had 44 guests and 13 RYMP youth stop in to participate.

CULTURE DAYS: DROP-IN

The Media Lab participated in Culture Days with a video game sprite-making event. Children made their own moving characters for a Richmond-themed video game and played them on a projected screen. A total of 37 people stopped by the Media Lab to participate.

CAREERS IN MEDIA ARTS SPEAKER (CIMA) SERIES

In May, professional video game designers, graphic designers and animators from ESPN, iistudio, Red stamp agency, Eastside Games, City of Richmond marketing department and Phoenix Labs participated in CIMA to provide a full day of exploration in media arts with discussion and workshops from professionals working in graphic design, animation and video game production. The event attracted 36 attendees and many media arts professionals offered to return as volunteers and mentors for the youth.





RICHMOND REMEMBERS

On Saturday, November 11, RYMP youth volunteered to be the film crew for the Richmond Remembers Remembrance Day event at City Hall.

PATHWAYS

In November, youth participated in a skills-building session with Pathways youth. RYMP invited counterparts from Pathways Aboriginal Centre to the Media Lab to try out equipment and learn Photoshop skills in a session developed and presented by RYMP youth members.

VIVEK SHRAYA: TALK

In December, celebrated Canadian artist, Vivek Shraya, gave a talk about succeeding in the arts in Canada, trying out new art forms and perseverance. She also encouraged youth to apply for her youth mentorship program. Members and youth new to the Media Lab attended.

INSTAGRAM OUTREACH

In December, the City's Youth Outreach Workers were invited to the Media Lab for conversations with RYMP members about best practices for reaching youth via Instagram.



VIDEO CREATION

Media Lab staff partnered with Corporate Compliance to create a customer service focused video for the new Corporate Organizational Development program. The Media Lab also supported Recreation Services in the creation of a Physical Literacy video.

Partners and Funders 🏴 🗸

In 2017, the Media Lab confirmed the ongoing support of presenting sponsor Viva Pharmaceuticals Ltd. and ongoing program support from Vancouver Coastal Health's SMART Fund grant secured through the Media Lab's partnership with Richmond Addictions Services Society. Neish Networks came on as a new Community Partner in October. They will be providing dedicated wifi and technical support to the Media Lab.

In addition to the programming partnerships listed above, the Richmond Media Lab continues to develop relationships with service agencies across the region. Members of the Richmond Youth Media Program have been referred to employment, volunteer and workshop opportunities as part of the program benefits.

Other partners included Pathways and Blundell Elementary.

"THIS PLACE MAKES ME HAPPY" – youth member

Richmond Community Centres and Minoru Place Activity Centre

Richmond's Community Centres and Minoru Place Activity Centre, jointly operated by the City and Community Associations, play a vital role in the continuum of arts programming in the City. In 2017, over 1,500 visual arts, dance and music courses attracted over 8,000 participants. As well, arts activities are embedded into childcare programs offered by community centres.

Participating associations include:

- City Centre Community Association
- East Richmond Community Association
- Hamilton Community Association
- Sea Island Community Association
- South Arm Community Association
- Steveston Community Association
- Thompson Community Association
- West Richmond Community Association
- Minoru Seniors Society







MISSION

To enrich the quality of life in Richmond and surrounding communities by creating outstanding professional theatre and a dynamic hub for the performing arts.

Gateway Theatre

Gateway Theatre is Richmond's live performing arts hub, annually drawing audiences in excess of 40,000 to more than 165 performances.

The cornerstone of activity is the Signature Series, a six-play season of professional theatre plus a play development program. In addition, Gateway offers theatre education programs including classes for children and youth in the Gateway Academy for the Performing Arts.

Gateway is also an important local rental venue, home to many recitals, events and performances produced by community and professional organisations.

Live Professional Theatre 🎔 🍙 🤚 🛹

SIGNATURE SERIES

The Gateway Theatre's 2017 Signature Series productions featured comedy, drama, and music and welcomed some of the most talented artists from the Lower Mainland and across Canada.

You Will Remember Me

MainStage, February 2-11, 2017

This play told the story of an aging intellectual beset with dementia, whose family splinters in their efforts to support him. Peppered with bittersweet humour, this was a deeply personal and moving play by François Archambault, one of Quebec's most compelling writers. It was directed by Diane Brown and featured actors Kevin McNulty, Patti Allan, Marci T. House, Kevin Loring, and Sereana Malani.

The Pipeline Project

Studio B, March 9–18, 2017

"Under Chelsea Haberlin's excellent direction, The Pipeline *Project* is a textural feast."

- Colin Thomas, theatre critic

Immersive theatre company ITSAZOO and aboriginal performance company Savage Society brought to life a vibrant and personal account of the ongoing political battles over pipelines. Peak oil, First Nations land claims and climate changes were all explored with humour and empathy in this timely, meta-theatrical event. The Pipeline Project was created and performed by Sebastien Archibald, Kevin Loring and Quelemia Sparrow, and directed by Chelsea Haberlin. Each

performance included a second half 'talk forward' in which community speakers were invited to engage with the audience.

The Watershed

MainStage, April 6-15, 2017

Celebrated documentary theatre artist Annabel Soutar led her family on a cross-Canada journey, probing the forces that are shaping the future of our dwindling natural resources. By innovatively dramatizing an eclectic and insightful set of interviews with scientists, government officials, activists and business leaders, The Watershed deftly documented a nation struggling to find the balance between environment and industry.

A Little Night Music

MainStage, October 12–21, 2017

Set at the turn of the last century in Sweden, A Little Night Music interwove a tangled web of former and current lovers and was full of witty and moving moments of adoration, regret and desire. Patrick Street Productions previously produced Rodgers and Hammerstein: Out of a Dream which was on Gateway's MainStage for the 2014-2015 season.



Sink or Swim

Studio B, November 16–25, 2017

In Sink or Swim, Beverley Elliott vividly revealed all the fears and foibles of five-year-old "Smelly Elliott." Renowned musician Bill Costin returned to accompany Elliott on piano. In the hands of these performers, Sink or Swim was an evening of hilarious and heartbreaking storytelling.



A Christmas Carol MainStage, December 7–24, 2017



Michael Shamata's adaptation of Charles Dickens' *A Christmas Carol* was directed by Rachel Peake and included a unique partnership with Langara College's Studio 58 acting program. Student actors in their final semester at Studio 58 shared the stage with veteran performers Russell Roberts, Allan Morgan and Linda Quibell. The multitalented and diverse cast presented a colourful production that put everyone in the holiday spirit.

Play Development

Gateway Theatre hosted developmental workshops of *Nine Dragons* by Jovanni Sy. *Nine Dragons* premiered in Calgary and Manitoba in the fall of 2017, and will be presented at Gateway in April of 2018. Gateway also hosted rehearsals and

workshops for King of the Yees, which was invited to the prestigious National Arts Centre in Ottawa in October 2017.

In addition, Gateway donated more than 150 hours of studio time to other local theatre companies to develop their own plays.

PACIFIC FESTIVAL

In September 2017, Gateway welcomed local producer SkyHigh who presented two plays from Hong Kong in association with the Pacific Festival, both in Cantonese with English surtitles.

Tuesdays with Morrie

Mainstage, August 31 & September 2, 2017

Tuesdays with Morrie returned to the Pacific Festival. The play chronicles an accomplished journalist who reunites with an old college professor battling Lou Gehrig's disease. Celebrated actor Ko Tin Lung played the title role.

"ENTERTAINING AND THOUGHT-PROVOKING THEATRICAL DOCUMENTARY. GO SEE IT."

CNCL - 131

– Audience Member

Travel with Mum

Mainstage, September 15-16, 2017

Utilizing masks and folk music, *Travel with Mum* tells the true story of a man, aged 74, who embarked on a 30,000 kilometre bicycle journey towing his mother, aged 99, to Tibet. A spin on the classic road trip story, *Travel with Mum* is a heart-warming tale of family and devotion.



GATEWAY ACADEMY FOR THE PERFORMING ARTS

"My favourite thing we did at my Acting Workshop was meeting new people and being together and helping each other out as an ensemble."

- Acting Workshop student

The Academy spring classes concluded in April with year-end presentations in classes for students 6-13 in Musical Theatre, Acting, Speech and Singing. The Acting and Musical Theatre classes for students 13-18 resulted in two productions: a commissioned play *The Time Machine, and Seussical Jr*, playing in rep to a paying audience.

As in previous years, Gateway ran camps and workshops over the summer, one resulting in a three-night production of a new, specially-commissioned musical *Mission Possible* on our MainStage.

SECONDARY SCHOOL OUTREACH

Four times a year, secondary school theatre students are invited for a day to study a play on the MainStage. On the day of technical dress rehearsal, students participate in presentations and discussions with Gateway's creative team — participating in backstage tours with production and stage management teams, watching a portion of the technical dress rehearsal, speaking with administrative staff about their roles and responsibilities — and then return to see the show later in the run. The students report back about their experience.



🗩 Support 🛭 🦺 Art Spaces 🖐 Diversity 📁 Public Awareness 🛛 📈 Economic Potential 🏾 🌞 Canada 150

2017 RENTAL CLIENTS

- The Arts Connection
- Canada YC Chinese Orchestra
- Canada Youth Arts Development Foundation
- City of Richmond–Engineering and Public Works
- City of Richmond–U-ROC Awards
- Dance Co
- Defy Gravity Dance Company
- Edmonton Beijing Opera
- Elena Steele Voice Studio
- Felix Mar
- Gabriela's Movement Studio
- HT Liang's Chinese Folk Music and Opera Academy Ltd
- Jacmusic Studio
- Jaguar Music Group
- Minoru Chapel
- Minoru Place Activity Centre
- Mustard Seed Children's Society
- Natural Physique & Athletics Association
- Pacific International Youth Music Society
- Ping Academy of Dance
- Pythagoras Academy
- RichCity Idol
- Richmond Academy of Dance
- Richmond Arts Centre
- Richmond Chamber of Commerce
- Richmond Christian School
- Richmond Community Band Society
- Richmond Hospital Physician Society
- Richmond School District Jazz Nite
- Richmond School District Music in Our Schools
- Richmond Youth Concert Band
- Rotary Club of Richmond
- Stage One Academy
- TMD Martial Arts
- Vancouver Academy of Dance
- Vancouver Tagore Society

CONSERVATORY

During the Gateway Conservatory program, 12 participants (ages 16-24) partook in seven workshops which ended in April. These workshops are taught by professional artists contracted in the Signature Series; workshops ranged in focus from making a prop to creating verbatim theatre.

EMERGING ARTISTS PROGRAM

Gateway offered Studio 58 students and other emerging artists cast in A Christmas Carol two workshops: Personal Branding and The Purpose-Driven Artist: keys to a long and happy life in the arts. Discussions and exercises offered participants practical tools to market themselves effectively, as well as practical strategies in pursuit of career goals and self-care. The Academy also hires emerging designers to develop their skills on a full production. In 2017, eight creative team members joined the program. As well, three senior students volunteered as class assistants, taking on new responsibilities under the guidance of Academy faculty.

Community Rental Events 🎔 🍙 🦊 🚍 🛹

G ateway Theatre played host to a wide variety of community and professional organizations presenting their events throughout the year. During 2017, close to 40 different organizations produced shows and events at the Gateway; drawing in audiences of all ages totalling approximately 15,000. Some of the most popular entertainment events included *Beauty and the Beast* by Pythagoras Academy and *Buddy Holly and his Million Dollar Friends* by Jaguar Music Group. The achievements of young artists were celebrated in recitals and events by organisations such as the Arts Connection, Richmond Academy of Dance, Richmond Arts Centre, Pacific International Youth Music Society and RichCity Idol.





APPENDIX 1

2017 Arts and Culture Grant Program

The following organizations received support:

OPERATING ASSISTANCE

Richmond Music School Society	\$9,000
Richmond Community Orchestra and Chorus Association	\$9,200
Richmond Singers	\$7,000
Richmond Delta Youth Orchestra	\$ 9,500
Canadian YC Chinese Orchestra Association	\$6,000
Richmond Potters' Club	\$5,900
Cinevolution Media Arts Society	\$9,500
Richmond Arts Coalition	\$9,200
Richmond Community Band Society	\$2,704
Community Arts Council of Richmond	\$9,200
Richmond Youth Choral Society	\$9,500
Textile Arts Guild of Richmond	\$2,750

PROJECT ASSISTANCE

Vancouver Cantonese Opera	\$3,800
Philippine Cultural Arts Society of BC	\$2,100
Richmond Art Gallery Association	\$ 3,800
Tickle Me Pickle Theatre Sports Improv Society	\$4,500
Vancouver Tagore Society	\$3,800
Richmond Gateway Theatre Society	\$2,300

56

APPENDIX 2

How Art Works

The following five themes comprise the How Art Works campaign:

ART'S IMPACT ON STUDENTS

Research has proven that the arts have a tremendous impact on our kids. Children who participate in the arts, particularly music, have been shown to be more likely to stay in school, and get better grades in math and science. They're also far more likely to be elected to student boards and be recognized for academic achievement.

That link between arts and academic achievement continues for life. Top scientists are twice as likely as the general public to have an artistic hobby, and Nobel Prize winners are almost three times as likely to participate in the arts.

You might think practical education is the path to success, but keep in mind that creativity is the number one skill that employers are looking for. The arts help people think creatively and solve problems in unexpected ways.

HEALTHY LIVING THROUGH ART

One of the most surprising things about art's impact is how it helps not only our happiness, but also our health. Experiencing art can alleviate stress, reduce the likelihood of depression and even boost your immune system by lowering chemicals that cause inflammation that can trigger diabetes, heart attacks and other illnesses.

The arts also have a powerful therapeutic effect. Music has been widely researched in the field of pain management for cancer patients who have reported additional benefits including an increased sense of control, immunity and relaxation. There is also evidence that use of art and music reduces hospital stays.

Music therapy is even being used to rehabilitate people with serious head injuries as it is proven to help them regain the ability to speak.

ART STRENGTHENS COMMUNITIES

When we take in culture — a play, book, concert, etc. — that focuses on a social issue or comes from a perspective that differs from our own, we gain a better understanding of humanity and the groups we live amongst. Art helps to break down boundaries by growing our awareness, tolerance and compassion.

This helps us to be more civic and socially minded. In fact, people who engage in the arts are more likely to volunteer. A recent study of youth found that drama in schools significantly increased students' capacities to communicate, relate to each other and to respect minorities.



57

Cultural festivals promote celebration and pride as well as awareness of cultural differences. Because dance, music, photography and other visual arts transcend language, they can bridge barriers between cultural, racial and ethnic groups.

Moreover, the arts are one of the primary means of public dialogue. Communities talk about and express difficult issues, emotions and the otherwise inexpressible via the arts.

A STRONGER ECONOMY THROUGH ART

Arts and culture play an important role in promoting economic goals through local regeneration, developing talent, creating jobs, spurring innovation and attracting tourists.

Statistics Canada estimates that cultural industries (including broadcasting, film and video, interactive media, design, newspapers and crafts) contribute an estimated \$53.2 billion in direct contribution to Canada's GDP and more than 700,000 jobs. That's ten times larger than the estimated economic impact of sports (\$4.5 billion), and well over the impact of utilities (\$35 billion), and the combined impact of agriculture, forestry, fishing and hunting (\$23 billion).

Cultural industries can actually turn ordinary cities into "destination cities" giving them a competitive advantage for cultural tourism. And tourists who come for the arts stay longer and spend more money than the average tourist.

ART IMPROVES QUALITY OF LIFE

The mental and physiological ways that the arts contribute to positive health and well-being for older adults are only now beginning to be understood. Learning new skills when creating a work of art (be it visual or performing) not only provides a greater sense of confidence and control, it can even help our immune systems fight infections.

Among the elderly, those that take part in creative pursuits are less likely to experience mild cognitive impairment. These activities are thought to maintain neuronal function, stimulate neural growth and recruit neural pathways to maintain cognitive function. This is particularly true of those that actively create works of art.

Music appears to be especially beneficial when complemented with standard therapies in treating everything from depression to cancer to Parkinson's.

Moreover, the arts can provide opportunities to meet others, create together and share experiences, all of which can improve perceived health status, chronic pain and sense of community.

APPENDIX 3

2017 Richmond Public Art commissioned in 2017 scheduled for completion in 2018-19

CIVIC PUBLIC ART PROJECTS:

- Errant Rain Cloud, by Gordon Hicks and Germaine Koh. Minoru Centre for Active Living
- Four Types of Water Revealed, by Germaine Koh. No. 2 Road Pump Station
- No.3 Road Art Columns Exhibition 12, Mentoring Opportunity for **Richmond-based Artists**
- Richmond Canada 150 Sewer access Covers
- Richmond Fire Fighter by Nathan Scott. Fire Hall No. 1
- Meander by Becki Chan and Milos Begovic (modular, portable seating)
- Together by David Jacob Harder, Minoru Centre for Active Living

PRIVATE PUBLIC ART PROJECTS:

- Spinners, by Dan Corson. Avanti, Polygon Homes
- Pergola Garden by Nicolas Croft and Michaela MacLeod

COMMUNITY PUBLIC ART PROJECTS:

- Community Public Art Program in partnership with Britannia, Hamilton and Minoru Arena





"CREATIVITY IS CONTAGIOUS, PASS IT ON" – Albert Einstein



City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 20 Telephone: 604-276-4000 www.richmond.ca

CNCL - 139



Re:	Hosting the 2020 55+ BC Games		
From:	Serena Lusk General Manager, Community Services	File:	11-7000-10-01/2018- Vol 01
То:	Parks, Recreation and Cultural Services Committee	Date:	April 13, 2018

Staff Recommendation

- 1. That Richmond Sports Council's bid to host the 2020 55+ BC Games be endorsed.
- That \$60,000 from the Council Community Initiatives Account and a minimum of \$55,000 of in-kind services be committed to host the 2020 55+ BC Games should Richmond be awarded the event as detailed in the staff report, "Hosting the 2020 55+ BC Games," dated April 13, 2018 from the General Manager, Community Services.
- 3. That the Five Year Financial Plan (2018-2022) be amended accordingly.

Serena Lusk General Manager, Community Services (604-233-3344)

Att. 1

REPORT CONCURRENCE						
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER				
Finance Department		Sun '				
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE		APPROVED BY CAO				

Staff Report

Origin

At the March 27, 2018, Parks, Recreation and Culture Committee meeting the following referral was made:

(1) That the City of Richmond supports the bid of the BC Seniors Games Society and Richmond Sports Council for the 2020 55+ BC Games; and (2) That the request be forwarded to staff for comment and sources of funding for \$60,000 and report back.

This report supports Council's 2014 – 2018 Term Goal #2 A Vibrant, Active and Connected City:

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

This report supports Council's 2014-2018 Term Goal #8 Supportive Economic Development Environment:

8.2. Opportunities for economic growth and development are enhanced.

Analysis

Background

In 2009, Richmond hosted the 22nd Annual 55+ BC Games, formerly known as the BC Seniors Games. The 55+ BC Games ("the Games") attracted 3,865 participants who competed in 29 recognized sports over four days of competition in Richmond.

Hosting the Games again will bring a variety of benefits to the City including showcasing Richmond to the Province and inspiring Richmond residents to be active through a variety of sports and activities. Richmond's various sport and recreation facilities including Minoru Park and its running track and artificial turf fields, the Lawn Bowling Greens and new clubhouse, Richmond Ice Centre, Richmond Olympic Oval, and the soon-to-be opened Minoru Centre for Active Living, will all play a role in hosting the Games while highlighting the quality of Richmond's sport and recreation facilities.

The Games will also showcase other amenities and tourist destinations including Steveston Village, the Canada Line and the Richmond Olympic Experience (ROX), along with Richmond's unique restaurant options. The Games will be an engaging tourism event that will highlight the importance for older adults to continue to be active while providing an economic benefit to the community through the 3,500 participants taking part in the Games.

About the Games

The BC Seniors Games Society is the parent organization responsible for the Games. The Games is an annual event, held in late August or early September. On average 3,500 participants take part in these games with over 3,000 spectators and close to 2,000 local volunteers. The mission of the BC Seniors Games Society is to:

- Organizing the annual 55+ BC Games as an opportunity for the 55+ population of BC to participate in physical and social activities;
- Promoting community awareness of the contemporary image of the 55+ population as physically active and socially engaged; and
- Encourage year round participation at the zone level.

In recent years, the Games have been held in:

- Vernon and area (September 12 16, 2017)
- Coquitlam (August 20 24, 2016)
- North Vancouver (August 25 29, 2015)
- Langley City and Township (September 9 13, 2014)

In 2018 the Games will be held in Kimberley and Cranbrook and in 2019 they will be held in Kelowna.

Bidding Requirements

The following are the minimum requirements for bidding on the Games as provided by BC Seniors Games Society:

- A resolution from City Council indicating support for the bid application, which includes a minimum commitment of a \$60,000 financial contribution to the host society and at least \$55,000 of in-kind services and facilities that will be provided;
- Capability to support a minimum of 20 sports with adequate facilities, including letters of initial confirmation from venue managers of sport facilities;
- A complete listing of accommodations, outlining the minimum of 1,500 beds and 400 RV sites within a 40 km radius of the Games Village. Estimated pricing must be included in this list; and
- A community map identifying sport venues, accommodation and distances from the Games Village.

The bid deadline is June 29, 2018.

Richmond is capable of meeting these minimum bidding requirements pending Council's decision and staff will work with Richmond Sports Council and other community partners to complete the bid documents and requirements.

Games Governance Requirements

The selected host community for the Games must form a non-profit host society with an elected Board of Directors to oversee the administration of the Games. It is the responsibility of this host society to plan and implement the Games. The BC Seniors Games Society provides direction, resources, and support to the host society and their volunteers as they develop their plans for the Games. Typically, one or more City staff members or civic leaders are elected to represent the host community on the Board.

The BC Seniors Games Society provides event management support to the local host society by assigning one event manager to support the host society and the Games. The host Society must employ an operations manager for the Games and must fund the remuneration for this position and other employees.

Games Budget

The BC Seniors Games Society contributes \$85,000 along with all registration fees which on average amount to \$105,000 and sport fees of \$45,000 which equals \$235,000 from the BC Seniors Games Society to the host society. The host city is also required to contribute \$60,000 in financial support for a total of \$295,000. The host city is also required to commit a minimum of \$55,000 of in-kind services to the host society to deliver the games. In addition, the host society and host city are encouraged to pursue sponsorship opportunities to offset Games costs.

There is no standardized expense budget supplied by the BC Seniors Games Society as each society has allocated their expenses differently. On average, the previous three hosts' organizing committees have spent approximately \$310,000 on various expenses including: security, first aid, venue rental, promotion, transportation, volunteers, administration staff, food, protocol, communication and ceremonies. These expenses have been offset by the BC Seniors Games contribution, registration, sport fees, sponsorship and host city financial support.

The \$310,000 does not include in-kind services provided by the host city which include items such as facility rentals, staffing, equipment, minor capital improvements and administrative support. These in-kind services are likely to exceed the minimum \$55,000 contribution requested.

Surplus revenues from the Games must be split 50/50 with the BC Seniors Games Society. As a result of the 2009 Games, \$60,000 was put into a trust fund for 55+ Richmond athletes to be used to help them attend provincial, national or international competitions.

Facility Requirements

The host city must have the capability to meet the facility requirements for a minimum of 20 sports, up to a maximum of 34 sports. In 2009, Richmond hosted 29 sports as part of the Games.

The host community must also be able to provide facilities for:

- Administrative office space for conducting the Games business operations;
- An accreditation centre (large indoor space to efficiently accredit up to 3,500 athletes);

CNCL - 143

- A ceremony venue (for up to 3,500 athletes and 1,000 spectators) for the Opening and Closing Ceremonies;
- A food services facility capable of preparing lunches and accommodating a banquet with seating for up to 3,500 people. This facility could also serve as an entertainment facility;
- A medical facility and provision of first aid at all venues; and
- Storage for the Games equipment and supplies.

As in 2009, Richmond can meet these facility requirements through the use of its current facilities or through negotiations with other facility operators. Some minor facility improvements may be required which would be submitted for Council's consideration through the regular capital budget process.

Some regularly scheduled community activities and programs will be interrupted or displaced to enable the facilitation of the Games. The displacement of regular scheduled activities and programs may result in a loss of revenue for City-operated facilities.

Accommodation Requirements

The Games bid requires that the host city has a minimum of 1,500 beds and 400 recreational vehicles (RV) sites within a 40 km radius from the Games Village. Richmond has sufficient hotel room inventory to meet this need. In order to meet the RV need, a combination of commercial RV parks located in the adjoining communities of Delta, Surrey and Burnaby will need to be identified as well as temporary RV parks arranged in Richmond. This approach was successful in 2009 with temporary RV sites accommodated at McDonald Beach, Richmond Public Works Yard, Richmond Ice Centre and South Arm Pool.

Transportation

The Games require parking for buses and automobiles at each of the venues. In addition, the host society will have to provide shuttle service between venues for participants and officials. The City's fleet of buses can partially accommodate this need. However, some private transportation services will be required.

Volunteer Requirements

Estimates on volunteers needed range from 1,500 to 3,000 volunteers. The number of events held, their complexity and the number of participants who attend determine the volunteer requirements. Examples of the types of volunteer support include:

- Protocol
- Officials
- Administration
- VIP Services
- Hospitality

- Food Services
- Fundraising and Sponsorship
- Marketing, Advertising and Promotions
- Transportation
- Sport Events

- Communications
- Special Events and Entertainment
- Registration and Results

- Medical and Security
- Volunteer Coordination
- Ceremonies

Richmond's current volunteer database of over 2,500 active volunteers will assist in meeting this volunteer need although additional recruiting and training will also be required. This event will provide an exciting opportunity to engage new volunteers in Richmond.

Community Support for Hosting the Games

Richmond Sports Council

At its regular monthly meeting on Tuesday, April 10, 2018, Richmond Sports Council endorsed the following motion (Attachment 1):

That Richmond Sports Council supports the submission of a bid for the BC Seniors Games in August 2020.

Jim Lamond, the Chair of Richmond Sport Council, has informed City staff that Sports Council is willing to be responsible for the following aspects of the bid and games:

- Preparing the bid document;
- Requesting a letter of support from the Richmond School District, if school facilities are required for hosting the Games;
- Establishing a host society and Board of Directors;
- Recruiting the Games volunteers to run the various sporting events;
- Soliciting event sponsors to help offset the Games expenses;
- Working with Tourism Richmond to secure accommodation for the athletes; and
- Working with City staff to secure facilities and event venues.

Minoru Seniors Society

The Chair of Richmond Sport Council has requested a letter of support from the Minoru Seniors Society to host the BC Games.

Tourism Richmond

Staff are working with Tourism Richmond to identify its role in the bidding and hosting of the Games.

Financial Impact

\$60,000 from the Council Community Initiatives Account as well as \$55,000 of in-kind services such as City of Richmond staff time, Richmond Olympic Oval staff time, equipment, and office space.

Conclusion

The 2020 55+ BC Games supports active aging by bringing over 3,500 participants from across the province to take part in the Games in Richmond. The Games will provide an opportunity to showcase Richmond's various sports venues while inspiring Richmond residents to be active in their own community.

Shul

Gregg Wheeler Manager, Sport and Community Events (604-244-1274)

Att. 1: Letter from Richmond Sports Council



www.richmondsportscouncil.com

Richmond Sports Council is the collective voice of Richmond's community sports

April 18, 2018.

Mayor and Councillors City Hall 6911 No. 3 Road Richmond BC V6Y 2C1

Dear Mayor and Councillors

Re BC SENIORS SUMMER GAMES 2020

At the Richmond Sports Council meeting of April 10, 2018 members unanimously endorsed a recommendation to submit a bid to host the BC Seniors Summer Games in 2020 per the invitation to host submitted by City staff.

Richmond Sports Council respectfully requests that Council supports this bid.

This support would show to the seniors of Richmond that Council continues to build for future programs i.e. the new Senior Centre and Aquatic Complex which is due for completion in September 2018.

We look forward to your reply.

Yours sincerely

J. Lamond

Jim Lamond Chair

cc: G. Wheeler



То:	Parks, Recreation and Cultural Services Committee	Date:	April 5, 2018
From:	Serena Lusk General Manager, Community Services	File:	01-0370-20-002/2018- Vol 01
Re:	Draft Community Wellness Strategy 2018–2023		

Staff Recommendation

- 1. That the Draft Community Wellness Strategy 2018-2023, included as Attachment 1 of the staff report titled "Draft Community Wellness Strategy 2018-2023," dated April 5, 2018, from the General Manager, Community Services, be adopted for the purpose of seeking stakeholder and public validation of the strategy.
- 2. That the Final Community Wellness Strategy 2018-2023, including the results of the stakeholder and public validation, be reported back to the Parks, Recreation and Cultural Services Committee.

Serena Lusk General Manager, Community Services (604-233-3344)

Att. 1

REPORT CONCURRENCE				
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER		
Arts, Culture & Heritage Communications Community Social Development Parks Services Fire Rescue Policy Planning Transportation	র র র র র র	Seven.		
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO		

Staff Report

Origin

The first Community Wellness Strategy 2010-2015, developed in partnership with Vancouver Coastal Health – Richmond (VCH) and Richmond School District No. 38 (SD38), was endorsed by Council in February of 2010. In 2015, the partners reviewed the impact of their work, established recommendations for the development of an updated strategy, and renewed their commitment to working together to improve community wellness in Richmond. The Draft Community Wellness Strategy 2018-2023 has been prepared in partnership with VCH and SD38, taking a collaborative and holistic approach to improve wellness for Richmond residents.

In 2017, a Report to Committee was submitted describing the vision, principles and focus areas for the Draft Community Wellness Strategy 2018-2023 (Draft Strategy). In addition, the extensive community engagement which took place as part of the project process was described in detail. The vision, principles and focus areas within that report were adopted by Council on July 10, 2017. The adopted vision, principles and focus areas provided the foundation for the development of the Draft Community Wellness Strategy 2018-2023.

The purpose of this report is to present the Draft Community Wellness Strategy 2018-2023 (Attachment 1), as well as the next steps for the project. The report outlines the project development process, the community engagement results and summarizes the community wellness action plan and evaluation framework. Pending Council's adoption of the Draft Strategy, City staff will seek further feedback from the public and stakeholders through a validation process, and will report back to Council at a later date.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

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

2.1. Strong neighbourhoods.

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

This report supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws. This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

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

5.2. Strengthened strategic partnerships that help advance City priorities.

This report supports Council's 2014-2018 Term Goal #9 A Well-Informed Citizenry:

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

9.1. Understandable, timely, easily accessible public communication.

9.2. Effective engagement strategies and tools.

Analysis

Background

Following adoption of the vision, principles and focus areas for the Draft Community Wellness Strategy 2018-2023 by Council on July 10, 2017, City staff and partners developed the action plan and evaluation framework for the Draft Strategy that are being presented within this report. The action plan and evaluation framework, along with the vision, principles and focus areas, are key sections of the Draft Strategy (Attachment 1).

Building on the learnings and success of the Community Wellness Strategy 2010-2015, this strategy aims to further improve community wellness by:

- identifying collective actions that span the mandate of all three partners;
- defining actions with designated responsibilities;
- embedding outcomes into the strategy that can be measured; and
- ensuring the success of the actions.

Development Process and Community Engagement Results

The diagram on the next page provides a summary of the Community Wellness Strategy 2018-2023 development process. City staff are currently in Phase 4, which includes development of the Draft Community Wellness Strategy 2018-2023 and presentation of the Draft Strategy to Council for adoption.

This following diagram is a summary of the Community Wellness Strategy 2018-2023 development process:



An extensive community engagement process that consisted of Strategic Advisory Committee meetings, internal and external stakeholder workshops and consultation with the general public, provided feedback which was utilized to develop the vision, principles and five focus areas for the Draft Community Wellness Strategy 2018-2023. The learnings from the community engagement were also vital in informing the development of the action plan for the Draft Strategy.

Similar to the Community Wellness Strategy 2010-2015, the community engagement revealed that a focus on physical activity and connectedness to one's community are still important factors when it comes to wellness for Richmond residents. The recent community engagement has also uncovered that healthy neighbourhood design and transportation networks, equitable access to programs and services, and education regarding wellness literacy are all important factors for Richmond residents.

The action plan outlined in the next section was developed by taking into account the insightful and meaningful feedback regarding wellness that was received throughout the community engagement process.

Community Wellness Action Plan

The action plan outlines the actions under each focus area which the partners believe will make a meaningful difference in enhancing wellness in Richmond and achieving the adopted vision. Overall, each of the partners has agreed to lead specific actions while also working collaboratively to implement the strategy over the next five years. To view a detailed breakdown of who is leading which actions, please refer to Attachment 1. Furthermore, the actions provide a framework for ensuring that opportunities for Richmond residents are in place to improve wellness, and to allow individuals, neighbourhoods, and the community as a whole to thrive. The action plan will also be key to achieving the vision for the Draft Community Wellness Strategy 2018-2023:

Richmond...active, caring, connected, healthy and thriving.

The full action plan identifies twenty-three comprehensive initiatives for implementation over the next five years. The following are examples of the actions associated with each focus area, demonstrating what will be done over the next five years to improve wellness opportunities for Richmond residents. To view the complete and detailed list of actions please refer to Attachment 1.

Focus Area #1: Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.

Actions identified include:

- 1. Develop and implement a healthy active living campaign to increase awareness, understanding and participation in physical activity, healthy eating, and mental wellness opportunities and benefits.
- 2. Implement initiatives to keep Richmond residents active through enhancing walking and cycling programs city-wide and at a neighbourhood level.
 - Expand the scope of 'Move for Health Week.'
- 3. Implement a Healthy Eating Strategy that increases access to healthy and safe foods at a neighbourhood level.
 - Include healthy and, where possible, local food at concession stands, in vending machines and cafes in public facilities and schools.
- 4. Implement initiatives to increase access to mental wellness resources for residents.
 - Enhance activities of the three partners to promote Mental Health Week.

Focus Area #2: Enhance physical and social connectedness within and among neighbourhoods and communities.

Actions identified include:

- 1. Develop and implement a Neighbourhood Strategy with a focus on programs, services and initiatives, as well as built and natural environment elements that enhance social connectedness within and among neighbourhoods.
- 2. Implement the 'Resilient Streets Program' which aims to increase neighbour-toneighbour connections, starting with the East and West Cambie Neighbourhoods. Learnings from this program will inform the Neighbourhood Strategy.

Focus Area #3: Enhance equitable access to amenities, services and programs within and among neighbourhoods.

Actions identified include:

- 1. Adopt an equity lens framework and assess what and where the inequities are at a neighbourhood level.
- 2. Create wayfinding tools which help residents and service providers to make best use of amenities, services, programs, and natural and built environment opportunities that the neighbourhood offers.
 - Create a visually appealing map illustrating City parks, recreation, and arts amenities.

Focus Area #4: Facilitate supportive, safe and healthy natural and built environments.

Actions identified include:

- 1. Improve connectivity by developing walkable routes in neighbourhoods that are accessible to all.
- 2. Continue to improve cycling networks across the City by:
 - Expanding the bike route network; and
 - Expanding secured bike parking at City, health, and school facilities.
- 3. Increase indoor and outdoor unstructured play opportunities city-wide and at a neighbourhood level at school and City playgrounds, parks and facilities by:
 - Increasing nature play elements; and
 - Providing play equipment that is accessible to all e.g., playboxes available at community centres and parks.

Focus Area #5: Promote wellness literacy¹ for residents across all ages and stages of their lives.

Actions identified include:

- 1. Develop and implement a wellness literacy campaign as a key component of the healthy active living campaign.
 - Develop and disseminate brief and easy to understand wellness messages in promotional materials;
 - Host a wellness literacy fair for staff from the three partner organizations; and
 - Provide educational workshops on wellness led by experts or high profile community members.

Measuring Progress

The evaluation framework in the Draft Community Wellness Strategy 2018-2023 outlines a logic model and serves as a guide for monitoring progress and evaluating the overall strategy to ensure its success. The evaluation framework provides an outline for monitoring and assessing the effectiveness of actions, and ensuring that progress is made towards achieving desired outcomes and targets.

The table on the next page identifies measures and targets to be used in the evaluation of the Community Wellness Strategy 2018-2023. A variety of both qualitative and quantitative data sources and collection methods will be used to assess the changes in the indicators/measures outlined. Overall, the purpose of the evaluation framework is to measure progress as actions are implemented and to measure achievement of the desired outcomes.

¹ Wellness Literacy is "the capacity to obtain, process, and understand basic health/wellness information and services needed to make appropriate health/wellness decisions."

Focu	ıs Area	Indicator/Measure	Target Trend
1.	Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.	 Physical activity levels; Fruit and vegetable servings; Self-rated mental health; Awareness of benefits; Healthy food outlets; and Physical activity opportunities. 	↑ Increase
2.	Enhance physical and social connectedness within and among neighbourhoods and communities.	 Strong sense of community belonging; and Volunteers. 	↑ Increase
3.	Enhance equitable ² access ³ to amenities, services and programs within and among neighbourhoods.	 Amenities, programs and services available by neighbourhood. 	↑ Increase
		 Reduced barriers to opportunities. 	Decrease
4.	Facilitate supportive, safe and healthy natural and built environments.	 Walkability of neighbourhoods; and Outdoor unstructured play opportunities. 	↑ Increase
5.	Promote wellness literacy for residents across all ages and stages of their lives.	 Awareness of wellness components. 	

² Equitable – fair, reasonable, just and free of favouritism or self-interest

³ *Equitable access* is about addressing social and economic imbalances when developing policy or implementing plans, so that people from diverse backgrounds (and different neighbourhoods) have more or less similar opportunities when it comes to accessing amenities, services and programs.

Next Steps

The purpose of this five-year strategy is to take a collaborative and holistic approach to improve wellness for Richmond residents and to increase opportunities for individuals and neighbourhoods to be active and healthy. Pending Council's adoption of the Draft Community Wellness Strategy 2018-2023 (Draft Strategy), City staff will seek feedback on the Draft Strategy from stakeholders and the public through a validation process. The validation process will entail open houses for both stakeholders and the public, where attendees will have the opportunity to review and provide feedback on the content of the Draft Strategy. In addition, an online survey via *Let's Talk Richmond* will provide another option for both stakeholders and the public to provide their comments.

The following table outlines the stakeholder and public validation process for the Draft Strategy:

Date	Process
Early May 2018	Council adoption of the Draft Community Wellness Strategy 2018-2023 (Draft Strategy).
End of May 2018	 Stakeholder and public validation of the Draft Strategy: Open houses to share Draft Strategy content with stakeholders and the public; and Online survey via Let's Talk Richmond.
June 2018	Assess feedback and develop the Final Community Wellness Strategy 2018-2023.
July 2018	Present the Final Community Wellness Strategy 2018-2023 to Council.

The overall purpose of the stakeholder and public validation process is to gain feedback to ensure that the action plan reflects what needs to be done in order to improve wellness opportunities for Richmond residents. Any feedback that is gathered will be incorporated into the Final Community Wellness Strategy 2018-2023, which will be presented to Council in July 2018.

Financial Impact

Many of the actions identified within the five focus areas can be accomplished with existing resources. Staff will also work with community partners to apply for grants and other funding opportunities as they become available. Examples of grants include the Resilient Streets grant from the BC Healthy Communities Capacity Building Fund and the Before and After School Recreation Spaces grant from the BC Recreation and Parks Association, both of which staff have been successful in securing for this year. Also, when and if additional resources are required, a request will be submitted through the annual budget process.

Conclusion

A collaborative and holistic approach to improve wellness for Richmond residents has resulted in a successful partnership and the development of the Draft Community Wellness Strategy 2018-2023. The Draft Strategy provides a five-year plan for ensuring that opportunities for Richmond residents are in place to improve wellness and to allow individuals, neighbourhoods and communities to thrive. This has been accomplished through a vision, principles, action plan and evaluation framework that are outlined in detail within the Draft Strategy. Upon adoption of the Draft Strategy by Council, City staff will seek further validation from stakeholders and the public. Any feedback received during the validation process will be assessed and used to develop the Final Community Wellness Strategy 2018-2023, which will be presented to Council at a later date.

Suzanna Kaptur Research Planner 2 (604-233-3321)

Elizabeth Ayers Manager, Community Services Planning and Projects (604-247-4669)

Att. 1: Draft City of Richmond Community Wellness Strategy 2018-2023, A Partnership Project: City of Richmond, Vancouver Coastal Health – Richmond, Richmond School District No. 38

Attachment 1





DRAFT





CoastalHealth

City of Richmond Community Wellness Strategy 2018-2023

A Partnership Project: City of Richmond, Vancouver Coastal Health – Richmond, Richmond School District 38





CNCL - 158 DRAFT

Table of Contents

Execu	utive	Summary	1
1.0		nmond Community Wellness Strategy – Purpose, Partners Process7	hip
	1.1 1.2 1.3 1.4	Purpose of the Strategy The Partnership - Working Together Building the Strategy Relationship to other Richmond Plans and Strategies	8
0.0			
2.0	2.1	nmond Today City Overview	
	2.2 2.3 2.4	Population Demographics and Social Indicators Health and Wellness Indicators Built and Natural Environments Indicators	13 15
3.0	Wha	at We Heard through Community Engagement	21
	3.1 3.2	Who We Heard From Stakeholder Feedback:	
	3.3 3.4	What is Working Well in RichmondKey Priorities to Enhance WellnessWhat Richmond Residents said	23
4.0	Wha	at We Learned from Other Jurisdictions	27
5.0	Brin	ging it All Together	29
	5.1 5.2	What Needs to be Considered What Wellness Means to Richmond	
6.0	Guio	ding Framework – Vision, Principles and Focus Areas	33
	6.1 6.2 6.3	Vision for the Richmond Community Wellness Strategy Principles Focus Areas	
7.0		ving Forward – Community Wellness Action Plan	
7.0	7.1		
8.0	Mea	suring Our Progress	45
	8.1 8.2	Evaluation Framework and Logic Model Measuring Results	
9.0	Imp	lementation	51
10.0	Con	clusion	55
Appe Appe	ndix : ndix :	 Relevant Plans and Strategies Stakeholder Engagement Richmond Community Wellness Profile Data Sources Documentation of Engagement Process and Results 	



Executive Summary

The City of Richmond has partnered with Vancouver Coastal Health-Richmond and Richmond School District No. 38 to develop a Community Wellness Strategy for Richmond (2018 -2023). The purpose of this five year strategy is to identify innovative and collaborative approaches to most effectively impact wellness outcomes for Richmond residents, increase the awareness of the benefits of active community engagement and healthy lifestyles for residents in all Richmond neighbourhoods. This strategy also demonstrates leadership in prioritizing wellness as a contributor to a vibrant, appealing and livable community.

Richmond residents are generally healthy, data from the My Health My Community survey indicates that Richmond residents live longer, feel less stressed, have healthier weights, less chronic disease, smoke less and drink less than other comparison communities in BC. However, there are areas for improvement, which include active living, mental and physical wellness, and a sense of belonging. According to the My Health My Community survey, Richmond ranks lower compared to other BC municipalities for three specific lifestyle practices that are strongly linked to health and wellness, these include physical activity, healthy eating (particularly fruit and vegetable intake) and social connectedness.

Wellness practices are highly influenced by an individual's knowledge of active and healthy lifestyles and mental wellness strategies and the ability to afford or access healthier options. Supportive social and physical environments can improve people's personal health practices and feelings of well-being. Wellness practices that start early in life are more likely to continue into adulthood. Many aspects of one's community and neighbourhood, such as community programs and services, employment opportunities, transit, school policy and location, parks and recreation opportunities, proximity to family and friends, personal time and more affect people's ability to establish healthy and active lifestyles, build resilient neighbourhoods and engage in their communities.

Strategy Development Process

The Richmond Community Wellness Strategy 2018-2023 was developed through an iterative and multi -phased process involving many members of the general public, stakeholders, staff from all partner organizations and a strategic advisory committee.

CONTEXT	ENGAGEMENT	STRATEGY FRAMEWORK	ACTION PLAN & EVALUTION	FINAL STRATEGY
 Richmond Community Profile Jurisdictional scan Review of background documents 	 Strategic Advisory Committee Partners' staff Community organizations Public 	 Development of Vision, Principles and Focus Areas Validation by Partners and Richmond City Council 	Develop Action Plan and Evaluation Framework	 Draft Richmond Community Wellness Strategy Validation by community organizations, public and City Council

Strategy Development Process Phases

Strategic Framework for Community Wellness

The development of the Strategic Framework, which includes the vision, principles and focus areas, was guided by:

- The Community Profile, which highlighted Richmond's changing demographics and indicators of where Richmond is doing well and where there are areas for improvement
- The definition of wellness that was informed by and resonated with stakeholders
- The community's feedback highlighting the themes of physical activity, healthy eating, mental wellness and social connectedness as key aspects of wellness
- The recognition that the importance of awareness, opportunity, access and supportive environments should be reflected in the Action Plan
- Wellness trends and evidence from the field identified in the Jurisdictional Scan.

Community Wellness Strategy Vision and Principles

The Community Wellness Strategy Vision and Principles were developed following an extensive community engagement process and have been approved by Richmond City Council.

Vision

Richmond...active, caring, connected, healthy and thriving

Principles

- Engage in collective action
- Embrace a strength-based approach
- Monitor and evaluate to ensure accountability
- Be financially, socially and environmentally sustainable
- Be inclusive, equitable, respectful and celebrate diversity
- Synergize with existing plans, strategies and organizations

Community Wellness Strategy Focus Areas and Actions

Five priority focus areas for action were also identified through the community engagement process and endorsed by Richmond City Council. The focus areas provide a clear set of high level goals for the Community Wellness Strategy 2018-2023. Objectives and action items have been developed for each of the focus areas.

Focus Area #1: Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.

Objective #1

Increase the number of Richmond residents across all ages involved in physical activity and active, healthy lifestyles.

Key	Action/Program/Initiative	Time-frame	Partner Lead
1	Develop and implement a healthy active living campaign to increase awareness, understanding and participation in physical activity, healthy eating,	Develop 2018-2019 Implement	CoR
	and mental wellness opportunities and benefits.	2019-2023	
2	Implement initiatives to keep Richmond residents active through enhancing walking and cycling programs city-wide and at a neighbourhood level.	2019-2023	CoR
	Priority Action 1 : Expand the scope of 'Move for Health Week' by including initiatives of the three partners (VCH-Richmond, SD38 and CoR), while also incorporating a focus on cycling.	2019-2020	
	Priority Action 2: Increase neighbourhood level participation in the Walk Richmond program.	2020-2021	



Objective #2

Increase the number of Richmond residents across all ages making healthy food choices.

Ke	y Action/Program/Initiative	Time-frame	Partner Lead
1.	Implement a Healthy Eating Strategy that increases access to healthy and safe foods at a neighbourhood level and builds upon and aligns with the Richmond Food Charter and the Regional Food System Action Plan ¹ . This includes coordinating and enhancing healthy eating opportunities in schools, public buildings, and where gaps have been identified at a neighbourhood level.	Ongoing to 2023	VCH- Richmond
	Priority Action 1: Include healthy and, where possible, local food at concession stands, in vending machines and cafes in public facilities and schools.	2019-2020	
	Priority Action 2: Expand community gardens in neighbourhoods across Richmond, to encourage social interaction, physical activity and access to fresh affordable vegetables and fruits for residents.	2018-2020	

Objective #3

Increase the number of individuals across all ages reporting a positive state of mental wellness.

Key	Action/Program/Initiative	Time-frame	Partner Lead
1.	Implement initiatives to increase access to mental wellness resources for residents.	2019-2023	SD 38
	Priority Action 1: Enhance activities of the three partners to promote Mental Health Week.	2019-2020	
	Priority Action 2: Implement an initiative to support residents' mental wellness through a 'Go-To' Mental Wellness Referral program. This initiative would involve enhancing the capacity of front line staff at City, public health and school facilities, so they would have the ability to connect individuals with the appropriate resources in Richmond.	2019-2021	

2 https://www.healthlinkbc.ca/healthCeNCehoole-41642mmunities

¹ Links to: Richmond Food Charter: <u>https://www.richmond.ca/_shared/assets/_7_RichmondFoodCharter44751.pdf</u> Metrovancouver Regional Food System Action Plan 2016 <u>http://www.metrovancouver.org/services/regional-planning/agriculture/rfs-strategy/Pages/about-the-strategy.aspx</u>

Focus Area #2: Enhance physical and social connectedness within and among neighbourhoods and communities.

Objective #1

Provide opportunities to increase Richmond residents' sense of belonging to their neighbourhoods.

Key	Action/Program/Initiative	Time-frame	Partner Lead
1.	Develop and implement a Neighbourhood Strategy with a focus on programs, services and initiatives, as well as built and natural environment elements that enhance social connectedness within and among neighbourhoods.	Develop 2019-2021 Implement 2021-2023	CoR
	Priority Action 1: Implement the 'Resilient Streets Program' which aims to increase neighbour-to- neighbour connections, starting with the East and West Cambie Neighbourhoods. Learnings from this program will inform the Neighbourhood Strategy.	2018-2019	



Focus Area #3: Enhance equitable access to amenities, services and programs within and among neighbourhoods.

Objective #1

Align availability and access of programs and services to meet the needs of Richmond residents by addressing inequities at a neighbourhood level, e.g., geographical, cost of programs and transportation, timing, cultural relevance and language needs or facilitating outreach opportunities.

Key	Action/Program/Initiative	Time-frame	Partner Lead
1.	Adopt an equity lens framework and assess what and where the inequities are at a neighbourhood level.	2018-2020	VCH- Richmond
2.	Create wayfinding tools which help residents and service providers to make best use of amenities, services, programs, natural and built environment opportunities that the neighbourhood offers.	2019-2022	CoR
	Priority Action 1: Create a visually appealing map illustrating City parks, recreation and arts american	2019-2020 - 165	

Focus Area #4: Facilitate supportive, safe and healthy natural and built environments.

Objective #1

Identify and implement healthy natural and built environments to improve the wellness of Richmond residents.

Key	Action/Program/Initiative	Time-frame	Partner Lead
1.	Improve connectivity by developing walkable routes in neighbourhoods that are accessible to all. Walkable routes could be further enhanced by:	Ongoing to 2023	CoR
	 Providing access to benches, washrooms and playgrounds, shade and gathering places Providing interactive and interpretive amenities Implementing a wayfinding and signage plan for walkable routes within neighbourhoods 		
2.	 Continue to improve cycling networks across the City by: Expanding the bike route network Expanding secured bike parking at City, health and school facilities Increasing access to bicycles and bicycle helmets to those facing barriers Addressing barriers to using available bike routes 	Ongoing to 2023	CoR

Focus Area #5: Promote wellness literacy³ for residents across all ages and stages of their lives.

Objective #1

Strengthen awareness and understanding of wellness including benefits and opportunities for improving wellness.

Key	Action/Program/Initiative	Time-frame	Partner Lead
1.	Develop and implement a wellness literacy campaign as a key component of the healthy active living campaign.	Develop 2018-2019 Implement 2019-2023	All partners to contribute equally to this focus
	Priority Action 1: Develop and disseminate brief and easy to understand wellness messages in promotional materials.	2019-2020	area
	Priority Action 2: Host a wellness literacy fair for staff from the three partner organizations.	2019-2020	
	Priority Action 3: Provide educational workshops on wellness led by experts or high profile community members.	2020-2021	

3 Wellness Literacy is "the capacity to obtain, process, and understand basic health/wellness information and services needed to make appropriate health/wellness decision NCL - 166

Richmond Community Wellness Strategy Purpose, Partnership and Process

Richmond Community Wellness Strategy – Purpose, Partnership and Process

1.1 Purpose of the Strategy

The first Richmond Community Wellness Strategy 2010-2015 was developed by the City of Richmond in partnership with Vancouver Coastal Health-Richmond and Richmond School District No. 38 and was endorsed by Richmond City Council in February 2010. In 2015, the partners reviewed the impact of their work and renewed their commitment to work together to develop an updated Community Wellness Strategy for Richmond (2018 -2023). The purpose of this five year strategy is to take a collaborative and holistic approach to improve wellness for Richmond residents and increase opportunities as well as support for active and healthy lifestyles throughout the city.

Building on the learnings from the earlier strategy, the aims of this strategy are to:

- Define community wellness more broadly, including mental health and social connectedness along with physical activity and healthy eating
- Clearly identify collective actions that span the mandate of all three partners
- Define actions more specifically with designated responsibilities
- Embed outcomes into the strategy that can be measured with consistency by the three partners
- Enhance awareness of the strategy to facilitate its use across organizations

Overall the intent is for the Strategy to be aspirational, pragmatic and action-oriented and aligned with other related Richmond policies and strategies.

1.2 The Partnership - Working Together

The City of Richmond, Vancouver Coastal Health – Richmond and Richmond School District 38

The 2018-2023 Richmond Community Wellness Strategy is a renewed commitment of the three partners - the City of Richmond, Vancouver Coastal Health-Richmond and Richmond School District 38 to work collectively to improve wellness. The three partners established a Strategic Advisory Committee with representatives from each of their organizations to guide the process and are committed to working together to implement the new strategy and monitor results on a regular basis. The three partners recognize that a shared vision and collective efforts to achieve common goals will amplify the impacts to individual and community wellness.

1.3 Building the Strategy

The Richmond Community Wellness Strategy 2018-2023 was developed through an iterative multi - phased process.

CONTEXT	ENGAGEMENT	STRATEGY FRAMEWORK	ACTION PLAN & EVALUTION	FINAL STRATEGY
 Richmond Community Profile Jurisdictional scan Review of background documents 	 Strategic Advisory Committee Partners' staff Community organizations Public 	 Development of Vision, Principles and Focus Areas Validation by Partners and Richmond City Council 	 Develop Action Plan and Evaluation Framework 	 Draft Richmond Community Wellness Strategy Validation by community organizations, public and City Council

Multi-phased Strategy Development Process



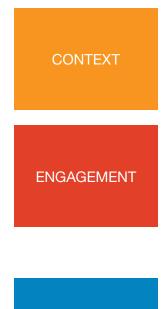
A Community Profile was developed that highlights data that would be relevant to the health and wellbeing of Richmond residents and the community. A range of wellness strategies developed by comparable jurisdictions were reviewed to assess how wellness is defined by others, along with their vision statements, principles, goals, objectives and priority actions that contribute to wellness.

A Strategic Advisory Committee made up of subject matter experts from the three partners was formed to guide the process. Workshops with staff from each of the partner organizations as well as a wide range of community stakeholders were facilitated to gain input into the strategy's vision and priorities. There were several opportunities for the general public, including parents, students and families, to provide feedback on what wellness means and what supports are needed to stay well.

Following each phase of the extensive consultation, results were summarized and reported back to the Strategic Advisory Committee. Multiple sessions were held, providing opportunities for the partners to review and refine the vision, principles and to reach consensus on the key focus areas for the Richmond Community Wellness Strategy. With initial validation by the partners, the vision, principles and focus areas were presented to Richmond City Council for approval.

Multiple sessions were held with the Strategic Advisory Committee along with subject matter experts from the partner organizations to identify and agree to priority actions for each focus area. An Evaluation Framework, including a logic model, was developed to outline the linkages from actions to outcomes, identify indicators and data sources, and provide a monitoring process to evaluate progress towards achievement of the desired outcomes.

The draft Community Wellness Strategy Report was prepared and presented to Richmond City Council. Final validation of the Strategy by stakeholders and the public was undertaken through an invitational forum.



STRATEGY FRAMEWORK

ACTION PLAN AND EVALUATION

FINAL STRATEGY

1.4 Relationship to other Richmond Plans and Strategies

The City of Richmond, Vancouver Coastal Health-Richmond and School District 38 have all undertaken the development of several plans and strategies. A number of these plans include actions related to the health and well-being of Richmond residents and the community as a whole. Certain aspects of wellness that are a primary focus in other plans or strategies (e.g., housing, economic factors) are not specifically included in the Richmond Community Wellness Strategy but are recognized as important. Examples of the plans and strategies of the three partner organizations that are aligned with the Community Wellness Strategy are identified in Appendix 1.

Richmond Today

Richmond Today

The following is a summary of Richmond's community profile and identifies factors associated with the health and well-being of Richmond citizens. Richmond's community profile is based on currently available demographic data for the City's population, in addition data on economic, social, health and lifestyle indicators is also presented in this section. (See Appendix 3: Richmond Community Profile Data Sources.)



CNCL - 171 DRAFT

2.1 City Overview

Richmond enjoys a diversity of amenities and facilities, engaged citizens and community organizations and a vibrant natural setting that offers 1950 acres of park lands, 73 kilometres of trails, and 60 kilometres of cycling paths. It is a unique 17-island city situated at the mouth of the Fraser River, providing an estuary for fish and migrating birds along shores lined by walking dykes. Agriculture is an important part of Richmond's past as well as present economy – 39% of the city's 129.17 square kilometers land base remains within the Agricultural Land Reserve. Since being designated as a City in 1990, Richmond has seen a rapid growth in population and has evolved into a vibrant, ethnically diverse municipality with a mix of residential, commercial and industrial areas, as well as parks, waterways and open spaces. Richmond is the fourth largest city in the Metro Vancouver area, representing 8.3% of the population in this region.

Global Active Cities

In recognition of Richmond's implementation of a legacy of community benefit related to its role in the 2010 Olympic Winter Games, as well as strong policies plans and programs related to sport and recreation, the City was invited to participate in the development of a pilot "Global Active Cities" program. The initiative has now officially launched and Richmond became a partner City of the renamed Active Well-being Initiative <u>http://activewellbeing.org/</u> in late 2017. Richmond and nine other cities around the world are leading a movement to improve the lives of their citizens through the promotion of physical activity, sport, healthy lifestyles, social connections, supportive built and natural environments and well-being for all.



2.2 Population Demographics and Social Indicators

The following population demographics and social indicators were obtained from a variety of sources, these include:

- Richmond City Planning Hot Facts (the series, 2014-2017)
- The United Way Community Profile Richmond December 2015
- Statistics Canada (2015) 2011 Population Census/Household Survey
- Statistics Canada (2015) 2006 Population Census/Household Survey
- BC Vital Statistics (2011) Annual Report
- BC Stats. (2015) Sub-Provincial Populations P.E.O.P.L.E.
- BC Stats (2015) Socioeconomic Profiles

Growing population

Richmond's population continues to grow with a high influx of new residents born outside of Canada. Richmond is known for its rich ethnic diversity. A majority of Richmond residents (70%) self-identify as a visible minority. This is the highest proportion of any municipality in BC and the second highest in Canada. Many languages are spoken in Richmond. In the 2014/15 school year, 27.8% of Richmond School District students were English Language Learners. Understanding the unique needs of people from different cultures who speak different languages is important for improving overall health and wellness.

Changing age distribution

Understanding the age distribution of residents and how this is changing is important to planning and delivering services that meet the needs of different stages of life. At present, the over 65 age group is growing faster than the under 15 age group in all neighbourhoods. Adults between the age of 45 and 60 comprise the largest population group.



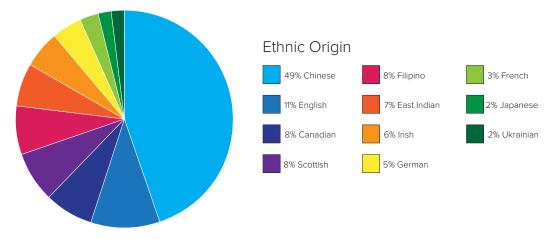
Mobile population

Forty three percent of Richmond residents have moved within the past five years, and half of these residents have moved within Richmond. Many people say they do not know their neighbours. Having someone to turn to in an emergency, caring relationships and support from family and friends during tough times is important to wellness. Residents' sense of social connectedness varies by neighbourhood and is lower for both adults and youth in Richmond than in other regions – particularly for those who are new immigrants. Richmond youth are less likely than their peers in BC to always feel safe in their neighbourhood in the daytime or at night.

Snapshot of Richmond's population demographics and key social indicators

The current estimated population (2016) for Richmond is 218,307. This represents a 4.1% increase from 2011. Between 1991 and 2011, the population increased by 50%. Richmond's population is projected to continue growing with an estimated population in 2041 of 280,000.

Sixty percent of Richmond residents are born outside of Canada. Richmond residents identify with over 140 different ethnic origins. The most common is Chinese – an ethnic group representing 49% of Richmond's population in 2011, having grown from 40% in 2001.



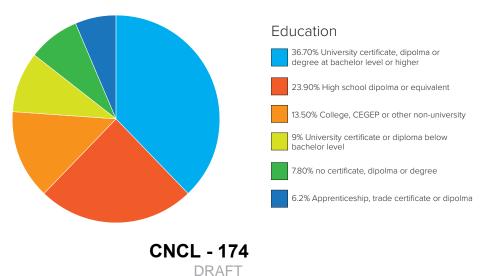
The eleven most common ethnic origins of Richmond residents in 2011 were:

Chinese is identified as the first language in 41% of homes, while 90% indicate the ability to converse in English.

Seventy-seven percent of residents own a home. The median household income is \$69,553 with 22.4% of households classified as low income. Close to one fifth (19.4%) of residents spend more than 30% of income on shelter while 8.7% spend more than 50% of income on shelter.

Average family size is three with 84% married or common-law couples and 16% lone-parent families.

In 2011, Richmond's population aged 25-64 reported on their highest level of education completed by the following National Household Survey categories:



Graduation Rate

Richmond School District 38's graduation rate is 94% over the past 5 years which is among the highest in the province. Student enrollment is approximately 21,000. The six year completion rates (the proportion of students who graduate, with a BC Certificate of Graduation or BC Adult Graduation Diploma, within six years from the first time they enrol in Grade 8) exceed the provincial rates overall (88.6% for Richmond compared to 83.6% for BC).

2.3 Health and Wellness Indicators

The following section provides data from the My Health My Community online survey taken by Richmond residents in 2013 and 2014, as well as the Human Early Learning Partnership which provides health and wellness data on children and youth that was collected between 2013 and 2016.

My Health My Community is an online health and wellness survey that gives residents in various Metro Vancouver municipalities the opportunity to provide information about their health, lifestyle choices, community involvement and neighbourhood characteristics. Overall the health status and needs of residents are collected in order to effectively plan and deliver programs, services and policies. The My Health My Community survey is conducted approximately every 5 years and is a non-profit partnership initiative between Vancouver Coastal Health, Fraser Health and the University of British Columbia.

In addition, the information in this section is also derived from the Human Early Learning Partnership, which is a research network based at the University of British Columbia and explores how early environments and experiences contribute to children's development. Working with School District 38, data was collected on Richmond children and youth using the following tools:



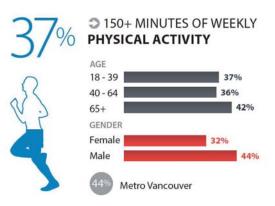
- EDI (Early Years Development Instrument), which is a questionnaire that has been used across BC to gather data about children's development at age 5. This data provides insights into children's health during their early years.
- MDI [Middle Years Development Instrument], is a self-report questionnaire that asks children in Grade 4 and Grade 7 about their thoughts, feelings and experiences in school and in the community.
- McCreary Centre Society BC Adolescent Health Survey is a questionnaire used to gather data about youth in Grades 7 through to Grade 12. This tool gathers information about adolescent's physical and emotional health.

According to data from the My Health My Community survey, Richmond residents are generally healthy, live longer, feel less stressed, have healthier weights, less chronic disease, smoke less and drink less than other comparison communities in BC. However, there are areas for improvement, which include active living, mental and physical wellness, and a sense of belonging. According to the My Health My Community survey, Richmond ranks lower compared to other BC municipalities for three lifestyle practices that are strongly linked to health and wellness, these include physical activity, healthy eating (particularly fruit and vegetable intake) and social connectedness.

Physical Activity

 According to the My Health My Community survey and data from the Human Early Learning Partnership, Richmond ranks the lowest in Metro Vancouver in terms of meeting the established physical activity guidelines⁴ with 42% of children, 38% of youth and 37% of adults meeting the target ⁵.

• A greater percentage of



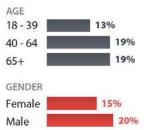
My Health My Community (2013/2014)

18-24 year olds and those 65+ meet the recommended physical activity guidelines compared to 25-39 year olds and 40-64+ year olds. There is also a drop in physical activity rates (participating in thirty minutes of vigorous daily physical activity) from Grade 3 to 7 – 44% to 33%.

- In terms of commute mode to work or school, 64% of residents commute by car, 22% by transit and 10% walk or cycle.
- When compared to other Metro Vancouver municipalities, Richmond has one of the lowest municipal obesity rates, approximately 17% of adults are obese and 50% are overweight.

OBESITY (BODY MASS INDEX >= 30.0)





ACROSS METRO VANCOUVER



Obesity was **lowest among university graduates** compared to all other educational levels.



Compared to the Metro Vancouver average of all ethnicities, **obesity** was **60% lower among Chinese** and **55% higher among Aboriginal** people.

My Health My Community (2013/2014)

Canadian 24 hr movement guidelines recommend 60 minutes energetic play for preschoolers and 60 minutes of moderate to vigorous activity for children and youth (5 to 17 years). Canadian physical activity guidelines for Adults and Older adults (65+) recommend a minimum of 150 min/week of moderate to vigorous activity.



⁴ http://www.csep.ca/en/guidelines/links-to-csep-guidelines_

Healthy Eating

• As indicated by the My Health My Community survey and data from the Human Early Learning Partnership, fruit and vegetable intake is low when compared to other Metro Vancouver municipalities, in Richmond 50% of children, 40% of youth and 21% of adults meet the 5 or more servings/day target.

Mental Health

In addition, according to the My Health My Community survey and data from the Human Early Learning Partnership, 52% of Richmond residents self-rated their mental health as good or excellent, this is in comparison to 57% in Metro Vancouver. Mental health concerns are reported more by adolescent females. Most youth report feeling some stress (84%) or despair (59%). Feelings of stress are age related and highest in residents 18-39 years old.

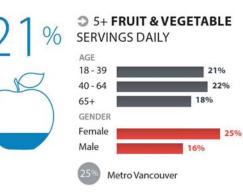
Social Connectedness

- Just over half (51%) of Richmond residents feel a strong sense of community belonging and social connectedness. This varies across Richmond neighbourhoods and is lower for new residents. According to the Human Early Learning Partnership, 42% of youth feel connected to their community.
- Less than half (41%) of residents reported having 4 or more people to confide in or turn to for help, which is a measure of community resilience and connectedness.



Metro Vancouver residents with no one to confide in

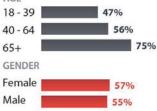
HAVE 4+ PEOPLE TO CONFIDE IN



My Health My Community (2013/2014)



STRONG SENSE OF COMMUNITY BELONGING



My Health My Community (2013/2014)



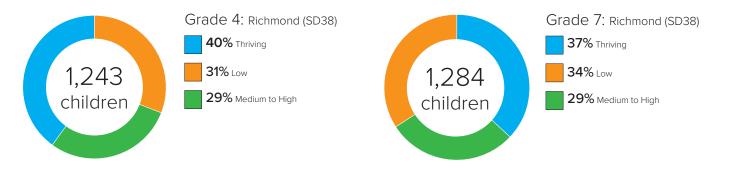


Child and Youth Development

The information in this section is also derived from the Human Early Learning Partnership, specifically from the EDI (Early Years Development Instrument), MDI [Middle Years Development Instrument] and the McCreary Centre Society - BC Adolescent Health Survey.

Specific measures of school readiness (EDI, early years 0-5) and social and emotional development during critical years (MDI, grades 4 and 7)⁶ consistently show that approximately a third of Richmond children thrive, a third are doing moderately well but a third are not on a track for success. Approximately, 35% of Richmond children entering kindergarten experienced vulnerabilities on at least one area of critical development required for school readiness. These measures are very predictive of future success and well-being. The data show meaningful and persistent variation between neighbourhoods that provide opportunity for improvement.

In terms of middle years development, 31% of grade 4 students and 34% grade 7 students rank low on the MDI Well-Being Index (physical health, social and emotional development); Richmond students rank similar to the provincial average on the MDI Assets Index. Specific areas to focus on are adult relationships, nutrition and sleep.



DRAFT

6 Data taken from Human Early Learning Partnership – EDI(2013) and MDI Grades 4 and 6 (2016) and McCreary Society – BC Adolescent Health Survey (2013-2016)

As indicated by the McCreary Centre Society - BC Adolescent Health Survey, most Richmond youth (grades 7-12) report good physical and mental health; feel connected to their family, school and community; have positive plans for the future and are engaging in health promoting behaviours which will assist them to transition successfully to adulthood.

- Richmond students are twice as likely as their peers across BC to speak a language other than English at home.
- Richmond youth were less likely than their peers across the province to always feel safe in their neighbourhood in the daytime (60% vs 64%) or at night (22% vs 28%). A sense of safety is associated with positive mental health among vulnerable youth and youth who had immigrated to Canada.
- Areas such as connectedness, stress/anxiety, sleep and nutrition have room for improvement.

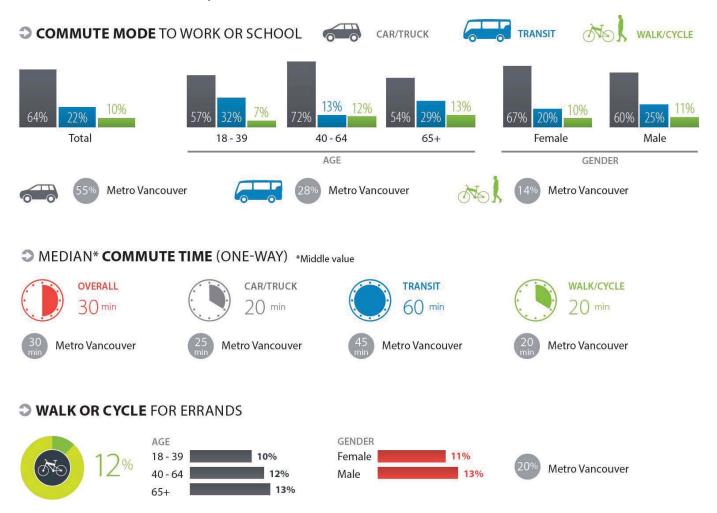
2.4 Built and Natural Environments Indicators

Physical components of a built environment include neighbourhood design, transportation networks, natural environment, healthy food systems and housing. Community design influences community connectedness, mental and physical health, and chronic disease outcomes by promoting healthy behaviours such as walking or cycling.

• According to the My Health My Community survey, Richmond residents feel their sidewalks are maintained (76%) and they have amenities within walking or cycling distance (69%).



• The majority (64%) of residents commute to work by car compared to the regional average of 55%, although the majority of people who live in Richmond, work in Richmond or nearby in Vancouver. Walking or cycling for commuting is reported by only 10% of the population and for errands by 12%.



• In the My Health My Community survey, data indicates that people living in neighbourhoods with fewer *healthy* food outlets and a higher density of 'less healthy' food outlets report lower intakes of fruits and vegetables and higher intakes of sugary beverages and snacks.

What We Heard through Community Engagement

What We Heard through Community Engagement

Over 1000 residents and stakeholders were engaged in identifying priorities for enhancing wellness in Richmond. They told us what wellness means to them, what is working well in Richmond, and what changes could make a difference. Engagement took place in 2017 (January to May) through workshops, interviews, focus groups, open houses and on-line surveys.⁷

⁷ A detailed outline of the community engagement process and feedback is available in Appendix 4.



DRAFT

3.1 Who We Heard From⁸



"Richmond is doing a phenomenal job - great amenities, facilities, parks, dyke, trails and many programs and events."

3.2 Stakeholder Feedback: What is Working Well in Richmond

Stakeholders identified a wide range of activities, services and amenities available to residents to support health and wellness including:

- ➤ recreation
- ➤ sports
- ➤ arts
- ➤ culture
- > physical and social activities
- ➢ health services
- ➤ education

The Richmond Public Library was seen by all as a key connector and a source of information and education.

Overall stakeholders were extremely positive about the services and amenities available in Richmond.

8 See Appendix 2 for detailed list of: NG eard F182

3.3 Key Priorities to Enhance Wellness

Stakeholders were asked to identify key priority areas that are important to enhancing wellness. A great deal of consensus on priorities was evident and a number of consistent themes emerged from the collective input of all the stakeholders. The common themes are identified below.

Health and Lifestyle

Importance was placed on increased opportunities to enhance physical activity, healthy eating and mental wellness

Access to Programs & Services

Participation in programs and services is seen to improve wellness. Importance was placed on ensuring that programs and services are affordable, and that other barriers to participation are addressed, e.g., providing more opportunities in a variety of languages.

Awareness and Education

Enhanced understanding and benefits of wellness is important and will help lead to behaviour change.

Places and Spaces

A focus on the built and natural environment and developing safe and healthy indoor and outdoor places. Outdoor spaces for gathering and connecting are seen as critical supports to wellness.

Connectedness

Social and cultural connectedness are important contributors to wellness.

Economic Factors

It is recognized that wellness is impacted by economic factors such as the need for adequate income, food security and affordable housing.

A Sense of Neighbourhhood

Enhancing neighbourhood connectedness is seen as contributing to wellness.

Focus on policy

There is a need to incorporate a wellness lens into all policy, planning and program design (e.g., including planning for the built environment).

Intercultural Harmony

Ensuring culturally sensitive programs, services and environments and enhancing cultural harmony is seen as critical to enhancing wellness.

Partnerships

Developing partnerships with a wide range of community groups and, in particular, the business section will help implement desired programs and services.

CNCL - 183 DRAFT

Public engagement focused on understanding:

- What are the important aspects of wellness to you?
- What would help increase wellbeing?
- What does community and neighbourhood support and connectedness look like?

What wellness means to Richmond residents :

- Balance of physical, mental and spiritual wellness
- Harmony, bonding, good relationships, spending time together
- Accepting of everyone, openness, supportive, caring, inclusion, belonging, feeling safe, healthy environment, gathering places, opportunities to volunteer
- Economic and financial stability

Sampling of Richmond students:

- ✓ As an individual, it means being active, healthy, connected/included, having a positive mindset and having money and a good job
- ✓ As a family, it means sharing and caring, good communication and doing things together as a family
- ✓ As a **community**, it means a having a clean environment, green space, feeling safe, volunteering, affordable housing and transportation

3.4 What Richmond Rresidents Said

Supports needed to increase wellness:

• **Built and natural environment** - supportive, safe and healthy environments

"Increase amenities within walking distance, healthy grocery stores, health care services, community programs."

- **Program opportunities** greater choice for adults and after school options for children; flexible scheduling; unstructured opportunities
- **Services** meeting the needs of community including special needs populations e.g. people with disabilities, seniors, isolated and hard to reach groups
- **Mental Health** having more information about what positive mental health means; services and support
- Access having programs and amenities closer to home; low cost and drop in activities; physical activity and healthy eating support in schools

"Lower cost and free programs and opportunities to try different activities would be helpful."



- **Supportive neighbourhoods** better sidewalks, transportation and natural spaces; open places and spaces to gather and play; greater connection between schools and community
- Education easy to understand information on the benefits of wellnessand opportunities available to enhance wellness

While many respondents indicated that they took part in some physical activity and looked for ways to incorporate healthy eating into their lifestyle, many also indicated the need for additional supports and incentives to increase their awareness of and opportunities to engage in activities contributing to wellness.

Supports needed to increase neighbourhood connectedness:

- **Opportunities** offer a wide range of options that are fun and match neighbourhood interests; facilitate ongoing activities at a neighbourhood level and not only "one-off" events or festivals
- **Connectors** focus on food and children as connectors; neighbourhood organizers and facilitators to support neighbourhood capacity-building; incentives to connect with others; focus on strategies to bring diverse cultural groups together to talk and get to know each other "building relationship will help lead to solutions"
- **Places and spaces** more green spaces and places to gather; age friendly playgrounds and parks, good equipment



Many respondents indicated that they did not know their neighbours. Many neighbourhoods are in flux with people moving in and out, renters, empty houses, and a sense of transiency. Culture and language differences make connections difficult even with people living in town house complexes, apartments or condos.

"Richmond is a city of contrasts, different areas look and feel very different."

Many suggestions were given to increase connectedness in neighbourhoods and a sense of belonging: social gatherings such as barbeques or block parties; regular ongoing fun events such as walking days, clean-up days, bottle drives; cultural activities and recreation and sports at a neighbourhood level; green space to gather, talk and build relationships; and organizers or facilitators to work with residents to build a sense of belonging in the neighbourhood.



"Need more opportunities to mingle with people from various backgrounds in my neighbourhood."

"Small neighbourhood gatherings are where you really get to know people."

What We Learned from Other Jurisdictions

What We Learned from Other Jurisdictions

To inform the development of the Community Wellness Strategy, a jurisdictional scan was undertaken. The scan included examples and learnings from community wellness strategies and other relevant initiatives in BC as well as other jurisdictions nationally and internationally. A detailed Jurisdictional Scan is submitted under separate cover⁹. Key learnings are identified below.

Wellness is *defined broadly as taking a holistic perspective* including a wide range of dimensions such as social, physical, emotional, occupational, intellectual, environmental, and spiritual.

Guiding Principles emphasize *respect, inclusiveness, equity, participation and engagement, evidence-based and collaboration.*

Strategic goals and outcomes to focus on:

- Improved physical activity, healthy eating and mental health
- Strong sense of belonging and social connectedness with one's family, school, neighbourhood and community

Recurrent themes include:

- Decreasing barriers to access, amenities, services and programs
- Enhancing supportive and healthy built and natural environments
- Increasing awareness, promotion and education
- Creating resilient neighbourhoods¹⁰

10 Building Resilient Neighbourhoods, Four Years of Learnings 2012-2016 Written by Bob Wipon, Stacy Barter and Michelle Colussi, January, 2017



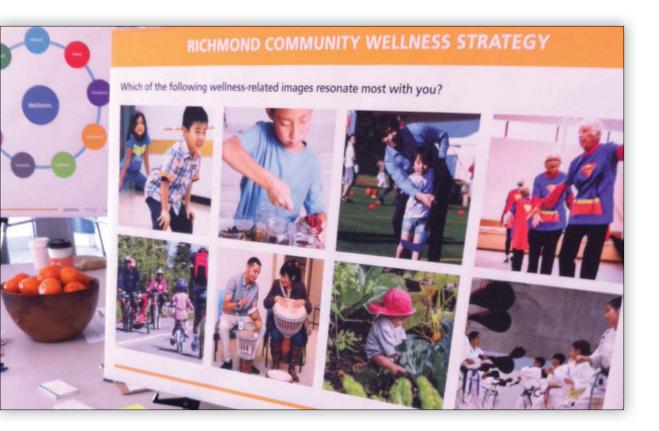
⁹ Jurisdictional Scan for Richmond Community Wellness Strategy, May 2017

Implementation practices from other jurisdictions identify the need for strong partnerships with continued *collaborative and collective actions* to advance community wellness and develop a culture of wellness for the long term. A strong "backbone" organization (dedicated structure to provide leadership), research and data, funding, knowledge transfer, recognition and sustainability will support the focus on the achievement of the vision and long term goals.

Many jurisdictions adopted a neighbourhood strategy in their implementation, recognizing the relationship between neighbourhood resiliency and individual and community wellness. Focusing at the neighbourhood level can increase opportunities and access, strengthen relationships, contribute to cultural harmony and build capacity to achieve wellness⁷.

Universal and targeted approaches are needed to respond to the needs of hard-to-reach or marginalized groups. Approaches to reducing barriers to access to amenities, services, and programs should consider addressing issues such as proximity and transportation, cultural and language differences, financial barriers and access for seniors, isolated individuals and those with a physical disability and/or mental health challenges.

Awareness, education and communication are all themes identified in other jurisdictions addressing wellness. Learnings suggest that consistent messages, using a variety of communication methods to reach different target audiences and a common branding by all partners under a continuous long term campaign will help to enhance understanding, momentum and sustainability.



5 Bringing it All Together

Bringing it all Together

5.1 What Needs to be Considered

Personal health practices such as what we eat, how much we drink, how physically active we are, whether we smoke and how much sleep we get are all factors that impact our physical and mental health and sense of wellbeing. Health practices are highly influenced by our knowledge about active healthy lifestyles and mental wellness strategies and our ability to afford or access healthier options. Supportive social and physical environments can improve everyone's personal health practices and feelings of wellbeing. Health practices that start early in life are more likely to continue into adulthood. Many aspects of the community and neighbourhood you live in, community programs and services, employment opportunities, transit, school policy and location, parks and recreation, how close family and friends are, the time you have and more affect people's ability to establish healthy active lifestyles, build resilient neighbourhoods and engage in their communities.



DRAFT

A synthesis of data from the community profile, community engagement and jurisdictional scan confirmed the key aspects of wellness to focus on for the next 5 years include:

- Physical activity
- Healthy eating
- Mental health
- Social connectedness

Richmond offers many opportunities to enhance and support wellness. To further support individual and community wellness, community engagement and feedback and learnings from other jurisdictions highlighted a number of areas to focus efforts on:

- Awareness/education/communication
- Equitable access to programs and services
- Supportive built and natural environments
- Neighbourhood focus would help build resilience and connectedness at the neighbourhood level in Richmond.

Evidence also highlights the need for strong partnerships working in a collaborative manner to achieve collective impact. The factors associated with successful collective impact are seen to be: a common agenda; shared measurement of progress; mutually reinforcing activities; continuous communications and having a backbone structure to move the work forward.

The collaborative partnership of the City of Richmond, Vancouver Coastal Health-Richmond and Richmond School District 38, working together with community stakeholders and focusing energy on a common strategy and set of actions with identified progress measures has great potential to advance wellness in Richmond.



5.2 What Wellness Means to Richmond

Through the consultation process, it became evident that Richmond residents support a holistic approach to wellness that includes many inter-related aspects such as physical, mental, social, spiritual, feeling of belonging that influence how they learn, play, work and live their lives as individuals (regardless of age or ability), as families and as a community.

The following definition has been adopted for the Community Wellness Strategy:

Wellness is the ability of individuals and communities to reach their fullest potential. At an individual level, wellness means an optimization of and a balance among physical, mental, social and spiritual well-being. At a community level, wellness means living in harmony with others, respecting diversity, feeling safe, supported and included, and having a sense of belonging to one's neighbourhood and broader community.

Supporting Evidence for the Richmond Definition of Wellness

The definition of wellness adopted by Richmond is supported in the literature and in other jurisdictions. Descriptions of wellness include a range of dimensions – e.g., physical, psychological/ emotional, social, spiritual, intellectual, economic, occupational, environmental and cultural wellness. The common theme is that these dimensions are all connected, are interdependent and together contribute to an individual's resilience and overall sense of well-being. Individual and community wellness do not exist in isolation. Individuals cannot reach their full potential without a supportive community. A supportive community is built upon supportive individuals coming together for the wellness of the whole community. Community wellness is about the ability and willingness of people to act together in ways that benefit everyone. A feeling of belonging is a powerful catalyst for strong communities.

"A sense of belonging is important to build safe, vibrant communities, and it brings purpose to our lives. Belonging is defined as being part of the collective 'we' - communities sending signals of acceptance and inclusion, and individuals cultivating their own connections to community."¹¹





While health is defined as a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity, wellness is seen as an active process of becoming aware of and making choices that enrich our lives. City of Richmond Community Wellness Strategy 2018-2023



Guiding Framework – Vision, Principles and Focus Areas

A vision, principles and five focus areas with the potential to strategically advance the work of the partners in optimizing wellness for Richmond residents have been developed specifically for the Community Wellness Strategy 2018-2023.

Similar to the first Community Wellness Strategy 2010-2015, the recent community consultation has revealed a focus on physical activity and connectedness to one's community as important factors when it comes to wellness for Richmond residents. The consultation has also identified healthy neighbourhood design and transportation networks, equitable access to programs and services as well as education on wellness literacy, as important factors for Richmond residents.



NCL - 193 DRAFT

6.1 Vision for the Richmond Community Wellness Strategy

The City of Richmond's vision... *"to be the most appealing, livable and well-managed community in Canada"* provides context for the Richmond Community Wellness Strategy vision.

The vision for the Community Wellness Strategy is intended to be aspirational and to articulate how the three partners – The City of Richmond, Vancouver Coastal Health-Richmond and Richmond School District 38 - envision Richmond as a result of their collective action.

Vision for the Community Wellness Strategy:

Richmond...active, caring, connected, healthy and thriving.



6.2 Principles

The following principles, developed in partnership with the Strategic Advisory Committee provided a decision-making framework for the development of the strategy:

- Engage in collective action
- Embrace a strength-based approach
- Monitor and evaluate to ensure accountability
- Be financially, socially and environmentally sustainable
- Be inclusive, equitable, respectful and celebrate diversity
- Synergize with existing plans, strategies and organizations

It is expected that these principles will continue to provide a framework to guide the strategy's implementation as well as the ongoing evaluation of the

strategy's Action PlanCNCL - 194

DRAFT

6.3 Focus Areas

The focus areas identified to guide the Richmond Community Wellness Strategy 2018-2023 build upon:

- Identification in the Community Profile of Richmond's changing demographics, where Richmond is doing well and where there are areas for improvement
- The community engagement voice highlighting physical activity, healthy eating mental wellness and connectedness as key aspects of wellness to be supported by awareness, opportunity, access and supportive environments
- Wellness trends identified in the jurisdictional scan

There are significant interconnections among the focus areas and all of them play an important role in contributing to the overall wellness of Richmond residents and the community as a whole.

Focus Area #1: Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.

Focus Area #2: Enhance physical and social connectedness within and among nighbourhoods and communities

Focus Area #3: Enhance equitable¹² access¹³ to amenities, services and programs within and among neighbourhoods.

Focus Area # 4: Facilitate supportive, safe and healthy natural and built environments

Focus Area #5: Promote wellness literacy for residents across all ages and stages of their lives.



¹² Equitable -fair, reasonable, just and free of favoritism or self-interes

13 Equitable access is about addressing social and economic imbalances when developing policy or implementing plans, so that people from diverse backgrounds (and different neighbourhoods) have more or less similar opportunities when it comes to accessing amenities, services and programs.



City of Richmond Community Wellness Strategy 2018-2023

Moving Forward Community Wellness Action Plan

Moving Forward – Community Wellness Action Plan

The Action Plan in this section outlines the objectives and actions under each focus area that the partners believe will make a meaningful and measurable difference in enhancing wellness in Richmond. Overall, each of the partners has agreed to lead specific objectives and actions while working collaboratively on all objectives and actions.

In some cases, specific initiatives have been identified as priority actions. These initiatives were identified through the engagement process and best practices research as programs or services that: hold particular promise to significantly impact the objective; have already secured commitment from the partners to resource and implement; and/or particularly resonate with the community. The priority actions have therefore been identified as a means of supporting the larger, long term actions.



NCL - 197 DRAFT

7.1 Action Plan

Focus Area #1: Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.

Objective #1

Increase the number of Richmond residents across all ages involved in physical activity and active, healthy lifestyles.

Ke	/ Action/Program/Initiative	Time-frame	Partner Lead
1.	Develop and implement a healthy active living campaign to increase awareness, understanding and participation in physical activity, healthy	Develop 2018-2019	CoR
	eating, and mental wellness opportunities and benefits.	Implement 2019-2023	
2.	Implement initiatives to keep Richmond residents active through enhancing walking and cycling programs city-wide and at a neighbourhood level.	2019-2023	CoR
	Priority Action 1: Expand the scope of 'Move for Health Week' by including initiatives of the three partners (VCH-Richmond, SD38 and CoR), while also incorporating a focus on cycling.	2019-2020	
	Priority Action 2: Increase neighbourhood level participation in the Walk Richmond program.	2020-2021	
3.	Increase structured and unstructured physical activity opportunities in the after school hours and encourage after school programs to include a minimum of 30 minutes of moderate to vigorous physical activity.	2018-2020	VCH- Richmond
	Priority Action 1: Scale-up the Art Truck initiative which includes physical activity, arts and culture and healthy eating.	2018-2019	
4.	Implement initiatives which encourage physical activity through programs and services that are neighbourhood specific.	Pilot Initiative 2018-2019	
		Implement 2019-2023	
	Priority Action 1: Implement the Active Communities Grant Project focusing on physical activity initiatives in the City Centre neighbourhood.	2018-2019	CoR
	Priority Action 2: Encourage 30 minutes of daily moderate to vigorous physical activity in school.	2018-2019	SD38

Objective #2

Increase the number of Richmond residents across all ages making healthy food choices.

Key	Action/Program/Initiative	Time-frame	Partner Lead
1.	Implement a Healthy Eating Strategy that increases access to healthy and safe foods at a neighbourhood level and builds upon and aligns with the Richmond Food Charter and the Regional Food System Action Plan. ¹⁴ This includes coordinating and enhancing healthy eating opportunities in schools, public buildings, and where gaps have been identified at a neighbourhood level.	Ongoing to 2023	VCH-Richmond
	Priority Action 1: Include healthy and, where possible, local food at concession stands, in vending machines and cafes in public facilities and schools. ¹⁵	2019-2020	
	Priority Action 2: Expand community gardens in neighbourhoods across Richmond, to encourage social interaction, physical activity and access to fresh affordable vegetables and fruits for residents.	2018-2020	
2.	Expand or implement neighbourhood food hubs in underserved areas to address the lack of fresh and local produce and establish a healthier food environment at the neighbourhood level.	Ongoing to 2023	VCH-Richmond
	Priority Action 1: Complete the Richmond Food Asset Map to inform the Neighbourhood Food Hub initiative.	2018-2019	
	Priority Action 2: Conduct school food environment audits within identified neighbourhoods to inform and strengthen the Neighbourhood Food Hub initiative.	2018-2020	
З.	Enable residents of all ages to make healthy food choices through educational opportunities and programs that are culturally relevant.	Ongoing to 2023	VCH-Richmond
	Priority Action 1: Develop effective teaching tools to assist residents to make healthy food choices.	2018-2020	
	Priority Action 2: Develop new or expand current partnerships that provide food skills programs for Richmond residents, e.g., Diabetes Canada 'Food Skills for Families' program; The Sharing Farm cooking and nutrition food skills program; and community centre cooking classes.	2019-2021	VCH Richmond / CoR
	Priority Action 3: Promote and support the implementation of 'Appetite to Play' in Richmond early childhood programs including daycares, preschools and those provided or funded by the partners.	2018-2020	
	This initiative is focused on training and supporting early years' providers to enhance knowledge, skills and confidence in providing environments for children that incorporate healthy eating and physical activity.		
	Priority Action 4: Focus the annual VCH- Richmond/SD 38 Book Mark contest on healthy food choices in year1, physical activity in year 2, mental wellness in year 3 and social connectedness in year 4.	2018-2022	SD38 VCH-Richmond

14 Links to: Richmond Food Charter: https://www.richmond.ca/_shared/assets/_7_RichmondFoodCharter44751.pdf_ metrovancouver Regional Food System Action Plan 2016 http://www.metrovancouver.org/services/regional-planning/agriculture/rfs-strategy/Pages/about-the-strategy.aspx

15 https://www.healthlinkbc.ca/healthy-eating/schools-and-communities

Objective #3

Increase the number of individuals across all ages reporting a positive state of mental wellness.

Key	Action/Program/Initiative	Time-frame	Partner Lead
1.	Implement initiatives to increase access to mental wellness resources for residents.	2019-2023	SD 38
	Priority Action 1: Enhance activities of the three partners to promote Mental Health Week.	2019-2020	
	Priority Action 2: Implement an initiative to support residents' mental wellness through a 'Go-To' Mental Wellness Referral program. This initiative would involve enhancing the capacity of front line staff at City, public health and school facilities, so they would have the ability to connect individuals with the appropriate resources in Richmond.	2019-2021	
2.	Implement the 'Foundry' Initiative, which is an integrated one stop shop for mental health, primary health care and social services for young people ages 12-24 with a focus on ready access to services and early intervention for wellness. This initiative is currently being implemented in cities across British Columbia.	Ongoing to 2023	VCH-Richmond
3.	Develop a common language around what mental wellness means and integrate it into resources developed to support mental wellness.	Ongoing to 2023	SD 38
	Priority Action 1: Adopt a common social/emotional competency curriculum that can be applied to children, youth and adult programs aimed at supporting mental wellness.	2018-2020	
	Utilize the EDI, MDI and McCreary data and research for Richmond to inform the curriculum and other programs/strategies that have the potential to decrease risk factors and increase protective factors during developmental stages.		



Focus Area #2: Enhance physical and social connectedness within and among neighbourhoods and communities.

Objective #1

Provide opportunities to increase Richmond residents' sense of belonging to their neighbourhoods.

K	y Action/Program/Initiative	Time-frame	Partner Lead
1	Develop and implement a Neighbourhood Strategy with a focus on programs, services and initiatives, as well as built and natural environment elements that enhance social connectedness within and among neighbourhoods.	Develop 2019-2021 Implement 2021-2023	CoR
	Priority Action 1: Implement the 'Resilient Streets Program' which aims to increase neighbour-to-neighbour connections, starting with the East and West Cambie Neighbourhoods. Learnings from this program will inform the Neighbourhood Strategy.	2018-2019	

Focus Area #3: Enhance equitable access to amenities, services and programs within and among neighbourhoods.

Objective #1

Align availability and access of programs and services to meet the needs of Richmond residents by addressing inequities at a neighbourhood level, e.g., geographical, cost of programs and transportation, timing, cultural relevance and language needs or facilitating outreach opportunities.

Key	Action/Program/Initiative	Time-frame	Partner Lead
1.	Adopt an equity lens framework and assess what and where the inequities are at a neighbourhood level.	2018-2020	VCH-Richmond
2.	Create wayfinding tools which help residents and service providers to make best use of amenities, services, programs, natural and built environment opportunities that the neighbourhood offers.	2019-2022	
	Priority Action 1: Create a visually appealing map illustrating City parks, recreation and arts amenities.	2019-2020	CoR
3.	Introduce a 'Prescription for Health' initiative where local health care providers and school counsellors would prescribe physical activity utilizing local amenities, services, programs, natural and built environments in neighbourhoods.	Ongoing to 2023	VCH-Richmond
4.	Enhance partner outreach to groups where barriers to access and participation in services and programs have been identified.	Ongoing to 2023	VCH-Richmond
	Priority Action 1: Establish a partner task group to clarify existing barriers to be addressed and priority solutions.	2019-2020	

Focus Area #4: Facilitate supportive, safe and healthy natural and built environments.

Objective #1

Identify and implement healthy natural and built environments to improve the wellness of Richmond residents.

Key	Action/Program/Initiative	Time-frame	Partner Lead
1.	 Improve connectivity by developing walkable routes in neighbourhoods that are accessible to all. Walkable routes could be further enhanced by: Providing access to benches, washrooms and playgrounds, shade and gathering places Providing interactive and interpretive amenities Implementing a wayfinding and signage plan for walkable routes within neighbourhoods. 	Ongoing to 2023	CoR
2.	 Continue to improve cycling networks across the City by: Expanding the bike route network Expanding secured bike parking at City, health and school facilities Increasing access to bicycles and bicycle helmets to those facing barriers. Addressing barriers to using available bike routes 	Ongoing to 2023	CoR
3.	 Enhance walkability/proximity to healthy food sources within neighbourhoods. Consideration can be given to one or more of the following best practice approaches: Creating local spaces and incentives for community gardens, food sharing, farmers' markets and food skills programs Creating mobile options that improve proximity to healthy food sources for areas with limited access (e.g., travelling 'pop up' units that sell fruit and vegetables). 	Ongoing to 2023	VCH-Richmond
4.	 Improve places and spaces at the neighbourhood level to make them accessible, inviting, healthy and safe through the addition of elements such as: Furnishings and activities Nature Murals Book libraries Non-smoking outdoor and indoor spaces 	Ongoing to 2023	CoR
5.	Increase indoor and outdoor unstructured play opportunities city-wide and at a neighbourhood level at school and City playgrounds, parks and facilities by: Increasing nature play elements Providing play equipment accessible to all e.g., playboxes available at community centres and parks Creating learning opportunities in natural and built environments.	Ongoing to 2023	CoR

Focus Area #5: Promote wellness literacy¹⁷ for residents across all ages and stages of their lives.

Objective #1

Strengthen awareness and understanding of wellness including benefits and opportunities for improving wellness.

Key	Action/Program/Initiative	Time-frame	Partner Lead
1.	Develop and implement a wellness literacy campaign as a key component of the healthy active living campaign.	Develop 2018-2019 Implement 2019-2023	All partners
	Priority Action 1: Develop and disseminate brief and easy to understand wellness messages in promotional materials.	2019-2020	
	Priority Action 2: Host a wellness literacy fair for staff from the three partner organizations.	2019-2020	
	Priority Action 3: Provide educational workshops on wellness led by experts or high profile community members.	2020-2021	
2.	Coordinate and connect the wellness communications and information sharing tools of the three partners. Aim to establish a common place/platform for wellness information.	2019-2021	All partners
	Priority Action 1: Develop linkages among current partner websites for sharing evidence-based wellness messages endorsed by the three partners.	2019-2020	
З.	Develop and implement incentives to promote wellness literacy.	Develop 2019-2020	All partners
		Implement 2020-2023	
	Priority Action 1: Share wellness success stories to celebrate the wellness achievement of Richmond residents and report on progress using a common platform endorsed by the three partners.	2020-2021	



17 Wellness Literacy is "the capacity to obtain, process, and understand bascino and services needed to make appropriate health/wellness decisions."

City of Richmond Community Wellness Strategy 2018-2023

Measuring Our Progress

Measuring Our Progress

8.1 Evaluation Framework and Logic Model

The Richmond Community Wellness Strategy 2018–2023 Evaluation Framework has been developed and is available under separate cover. The Evaluation Framework outlines a logic model, provides details for process and outcome evaluation including indicators and data sources, and serves as a guide for evaluating the overall Strategy.

Context

The five focus areas, objectives and actions of the Richmond Community Wellness Strategy are all aimed to address the following priority areas for change:

- Physical activity •
- Healthy eating
- Mental wellness
- Social connectedness •



These are the key drivers to guide the implementation of the action plan for the Richmond Community Wellness Strategy 2018 – 2023. The first two focus areas and related objectives and actions speak directly to the above priority areas of change. The remaining three focus areas - and related objectives and actions - are supports essential to achieving the desired change.

In essence, the focus areas and related objectives and actions are interrelated and collectively contribute to enhancing community wellness. It is recognized that the key determinants of health such as income, housing, education are also critical factors in achieving community wellness. No one action or determinant is a hundred percent attributable to individual and community wellness. It is collective action and the inter-relationships of all of these variables that impact the long term outcomes. Achieving the outcomes identified in the Community Wellness Strategy is likely to require a city-wide culture of wellness and active lifestyles that will take longer than five years to accomplish. To this end, the five year 'long term' outcomes provide a marker of progress.

Logic Model

The logic model for the Community Wellness Strategy presented on the adjacent page is a visual representation that simplifies the complex relationship amongst various components and identifies the major action areas, outputs, medium term outcomes and long term outcomes. 8.0 MEASURING OUR PROGRESS

Improve equitable access to programs and services; Improve social connectedness; Enhance supportive built and natural environments; Improve Richmond residents' wellness literacy. Situation: Improve wellness of Richmond residents (physical activity levels, healthy eating, mental wellness);

Inputs: Organizational level: Partnership, Funding, Coordination & Oversight, Monitoring & Communication.

Program and Project level: Resources, Staff, Volunteers, Facilities

Key ACTIVITIES & OUTPUTS

FOCUS AREAS

•

Increase structured & unstructured physical activity

Implement Healthy Active Living Campaign Enhance walking & cycling programs

> lifestyles for all Richmond residents Foster healthy, active and involved

with an emphasis on physical

activity, healthy eating and mental

wellness

opportunities in the after-school hours

Implement neighbourhood specific physical activity

initiatives

- Increased awareness of the importance and benefits of physical activity, healthy eating, mental wellness and social connectedness
- Increased access to physical activity opportunities •

Implement educational opportunities and programs

healthy and safe food at neighbourhood level) Implement neighbourhood food hubs initiative Implement healthy eating strategy (access to

Implement initiatives to increase access to mental

- sources and programs, decreased access to Increased access to healthy food outlets/ unhealthy foods in neighbourhoods •
- Increased access to mental wellness resources and opportunities •
- connectedness in neighbourhoods Increased opportunities for social •

Adopt equity lens framework and assess amenities

•

connectedness within and among neighbourhoods and communities

Enhance physical and social

CNCL

and services inequities at neighbourhood level

Develop and implement neighbourhood strategy to

enhance social connectedness

Develop and utilize common language "what

mental wellness means"

Implement 'Foundry' initiative

wellness resources

Enhance partner outreach to groups experiencing

•

within and among neighbourhoods

amenities, services and programs

Enhance equitable access to

barriers accessing programs and services Introduce Prescription for Health initiative Create neighbourhood way finding tools

- Increased access to specific amenities and services by neighbourhood •
- Barriers to access identified by specific groups •
- supports walking, cycling, healthy food outlets; Increased built and natural environment •
 - Increased public places and spaces for Increased outdoor unstructured play gathering at a neighbourhood opportunities • •
- Increased understanding of the different components of wellness and how to achieve •

wellness

Long Term OUTCOMES

Behaviour Changes

- Physical Activity .
- Mental Wellness Healthy Eating • •
- Social Connectedness

Equitable Access

- neighbourhood level to specific services and amenities Equitable access at a .
- eating healthy, reporting mental identified barriers are active wellness & being socially Individuals/ groups with connected

Supportive built and natural environments Healthy Environments

Individual and Community Wellness **Overall Outcome** .

> and healthy natural and built Facilitate supportive, safe environments

Improve places & spaces at neighbourhood level to

Increase indoor & outdoor unstructured play

opportunities

make accessible, inviting, healthy and safe

Enhance proximity to healthy food sources in

neighbourhoods

Develop walkable routes in neighbourhoods

•

Improve cycling networks

Promote wellness literacy for residents across all ages and

Develop and implement wellness literacy campaign

Coordinate & connect wellness communications &

- Develop and implement incentives for wellness information sharing tools iteracv stages of their lives
- DRAFT

City of Richmond Community Wellness Strategy 2018-2023

8.2 Measuring Results

Process and outcome evaluation will be implemented in order to ensure ongoing progress on the Community Wellness Strategy objectives and actions.

The purpose of incorporating a **process evaluation** component is to understand whether the strategy is being implemented as intended - what's working well, what's not and where improvements can be made. This is primarily a qualitative assessment to assist with course correction. This is accomplished by:

- measuring outputs (what is produced, created, put in place, etc.)
- reviewing processes related to medium term outcomes and identifying implementation barriers and facilitators through interviews, surveys or meetings
- assessing the effectiveness of the partnership

The purpose of the **outcome evaluation** is to measure progress toward achieving the medium and long term outcomes of the Community Wellness Strategy using common or shared measures that are reliable and valid.

- Where possible, existing repeated measures of community wellness, such as Richmond's "*My Health My Community*", the McCreary Adolescent Health Survey and School Satisfaction Survey for Richmond School District 38, the Canadian Community Health Survey and Census statistics are preferred for measuring progress toward the desired outcomes.
- Modifications to data collection tools are identified, where additional information is required.
- For some actions, new data sources and data collection methods are needed (e.g., audits or inventories of services provided, specific surveys) to gather important qualitative and quantitative data.
- In addition, a number of initiatives will implement program-specific evaluations.

The following table identifies examples of measures and targets to be used in the evaluation of the Community Wellness Strategy 2018-2023. In addition, a variety of data sources and collection methods will be used to measure outcomes. As an example, statistically valid surveys will be used to gather quantitative and qualitative data on indicators to ascertain whether target trends are being reached. The full complement of measures and data sources are outlined in the Evaluation Framework available under separate cover.

Focus Area	Indicator/Measure	Target Trend
Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.	 Physical activity levels Fruit and vegetable servings Self-rated mental health Awareness of benefits Healthy food outlets Physical activity opportunities 	$\leftarrow \leftarrow \leftarrow \leftarrow$
Enhance physical and social connectedness within and among neighbourhoods and communities	Strong sense of community belongingVolunteers	↑ ↑
Enhance equitable ¹⁸ access ¹⁹ to amenities, services and programs within and among neighbourhoods.	 Amenities, programs and services available by neighbourhood Reduced barriers to opportunities 	↑ ↓
Facilitate supportive, safe and healthy natural and built environments	Walkability of neighbourhoodsOutdoor unstructured play opportunities	↑ ↑
Promote wellness literacy for residents across all ages and stages of their lives	Awareness of wellness components	^

Reporting on the Community Wellness Strategy will include a report on outcomes at 2.5 years and 5 years by partner leads on the progress of the 5 focus areas and process evaluation measures.

Evaluation Implementation Considerations

There are a number of processes and structures that are important to ensuring a successful evaluation. These include clarifying: specific responsibility for evaluation, funding availability, data monitoring process, reporting timeframes, ongoing sharing of information on targets and milestones and the communication plan to report success and progress.

¹⁹ Equitable access is about addressing social and economic imbalances when developing policy or implementing plans, so that people from diverse backgrounds (and different neighbourhoods) have more or less similar opportunities when it comes to accessing amenities, services and programs.



¹⁸ Equitable -fair, reasonable, just and free of favoritism or self-interest

0 Implementation

Implementation

Collaboration and sustained coordinated efforts are essential to the successful implementation of the Richmond Community Wellness Strategy and to achieve the desired collective impact. The Action Plan identifies lead responsibilities and timelines for implementation. In addition, the lead Partners, consisting of the City of Richmond, Vancouver Coastal Health-Richmond and School District 38 recognize the interconnectedness of the collective actions and commit to the following:

Accountability Structure

- To ensure the appropriate oversight of the Community Wellness Strategy, a dedicated Partner Leadership group with designated leaders from each of the partner organizations will be responsible to oversee implementation and ongoing operations of the Strategy.
- Each focus area has a designated lead who will be responsible for identifying working groups (existing or new) to implement actions specified in the action plan for their area of responsibility.
- Monitoring and reporting mechanisms will be set in place, including at minimum, quarterly meetings of the Partner Leadership group to receive reports on progress of implementation.
- A report on achievement of outcomes is to be developed at 2.5 years and at 5 years.
- Key supports include:
 - Aligning and leveraging resources, for the short term and for long term sustainability
 - An evaluation working group with representatives from each of the partner organizations to coordinate evaluation efforts.

Common Agenda and Mutually Reinforcing Activities

- The Community Wellness Strategy Action Plan sets out a common agenda and shared aspirations for the implementation of the Community Wellness Strategy. All partners will be working at the same time, individually and collectively, to implement specific aspects of the Strategy based on the identified time lines. The actions are interconnected and mutually reinforcing with the identification of quick starts to be commenced in the first or second year of the Strategy along with a number of high leverage activities that will require greater coordinated efforts and may take longer to implement.
- Partners will assume the challenge of engaging community organizations and residents in the identified actions, creating ownership and champions.
- Partners commit to hosting 'kick off' orientation events in order to garner buy-in and support during the early stages of Strategy implementation. Orientation events could include lunch and learns and the dissemination of wellness messages to partner organization staff.

Shared Measurement

- The Richmond Community Wellness Strategy Evaluation Framework outlines both a process and outcome evaluation and serves as a guide for evaluating the overall Strategy. The Framework identifies specific methods, indicators, common and shared measures and data sources for the purpose of reporting progress toward the achievement of outcomes. Evaluation and measurement is recognized as an ongoing process of collecting appropriate data, identifying and analyzing available data and ensuring timely data reporting in order to understand what is working, what is not and where course correction should occur.
- The Evaluation working group would play a key role in supporting the Partner Leadership Group in documenting evaluation results and sharing evaluation learnings.

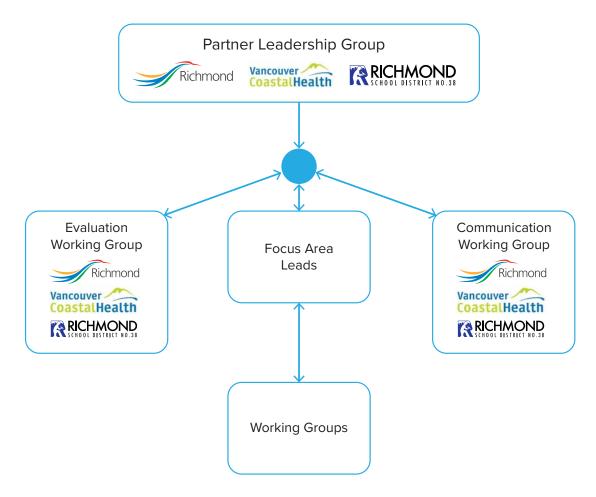


CNCL - 212 DRAFT

Continuous Communication

It is of value for the partners to communicate the Richmond Community Wellness Strategy under a common branding. This helps create an identity and connects actions as part of a larger movement that enhances recognition, momentum and sustainability. Continuous communication is a critical aspect of implementation and of ongoing operation of the Strategy and this can take a number of forms:

- Regular sharing of information within partner organizations through meetings and ongoing communication vehicles
- Quarterly updates across partner organizations through newsletter or other agreed to communication vehicles
- Yearly update through websites or other communication vehicles to community stakeholders and the general public
- Creative opportunities for continuous community/neighbourhood engagement – providing opportunity to update stakeholders on actions and progress, to share stories about innovations and challenges, and encourage continued feedback
- Recognizing and celebrating successes as a critical aspect of sharing information, transferring knowledge, and inspiring sustainable action on community wellness.



City of Richmond Community Wellness Strategy 2018-2023

1O Conclusion

The 2018-2023 Richmond Community Wellness Strategy is a renewed commitment of the three partners, the City of Richmond, Vancouver Coastal Health-Richmond and Richmond School District 38 to work collectively to improve wellness. Overall, the purpose of this five year strategy is to take a collaborative and holistic approach to improve wellness for Richmond residents and increase opportunities as well as support for active and healthy lifestyles throughout the city. According to data from the My Health My Community survey, Richmond residents are generally healthy, however there are areas for improvement, which include active living, mental and physical wellness, and a sense of belonging.

The vision, principles, focus areas and actions which have been developed following an inclusive engagement process provide the direction and framework for the implementation of the Strategy. Through implementation and the subsequent evaluation of actions, the aim is to measure progress in achieving the various goals, which have been outlined throughout this Strategy.

A successful evaluation process will be achieved through the assignment of specific responsibility for evaluation, funding availability, a data monitoring process, reporting timeframes, ongoing sharing of information on targets and milestones and a communication plan to report success and progress. Generally, the City of Richmond, Vancouver Coastal Health-Richmond and Richmond School District 38 recognize that a shared vision and collective efforts to achieve and evaluate common goals will strengthen the impacts to individual and community wellness.

City of Richmond Community Wellness Strategy 2018-2023

Appendix 1: Relevant Plans and Strategies

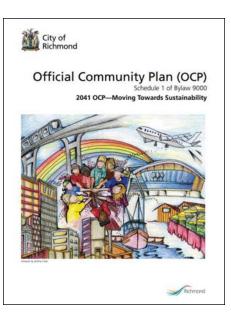
Examples of plans and strategies of the three partner organizations that provide relevant context and support the Community Wellness Strategy are outlined below.

The City of Richmond Relevant Plans and Strategies:

City of Richmond's Official Community Plan 2012 -2041 (OCP) guides the long-term planning within the City. The OCP enables City Council to plan, co-ordinate and manage the City's sustainability, social, economic and land use interests, over the long term. The OCP reflects the overall values of the Richmond community by establishing a City vision, goals and objectives for future sustainability, development and servicing, and policies and urban design guidelines to achieve the vision.

The OCP Vision of a sustainable Richmond:

"A sustainable and healthy island city that meets the needs of the present without compromising the ability of future generations to meet their own needs. It is a place where people live, work, and prosper in a welcoming, connected, accessible and vibrant community. In Richmond, the health of the people and the health of the eco-system are sustained through community participation and long-term economic, social and environmental well-being."



The recurring themes and messages in the OCP are supportive of community wellness and provide important context and legitimacy for the Richmond Community Wellness Strategy, e.g.,

- Provide more housing choices to facilitate better aging in place, complete neighbourhoods and affordable housing;
- Improve streets and connectivity in neighbourhoods;
- Provide more parks and open space;
- Retain agricultural lands;
- Improve transportation, transit service, and expand the cycling network across the City;
- Have more walkable and accessible neighbourhoods;
- Improve the ecological network and its services
- Improve opportunities to access the shoreline.

City of Richmond Social Development Strategy (2013-2022) is intended to guide the City's decisions and resource allocations on social development matters. It provides a foundation for an integrated, coordinated and sustainable approach for social development in Richmond. *The Strategy "envisions the City of Richmond of 2022 as an inclusive, engaged and caring community – one that considers the needs of the present and future generations, values and builds on its diversity, nurtures social capital, and treats its citizens with fairness and respect. The Strategy recognizes that, for this vision to become a reality, the City must not only be ready to address existing community social issues but also develop the capacity to be responsive to the emerging needs of its diverse populations"*

The Social Development Strategy identifies nine strategic directions: The Social Development Strategy identifies nine strategic directions: 1) *Expand Housing Choices; 2*) *Enhance Community Accessibility;* 3) Address the Needs of an Aging Population; 4) Help Richmond's Children, Youth and Families to Thrive; 5) Build Richmond's Cultural Diversity; 6) Support Community Engagement and Volunteerism; 7) Strengthen Richmond's Social Infrastructure; 8) Provide High Quality Recreation, Arts, Cultural and Wellness Opportunities; 9) Facilitate Strong and Safe Neighbourhoods.

The realization of these strategic directions will contribute to and further the achievement of the goals and objectives of the Community Wellness Strategy.

Richmond's Intercultural Strategic Plan (2017-2022) prepared by the Richmond Intercultural Advisory Committee highlights the importance of enhancing intercultural harmony and strengthening inter-cultural cooperation in Richmond. Richmond's intercultural vision is: "for Richmond to be the most welcoming, inclusive and harmonious community in Canada." Four strategic directions have been identified: 1) Address language, information and cultural barriers that interfere with building a welcoming community; 2) Address the perception and reality of racism and discrimination in the community; 3) Work to explore potential areas of alignment between the intercultural vision... and other government and stakeholder systems, policies and planning processes; 4) support the development and integration of Richmond's immigrants.

These strategic directions will contribute to community wellness as well as inform and support actions proposed under the Richmond Community Wellness Strategy.

City of Richmond 2022 Parks and Open Space Strategy helps to frame and guide the objectives and actions within the Community Wellness Strategy relating to the built and natural environment. It consists of seven focus areas that are aimed at providing high quality parks and open space into the future: 1) *Health and Wellness, e.g., Residents of every neighbourhood have equal access to safe, appealing outdoor places to engage in healthy active lifestyles; 2) Great Spaces and Experiences, e.g., The rich variety of great places, features and activities in parks and open space system contribute to the city's vibrancy and identity; 3) Connectivity: Linking people, community and nature, e.g., The system is inviting, accessible and safe, enabling residents and visitors to feel comfortable and connected to the community; 4) Green Network e.g., The parks and open space system include a range of green spaces that support recreation, social interaction, and psychological and spiritual renewal; 5) Blue Network, e.g., Richmond's waterfront provides a variety of activities and multiple destinations; 6) Diversity and Multi-functionality, e.g., The system provides a variety of diverse open spaces that are flexible and able to respond to changes and community needs; 7) Resource Management, e.g., The system inspires shared stewardship between multiple stakeholders to foster pride, purpose and a sense of community.*

Other Richmond Plans that relate to the Community Wellness Strategy include:

- Seniors Service Plan: Active and Healthy Living 2015-2020
- Age-Friendly Assessment and Action Plan (Approved by Richmond City Council, March 2015)
- Richmond Arts Strategy 2012-2017
- Museum and Heritage Strategy 2007
- Richmond Affordable Housing Strategy, 2007 [2016 Housing Report Card]
- Richmond Sport for Life Strategy 2010-2015
- Community Services Youth Service Plan: Where Youth Thrive 2015-2020

The City of Richmond undertook the development of a **Richmond Recreation and Sport Strategy (2018-2023)** concurrently with the Richmond Community Wellness Strategy to ensure the two strategies are aligned.

Recreation and Sport Strategy Vision:

Richmond is a leader in the planning and delivery of recreation and sport opportunities, inspiring individuals and communities to be active, connected and healthy for a lifetime.

The Recreation and Sport Strategy (2018-2023) identifies a number of priority focus areas:

- Awareness and Understanding Richmond residents know and understand the opportunities and benefit of participation in recreation and sport;
- Active People Richmond residents actively participate in recreation and sport throughout their life;
- *Physical Literacy* Richmond residents have the fundamental skills, competence, confidence and motivation to move for a lifetime;
- Active and Vibrant Places Natural and built environments across the City and in neighbourhoods support and encourage participation in recreation and sport;
- Connectedness to Nature Richmond residents enjoy the opportunity to connect with nature; and Community Capacity-building-Collaboration, partnerships and volunteerism are strengthened to expand the reach and impact of recreation and sport in Richmond – better together, building on strengths
- Technology and Innovation Technology and innovative ideas connect and inspire Richmond residents in recreation and sport.

These priority directions align synergistically with the objectives of the Community Wellness Strategy and specifically target and support the achievement of the physical activity and neighbourhood connectedness outcomes of the Community Wellness Strategy.

Vancouver Coastal Health – Richmond Relevant Plans and Strategies :

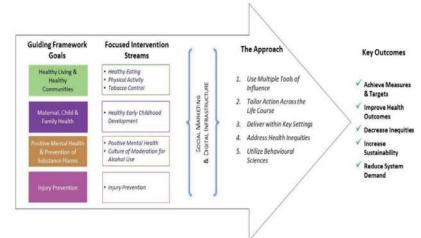
The following frameworks, strategies and reports provide important policy direction and reference for Vancouver Coastal Health-Richmond's role as a partner in the development and implementation of the Richmond Community Wellness Strategy.

DRAFT

Provincial Strategies that guide all health authorities province-wide include:

• BC's Guiding Framework for

*Public Health*²⁰ identifies measures, baselines and targets to guide solutions for increasing the health and wellness of all British Columbians. The key areas that are applicable to measuring individual and community wellness are: (1) Healthy Living and Healthy Communities; (2) Maternal, Child and Family Health; (3) Positive Mental Health and Prevention of Substance Harms; (4) Communicable Disease Prevention; (5) Injury Prevention; (6) Environmental Health.



20 British Columbia Ministry of Health 2013. Promote, Protect, Prevent: Our Health Begins Here [electronic resource]: BC's Guiding Framework for Public Health. (Appendix I: Summary of Measures p52-54)

- Healthy Families BC Policy Framework (2014)²¹ outlines work to be done at local and regional levels to reduce risk factors and increase protective factors for major chronic diseases and injuries. Investing in evidence-based prevention interventions, effectively supporting individuals in making healthier choices (such as eating healthy foods, being physically active, reducing alcohol consumption and living tobacco free) and reinforcing protective factors (such as those that support healthy early child development and positive mental health) can help prevent the onset of many chronic diseases and improve wellness. The Framework identifies seven focused intervention streams with rationale and effective approaches to guide implementation (see above). Specific outcome targets outlined for BC by 2023 are equally important for Richmond.
- Active People, Active Places 2015 BC Physical Activity Strategy is designed to guide and stimulate co-ordinated policies, practices and programs in physical activity that will improve the health and wellbeing of British Columbians, and the communities in which we live, learn, work and play. The Strategy uses a settings-based approach and aims to support people to be active by creating environments that foster physical activity and addressing the environmental, social and individual determinants of physical inactivity. The key elements and strategic directions for action are highly relevant to the Richmond Community Wellness Strategy priorities and actions.
- B.C.'s Mental Health and Substance Use Strategy 2017-2020 is a refreshed strategy that builds on Healthy Minds Healthy People and A Path Forward: BC First Nations and Aboriginal People's Mental Wellness and Substance Use – both 10 Year Plans. It emphasizes the importance of prevention, the need for better access to services, better co-ordination of services, and improved continuity of care. It requires stronger collaboration and integration among partners to ensure the best outcomes for children, youth, adults, their families and communities. The urgency comes from understanding that as many as 84,000 children and youth between the ages of four and 17 in B.C. experience one or more mental health disorders at any given time, while only one-third receive specialized treatment. An even greater number of children and youth experience milder forms of distress and related impacts, which affect their ability to function to their fullest potential. Actions are designed to improve our ability to meet the needs of our children when and where they need us, and this is particularly relevant to the Richmond Community Wellness Strategy.
- BCCDC 2017-2021 Population and Public Health Strategic Plan (The Observatory) The Observatory is newly established to provide leadership in the development of provincial and regional surveillance capacity and to support the Provincial Health Office and Chief Medical Health Officers in regional health authorities to systematically report on their populations' health and wellness status. Surveillance information produced by the Observatory will be used by public health staff for policy development, program planning, evaluation and decision making to improve the well-being of British Columbia communities. Data required to measure progress toward improved community wellness will be of importance to the Observatory work.

Vancouver Coastal Health region and VCH-Richmond specific strategy and data reports:

• Taking Action to Improve Health in the Vancouver Coastal Health Region 2016/17²² details how the Vancouver Coastal Health uses public health strategies to promote health and wellness and support residents in living healthy lives in healthy communities. This includes focusing on healthy early childhood environments and support for school success, improving immunization rates, ensuring clean water, including cultural healing practices and Elders in indigenous health, supporting community-based initiatives to strengthen social connectedness and sense of community belonging, and responding to the illicit drug overdose emergency. Healthy early childhood environments, connectedness and sense of neighbourhood and community belonging are important aspects of wellness.

²¹ Healthy Families BC Policy Framework - A Focused Approach to Chronic Disease and Injury Prevention, Ministry of Health 2014



• My Health My Community (www.myhealthmycommunity.org) is a web-based health and wellness survey, first conducted in 2013/14, that enables residents who live in the Vancouver Coastal Health and Fraser Health regions to influence their community's health priorities and local government and decision-makers to shape community services and amenities to meet local needs. Prior to this, there had been a major gap in information at the local community and neighbourhood level about residents' health status, needs and well-being. Health and lifestyle data from over 33,000 lower mainland adults has been compiled into 30 different community profiles. The survey data allows for comparisons between communities, and associations between health status, lifestyle behaviours, built environments and population groups.

My Health My Community (MHMC) Richmond Community Health Profile (2013/14) provides information about Richmond residents' health status, needs and well-being for the City overall and at a neighbourhood level (<u>https://www.myhealthmycommunity.org/Results/NeighbourhoodProfiles.aspx</u>). Neighbourhoods as well as communities differ considerably with regards to age, income, education and place of birth of their residents. These social and economic differences are highly influential in determining individual and community health and wellbeing. The results of the MHMC Richmond profile provide an essential reference for the Community Wellness Strategy and are summarized in Section 2 of this report. The MHMC is to be repeated over the time period of the Strategy and for this reason, the Community Wellness Strategy evaluation framework uses many of the same measures as criteria for reporting progress on enhancing the health and wellbeing of Richmond residents.

Richmond School District 38 Relevant Plans and Strategies:

Richmond School District (SD 38) recognizes the important relationship between health and education; the fact that physical, mental, intellectual and emotional health support children and youth in achieving their fullest potential as learners, and similarly, that learning positively influences students' health. Key plans and strategies addressing learning and wellness are outlined below.

SD 38 has championed involvement in Healthy Schools BC (www.healthyschoolsbc.ca) an initiative that builds the capacity of the health and education sectors to effectively implement Healthy Schools BC initiatives using a **Comprehensive School Health** approach. Strengthened health-education partnerships, tools for healthy school assessment and planning, and the coordination of existing schools-based healthy living programs and resources combine to support improvement in students' health and learning. Key focus areas include:

- School connectedness and building a school community where everyone feels safe, seen, heard, supported, significant and cared for;
- Food literacy to ensure students have the knowledge, skills and attitudes necessary to choose, grow, prepare and enjoy food to support their own health, the wellbeing of their community, and the environment.

SD 38 is committed to advancing school-based promotion of youth mental health and recognizes that successful implementation of a mental health strategy requires dedicated leadership, proper prepara¬tion of the organization, and ongoing support for implementation. To this end, opportunity has been established for SD 38 educators to complete the online course Bringing Mental Health to Schools: a curriculum resource for grades 8 – 10 (<u>http://ets.educ.ubc.ca/curriculum-development-and-support/special-projects/mental-health-course/</u>). With this course, educators learn how to apply this classroom-ready, web based, modular mental health curriculum resource as well as upgrade their own mental health literacy. Further resource support is available through the following link: <u>http://teenmentalhealth.org/toolbox/</u>

Appendix 2: Stakeholder Engagement

RICHMOND COMMUNITY WELLNESS STRATEGY – STRATEGIC ADVISORY COMMITTEE AND PARTNER LEADERSHIP TEAM 2016-18

Name	Area of Responsibility
CITY OF RICHMOND	
Elizabeth Ayers Partner Leadership Team	Manager, Programs and Projects, City of Richmond
Donna Chan	Manager, Transportation Planning
John Woolgar	Manager, Aquatic and Arena Services
Katie Varney	Manager, Community Cultural Development
Kim Howell (retired June 2017)	Deputy Fire Chief
Lesley Sherlock	Social Planner
Marie Fenwick	Manager, Parks Programs
Serena Lusk	General Manager, Community Services
Ted Townsend	Director, Corporate Communications and Marketing
Tina Atva	Senior Planning Coordinator, Policy Planning
VANCOUVER COASTAL HEALTH -	RICHMOND
Diane Bissenden Partner Leadership Team (Retired April 2017)	Director, Population & Family Health, Richmond; Program Director, Regional Public Health Program - Vancouver Coastal Health – Richmond
Chris Salgado Partner Leadership Team Vancouver Coastal Health – Richmond	Manager, Community & Family Health
Claudia Kurzac	Manager, Health Protection
Juan Solorzano	Executive Director Population Health
Lianne Carley	Population Health Policy Analyst
Dr. Meena Dawar	Medical Health Officer, Vancouver Coastal Health
Monica Needham	Program Manager, Community and Ambulatory Services, Continuing Health Services.
RICHMOND SCHOOL DISTRICT NO). 38
Marie Ratcliffe Partner Leadership Team	District Administrator - Learning Services Richmond School District No. 38
Wendy Lim	Assistant Superintendent
Anne Gillrie-Carre	District Administrator
Richard Steward	District Administrator
Ornella Svalestuen	Curriculum Co-ordinator/Consultant for mental health and social-emotional learning
Constance Easton	Curriculum Co-ordinator/Consultant for mental health and social-emotional learning
Zena Simces	Consultant Team
Sue Ross	Consultant Team
Karen Strange	Consultant Team
Suzanna Kaptur	Research Planner 2, City of Richmond, Community Services
Lisa Fedoruk	Coordinator, Special Projects, City of Richmond

VANCOUVER COASTAL HEALTH – RICHMOND STAKEHOLDER ENGAGEMENT

Areas of Responsibility ~ Fields of Expertis	е
Director, Population & Family Health, Richmond;	
Program Director, Regional Public Health Program	
Manager, Community & Family Health	
Team Lead, Interdisciplinary Practice, Continuing Health Services	
Manager, Community Mental Health & Substance Use	
Aboriginal Health Lead	
Program Leader Healthy Adults & Families	
Public Health Clinical Resource Nurse	
Environmental Health Officer	
Regional Healthy Built Environment Environmental Health Officer	
Regional Healthy Built Environment Environmental Health Officer	
Regional Manager, Public Health Perinatal and Early Childhood Development	
Richmond Senior Environmental Health Officer	
Manager, Community Investments	
Medical Health Officer, Vancouver Coastal Health	
Program Leader Speech & Language Program	
Program Leader Healthy Babies & Early Childhood Development	
Epidemiologist	
Program Leader Audiology	
Manager, Health Protection	
Mental Health & Substance Use	
Clinical Coordinator Community Health Services	
VCH Medical Health Officer	
Leader School Aged & Adult Prevention	
Manager, Community and Ambulatory Services, Continuing Health Services	1
Clinical Coordinator Home Care Nursing	
Regional Healthy Built Environment Environmental Health Officer	
Public Health Dietitian	
Richmond Area Medical Association Committee	
Richmond Division of Family Practice	

RICHMOND SCHOOL DISTRICT 38 STAKEHOLDER ENGAGEMENT

Areas of Responsibility ~ Fields of Expertise
District Administrator - Learning Services
Secondary and Area Counsellors
Curriculum Co-ordinator, Counselor/Consultant for mental health and social-emotional learning
Student – Health Summit
Richmond Schools Athletic Association
District Administrators
Elementary Principal
Retired Principal
Adolescent Support Team
Royal Canadian Mounted Police – Richmond
Richmond Mental Health and Substance Use
Assistant Superintendent
Director of Facilities Planning
Richmond District Parent Advisory Council (PAC)
Secondary PE Teachers/SEL Coordinator
Richmond Secondary Schools Athletic Association
Richmond Foodbank
Members of the Advisory Committee

CITY OF RICHMOND STAKEHOLDER ENGAGEMENT – STAFF

City of Richmond	Area of Responsibility ~
Department	Field of Expertise
Administration and Compliance	Manager, Corporate Performance
Real Estate Services	Senior Manager, Real Estate Services
Planning and Projects	Manager, Community Services Planning and Projects
	Coordinator, Special Projects
Parks Services	Manager, Parks Programs
	Area Coordinator, Parks
	Area Coordinator, Richmond Nature Park
	Park Planner
	Britannia Site Supervisor
Recreation and Sport	Manager, Aquatic and Arena Services
Services - Aquatics and Arenas Aquatics	Aquatics Supervisor
Arenas	Community Facilities Coordinator - Arenas
Sport Volunteers	Manager, Sport and Community Events
Fitness	Volunteer Development Coordinator
	Coordinator, Fitness and Wellness Services
Recreation and Sport Services - Community	Manager, Community Recreation Services
Recreation	Area Coordinators
	Recreation Leaders
	Community Facilities Coordinator - Community Recreation
	Fitness Coordinator - South Arm
	Youth Coordinator - Steveston
	Seniors Coordinator - City Centre
	Community Development Coordinator - West Richmond
	School Aged Child Care
	Preschool
Arts, Culture and Heritage Services	Manager, Community Cultural Development
	Arts Coordinator
	Arts Programmer
	Manager, Major Events and Film Supervisor, Museum & Heritage Services
	Media Arts Specialist
	Public Art Planner
	Manager, Art Services
	Director, Richmond Art Gallery
Community Social Development	Social Planner, Community Social Development
	Coordinator, Seniors Services
	Seniors Wellness Coordinator
	Coordinator, Diversity Services
	Affordable Housing Coordinator
	Childcare Coordinator

City of Richmond Department	Area of Responsibility ~ Field of Expertise
Sustainability and District Energy	Senior Manager, Sustainability and District Energy
Engineering Planning	Manager, Engineering Planning
Policy Planning	Manager, Policy Planning Department
	Senior Planning Coordinator
	Planner-Analyst
Development Applications	Director, Development
Sustainability and District Energy	Senior Manager, Sustainability and District Energy
Engineering Planning	Manager, Engineering Planning
Policy Planning	Manager, Policy Planning Department
	Senior Planning Coordinator
Development Applications	Director, Development
Transportation	Manager, Transportation Planning
	Transportation Planner
Richmond Fire-Rescue	Deputy Fire Chief
	Community Relations Officer
	Chief Fire Prevention Officer
Bylaws	Manager, Community Bylaws
Emergency Programs	Manager, Emergency Programs
Corporate Communications and Marketing	Director, Corporate Communications and Marketing
	Communications Officer
Human Resources	Health, Safety and Wellness Coordinator
	Project Leader
Recreation and Sport	Program Manager, Community Sport
Services - Sport	Director, Sport Services
Library Administration	Deputy Chief Librarian

CITY OF RICHMOND STAKEHOLDER ENGAGEMENT - ALLIED ORGANIZATIONS

City Centre Community Association	West Richmond Community Association
Hamilton Community Association	Sea Island Community Association
Minoru Seniors Society	Steveston Community Society
Richmond Aquatic Services Board	Richmond Art Gallery Association
Richmond Fitness & Wellness Association	Richmond Museum Society
South Arm Community Association	Richmond Nature Park Society
Thompson Community Association	Steveston Historical Society
East Richmond Community Association	

CITY OF RICHMOND STAKEHOLDER ENGAGEMENT - COMMUNITY ORGANIZATIONS

Community Association Participant Engagement	
Richmond Food Security Society	Richmond Sports Council
Turning Point Recovery Society	United Way of the Lower Mainland
Touchstone Family Association	Richmond Society for Community Living
HUB Cycling	The Sharing Farm Society
Developmental Disabilities Association	Richmond Poverty Response Committee
S.U.C.C.E.S.S.	ParkRun
Richmond Children First	Richmond Youth Service Agency
Richmond Addiction Services	Richmond Minor Football League (Raiders)
Richmond Lawn Bowling Club	Japanese Canadian Cultural Centre Advisory
Richmond Family Place	UBC Boathouse
Advisory Committee Engagement	
Richmond Active Transportation Committee	Richmond Seniors Advisory Committee
Richmond Community Services Society Committee	Richmond Intercultural Advisory Committee
Advisory Design Panel	Richmond Centre for Disability

City of Richmond Community Wellness Strategy 2018-2023

Appendix 3: Richmond Community Profile Data Sources

- 1. Richmond City Planning Hot Facts (the series, 2014-2017)
- 2. The United Way Community Profile Richmond December 2015
- 3. Statistics Canada (2015) 2011 Population Census/Household Survey
- 4. Statistics Canada (2015) 2006 Population Census/Household Survey
- 5. BC Vital Statistics (2011) Annual Report
- 6. BC Stats. (2015) Sub-Provincial Populations P.E.O.P.L.E.
- 7. BC Stats (2015) Socioeconomic Profiles
- 8. Statistics Canada (2015) CCHS Canadian Community Health Survey
- 9. BC Community Health Profiles (2013, 2017) PHSA Richmond
- 10. My Health My Community, Vancouver Coastal Health Richmond (2013/14)
- Human Early Learning Partnership. EDI (Early Years Development Instrument) report. Wave 6 Community Profile, 2016. Richmond (SD38). Vancouver, BC: University of British Columbia, School of Population and Public Health; October 2016.
- Human Early Learning Partnership. EDI (Early Years Development Instrument) report. Wave 6 Supplementary Report EDI Subscales Community Profile, 2016. Richmond (SD38). Vancouver, BC: University of British Columbia, School of Population and Public Health; September 2017.
- Human Early Learning Partnership. MDI [Middle Years Development Instrument] Grade 4 report. School District & Community Results, 2016-2017. Richmond (SD38). Vancouver, BC: University of British Columbia, School of Population and Public Health; April 2017.
- Human Early Learning Partnership. MDI [Middle Years Development Instrument] Grade 7 report. School District & Community Results, 2016-2017. Richmond (SD38). Vancouver, BC: University of British Columbia, School of Population and Public Health; April 2017.
- 15. McCreary Centre Society. (2014). Richmond: Results of the 2013 BC Adolescent Health Survey. Vancouver, BC: McCreary Centre Society.
- 16. BC Ministry of Education and BC Stats (2015) School Satisfaction Survey SD 68 Richmond.
- 17. Ministry of Health March 2013 British Columbia Promote, Protect, Prevent: Our Health Begins Here [electronic resource]: BC's Guiding Framework for Public Health.
- 18. Vancouver Foundation's Vital Signs 2016 Richmond.



City of Richmond Community Wellness Strategy 2018-2023

Appendix 4: Documentation of the Engagement Process and Results

The community engagement process started in January 2017. Over 1000 stakeholders participated in the engagement process.

WHO WE HEARD FROM

I. Internal Stakeholders

Strategic Advisory Committee:

Comprised of representatives from the three partners – City of Richmond, VCH-Richmond and School District 38 - with various areas of responsibilities and fields of expertise.

Partner Organizations Representatives:

City of Richmond - A total of 75 staff participated including representatives from all departments in the Division of Community Services and other City personnel from Planning and Development, Corporate Communications and Marketing, the Chief Administrative Office, Law and Community Safety, and the Richmond Olympic Oval.

Vancouver Coastal Health - Richmond - 49 staff participated representing Public and Population Health, senior leadership including the Medical Health Officer, Head of Family Practice, Senior Medical Director, Environmental Health, Mental Health and Substance Use, Community and Ambulatory Services, and Home Care Nursing. In addition, 29 public and population health staff responded to an on-line survey.

School District 38 included 17 participants representing teachers, principals, counselors and administrators. In addition, the school district included a number of their key stakeholders in the session e.g., representatives from the RCMP, Mental Health and Substance Use Services, Richmond Food Bank, Richmond Secondary Sport Athletic Association, and the district Parent Advisory Council (PAC).

II. External Stakeholders

Community Groups:

Fifty organizations were invited to participate. Representatives from 37 groups attended the consultation sessions including Community Associations, Community Service Organizations and Sports Organizations.

Richmond Advisory Committees:

Representatives from 5 of the 8 invited City of Richmond Advisory Committees attended a special consultation session.

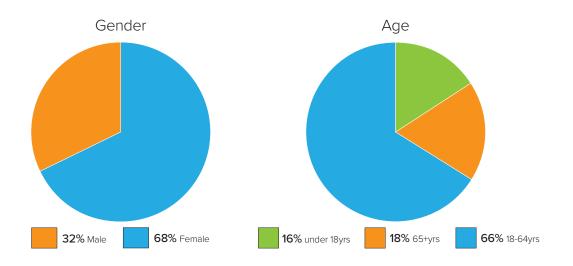
III. Public Consultation

A variety of opportunities were selected to seek the views of Richmond residents:

- 80 families were interviewed during Family Day, January 2017
- 246 students in two elementary schools (grades 5 and 6) and two secondary schools (grades 9 -11) covering 10 classrooms participated in discussions about wellness for themselves, their families and their neighbourhoods
- 81 parents from the School District 38 Parent Advisory Committee responded to an on-line survey
- 240 residents participated in open houses
- 134 residents responded to a survey on Let's Talk Richmond

Open Houses

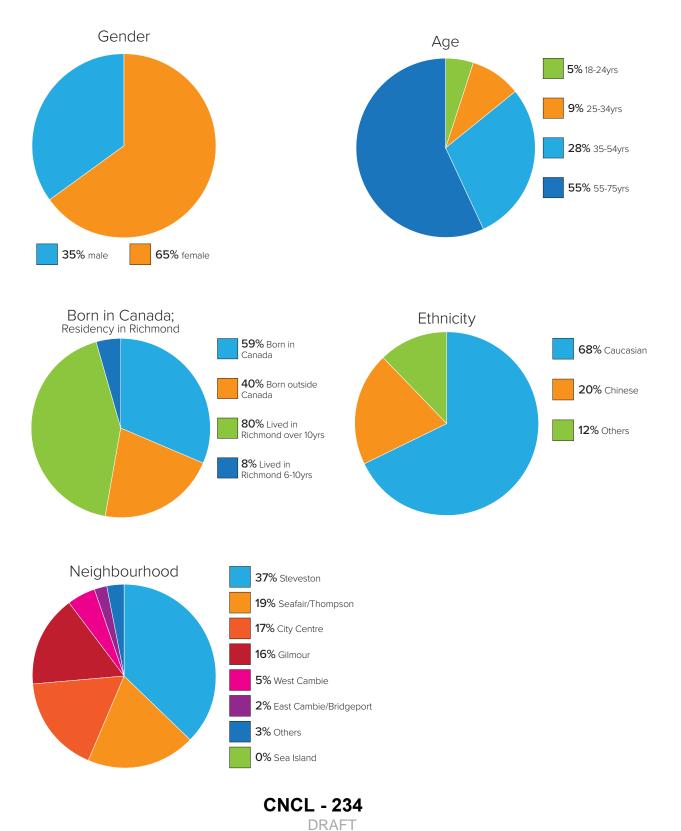
Drop-in style open houses were held in four of the Richmond Public Library branches. This was an open invitation to any interested resident. Afternoon, evening and weekend sessions were publicized widely to engage as many residents as possible. Posters were available in Chinese and volunteers who spoke Mandarin and Cantonese supported the consultation process. The gender and age breakdown of participants is illustrated below.



Let's Talk Richmond

City of Richmond has an established website that enables residents to obtain information on City initiatives and to provide feedback. Information relating the Community Wellness Strategy and a survey was made available over a two week period in May 2017 to further engage residents.

Demographic information provided by survey respondents is illustrated below.



PROCESS AND KEY FINDINGS

Internal consultations

The **Strategic Advisory Committee** was engaged through a series of meetings to initially brainstorm and then fine tune (based on community engagement feedback) the definition of wellness and the vision, guiding principles and key priority areas for the Richmond Community Wellness Strategy.

Internal stakeholders from each partner organization were engaged to gain insights through their unique experiences and diverse perspectives.

- Workshops were conducted with City of Richmond staff from across the organization and sessions were also held with Community Services partner associations/societies.
- Vancouver Coastal Health Richmond senior leadership and public and population health staff were consulted. Front-line health staff participated through an on-line survey.
- A session was held with representatives from School District 38 that included representation from teachers, principals, counselors and administrators. In addition, the District invited their key stakeholders to the session, e.g., RCMP, Mental Health and Substance Use, Richmond Food Bank, Richmond Secondary Sport Athletic Association, and district Parent Advisory Council (PAC).

Key themes identified:

- Health and Lifestyle physical activity, healthy eating and mental wellness
- Built and Natural Environment healthy neighbourhood design and transportation networks
- Access to Programs and Services affordability, availability, capacity and language
- Economic Wellness affordable housing, adequate income and food security
- Connectedness/Inclusion social and cultural connectedness
- Intercultural Harmony culturally sensitive environments
- Awareness and Education enhanced understanding and benefits of wellness

External consultations

External stakeholder workshops were conducted with invitations to over 50 community groups and organizations that work with one or more of the three partners. In addition, eight City of Richmond Advisory Committees were invited to attend a workshop to share their expertise and insights on wellness for Richmond residents. An opportunity was also provided to all of these organizations to respond to an on-line survey.

An extensive public consultation process was undertaken with close to 781 respondents and included the following:

- Interviews with families parents and children at Richmond Family Day events (80 families)
- On-line survey to parents through the Richmond School District 38 Parent Advisory Council (81 responses)
- Drop-in style open houses in four of the Richmond Public Library branches (240 people interviewed)
- Student discussions in two elementary and two secondary schools covering 10 classrooms (246 students participated)
- An on-line survey to the public via Let's Talk Richmond, which was advertised in community centres, City Hall, on social media and through community newspapers and received a total of 134 responses.

Specific Questions Asked

Internal and external stakeholders were engaged to gain their perspective on:

- What does community wellness mean to you?
- What is working well in Richmond?
- What are the priority areas for the Community Wellness Strategy?
- What is your vision for the Community Wellness Strategy?

Public engagement focused on understanding:

- What are the important aspects of wellness to you?
- What do you do to stay healthy, active and involved
- What does community and neighbourhood support and connectedness look like?
- What would help increase wellbeing?

Summary of Feedback

WHAT IS WORKING WELL IN RICHMOND

The wide range of stakeholders that were consulted spoke highly of their city. The following is an example of the feedback that was provided:

"Richmond is doing a phenomenal job - great amenities, facilities, parks, dyke, trails and many programs and events."

Respondents identified a wide range of activities for health and wellness that Richmond offers that include recreation, sports, arts, culture, physical and social activities, health services and education. Respondents also had a very positive view of the Richmond Public Library, viewing it as a key connector and a source of information and education.

Respondents indicated a desire to do more volunteering, the need to be more physically active, to eat healthier and to get more connected to their neighbourhood.



KEY PRIORITIES TO ENHANCE WELLNESS IDENTIFIED BY STAKEHOLDERS

A. Internal and External Stakeholders

Staff of the three partners and external community groups and organizations that participated in the consultation workshops identified key priority areas that they felt are important to enhancing wellness in Richmond.

Health and Lifestyle

Importance was placed on increased opportunities to enhance physical activity, healthy eating and mental wellness.

Access to Programs and Services

The priority is to ensure that programs and services are available, affordable, and offered in a language that residents can understand. The focus should be on equity of access and providing quality programs for marginalized groups and removing barriers to participation.

Connectedness

Stakeholders identified the importance of social and cultural connectedness.

Sense of Neighbourhood

Enhancing neighbourhood connectedness is seen as contributing to wellness.

Awareness and Education

Enhanced understanding and benefits of wellness is important and will help lead to behaviour change.

Intercultural Harmony

Ensuring culturally sensitive of programs, services and environments and enhancing cultural harmony is seen as critical to enhancing wellness.

Places and Spaces

A focus on the built and natural environment and developing safe and healthy indoor and outdoor places, outdoor spaces for gathering and connecting are seen as critical supports to wellness.

Economic Factors

It is recognized that wellness is impacted by economic factors such as the need for adequate income, food security and affordable housing.

Two additional priorities identified by staff of the partners

Partnerships

Developing partnerships with a wide range of community groups and, in particular, the business section will help implement desired programs and services.

Focus on policy

There is a need to incorporate a wellness lens into all policy, planning and program design (e.g., including planning for the built environment).

B. The Public Consultation

Summary of Consultation with a sampling of Students in Richmond Schools

- What wellness means to you:
 - As an individual, it means being active, healthy, connected/included, positive mindset and having money and a good job
 - As a family, it means sharing and caring, good communication and doing things together as a family
 - As a community, it means a having a clean environment, green space, feeling safe, volunteering, affordable housing and transportation, and sharing and caring
- What supports are needed to stay well:
 - Organized activities and events close to home
 - Open places and spaces to gather and play
 - Low/no cost and drop-in activities as well as less costly transportation
 - Information and education on the benefits of wellness and the opportunities available to enhance wellness
- What supports are needed to help feel connected to their neighbourhood:
 - Fun activities and food
 - Incentives to participate and connect with others
 - Outdoor space to gather, better sidewalks, age friendly playgrounds and parks, good equipment

Summary of Feedback from Family Day, Public Open Houses and Survey of School District 38 Parent Advisory Committee Member

- What wellness means to Richmond residents:
 - Balance of physical, mental and spiritual wellness
 - Harmony, bonding, good relationships, spending time together
 - Accepting of everyone, openness, supportive, caring, inclusion, belonging, feeling safe, healthy environment, gathering places, opportunities to volunteer
 - Economic and financial stability
- What supports are needed to improve wellness:
 - Program opportunities greater choice for adults, after school options for children and more flexible scheduling of activities, unstructured and drop-in options
 - Services to meet the needs of special needs populations, e.g., mental health, people with disabilities, seniors and isolated or hard to reach groups
 - Access having programs and amenities closer to home that are affordable, low cost or free
 - Built and natural environment supportive, safe and healthy environments including better sidewalks, easier transportation and natural spaces to gather and play
 - Information and Education about what wellness means and benefits. It is important information on wellness to be communicated through multiple diverse methods including through schools, community events, library, workshops and social media.
 - Opportunities for volunteering
- What supports are needed to help feel connected to their neighbourhood: Many respondents indicated that they did not know their neighbours. Many neighbourhoods are in flux with people moving in and out, renters, empty houses, and a sense of transiency. Culture and language differences make connections difficult even with people living in town house complexes, apartments or condos. *"Richmond is a city of contrasts, different areas look and feel very different."*

Suggestions provided to connect to their neighbourhood include:

- Ongoing activities at a neighbourhood level and not "one-offs"
- Neighbourhood organizers and facilitators to support neighbourhood capacity-building
- Focus on strategies to bring diverse cultural groups together to TALK and get to know each other "building relationship will help lead to solutions"
- Offering a wide range of options that are fun and match neighbourhood interests
- Focus on food and children as connectors
- More green spaces
- More places to gather

Acknowledgments

The process of creating a Community Wellness Strategy for the City of Richmond, one that actively contributes to the health and wellbeing of all residents has depended on the enthusiasm, involvement and thoughtfulness of many stakeholders and members of the community who participated in workshops, interviews, volunteer activities, completed surveys and shared ideas. We are very grateful to those who have participated. We would like to acknowledge the special contribution of the Community Wellness Strategy Advisory Committee and Partner Leads who listened to stakeholders and wove together a strategy for success that builds on the strengths of each of the Partner organizations – the City of Richmond, School District 38 and Vancouver Coastal Health-Richmond:

Richmond City Council

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

City of Richmond

Serena Lusk General Manager, Community Services

Suzanna Kaptur Research Planner 2

Lisa Fedoruk Coordinator, Special Projects

John Woolgar Manager, Aquatic and Arena Services Tina Atva Senior Planning Coordinator, Policy

Planning Donna Chan

Manager, Transportation Planning

Lesley Sherlock Social Planner, Community Social Development

Marie Fenwick Manager, Parks Programs

Katie Varney Manager, Community Cultural Development

Kim Howell Deputy Fire Chief (Retired)

Ted Townsend Director, Corporate Communications and Marketing

Richmond School District 38 Trustees

Ken Hamaguchi, Trustee Jonathan Ho, Trustee Sandra Nixon, Trustee Donna Sargent, Trustee Debbie Tablotney, Trustee Alice Wong, Trustee Eric Yung, Trustee

Vancouver Coastal Health -Richmond

Jennifer MacKenzie

Chief Operating Officer, VCH - Richmond

Monica Needham Program Manager, Community and Ambulatory Services, Continuing Health Services

Dr. Meena Dawar Medical Health Officer, VCH -Richmond

Juan Solorzano Executive Director Population Health Lianne Carley

Population Health Policy Analyst Claudia Kurzac Manager, Health Protection

Project Partner Leads

Elizabeth Ayers

Partner Lead, Acting Senior Manager, Recreation and Sport Services, City Of Richmond

Diane Bissenden

Partner Lead, Director, Population and Family Health, Richmond (Retired)

Chris Salgado

Partner Lead, Manager, Community and Family Health, Vancouver Coastal Health-Richmond

Marie Ratcliffe

Partner Lead, District Administrator -Learning Services, Richmond School District No. 38

School District 38 Richmond

Wendy Lim Assistant Superintendent Anne Gillrie-Carre

District Administrator

Richard Steward District Administrator

Ornella Svalestuen Curriculum Co-ordinator, Consultant, mental health and social-emotional learning

Constance Easton

Curriculum Co-ordinator, Consultant, mental health and social-emotional learning

Project Consultant

Zena Simces & Associates Consultant Team: Zena Simces Sue Ross Karen Strange

> CNCL - 240 DRAFT

CNCL - 241 DRAFT

CNCL - 242



Report to Committee

То:	General Purposes Committee	Date:	April 4, 2018
From:	Cecilia Achiam General Manager, Community Safety	File:	12-8060-02-01/2018- Vol 01
Re:	Housekeeping Amendments for Traffic Bylaw No Regulation Bylaw No. 7403; Notice of Bylaw Viol Bylaw No. 8122; and Consolidated Fees Bylaw N	ation Dis	

Staff Recommendation

- 1. That the following bylaws are introduced and given first, second and third readings:
 - a. Traffic Bylaw No. 5870, Amendment Bylaw 9786;
 - b. Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 9787
 - c. Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9827; and
 - d. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9829.

Cecilia Achiam General Manager, Community Safety (604-276-4122)

Att: 4

REPORT CONCURRENCE				
ROUTED TO:	CONCURRENCE			
Finance Transportation Law REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:			
APPROVED BY CAO				

Staff Report

Origin

This report proposes a number of changes to City bylaws related to on and off street parking. The changes are proposed to prepare for the implementation of the Licence Plate Recognition Program (LPR) and to conform with current best practices.

This report supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

3.3. Effective transportation and mobility networks.

Analysis

Local businesses rely on street and City owned lots for customer parking with the expectation that enforcement will provide customer turnover for their establishments. The Licence Plate Recognition Program ("LPR") is an automated method of providing parking enforcement using specialized equipment mounted to vehicles operated by parking enforcement officers. Infrared colour cameras and special software are used to scan the licence plates of parked cars to provide information to enforcement officers on how long a car has been parked and whether it has a city permit. The funding for this program was secured through the operating budget process and the City is currently evaluating vendor proposals.

While the LPR program offers efficiencies related to monitoring parked cars, the software also enables the City of Richmond to offer a "pay by plate" option to drivers. Drivers will not be required to return to their vehicle to place a receipt on the dash board and they can receive a notification on their smart phone advising them that their allotted parking time is ending.

Incorporating LPR will provide enhanced service for our clients but it does require changes to the bylaws that relate to parking and how it is defined. In addition to bylaw amendments related to LPR, the proposed amendments also include new contraventions which will enhance parking safety and streamline existing bylaws for clarity.

Based on the above objectives and research work staff are recommending the following amendments.

Proposed Amendments to Parking (Off-Street) Regulation Bylaw No. 7403

The Parking (Off-Street) Regulation Bylaw No. 7403 has not been updated since 2002. The proposed amendments are required for housekeeping purposes for sections within the bylaw to improve enforcement and provide clarity. The amendments include changes to how City owned properties are defined in the bylaw and remove the potential for administrative errors.

The amendments to this bylaw include the option for pay by plate for parking on city owned off street lots. Users would be able to choose between paying by stall number, using a pay and display ticket or pay by plate.

Definitions and procedures which are currently in Traffic Bylaw No. 5870 are proposed to be added to the Parking (Off-Street) Regulation Bylaw No. 7403 to provide consistency between the bylaws. These include the following:

- Procedures for impoundment, including notification and cost recovery;
- Definition of Recreational Vehicles;
- Definition of a Trailer and regulations for parking;
- Language to prohibit interfering with markings made by enforcement officers;
- Regulations governing Overnight Parking; and
- Liability of a vehicle owner in instances when vehicle is operated by persons other than the owner.

Proposed Amendments to Traffic Bylaw No. 5870

The proposed amendments add new definitions and expand additional contraventions. These definitions include the addition of a five minute grace period for parking while actively loading or unloading a vehicle. Also proposed is a change to the hours for parking in parks or on school grounds between hours of 11:00pm and 5:00am to align with regulations in Public Parks and School Grounds Regulation Bylaw No. 8771.

The ability to pay at the on street meter with the pay by plate system has also been added to the Traffic Bylaw. Again, this gives the user three payment options, pay by plate, pay by stall or pay and display.

Proposed Amendments to Consolidated Fees Bylaw No. 8636

The amendment to the Consolidated Fee Bylaw No. 8636 is proposed to move meter and permit fees from the Parking (Off-Street) Regulation Bylaw No. 7403 to the Consolidated Fees Bylaw. This will align with other regulatory programs, such as licencing, so that all fees and permits for programs across the City are considered in one bylaw.

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

The amendments proposed to Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 align with the proposed changes to the Parking (Off-Street) Regulation Bylaw No. 7403 so that Bylaw Violation Notices can be issued for new regulations. This includes parking an unattached trailer and removing markings by an enforcement officer.

Financial Impact

None.

Conclusion

The proposed bylaw amendments update existing traffic and parking regulations to implement and enable the Licence Plate Recognition Program and provide alignment between the bylaws that govern on and off street parking.

Susan Lloyd

Manager, Parking Enforcement, Animal Control and Administration, Community Bylaws (604-247-4467)

CA:sl

- Att 1: Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9829
 - 2: Traffic Bylaw No. 5870, Amendment Bylaw No. 9786
 - 3: Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 9787
 - 4: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9827



Bylaw 9829

Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9829

The Council of the City of Richmond enacts as follows:

- 1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding the content of the table in Schedule A attached to and forming part of this bylaw, to "Schedule Parking (Off-Street) Regulation Bylaw No. 7403 (2002)" in Bylaw No. 8122 in numerical order.
- 2. This Bylaw is cited as "Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9829".

FIRST READING	·	CITY OF RICHMOND
SECOND READING		APPROVED for content by originating
THIRD READING		Division
ADOPTED	·	APPROVED for legality by Solicitor
		H

MAYOR

CORPORATE OFFICER

SCHEDULE A to BYLAW NO. 9829

A1	A2	A3	A4	A5	A6	A7	A8
Bylaw	Description of Contravention	Section	Compliance Agreement Available	Penalty	Early Payment Option	Late Payment Amount	Compliance Agreement Discount
Parking (Off- Street) Regulation Bylaw No. 7403	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Parking an unattached trailer	3.3.3	No	\$ 110.00	\$ 65.00	\$ 135.00	n/a
	Remove, obliterate or otherwise interfere with any markings made by a bylaw enforcement officer, police officer or traffic enforcement officer	9.3	OZ	\$ 70.00	\$ 45.00	\$ 90.00	п/а



Bylaw 9786

Traffic Bylaw No. 5870 Amendment Bylaw No. 9786

The Council of the City of Richmond enacts as follows:

- 1. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 1 "[Interpretation]" by inserting the following definitions in alphabetical order:
 - "Stall Number means the number assigned to a designated parking stall as identified by a City sign or marking.
 - **Time Period** means the amount of time purchased through a **block meter machine** or **cellular payment system,** as indicated by a purchase time and date and an expiration time and date.".
- 2. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 1 "[Interpretation]" by deleting the definition of "Parking" and replacing it with the following:
 - "**Parking** means the **standing** of a **vehicle**, whether occupied or not, other than up to 5 minutes for the purpose of, and while actually engaged in, loading or unloading of property, goods, or the discharging or taking on of passengers, or in compliance with the directions of:
 - (a) a **police officer**, a **bylaw enforcement officer**, or a person contracted by the **City** for traffic regulation purposes, or
 - (b) a traffic control device.".
- 3. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 12 "[Parking and Stopping of Vehicles]" by deleting subsection 12.4(s) and replacing it with the following:
 - "(s) in any public park or school ground between the hours of 11:00 p.m. and 5:00 a.m.;"
- 4. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 12A "[Parking in Block Meter Zone]" by replacing the existing paragraph 12A.2 with the following:
 - "12A.2 A person may only park a vehicle in a block meter zone when:
 - (a) (i) a **time period** has been selected and payment has been accepted by the **block meter machine** and a **parking receipt** has been obtained and

placed face-up inside the windshield of the **vehicle**, with the amount paid, time and date of purchase, and time and date of expiration clearly visible from outside the **vehicle**, and the purchased **time period** remains valid; or

- (ii) a stall number has been entered and payment has been accepted by the **block meter machine** and the purchased **time period** remains valid; or
- (iii) a **number plate** has been entered and payment has been accepted by the **block meter machine** and the purchase **time period** remains valid.
- (b) (i) payment for a pre-determined **time period** has been made through a designated **cellular payment system** based on the **number plate** of the parked **vehicle**; and
 - (ii) the **time period** for which payment has been made, as indicated by the **number plate** on the **cellular enforcement system**, has not expired.".
- 5. This Bylaw is cited as "Traffic Bylaw No. 5870, Amendment Bylaw No. 9786".

FIRST READING	CITY OF RICHMOND	
SECOND READING	APPROVED for content by originating dept.	
THIRD READING	Ott	
ADOPTED	APPROVED for legality by Solicitor	
	JU	

MAYOR

CORPORATE OFFICER

Bylaw 9787



Parking (Off-Street) Regulation Bylaw No. 7403 Amendment Bylaw No. 9787

The Council of the City of Richmond enacts as follows:

- 1. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting and replacing subsection 1.1(a) with the following:
 - "(a) to the **City properties**; and".
- 2. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting the text in subsection 1.1(b) and replacing it with "deleted".
- 3. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting the words "in any of the areas designated in Schedule A" from subsection 2.1.1 and replacing them with "on any **City properties**".
- 4. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by inserting the word "actively" between "when" and "loading" in subsection 2.1.1(g)(i).
- 5. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting the words "in the areas designated in Schedule A" from subsection 3.1.1 and replacing them with "on all **City properties**".
- 6. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting the words "on a property as outlines in Schedule A" from subsection 3.3.1(b)(ii) and replacing them with "on any **City property**".
- 7. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting the words "an area identified in Schedule A" from subsection 3.3.2 and replacing them with "any **City properties**".
- 8. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by adding the following as new subsection 3.3.3:
 - "3.3.3 No person shall park a **trailer** on any **City property** without the motive power unit attached.".
- 9. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting the words "in all areas designated in Schedule A" from subsection 4.1.1 and replacing them with "on all **City properties**".

- 10. Parking (Off-Street) Regulation Bylaw No. 7403, as amended, is further amended by deleting subsection 5.1.2(a) and replacing it with the following:
 - "(a) (i) a **time period** has been selected and payment has been accepted by the **parking lot meter** and a **parking receipt** has been obtained and placed face-up inside the windshield of the **vehicle**, with the amount paid, time and date of purchase and time and date of expiration clearly visible from outside the **vehicle** and the purchased **time period** remains valid or;
 - (ii) a **stall number** has been entered and payment has been accepted by the **parking lot meter** and the purchased **time period** remains valid or;
 - (iii) a **number plate** has been entered and payment has been accepted by the **parking lot meter** and the purchased **time period** remains valid.".
- 11. Parking (Off-Street) Regulation Bylaw No. 7403, as amended, is further amended by deleting subsection 5.1.3 and replacing it with the following:
 - "5.1.3 The fees payable for parking in designated pay parking lots in the **City** are set out in the **City's** *Consolidated Fees Bylaw No. 8636.*".
- 12. Parking (Off-Street) Regulation Bylaw No. 7403, as amended, is further amended by deleting subsection 6.1.2 and replacing it with the following:
 - "6.1.2 A person applying for a **parking permit** or **permit decal** must pay the applicable fees as set out in the **City's** *Consolidated Fees Bylaw No. 8636.*".
- 13. Parking (Off-Street) Regulation Bylaw No. 7403, as amended, is further amended by inserting the following as new subsection 6.2.3:
 - "6.2.3 No refunds shall be issued for fees paid in respect of **parking permits** or **permit** decals.".
- 14. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting Part 7 and replacing it with the following:

"PART SEVEN: IMPOUNDMENT

- 7.1 Any vehicle unlawfully standing, parked, or driven on any street, City property, or other public place, may be, or cause to be, impounded by any Police Officer, the General Manager, Engineering & Public Works, the Fire Chief, any Bylaw Enforcement Officer, or their designates, or any traffic enforcement agent, and removed to such place as directed by such person and shall be kept there at the owner's risk and expense.
- 7.2 An **impounded vehicle** may not be released to its **owner** until the **impounding charges** are paid.

- 7.3 The **City** will give notice to the **owner** of every **vehicle** impounded pursuant to this Part 7 by mailing the notice by registered mail to the **owner** at the address of such **owner** as shown in the records of the Superintendent of Motor Vehicles at the date of **impoundment**.
- 7.4 If such **impounded vehicle** is not claimed by its **owner** within 14 days of the date such **impoundment** notice was sent by registered mail to the **owner**, such **vehicle** may be sold by the **City** at public auction and any monies received on its sale shall be applied,
 - 7.4.1 firstly, to the cost of the sale;
 - 7.4.2 secondly, to the cost of the removal and impoundment of the vehicle; and
 - 7.4.3 thirdly, to the recovery of any monies owed for any outstanding fines levied under this Bylaw.

The surplus, if any, shall be sent by registered mail to the registered **owner** of the **vehicle** at the address shown for such **owner** in the records of the Superintendent of Motor Vehicles.

- 7.5 The **City** will give notice to the **owner** of every **vehicle impounded** pursuant to this Part 7, of the **City's** intention to sell such **vehicle** on the date set out in the notice, by mailing the notice by registered mail to the **owner** at the address of such **owner** as shown in the records of the Superintendent of Motor Vehicles at the date of **impoundment**.
- 7.6 The **owner** of a **vehicle** shall incur the penalties provided for any violation of this Bylaw with respect to any **vehicle** owned by them unless at the time of such violation the **vehicle** was in the possession of some person other than the **owner** without the **owner's** consent; but nothing in this section shall relieve the operator of a **vehicle**, not being the **owner**, from incurring the penalties provided for such violation.".
- 15. Parking (Off-Street) Regulation Bylaw No. 7403, as amended, is further amended at Section 8.1 – "[Interpretation]" by inserting the following definitions in alphabetical order:

"City Property	means any lot or parcel of land owned or leased by the City.
Fire Chief	means the Fire Chief of the Richmond Fire Department.
Impound	includes the seizure, towing, removal and detention of any vehicle , whether being driven or not, and any other chattel, which is unlawfully placed, left, kept or driven upon a street , City property , or other public space.

Impounding Charges	means all expenses of removal and detention or impounding of a vehicle , and all related towing, storage and other charges.
Recreational Vehicle	means a vehicle designed to provide temporary living accommodation for travel, vacation or recreational use, and designed to be driven, towed or transported.
Stall Number	means the number assigned to a parking stall .
Street	has the meaning ascribed to in the City's Traffic Bylaw No. 5870.
Time Period	means the amount of time purchased through a parking lot meter or cellular payment system , as indicated by a purchase time and date and an expiration time and date.
Trailer	means every vehicle without motive power designed for carrying persons or property, and for being drawn by a motor vehicle, and includes a semi-trailer as defined in the <i>Commercial Transport Act</i> .".

16. Parking (Off-Street) Regulation Bylaw No. 7403, as amended, is further amended at Section 8.1 – "[Interpretation]" by deleting the definition of "overnight parking" and replacing it with the following:

"Overnight Parking means the standing of a vehicle, for a period of three (3) hours or more, between 2300 hours and 500 hours each day, whether the vehicle is occupied or not.".

17. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting Section 9.1 and replacing it with the following:

"9.1 Liability of Vehicle Owner

- 9.1.1 The **owner** of a **vehicle** is liable for any violation of the regulations in this bylaw, notwithstanding that, at the time of the violation, the **vehicle** is unattended or in the possession of another person.
- 9.1.2 Upon notification of a violation to the owner of a vehicle, the burden of proving:
 - (a) that the person in charge of the **vehicle** was not a person entrusted with the possession of that **vehicle** by the **owner**; or
 - (b) that the legal registered **owner** is not the **owner**;

is on the **owner**.".

CITY OF

RICHMOND APPROVED for content by

originating

APPROVED for legality by Solicitor

18. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting Section 9.3 and replacing it with the following:

"9.3 Tampering with Markings

No person may remove, obliterate, or otherwise interfere with any markings made by a **police officer**, **bylaw enforcement officer**, or **traffic enforcement agent** to determine the length of time a **vehicle** remains **parked** in one location.".

19. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by inserting the following as new PART TWELVE:

"PART TWELVE: FEES BYLAW

- 12.1 The *Consolidated Fees Bylaw No. 8636*, as may be amended from time to time, applies to this bylaw."
- 20. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting the content of Schedules A, D and E and replacing it with the word "DELETED".
- 21. This Bylaw is cited as "Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 9787".

FIRST READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER



Bylaw 9827

CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 9827

The Council of the City of Richmond enacts as follows:

- 1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding Schedule A attached to and forming part of this bylaw as new SCHEDULE PARKING (OFF-STREET) REGULATION to Consolidated Fees Bylaw No. 8636.
- 2. This Bylaw is cited as "Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9827".

FIRST READING	CITY OF RICHMOND
SECOND READING	APPROVED for content by originating
THIRD READING	DA
ADOPTED	APPROVED for legality by Solicitor

MAYOR

CORPORATE OFFICER

SCHEDULE -- PARKING (OFF-STREET) REGULATION

PARKING (OFF-STREET) REGULATION Bylaw No. 7403

Section 5.1.3, 6.1.2

Description	Fee
Pay Parking Fees:	All rates include applicable taxes.
All Off-Street City Property Locations, other than those set out below.	\$2.50 per hour – 7:00 am to 9:00 pm
6131 Bowling Green Road	\$2.50 per hour – 7:00 am to 9:00 pm
65000 Gilbert Road	\$2.50 per hour – 7:00 am to 9:00 pm Gateway Theater Productions - \$5.00 for maximum stay
7840 Granville Avenue	\$2.00 per hour – 7:00 am to 4:00 pm
Parking Permit / Decal Fees:	
All Off-Street City Property Locations, other than those set out below.	 \$40.00 per calendar month plus applicable taxes, subject to discounts of: 10% for groups of 11 to 25 permit decals 15% for groups of 26 to 50 permit decals 25% for groups of 51 or more permit decals
Gateway Theater Staff Parking (6500 Gilbert Road)	\$5.00 per calendar year, plus applicable taxes
Richmond Lawn Bowling Club Members Parking (6131 Bowling Green Road)	\$5.00 per calendar year, plus applicable taxes
	\$8.00 per calendar year, plus applicable taxes
Richmond Seniors' Centre Members Parking (Minoru Park)	\$5.00 per calendar year, plus applicable taxes
Richmond Tennis Club Members Parking (Minoru Park)	



Report to Committee

To:	Finance Committee	Date:	April 16, 2018
From:	Jerry Chong Director, Finance	File:	03-0905-01/2018-Vol 01
Re:	2017 Consolidated Financial Statements		

Staff Recommendation

That the City's audited consolidated financial statements for the year ended December 31, 2017 be approved.

Jerry Chong Director, Finance (604-276-4064)



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

Staff Report

Origin

Section 167 of the Community Charter requires that annual audited financial statements be prepared and presented to Council. The City's audited consolidated financial statements for 2017 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 Chartered Professional Accountants of Canada.

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 from the operating and capital funds that 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 financial management.

An analysis of the consolidated financial statements as prepared by management is provided in the Financial Statement Discussion and Analysis (FSD&A) included in Attachment 1. 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 2017 audited consolidated financial statements.

The consolidated financial statements combine the accounts of the City of Richmond, Richmond Olympic Oval and Richmond Public Library. The City's investment in Lulu Island Energy Company (LIEC), a wholly owned government business enterprise (GBE), is accounted for using the modified equity method effective for fiscal 2017. The financial statements of LIEC are now prepared in accordance with International Financial Reporting Standards, as required for a GBE.

For fiscal 2016 and prior, LIEC was consolidated into the City's financial statements as it was classified as a government organization. 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 2.

Financial Impact

2017 Consolidated Statement of Financial Position

The financial position of the City and its subsidiaries is strong as accumulated surplus increased in 2017 by \$107.7 million to \$3.0 billion (net of the opening adjustment for the accounting changes due to LIEC's transition to a GBE). These figures reflect the cumulative balance of all previous activity as of the reporting date December 31, 2017.

Highlights of the 2017 consolidated statement of financial position:

- \$3.0B Accumulated surplus (net worth)
 - \$2.3B Net book value of tangible capital assets
 - \$484.9M Reserve balance, including \$178.1M committed towards active capital projects
 - \$205.0M Appropriated surplus for future commitments
 - \$22.6M Surplus (cumulative unallocated balance of general, water and sewer funds)
 - \$698.1M Net financial assets
 - \$1.0B Cash and investments
 - (\$130.7M) Development cost charge balance, including \$38.5M committed towards active capital projects
 - (\$82.8M) Deposits and holdbacks
 - (\$66.3M) Deferred revenue
 - (\$37.6M) Net debt

2017 Consolidated Statement of Operations

The consolidated revenues exceeded expenses by \$109.9 million. These figures represent the activity during 2017 from January 1 to December 31.

Highlights of the 2017 consolidated statement of operations:

- \$109.9 million Annual surplus (the increase in net worth which includes the increase in capital equity, reserves, appropriated surplus and surplus). The 2017 annual surplus is comprised of:
 - \$57.2M increase in investment in capital assets
 - \$28.3M for investment in GBE
 - \$13.0M increase in the reserve balance
 - \$4.0M increase in appropriated surplus for future commitments
 - \$5.2M net increase in surplus and other, inclusive of an increase of \$8.1M for the City's 2017 operating surplus (based on the budget presentation and including transfer to reserves and transfers to/from other accumulated surplus items). As approved at the December 10, 2012 Council meeting, the operating surplus will

be transferred to the Rate Stabilization Account to minimize future tax increases or to offset one-time expenditure requests.

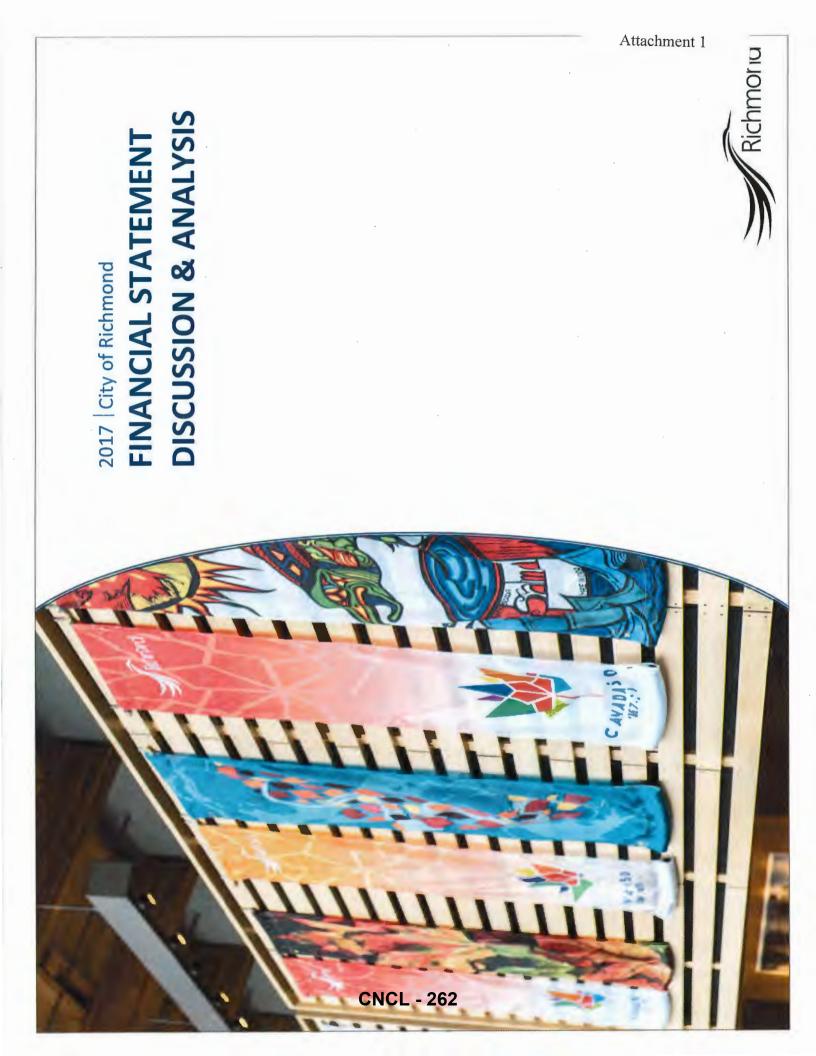
- \$523.2 million total revenues
 - \$206.9M taxation and levies
 - \$99.9M utility fees
 - \$52.2M contributed assets through development
 - \$39.4M sales of services
- \$413.3 million total expenses
 - \$159.6 million wages and benefits
 - \$66.0 million supplies, materials and other
 - \$64.9 million contract services, including RCMP
 - \$58.0 million amortization expense

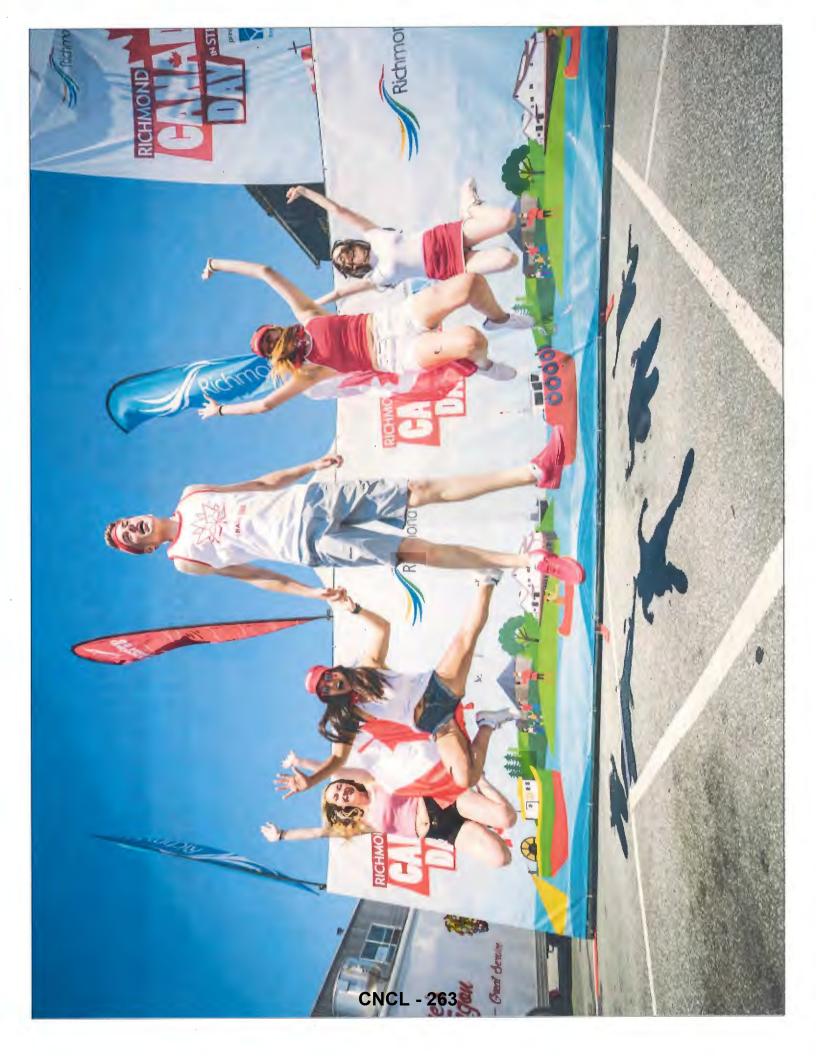
Conclusion

The financial statements are legislated reporting requirements and staff recommend that they be approved. 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, 2017, 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, CPA, CMA Manager, Financial Reporting (604-276-4077)

- Att. 1: 2017 Financial Statement Discussion and Analysis
 - 2: 2017 City of Richmond Consolidated Financial Statements





Contents

INTRODUCTION
CONSOLIDATED STATEMENT OF FINANCIAL POSITION2
Financial Assets
CONSOLIDATED STATEMENT OF OPERATIONS11
REVENUES
CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
CONSOLIDATED STATEMENT OF CASH FLOWS
RATIO ANALYSIS
ENVIRONMENTAL ANALYSIS
TERM GOALS 25 ENVIRONMENT 27 SERVICES 29
CONCLUSION

Introduction	 The consolidated financial statements include the following statements: Consolidated statement of financial position summarizes the assets (financial and non-financial), liabilities, net debt, and accumulated surplus as at December 31st, 2017 and 2016. 	 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 financial assets 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.
	The Community Charter requires that annual audited financial statements be prepared and presented to Council. The City's audited consolidated financial statements for the year ended December 31, 2017 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 Accounting 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 has been prepared by management and is intended to be read in conjunction with the 2017 audited	consolidated financial statements. The consolidated financial statements combine the accounts of the City of Richmond, Richmond Olympic Oval (Oval), and Richmond Public Library (Library). All future references to the "City" reflect the financial results for all entities. Further	information about the basis of consolidation is listed in Note 2 to the Consolidated Financial Statements. Effective January 1, 2017, Lulu Island Energy Company (LIEC) is classified as a government business entity (GBE). The City's investment in LIEC as a GBE is accounted for using the modified equity method with initial recognition of the investment to opening accumulated surplus.

5693593

, I

catement of	uc
St	
Consolidated Statement of	Financial Position

The Consolidated Statement of Financial Position is the equivalent of the private sector's balance sheet. This statement focuses on the City's assets (financial and nonfinancial) and liabilities. The difference between the financial assets and liabilities is the City's net financial assets, which represents the amount available for a later date.

The City maintained its strong financial position in 2017 allowing for flexibility and financial sustainability well into the future.

- Financial Assets increased by \$56.1M to \$1.1B
- Liabilities increased by \$20.8M to \$416.4M
- Net financial assets increased by \$35.4M to \$698.1M
- Non-financial assets increased by \$72.4M to \$2.3B
- Accumulated surplus increased by \$107.7M to \$3.0B

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.

			CNCL - 2	267		
	Cash and cas Cash and cash eo mainly due to tir Investments	Investme the timing Investmen	suoilli		= 2016	Investra Effective investme resulted i
	nd cash cash equiv ie to timin	Investments decreased the timing of cash flow. Investment Portfolio by 1		Short-term	473,721 499,541	Investment in LIEC Effective January 1, 2017 investment in LIEC under resulted in a \$28.3M (20
	Cash and cash equivalents Cash and cash equivalents increase mainly due to timing of cash from i Investments	Investments decreased by \$5.9M the timing of cash flow. Investment Portfolio by Type (\$000's)		Government	and guaranteed bonds 213,542 177,648	LIEC 2017, the under the r M (2016 – r
	Cash and cash equivalents Cash and cash equivalents increased by \$29.5M to \$47.9M mainly due to timing of cash from investments in the portf	9M to \$97. ^{00's)}			MFA pooled investments 44,172 45,065	Investment in LIEC Effective January 1, 2017, the City accounted for its investment in LIEC under the modified equity method. This resulted in a \$28.3M (2016 – nil) investment for the City.
	\$29.5M to ments in th	2.8M prim			Other bonds 247,203 250,529	nted for it: quity meth
	1 to \$47.9M in the portfolio.	Investments decreased by \$5.9M to \$972.8M primarily due to the timing of cash flow. Investment Portfolio by Type (\$000's)			Total investments 978,638 972,783	s Iod. This e City.
			AG	Capit. Other Total	Ta: Tax	ţ
Fin	Accrued interest receivable Accrued interest receivable decreased by \$0.3M due to the decreased investment balance and timing of the investments.	Accounts receivable Accounts receivable decreased by \$0.7M to \$27.0M primarily due to collections of other trade receivables. The decrease was partially offset by capital grants and a net increase in water and sewer utilities receivables.	Accounts Receivable (\$000's) Water and sewer utilities Casino revenues	Capital grants Other trade receivables Total	Taxes receivable Taxes receivable decreased by \$0.4M to \$9.0M due to the	timing of collections.
Financial Assets	ceivable le decreased ance and tim	e eased by \$0.7 r trade receiv vital grants ar receivables.	s) 2017 \$ 12,661 4.025	2,929 7,421 \$ 27,036	ed by \$0.4M t	
Asse	by \$0.3 ing of th	7M to \$2 vables. ⁻ 1d a net	\$	\$	to \$9.0N	
ets	M due to he invest	27.0M pr The decr increase	2016 12,541 3.951	2,345 8,929 27,766	A due to	
	o the ments.	imarily ease	Change \$ 120	584 (1,508) \$ (730)		
			nge 120 74	584 ,,508) (730)		

Financial Assets

Development fees receivable

Development fees receivable increased by \$5.7M to \$22.4M partially due an increase in use of letter of credits for payment of development cost charges (DCC).

Developers have the option to pay DCCs upfront, or in installments over a 2 year period. When paying in installments, 1/3 of the total DCCs is paid upfront and the next 1/3 installment is paid one year after the originating date. The final 1/3 installment is paid at the 2 year anniversary date, with these amounts being secured by a letter of credit.

Additionally, the net DCC contributions received by the City in 2017 of \$26.9M is \$6.0M higher than 2016.

Debt reserve fund - deposits

The debt reserve fund balance did not change from 2016 as the City did not receive payments from the Municipal Finance Authority (MFA) in 2017.



Liabilities

Accounts payable and accrued liabilities

Accounts payable and accrued liabilities increased by \$2.3M to \$99.0M. The increase is attributable to the timing of payment for the RCMP contract, and construction invoices for the Minoru Centre for Active Living (MCAL) and Fire Hall No. 1.

Development cost charges

The DCC balance of \$130.7M (2016 - \$117.6M) represents the total balance of unspent DCC's and includes amounts that nave been allocated to capital projects but remain unspent as at December 31st, 2017. These amounts are restricted and may only be used on authorized capital expenditures.

Net contributions of \$26.9M and earned interest of \$1.9M were received in 2017. The balance was offset by \$15.7M for capital projects funded by DCC during the year.

Development Cost Charges (\$000's)	2017	2016	Change
Balance, beginning of year	\$117,597	\$111,591	\$6,006
Contributions	26,866	20,886	5,980
Interest	1,931	1,752	179
Revenue recognized	(15,710)	(16,632)	922
Balance, end of year	\$130,684	\$130,684 \$117,597 \$13,087	\$13,087

The \$130.7M balance includes amounts that have been allocated to active capital projects but that remain unspent. At December 31st, 2017 there is \$38.5M (2016 - \$37.6M) committed to active capital projects. Additional DCC funding of \$31.6M was approved as part of the 2018 Capital Budget.

Deposits and holdbacks

Deposits and holdbacks increased by \$10.0M to \$82.8M mainly due to security deposits increasing by \$7.1M and developer contributions by \$2.1M.

Deposits and Holdbacks (\$000's)	2017	2016	Change
Security deposits	58,083	\$50,970	7,113
Developer contribution	7,709	5,643	2,066
Contract holdbacks	5,824	5,764	60
Transit Oriented Development			
Fund	62	1,057	(366)
Other	11,108	9,362	1,746
Total deposits and holdbacks	82.786	82.786 \$72.796	9.990

Deferred revenue

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

Deferred Revenue (\$000's)	2017	2016	2016 Change
Taxes and utilities	\$19,613	\$19,888	(\$275)
Building permits/ development	13,726	12,767	959
Oval	6,515	5,819	969
Capital Grants	20,278	21,094	(816)
Other	6,155	6,752	(297)
Total deferred revenue	\$66,287	\$66,287 \$66,320	(\$33)

ю

Liabilities

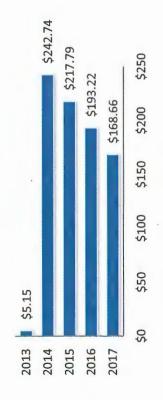
Deferred revenues decreased in taxes and utilities, other revenues, and capital grants. The decreases were offset by slight increases in building permits/development, business licences, and Oval, resulting in an overall \$33K decrease compared to 2016.

Debt, net of MFA sinking fund deposits

Debt decreased by \$4.6M to \$37.6M as a result of the repayment made in 2017 towards the borrowing for the construction of the MCAL facility. The debt has a 10 year term and was obtained in 2014 at a rate of 3.30% for the duration of the term.

The debt per capita decreased to \$168.66 per person in 2017 from \$193.22 as of December 31, 2016. The decrease in debt per capita is the combined result of principal payments reducing the outstanding balance along with an increase in population.

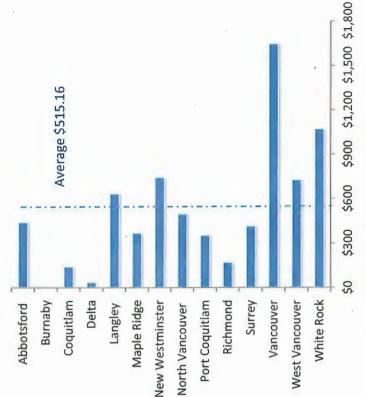
City of Richmond Debt Per Capita 2013-2017



5693593

Richmond's 2017 debt per capita figure of \$168.66 is well below the 2016 regional average of \$515.16. The 2016 values for the other municipalities are the most current figures available.

Debt Per Capita by City



- Source data obtained from the Ministry of Community Sport & Cultural Development - 2016 Local Government Statistics.
- Richmond figure adjusted to reflect 2017 net debt balance. The 2017 population statistics used are obtained from Policy Planning.

Non-Financial Assets

Tangible Capital Assets

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

TCA increased by \$71.9M to \$2.3B. The change is a result of \$163.0M of asset additions, less \$31.0M net reclassification due to the change in accounting for LIEC, net disposal of \$2.1M, and current year amortization of \$58.0M.

Tangible Capital Assets (\$000's)	2017	2016	Change
	έαης 118	(recast) לאבס 115	¢16 003
Laliu	OTT'COCC		500°0+5
Buildings and building			
improvements	245,450	229,796	15,654
Infrastructure	907,710	930,042	(22,332)
Vehicles, machinery and			
equipment	49,516	44,143	5,373
Library's collections,			
furniture and equipment	3,355	3,494	(139)
Assets under construction	140,752	113,436	27,316
Total	\$2,251,901	\$2,180,026	\$71,875

Land increased by \$46.0M mainly due to \$36.1M of contributed assets received through development which included \$12.6M for road dedications related to the Seaside developments.

Buildings increased by \$15.7M due mainly to additions of \$30.9M offset by \$14.9M for amortization expense. The additions in 2017 included \$2.4M of contributed assets received through development and \$19.7M for Cambie Fire Hall No. 3. Infrastructure decreased by \$22.3M primarily due to the classification of LIEC as a GBE where the TCA is removed and presented as an investment on the City's consolidated financial information in 2017. Activities in the year include \$41.3M in additions, offset by \$32.9M of amortization expenses. The additions include \$13.7 of contributed assets received through development.

Machinery and equipment increased by \$5.4M due to additions of \$14.3M including fire equipment of \$1.0M, offset by \$8.9M of amortization expenses.

Library's collections, furniture and equipment decreased by \$0.1M mainly due to \$1.1M in additions, offset by \$1.2M of amortization expense.

Assets under construction increased by \$27.3M mainly due to \$25.1M for MCAL and \$11.7M for Fire Hall No. 1. Additions were offset by completed projects during the year.

Non-Financial Assets

Inventory of materials and supplies

Inventory increased by \$0.6M due to bulk purchases made during the year.

Prepaid expenses

Prepaid expenses decreased by \$0.1M due to the timing of utilization of expenses.



Accumulated Surplus

Accumulated surplus is equivalent to the net worth of an organization. The accumulated surplus increased by \$107.7M to \$3.0B. The annual increase is presented on the Consolidated Statement of Operations.

Accumulated Surplus			
(\$000's)	2017	2016	Change
		(recast)	
Investment in TCA	\$ 2,211,771	\$ 2,154,591	\$ 57,180
Reserves	484,883	471,846	13,037
Appropriated surplus	205,010	200,966	4,044
Investment in LIEC	28,289	•	28,289
Surplus	22,618	18,001	4,617
Other equity	3,558	3,024	534
Total	\$2,956,129	\$2,956,129 \$ 2,848,428 \$ 107,701	\$ 107,701

Investment in TCA

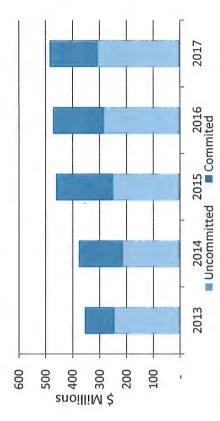
Investment in TCA represents the equity held in assets. This balance is equal to the net book value of tangible capital assets less any outstanding debt relating to capital and restricted capital deferred revenue (for Oval).

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 TCA balance increased by \$57.2M. This is the net activity of asset additions, amortization, disposals and debt reduction.

Reserves

Reserves are established by Bylaw for specific purposes, mainly capital expenditures. The balance of \$484.9M includes amounts that have been approved for expenditure but remain unspent as at December 31st as prescribed by accounting standards. The uncommitted reserve balance is \$306.8M (2016 - \$284.6M).

Reserve Balance 2013-2017



The increase in the reserve balance is mainly attributable to the timing of capital expenditures. There are several facility construction projects approved including MCAL and Fire Hall 1 that have reserve funds allocated towards the project but have not been fully spent as of the reporting date December 31, 2017.

From the available \$306.8M at December 31, 2017, \$97.0M has been approved for the City's 2018 Capital Budget.

σ

Accumulated Surplus

Appropriated Surplus

Appropriated surplus is internally restricted for future commitments and potential liabilities. The balance increased by \$4.0M to \$205.0M as a result of a various transfers, including the transfer during 2017 of the 2016 operating surplus of \$7.0M to the Rate Stabilization Account.

Investment in LIEC

In 2017, the City recorded its investment in LIEC under the modified equity method which recognizes the investment in LIEC. The balance reflects the City's share equity in LIEC on December 31, 2017 at \$28.3M.

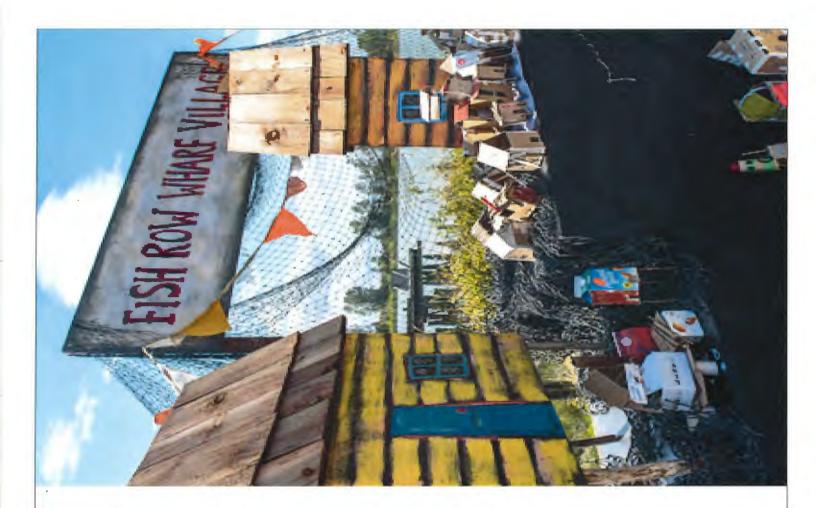
Surplus

The consolidated surplus increased by \$4.6M to \$22.6M. The increase is attributed to:

- \$8.1M City's 2017 operating surplus
- \$2.1M internal repayments from previously funded capital projects
- (\$7.0M) transfer of the City's 2016 operating surplus to the rate stabilization account

Other Equity

Other equity relates to equity in the City's inventory. The balance increased to \$3.6M in 2017.



atement of Operations is the equivalent to Income Statement and Statement of he Consolidated Statement of Operations of the revenues, expenses, and surplus orting period and outlines the change in suring period and outlines the change in the statement have flect the differences between amounts as on a modified 'cash requirement' basis ed in these financial statements on a 'full asset acquisitions. These geted values were required to provide corrual based on the full accrual basis of corrual based budget does not include s, investment in assets and other items, ed on the financial statements can show a uile the budget as approved by Council is a	Consolidated Statement of The Consolidated State Statement of Statement of Statement Statement of Statement St	throughout the report accumulated surplus. The 2017 budget value been adjusted to reflocuted budgeted at the City and amounts recorde accrual' basis.	Note 24 outlines the particularly the excl funds and tangible c adjustments to budg comparative budget accounting. As the a transfers to reserves the budget presente surplus or deficit wh balanced budget.	
	The Consolidated Statement of Operations is the equivalent to the private sector's Income Statement and Statement of 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 2017 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 24 outlines the adjustments to the approved budget, particularly the exclusion of transfers to reserves and other funds and tangible capital asset acquisitions. These adjustments to budgeted values were required to provide comparative budget values based on the full accrual basis of accounting. As the accrual based budget does not include transfers to reserves, investment in assets and other items, the budget presented on the financial statements can show a surplus or deficit while the budget as approved by Council is a balanced budget.	11

Revenues	Utility fees has a favourable variance of \$1.8M mainly due to unbudgeted construction flat rate utility prepayments and fire hydrant usage revenue.	Sales of service hạd a favourable variance of \$3.9M mainly due to higher than expected lease revenue for properties at River Road and Triangle Road.	Payments in lieu of taxes had a favourable variance due to conservative estimates of assessment values.	United for the second for the second	Provincial and regenal grands were ravourable by \$1.71% maining due to sustainability and risk management initiatives gas and	carbon tax.		Development cost charges had an untavourable variance of	53.21M due to the timing of capital expenditures. ULU revenue is rocomized when the emounts are seent while the hudget	is recognized when the announts are spent, while the budget represents the 2017 allocation of DCC's towards capital	projects that can be spent over multiple years.	-	The other capital funding favourable variance is due to higher	than anticipated amounts relating to contributed assets	received through development.	Investment income had a favourable variance due to use of a	higher yield investment strategy and timing of capital expenditures that resulted in a higher than expected	investment balance throughout the year.	
	l to the not be	e source, get to	Variance	\$ 411	1,815	3,854	787	1,684	(3,223)	12,141	3,138	(1, 335)	3,463	21,517	1,042	\$ 45,294	M due to در	2	
	on compared enues can	bility of the ipital. Budg	2017 Actual	\$ 206,901	99,493	39,430	14,647	9,276	15,710	57,570	17,832	16,753	13,011	31,502	1,042	\$ 523,167	ice of \$0.41		
	Comparis vere \$523.2M M. Certain rev	ne unpredictal of funds for ca are below.	2017 Budget	\$ 206,490	97,678	35,576	13,860	7,592	18,933	45,429	14,694	18,088	9,548	9,985	ı	\$ 477,873	ourable varian +ha acceceme		
	2017 Budget to Actual Comparison Total consolidated revenues were \$523.2M compared to the budgeted revenues of \$477.9M. Certain revenues cannot be	accurately budgeted due to the unpredictability of the source, development timing and use of funds for capital. Budget to actual variance explanations are below.	Revenues (\$000's)	Taxation and levies	Utility fees	Sales of services	Payments-in-lieu of taxes	Provincial and federal grants	Development cost charges	Other capital funding sources	Investment income	Gaming revenue	Licences and permits	Other	Equity income	Total	Taxation and levies had a favourable variance of \$0.4M due to	Assessment.	

CNCL - 276

Revenues

Gaming revenue had an unfavourable variance of \$1.3M which resulted in a reduced transfer to the capital building infrastructure reserve based on the allocation model approved by Council on March 23, 2015.

Licences and permits had a favourable variance of \$3.5M mainly due to building permits, other permits and business licences.

Other revenue had a favourable variance of \$21.5M due to \$13.0M of developer community amenity contributions received in 2017 and \$4.2M gain on the disposal of land that was not budgeted.

Equity income relates to the City's investment in LIEC and represents LIEC's net income for the period \$1.0M in 2017 (2016 – nil). 2016 and prior, LIEC was considered a government organization and was consolidated in the City's financial statements.



Revenues		16 Development cost charges decreased by \$0.9M due to timing al Change of capital expenditures. DCC revenue is recognized when the amounts are spent. There was a \$1.9M increase in revenue	8,289	1,674)	175	(922)	23,287	218	59 (806) Investment income is consistent with 2016	589	43 (4,041) Gaming revenue for the City decreased by \$0 8M due to	- 1,042 decreased revenues at River Rock Casino	30,581	Licences and permits increased by \$0.6M mainly due to a 2.95% tax increase in building permit revenue.		Other revenue decreased by \$4.0M due to reduced gain on Council approved sale of land of \$9.7M, offset by smaller increases in developer	creased recycling community amenity contributions and taxes and fines.	increase in lease represents LIEC's net income \$1.0M in 2017 (2016 – nil). Triangle Road		14
	<mark>on</mark> \$523.2M c	2016 Actual	(recast) \$198,612	97,819	38,231	14,770	9,101	. 16,632	34,283	17,614	17,559	12,422	35,543		\$492,586	due to the		ne Council	l increased	e to increa. Ind Triangl	D	
	omparis	2017 Actual	\$206,901	99,493	39,430	14,647	9,276	15,710	57,570	17,832	16,753	13,011	31,502	1,042	\$523,167	l by \$8.3M	-	M due to th	activity and	r \$1.2M due iver Road a	5	
	2017 to 2016 Actual Comparison Total 2017 consolidated revenues were \$523.2M compared to \$492.6M in 2016.	Revenues (\$000's)	Taxation and levies	Utility fees	Sales of services	Payments-in-lieu of taxes	Provincial and federal grants	Development cost charges	Other capital funding sources	Investment income	Gaming revenue	Licences and permits	Other	Equity income	Total	Taxation and levies increased by \$8.3M due to the 2.95% tax	rate increase and new growth.	Utility fees increased by \$1.7M due to the (rate increases, consumption activity and in activity.	Sales of services increased by \$1.2M due to increase in lease revenue from properties at River Road and Triangle Road.		

CNCL - 278

S	
U	
JS	
5	
ã	
X	

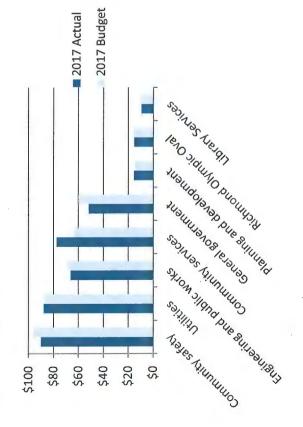
2017 Budget to Actual Comparison

Total consolidated expenses were \$413.3M compared to the budget of \$414.7M.

Included in the \$413.3M actual expenses are \$25.7M of expenses that were budgeted in the Capital Budget that did not meet the capitalization eligibility criteria. This includes \$17.0M in contributions toward the Storeys affordable housing project. This amount does not impact the operating surplus.



CNCL - 279



The following comparisons are before transfers to provisions and/or reserves:

Community safety had a favourable variance of \$6.0M mainly due to RCMP contract savings from lower than budgeted complement and salary savings due to municipal employee vacancies. Utilities had an unfavourable variance of \$0.7M due mainly to expenses re-classified to operating from capital.

Engineering and public works had a favourable variance of \$2.1M mainly due to timing of programs scheduled to be completed in 2018.

Community services had an unfavourable variance of \$14.0M mainly due to a \$17.0M disbursement towards the Storeys affordable housing project that was budgeted for in capital.

General government had a favourable variance of \$8.5M due to vacancies and programs that were delayed.

Planning and development had an unfavourable variance of \$1.1M due to the contribution for the Canada Line Capstan Station that was budgeted in the capital budget.

Richmond Olympic Oval was consistent with budget.

Library services were consistent with budget.

201 Tota	2017 to 2016 Actual Comparisor Total 2017 consolidated expenses were \$4: \$379.5M in 2016.	ompariso Inses were \$4	n -13.3M compared to	ared to	Engineering, public works and project development increase of \$4.9M is mainly due to increased activities in roads, drainage, and facilities departments.
Exp	Expenses (\$000's)	2017 Actual	2016 Actual (recast)	Change	Community services increased by \$17.8M mainly due to affordable housing contributions for Storeys disbursed in 2017.
Соп	Community safety	\$ 89,933	\$ 88,702	\$ 1,231	Ganaral avvancat avvancas increased by \$6.1M mainly due
Util se	Utilities: water, sewer and sanitation	87,757	84,183	3,574	to the accounting treatment of LIEC where contributions were
Eng	Engineering, public works and project development	66,120	61,243	4,877	previously eliminated.
Con	Community services	77,387	59,618	17,769	Planning and development costs increased by \$1.2M mainly due to the contribution for the Carada Line Caratan Station
Gen	General government	51,720	45,634	6,086	מעב נס נווב בסוונווממנוסון זסן נווב כמוומממ בוווב כמלאומון אמנוסון.
Plar	Planning and development	15,417	14,233	1,184	The expenses for the Oval increased by \$0.2M due to an
Rich	Richmond Olympic Oval	15,331	15,120	211	increase in operational costs, amortization, and costs required
Libr	Library services	9,619	9,788	(169)	to meet the growth in Oval's memberships, admissions, and
Fulc	Lulu Island Energy Company	I	943	(943)	program revenues. These increases were offset by a decrease
Total	le	\$ 413,284	\$ 379,464	\$ 33,820	in marketing expenses in 2017.
Com incre	Community safety expenses increased by \$1.2M due to the increase in the RCMP contract and higher repair and	ncreased by t and higher	\$1.2M due to repair and	o the	Library services decreased by \$0.2M due to decrease in contracts and a reduction of loss on TCA compared to 2016.
mair	maintenance costs for Fire vehicles and equipment.	hicles and ec	luipment.		Effective January 1, 2017, LIEC became a GBE and LIEC's

CNCL - 280

Expenses

Utilities expenses increased by \$3.6M mainly due to water purchase costs as well as contract costs related to recycling.

financial information is no longer consolidated with the City's financial information and is accounted for under the modified

equity method. See note 5 of the consolidated financial

statements for more details.

16

Expenses	Interest and finance increased by \$0.6M primarily due to increased debt payment to the Greater Vancouver Sewage and Drainage District.	Transfer from (to) capital for tangible capital assets increased by \$16.3M mainly due to non-capital costs relating to the contribution towards Storey Development project. Amortization of tangible capital assets increased by \$2.1M due to new asset additions.	Loss on the disposal of tangible capital assets decreased by less than \$0.1M. 2017 Expenses by Object	Contract Supplies and services interview inter	Wages and Amortization of tangible capital assets assets 38% assets 14%
	Change	\$7,290 605 1,329 5,732 614	2,052 (97) \$33,820	to ary due to hcreases	rease in er water
	2016 Actual (recast)	\$152,286 14,368 63,583 60,227 22,602 9,417	55,960 1,021 \$379,464	rimarily due to ements, salary 0.6M mainly due to inly due to increases	M due to inc tro Vancouv
	2017 Actual	\$159,576 14,973 64,912 65,959 23,216 25,712	58,012 924 \$413,284	ł by \$7.3M p ollective agre nent benefits creased by \$ enance. yy \$1.3M ma charges.	ased by \$5.7l ents and Me
	Expenses by Object Expenses (\$000's)	Wages and salaries Public works maintenance Contract services Supplies and materials Interest and finance Transfer from (to) capital for tangible capital assets	Amortization of tangible capital assets Loss on disposal of tangible capital assets Total	Wages and salaries increased by \$7.3M primarily due to retroactive adjustment for collective agreements, salary increases, and post-employment benefits. Public works maintenance increased by \$0.6M mainly due to equipment repair and maintenance. Contract services increased by \$1.3M mainly due to increase in policing and E-Comm 911 charges.	Supplies and materials increased by \$5.7M due to increase in City hosted festivities and events and Metro Vancouver water purchases.

Ľ

CNCL - 281

Annual Surplus

The 2017 consolidated annual surplus of \$109.9M is calculated as the difference between revenues and expenses and is reflected in the change in the accumulated surplus (net of the opening adjustment for the accounting changes due to LIEC's transition to a GBE).

The City's 2017 operating surplus of \$8.1M is one component of the 2017 annual surplus of \$109.9M.

Annual Surplus Distribution

The largest driver of the \$109.9M annual surplus is the change in investment in capital assets of \$57.2M. This is the net activity of asset additions \$163.0M offset by amortization expense of \$58.0M, disposals and debt reduction.

Investment in LIEC increased by \$28.3M as 2017 is the first year LIEC is presented as an investment. Appropriated surplus increased by \$4.0M relating to future commitments and potential liabilities.

Reserves increased by \$13.0M due to the timing of capital expenditures. Included in the total reserve balance is \$178.1M committed towards active capital projects.

Surplus increased by \$4.6M due to the net impact of operating surplus transactions and repayments for internal borrowing.

Other surplus increased by \$0.5M due to increased inventory.



Consolidated Statement of Changes in Net Financial Assets

The Consolidated Statement of Changes in Net Financial 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 financial 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 financial assets as at December 31, 2017 increased by \$35.3M to \$698.1M (2016 recast - \$662.7M).

Consolidated Statement of Cash Flows	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 increased by \$29.5M to \$47.9M while investments decreased by \$5.9M to \$972.8M.
	ln 2017, cash provided by operating activities was \$137.9M, compared to \$174.0M in 2016.
	Cash used in capital activities was \$105.4M, compared to \$124.0M in 2016.
CNCL	Cash used in financing activities was \$4.6M compared to \$4.4M in 2016, and was used to pay down MFA debentures.
- 284	Cash provided by investing activities was \$1.6M, compared to cash spent of \$49.0M in 2016.
	·
	20

S
/sis
>
J
C
An
-
0
<u> </u>
and the second
J
N

The Public Sector Accounting Board (PSAB) encourages the Government sector to conduct ratio analysis as per the Statement of Recommended Practice (SORP) 4: Indicators of Financial Condition. The analysis enables the readers of financial reports to use the indicators to assess the City's ability to respond to changes in the economic climate. It also allows them to interpret the financial reports and assess the quality of financial management.

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.

CNCL - 286

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.
- Net book value of capital assets (excluding land) to cost, indicates the estimated useful life remaining of depreciable capital assets. Land is not a depreciable asset and its inclusion can distort the net book value to cost ratio. 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.

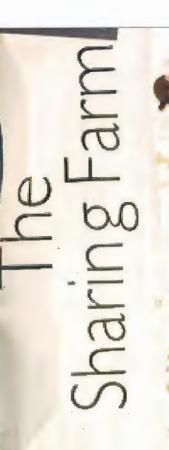
Anth sons.

0.11× 0705

5693593

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.



CNCL - 287

The City provides a wide array of services to residents, husinesses and visitors. The Council Torm Gods hold and a the	development and implementation of the City's work programs and operations.	The following section highlights:	Council Term Goals	Environment	o Business Licences	 Housing Activity 	o Population	City Services						24	
	Environmental Analysis														

CNCL - 288

Term Goals

Council decisions guide and influence the City's social and physical development, the quality of life and lifestyle choices available to residents, the relative safety and protection of residents and businesses, and the role the City plays within the region. To help Council manage this important agenda, a "Term Goal Setting" process is undertaken at the start of each new term of office to determine Council's desired focus and priorities in order to ensure City work programs are appropriately aligned. This process forms an integral part of City operations, and helps to ensure a focused and productive workforce that makes the most effective use of public resources. In alphabetical order, the nine goal areas for the 2014-2018 term of Council include:



1. A Safe Community

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

2. A Vibrant, Active, and Connected City

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

3. A Well-Planned Community

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

4. Leadership in Sustainability

Continue advancement of the City's sustainability framework and initiatives to improve the short and long term livability of our City, and that maintain Richmond's position as a leader in sustainable programs, practices and innovations.

5. Partnerships and Collaboration

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

Term Goals

6. Quality Infrastructure Networks

Continue diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impact.

7. Strong Financial Stewardship

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

8. Supportive Economic Development Environment

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

9. Well-Informed Citizenry

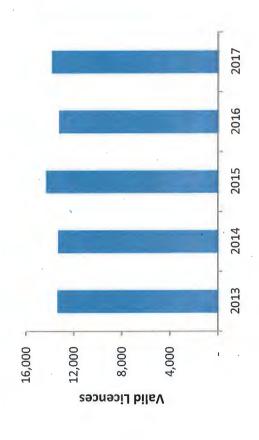
Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.



Business Licences

The total number of business licences issued increased to 13,870 in 2017 compared to 13,253 licences issued in 2016.

Business Licences 2013-2017



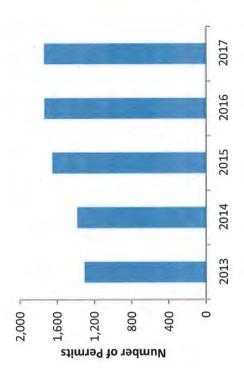
CNCL - 291

Housing Activity

Richmond house prices increased by 2.4%, with a 2017 detached median house price of \$1,892,000. The total number of sales decreased year-over-year by 5.9% to 4,951. In 2017, the total number of building permits issued was 1,744 which was a 0.2% increase from 2016. Overall, the building permit fees collected increased by 33.0% since 2013, a sign of

increasing development activity in Richmond. The actual permit fees collected for 2017 was \$9.6M.

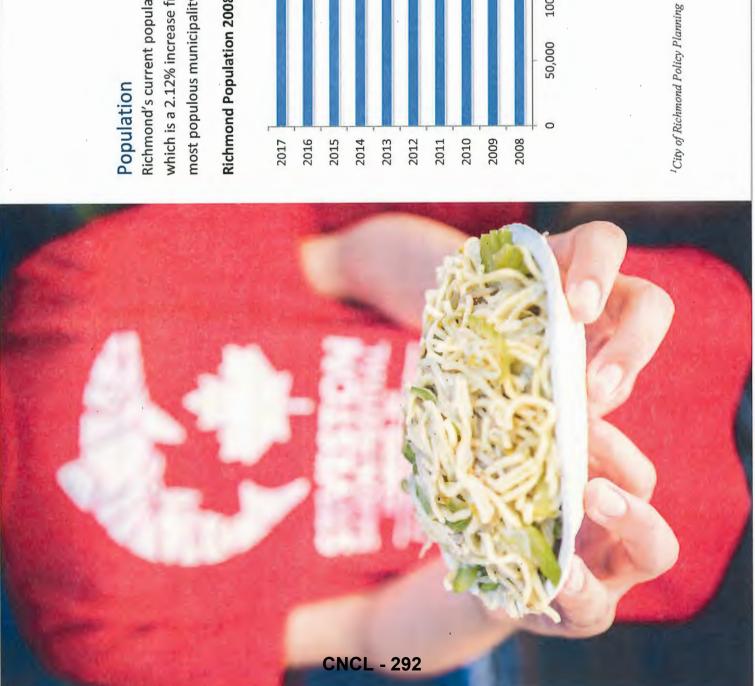
Building Permits 2013-2017



The construction value of permits issued in 2017 was \$709.1M, which increased by approximately 0.3% from 2016 of \$707.2M.

The number of development applications received in 2017 decreased 17.9% from 2016 to 193 from 235 applications. Total fees collected in 2017 decreased by 12.1%.

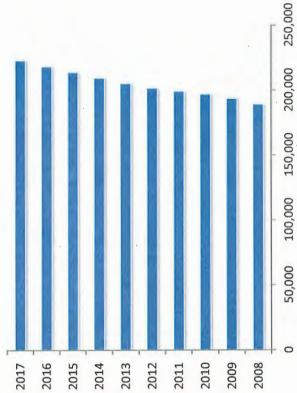
27



Population

most populous municipality in the Greater Vancouver region. which is a 2.12% increase from 2016. Richmond is the fourth Richmond's current population is estimated at 222,945¹,

Richmond Population 2008-2017



28

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 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 citizens by maintaining policing, fire-rescue services, bylaw enforcement, emergency and environmental
 - programs.
 Providing for the recreational and cultural needs of citizens by: funding library services; building and maintaining recreational and cultural facilities,
- including pools, arenas, community centres, art centres, theatre and numerous heritage sites.
 Designing, constructing, and maintaining a recreational trail system and a system of narks with plaving
 - 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.
- Administrating property taxes and utility bills.
 Working to safeguard the financial well-being of the
- City through the provision of effective and reliable financial 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 2017 operating, capital and utility budgets.

	2015	2016	2017
Population growth (per annum)	2.17%	2.06%	2.12%
Capital construction costs (Smil) ¹	\$159.55	\$122.9	\$94.7
City Grants Program (\$mil)	\$0.76	\$0.78	\$0.80
Other grants (\$mil) ²	\$1.60	\$1.93	\$1.94
Registration in recreation programs	134,786	141,125	146,428
RCMP calls for services	67,276	69,800	66,866
Fire Rescue responses	10,326	10,947	11,216
$\frac{1}{2}$ This is the amended capital budget excluding internal transfers, debt repayment and contributions	al transfers, deb	al transfers, debt repayment and contributi	d contributions

² Other grants are in addition to the City Grant Program and include contributions towards Gateway Theatre, Richmond Center for Disability, Richmond Therapeutic Equestrian Society and various youth grants.

29

5693593

Conclusion	The 2018 – 2022 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	
	The City's prudent financial management has positionedThe 2018Richmond well to continue to carry out and meet Council'sOperatinggoals and service commitments to provide a safe and desirable community to live, work and play in, while providingthe servicegood value for taxpayers.planned co	The FSD&A provides a detailed analysis of the Consolidated Additional Financial Statements. The FSD&A explains the significant found at: differences in the financial statements between the reported http://ww year and the previous year as well as between budgeted and additional	actual results. The Consolidated Financial Statements and FSD&A provide

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.

details about past activity and the balances at December $31^{\rm st}$

planning documents provides a comprehensive depiction of

the future financial viability of the City.

of the fiscal year. This information, in conjunction with

Attachment 2

Consolidated Financial Statements of

CITY OF RICHMOND

Year ended December 31, 2017

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, 2017 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.



City of Richmond Page 2

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, 2017, 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.

DRAFT FOR DISCUSSION

Chartered Professional Accountants

DATE Burnaby, Canada

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

December 31, 2017, with comparative figures for 2016

		2017		2016
	A			(recast -
Financial Assets				note 3
Cash and cash equivalents	\$	47,867	\$	18,335
Investments (note 4)	•	972,783	•	978,638
Investment in Lulu Island Energy Company (note 5)		28,289		-
Accrued interest receivable		6,651		6,972
Accounts receivable (note 6)		27,036		27,766
Taxes receivable		8,976		9,422
Development fees receivable		22,376		16,712
Debt reserve fund - deposits (note 7)		508		508
		1,114,486		1,058,353
Liabilities				
Accounts payable and accrued liabilities (note 8)		99,036		96,720
Development cost charges (note 9)		130,684		117,597
Deposits and holdbacks (note 10)		82,786		72,796
Deferred revenue (note 11)		66,287		66,320
Debt, net of MFA sinking fund deposits (note 12)		37,603		42,181
		416,396		395,614
Net financial assets		698,090		662,739
Non-Financial Assets				
Tangible capital assets (note 13)		2,251,901		2,180,026
Inventory of materials and supplies		3,762		3,138
Prepaid expenses		2,376		2,525
		2,258,039		2,185,689
Accumulated surplus (note 14)	\$	2,956,129	\$	2,848,428

CNCL^{Page 1} 298

Commitments and contingencies (note 18)

See accompanying notes to consolidated financial statements.

A 2-0

General Manager, Finance and Corporate Services

Consolidated Statement of Operations (Expressed in thousands of dollars)

Year ended December 31, 2017, with comparative figures for 2016

	2017		
	 Budget	 2017	 2016
	(notes 2(p) and 24)		(recast - note 3
Revenue:			
Taxation and levies (note 20)	\$ 206,490	\$ 206,901	\$ 198,612
Utility fees	97,678	99,493	97,819
Sales of services	35,576	39,430	38,231
Payments-in-lieu of taxes	13,860	14,647	14,770
Provincial and federal grants	7,592	9,276	9,101
Development cost charges	18,933	15,710	16,632
Other capital funding sources	45,429	57,570	34,283
Other revenues:	-		
Investment income	14,694	17,832	17,614
Gaming revenue	18,088	16,753	17,559
Licenses and permits	9,548	13,011	12,422
Other (note 21)	9,985	31,502	35,543
Equity income (note 5)		1,042	 -
	477,873	523,167	492,586
Expenses:			
Community safety	95,910	89,933	88,702
Utilities: water, sewer and sanitation	87,097	87,757	84,183
Engineering, public works and project			
development	68,171	66,120	61,243
Community services	63,361	77,387	59,618
General government	60,204	51,720	45,634
Planning and development	14,275	15,417	14,233
Richmond Olympic Oval	15,652	15,331	15,120
Library services	9,983	9,619	9,788
Lulu Island Energy Company (note 2(a))	-	-	943
	414,653	 413,284	379,464
Annual surplus	63,220	109,883	113,122
Accumulated surplus, beginning of year (note 5)	2,846,246	2,846,246	2,735,306
Accumulated surplus, end of year	\$ 2,909,466	\$ 2,956,129	\$ 2,848,428

See accompanying notes to consolidated financial statements.

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

Year ended December 31, 2017, with comparative figures for 2016

	2017 Budget	2017	 2016
	(notes 2(p)		 (recast -
	and 24)		note 3)
Surplus for the year	\$ 63,220	\$ 109,883	\$ 113,122
Acquisition of tangible capital assets	(116,714)	(110,742)	(139,781)
Contributed tangible capital assets	(30,610)	(52,249)	(32,123)
Amortization of tangible capital assets	55,892	58,012	55,960
Net gain on disposal of tangible capital assets	-	(3,293)	(12,859)
Proceeds on sale of tangible capital assets	-	5,361	15,784
Reclassification of assets to LIEC as GBE	-	31,036	-
Classification of LIEC as GBE (note 5)	 . .	 (2,182)	 -
	(28,212)	35,826	103
Acquisition of inventories of supplies	-	(3,762)	(3,138)
Acquisition of prepaid expenses	-	(2,376)	(2,525)
Consumption of inventories of supplies	. -	3,138	2,359
Use of prepaid expenses	 	 2,525	 1,930
Change in net financial assets	(28,212)	35,351	(1,271)
Net financial assets, beginning of year	662,739	662,739	664,010
Net financial assets, end of year	\$ 634,527	\$ 698,090	\$ 662,739

See accompanying notes to consolidated financial statements.

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

Year ended December 31, 2017, with comparative figures for 2016

	2017	2016
		 (recast -
Cash provided by (used in):		note 3)
Operations:		
Annual surplus	\$ 109,883	\$ 113,122
Items not involving cash:	50.040	
Amortization	58,012	55,960
Gain on disposal of tangible capital assets	(3,293)	(12,859)
Contributions of tangible capital assets	(52,249)	(32,123)
Accounting adjustments upon transition of LIEC to a GBE Increase in investment in GBE	5,846 (1,042)	-
	(1,042)	-
Change in non-cash operating working capital:		(
Accrued interest receivable	321	(685)
Accounts receivable	730	2,396
Taxes receivable	446	(1,412)
Development fees receivable	(5,664)	4,423
Prepaid expenses	149	(595)
Inventories of supplies	(624)	(779)
Accounts payable and accrued liabilities	2,316	9,019
Deposits and holdbacks Deferred revenue	9,990	13,900 17,609
Development cost charges	(33) 13,087	6,006
Net change in cash from operating activities	 137,875	 173,982
Capital activities:		
Cash used to acquire tangible capital assets	(110,742)	(139,781)
Proceeds on disposal of tangible capital assets	 5,361	 15,784
Net change in cash from capital activities	(105,381)	(123,997)
Financing activities:		
Decrease in debt	(4,578)	(4,402)
Investing activities:		
Sale (purchase) of investments	5,855	(49,048)
Contribution to LIEC	(4,239)	(40,040)
	 1,616	 (49,048)
Net change in cash from investing activities	 1,010	 (49,040)
Net change in cash and cash equivalents	29,532	(3,465)
Cash and cash equivalents, beginning of year	18,335	21,800
Cash and cash equivalents, end of year	\$ 47,867	\$ 18,335

See accompanying notes to consolidated financial statements.

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

Year ended December 31, 2017

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, infrastructure, environmental, recreational, water, sewer, and drainage.

2. Significant accounting policies:

The consolidated financial statements of the City are the representation of management and have been prepared in accordance with Canadian generally accepted accounting principles as prescribed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants Canada.

(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") and the Richmond Olympic Oval (the "Oval"). The Library is consolidated as the Library Board is appointed by the City. The Oval is consolidated as they are a wholly owned municipal corporation of the City and operate as an other government organization. Interfund transactions, fund balances and activities have been eliminated on consolidation. The City's investment in Lulu Island Energy Company ("LIEC"), a wholly owned government business enterprise ("GBE"), is accounted for using the modified equity method effective for fiscal 2017. For fiscal 2016 and prior, LIEC was consolidated into the City's financial statements as it was classified as a government organization (note 5).

(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.

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

Year ended December 31, 2017

2. Significant accounting policies (continued):

- (a) Basis of consolidation (continued):
 - (iv) Reserve Funds:

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

(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) Investment in government business enterprises:

Government business enterprises are recorded using the modified equity method of accounting. The City's investment in the GBE is recorded as the value of the GBE's shareholder's equity. The investment's income or loss is recognized by the City when it is earned by the GBE. Inter-organizational transactions and balances are not eliminated, except for any gains or losses on assets remaining within the City.

(g) Accounts receivable:

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

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

Year ended December 31, 2017

2. Significant accounting policies (continued):

(h) 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.

(i) 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.

(j) 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 includes 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 are 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.

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

Year ended December 31, 2017

2. Significant accounting policies (continued):

- (j) Non-financial assets (continued):
 - (iii) Natural resources:

Natural resources are not recognized as assets in the 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 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.

(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 City'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.

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

Year ended December 31, 2017

2. Significant accounting policies (continued):

(k) Revenue recognition:

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impractical.

The City is required to act as the agent for the collection of certain taxes and fees imposed by other authorities. Collections for other authorities are excluded from the City's taxation revenues.

Property taxes:

The City establishes property tax rates based on assessed market values provided by the British Columbia Assessment Authority (BCA). Market values are determined as of July 1st of each year. The City records taxation revenue at the time the property tax bills are issued and the City is entitled to collect interest and penalties on overdue taxes.

(m) 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.

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.

(n) 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.

(o) Debt:

Debt is recorded net of related sinking fund balances.

(p) Budget information:

Budget information, presented on a basis consistent with that used for actual results, was included in the City's 5 Year Consolidated Financial Plan (2017-2021) ("Consolidated Financial Plan") and was adopted through Bylaw No. 9663 on February 14, 2017.

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

Year ended December 31, 2017

2. Significant accounting policies (continued):

(q) Contaminated sites:

Contaminated sites are a result of contamination being introduced into air, soil, water, or sediment of a chemical, organic or radioactive material of live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries.

A liability for remediation of contaminated sites is recognized when a site is not in productive use and the following criteria are met:

- (i) An environmental standard exists;
- (ii) Contamination exceeds the environmental standard;

(iii) The City is directly responsible or accepts responsibility;

(iv) It is expected that future economic benefits will be given up; and

(v) A reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

(r) Use of accounting estimates:

The preparation of 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 financial statements and the reported amount of revenue and expenditures 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 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.

(s) Segment disclosures:

A segment is defined as a distinguishable activity or 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 has provided definitions of segments as well as presented financial information in segment format.

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

Year ended December 31, 2017

3. Recast of comparative figures:

Tangible capital assets:

During the year, the City determined that certain tangible capital assets had been omitted from its asset registers.

The impact of these immaterial errors has been recorded retrospectively and prior periods have been recast as follows:

Accumulated surplus at January 1, 2016:

Accumulated surplus, as previously reported Net book value of tangible capital assets not previously recorded	\$ 2,731,194 4,112
Accumulated surplus, as recast	\$ 2,735,306
Annual surplus for 2016:	
Annual surplus, as previously reported Recognition of contributed capital assets, net of amortization expense	\$ 105,467 7,655
Annual surplus, as recast	\$ 113,122
Tangible capital assets at December 31, 2016:	
Tangible capital assets, as previously reported Net book value of tangible capital assets not previously recorded	\$ 2,168,259 11,767
Tangible capital assets, as recast	\$ 2,180,026

4. Investments:

	 2	2017		 20	2016		
	 Cost		Market value	 Cost		Market value	
Short-term notes and deposits Government and government	\$ 499,541	\$	488,215	\$ 473,721	\$	473,409	
guaranteed bonds Municipal Finance Authority	177,648		178,246	213,542		216,895	
Pooled Investment	45,065		43,943	44,172		43,834	
Other Bonds	250,529		249,120	247,203		249,235	
	\$ 972,783	\$	959,524	\$ 978,638	\$	983,373	

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

Year ended December 31, 2017

5. Investment in Lulu Island Energy Company Ltd:

The City owns 100% of the issued and outstanding shares of LIEC, which was incorporated under the British Columbia Company Act on August 19, 2013. LIEC develops, manages and operates district energy utilities in the City of Richmond on the City's behalf.

Summarized financial information relating to LIEC is as follows:

	2017	 2016
Cash, cash equivalents, and investments	\$ 6,227	\$ 170
Accounts receivable	1,488	696
Tangible capital assets	32,033	31,256
Total assets	39,748	32,122
Accounts payable and accrued liabilities	1,550	1,194
Deferred contributions	3,522	2,686
Concession liability	6,387	5,234
Total liabilities	11,459	9,114
Shareholder's equity	\$ 28,289	\$ 23,008
Total revenue	\$ 4,224	\$ 800
Total expenses	3,182	822
Net income (loss)	\$ 1,042	\$ (22)

Included in the City's consolidated statement of financial position are payables to LIEC in the amount of \$360,766 (2016 - nil).

During 2016, LIEC was considered a government organization and was accounted for in accordance with Canadian generally accepted accounting principles as prescribed by the PSAB of the Chartered Professional Accountants of Canada, and consolidated in the financial statements of the City.

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

Year ended December 31, 2017

6.

5. Investment in Lulu Island Energy Company Ltd.(continued):

Effective January 1, 2017, LIEC is classified as a GBE and its financial information is no longer consolidated with the City's financial information. The City's investment in LIEC as a GBE is accounted for using the modified equity method. The adjustments to opening 2017 accumulated surplus are as follows:

Accumulated surplus at January 1, 2017:

Accumulated surplus, as at December 31, 2016		\$ 2,	,848,428
Accounting changes to opening accumulated surplus due to LIEC's transition to GBE			(2,182)
Adjusted opening accumulated surplus, as at January 1, 2017		\$ 2,	,846,246
Accounts receivable:			
	 2017		2016
Water and sewer utilities	\$ 12,661	\$	12,541

Water and sewer utilities Casino revenues Capital grant Other trade receivables	\$ 12,661 4,025 2,929 7,421	\$ 12,541 3,951 2,345 8,929
	\$ 27,036	\$ 27,766

7. 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, 2017 are as follows:

	de	Contingent demand notes		
General Revenue Fund	\$	508	\$ 2,447	

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

Year ended December 31, 2017

8. Accounts payable and accrued liabilities:

	2017	 2016
Trade and other liabilities Post-employment benefits (note 16)	\$ 68,618 30,418	\$ 65,417 31,303
	\$ 99,036	\$ 96,720

9. Development cost charges:

	 2017	2016
Balance, beginning of year Contributions Interest Revenue recognized	\$ 117,597 26,866 1,931 (15,710)	\$ 111,591 20,886 1,752 (16,632)
Balance, end of year	\$ 130,684	\$ 117,597

10. Deposits and holdbacks:

Dece	Balance mber 31, 2016	cont	Deposit ributions	expe	Refund/ enditures	Balance December 31, 2017		
Security deposits \$ Developer contribution Contract holdbacks Transit Oriented Development Fund Other	50,970 5,643 5,764 1,057 9,362	\$	21,932 7,290 60 - 11,276	\$	14,819 5,224 - 995 9,530	\$	58,083 7,709 5,824 62 11,108	
\$	72,796	\$	40,558	\$	30,568	\$	82,786	

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

Year ended December 31, 2017

11. Deferred revenue:

	Dece	Balance mber 31, 2016	r	restricted		Revenue earned/ ustments	Dece	Balance mber 31, 2017
Taxes and Utilities	\$	19,888	\$	19,613	\$	19,888	\$	19,613
Building permits/development		12,767		6,928		5,969		13,726
Oval		5,819		11,056		10,360		6,515
Capital grants		21,094		4,631		5,447		20,278
Business licenses		2,485		2,109		2,084		2,510
Parking easement/leased land		2,421		47		45		2,423
Other		1,846		8,164		8,788		1,222
	\$	66,320	\$	52,548	\$	52,581	\$	66,287

12. Debt, net of MFA sinking fund deposits:

The interest rate for the year ended December 31, 2017 on the principal amount of the MFA debentures was 3.30% per annum. Interest expense incurred for the year on the long-term debt was \$1,676,895 (2016 - \$1,676,895).

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 2017	Net debt 2016
General Fund	\$ 50,815	\$ 4,578	\$ 37,603	\$ 42,181

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

Year ended December 31, 2017

12. Debt, net of MFA sinking fund deposits (continued):

Repayments on net outstanding debenture debt over the next five years and thereafter are as follows:

2018 2019 2020 2021 2022 Thereafter	\$ 4,761 4,951 5,149 5,355 5,570 11,817
	\$ 37,603

13. Tangible capital assets:

	D	Balance, ecember 31, 2016	justment LIEC as GBE		ditions and insfers	Di	sposals	C	Balance December 31, 2017
Land	\$	859,115	\$ -	\$ ∠	47,068	\$	(1,065)	\$	905,118
Building and building									
improvements		385,795	-	3	30,941		(707)		416,029
Infrastructure	1	,688,543	(31,361)	4	41,265		(1, 372)	-	1,697,075
Vehicles, machinery and			,				,		
equipment		116,842	-	-	14,333		(370)		130,805
Library's collections,							. ,		
furniture and equipment		8,428	-		1,109		(490)		9,047
Assets under construction		113,436	(959)	2	28,275		-		140,752
	\$3	,172,159	\$ (32,320)	\$ 16	52,991	\$	(4,004)	\$ 3	3,298,826

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

Year ended December 31, 2017

13. Tangible capital assets (continued):

Accumulated amortization	[Balance, December 31, 2016	 Adjustment for LIEC as Amortiza GBE Disposals expe							
		(recast ~ note 3)	(note 5)							
Building and building										
improvements	\$	155,999	\$ -	\$	(363)	\$	14,943	\$	170,579	
Infrastructure		758,501	(1,284)		(783)		32,931		789,365	
Vehicles, machinery and										
equipment		72,699	-		(326)		8,916		81,289	
Library's collections,		-			. ,					
furniture and equipment		4,934	-		(464)		1,222		5,692	
	\$	992,133	\$ (1,284)	\$	(1,936)	\$	58,012	\$ '	1,046,925	

	Net book value 2017	Net book value 2016
		(recast - note 3)
Land Buildings and building improvements Infrastructure Vehicles, machinery and equipment Library's collection, furniture and equipment Assets under construction	\$ 905,118 245,450 907,710 49,516 3,355 140,752	\$ 859,115 229,796 930,042 44,143 3,494 113,436
Balance, end of year	\$ 2,251,901	\$ 2,180,026

(a) Assets under construction:

Assets under construction having a value of \$140,751,542 (2016 - \$113,435,734) 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 \$52,248,550 (2016 - \$32,123,282 restated) comprised of infrastructure in the amount of \$13,694,410 (2016 - \$17,308,488), land in the amount of \$36,128,140 (2016 - \$14,814,794 restated), and building in the amount of \$2,426,000 (2016 - nil).

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

Year ended December 31, 2017

13. Tangible capital assets (continued):

(c) Tangible capital assets disclosed at nominal values:

Where an estimate of fair value could not be made, the tangible capital asset was 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) Write-down of tangible capital assets:

There were no write-downs of tangible capital assets during the year (2016 - nil).

14. Accumulated surplus:

	<u> </u>		Sanitary	D'al and			
	General	Water	Sewer	Richmond			
	Funds and	Utility	Utility	Olympic	Library		
	Reserve	Fund	Fund	Oval	Services	2017 Total	2016 Total
							(recast – note 3)
Investment in tangible capital assets	\$ 2,199,287	\$-	\$ -	\$ 9,122	\$ 3,362	\$ 2,211,771	\$ 2,154,591
Reserves (note 15)	480,134	-	-	4,749	-	484,883	471,846
Appropriated surplus	155,866	31,512	15,657	1,684	291	205,010	200,966
Investment in LIEC	28,289	-	-	-	-	28,289	-
Surplus	14,644	246	6,247	546	935	22,618	18,001
Other equity	3,558	-	-	-	-	3,558	3,024
Balance, end of year	\$ 2,881,778	\$ 31,758	\$ 21,904	\$ 16,101	\$ 4,588	\$ 2,956,129	\$ 2,848,428

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

Year ended December 31, 2017

15. Reserves:

			Change	
	 2016	dı	uring year	 201
Reserve funds:				
Affordable housing	\$ 23,726	\$	(13,558)	\$ 10,16
Arts, culture and heritage	4,538		(355)	4,18
Capital building and infrastructure	63,476		6,255	69,73
Capital reserve	155,672		7,927	163,59
Capstan station	14,957		4,768	19,72
Child care development	3,789		(783)	3,00
Community legacy and land replacement	8,413		210	8,62
Drainage improvement	55,903		1,053	56,9
Equipment replacement	18,571		3,597	22,10
Hamilton area plan community amenity	-		735	73
Leisure facilities	5,568		1,197	6,76
Local improvements	6,222		(175)	6,04
Neighborhood improvement	6,933		167	7,1
Oval	4,261		488	4,74
Public art program	3,108		753	3,8
Sanitary sewer	44,527		(1,618)	42,9
Steveston off-street parking	305		5	3
Steveston road ends	407		(196)	2
Waterfront improvement	615		(271)	34
Watermain replacement	50,855		2,838	53,69
	\$ 471,846	\$	13,037	\$ 484,88

16. Post-employment benefits:

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

	2017	 2016
Balance, beginning of year	\$ 31,303	\$ 31,706
Current service cost	1,814	1,980
Interest cost	1,015	906
Past service cost (credit)	· _	(868)
Amortization of actuarial gain	(61)	(473)
Benefits paid	(3,653)	(1,948)
Balance, end of year	\$ 30,418	\$ 31,303

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

Year ended December 31, 2017

16. Post-employment benefits (continued):

An actuarial valuation for these benefits was performed to determine the City's accrued benefit obligation as at December 31, 2017. The difference between the actuarially determined accrued benefit obligation of approximately \$29,892,000 and the liability of approximately \$30,418,000 as at December 31, 2017 is an unamortized net actuarial gain of \$526,000. This actuarial gain is being amortized over a period equal to the employees' average remaining service lifetime of 10 years.

	2017	 2016
Actuarial benefit obligation:		
Liability, end of year Unamortized actuarial loss (gain)	\$ 30,418 (526)	\$ 31,303 253
Balance, end of year	\$ 29,892	\$ 31,556

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

	2017	2016
Discount rate	2.90%	3.30%
Expected future inflation rate	2.00%	2.00%
Expected wage and salary range increases	2.50% to 3.00%	2.50% to 3.00%

17. Pension plan:

The City and its employees contribute to the Municipal Pension Plan (a jointly trusteed pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2015, the plan has about 193,000 active members and approximately 90,000 retired members. Active members include approximately 38,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

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

Year ended December 31, 2017

17. Pension plan (continued):

The most recent valuation for the Municipal Pension Plan as at December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, \$1,927 million was transferred to the rate stabilization account and \$297 million of the surplus ensured the required contribution rates remained unchanged.

The City of Richmond paid \$12,284,569 (2016 - \$11,952,478) for employer contributions while employees contributed \$10,154,394 (2016 - \$9,827,790) to the plan in fiscal 2017.

The next valuation will be as at December 31, 2018, with results available in 2019.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

18. 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, 2017, the City was committed to operating lease payments for premises and equipment in the following approximate amounts:

2018 2019 2020 2021	\$ 5,185 3,867 2,950 2,960
2022 and thereafter	14,106

(c) Litigation:

As at December 31, 2017, 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.

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

Year ended December 31, 2017

18. Commitments and contingencies (continued):

(d) Municipal Insurance Association of British Columbia ("Association"):

The City is a participant in 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 Incorporated ("E-Comm"):

The City is a shareholder of the 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 29 Class A and 23 Class B shares issued and outstanding as at December 31, 2017). 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.

19. 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 financial statements.

		2017		2016
	¢	1 000	¢	1 070
Richmond Community Associations	\$	1,800	\$	1,270

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

Year ended December 31, 2017

20. Collections for other authorities:

The City is obligated to collect certain taxation revenue on behalf of other government bodies. These funds are excluded from the City's 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:

	2017	2016
Province of British Columbia - Schools Greater Vancouver Regional District and others	\$ 169,573 46,678	\$ 149,518 42,104
	\$ 216,251	\$ 191,622

21. Other revenues:

	 2017	2016
Developer contributions Tangible capital assets gain on sale of land Taxes and fines Parking program Other	\$ 13,014 4,217 3,247 1,818 9,206	\$ 10,098 13,880 2,944 2,153 6,468
	\$ 31,502	\$ 35,543

22. Government transfers:

Government transfers are received for operating and capital activities. The operating transfers consist of gaming revenue and provincial and federal grants. Capital transfers are included in other capital funding sources revenue. The source of the government transfers are as follows:

	 2017	 2016
Operating:		
Province of BC	\$ 21,368	\$ 22,652
TransLink	2,656	2,595
Government of Canada	1,580	1,413
Capital:		
Province of BC	746	941
TransLink	456	1,049
Government of Canada	803	[´] 104
	\$ 27,609	\$ 28,754

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

Year ended December 31, 2017

23. 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:

- (a) Community Safety brings together the City's public safety providers such as Police (RCMP), Fire-Rescue, Emergency Programs, and Community Bylaws. It is responsible for ensuring safe communities by providing protection services with a focus on law enforcement, crime prevention, emergency response, and protection of life and properties.
- (b) Utilities provide such services as planning, designing, constructing, operating, and maintaining the City's infrastructure of water and sewer networks and sanitation and recycling.
- (c) 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.
- (d) 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 economic, arts, culture, and community issues that the City encounters.
- (e) 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, legal services, providing sound management of human resources, information technology, City finance, and ensuring high quality services to Richmond residents.
- (f) **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.
- (g) **Richmond Olympic Oval Corporation** 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.
- (h) Richmond Public Library provides public access to information by maintaining 5 branches throughout the City.

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

Year ended December 31, 2017

23. Segmented reporting (continued):

	Community safety	Utilities	Engineering, public works and project development	Community services	General government	Planning and development	Total City subtotal
Revenues:							
Taxation and levies	\$-	\$-	\$-	\$ -	\$ 206,901	\$-	\$206,901
User fees	-	88,022	11,471	-	-	-	99,493
Sales of services	5,948	3,015	3,117	9,445	6,749	2,961	31,235
Payments-in-lieu of taxes	-	-	-	-	14,647	-	14,647
Provincial and federal grants	89	-	2,910	170	2,881	-	6,050
Development cost charges	-	2,213	2,280	5,624	2,202	3,391	15,710
Other capital funding sources Other revenues:	-	2,462	13,093	4,454	35,961	1,600	57,570
Investment income	-	542	-	-	17,222	-	17,764
Gaming revenue	676	-	-	-	16,077	-	16,753
Licenses and permits	4,248	-	84	-	56	8,623	13,011
Other	2,181	3,042	672	736	9,905	105	16,641
Lulu Island Energy Company							
income	-	-	-	-	1,042	-	1,042
	13,142	99,296	33,627	20,429	313,643	16,680	496,817
Expenses:							
Wages and salaries	40,570	12,549	23,786	31,200	25,772	9,950	143,827
Public works maintenance	15	6,886	7,074	1,689	(1,478)	785	14,971
Contract services	44,028	8,741	2,888	4,467	3,407	984	64,515
Supplies and Materials	2,534	29,613	1,485	14,441	11,039	596	59,708
Interest and finance	61	20,601	-	80	2,473	-	23,215
Transfer from (to) capital for					,		
tangible capital assets	40	1,131	4,776	19,154	(1,037)	1,819	25,883
Amortization of tangible capital			, .				
assets	2,685	8,078	25,331	6,356	11,544	1,283	55,277
Loss (gain) on disposal of		,					
tangible capital assets	-	158	780	-	-	-	938
	89,933	87,757	66,120	77,387	51,720	15,417	388,334
Annual surplus (deficit)	\$ (76,791)	\$ 11,539	\$ (32,493)	\$ (56,958)	\$ 261,923	\$ 1,263	\$108,483

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

Year ended December 31, 2017

23. Segmented reporting (continued):

	7 . 1	Richmond	Richmond	00/7	
	Total City	Olympic	Public	2017	2016
	subtotal	Oval	Library	Consolidated	Consolidated
					(recast – note 3)
Revenues:					
Taxation and levies	\$ 206,901	\$-	\$-	\$ 206,901	\$ 198,612
User fees	99,493	-	-	99,493	97,819
Sales of services	31,235	8,100	95	39,430	38,231
Payments-in-lieu of taxes	14,647	-	-	14,647	14,770
Provincial and federal grants	6,050	2,805	421	9,276	9,101
Development cost charges	15,710	-	-	15,710	16,632
Other capital funding sources	57,570	-	-	57,570	34,283
Other revenues:					
Investment income	17,764	-	68	17,832	17,614
Gaming revenue	16,753	-	-	16,753	17,559
Licenses and permits	13,011	-	-	13,011	12,422
Other	16,641	5,629	9,232	31,502	35,543
Lulu Island Energy Company		_,	-,		
income	1,042	-	-	1,042	-
	496,817	16,534	9,816	523,167	492,586
Expenses:					
Wages and salaries	143,827	8,916	6,833	159,576	152,286
Public works maintenance	14,971	-	2	14,973	14,368
Contract services	64,515	-	397	64,912	63,583
Supplies and materials	59,708	4,903	1,348	65,959	60,227
Interest and finance	23,215	· -	1	23,216	22,602
Transfer from (to) capital for					
tangible capital assets	25,883	-	(171)	25,712	9,417
Amortization of tangible capital			. ,		
assets	55,277	1,513	1,222	58,012	55,960
Loss (gain) on disposal of					,
tangible capital assets	938	-	(14)	924	1,021
	388,334	15,332	9,618	413,284	379,464
Annual surplus (deficit)	\$ 108,483	\$ 1,202	\$ 198	\$ 109,883	\$ 113,122

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

Year ended December 31, 2017

24. Budget data:

The budget data presented in these consolidated financial statements is based on the Consolidated Financial Plan adopted by Council on February 14, 2017. The chart below reconciles the adopted Consolidated Financial Plan to the budget figures reported in these consolidated financial statements.

	 ncial Plan / No. 9663	Financial Statement Budge		
Revenues:				
Consolidated Financial Plan Less: LIEC budget	\$ 482,467 -	\$	482,467 (4,594)	
Total revenue	482,467		477,873	
Expenses:				
Consolidated Financial Plan Less: LIEC budget	418,210 -		418,210 (3,557)	
Total expenses	 418,210		414,653	
Annual surplus	\$ 64,257	\$	63,220	
Less: Acquisition of tangible capital assets	(406,199)		-	
Less: Transfer to reserves	(66,824)		-	
Less: Debt principal	(4,578)		-	
Add: Capital funding	383,279		-	
Add: Transfer from surplus	30,065		-	
Annual surplus per consolidated statement of operations	\$ -	\$	63,220	

25. Comparative information:

Certain comparative information has been reclassified to conform to the financial statement presentation adopted for the current year.



Report to Committee

То:	Planning Committee	Date:	April 16, 2018
From:	Kim Somerville Manager, Community Social Development	File:	08-4055-01/2018-Vol 01
Re:	Housing Agreement Bylaw No. 9854 to Permit the Affordable Housing Units at 8511 Capstan Way a (Concord Pacific)		

Staff Recommendation

That Housing Agreement (8511 Capstan Way and 3360 No. 3 Road) Bylaw No. 9854 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 483 of the *Local Government Act*, to secure the Affordable Housing Units required by the Rezoning Application RZ 17-769242.

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

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Law Development Applications		Gren.
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO

Staff Report

Origin

The purpose of this report is to recommend that Council adopt Housing Agreement Bylaw No. 9854 (Attachment 1) to secure approximately 2,191 m² (23,583 ft²) or 29 affordable housing units in the proposed development located at 8511 Capstan Way and 3360 No. 3 Road (Attachment 2).

This report and bylaw supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

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

This report supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

This report also supports the Social Development Strategy Goal #1: Enhance Social Equity and Inclusion:

Strategic Direction #1: Expand Housing Choices

This report and bylaw are consistent with the 2007 Richmond Affordable Housing Strategy, which specifies the creation of affordable low end market rental units as a key housing priority for the City. The rezoning application was submitted on April 12, 2017 and is grandfathered under the previous 2007 Affordable Housing Strategy, which requires the developer to secure 5% of the total residential floor area as low-end market rental units.

The applicant, GBL architects on behalf of Concord Pacific Ltd., applied to rezone 8511 Capstan Way and 3360 No. 3 Road from Auto-Oriented Commercial (CA), Gas & Service Stations (CG1), Roadside Stand (CR) and Single Detached (RS1/F) to "Residential/Limited Commercial and Artist Residential Tenancy Studio Units (ZMU25) – Capstan Village (City Centre)" and "School and Institutional Use (SI)", in order to construct a high density, mixed-use development including a total of 533 dwelling units (43,819m² or 471, 658ft²), which is inclusive of 29 low-end market rental (LEMR) units (2,191m² or 23,583ft²). The subject development will consist of two separate buildings located near a new City-owned park (under construction) and the future Capstan Canada Line Station. The LEMR units will be located in both buildings with 12 units in the east building and 17 units in the west building.

On January 22, 2018, the rezoning application received third reading at Public Hearing (RZ 17-769242). The proposed Housing Agreement Bylaw for the subject development (Bylaw No. 9854) is presented as attached. It is recommended that the Bylaw be introduced and given first,

second and third reading. Following adoption of the Bylaw, the City will be able to execute the Housing Agreement and arrange for notice of the agreement to be filed in the Land Title Office.

Analysis

The subject rezoning application involves a development consisting of approximately 504 market dwelling units and 29 affordable rental housing units. The affordable housing units anticipated to be delivered are as follows:

11	Affordable Housing Strategy Requirements				Project Targets (2)	
Unit Type	Min. Permitted Unit Area	Max. Monthly Unit Rent (1)	Total Max. Household Income (1)	Basic Universal Housing	al # of Units	
1-BR	50 m ² (535 ft ²)	\$975	\$34,650 or less	11	11	
2- BR	69 m ² (741 ft ²)	\$1,218	\$46,800 or less	11	11	
3-BR	91 m ² (980 ft ²)	\$1,480	\$58,050 or less	7	7	
TOTAL	2,190.9 m ² (23,583.0 ft ²)			29	29	

Figure 1: Affordable Housing Units

The Housing Agreement restricts the annual household incomes for eligible occupants and specifies that the units must be made available at low-end market rental rates in perpetuity. The Housing Agreement also specifies that occupants of the affordable housing units shall have unlimited access to all on-site indoor and outdoor amenity spaces as well as the required affordable housing parking spaces. There will be no additional charges to the tenants above the maximum rents (e.g. administrative, move in fees). The applicant has agreed to the terms and conditions of the attached Housing Agreement, and to register notice of the Housing Agreement on title to secure the 29 affordable rental housing units.

Financial Impact

None.

Conclusion

In accordance with the *Local Government Act* (Section 483), adoption of Bylaw No. 9854 is required to permit the City to enter into a Housing Agreement which together with the housing covenant will act to secure 29 affordable rental units that are proposed in association with Rezoning Application RZ 17-769242.

Joyce Rautenberg Affordable Housing Coordinator (604-247-4916)

Att. 1: Bylaw No. 9854, Schedule A 2: Map of Subject Property



Housing Agreement (8511 Capstan Way & 3360 No. 3 Road) Bylaw No. 9854

The Council of the City of Richmond enacts as follows:

1. The Mayor and City Clerk for the City of Richmond are authorized to execute and deliver a housing agreement, substantially in the form set out as Schedule A to this Bylaw, with the owner of the lands located at 8511 Capstan Way & 3360 No. 3 Road and legally described as:

PID: 004-838-254

PID: 024-898-899

LOT 1 EXCEPT PORTIONS IN PLANS 76290 AND LMP47234 SECTION 28 BLOCK 5 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 72421

LOT 3 SECTION 28 BLOCK 5 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN LMP4771

2. This Bylaw is cited as "Housing Agreement (8511 Capstan Way & 3360 No. 3 Road) Bylaw No. 9854".

FIRST READING	 CITY OF RICHMOND
SECOND READING	 APPROVED for content by originating dept.
THIRD READING	 JR.
ADOPTED	 APPROVED for legality by solicitor

MAYOR

CORPORATE OFFICER

Schedule A

To Housing Agreement (8511 Capstan Way & 3360 No. 3 Road) Bylaw No. 9854

HOUSING AGREEMENT BETWEEN SUN TECH CITY DEVELOPMENT CORP., INC. AND THE CITY OF RICHMOND

HOUSING AGREEMENT (Section 483 Local Government Act)

THIS AGREEMENT is dated for reference _____, 2018,

BETWEEN:

Sun Tech City Development Corp. (Inc. No. BC0533040), a corporation pursuant to the *Business Corporations Act* and having an address at 900 – 1095 West Pender Street, Vancouver, British Columbia, V6K 1M6

(the "Owner")

AND:

CITY OF RICHMOND, a municipal corporation pursuant to the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1

(the "City")

WHEREAS:

- A. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- B. The Owner is the registered owner of the Lands (as hereinafter defined); and
- C. The Owner and the City wish to enter into this Agreement (as hereinafter defined) to provide for affordable housing on the terms and conditions set out in this Agreement.

NOW THEREFORE in consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

ARTICLE 1 DEFINITIONS AND INTERPRETATION

- 1.1 In this Agreement the following words have the following meanings:
 - (a) "Affordable Housing Strategy" means the Richmond Affordable Housing Strategy approved by the City on May 28, 2007, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;
 - (b) "Affordable Housing Unit" means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Units charged by this Agreement;
 - (c) "Agreement" means this agreement together with all schedules, attachments and priority agreements attached hereto;
 - (d) **"Building Permit"** means the building permit(s) authorizing construction on the Lands, or any portion(s) thereof;
 - (e) "City" means the City of Richmond;
 - (f) "Commercial Tenants" means the owners, tenants and employees of businesses and non-residential spaces located on the Lands, including employees and/or contractors working for the benefit of the Affordable Housing Units, but excluding businesses carried out within a Dwelling Unit, and excluding residents or occupants of Dwelling Units;
 - (g) "CPI" means the All-Items Consumer Price Index for Canada published from time to time by Statistics Canada, or its successor in function;
 - (h) "Daily Amount" means \$100.00 per day as of January 1, 2009 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2009, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
 - (i) **"Development"** means the high-rise, high-density, mixed-use development to be constructed on the Lands, with the expansion of an existing City-owned neighbourhood park, in the City Centre's Capstan Village area;

- (j) "Development Permit" means development permit number DP 17-787403 and/or any other development permit authorizing development on the Lands or any portion(s) thereof;
- (k) "Director of Development" means the individual appointed to be the chief administrator from time to time of the Development Applications Division of the City and his or her designate;
- (1) "Dwelling Unit" means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (m) "East Lot" means Lot 1 Section 28 Block 5 North Range 6 West New Westminster District Plan EPP80548 to be created by the subdivision of the Lands in accordance with the rezoning considerations applicable to the Development;
- (n) "Eligible Tenant" means a Family having a cumulative annual income of:
 - (i) in respect to a bachelor unit, \$34,650 or less;
 - (ii) in respect to a one-bedroom unit, \$38,250 or less;
 - (iii) in respect to a two-bedroom unit, \$46,800 or less; or
 - (iv) in respect to a three or more bedroom unit, \$58,050 or less,

provided that, commencing January 1, 2019, the annual incomes set-out above shall be adjusted annually on January 1st of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the annual incomes set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted income in any particular year shall be final and conclusive;

- (o) **"Family"** means:
 - (i) a person;
 - (ii) two or more persons related by blood, marriage or adoption; or
 - (iii) a group of not more than 6 persons who are not related by blood, marriage or adoption;

Housing Agreement (Section 483 Local Government Act) [Parent Parcels comprising Lot 1 East and Lot 2 West] Concord Pacific/Sun Tech – Capstan Way Project Rezoning Application No. RZ 17-769242 Rezoning Conditions No. 15 V 3

- (p) "Housing Covenants" means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to Section 219 of the *Land Title Act*) charging the East Lot and the West Lot, dated for reference _______, 2018, and registered under numbers CA_______ and CA_______, respectively, as it may be amended or replaced from time to time;
- (q) "Interpretation Act" means the Interpretation Act, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (r) "Land Title Act" means the Land Title Act, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (s) "Lands" means, collectively:
 - PID: 004-838-254 Lot 1 Except Portion in Plans 76290 and LMP47234 Section 28 Block 5 North Range 6 west New Westminster District Plan 72421; and
 - (ii) PID: 024-898-899 Lot 3 Section 28 Block 5 North Range 6 West New Westminster District Plan LMP47718;
- (t) "Local Government Act" means the Local Government Act, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (u) "LTO" means the New Westminster Land Title Office or its successor;
- (v) "Manager, Community Social Development" means the individual appointed to be the Manager, Community Social Development from time to time of the Community Services Department of the City and his or her designate;
- (w) "Owner" means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;
- (x) "**Permitted Rent**" means no greater than:
 - (i) \$811.00 a month for a bachelor unit;
 - (ii) \$975.00 a month for a one-bedroom unit;
 - (iii) \$1,218.00 a month for a two-bedroom unit; and
 - (iv) \$1,480.00 a month for a three (or more) bedroom unit,

Housing Agreement (Section 483 Local Government Act) [Parent Parcels comprising Lot 1 East and Lot 2 West] Concord Pacific/Sun Tech – Capstan Way Project Rezoning Application No. RZ 17-769242 Rezoning Conditions No. 15 V,3

provided that, commencing January 1, 2019, the rents set-out above shall be adjusted annually on January 1^{st} of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the permitted rents set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

- (y) "*Real Estate Development Marketing Act*" means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (z) "*Residential Tenancy Act*" means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (aa) "Strata Property Act" means the Strata Property Act S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (bb) "Subdivide" means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of "cooperative interests" or "shared interest in land" as defined in the *Real Estate Development Marketing Act*;
- (cc) "Tenancy Agreement" means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit;
- (dd) **"Tenant"** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement; and
- (ee) "West Lot" means Lot 2 Section 28 Block 5 North Range 6 West New Westminster District Plan EPP80548 to be created by the subdivision of the Lands in accordance with the rezoning considerations applicable to the Development.
- 1.2 In this Agreement:
 - (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;

Housing Agreement (Section 483 Local Government Act) [Parent Parcels comprising Lot 1 East and Lot 2 West] Concord Pacific/Sun Tech – Capstan Way Project Rezoning Application No. RZ 17-769242 Rezoning Conditions No. 15 V.3

504360 v6

- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including".

ARTICLE 2 USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, "permanent residence" means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the

form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.

- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 The Owner agrees that notwithstanding that the Owner may otherwise be entitled, the Owner will not:
 - (a) be issued with a Development Permit for the East Lot or West Lot, as applicable, unless the Development Permit includes the Affordable Housing Units;
 - (b) be issued with a Building Permit (except for a Building Permit for parking intended as an ancillary use to non-parking uses) for the East Lot or the West Lot, as applicable, unless the Building Permit includes those Affordable Housing Units to be constructed as part of the Development on the East Lot or West Lot, as applicable, in accordance with the Development Permit; and
 - (c) occupy, nor permit any person to occupy any Dwelling Unit or any portion of any building (except for parking), in part or in whole, constructed on the East Lot or the West Lot, as applicable, and the City will not be obligated to permit occupancy of any Dwelling Unit or building (except for parking) constructed on the East Lot or the West Lot, as applicable, until all of the following conditions are satisfied:
 - (i) the Affordable Housing Units and related uses and areas have been constructed on the East Lot or the West Lot, as applicable, to the satisfaction of the City;
 - (ii) the Affordable Housing Units on the East Lot or the West Lot, as applicable, have received final building permit inspection granting occupancy; and
 - (iii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the development of the Lands.

Housing Agreement (Section 483 Local Government Act) [Parent Parcels comprising Lot 1 East and Lot 2 West] Concord Pacific/Sun Tech – Capstan Way Project Rezoning Application No. RZ 17-769242 Rezoning Conditions No. 15 V.3

ARTICLE 3

DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner may sub-contract the operation and management of the Affordable Housing Units to a qualified and reputable non-profit provider of affordable housing, provided that any such subcontract and non-profit affordable housing provider is pre-approved by the Manager, Community Social Development or other authorized City personnel, in their sole discretion.
- 3.2 The Owner will not permit an Affordable Housing Unit Tenancy Agreement to be subleased or assigned, except where the Owner believes, acting reasonably, that refusing to consent to a sublease or assignment would be a breach of its obligations under the *Residential Tenancy Act* (British Columbia), and provided such sublease or assignment is to an Eligible Tenant.
- 3.3 If this Housing Agreement encumbers more than one Affordable Housing Unit, then the Owner may not, without the prior written consent of the City Solicitor, sell or transfer less than five (5) Affordable Housing Units in a single or related series of transactions with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than five (5) Affordable Housing Units.
- 3.4 If the Owner sells or transfers one (1) or more Affordable Housing Units, the Owner will notify the City Solicitor of the sale or transfer within 3 days of the effective date of sale or transfer.
- 3.5 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
 - the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
 - (c) the Owner will allow the Tenant of an Affordable Housing Unit on the East Lot and any permitted occupant and visitor to have full access to and use and enjoy all on-site common indoor and outdoor amenity spaces on the East Lot and will allow the Tenant of an Affordable Housing Unit on the West Lot and any permitted occupant and visitor to have full access to and use and enjoy all on-site common indoor and outdoor amenity spaces on the West Lot (except, for greater certainty, the bicycle storage rooms and end-of-trip cycling facilities on the West Lot reserved for the exclusive use of Commercial Tenants), all in accordance with the bylaws and rules and regulations of the applicable strata corporation, provided

that such bylaws and rules and regulations of the applicable strata corporation do not conflict with Article 5 of this Agreement;

- (d) if the Owner elects, in its sole, absolute and unfettered discretion, to provide for the sharing of any on-site common indoor and/or outdoor amenity spaces between the East Lot and the West Lot, then the Tenant of an Affordable Housing Unit, and any permitted occupant and visitor thereof, will have full access to and use and enjoyment of such shared on-site common indoor and/or outdoor amenity spaces on the same terms and conditions as the owners, tenants or other permitted occupants of the Dwelling Unit(s) which benefit from such sharing, but which are not Affordable Housing Units, all in accordance with the bylaws and rules and regulations of the applicable strata corporation(s), provided that such bylaws and rules and regulations of the applicable strata corporation(s) do not conflict with Article 5 of this Agreement;
- (e) the Owner will not require the Tenant or any permitted occupant of an Affordable Housing Unit to pay any:
 - (i) move-in/move-out fees, strata fees, strata property contingency reserve fees; or
 - (ii) extra charges or fees for:

(A) the use of that common property, limited common property, or other common areas, facilities or amenities, including without limitation parking, bicycle storage, electric vehicle charging stations or related facilities, which the Owner is required pursuant to the Development Permit or any agreement with the City to make available to the Tenant or permitted occupants of an Affordable Housing Unit (for greater certainty, whether on an exclusive or shared basis); or

(B) sanitary sewer, storm sewer, water, other utilities, property or similar tax,

provided, however, that if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, an Owner may charge the Tenant the Owner's cost, if any, of providing cable television, telephone, other telecommunications, gas, or electricity fees, charges or rates;

- (f) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
- (g) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;

Housing Agreement (Section 483 Local Government Act) [Parent Parcels comprising Lot 1 East and Lot 2 West] Concord Pacific/Sun Tech – Capstan Way Project Rezoning Application No. RZ 17-769242 Rezoning Conditions No. 15 V 3

- (h) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
 - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
 - the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(m) of this Agreement;
 - (iii) the Affordable Housing Unit is occupied by more than the number of people the City's building inspector determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
 - (iv) the Affordable Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent; and/or
 - (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part, without the prior written consent of the Owner,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for section 3.5(g)(ii) of this Agreement *[Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(m) of this Agreement]*, the notice of termination shall provide that the termination of the tenancy shall be effective 30 days following the date of the notice of termination. In respect to section 3.5(g)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (i) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
- (j) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.
- 3.6 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.

ARTICLE 4 DEMOLITION OF AFFORDABLE HOUSING UNIT

- 4.1 The Owner will not demolish an Affordable Housing Unit unless:
 - (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
 - (b) the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion,

and, in each case, a demolition permit for the Affordable Housing Unit has been issued by the City and the Affordable Housing Unit has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the applicable Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 Subject to discharge in accordance with Section 7.1(c), this Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation will have no force and effect.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation.

- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle charging stations or related facilities, notwithstanding that the Strata Corporation may levy such parking, bicycle storage, electric vehicle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units; provided, however, that the electricity fees, charges or rates for use of electric vehicle charging stations are excluded from this provision.
- 5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations or related facilities, except, subject to section 5.5 of this Agreement, on the same basis that governs the use and enjoyment of any common property, limited common property and other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations and related facilities, by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenants or at law or in equity, if an Affordable Housing Unit is used or occupied in breach of this Agreement or rented at a rate in excess of the Permitted Rent or the Owner is otherwise in breach of any of its obligations under this Agreement or a Housing Covenant, the Owner will pay the Daily Amount to the City for every day that the breach continues after forty-five (45) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.
- 6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in a Housing Covenant shall also constitute a default under this Agreement.

ARTICLE 7 MISCELLANEOUS

7.1 Housing Agreement

The Owner acknowledges and agrees that:

Housing Agreement (Section 483 Local Government Act) [Parent Parcels comprising Lot 1 East and Lot 2 West] Concord Pacific/Sun Tech – Capstan Way Project Rezoning Application No. RZ 17-769242 Rezoning Conditions No. 15 V 3

- (a) this Agreement includes a housing agreement entered into under section 483 of the Local Government Act;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 483 of the Local Government Act prior to the Lands having been Subdivided, once separate legal parcels are created and/or the Lands are Subdivided (including, for greater certainty, by way of air space subdivision of the East Lot or West Lot), this Agreement will charge and secure only the legal parcels or Subdivided Lands (or, for greater certainty, Subdivided East Lot or West Lot) which contain the Affordable Housing Units, then the City Solicitor shall be entitled, without further City Council approval, authorization or bylaw, to partially discharge this Agreement accordingly. The Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement shall be and remain in full force and effect and, but for the partial discharge, otherwise unamended. Further, the Owner acknowledges and agrees that in the event that the Affordable Housing Unit is in a strata corporation, this Agreement shall remain noted on the strata corporation's common property sheet.

7.2 No Compensation

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

7.3 Modification

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.4 Management

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will

Housing Agreement (Section 483 Local Government Act) [Parent Parcels comprising Lot 1 East and Lot 2 West] Concord Pacific/Sun Tech – Capstan Way Project Rezoning Application No. RZ 17-769242 Rezoning Conditions No. 15

comply with all laws, including health and safety standards applicable to the Lands. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.5 Indemnity

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.6 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

7.7 Survival

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement, but only, for greater certainty, to the extent such obligations arose prior to such termination or discharge.

7.8 Priority

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

7.9 City's Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.10 Agreement for Benefit of City Only

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.11 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.12 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO and in the case of the City addressed:

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

And to: City Solicitor City of Richmond 6911 No. 3 Road Richmond, BC V6Y 2C1

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.13 Enuring Effect

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.14 Severability

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

7.15 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.16 Sole Agreement

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenants), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenants, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.17 Further Assurance

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.18 Covenant Runs with the Lands

Subject to discharge in accordance with Section 7.1(c), this Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

7.19 Equitable Remedies

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.20 No Joint Venture

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

7.21 Applicable Law

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.22 **Deed and Contract**

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.23 Joint and Several

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

7.24 Limitation on Owner's Obligations

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

SUN TECH CITY DEVELOPMENT CORP. (INC. NO. BC0533040)

Per:

Name:

CITY OF RICHMOND

by its authorized signatory(ies):

Per:

Malcolm D. Brodie, Mayor

Per:

David Weber, Corporate Officer



Housing Agreement (Section 483 Local Government Act) [Parent Parcels comprising Lot 1 East and Lot 2 West] Concord Pacific/Sun Tech – Capstan Way Project Rezoning Application No. RZ 17-769242 Rezoning Conditions No. 15 V.3

Page 19

Appendix A to Housing Agreement

STATUTORY DECLARATION

CANADA)	IN THE MATTER OF A
)	HOUSING AGREEMENT WITH
PROVINCE OF BRITISH COLUMBIA)	THE CITY OF RICHMOND
)	("Housing Agreement")

TO WIT:

I, ______ of _____, British Columbia, do solemnly declare that:

- 1. I am the owner or authorized signatory of the owner of ______ (the "Affordable Housing Unit"), and make this declaration to the best of my personal knowledge.
- 2. This declaration is made pursuant to the Housing Agreement in respect of the Affordable Housing Unit.
- 3. For the period from _______ to ______, the Affordable Housing Unit was occupied only by the Eligible Tenants (as defined in the Housing Agreement) whose names and current addresses and whose employer's names and current addresses appear below:

[Names, addresses and phone numbers of Eligible Tenants and their employer(s)]

- 4. The rent charged each month for the Affordable Housing Unit is as follows:
 - (a) the monthly rent on the date 365 days before this date of this statutory declaration:
 \$______per month;
 - (b) the rent on the date of this statutory declaration: \$_____; and
 - (c) the proposed or actual rent that will be payable on the date that is 90 days after the date of this statutory declaration: \$_____.
- 5. I acknowledge and agree to comply with the Owner's obligations under the Housing Agreement, and other charges in favour of the City noted or registered in the Land Title Office against the land on which the Affordable Housing Unit is situated and confirm that the Owner has complied with the Owner's obligations under the Housing Agreement.

6. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

)

)

))))

)

)

)

DECLARED BEFORE ME at the City of ______, in the Province of British Columbia, this _____ day of _____, 20___.

A Commissioner for Taking Affidavits in the Province of British Columbia DECLARANT

Housing Agreement (Section 483 Local Government Act) [Parent Parcels comprising Lot 1 East and Lot 2 West] Concord Pacific/Sun Tech – Capstan Way Project Rezoning Application No. RZ 17-769242 Rezoning Conditions No. 15 V.3

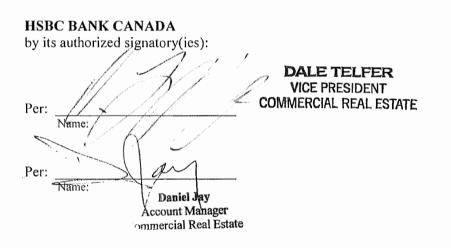
PRIORITY AGREEMENT

HSBC BANK CANADA (the "Chargeholder") is the holder of a Mortgage and Assignment of Rents (and any related extensions thereof):

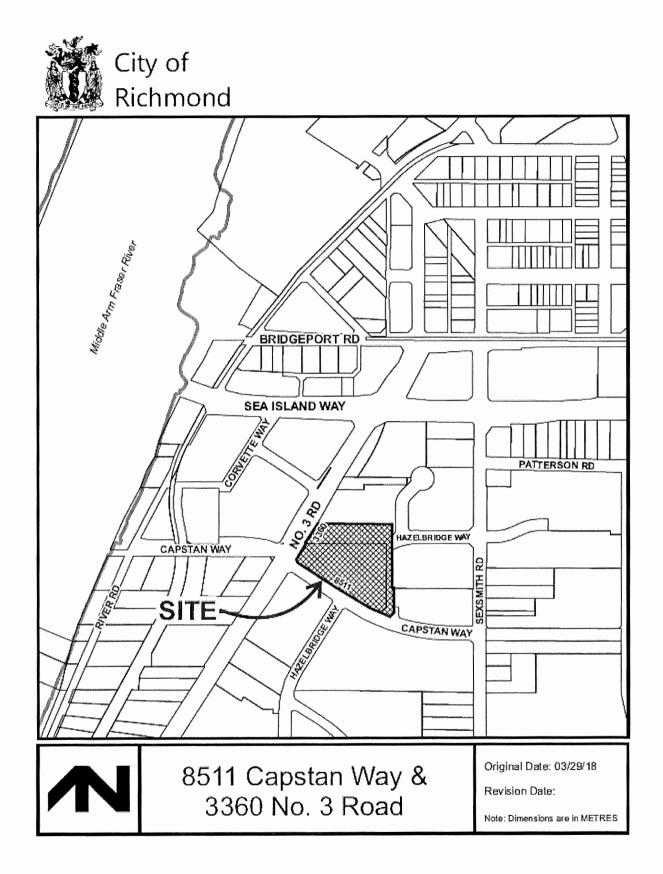
- (i) Mortgage CA934111;
- (ii) Assignment of Rents CA934112,

registered in the Land Title Office (together, the "Bank Charges") against title to the Lands (as further defined and legally described in the agreement to which this priority agreement is attached).

The Chargeholder, being the holder of the Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Chargeholder), hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall rank in priority upon the Lands over the Charges as if the Housing Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Charges and prior to the advance of any monies pursuant to the Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.



Housing Agreement (Section 483 Local Government Act) [Parent Parcels comprising Lot 1 East and Lot 2 West] Concord Pacific/Sun Tech – Capstan Way Project Rezoning Application No. RZ 17-769242 Rezoning Conditions No. 15 V.3





Report to Committee

То:	Planning Committee
From:	Wayne Craig Director, Development

Date: April 24, 2018 File: HA18-818536

Re: Application by the Richmond Hospital/Healthcare Auxiliary for a Heritage Alteration Permit at 3711 and 3731 Chatham Street

Staff Recommendation

That a Heritage Alteration Permit which would permit the construction of a new concrete foundation for the protected heritage building at 3711 and 3731 Chatham Street be issued.

Wayne Craig

Director, Development

WC:mp (Att. 9

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Policy Planning	Ŀ	he Evereg

Staff Report

Origin

The Richmond Hospital/Healthcare Auxiliary has applied for a Heritage Alteration Permit to construct a new concrete foundation for the protected heritage building, known as the Steveston Methodist Church or Steveston Bicycle Shop, located at 3711 and 3731 Chatham Street. The existing building straddles the shared property line of the two parcels. A location map and an aerial photo are included in Attachment 1.

The property is one of the 17 identified heritage resources in the Steveston Village Heritage Conservation Area. A Heritage Alteration Permit is required for any exterior alterations to a property that is located within the Heritage Conservation Area.

Background

Originally built in 1894, the building located on the subject properties is one of the oldest surviving church buildings in Richmond. The primary heritage value of the building is its historical association with the First Nations and culturally diverse populations of the Steveston community. The character-defining elements include the architectural style and elements that reflect its original use as a church. The Statement of Significance of the property is included in Attachment 2, and historic photos of the building are included in Attachment 3.

Surrounding Development

The subject property is surrounded by the following sites.

To the North:	The Steveston Congregation of the United Church of Canada at 3720 Broadway Street on a site zoned "Assembly (ASY)"
To the South:	Across Chatham Street, a multi-unit commercial strata building governed by Land Use Contract 070.
To the East:	A site zoned "Commercial Mixed Use (ZMU32) – Steveston Village" at 3755 Chatham Street with issued DP16-740024 and HA16-744661 for a new three- storey, mixed-use development. The Building Permit application is under review, and the site is being prepared for the development.
To the West:	Across 2 nd Avenue, a single detached dwelling at 3695 Chatham Street on a site zoned "Steveston Commercial (CS3)".

Related Policies & Studies

Official Community Plan

The City's 2041 Official Community Plan Section 4 "Vibrant Cities" includes city-wide direction and policy to "preserve, promote and celebrate community heritage".

Steveston Area Plan

The Steveston Area Plan seeks to "conserve significant heritage resources throughout the Steveston area" and "conserve the identified heritage resources within the Steveston Village Node (e.g., as per the Steveston Village Conservation Strategy)".

The Steveston Village is designated as a Heritage Conservation Area (HCA) in the Steveston Area Plan. In the HCA, 17 sites are identified as protected heritage resources. The subject site is one of the 17 identified heritage resources.

The Steveston Area Plan specifies that Heritage Alteration Permits issued for identified heritage resources should be consistent with the Steveston Village Conservation Strategy and the Standards and Guidelines for the Conservation of Historic Places in Canada ("S&Gs"), prepared by Parks Canada. The Steveston Village Conservation Strategy includes heritage conservation policies to manage changes to heritage resources in the Steveston Village and provides Statements of Significance for the heritage resources. The S&Gs are applied to assess the impact of proposed interventions on the heritage values and character-defining elements of a historic place, as identified in a Statement of Significance.

The relevant policies and guidelines are further detailed in the "Analysis" section of this report.

Public Consultation

A development sign has been installed on the subject property. Staff have not received any comments from the public about the application in response to the placement of the sign on the property.

Richmond Heritage Commission

The application was presented to the Richmond Heritage Commission on April 18, 2018 and was unanimously supported. An excerpt from the Commission meeting minutes is included in Attachment 4.

Analysis

Details of Proposed Work

The current owner, Richmond Hospital/Healthcare Auxiliary, has been operating a thrift shop in the building since 2008, and purchased the property in 2017. The owner would like to continue to use the building as a thrift shop and work towards restoration of the building in phases. The proposed foundation work is the first step undertaken by the owner.

The applicant has provided a report prepared by a structural engineer assessing the condition of the existing foundation. The building currently sits on undersized pad footings and the surface organic material around the perimeter. In order to structurally stabilize the building, the recommendation from the engineer is to add a new concrete foundation to the perimeter as well as upgrade the internal pad footings to support loading in accordance with the British Columbia Building Code. The applicant has indicated that the overall height of the building will remain unchanged.

The applicant has proposed new panel-and-batten skirting around the foundation to match the design and material of the existing skirting. The project heritage consultant has indicated that the existing skirting is not original, and appears to be relatively recent cladding: a limited portion of the skirting is currently painted. Photos of the existing skirting are included in Attachment 5. The applicant has proposed to paint the proposed skirting with Point Grey (VC-24), one of the colours from the Vancouver Heritage Foundation's True Colour Palette, which contains 35 historic paint colours used in the Lower Mainland (Attachment 6).

The owner plans to submit additional Heritage Alteration Permits in the near future to rehabilitate and restore the building, which may include the removal of stucco and the restoration of the original siding, and consolidate the two subject parcels in order to facilitate the rehabilitation (e.g., addition to the building). At that time, a comprehensive conservation plan prepared by a qualified heritage consultant will be submitted based on a thorough research, including research on the original building materials and colours, as well as the rationales for the proposed consolidation. The proposed skirting is an interim measure to match the existing building colour and material (i.e., grey stucco), and the best conservation method for the skirting will be determined as part of the overall restoration plan for the building.

The owner intends to seek a grant funding for the future restoration work under the Steveston Village Heritage Conservation Grant Program. The maximum available grant amount is \$50,000 per identified heritage building with private matching funds, with an additional \$25,000 with private matching funds to achieve exceptional heritage conservation, as determined by Council.

National Standards

The following are excerpts from the S&G standards that are most relevant to the proposed foundation work (Attachment 7).

 Standard #1
 Do not remove, replace or substantially alter its intact or repairable characterdefining elements. Do not move a part of an historic place if its current location is a character-defining element.
 Standard #6
 Protect and, if necessary, stabilize an historic place until any subsequent intervention is undertaken.

The proposed foundation work is to stabilize the historic place to prevent any further deterioration until further conservation work is undertaken in the future. The proposed work would not alter any character-defining elements of the building.

National Guidelines

The following are excerpts from the S&G guidelines that are most relevant to the proposed work (Attachment 8).

Section 4.3.4. Exterior Walls

- Guideline #4 Assessing the condition of wall assemblies and their materials early in the planning process so that the scope of work is based on current conditions.
- Guideline #9 Repairing parts of exterior walls by patching, piecing-in, consolidating, or otherwise reinforcing, using recognized conservation methods. Repair may also include the limited replacement in kind, or with a compatible substitute material, of extensively deteriorated or missing parts of the exterior wall assembly. Repairs should match the existing work as closely as possible, both physically and visually.

There will be little change to the overall appearance of the building as the design and material of the proposed skirting matches those of the existing skirting, and the proposed colour of the skirting would complement the existing building.

Steveston Village Conservation Strategy

The following are the standards and guidelines that are most relevant to the proposed work from the Steveston Village Conservation Strategy (Attachment 9).

- Long-term protection of the historic resource should be balanced with user requirements, and future resource management goals should be identified prior to undertaking any work.
- Conjecture and the falsification of building elements should be avoided in all heritage conservation projects.

The proposal is consistent with the standards and guidelines in the Steveston Village Conservation Strategy, and the owner has identified long-term resource management goals prior to undertaking any intervention.

Financial Impact or Economic Impact

None.

Conclusion

The proposed foundation work is to stabilize the heritage building, and protect the building from any further structural deterioration. The application is consistent with the Parks Canada's Standards and Guidelines for the Conservation of Historic Places in Canada and Steveston Village Conservation Strategy.

Staff recommend that the Heritage Alteration Permit be endorsed, and issuance by Council be recommended.

mall.

Minhee Park Planner 2

MP:cas

Attachment 1: Location Maps

Attachment 2: Statement of Significance

Attachment 3: Historic Photo

Attachment 4: Excerpt from the April 18, 2018 Richmond Heritage Commission Minutes

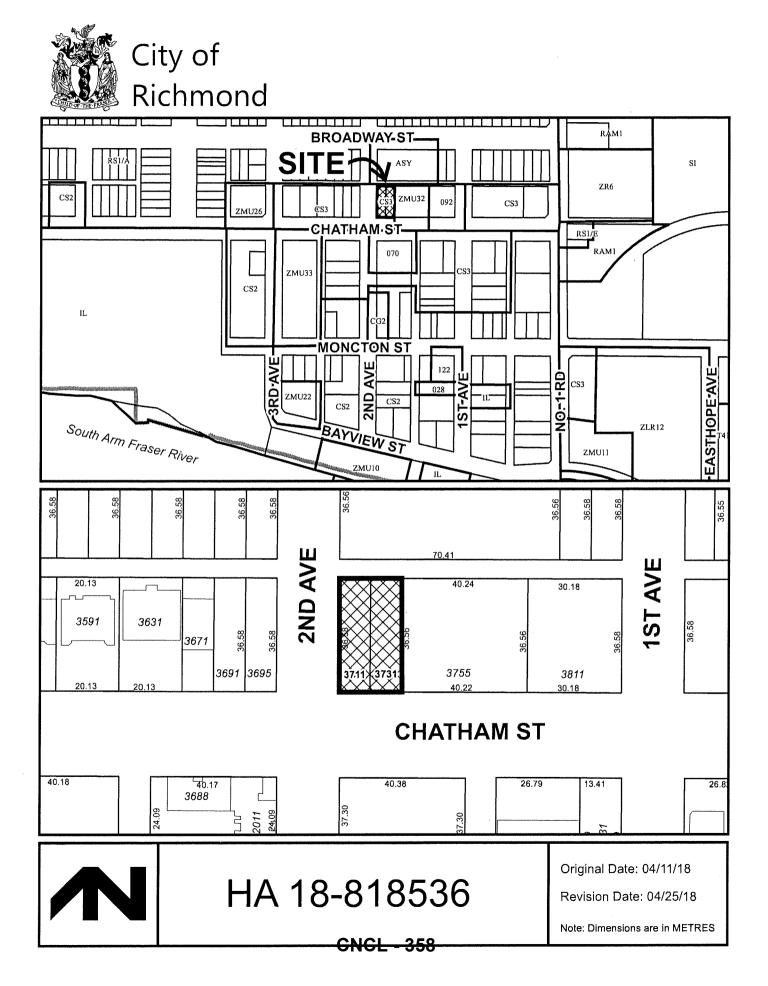
Attachment 5: Photos of the Existing Building

Attachment 6: Vancouver Heritage Foundation's True Colour Palette

Attachment 7: Excerpt from the National Standards

Attachment 8: Excerpt from the National Guidelines

Attachment 9: Excerpt from the Steveston Village Conservation Strategy





City of Richmond





HA 18-818536

Original Date: 04/11/18

Revision Date: 04/25/18

Note: Dimensions are in METRES

Steveston Village Conservation Program

Chatham Street resources





36. 3731 Chatham Street Steveston Bicycle Shop

Description

The Steveston Bicycle Shop is situated on a prominent corner lot on Chatham Street and Second Avenue. The building is T-shaped with a front gable facing the street and a side gable behind. It has a steeple and an entry porch with a gable roof.

Values

Built by volunteer labour in 1894, this is the oldest extant church building on its original site in Richmond. Its architectural style reflects the modest early church structures which serviced the populations of Steveston, particularly those working in the canning and fishing industries.

This historic place is also valued for its connections with the First Nations and culturally diverse populations of the Steveston community, seen in its historic associations with the Methodist Indian Mission and Steveston Methodist Church, and its later function as the first United Church in Canada to amalgamate

Japanese and Caucasian congregations after WW II.

The location of this building on Chatham Street is important, as it reflects the need to accommodate what was once a primarily residential area, yet has a reasonably close proximity to the commercial core and waterfront of the village.

Character-Defining Elements

The character-defining elements of the Steveston Bicycle Shop include:

- Its location on Chatham Street, and its relationship to the commercial core and waterfront
- Its historic associations with the Steveston Methodist Church, the Methodist Indian Mission, and the Steveston United Church, and any surviving evidence thereof
- Its simple wooden construction and church form, including its cross-gable form, its cupola, and historic arched windows and window openings.
- Its architectural style that reflects its original use as a church, including its T-shaped plan, front gable roof and façade, arched windows, steeple, and gable-roofed entry porch

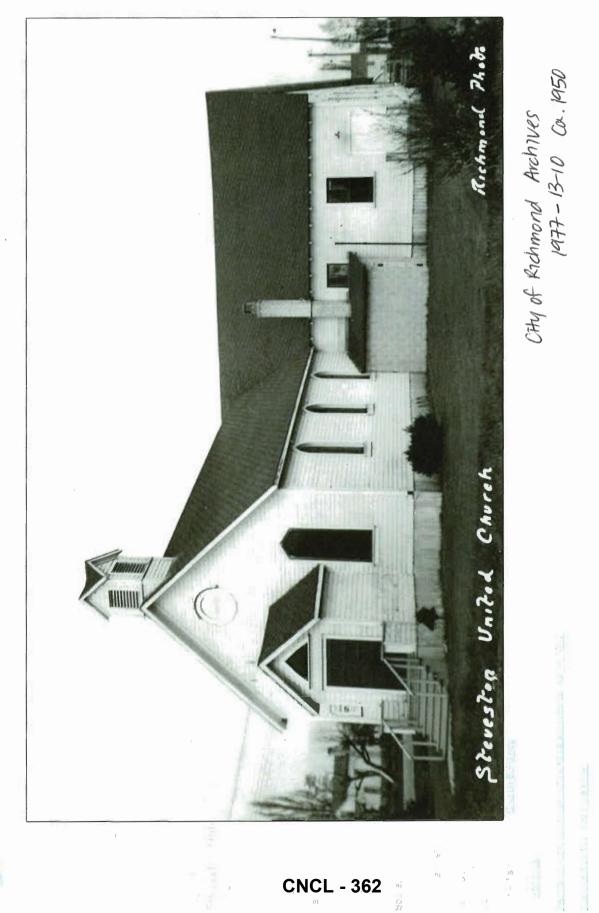
This resource met the following criteria:

Criterion 1:	The overall contribution of the resource to the heritage
	value and character of Steveston
Criterion 2:	The ability of the resource to represent a certain
	historical process and function
Criterion 3:	The level of importance of associations with an era
	important in Steveston's history and development
Criterion 4:	The intactness, scale, form and materials

CNCL - 360

A36





Excerpt of Minutes Richmond Heritage Commission Held Wednesday, April 18, 2018 (7:00 pm) M.2.004 Richmond City Hall

a. Development Proposal – Heritage Alteration Permit (HA18-818536)

The project consultant joined the Commission to present on the modifications being made to the building located at 3711 and 3731 Chatham Street. The building is one of the identified heritage resources in the Steveston Village. The current owner, the Richmond Hospital/Healthcare Auxiliary, has retained the consultant as part of the restoration work. It was noted that the first phase will be consolidating the foundation since the building currently sits on poor footing.

After an inspection of the foundation, it has been determined that a new concrete foundation will need to be installed as well as new skirting that spans the space between the ground level and main floor level. It was noted that there may be wood siding under the stucco, which they will be looking into as part of future restoration work.

The replacement skirting will be matched to the current skirting until they can find more information about the original detail. It was noted that a structural engineer will be overlooking this process.

It was further noted that this application will be a straight-forward upgrade, with next steps being looking at conserving the exterior envelope.

Commission members noted that this is a commendable effort and a good prerequisite to other potential restoration works in the future.

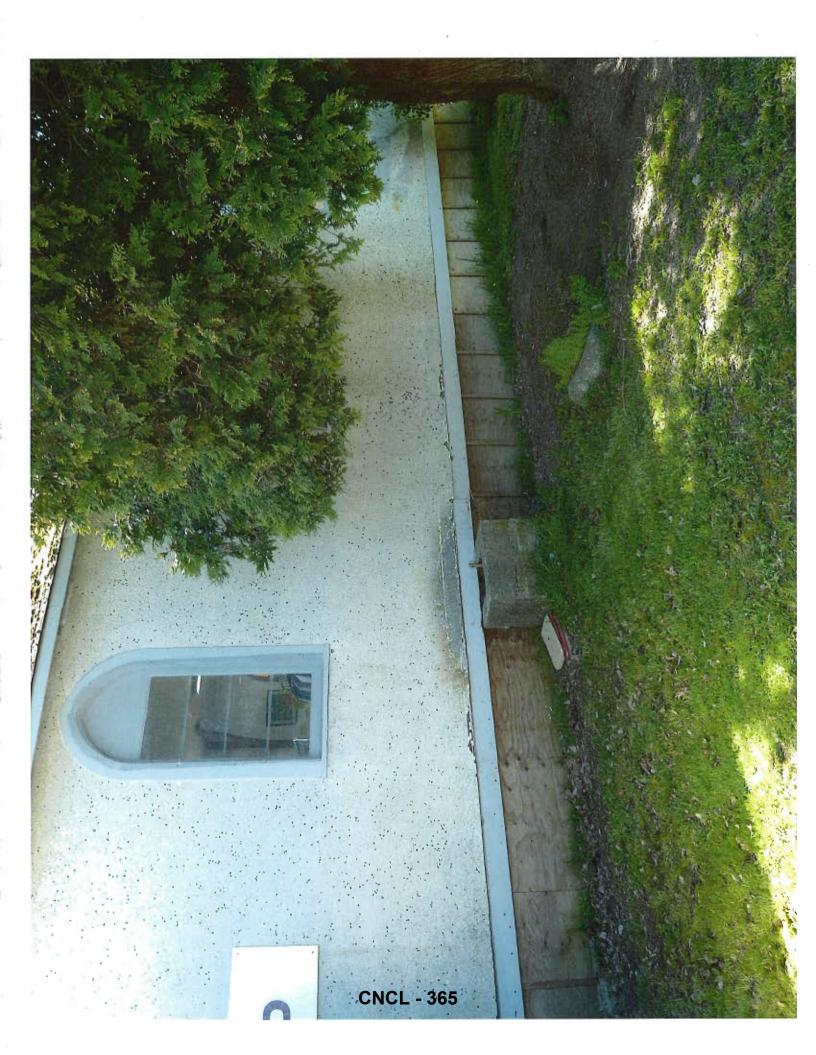
It was moved and seconded:

That the Richmond Heritage Commission support the Heritage Alteration Permit application to construct a new concrete foundation at 3711 and 3731 Chatham Street as presented.

Carried

ATTACHMENT 5





ATTACHMENT 6

HISTORICAL TRUE COLOURS



THE STANDARDS

The Standards are not presented in a hierarchical order. All standards for any given type of treatment must be considered, and applied where appropriate, to any conservation project.

General Standards for Preservation, Rehabilitation and Restoration

- 1. Conserve the *heritage value* of an *historic place*. Do not remove, replace or substantially alter its intact or repairable *character-defining elements*. Do not move a part of an historic place if its current location is a character-defining element.
- 2. Conserve changes to an *historic place* that, over time, have become *character-defining elements* in their own right.
- **3.** Conserve *heritage value* by adopting an approach calling for *minimal intervention*.
- **4.** Recognize each *historic place* as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties, or by combining features of the same property that never coexisted.
- **5.** Find a use for an *historic place* that requires minimal or no change to its *character-defining elements*.
- **6.** Protect and, if necessary, stabilize an *historic place* until any subsequent *intervention* is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbing archaeological resources, take mitigation measures to limit damage and loss of information.
- 7. Evaluate the existing condition of *character-defining elements* to determine the appropriate *intervention* needed. Use the gentlest means possible for any intervention. Respect *heritage value* when undertaking an intervention.
- 8. Maintain *character-defining elements* on an ongoing basis. Repair character-defining elements by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving *prototypes*.
- **9.** Make any *intervention* needed to preserve *character-defining elements* physically and visually compatible with the *historic place* and identifiable on close inspection. Document any intervention for future reference.

ATTACHMENT 8

GENERAL GUIDELINES FOR PRESERVATION, REHABILITATION AND RESTORATION

	Recommended	Not Recommended
1	Understanding the exterior walls and how they contribute to the heritage value of the historic building.	
2	Understanding the properties and characteristics of the exterior walls as well as changes and previous maintenance practices.	Failing to consider the impact of previous changes to the exterior wall assembly, such as the addition of insulation and vapour barriers, or new heating or cooling systems.
	Documenting the composition, form, materials, details, dimensions and condition of exterior wall assemblies before undertaking an intervention. This includes geometry, scale, proportions, openings, form and supporting frames or structures.	Undertaking an intervention that affects exterior wall assemblies without first documenting their existing character and condition.
ł	Assessing the condition of wall assemblies and their materials early in the planning process so that the scope of work is based on current conditions.	
	Determining the cause of distress, damage or deterioration of exterior walls through investigation, monitoring and minimally invasive or non-destructive testing techniques.	
5	Protecting and maintaining exterior walls by cleaning and repairing damaged materials, and checking exterior wall assemblies for moisture penetration and insect infestation, taking corrective action, as necessary and as soon as possible.	Failing to maintain exterior walls on a cyclical basis. Failing to correct causes of deterioration of the exterior wall assembly, such as failed sealants.
7	Retaining sound or deteriorated exterior wall assemblies that can be repaired.	
}	Stabilizing deteriorated exterior walls by using structural reinforcement, weather protection, or correcting unsafe conditions, as required, until repair work is undertaken.	Removing deteriorated exterior wall elements that could be stabilized or repaired.
)	Repairing parts of exterior walls by patching, piecing-in, consolidating, or otherwise reinforcing, using recognized conservation methods. Repair may also include the limited replacement in kind, or with a compatible substitute material, of extensively deteriorated or missing parts of the exterior wall assembly. Repairs should match the existing work as closely as possible, both physically and visually.	
10	Protecting adjacent character-defining elements from accidental damage or exposure to damaging materials during maintenance or repair work.	

Steveston Village Conservation Program Conservation Strategy – Managing Change

- 3. Standards and Guidelines:
 - (a) Formally adopt the Standards and Guidelines for the Conservation of Historic Places in Canada to guide all heritage conservation activities
 - (b) All heritage conservation work should be based upon research, site analysis, and documentation to identify and safeguard fully the heritage values to be conserved
 - (c) The evolution of the resource should be respected. The contributions of all periods are important to the historical development and may merit retention
 - (d) Long-term protection of the historic resource should be balanced with user requirements, and future resource management goals should be identified prior to undertaking any work
 - (e) The approach to all heritage conservation projects should be one of minimal intervention to ensure the maximum preservation of the existing and authentic physical fabric and the retention of the signs of age
 - (f) Conjecture and the falsification of building elements should be avoided in all heritage conservation projects
 - (g) A well-defined maintenance plan should be clearly established in order to ensure an appropriate level of maintenance and care upon completion
- 4. Database including Heritage Register:
 - Include identified Steveston heritage buildings and places and list them on the appropriate registered inventories:
 - 1. Richmond Community Heritage Register
 - 2. BC Register of Historic Places
 - 3. Canadian Register of Historic Places
 - (b) Update as necessary the Heritage Register listing of any building or place following a major alteration or relocation
 - (c) Facilitate future heritage conservation efforts by documenting information on all new construction in Steveston Village
 - (d) Develop a pro-active heritage review and evaluation process which will identify City-owned heritage property at a time when the structure is still in use
- 5. Bylaws:
 - (a) Consider implementing a Heritage Conservation By-law to protect its listed heritage buildings and places





Heritage Alteration Permit

Development Applications Division 6911 No. 3 Road, Richmond, BC V6Y 2C1

File No.: HA 18-818536

To the Holder:	The Richmond Hospital/Healthcare Auxiliary, Inc. No. S0018630
Property Address:	3711 and 3731 Chatham Street
Legal Description:	LOT 8 & 9 BLOCK 22 SECTION 3 BLOCK 3 NORTH RANGE 7 WEST NEW

(s.617, Local Government Act)

- 1. (Reason for Permit)
- □ Designated Heritage Property (s.611)
- □ Property Subject to Temporary Protection (s.609)
- □ Property Subject to Heritage Revitalization Agreement (s.610)
- ☑ Property in Heritage Conservation Area (s.615)
- □ Property Subject to s.219 Heritage Covenant (Land Titles Act)
- 2. This Heritage Alteration Permit is issued to authorize the proposed foundation work as shown in Schedule A, Plan #1 to Plan #5.
- 3. This Heritage Alteration Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
- 4. If the alterations authorized by this Heritage Alteration Permit are not completed within 24 months of the date of this Permit, this Permit lapses.

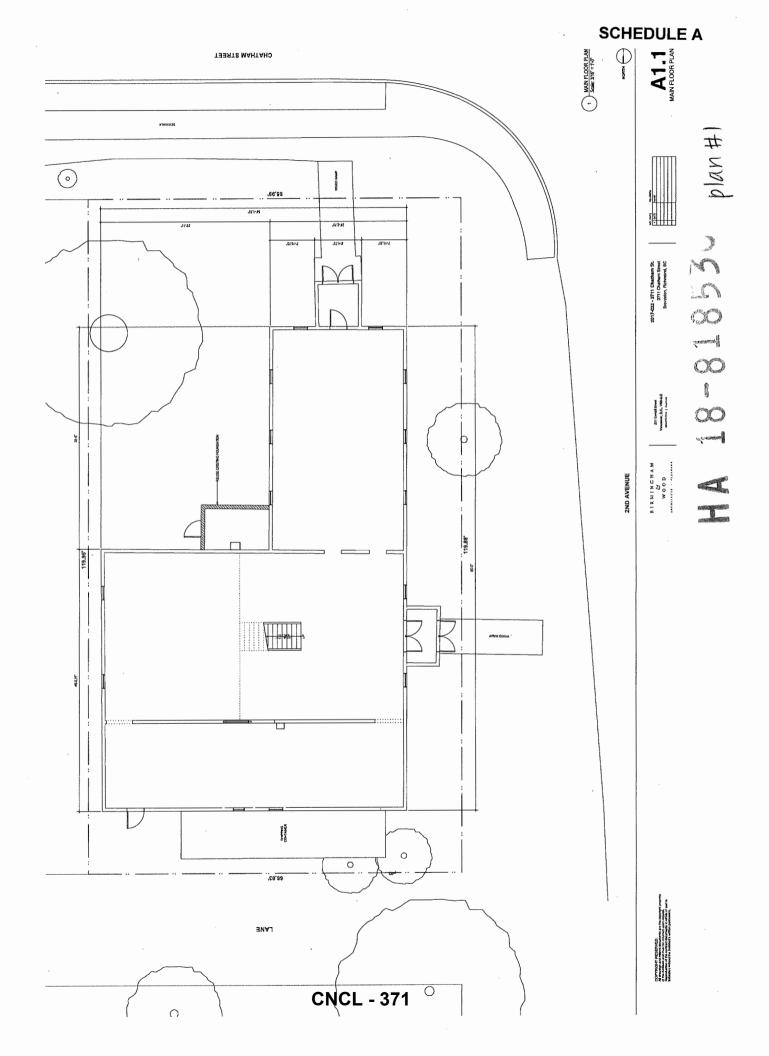
AUTHORIZING RESOLUTION NO. ISSUED BY THE COUNCIL THE DAY OF

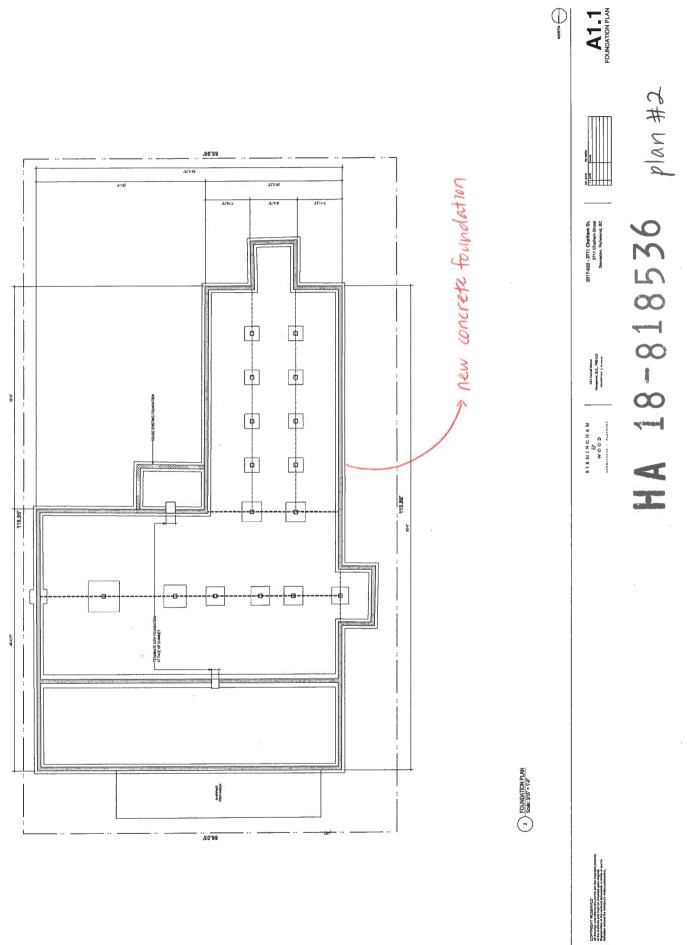
DELIVERED THIS DAY OF , 2018

MAYOR

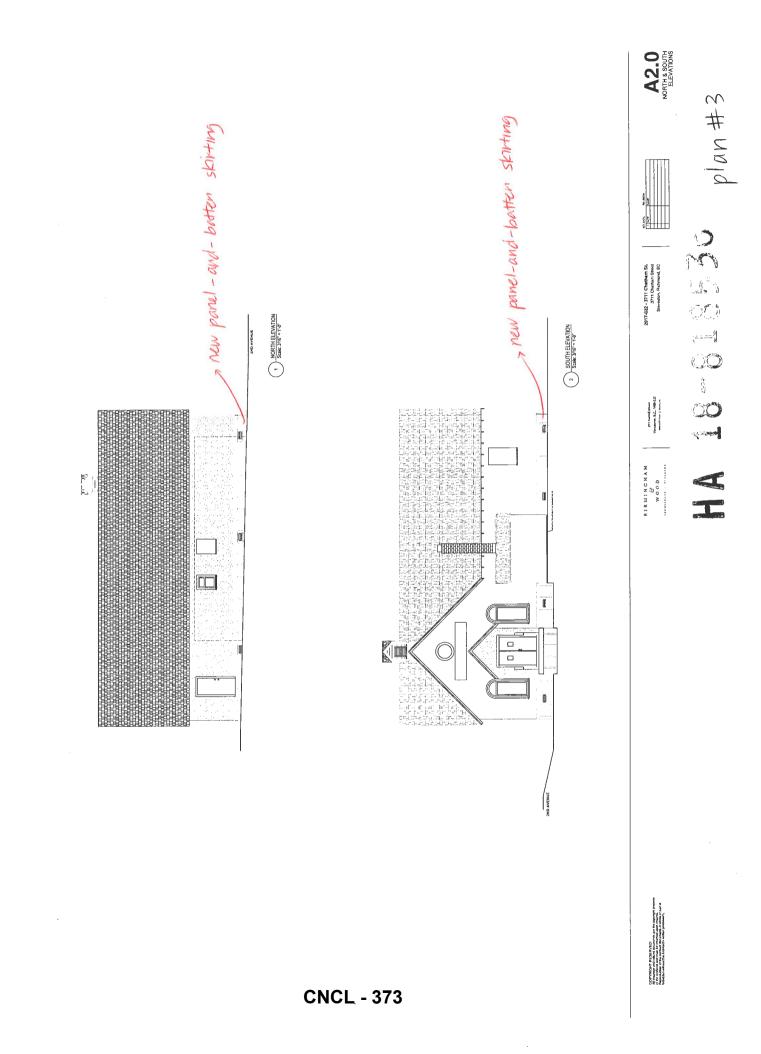
CORPORATE OFFICER

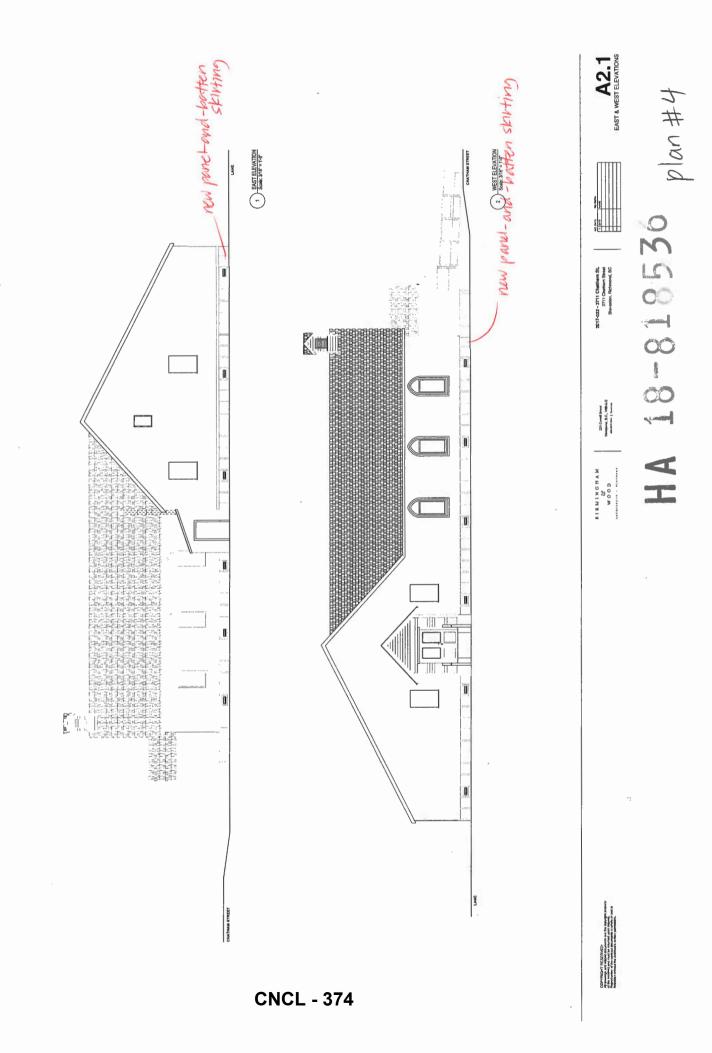
IT IS AN OFFENCE UNDER THE LOCAL GOVERNMENT ACT, PUNISHABLE BY A FINE OF UP TO \$50,000 IN THE CASE OF AN INDIVIDUAL AND \$1,000,000 IN THE CASE OF A CORPORATION, FOR THE HOLDER OF THIS PERMIT TO FAIL TO COMPLY WITH THE REQUIREMENTS AND CONDITIONS OF THE PERMIT.

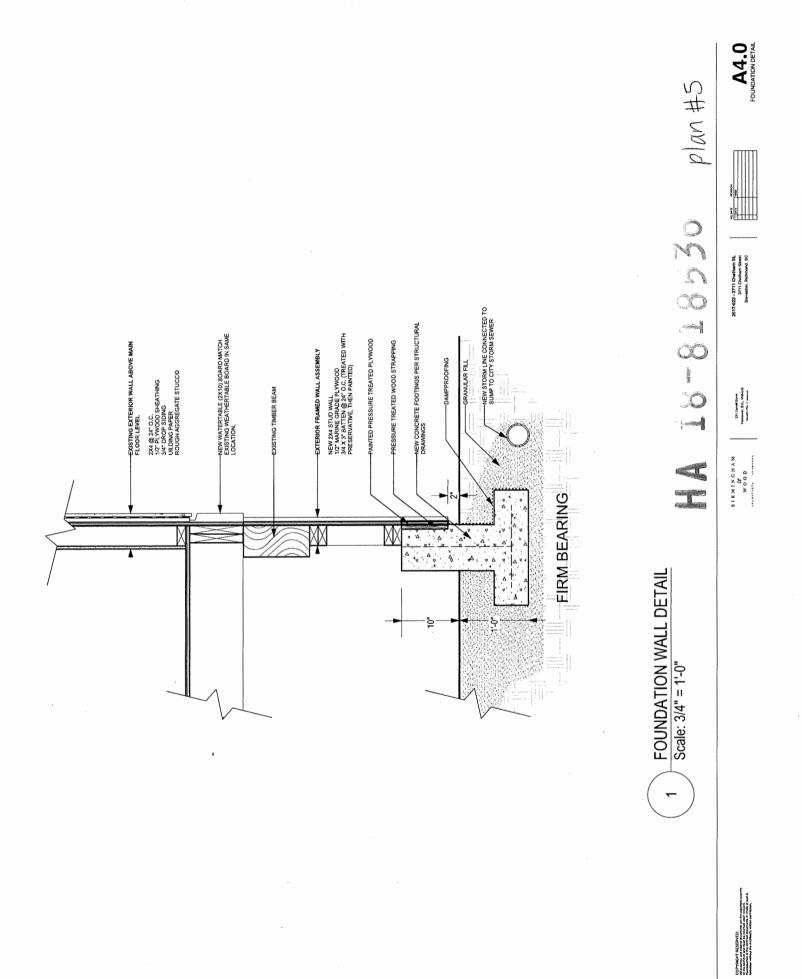




CNCL - 372









To: Planning Committee

From: Wayne Craig Director, Development Date: May 1, 2018 File: RZ 16-754305

Re: Application by Oris Developments (Hamilton) Corp. for Rezoning at 23200 Gilley Road (Parcel 1 Hamilton Village) from "Community Commercial (CC)" Zone to "Residential / Limited Commercial (ZMU35) – Neighbourhood Village Centre (Hamilton)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9764, to create the "Residential / Limited Commercial (ZMU35) – Neighbourhood Village Centre (Hamilton)" zone, and to rezone 23200 Gilley Road from "Community Commercial (CC)" to "Residential / Limited Commercial (ZMU35) – Neighbourhood Village Centre (Hamilton)", be introduced and given first reading.

Wayne Craig Director, Development (604-247-4625)

WC:mm Att. 7

REPORT CONCURRENCE								
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER						
Affordable Housing Parks Services Engineering Sustainability Transportation		pre Ercleg						

Staff Report

Origin

Oris Developments (Hamilton) Corp. has applied to the City of Richmond for permission to rezone a 1.46 ha. (3.61 acre) site at 23200 Gilley Road from "Community Commercial (CC)", create the new "Residential / Limited Commercial (ZMU35) – Neighbourhood Village Centre (Hamilton)" zone and the rezone it to permit a mixed-use development. The development consists of two buildings with a total of 225 units and 2,415 m² (26,000 ft²) of ground floor commercial space located above a partially below-grade parkade.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached.

Surrounding Development

The subject site is currently occupied by the Bridgeview Shopping Centre which includes a vacant grocery store and large surface parking lot.

To the North: Across Gilley Road, a four-storey, mixed-use building being constructed on a site zoned "Residential / Limited Commercial (ZMU29) – Neighbourhood Village Centre (Hamilton)" recently approved by Council (RZ 14-660663 and DP 15-716268) and four (4) single-family dwellings zoned Single Detached (RS1/F).

To the South: A subdivision of single-family dwellings fronting McColl Crescent zoned "Single Detached (RS1/B)".

To the East: Across Smith Crescent, the Hamilton Community Centre and Hamilton Elementary on sites zoned "School & Institutional (SI)".

To the West: The Queen Canal Corridor and a gas station site zoned "Gas & Service Stations (CG1)".

Related Policies & Studies

Official Community Plan/Hamilton Area Plan

The proposed development is consistent with the Official Community Plan (OCP) that designates the subject site as "NSC – Neighbourhood Service Centre" and is consistent with the Hamilton Area Plan that designates the subject site as "Neighbourhood Village Centre (Retail and Office with Residential Above 4 Storey 1.50 FAR)".

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing; where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the Local Government Act.

Analysis

Built Form and Architectural Character

The proposed project will occupy the entire south side of the block-long Gilley Road "High Street" in Hamilton Village. Rezoning (RZ 14-660663) and Development Permit (DP 15-716268) applications were recently approved by Council for a similar mixed-use building occupying half of the north side of the "High Street" and which is now under construction.

Building Form:

The project includes two (2) mixed-use, four-storey buildings as shown in preliminary plans in Attachment 2 and as follows:

- The two contemporary-style buildings are separated by an outdoor market square and the driveway leading to Gilley Road from a small 31-space surface parking lot.
- The east building will include 86 units and the west building will include 139 units; units are located in the south portion of the ground floor and the upper three floors of each building.
- There is a large parkade podium supporting the two buildings, the surface parking lot and common amenity courtyards for each of the buildings. The parkade is largely located below the raised grade of Gilley Road to the north, and is screened by landscaped areas sloping up from the other property lines.
- Gilley Road will be re-constructed and rise from its existing grade of approximately 1.0 m (3.3 ft.) at Westminster Highway to 3.4 m (11.2 ft.) to create a level interface between the street and market square and retail units at the centre portion of the block.
- The portions of the elevated parkade podium facing Queen Canal to the west, Smith Drive to east, and single-family subdivision to the south, have been addressed by landscaping that slopes up to near the top of the parkade podium.
- Along Gilley Road, there is a minimum setback of 1.5 m (4.9 ft.) from the back of the public sidewalk for the ground floor commercial units.

- The glass, brick and masonry clad ground-floor commercial units front the Gilley Road "High Street".
- There are large roof overhangs and lower awnings over the smaller commercial units that provide an attractive, sheltered pedestrian environment.
- The buildings step back above the commercial ground floor space; with the upper three (3) residential floors being set back an average of a further 3.0 m (9.8 ft.).
- The "L"-shaped east building and "U" shaped west building footprints encompass south-facing courtyards that provide substantial sun exposure and reduced building mass facing the existing single-family subdivision to the south.
- The residential portions of each building include façade articulation and sundecks on the upper floors.
- The most prominent northwest and northeast corners of each building facing Gilley Road are emphasized with the inclusion of raised sloping roofs.

Public Realm:

The proposed development provides for a varied public realm comprised of the following two (2) distinct components:

• *Gilley Road High Street:* Gilley Road will be reconstructed into a "High Street" compatible with the urban village environment as envisioned by the Hamilton Area Plan.

The proposed 3.35 m (10.0 ft.) wide public sidewalk on the south side of the street will be complimented with street trees and landscape strip. The proposed mixed-use building will be set back at a minimum of 1.5 m (5.0 ft.) with an on-site sidewalk to provide for a generous combined 4.85 m (15.0 ft.) wide pedestrian area that will extend for the length of the block.

• *Market Square:* An outdoor market square will be located adjacent to the proposed grocery store in the east building. The proposed market square includes an outdoor seating area with space for a possible outdoor market and Public Art work. The Gilley Road mid-block crosswalk will connect the proposed market square to the High Street Plaza being built in the above-noted Parcel 2 development to the north.

Existing Legal Encumbrances

There is an existing 6.0 m (20 ft.) wide statutory right-of-way (SRW) on the western edge of the site for a City watermain which will be maintained, with no encroachments permitted, after redevelopment of the site.

Transportation and Site Access

Development Access and Parking:

The development's main vehicular access is provided to the underground parkade via a driveway entering from Smith Drive. The parkade will contain the 359 residential parking spaces and 53 commercial parking spaces (14 of which will be shared as residential visitor spaces). There is a second driveway leading from Gilley Road to a surface parking lot with 31 commercial parking

spaces at the middle of the site (which will also be shared for residential visitor parking). There will be a covenant registered on title ensuring that all shared commercial/visitor spaces will remain free for visitor use and will not be allocated to specific tenants. The proposed parking meets the minimum requirements of Zoning Bylaw 8500. A restrictive covenant will be registered on title that ensures that the two (2) parking spaces within each of the 23 tandem parking arrangement pairs will be assigned to the same owner.

Westminster Highway:

The applicant will upgrade Westminster Highway to the ultimate standards at the Gilley Road intersection, including but not limited to, a new northbound and southbound left-turn lane, provision of on-street bike lanes, new curb, gutter and sidewalk.

Gilley Road High Street:

The previously approved Parcel 2 development on the north side of Gilley Road will reconstruct and raise this road to create the "High Street" envisioned under the Hamilton Area Plan. The subject Parcel 1 development is designed to be aligned with the re-built Gilley Road that will rise from the current 1.0 m (3.3 ft.) elevation at Westminster Highway to 3.4 m (12.0 ft.). The street will then slope down to near the existing grade to the east at Smith Drive. The complementary required works for the subject Parcel 1 development would include a 3.35 m (11.0 ft.) concrete sidewalk on the south side of the street with trees within a landscaped boulevard.

Smith Drive:

Along the entire development frontage with Smith Drive, the applicant will provide a new treed boulevard, concrete sidewalk, and on-street parking along the west side of the street. There will also be traffic calming elements including raised medians, curb extensions, and an enhanced pedestrian crossing at the existing crosswalk location near the southern limit of the development frontage.

McColl Crescent – Queen Canal Pathway:

The applicant will improve the existing pathway connection via a new 6 m (20 ft.) wide statutory right-of-way (SRW) between the existing City pathway in Queen Canal and the existing dedicated City pathway leading to McColl Crescent in the adjacent single-family neighbourhood. This City pathway will be constructed by the applicant and maintained by the City (see page 6 of Attachment 7).

South Pathway:

South Public Pathway: There will be a 1.5m (5.0 ft.) wide pathway running along the southern edge of the development from Smith Drive to the Queen Canal corridor. This on-site, private pathway will provide a connection to the rear of the surface parking lot and market square. There will be a SRW registered over the south pathway to secure public pedestrian and bicycle access with owner maintenance (see page 6 of Attachment 7).

Queen Canal Riparian Management Area

The City's existing Queen Canal Corridor abuts the west side of the subject site. This 20 m (66 ft.) wide corridor extends from Highway 91 to the south to the North Arm of the Fraser. It includes a City drainage canal, pathway and vegetation within a Riparian Management Area (RMA) that extends 15 m (48 ft.) outward from each side of the top of bank of the canal. The RMA includes all of the Queen Canal Corridor and extends into the development site.

The applicant has provided a report from a Qualified Environmental Professional (QEP) that provides recommendations for proposed riparian habitat enhancement has been reviewed by Sustainability and Parks staff (see map excerpt in Attachment 6).

Off-Site: Queen Canal Corridor:

On the basis of the QEP report and the previously approved habitat compensation for the Oris Parcel 2 project to the north, the applicant will undertake the following environmental enhancement work with the City's Queen Canal Corridor:

- Removal of waste, debris and invasive species.
- Retention of native shrubs and six Maple trees (also discussed below).
- Re-vegetation with natural successional species.

Under the Servicing Agreement for the subject development, City Parks Department will require additional native shrubs, grasses, and groundcover to be planted to complement RMA planting. There will also be re-gravelling of the existing pathway in the corridor.

On-Site Portion of RMA Queen Canal Corridor:

Existing areas of pavement and invasive species at the back of the existing shopping centre within the RMA will be removed and replaced with native vegetation. The detailed on-site planting prescription will be included within a further detailed QEP on-site report required as part of the Development Permit to be approved to the satisfaction of the City. There will be registration of a legal agreement with provisions for the purposes ongoing maintenance of the on-site portion of the RMA on the development site extending 15 m (48 ft.) eastward from the east top of bank of the Queen Canal. The agreement will provide for developer/owner to undertake the recommendations of the QEP Report (including native plantings, owner maintenance of works and plantings, a five-year maintenance period, and the ability of the City to enter into the area to undertake and/or maintain works and plantings if required in the future.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses 52 bylaw-sized trees on the subject property and 28 trees on City property.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments on the on-site trees:

- 39 trees located on the development site are in poor condition (previously topped, buried basal flare, sparse foliage) and in conflict with the development.
- Replacement trees should be specified at 2:1 ratio as per the OCP for a total of 78 replacement trees.
- 13 Black Pine trees near the south property line are to be retained.

On-Site Tree Replacement and Protection:

The applicant wishes to remove 39 on-site trees. The 2:1 replacement ratio would require a total of 78 replacement trees. The required replacement trees are to be of the minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

The applicant will also protect a Cedar hedge and 13 Black Pine trees on-site near the south property line, along with submission of tree survival security to the City in the amount of \$30,000 to be held for a term of three years after completion of the landscaping under the Development Permit.

Off-Site Tree Removal and Protection on City Property:

There are 28 trees on neighbouring City property which City Parks Department requires that the applicant address as follows:

- Seven Maple trees within the Queen Canal corridor are to be protected.
- 14 Maple trees within the Gilley Road allowance are to be removed to allow for construction of new road works. The applicant will be required provide compensation of \$18,200 to the City's tree compensation fund to allow for trees to planted on other City property.
- Seven Maple trees within the Smith Drive road allowance are to be moved to another location by the City Arborist or by a tree moving company to another location within the Hamilton Area as chosen by City Parks, at the developer's cost with a security for the cost of moving the trees to be provided to the satisfaction of the City prior to rezoning adoption.

Affordable Housing Strategy

The rezoning application was received in December, 2016, and is subject to the former City Affordable Housing Strategy which requires that apartment and mixed-use buildings with over 80 residential apartment units provide five percent of the building's total residential floor area within affordable housing units secured under a housing agreement as follows:

Unit Type	Number of Units	Minimum Unit Area	Maximum Monthly Unit Rent**	Total Maximum Household Income**
1 Bed	7	50 m ² (535 ft ²)	\$975	\$38,250 or less
2 Bed	8	69 m² (741 ft²)	\$1,218	\$46,800 or less

** May be adjusted periodically as provided for under adopted City policy.

Given this, the City's standard Housing Agreement will be registered on Title to secure a total 15 affordable housing units; the combined habitable floor area of which shall comprise at least five percent of each building's total residential building area within the development. The terms of the Housing Agreement shall indicate that they apply in perpetuity and provide for seven one-bedroom units and eight two-bedroom units dispersed throughout the development.

Amenity Space

Common Indoor Amenity Space:

The two proposed buildings each include $100 \text{ m}^2 (1,076 \text{ ft}^2)$ of common amenity space on the ground floor adjacent to each building's outdoor courtyard, meeting the OCP Development Permit Guidelines.

Common Outdoor Amenity Space:

The two proposed buildings each include large, south facing courtyards located on top of the buildings' common parkade podium. The total area of the outdoor amenity space will include approximately $1,567 \text{ m}^2$ (16,869 ft²) with the following elements:

- Large patios with seating.
- Play equipment.
- Outdoor garden plots.
- Shrubs, trees and grass areas.

Accessible Housing

To assist in ensuring accessibility is an option for residents, 135 of the 225 units are proposed to meet the Basic Universal Housing provisions within Zoning Bylaw 8500. The remaining units within the buildings will include the Aging-in-Place elements as specified within the OCP.

The above-noted specifications and units will be identified and reviewed during the Development Permit and Building Permit stages.

Public Art

The applicant will either make a Public Art contribution as provided by the City's Public Art Policy or prepare a Public Art Plan to provide Public Art elements within the development subject to review by the Public Art Advisory Committee. The estimated contribution is \$198,062. Provision of the Public Art contribution will be coordinated between the developer and the City's Public Art Coordinator.

Hamilton Area Plan Requirements

LEED Silver Development:

As required by the Hamilton Area Plan, the applicants will ensure that the development has been designed to achieve a sufficient score to meet the current Canadian Green Building Council LEED Silver score. This will require review from a LEED certified consultant which confirms that buildings have been designed at Development Permit stage and constructed at Building Permit stage to achieve LEED Silver certification or equivalent.

Amenity Contributions:

The applicants will provide community amenity contribution of \$49.50 per square meter $($4.60 \text{ per } \text{ft}^2)$ of the total residential floor area of the project as required under the Hamilton Area Plan for the City's proposed community amenities (e.g., community centre, library, police office, etc.). The estimated contribution is \$1,008,550.

Other Legal Agreements

The Rezoning Considerations for the proposed development also include the following legal agreements to be registered on Title:

- *Mixed-Use Building Noise Covenant:* Registration of a restrictive covenant on Title that identifies the building as a mixed-use building and requires that it be designed and constructed in a manner that mitigates potential noise from commercial uses to the proposed dwelling units.
- *Neighbourhood Public House Use Covenant:* Registration of a restrictive covenant on the Title that restricts this use to the ground floor, requires its outdoor public entrance on Gilley Road, and advises other owners of this possible use within the building.

Major Elements to be Addressed at the Development Permit Stage

Development Permit (DP) approval to the satisfaction of the Director of Development is required prior to rezoning adoption. In advance of the DP Panel review of the application, the following significant aspects of the proposal have been identified to be addressed:

- Additional vertical and/or horizontal articulation needs to be added to the rooflines of the east and west buildings respectively facing Smith Drive and the Queen Canal corridor.
- Additional articulation needs to be added to the long straight top edge of the parkade podium facing the Queen Canal corridor.
- Stepping back of the upper floor(s) of the south end of the wings of each building should be considered, with particular attention to the building wing at the southeast corner of the site.
- The grade difference between the ground floor of the buildings and Smith Drive to the east and the Queen Canal corridor to the west should be refined; with the objective of achieving a comfortable height transition, adequate landscape screening of the parkade and application of CPTED principles.

Site Servicing and Frontage Improvements

In addition to transportation and frontage improvements discussed above, the City's Engineering Department has determined the scope of upgrades to existing services to service the proposed development to be undertaken by the applicant, as identified in the Rezoning Considerations (Attachment 7).

Financial Impact or Economic Impact

The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

The proposed development will constitute the largest mixed-use development envisioned under the Hamilton Area Plan. This development will complete the south side of the Gilley Road "High Street" at the centre of the proposed Hamilton Village Centre. There would also be improvements to the natural environment surrounding the Queen Canal as envisioned under the Hamilton Area Plan.

The proposed development will also assist in funding the future community amenities as provided under the Hamilton Area Plan.

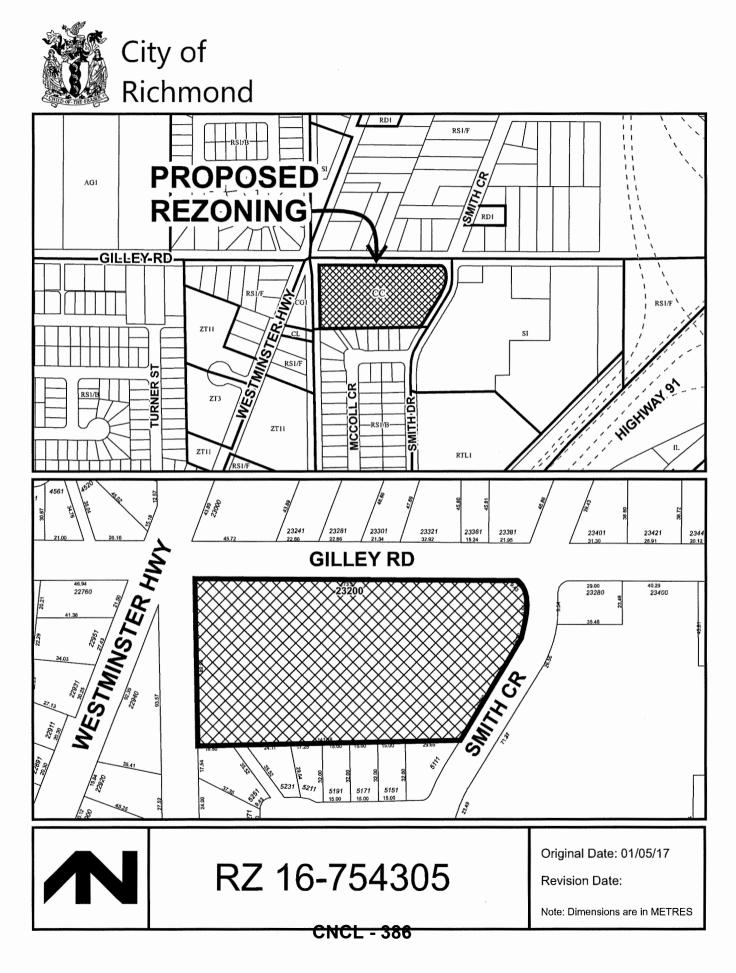
It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9764 be introduced and given first reading.

Mark McMullen Senior Coordinator - Major Projects (604-276-4173)

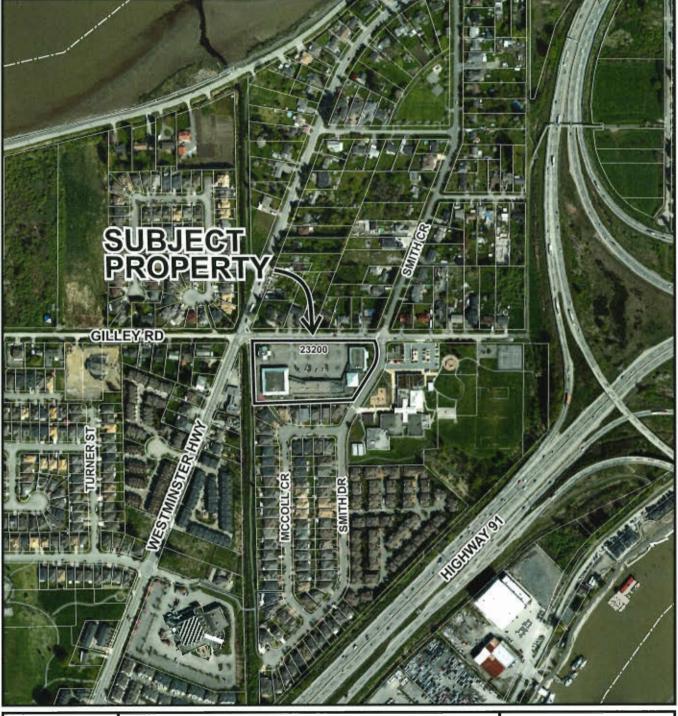
MM:blg

Attachment 1: Location Map Attachment 2: Conceptual Development Plans Attachment 3: Development Application Data Sheet Attachment 4: Hamilton Area Plan Land Use Map Attachment 5: Tree Survey Attachment 6: Map of Queen Canal Corridor Riparian Management Area Attachment 7: Rezoning Considerations

ATTACHMENT 1







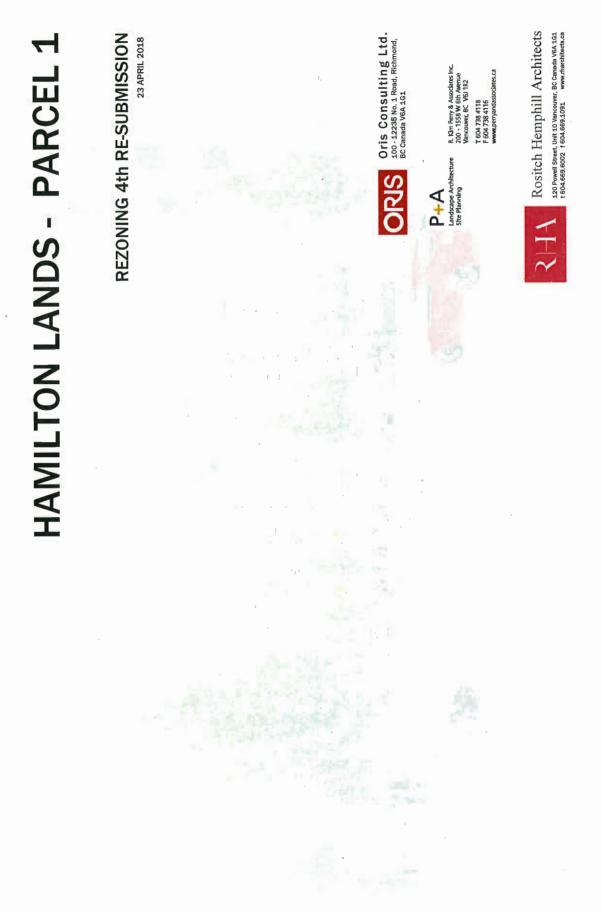


RZ 16-754305

Original Date: 01/05/17

Revision Date: 01/09/17

Note: Dimensions are in METRES



ATTACHMENT 2





Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

Design Character Rezoning 4th Re-Submission

DATABASE: Project no: Plot date: Scale:

1626 23 APRIL 2018 1" = 40'-0"

-









1.2

Design Character Rezoning 4th Re-Submission

PROJECT: Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC



Rositch Hemphill Architects 120 Powell Steet. Unit 20 Vancouver, BC Canada V6A 161 1604.6895.0027 1604.689.1091. www.maniluet.ca





DATABASE: PROJECT NO: 1626 PLOT DATE 23 APRIL 2018 LOT DATE 23 APRIL 2018 1°-40-0"

ORS

Design Character Rezoning 4th Re-Submission

Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC



PARLECT: Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

1" = 40'-0"

120 Powell Street, Unit 10 Vancouver, BC Canada V6A 1G1 t 604.669.6002 1 604.669.1091 www.rharchitects.ca



CNCL - 394

1" = 40'-0

SCALE

Rezoning 4th Re-Submission

Parcel 1, Mixed-Use

120 Powell Street, Unit 10 Vancouver, BC Canada V6A 1G1 t 604.669.6002 f 604.669.1091 www.rharchitects.ca







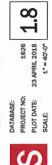
PREVING TILE: Acrial View NW Rezoning 4th Re-Submission

PROJECT: Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

Rositch Hemphill Architects 120 Powell Street Unit 10 Vancouver, BC Canada VEA 101 1604.669.6002 1604.669.1091 www.marchitects.ca

214







PRAWING TILE: Aerial View NW Rezoning 4th Re-Submission

PROJECT: Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

Rositch Hemphill Architects 120 Powell Street, Unit 10 Vancouver, BC Canada V6A, 131. 1400 4669,6002 16004669,1031. www.marchitect.ca





ORANSE PROBETING PLOTDATE 22 APPRIL 2018 COLE 1-40-07 SCALE 1-40-07

> DRAWING ITTLE: Aerial View NW Rezoning 4th Re-Submission

PROJECT: Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

Rositch Hemphill Architects 220 Powell Street, Unit 10 Vancouver, BC Canneda V6A 1G1 1004 G8590002 1004 G824 J031







PREVNING THE: Aerial View NW Rezoning 4th Re-Submission

PROLECT: Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

Rositch Hemphill Architects 120 Powel Street, Unit 10 Vancouver, BC Canada VeA, 101, 1404 Canada VeA, 101, WW., Inscribitecto.ca



				*Total	£.	FAR Exclusions	Suc	Net Floor		Min.		No of Unit	No of Unit Rec Parking	Visitor
Parcel 1	Net Site Area	Area GFA (<i>sf</i>) GFA (<i>sf</i>)	GFA (<i>sf</i>)	Residential/ Commercial GFA (sf)	BUH Total Floor Area	Stairs & Elev shaft	Mech / Elec Rooms	Area for FAR	FAR	Indoor Amenity	Amenity FAR	(average unit size 940 sf)	Required (1.5 car/unit)	Parking Required (0.20 car/unit)
Bldg A East		16,000	86,630	101,554	1,040	1,576	1,076	97,862	0.62	1,076		86	129	17
Bldg B West		10,000	132,620	141,544	1,660	1,576	1,076	137,232	0.87	1,076		139	209	28
Total	156,952	26,000	219,250	243,098	2,700	3,152	2,152	235,094	1.51	2,152	0.01	225	338	45
				* Indoor Amenity Deducted	Deducted				8	j.				

Building A (East)

Parcel 1 Parking Stats

							General	Grand Cloor Area / CE	/cc/						
	Type	No. of Units	s ByLaw Rate	Stall Required	Stall Provided		Grocery	Cerv Mag	Residential	Total GFA	# of units	Site Coverage			
Parcel 1	Residential	225	1.5	331	359	Level 1	Ē	16,000	12,064	28,064	Ħ	32,273			
					AS (channed ut)	Level 2			11,724	11,724	12				
	Res. Visitors	225	0.2	45	commercial statis	Level 3			24,571	24,571	25				
			3/100m2 (1076 sf) un			Level 4	1		24,571	24,571	25				
	Commercial	26000	to 350m2, then	84	84	Level 4b			13,701	13,701	13				
			4/100m2 (1076 sf)			Total	1	16,000	86,630	102,630	86				
Total				415	443										
C						Building B (West)	B (West)								
Burding A		No. of BUH	Building B		No. of BUH		Gross F	Gross Floor Area (SF)	(SF)						
Basis Universal Housing	lousing	Units	Basic Univ	Basic Universal Housing	Units		Retail	tail	Residential	Total GFA	# of units	Site Coverage			
INTER DILL 10		•	I Init A	BITU 18	2	Level 1	-	10,000	28,715	38,715	28	43,360			
THUNG WIND		n		07 100		Level 2			27,260	27,260	30				
Unlift B BUH, 1B+D	q	80	Unit A1 BUH, 1B	UH, 1B	4	Level 3			34,129	34,129	37				
UNA 81 BUH. 18+D	Qt	4	Unit B B	Unit B BUH, 18+D	32	Level 4			34,129	34,129	37				
0						Level 4b	_		8,388	8,388	7				
UC 80H, 28+D	d+D	9	Unit B3 B	Unit B3 BUH, 18+D	00	Total	-	10,000	132,620	142,620	139				
Unit C BUH, 2B		3	Unit B4 B	Unit B4 BUH, 1B+D	4	Total	26	26.000	219.250	245.250	225	75.633			
Unit CL BUH, 2B		4	Unit C B	BUH, 2B	20	1-24-2					Outde	Outdoor Amenity :			
Unit C2 BUH, 2B		4	Unit D4 BUH, 2B	IUH, 2B	00	(BUH Floor Area, Mer	FAK EXCLUSIONS BUH Floor Area, Mech, Elec, Stainwell, Elev Shafts)	Stainwell, Be	v Shafts)	8,004 F	Ft ²			Required Ft ²	
Unit D1 BUH, 28+D	0+	e	Total BUH	61%	. 83	Net Floor	Net Floor Area for FAR	8			•••	Common Resident Outdoor space		14,532.75	
Unit D3 BUH, 2B+D	Qt	4	- the state	the states denotes of 0.40 EAO must be income	and incontract to a second real	Gross Site Area	e Area				1	(6m2 (64.59sf) per unit)		Mary 6 Actor	
Unit E BUH, 2B+D	q	7	1.5 FAR with th	The allocation of or or softwarms are increased to a maximum 1.5 FAR with the provision of amenities or amenity contributions as resourced under Objective 12:	amenity contributions as	Road Dedico	Road Dedication (East PL) + Site Area	st PL)		568 F	Ft Area (3r	Area (3m2 (32.29sf) per unit)	0	(500m2)	
Unit E1 BUH, 28+D	Q+	3	 the maximum height is adjacent street grade; 	the maintum height is 4 storess and 17.0 m (55.8 ft.) above the adjacent street grade;	m (55.8 ft.) above the	FAR						Min. Private Resident Outdoor space	6m2 (6	6m2 (64.59sf) /unit	
Unit E3 BUH, 2B+D	Q+	e	 building serbac of 6.0 m (19.7 	building setbacks from property lines are to be generally a minimum of 6.0 m (19.7 (t.) on Westminster Hidtway, averaging 2.0 m (6 6 ft.	o be generally a minimum v. averaging 2.0 m (6 6 ft.	_	NDOOR AMENITY (FAR Bonus)	AR Bonus)				(6m2 (64.59sf) per unit)			
Total BUH	61%	52	on the Gilley High Street 19.7 ft.) on other streets	on the Gilley High Street and between 3.0 m to 6.0 m (9.8 ft. to 19.7 ft.) on other streets:	m to 6.0 m (9.8 ft. to		MIN. INDUOK AMENI IY Lot Coverage	×		50%	Parking Stall	Parking Stall Sizes Summary			
*			EK ve	ad all a				1997	Dida A East (Nat David and		2	Standard Cars Small Cars	5 HC	Tandem (Fulsize)	Tota
Affordable Housing	Floor Area (SI)	No. of Units	Floor Area Res. NFA	-	ing Roor Area (Sf)	No. of Units	Floor Area	RES.NFA	86,630 sf Net Res. Area - deductions (4,477 sf) = 82,153 sf	ns (4,477sf) = 82,153 sf	Parcel 1 Res.	245 87	4	73	22
									5% of 82.153 sf = 4.108 sf						L

Total 329 35 43 disize DATABASE: 26 3 m 24% 21 108 3 Se Parcel 1 Comm. 5% of 82,153 sf = 4,108 sf 168 **b West (Ner Residential)** 132,520 sf Mer Res, Aria - deductions (4,922sf) = 127,638 sf 5% of 127,638 sf = 6,385 sf 6,389 sf 6,370 sf 592 m2 2,224 sf 4,165 sf 556 833 Unit A BUH, 18 Unit C BUH, 28 Total Area (SF) Total Area (M2) 1,668 sf 2,454 sf 4,122 sf 383 m2 380 m2 556 818 Unit A BUH, 18 Unit CJ BUH, 28 Total Area (SF) Total Area (M2)



Rositch Hemphill Architects 220 Powell Street, Unit 10 Vancouver, BC Camada V6A 161 1624 1683 0002 1 (2004,6883,1094 www.marchiteck.cm

Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

DRAWING TITLE: Stats Rezoning 4th Re-Submission

ORIS

DATABASE: STATS PROJECT NO: 1626 PLOT DATE: 23 APRIL 2018 SCALE:

Small & Tandem Cars 110 21

Shared

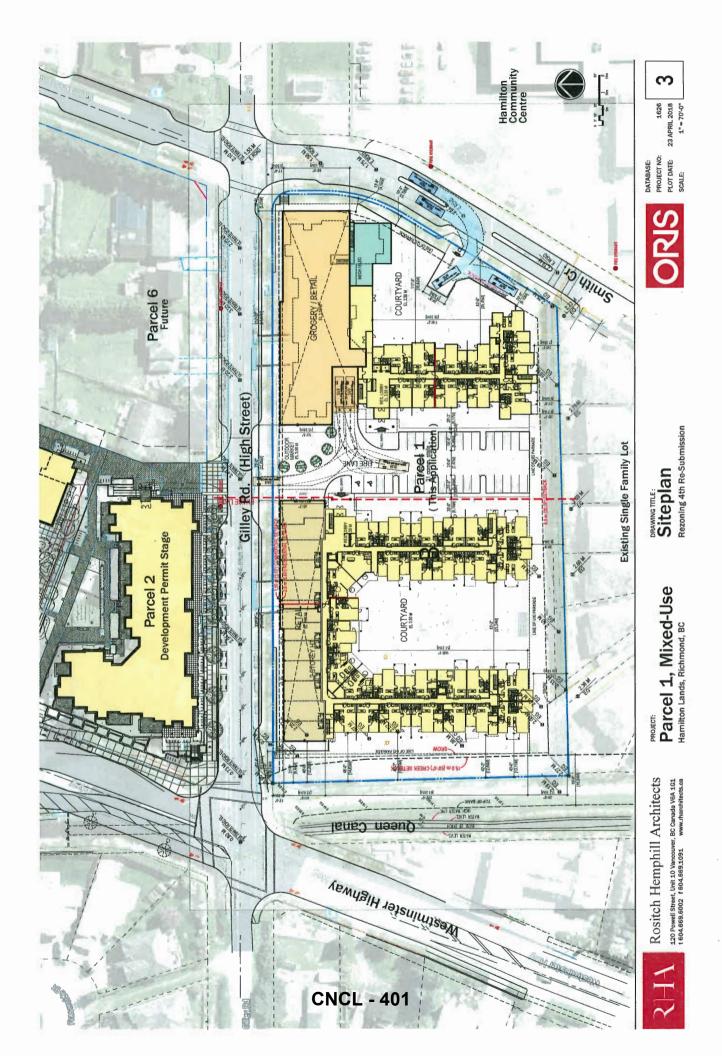
30%

\$

6m2 (64.59sf) /unit

Provided Ft²

16,869.00

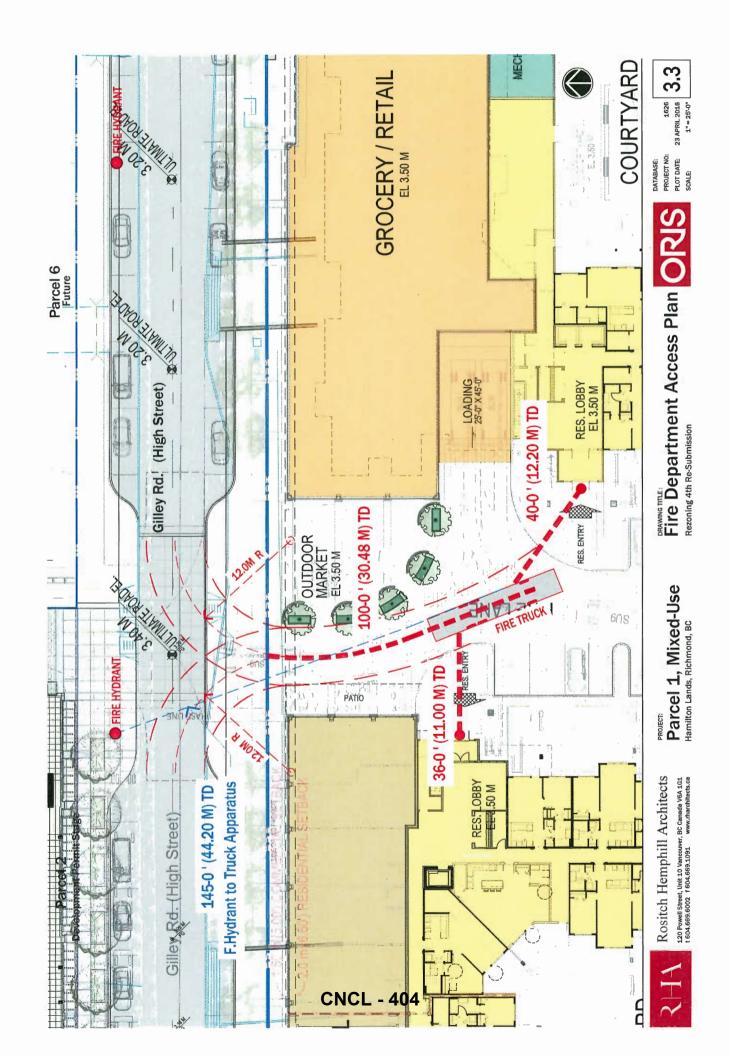




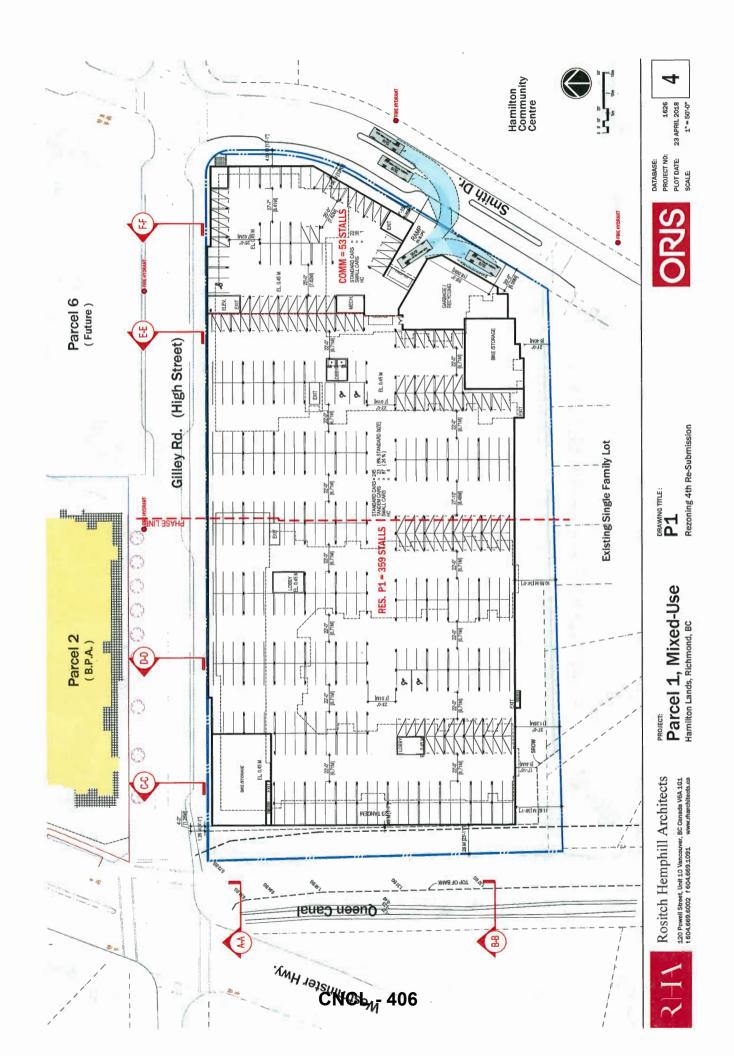


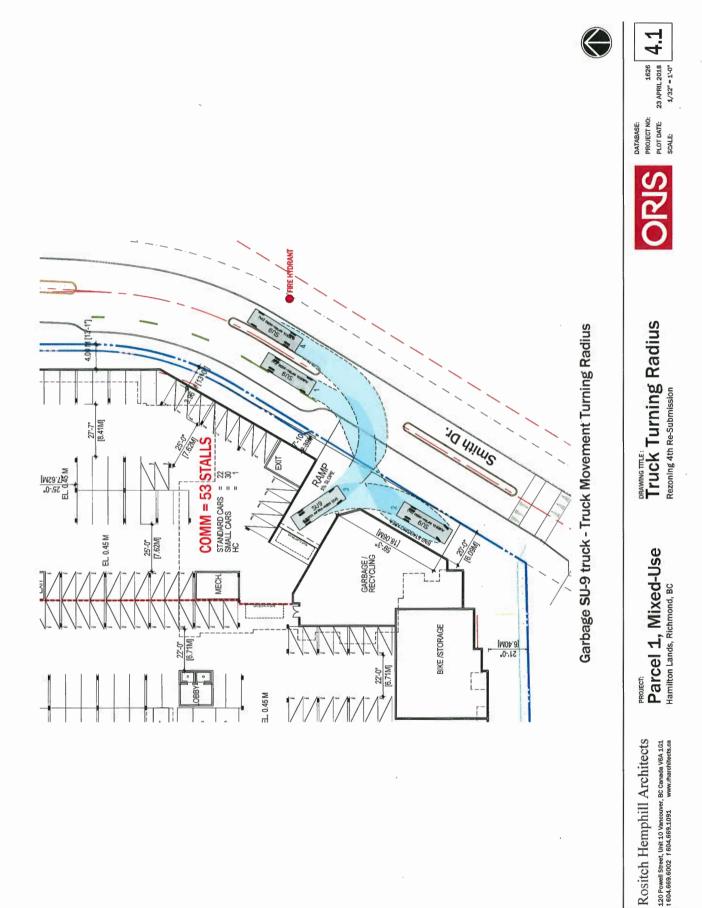
CNCL - 403

10

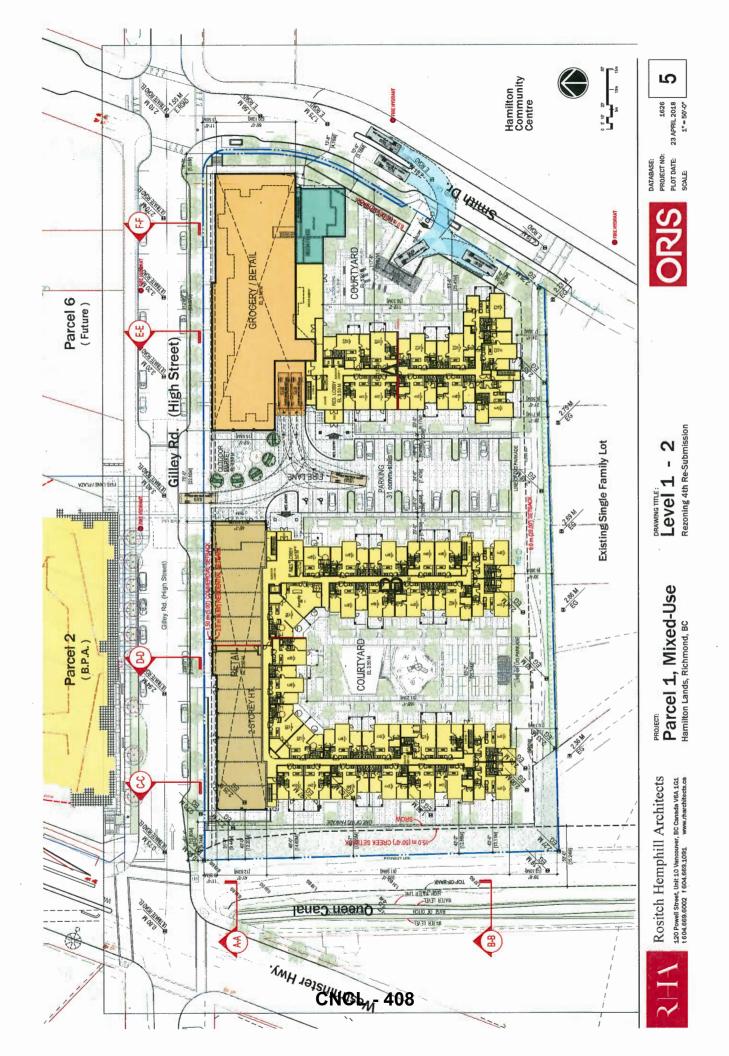


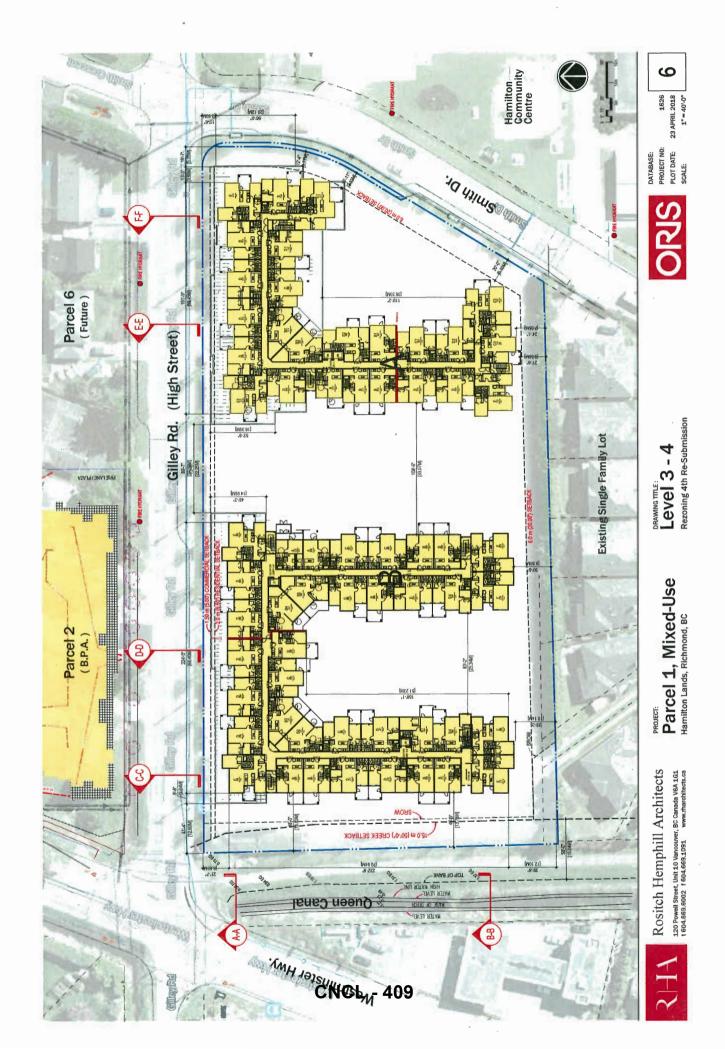


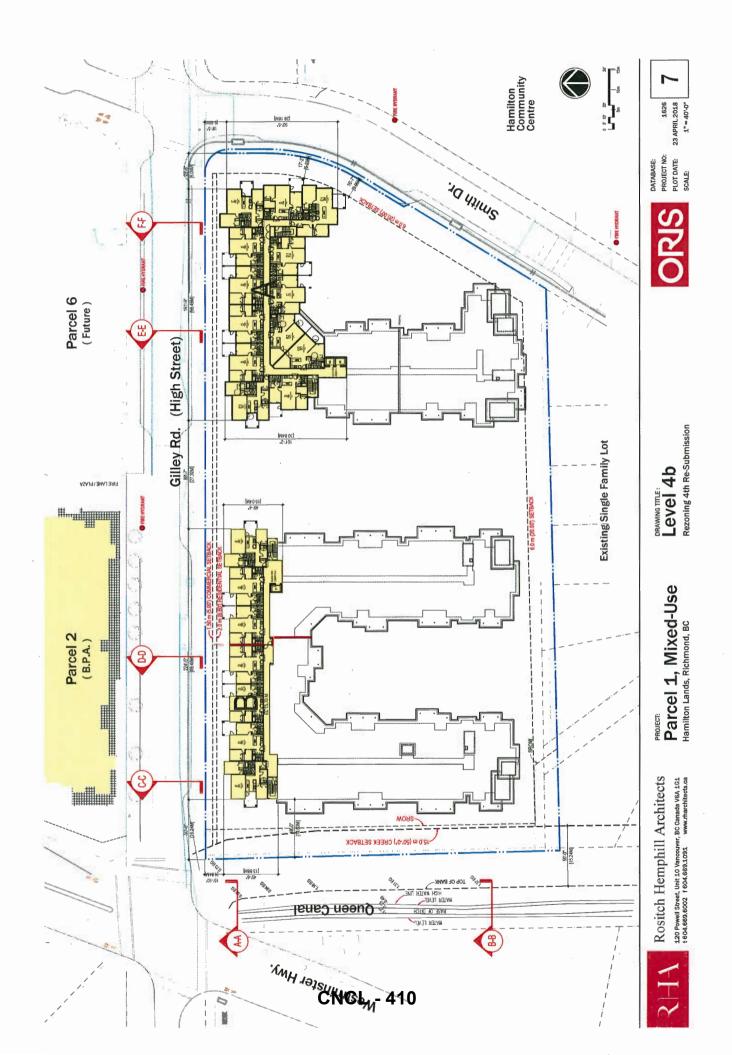




HA RG







5 Mar 10





00

DATABASE: PROJECT NO: PLOT DATE: SCALE:

ORS

DRAWING TITE: Streetscape Rezoning 4th Re-Submission

PROJECT Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

Rositch Hemphill Architects 120 Powel Steet, Unit 10 Vancouver, BC Canada V&A 101. 1004 (699,0002 1904, 699,1091.

 $1^{\circ} = 40^{\circ}0^{\circ}$

SKETCH

1. Gilley Road (High Street - Elevations)





DRABASE. SKETCH PROJECTINO: 1626 PLOT DATE. 23 APRIL 2018 SCALE: 1-25-0"

> DRAWING TITE: Streetscape Rezoning 4th Re-Submission

PROJECT: Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

Rositch Hemphill Architects 220 Pewel Street Unit 10 Vanceuver, BC Canada V6A 1021 1604 6695 6002 7 604,685.1092 www.fmechitect.ca







PROJECT NO: PROJECT NO: PLOT DATE: 23 APRIL 2018 SCALE: 1"-25-0"

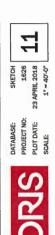


prawing TTLE: Streetscape Rezoning 4th Re-Submission

PROJECT Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

Rositch Hemphill Architects 120 Powell Street, Unit 10 Vancouver, BC Canada V6A 1G1 14004.663.6002 f 604.665.1091 www.marchitect.ca





DRAWING TITLE: Streetscape Rezoning 4th Re-Submission

PROJECT: Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

Rositch Hemphill Architects 120 Powel Street Unit 10 Vanceuver, BC Ganada VeA.1G1. 1604 (663-6002 / F004-663-1031. www.fnarchitech.cn













Building A - Gilley Road Elevation



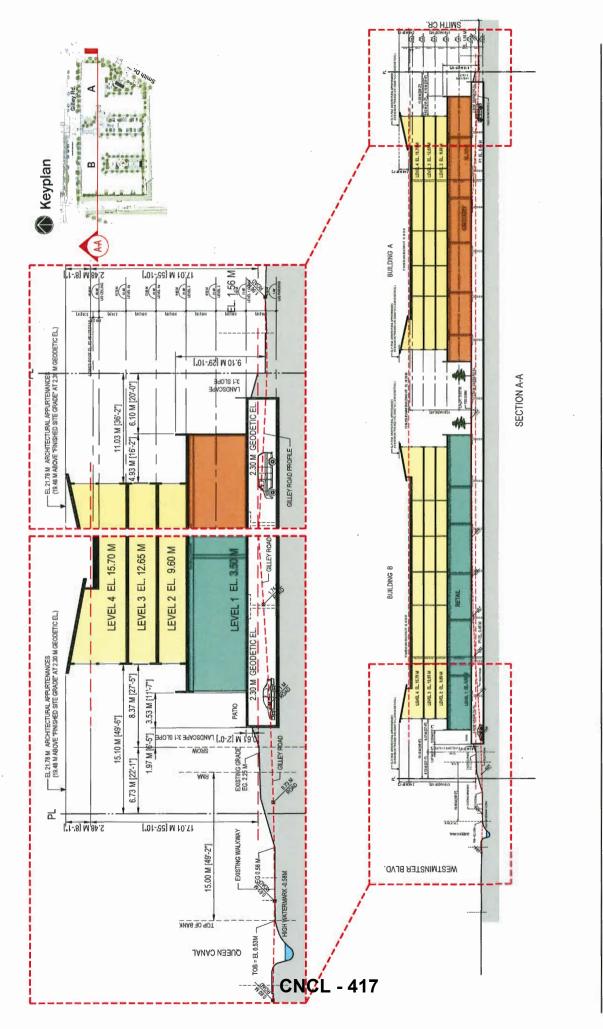
DRAWING TITLE: Streetscape Rezoning 4th Re-Submission

PROLECT: Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

Rositch Hemphill Architects 120 Powell Street, Unit 10 Vancouver, BC Canada V6A 101 14004.069.0002 1 604.0651091 www.narchitect.ca







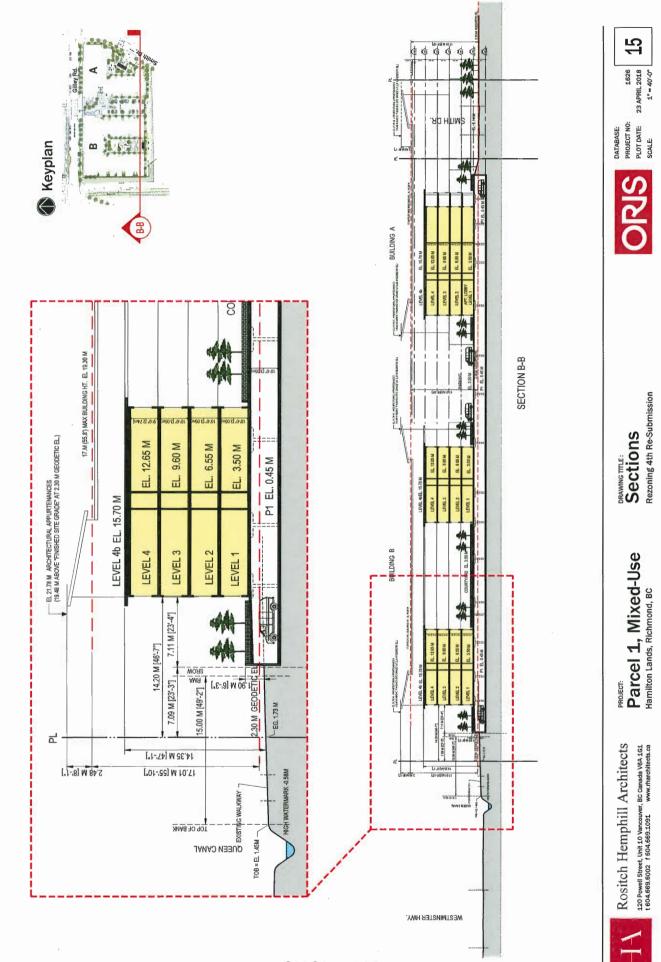
PARASE: PROJECT NO: 1628 PLOT DATE: 23 APRIL 2018 SCALE: 1"- 40-0"

> DRAWING TITLE: Section Rezoning 4th Re-Submission

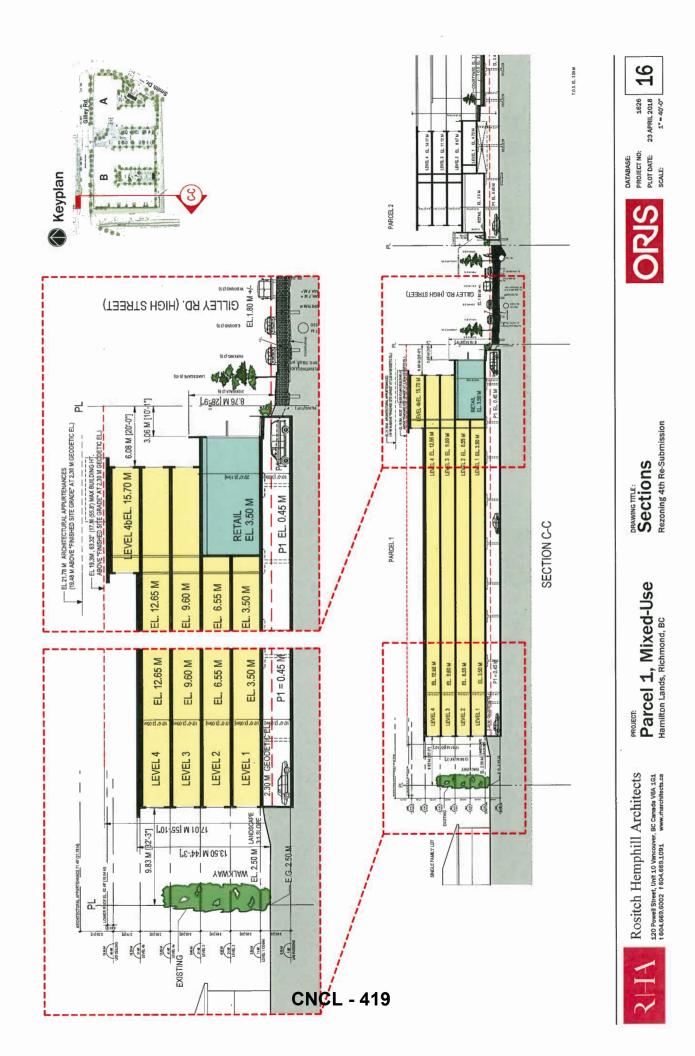
PROJECT: Parcel 1, Mixed-Use Hamilton Lands, Richmond, BC

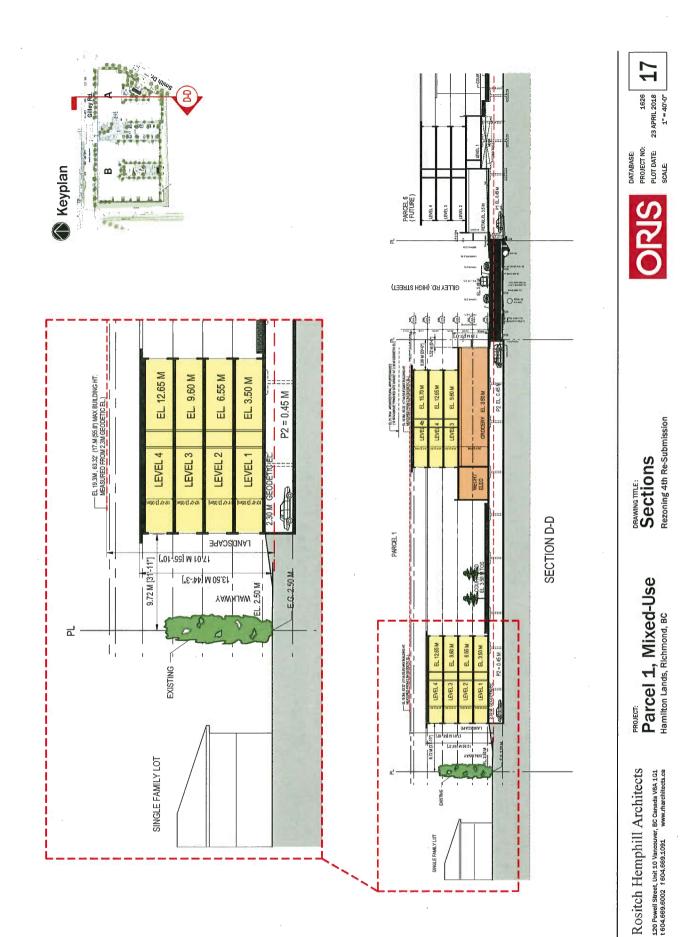
Rositch Hemphill Architects 120 Powel Street Unit 10 Vancourse, BC Canada VAA 151, 1604 669,0022 1604,699,1031

YHY

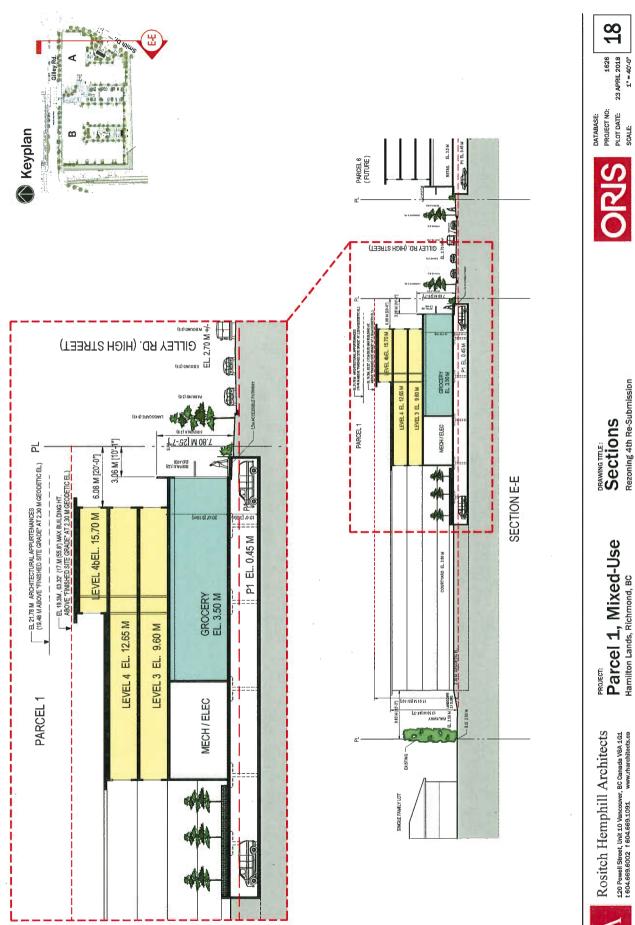


CNCL - 418

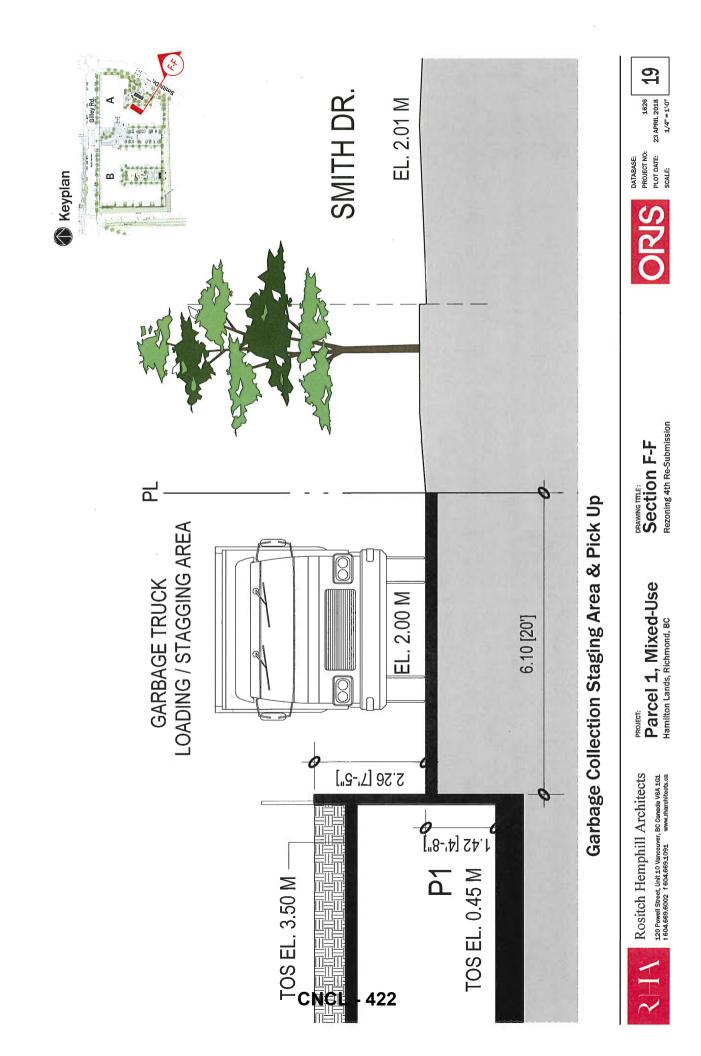


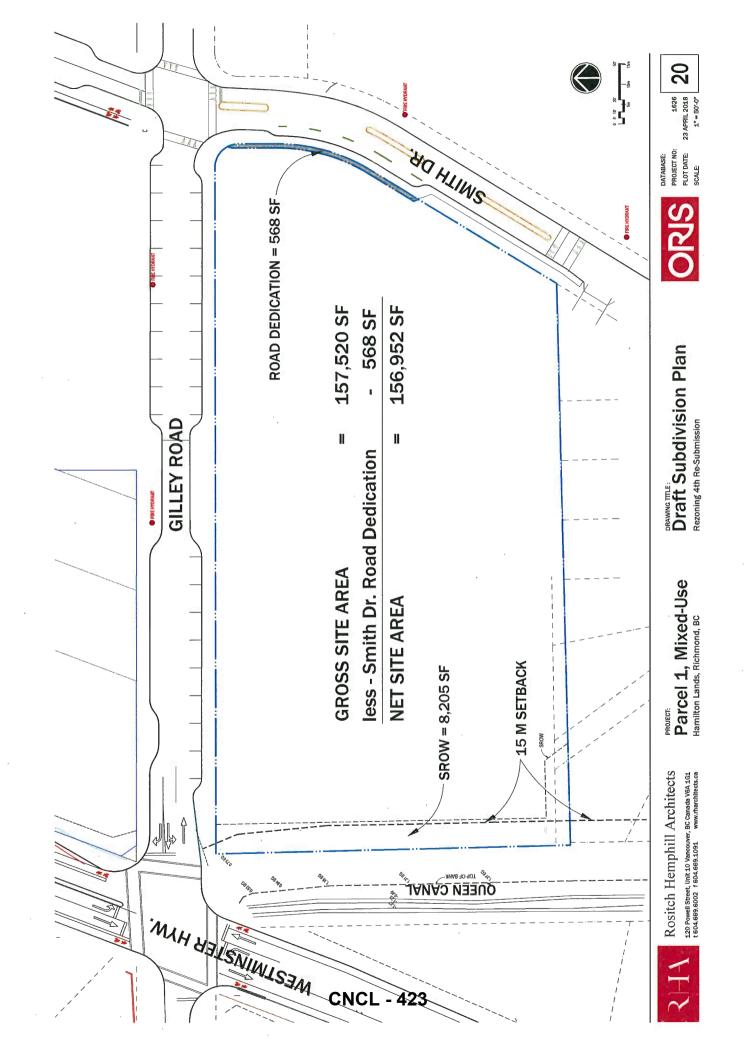


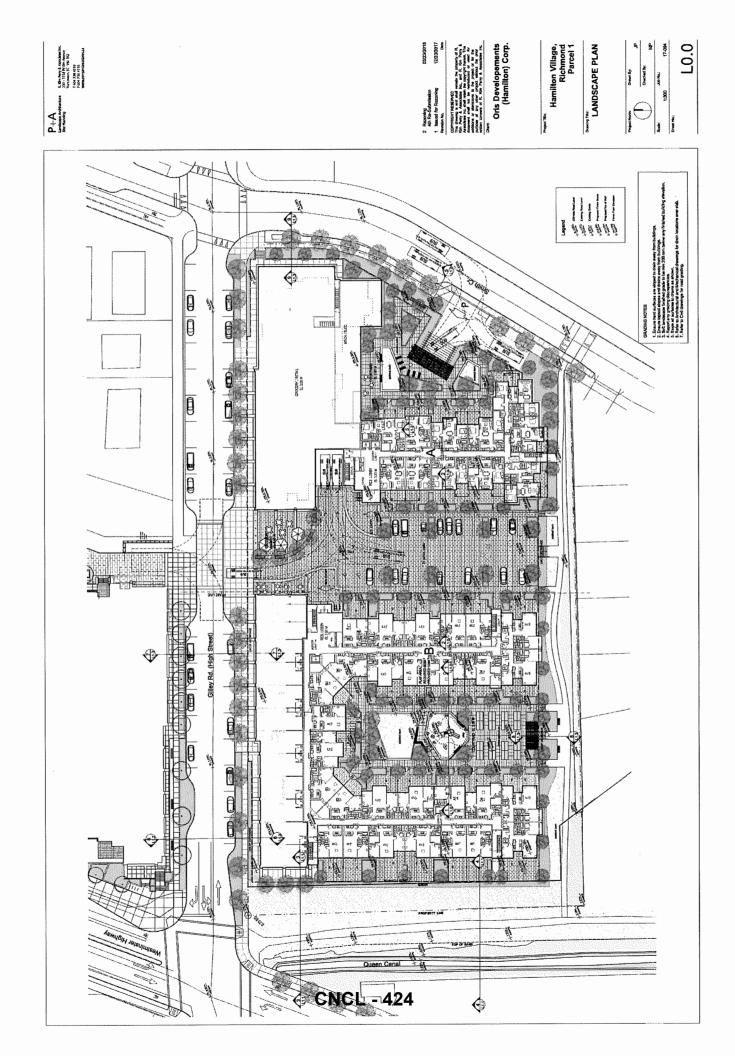
YH4

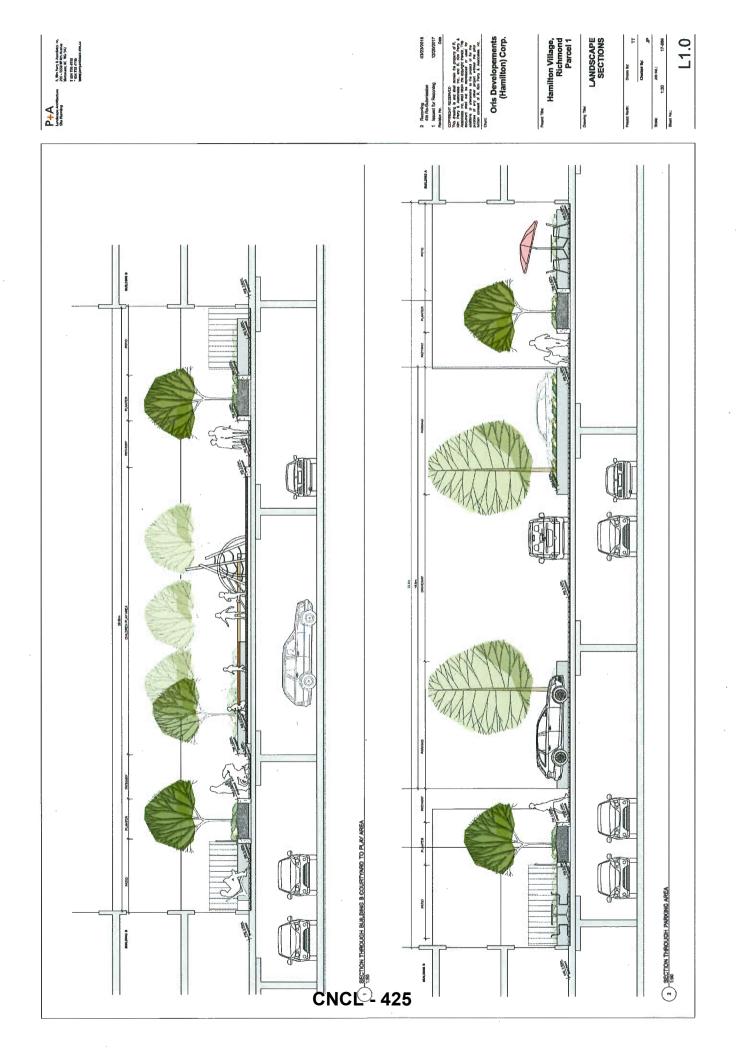


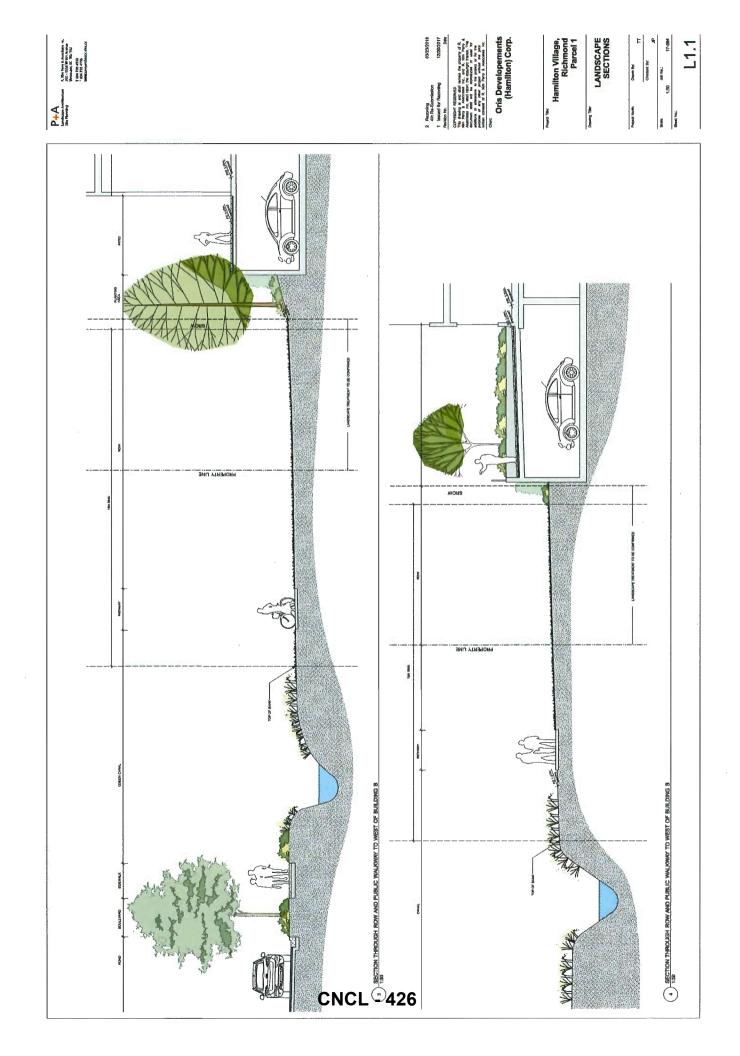
Rezoning 4th Re-Submission

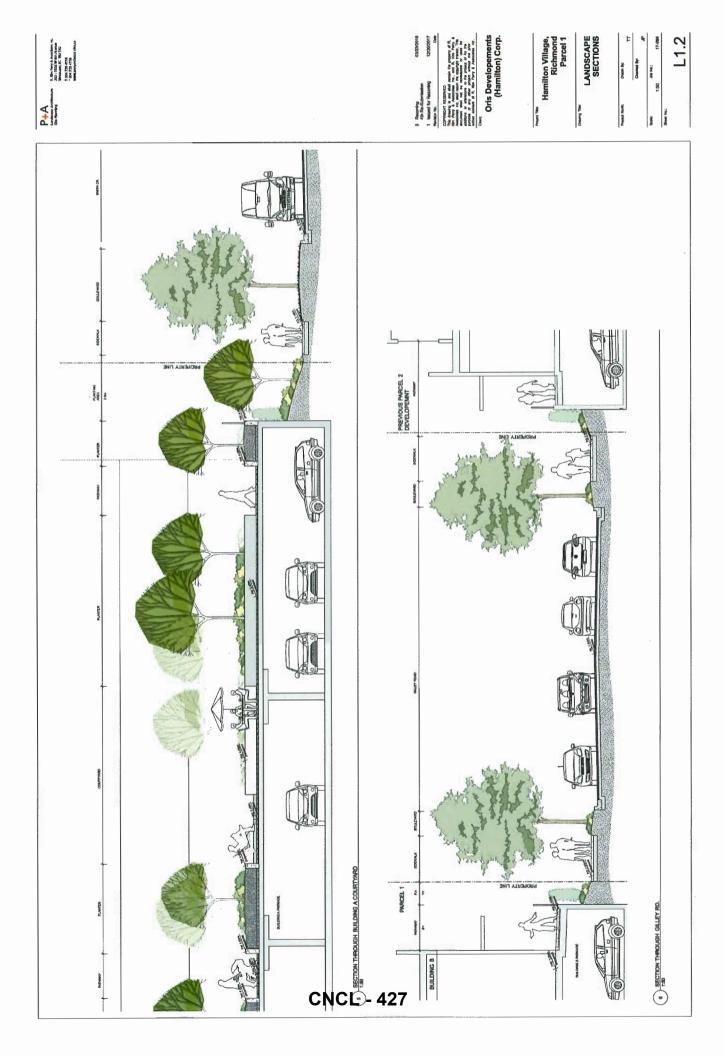


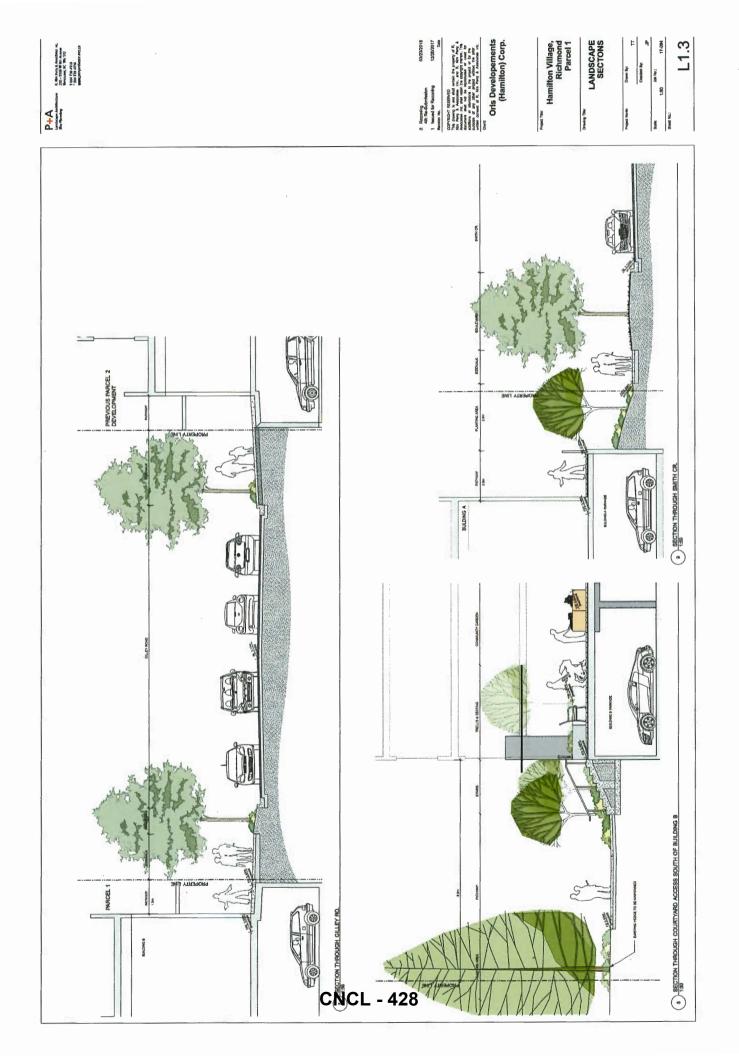














Development Application Data Sheet

Development Applications Department

RZ 16-754305

Attachment 3

Address: 23200 Gilley Road

Applicant: Oris Developments (Hamilton) Corp.

Planning Area(s): Hamilton

	Existing	Proposed
Owner:	Elashi Developments Ltd. & Aman Developments Ltd.	Oris Developments (Hamilton) Corp.
Site Size (m ²):	14,634 m ²	14,581 m ²
Land Uses:	Commercial	Mixed Use
OCP Designation:	NSC – Neighbourhood Service Centre	NSC – Neighbourhood Service Centre
Area Plan Designation:	Neighbourhood Village Centre (R etail and Office with Residential Above 4 Storey 1.50 FAR)	Neighbourhood Village Centre (Retail and Office with Residential Above 4 Storey 1.50 FAR)
Zoning:	Community Commercial (CC)	Residential / Limited Commercial (ZMU35) – Neighbourhood Village Centre (Hamilton)
Number of Units:	None	225

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 1.5 FAR plus 0.10 FAR for amenity space	1.5 FAR plus 0.01 FAR for amenity space	none permitted
Buildable Floor Area (m ²):*	23,330 m²	22,041 m²	none permitted
Lot Coverage (% of lot area):	Building: Max. 55%	Building: Max. 50%	none
Lot Size:	12,000 m²	14,581m²	none
Lot Dimensions (m):	Width: 80 m Depth: 80 m	Width: 80 m Depth: 80 m	none
Setbacks (m):	Gilley Rd: Min. 1.5 m Smith Dr: Min. 3.0 m West Side: Min. 6.0 m South Side: 6.0 m	Gilley Rd: Min. 1.5 m Smith Dr: Min. 3.2 m West Side: Min. 9.4m South Side: 6.5 m	none
Height (m):	17 m & 20 m for localized architectural elements / raised roofs	17 m & 19.3 m for localized architectural elements / raised roofs	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	1.5 (R) and 0.20 (V) per unit	1.5 (R) and 0.20 (V) per unit	none
Off-street Parking Spaces – Total:	415	443	none
Tandem Parking Spaces:	Permitted – Maximum of 50% of required spaces	30%	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Amenity Space – Indoor:	200 m ²	200 m ²	none
Amenity Space – Outdoor:	1,350 m ²	1,567 m ²	none

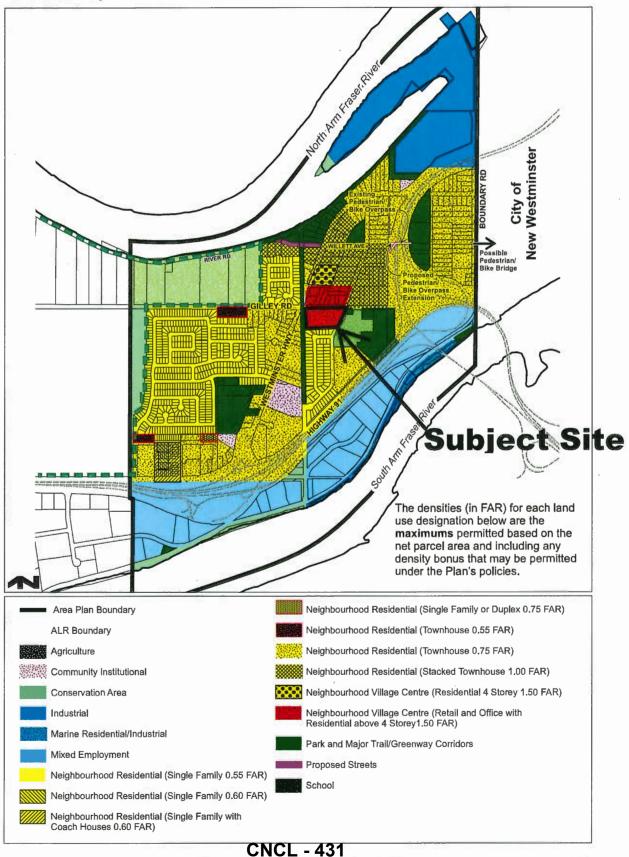
Other: Tree replacement compensation required for loss of significant trees.

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

ATTACHMENT 4

Hamilton Area Plan

Land Use Map



Original Adoption: June 19, 1995 / Plan Adoption: February 25, 2014

1



RADIX TREE & LANDSCAPE CONSULTING INC

April 2, 2018

Oris Consulting Ltd Attn: Paul Dmytriw 100 – 12235 No 1 Road Richmond, BC V7E 1T6

APPENDIX "D"

ADDENDUM #1 FOR ARBORIST REPORT FOR TREES at 23200 Gilley Rd, Rich

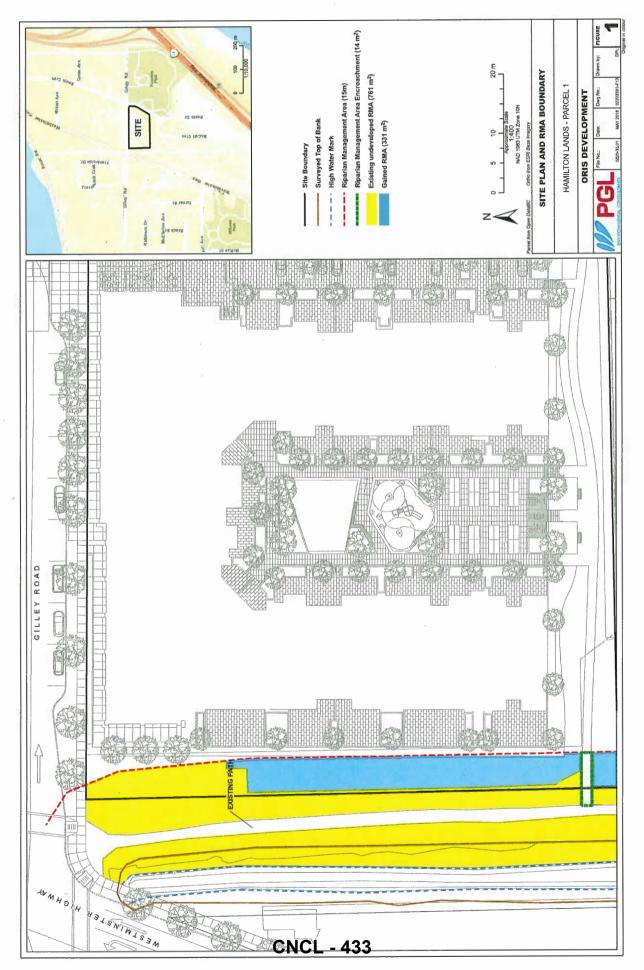
A review of the Landscape Plan dated March 23, 2018 for the proposed rezoning at 23200 Gilley Road was recently completed for the purpose of determining the feasibility of retention of the trees and hedge along the south property line (PL). This includes trees #809 through #819 and the existing Western Cedar Hedge that spans the entire south PL. This included the review of the condition of these trees at the time they were inventoried (Sept 1, 2016) and are outlined within the revised #1 arborist report #1 completed by Radix Tree and Landscape Consulting Inc (Radix) dated April 2, 2018.

As per the instruction (March 20, 2018) from the representative at the City of Richmond, the City is requesting that these trees and existing large hedge along the south PL be protected and maintained with the construction of the proposed building pathway along the south side of the site. This will provide a very important buffer to the single family homes located to the south.



Picture 1. Aerial view of location of tagged trees

Suite #264, 718-333 Brooksbank Ave, North Vancouver, BC V7J 3V8 PH: 604.770.1755 Fax: 778.262.0140 radixtreeconsulting@gmail.com



ATTACHMENT 6



Rezoning Considerations

Development Applications Department 6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 23200 Gilley Road (Parcel 1 - Hamilton Village)

____File No.:<u>RZ16-754305</u>

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9764, the developer is required to complete the following:

- 1. Provincial Ministry of Transportation & Infrastructure Approval.
- 2. **Road Dedication**: Approximately 568 ft² (52.8m²) of road dedication along the part of the Smith Drive frontage as generally shown on the in Appendix A is to be included within a registered plan of subdivision.
- 3. On-Site Trees: Submission of a landscape plan for the Development Permit that includes at least 78 replacement trees based on a ratio of at least 2:1 to compensate for the 39 on-site trees to be removed as described in the project arborist report prepared by Radix Tree & Landscape Consulting Inc. dated April 2, 2018. The required replacement trees are to be of the minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057. Provision of a voluntary contribution of \$500 per replacement tree to the City's tree compensation fund if there are less than 78 replacement trees included within the Development Permit.
- 4. Hedge & Trees on Southerly Property Line: Adherence to Appendix "D" of the above-noted arborist report that provides a prescription for protection of the cedar hedge and twelve (13) Black Pine trees (nos. 808 to 820) near the south property line; and submission of tree survival security to the City in the amount of \$30,000 to be held for a term of three (3) years after completion of the landscaping under the Development Permit.
- 5. Off-Site City Trees: City acceptance of the developer's offer to voluntarily contribute \$18,200 to the City's Tree Compensation Fund for the planting of replacement trees elsewhere within the City (for the 14 trees proposed to be removed from City property on Gilley Ave), and the seven (7) trees within the Smith Drive road allowance are to be moved to another location by the City Arborist or by a tree moving company to another location within the Hamilton Area as chosen by City Parks, at the developer's cost with a security for the cost of moving the trees to be provided to the satisfaction of the City prior to rezoning adoption .
- 6. Queen Canal Riparian Management Area (RMA):

The developer is required to address the Riparian Management Area (RMA) for the Queen Canal as generally provided in the report by Pottinger Gaherty, Environmental Consultants Ltd. (the "QEP") under File No. 0220-33.01, dated February 15, 2018 (called the "Stage 1 RMA Report") and prepare a follow-up report for the Development Permit and Servicing Agreement respectively for the on-site and off-site portions of the RMA (called the "Stage 2 RMA Report") to:

- a) Include a notation that the City and QEP are to be consulted to ensure any changes to the plans should be documented in as-built plans.
- b) Remove 'Riparian Management Area Encroachment' and refer to as existing path.
- c) Confirm that the existing tree in the south-west corner of the property will not be impacted by the proposed City storm pipe work.
- d) Provide more information on irrigation and the known source of water, or confirm that planting will occur to limit the need to irrigation.
- e) State the year one monitoring report is to be completed following a full year of growth. Please define the plant success rate.
- f) Incorporate the City's Riparian Coastal Seedmix as part of the restoration plan.
- g) Provide separate planting plans and cost estimates for the on-site portion of the RMA for the Development Permit and the off-site portion of the RMA in the Queen Canal Corridor.
- h) Provision of separate estimates for the value of the on-site and off-site portions of the works/plantings.
- 7. Queen Canal RMA Covenant and SRW: Registration of a legal agreement with covenant and statutory right-ofway provisions for the purposes of planting and maintaining the on-site portion of the RMA extending 15m (48 ft.) eastward from the east top of bank of the Queen Canal as generally shown on Appendix A to be confirmed by the QEP and BCLS surveyor. The agreement will ponce for: 434

- a) Owner to complete all works and plantings;
- b) Owner maintenance of works and plantings;
- c) Owner liability for works and plantings;
- d) Provision of a five (5) year maintenance period with 75% of the security being released one (1) year after completion and the remainder released at five (5) years after completion of the works/plantings to the satisfaction of the City; and
- d) Ability of the City to enter into the area to undertake and/or maintain works and plantings if required.
- 8. City Pathway to McColl Crescent SRW: Registration of a 6.0 m wide statutory right-of-way to accommodate a landscaped pathway connection as shown generally on Appendix C to the satisfaction of the Senior Manager, Parks. The statutory right-of-way will provide for:
 - a) Owner construction of all works;
 - b) Public pedestrian and bicycle access at all times;
 - c) City maintenance of works; and
 - d) City liability for works.
- 9. **Private South Pathway SRW:** Registration of a 1.5 m wide right-of-way over the on-site pathway to be designed through the Development Permit process as shown generally on Appendix C to the satisfaction of the Director of Development. The statutory right-of-way will provide for:
 - a) Owner construction of all works;
 - b) Public pedestrian and bicycle access;
 - c) Owner maintenance of works; and
 - d) Owner liability for works.
- 10. Mixed Use Building Noise Covenant: Registration of a covenant on title that identifies the building as a mixed-use building and that it be designed and constructed in a manner that mitigates potential noise from commercial uses to the proposed dwelling units. Dwelling units must be designed and constructed to achieve:
 - a) CMHC guidelines for interior noise levels as indicated in the chart below:

Portions of Dwelling Units	Noise Levels (decibels)	
Bedrooms	35 decibels	
Living, dining, recreation rooms	40 decibels	
Kitchen, bathrooms, hallways, and utility rooms	45 decibels	

- b) the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard for interior living spaces.
- 11. Neighbourhood Public House Use Covenant: Register a restrictive covenant on the title that restricts this use to the ground floor, requires its outdoor public entrance on Gilley Road and advises other owners of this possible use within the building.
- 12. Flood Construction Level: Registration of a flood plain covenant on title identifying a minimum habitable elevation of 3.5 m GSC.
- 13. The submission and processing of a **Development Permit*** completed to a level deemed acceptable by the Director of Development.
- 14. Area Plan Amenity Community Contribution: City acceptance of the developer's offer to voluntarily provide a contribution of \$49.50 per square meter (\$4.60 per square foot) of total buildable residential floor area to the Hamilton Area Plan Capital Reserve Fund. (Approximately \$1,008,550 to be confirmed by the final DP Plans).
- 15. Housing Agreement: Registration of the City's standard Housing Agreement to secure a total 15 affordable housing (AH) units, the combined habitable floor area of which shall comprise at least 5% of each building's total residential building area within the development (e.g. AH floor area of 381.6 m² (4,108 ft²) in Building A and AH floor area of 457.3 m² (4,922 ft²) in Building B). Occupants of the affordable housing units subject to the Housing Agreement shall enjoy full and unlimited access to and use of all on-site indoor and outdoor amenity spaces. The terms of the Housing Agreements shall indicate that they apply in percenticate and 435 de for the following:

Unit Type	Number of Units	Minimum Unit Area	Maximum Monthly Unit Rent**	Total Maximum Household Income**
1 Bed	7	50 m ² (535 ft ²)	\$975	\$38,250 or less
2 Bed	8	69 m ² (741 ft ²)	\$1,218	\$46,800 or less

- 3 -

* May be adjusted periodically as provided for under adopted City policy.

All AH units are to be dispersed through the development and be Basic Universal Accessible Units (BUH) in accordance with the provisions of Zoning Bylaw 8500. The developer is encouraged to seek non-profit management for an affordable housing contribution of this scale, particularly if the three (3) affordable housing units secured from the adjacent Parcel 2 development (RZ 14-660663) are proposed to be moved to the subject Parcel 1 development with Council approval. In such case that a non-profit manager is secured through the Housing Agreement, the City would consider clustering of the affordable housing units.

- 16. Public Art: City acceptance of the developer's offer to voluntarily contribute \$0.85 per buildable square foot of residential floor area and \$0.45 per buildable square foot of commercial floor area under the proposed zoning to the City's public art fund, or provide a security for the design and installation of public art based on the same valuation in accordance with the City's Public Art Policy with a Public Art Plan prepared by a qualified public art consultant for review by staff, the Public Art Advisory Committee and Council. (Approximately \$198,062 to be confirmed by the final DP Plans).
- 17. **Tandem Parking:** Registration of a legal agreement on title ensuring that where two parking spaces are provided in a tandem arrangement both parking spaces must be assigned to the same dwelling unit.
- 18. Commercial & Visitor Parking / Loading Non-Assignment Covenant: Registration of a covenant that ensures that the shared visitor and commercial parking spaces and loading spaces (including all spaces within the surface parking lot) are not assigned to any specific residential unit / commercial unit nor be designated (i.e. sold, leased, reserved, signed, or otherwise assign) by the owner or operator for the exclusive use of employees, specific businesses, and/or others.
- 19. Servicing Agreement: Enter into a Servicing Agreement and to be registered on title and submit security for the estimated value of the works to the satisfaction of the City for the design and construction of the engineering, transportation, streetscape, Queen Canal works described in Appendix C along with any necessary statutory right of ways and any easements that are required to be registered on title for such servicing works.
- 20. LEED Silver: Submission of a letter from a LEED certified consultant as a requirement of issuance of the development permit and building permit(s) confirming that the buildings have been designed to achieve a sufficient score to meet the current Canadian Green Building Council LEED Silver score criteria. The submission of follow-up letter from a LEED certified consultant that confirms that buildings have been constructed to achieve LEED Silver certification or equivalent is required. Consideration should be given to building design with higher energy efficiency ratings than required by the BC Building Code and utilizing geo-exchange energy systems.
- 21. Ensure that the Construction, Phasing and Interim Design Measures in the Hamilton Area Plan (Schedule 2.14, Official Community Plan Bylaw 9000) are addressed, as applicable, in the Development Permit and Servicing Agreement included within Appendix D.

Prior to a Development Permit^{*} being forwarded to the Development Permit Panel for consideration, the developer is required to:

1. Acoustical Report: Complete an acoustical and mechanical reports and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and noise mitigation standards comply with the City's Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels
CNCL - 43	

- 2. Accessible Housing Measures: Include notations on the Development Permit Plans stating that 135 of the units will meet the Basic Universal Housing provisions within Zoning Bylaw 8500. The remaining units within the buildings will include Ageing-In-Place elements as provided within the Official Community Plan Bylaw 9000.
- 3. Waste Management Plan: An overlay plan is to be prepared to the satisfaction of the City based on the current published Waste Management Plan Guidelines.
- 4. **Riparian Management Area (RMA):** The developer is required to include the on-site portion of the RMA planting and monitoring plans in the Stage 2 RMA Report within the Development Permit for this project to the satisfaction of the Director of Development.
- 5. On-Site Parking & Pedestrian Elements: Within the Development Permit plans, the surface parking spaces are to be made easily accessible to the residents and residential visitors with appropriate wayfinding signage; the vehicular access driveway from Gilley Road should be clearly delineated with visual cues in order to signal shared use to pedestrians and avoid potential conflicts; and opportunities should be explored to delineate the Private South Pathway SRW by means of tree planting along its north edge.

Prior to Building Permit Issuance, the developer must complete the following requirements:

- 1. Submission of a **Construction Parking and Traffic Management Plan** to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
- 2. Incorporation of **accessibility measures** in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
- 3. Obtain a Building Permit (BP) for any **construction hoarding**. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

 Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

CNCL - 437

Applicants for all City Permits are required to comply at all times with the conditions of the Provincial Wildlife Act and Federal • Migratory Birds Convention Act, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

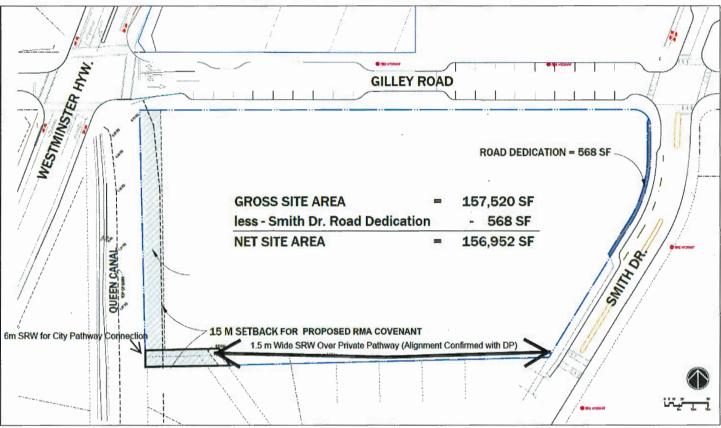
Signed

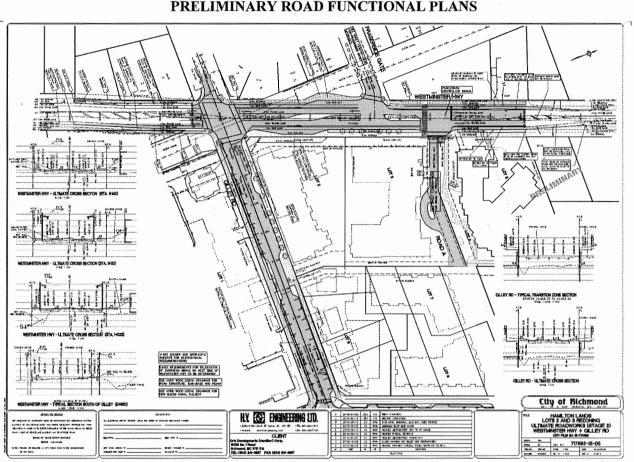
Date

- 5 -

Initial: ____

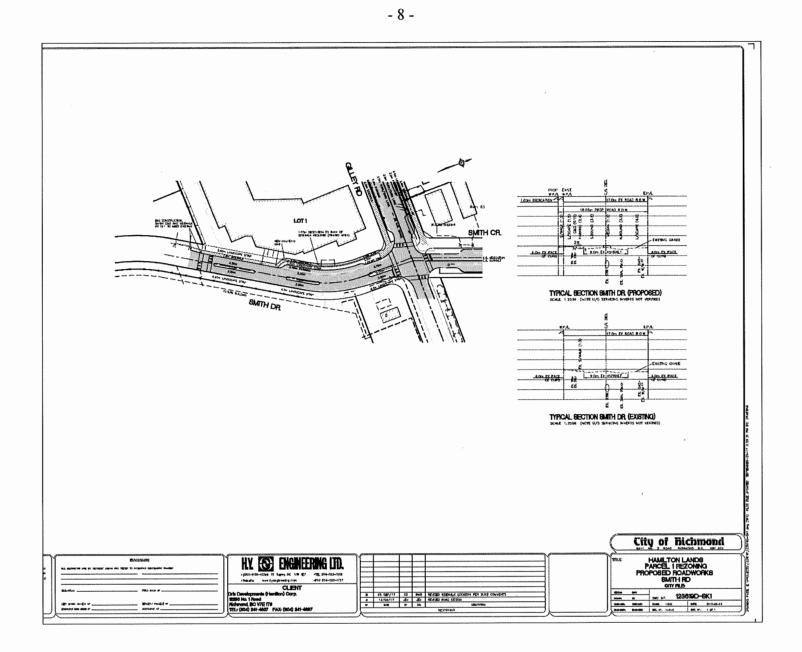
APPENDIX A ROAD DEDICATION & SRW PLAN





APPENDIX B PRELIMINARY ROAD FUNCTIONAL PLANS

- 7 -



- 9 -APPENDIX C

SERVICING AGREEMENT REQUIREMENTS

A servicing agreement is required to design and construct the servicing works, including but not limited to the following:

1. Engineering Requirements

• Water Works:

- a. Using the Existing Condition Model, with the pipe upgrades identified below, there is 236 L/s of water available at a 20 psi residual at the Gilley Road frontage, and 227 L/s of water available at a 20 psi residual at the Smith Crescent frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b. The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow
 calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be
 signed and sealed by a Professional Engineer and based on building permit stage building designs.
 - Upgrade approximately 115 m of existing 150 mm water main along the Smith Crescent frontage to 300 mm.
 - Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for commercial land use.
 - Obtain approval from Richmond Fire Rescue for all fire hydrant installations, relocations, and removals.
 - Install a new water service connection off of the proposed water main in Smith Drive. Meter to be located onsite (i.e. in a mechanical room).
- c. At Developer's cost, the City is to:
 - Cut and cap the existing water service connection at main.
 - Complete all tie-ins for the proposed works to existing City infrastructure.

• Storm Sewer Works:

- a. The Developer is required to:
 - Extend the storm sewer built by SA 15-717692 on the south side of Gilley Road at the intersection of Gilley Road and Smith Drive to a new manhole at the centerline of Smith Drive. Should this development precede SA 15-717692, the storm sewer in Gilley Road shall be constructed by RZ 16-754305 as described in the "Gilley Road Raising" section.
 - Install approximately 125 m of new 600 mm storm sewer along Smith Drive from the new manhole at the intersection of Gilley Road and Smith Drive to STMH133, complete with catch basins and manholes. No service connections are permitted to connect to this main.
 - Remove approximately 40 m of existing 375 mm storm sewer along Smith Drive from manhole STMH133 to STMH134.
 - Install a new storm service connection, complete with inspection chamber, off of the proposed storm sewer in Gilley Road described in the "Gilley Road Raising" section.
 - Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
- b. At Developer's cost, the City is to:
 - Cut and cap all existing storm service connections to the development site and remove inspection chambers.
 - Complete all tie-ins for the proposed works to existing City infrastructure.

Sanitary Sewer Works:

a. The Developer is required to: CNCL - 442

- Install a new sanitary service connection to serve the proposed development off of the proposed sanitary sewer to be installed via SA 15-717692 near the northeast corner of the development site, complete with inspection chamber. Should the servicing agreement for this development precede SA 15-717692, the portion of the sanitary sewer to be installed by SA 15-717692 that is required to serve 23200 Gilley Road shall be installed by RZ 16-754305 instead.
- b. At Developer's cost, the City is to:
 - Cut and cap existing service connection at manhole.
 - Complete all tie-ins for the proposed works to existing City infrastructure.

Frontage Improvements:

a. The Developer is required to:

- Coordinate with BC Hydro, Telus and other private communication service providers:
 - To underground overhead lines and poles along the Gilley Road frontage from Westminster Highway
 to Smith Drive. All aboveground structures required to facilitate the proposed undergrounding, even
 if net directly applied to a shall be leasted applied within private property.
 - if not directly serving the subject site, shall be located onsite within private property.
 - To relocate the existing above ground kiosks and transformers located along the Smith Drive frontage into the ultimate location within the development site. The new locations should be coordinated early to avoid future conflicts with the building design, delays, or other expenses for the Developer.
 - To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To locate/relocate all above ground utility cabinets and kiosks required to service the proposed development, and all above ground utility cabinets and kiosks located along the development's frontages, within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development process design review. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown on the functional plan and registered prior to SA design approval:
 - BC Hydro PMT 4.0 x 5.0 m
 - BC Hydro LPT 3.5 x 3.5 m
 - Street light kiosk 1.5 x 1.5 m
 - Traffic signal kiosk 1.0 x 1.0 m
 - Traffic signal UPS 2.0 x 1.5 m
 - Shaw cable kiosk 1.0 x 1.0 m
 - Telus FDH cabinet 1.1 x 1.0 m
- Provide street lighting along all road frontages according to the following street light types:
 - a) City Streets
 - a. Gilley Road (South side of street)
 - i. Pole colour: Grey
 - Roadway lighting @ back of curb: <u>Type 7 (LED)</u> INCLUDING 1 street luminaire and 1 pedestrian luminaire, EXLUDING any banner arms, duplex receptacles, flower basket holders, or irrigation.
 - Pedestrian lighting, alternating @ back of curb: <u>Type 8</u> (LED) including 1 pedestrian luminaire, EXLUDING any banner arms, duplex receptacles, flower basket holders, or irrigation.
 - b. Smith Drive (Both sides of street):
 - i. Pole colour: Grey
 - Roadway lighting @ back of curb: <u>Type 7 (LED)</u> INCLUDING 1 street luminaire and 1 pedestrian luminaire, EXLUDING any banner arms, duplex receptacles, flower basket holders, or irrigation.
 - iii. Pedestrian lighting, alternating @ back of curb: <u>Type 8</u> (LED) including 1 pedestrian luminaire, EXLUDING **CINCENNER**, duplex receptacles, flower basket holders, or irrigation.

b) Queen Canal Corridor

a. Not Applicable

• Gilley Road Raising:

- a. The related development to the north, Oris Parcel 2 & 3 (RZ14-660662 & RZ 14-660663), is currently undergoing a proposal to raise Gilley Road using piled concrete foundations. If the servicing agreement works associated with RZ14-660662 & RZ 14-660663 does not proceed, RZ 16-754305 shall be required to raise Gilley Road from Westminster Highway to Smith Drive instead. This will require the relocation of City and other utilities in ways generally, but not limited to, those described below, at the developers cost. All works and agreements will be to the satisfaction of the Director of Engineering.
- b. If the servicing agreement works associated with RZ14-660662 & RZ 14-660663 does not precede RZ 16-754305, the Developer is required to:
 - Relocate approximately 270 m of 300 mm diameter water main along Gilley Road to accommodate road
 raising that would otherwise compromise the City's ability to access and maintain this asset. The works
 shall be in conformance with the requirements identified by the City during the review of SA 15-717692.
 - Relocate the City's 150mm diameter and 200mm diameter forcemains located along Gilley Road to accommodate road raising between Westminster Hwy and Smith Crescent that would otherwise compromise the City's ability to access and maintain these assets. The works shall be in conformance with the requirements identified by the City during the review of SA 15-717692.
 - Install works to protect and facilitate the maintenance of Metro Vancouver's 1m diameter forcemain, pump station and related infrastructure located within or adjacent to Gilley Road. The works shall be in conformance with the agreements and requirements identified during the review of SA 15-717692.
 - Construct new storm sewers along the newly raised Gilley Road complete with tie-ins to the Queens Canal culvert and to the existing and proposed storm sewers at the intersection of Gilley Road and Smith Drive. The works shall be in conformance with the requirements identified by the City during the review of SA 15-717692.

General Items:

- a. The Developer is required to:
 - Provide, prior to start of site preparation works or within the first servicing agreement submission, whichever comes first, a geotechnical assessment of preload and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations. The report shall assess the potential differential settlement between the proposed piled buildings and the surrounding un-piled areas, and provide recommendations for the design and protection of adjacent City utilities and service connections.
 - Provide a video inspection report of the existing storm and sanitary sewers along the development's frontages prior to start of site preparation works or within the first servicing agreement submission, whichever comes first. A follow-up video inspection report after site preparation works are complete is required to assess the condition of the existing utilities and provide recommendations. Any utilities damaged by the pre-load, de-watering, or other development-related activity shall be replaced at the Developer's cost.
 - Monitor the settlement at the adjacent utilities and structures during pre-loading, dewatering, and soil
 preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to
 the City for approval.
 - Not encroach into rights-of-ways with proposed trees, retaining walls, non-removable fences, or other non-removable structures.
 - Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, dewatering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

2. Transportation Requirements:

1. The Developer is responsible for the design and construction of the road infrastructure works. Works to include, but not limited to, providing the general road cross-sections described below as well as works shown in the Preliminary Road Functional Plans (Appendix B above):

- a) Upgrade of Westminster Highway to the ultimate standards at the Gilley Road intersection, including all tie-ins to existing, including but not limited to a new northbound and southbound left-turn lane (or a landscaped raised median outside the left-turn lane area north of the intersection), road widening on the northwest and southeast corners of the intersection, provision of on-street bike lanes, new curb and gutter, new sidewalk and off-road multi-use pathway (north of the intersection).
- b) Upgrade of Gilley Road, from Westminster Highway to Smith Cr. to the ultimate standards, including but not limited to road widening along the south side (to provide two-way traffic and parking on both sides), new curb and gutter, boulevard and sidewalk, etc.
- c) Smith Dr. along the entire development frontage, provide a new 1.5m wide treed boulevard, a new 1.5m wide sidewalk, on-street parking along the west side, and traffic calming elements including raised medians, curb extensions, enhanced pedestrian crossing at the existing crosswalk on Smith Cr. near the southern limit of the development frontage.
- d) As necessary, upgrade of the existing traffic signal at Gilley Road/Westminster Highway to accommodate above noted intersection upgrade.

2. Prior to the issuance of BP, a construction parking and traffic management plan to be provided to the Transportation Division (Ref: <u>http://www.Richmond.ca/services/ttp/special.htm</u>>)

Note:

The above as well as the preliminary road functional plan are to describe the general scope of the frontage works required but are subject to minor refinement as part of the SA process. That is, the detailed design elements, such as detailed intersection design including curb returns and channelized island, pavement markings, vehicle turning requirements, etc., would be carried out as part of the SA process when more info is provided.

3. Parks Requirements:

Queen Canal Linear Park Corridor:

The Servicing Agreement is to include landscape plans for the City-owned Queen Canal portion of the RMA:

- Adjacent to this site is a section of the Queen's Canal Recreational Trail. The trail runs from the south end of Smith Drive north to River Road, and connects pedestrians and cyclists to the northern section of the East Richmond Recreational Trails and the North Arm of the Fraser River. This opportunity should be used to improve the condition of the trail and surrounding riparian habitat.
- The pathway along Queen's Canal should be resurfaced with crushed stone suited to wheelchair and bicycle accessibility. Width to match existing – approx. 3 metres. This work should include the installation of an edger on both sides of the pathway.
- The Queen Canal Corridor RMA adjacent to the Parcel 1 development site should be remediated and replanted per recommendations in PGL report dated February 15, 2018 (Stage 1 RMA Report) with the changes included in the RMA Rezoning Consideration No. 4 discussed above (Stage 2 RMA Report).
- 4. First and foremost, the RMA along the Queen's Canal will serve as an ecological corridor. This could be further enhanced by a planted edge along the west side of the Parcel 1 development site between the property line and SROW. Opportunities should be explored to introduce native shrubs, grasses, and groundcover to complement RMA planting. Plants with shallow/non-aggressive root systems should be chosen to avoid conflicts with need to occasionally access to the water main below for maintenance and/or replacement.
- 5. Connection required via a new 6m wide Public Rights of Passage SROW between Queen Canal pathway and the existing dedicated pathway leading to McColl Cres. in the adjacent single family neighbourhood. The paving surface for new on-site portion of the walkway (within the SROW) should be suited to wheelchair accessibility and create smooth transitions between pathways. A wheelchair/bicycle let-down is to be installed on the existing off-site pathway at its entrance to McColl Cres.

6. With the focus on habitat value and ecological quality, lighting will not be required within the Queen Canal RMA.

Streetscapes:

- The Servicing Agreement is to include a landscape plan with street trees and landscaping within the Gilley Road, Smith Drive and Westminster Highway frontage works, and be coordinated with the RMA plantings, to the satisfaction of staff.
- 2. The streetscape planting along Gilley Road should reflect treatment on north side of street, including, but not limited to, plant species and the provision of a continuous soil volume for street trees.
- 3. The vehicular access driveway from Gilley Road should be clearly delineated with visual cues in order to signal shared use to pedestrians and avoid potential conflicts.

- 14 -

APPENDIX D

Hamilton Area Plan

Appendix 1

Construction, Phasing and Interim Design Measures

Transitions to Existing Grade: Temporary and Permanent

The following need to be addressed where a new development is elevated above existing grades:

- address grade changes;
- · address horizontal transitions;
- · address half road requirements;
- maintain road access to adjacent properties as required;
- maintain satisfactory operation of Westminster Highway;
- design services and buildings to accommodate anticipated settlement and satisfactory long-term performance of structures and pavement;
- address drainage onto adjacent properties.

Servicing and Phasing

Mitigation of development impacts will be required wherever possible to the satisfaction of all governing agencies. Geotechnical and civil engineering reports are to be submitted to address; but are not limited to:

- site preparation and preload;
- protection of existing services;
- drainage management;
- maintaining services and access to neighbouring properties;
- long-term performance of roads and utilities; predicted settlement and a long-term maintenance program;
- preparing a construction staging and phasing plan outlining acceptable methodology for construction of all utilities (new and existing); road works; and neighbourhood accessibility;
- addressing all other mitigation for short and long-term impacts as may be required by the City of Richmond, the applicant's geotechnical and/or civil engineer, and any such other governing agencies having jurisdiction;
- liaison with utility providers such as Metro Vancouver, Fortis Gas, and BC Hydro;
- addressing drainage onto adjacent properties with regards to flooding and functioning of septic systems;
- addressing sanitary servicing in a manner that provides sanitary service to adjacent existing residential properties when necessary.

Hamilton Area Plan

Underground Utilities

- 15 -

Over time, public and private utilities such as hydro, telephone, cable and gas, will be located underground in road or other rights-of-way in the Hamilton Area. At grade works such as kiosks, manholes, etc. should be located to minimize impact to open space and the public realm (e.g., sidewalks, greenways, etc.). Where it is not feasible to relocate overhead services to underground at the time of development, then the developer should provide works to facilitate future undergrounding such as pre-ducting.

Retaining Walls

The following retaining methods will be deployed:

- short-term temporary retaining walls (retention of pre-load) to be lock block;
- long-term temporary retaining walls to meet aesthetic requirements particularly adjacent to existing residential properties;
- permanent retaining wall types to be chosen to meet aesthetic requirements to accommodate long-term anticipated settlement.

Flood Protection and Mitigation

Flood construction levels and building setbacks from dikes must meet the City's Flood Plain Designation and Protection Bylaw 8204.

Dike upgrades must meet current City standards that include provisions for future dike raising.

Dikes upgrades must be approved under the Dike Maintenance Act by the Provincial Inspector of Dikes (Ministry of Forests, Lands and Natural Resource Operations). Refer to the 2041 OCP Development Permit Area Guidelines for further requirements.

Bylaw 9764



Richmond Zoning Bylaw 8500 Amendment Bylaw 9764 (RZ 16-754305) 23200 Gilley Road

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

- 1. Richmond Zoning Bylaw 8500 is amended by:
 - a. Inserting the following into Section 20 (Site Specific Mixed Use Zones), in numerical order:

"20.35 Residential / Limited Commercial (ZMU35) - Neighbourhood Village Centre (Hamilton)

20.35.1 **PURPOSE**

This zone provides for a mixed-use development consisting of apartment housing and commercial uses with a maximum floor area ratio of 0.40 that may be increased to 1.5 with a density bonus that would be used for rezoning applications in order to help achieve the City's affordable housing and community amenity space objectives.

20.35.2 PERMITTED USES

- animal grooming
- child care
- education, commercial
- government service
- health service, minor
- housing, apartment
- library and exhibit
- neighbourhood public house
- office
- restaurant
- retail, convenience
- service, business support
- service, financial
- recreation, indoor
- recycling drop-off
- retail, general
- service, business support
- service, financial
- service, household repair
- service, personal

- studio
- veterinary service

20.35.3 SECONDARY USES

- boarding and lodging
- community care facility, minor
- home business

20.35.4 PERMITTED DENSITY

- 1. The maximum floor area ratio is 0.40 with a maximum additional 0.10 floor area ratio permitted provided that it is entirely used to accommodate amenity space.
- 2. Notwithstanding Section 20.35.4.1, the reference to "0.40" is increased to a higher **density** of "1.5", if at the time **Council** adopts a zoning amendment bylaw to include the **owner's lot** in the ZMU35 **zone**, the **owner**:
 - a) pays \$49.50 per square meter of total residential floor area into the Hamilton Area Plan community amenity capital reserve; and
 - b) by the owner:
 - i) agrees to construct on the **lot**, to the satisfaction of the City, **affordable housing units** with a combined **habitable space** of at least five (5%) percent of the total residential **floor area**; and
 - ii) has entered into a housing agreement with respect to the affordable housing units and registered the housing agreement against the title to the lot, and files a notice in the Land Title Office.

20.35.5 MAXIMUM LOT COVERAGE

1. The maximum **lot coverage** is 55% for **buildings**.

20.35.6 Yards & Setbacks

- 1. The minimum **setbacks** are:
 - a) 1.5 m from Gilley Road (north);
 - b) 3.0 m from Smith Drive (east);
 - c) 6.0 m from the west **property line**; and
 - d) 6.0 m from the south **property line**.

CNCL - 450

- 2. Common entry features, staircases and unenclosed **balconies** may project into any **setback**, except that for Gilley Road, for a maximum distance of 1.5 m.
- 3. Notwithstanding the above **setbacks**, enclosed parking **structures** may project into the **setbacks** provided that the **structure** includes transparent glazing, or is not visible from the exterior of the **building**, or is landscaped or screened by a combination of trees, shrubs, ornamental plants or lawn as specified by a Development Permit approved by the **City**.

20.35.7 MAXIMUM HEIGHTS

- 1. The maximum **height** for **principal buildings** is 17.0 m, except for localized architectural raised roof elements that may extend to a maximum **height** of 20.0 m if included in a Development Permit approved by the **City**.
- 2. The maximum height for accessory buildings and accessory structures is 6.0 m.

20.35.8 SUBDIVISION PROVISIONS/MINIMUM LOT SIZE

- 1. The minimum lot width is 80.0 m and minimum lot depth is 80.0 m.
- 2. The minimum lot area is $12,000 \text{ m}^2$.

20.35.9 LANDSCAPING AND SCREENING

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

20.35.10 ON-SITE PARKING AND LOADING

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

20.35.11 OTHER REGULATIONS

- 1. With the exception of **housing, apartment**, the **uses** specified in Section 20.35.2 must be located on the **first storey** of the **building.**
- 2. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."

2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "Residential / Limited Commercial (ZMU35) – Neighbourhood Village Centre (Hamilton)":

P.I.D. 006-722-911 Lot 1 Section 1 Block 4 North Range 4 West New Westminster District Plan 73888

3. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9764".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND

APPROVED

APPROVED by Director or Solicitor

BIC



Report to Committee

To: Planning Committee

Date: May 3, 2018

From: Wayne Craig Director, Development File: RZ 15-694855

Re: Application by Bene Richmond Development Ltd. for Rezoning at 6560, 6600, 6640 and 6700 No. 3 Road from "Downtown Commercial (CDT1)" to "High Density Mixed Use (ZMU36) – Brighouse Village (City Centre)"

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9855, to create the "High Density Mixed Use (ZMU36) – Brighouse Village (City Centre)" zone, and to rezone 6560, 6600, 6640 and 6700 No. 3 Road from "Downtown Commercial (CDT1)" to "High Density Mixed Use (ZMU36) – Brighouse Village (City Centre)", be introduced and given first reading.

Wayne Craig Director, Development (604-247-4625) WC:jd

Att. 7

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Law Affordable Housing Community Services Engineering	घ्रव्य	de Erreg	

Staff Report

Origin

Bene Richmond Development Ltd. has applied to the City of Richmond to create the "High Density Mixed Use (ZMU36) - Brighouse Village (City Centre)" zone and to rezone the properties at 6560, 6600, 6640 and 6700 No. 3 Road from the "Downtown Commercial (CDT1)" zone to a new site-specific zone, "High Density Mixed Use (ZMU36) - Brighouse Village (City Centre)" (Attachment 1), in order to permit the development of a commercial, office and residential use development in the City Centre's Brighouse Village.

Key components of the rezoning proposal (Attachment 2) include:

- A podium and tower form of development with three and a half levels of above-grade parking; retail, restaurant and office uses on the bottom four storeys; and, two residential towers, with eight and eleven storeys above the podium.
- A maximum floor area ratio (FAR) of 4,0 and a maximum height of 47.0 m geodetic.
- A total floor area of approximately 17,572 m² (189,143 ft²) including approximately:
 - \circ 1,326 m² (14,278 ft²) of retail and restaurant space.

 - $\begin{array}{c} 0 & 1,320 \text{ m}^2 (14,276 \text{ ft}^2) \text{ of residential space.} \\ 0 & 3,066 \text{ m}^2 (33,008 \text{ ft}^2) \text{ of residential space.} \\ 0 & 13,179 \text{ m}^2 (141,856 \text{ ft}^2) \text{ of residential space.} \end{array}$
- Approximately 166 residential units including:
 - o Approximately 157 market housing units.
 - Nine (9) affordable housing units.
- LEED Silver equivalent development with District Energy Utility (DEU) connection-ready infrastructure.
- Widening of No. 3 Road and the north-south City lane, various storm and sanitary ٠ upgrades, and frontage improvements.

This application includes the proposed transfer of the subject site energy system to the City to be connected to the City's District Energy Utility (DEU) system when it is implemented in the future. A Service Area Bylaw for the subject site will be proposed in a subsequent report from Engineering, for Council consideration and approval before the rezoning adoption.

Findings of Fact

A Development Application Data Summary (Attachment 3) is provided for comparison of the proposed development with the proposed site-specific bylaw requirements.

Existing Site and Development

Existing Site and Development: The subject site is located in Brighouse Village (Attachment 4) on the east side of No 3 Road between Cook Road and Park Road. It is comprised of four lots and currently is developed with low-scale commercial uses and surface parking.

Existing Housing Profile: The subject properties were not previously developed with residential uses.

Surrounding Development

Surrounding development includes:

To the North: Adjacent, an existing low-scale commercial building with surface parking.

- To the East: Across the north-south City lane, existing, low-scale commercial buildings on sites fronting both Cook Road and Park Road. The site at 8071 and 8091 Park Road is subject to a rezoning application [RZ 17-779229] for a 4.0 FAR, 47.0 m high, podium and tower, commercial, office and residential use development. This application is in process and will be the subject of a separate report to Council.
- To the South: Adjacent, existing low-scale commercial buildings with surface parking.
- To the West: Across No. 3 Road, the Richmond Centre Mall site, which is zoned CDT1 and is subject to an OCP amendment application to adjust land use and form of development policies [CP 16-752923], as well a Development Permit application [DP 17-768248] for the first phase of mall redevelopment and new mixed use building development. This application is in process and will be the subject of a separate report to Council.

Related Policies & Studies

Official Community Plan/City Centre Area Plan

Official Community Plan: The Official Community Plan (OCP) designates the subject site as "Downtown Mixed Use". The proposed rezoning is consistent with this designation.

City Centre Area Plan: The City Centre Area Plan (CCAP) Brighouse Village Specific Land Use Map designates the subject site as "Urban Centre T6 (45 m)". The proposed rezoning is consistent with this designation.

Other Policies, Strategies & Bylaws

Floodplain Management Implementation Strategy: The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204 for Area "A". Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Aircraft Noise Sensitive Development Policy: The proposed development is located in Area 2 (aircraft noise sensitive uses may be considered) on the Aircraft Noise Sensitive Development Map. Registration of an aircraft noise covenant is required prior to rezoning adoption.

Mixed-Use Noise, Commercial Noise and City Centre Impacts: The proposed development must address additional OCP Noise Management Policies related to mixed-use, commercial and ambient noise, as well as other impacts of densification. Requirements include provision of acoustic consultant reports recommending residential sound attenuation measures and registration of associated noise covenants prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning application sign has been installed on the subject property. Staff have not received any comments from the general public in response to the sign. Should the Planning Committee endorse this application and Council grant first reading to the proposed rezoning, the application will be forwarded to a Public Hearing, where any area resident or interested party will have further opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Proposed Zoning Bylaw Amendment

A new site-specific zone, "High Density Mixed Use (ZMU36) – Brighouse Village (City Centre)", is proposed. It addresses land use, density, density bonusing, height, siting and parking and loading requirements. Key details of the proposed zone and the associated Rezoning Considerations are discussed in the report. The Rezoning Considerations are attached (Attachment 5) and a signed copy is on file.

Infrastructure Improvements

The proposed rezoning will contribute to utility, transportation and park infrastructure improvements as described below. Additional details are provided in the Servicing Agreement section of the Rezoning Considerations (Attachment 5). Detailed design will take place through the Servicing Agreement process.

Engineering

City Utilities: The developer is required to undertake a variety of storm sewer and sanitary sewer frontage works. Included are:

- Up-graded lane drainage to meet City standards.
- A new sanitary sewer to connect to the subject site and other serviced sites to the proposed Buswell Street sanitary sewer.

The required improvements are not eligible for Development Cost Charge (DCC) credits and will be funded by the developer.

Third Party Utilities: Requirements include undergrounding and/or pre-ducting for private utility lines and location of all private utility equipment on site.

Transportation

No. 3 Road Frontage: Required improvements on No. 3 Road are located back of curb, will necessitate a dedication and will include a boulevard wide enough to preserve existing trees, development of an off-street bike lane to enhance cyclist safety, a 1.5 m, buffer strip/greenway with a second row of trees and a 3.0 m wide sidewalk.

City Lane Frontage: Required improvements to the lane include a dedication at the north end of the subject site to support future extension of the lane to Cook Road, lane widening to provide for a sidewalk and associated paving and lighting upgrades.

Traffic Signals: The developer is required to make cash contribution of \$50,000 to cost-share the design and construction of a new traffic signal at the Park Road/Buswell Street intersection.

The required improvements are not eligible for Development Cost Charge (DCC) credits and will be funded by the developer.

Preliminary functional drawings demonstrating the proposed road improvements have been provided (Attachment 6).

Amenity Contributions

The CCAP Implementation Strategy includes density bonusing and other measures to support the development of community amenities. The proposed rezoning includes contributions to community amenities as outlined below. Staff note that all contributions are based on rates at the time of writing and will be subject to indexing adjustments should the rezoning not be adopted within the relevant applicable time periods.

Child Care: The proposed rezoning is located in the Brighouse Village Specific Land Use Map "T6" area and is subject to the T6 Child Care density bonus provision requiring that one percent of the residential floor area be provided to the City in the form of a turnkey child care facility or an equivalent cash-in-lieu contribution to the Childcare Development Reserve Fund and Childcare Operating Reserve Fund accounts (90% and 10% respectively). Community Services staff have reviewed the location of the development and the potential for child care in the available floor area (125 m²) and recommend that the City accept a cash-in-lieu contribution based on the finished value of the space (a minimum of \$873,296 calculated using the proposed residential floor area excluding affordable housing floor area [0.01 x (13,179 m² - 698 m²) x $(5,997/m^2]$).

Community Facility: The proposed rezoning is located in the Brighouse Village Specific Land Use Map "Village Centre Bonus (VCB)" area and incorporates a VCB density increase of 1.0 FAR. Five percent of this area is expected to be provided back to the City in the form of a turnkey community amenity space or an equivalent cash-in-lieu contribution to the City Centre Facility Development Fund. Community Services staff have reviewed the location of the development and the potential for a community facility in the available floor area (220 m²) and recommend that the City accept a cash-in-lieu contribution based on the finished value of the space (a minimum of \$1,536,891 calculated using the proposed VCB floor area [0.05 x 4,393 m² x \$6,997/m²]).

Community Planning: The proposed rezoning is subject to a community planning implementation contribution which will be deposited into the City Centre - Community Planning and Engineering account for future community planning initiatives (a minimum of \$52,892 calculated using the proposed non-residential and residential floor area excluding affordable housing floor area [$(17,572 m^2 - 698 m^2) x \$3.01/m^2$]).

Public Art: The rezoning must address the Richmond Public Art Policy and proposes a voluntary cash contribution in lieu of installation of a site-specific artwork. Subject to Council approval, the contribution is expected to be combined with other contributions to develop a cohesive art program for the enhanced public realm planned for the east side of No. 3 Road between Granville Avenue and Brighouse Station. The contribution will be secured through a cash deposit and is calculated on both the non-residential and residential floor area (a minimum

CNCL - 457

AFFORDABLE HOUSING SUMMARY

of \$135,463 calculated using the proposed non-residential and residential floor areas excluding affordable housing floor area [4,393 $m^2 x$ \$4.84/ m^2 + (13,179 m^2 - 698 m^2) x \$9.15/ m^2]).

Affordable Housing: The CCAP Implementation Strategy, in conjunction with the Affordable Housing Strategy, provides for density bonusing of 1.0 FAR to achieve affordable housing in residential and mixed use developments. The rezoning application for the proposed development was received prior to July 24, 2017 and is subject to grandfathering of the five percent affordable housing contribution rate. A total of nine Low End Market Rental Housing (LEMR) units, with a combined floor area of 698 m² (7,510 ft²), are proposed and allocated as follows.

Unit Type	Affordable Housing Strategy Requirements				Project Targets (3)	
	Minimum Unit Sizes	Current LEMR Maximum Rents (1) (2)	Total Maximum Household Income (1) (2)	Unit Mix	# of Units (3)	
Bachelor	37 m ² (400 ft ²)	\$811	\$34,650 or less	33%	3	
1-Bedroom	50 m ² (535 ft ²)	\$975	\$38,250 or less	0%	0	
2-Bedroom	69 m ² (741 ft ²)	\$1,218	\$46,800 or less	33%	3	
3-Bedroom	91 m ² (980 ft ²)	\$1,480	\$58,050 or less	33%	3	
TOTAL		N/A	N/A	100%	9	

(1) Denotes 2017 amounts adopted by Council on July 24, 2017.

(2) Subject to Council approval, total annual household incomes and maximum monthly rents may be increased annually by the Consumer Price Index.

(3) 50% of affordable housing units shall meet Richmond Basic Universal Housing (BUH) standards or better.

The units will be secured with a Housing Agreement which will include the following terms: clustering of units in one area of the development in conjunction with use of a non-profit management model; tenant access to indoor and outdoor common amenity areas; and, provision of affordable parking spaces at no additional charge.

Accessibility: The applicant proposes to include the following accessibility unit types in the development.

Туре	Affordable	Market	Intent	Standard
Aging in Place		142	- support mobility and usability	Per OCP
Adaptable + Basic Universal Housing (1)	9	15	 renovation potential for wheelchair plus added floor area for manoeuvering 	Per BCBC and RZB
Barrier Free (2)	0	0	- move in with wheelchair	Per BCDH
Total Units	9	157		

(1) Includes Aging-in-Place

(2) Includes Aging-in-Place, Adaptable and Basic Universal Housing

Sustainability

District Energy Utility (DEU): The proposed development is required to be ready for connection to the City's DEU system. Further, the applicant is proposing to construct and later transfer the energy plant to the City at no cost so that the equipment can be integrated into the future DEU system for this neighbourhood. The applicant is working with Lulu Island Energy Company (LIEC) staff to ensure the design of the system and equipment will be compatible with the future system. The transfer of the energy plant to the City will proceed only if the Council adopts a new Service Area Bylaw, which will be brought forward to Council under a separate report.

Otherwise, the development will be built as "DEU-Ready". Details are provided in the rezoning considerations (Attachment 5).

Sustainability Rating System: The proposed development is expected to achieve Leadership in Energy and Environmental Design (LEED) Silver (V4) equivalency. The applicant has provided a preliminary checklist and will incorporate the recommendations into the development and building permit drawings, where relevant.

Site Access, Parking and Loading

Site Access: Proposed pedestrian access to the site includes storefront entries and commercial and residential lobbies on the ground level, as well as, an outdoor stair and elevator to restaurant uses and additional lobbies on the second level. Vehicle access is proposed to be provided through a parkade entry on the lane. Truck and waste management loading spaces are proposed to be accessed directly from the lane.

Parking and Loading Rates: Class 1 and Class 2 bicycle parking rates are required to be consistent with current bylaw requirements. The proposed commercial and office vehicle parking rates are also proposed to be consistent with current City Centre bylaw rates. The applicant has proposed to reduce the residential parking rates from 1.0 space per unit to 0.9 spaces per unit for residential units and from 0.9 spaces per unit to 0.8 spaces per unit for affordable housing units. Staff support the proposed rate reductions, subject to implementation of the package of Transportation Demand Management (TDM) measures noted below. The proposed rates are consistent with City Centre transit-oriented development objectives and are substantiated by a transportation consultant report assessing parking needs in the area. A reduced number of truck loading spaces is also proposed. Staff support the requirement for large size truck spaces being waived, as there are no large format retail spaces planned for the site. Further, staff support the sharing of non-residential and residential medium size truck spaces. Reduced residential parking and large truck loading requirements are reflected in the proposed site-specific zone.

Transportation Demand Management (TDM) Measures: A package of TDM measures is proposed to support the base residential and visitor parking rate reductions (noted above) along with the 10% TDM reduction as per Section 7.4.4 of the Richmond Zoning Bylaw. This package is subject to change if additional reductions are sought after design development during the Development Permit process. The current proposed TDM measures are detailed in the rezoning considerations (Attachment 5) and include:

- A transit pass program (monthly/two zone/one year).
- Contribution of \$30,000 to installation of a bus shelter in the vicinity of the site.
- End of trip bicycle facilities for non-residential uses.
- Bike maintenance facilities for residential uses.
- Providing three car share vehicles and associated publically-accessible parking spaces within the development.

Electric Vehicle Charging: Consistent with Council Policy, effective on April 1, 2018, 100% of the residential parking spaces (excluding visitor spaces) are to be provided with an energized outlet for electrical vehicle charging.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report which identifies on-site and off-site bylaw-sized trees that may be affected by the proposed development.

Off-site Trees: There are four existing City trees identified in the Tree Protection Plan (Attachment 7). All are located in the back of curb and median areas of No. 3 Road. Park Department staff have reviewed the locations, sizes and health of these trees in the context of the proposed development and frontage improvements and recommend that, as a consideration of rezoning, three trees be retained and one tree be removed due to conflict with the interim off-street bike lane. Compensation of \$1,300 is to be provided [1 x \$1,300/tree].

Staff recommend that the applicant install tree protection and provide for supervision of all works conducted within or in close proximity to tree protection zones prior to any preloading of the site.

Development Form and Character

The CCAP includes a variety of policies intended to shape development to be liveable, functional and complementary to the surrounding public and private realm. Those policies most critical to the development concept at the rezoning stage are reviewed below.

Public Adjacencies: The project will address the No. 3 Road interface with a highly articulated stepped massing that will expand the public realm onto the site both visually and physically. Commercial uses on the ground level and a restaurant use on the second level will animate the street, along with the office and residential lobbies and direct parking access located around a small, two-level open space near the centre of the street frontage. Significant landscaping proposed over the lower levels of the building will further energize the streetscape.

Private Adjacencies: The proposed development is located in the middle of the block frontage and will leave relatively small lots to the north and south. The applicant has provided development viability studies for these properties demonstrating that the density, parking and loading and form and character policies for these sites can likely be met assuming the same parking rate reductions proposed for the subject site apply.

Massing: The applicant has proposed a multi-part massing concept that is intended to:

- Reduce the scale effect of the development.
- Add to the rhythmical line of towers that is developing along No. 3 Road to the north and south.
- Create interesting spaces and views to the site and within the site.
- Create outdoor spaces that will benefit from western sunlight.
- Develop more individualized identities for the different components of the building.

Amenity Space. Office and residential common outdoor amenity space (162 m² and 996 m² respectively) is provided on the podium level. Additional landscape and shared outdoor amenity area is provided throughout the ground and podium levels (approx. 880 m²). A two-level residential indoor amenity space is also provided and has direct access to the outdoor space. Further, each residential unit is provided with its own outdoor open space.

Design Development: The form and character of the proposed development, as well as functional details related to parking, loading, waste management, on-site utilities, rooftop equipment, pedestrian weather protection, DEU, CPTED, LEED, indoor and outdoor amenity space, landscape, accessibility and acoustic requirements, will be assessed in more detail during the Development Permit Application process. The proposal will be expected to respond to comments arising from Council consideration of the rezoning, as well as, staff, Advisory Design Panel and Development Permit Panel review.

Financial Impact or Economic Impact

The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

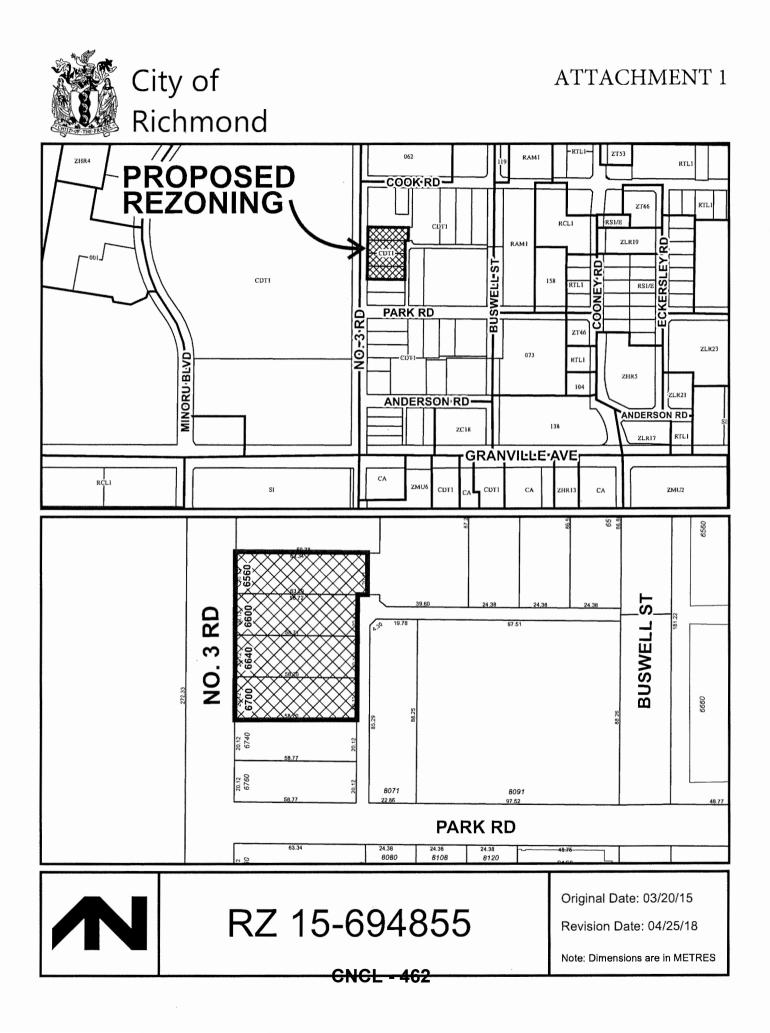
The application to rezone the properties at 6560, 6600, 6640 and 6700 No. 3 Road to a new site-specific zone is consistent with the City Centre Area Plan Specific Land Use Map provisions including a maximum density of 4.0 FAR and a maximum height of 47.0 m. The mix of uses will contribute to a lively City core and the design of the development, with its emphasis on creating an animated public realm, will enhance the experience of No. 3 Road in Brighouse Village. Contributions to affordable housing will increase housing options for City residents and child care and community amenity contributions will assist with future development of needed facilities and services in the neighbourhood

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9855, be introduced and given first reading.

Janet Digby, Architect AIBC Planner 3 (604-247-4620)

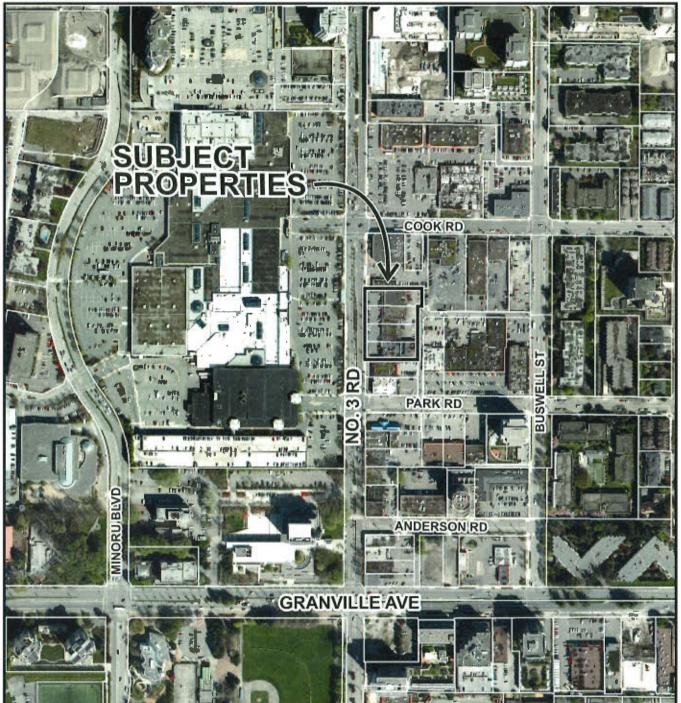
JD:blg

Attachment 1: Location Map and Aerial Attachment 2: Conceptual Development Plans Attachment 3: Development Application Data Sheet Attachment 4: Brighouse Village Specific Land Use Map Attachment 5: Rezoning Considerations Attachment 6: Preliminary Road Functional Drawings Attachment 7: Tree Survey









RZ 15-694855

Original Date: 03/20/15

Revision Date:

Note: Dimensions are in METRES

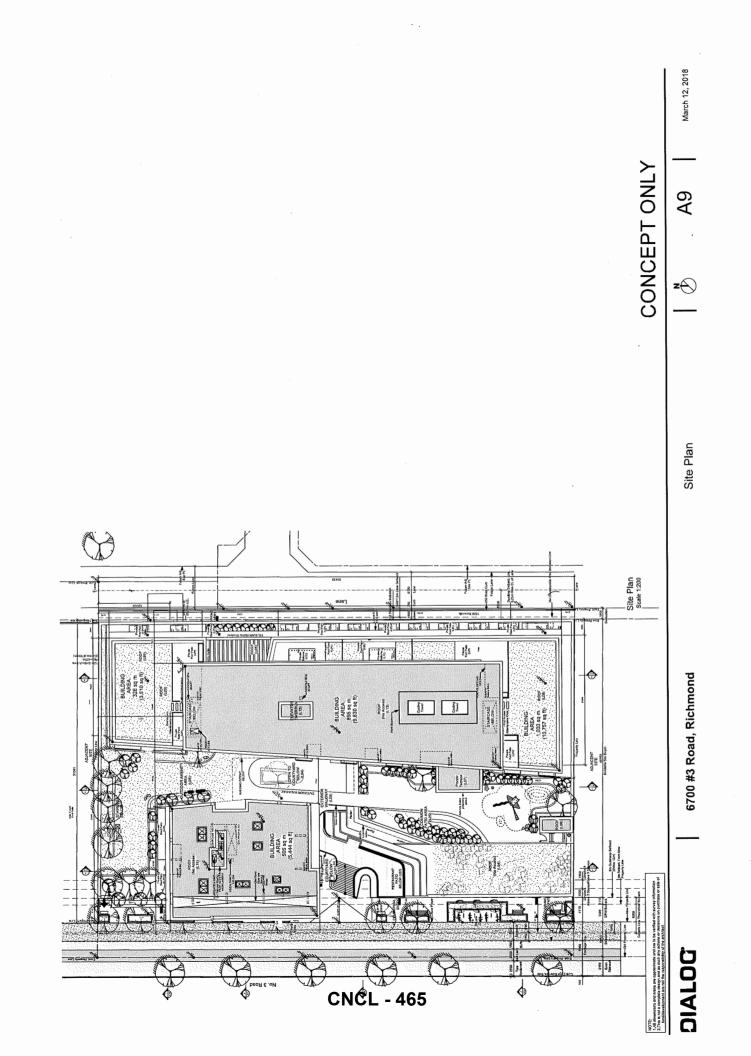


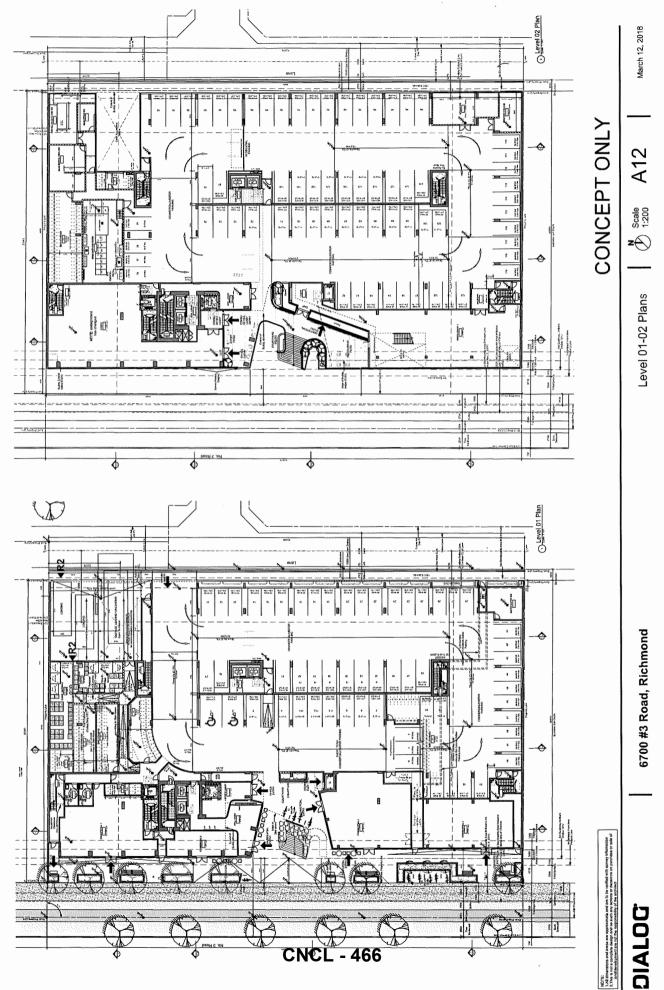
ATTACHMENT 2

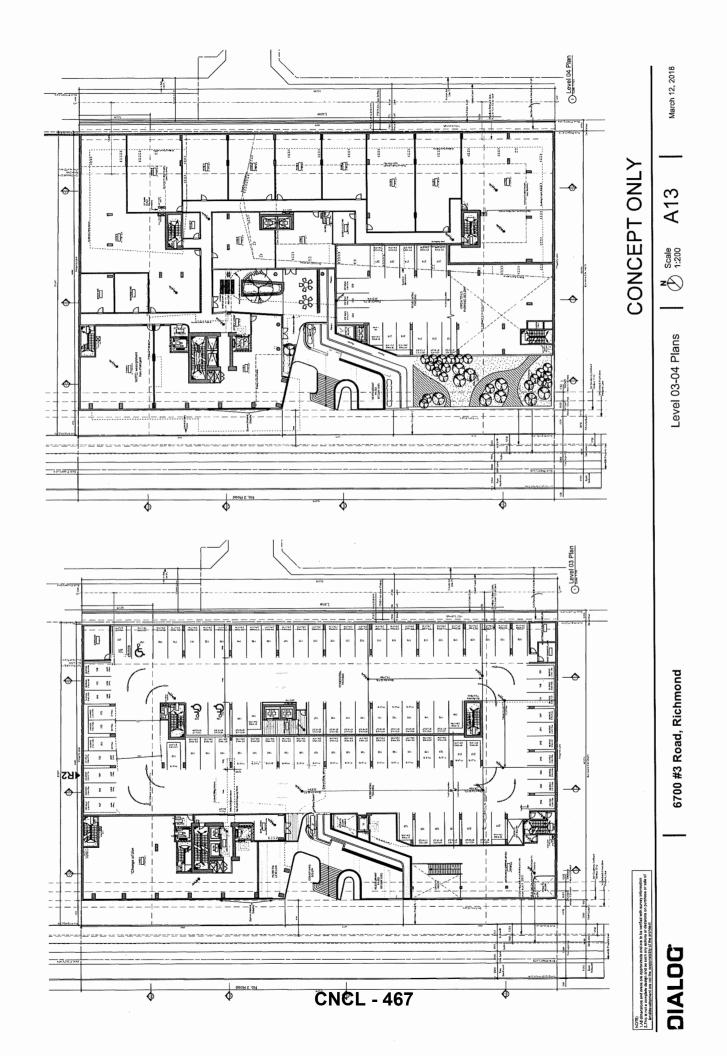
6700 No. 3 Road, Richmond, BC, V6Y 2C3 RZ 15-694855

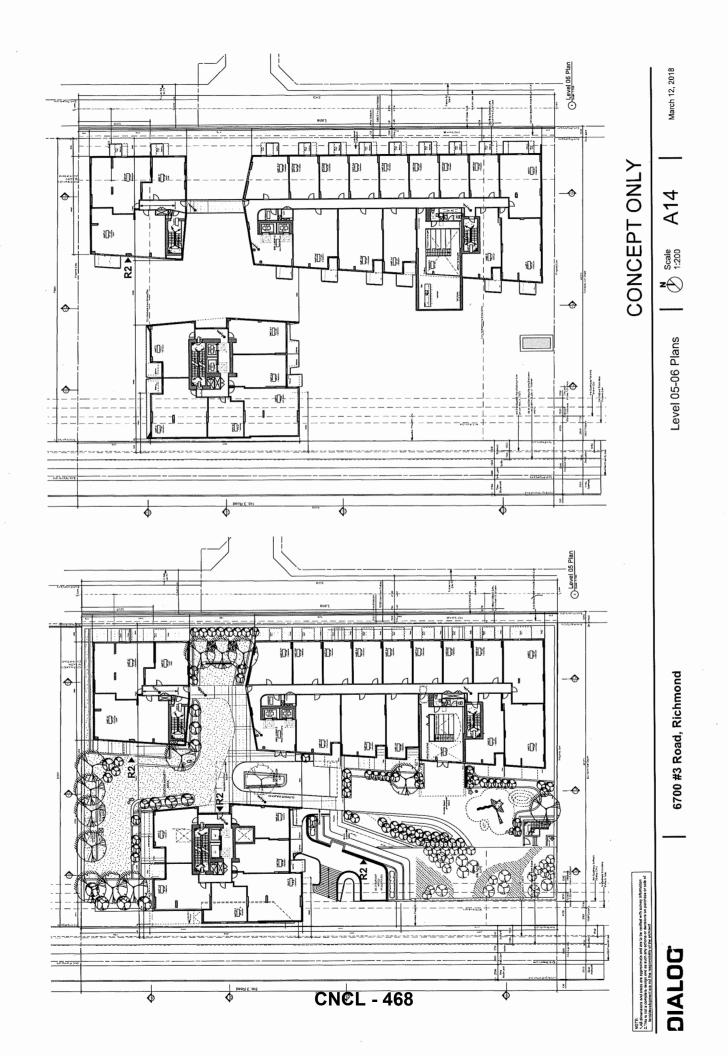
Issued for Revised Rezoning

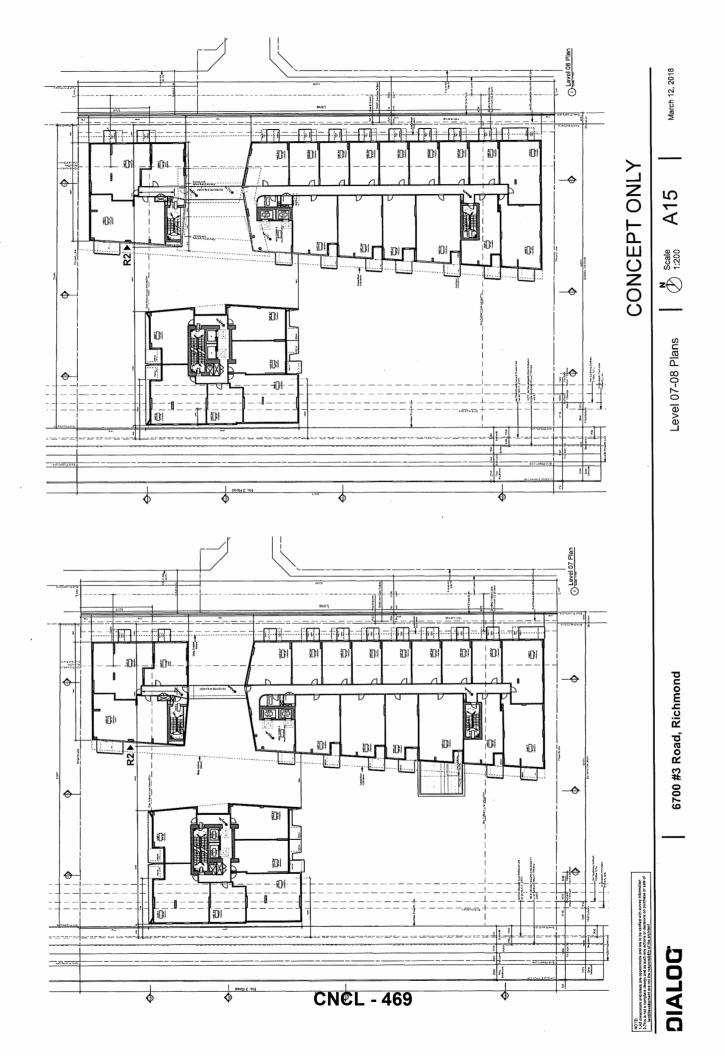


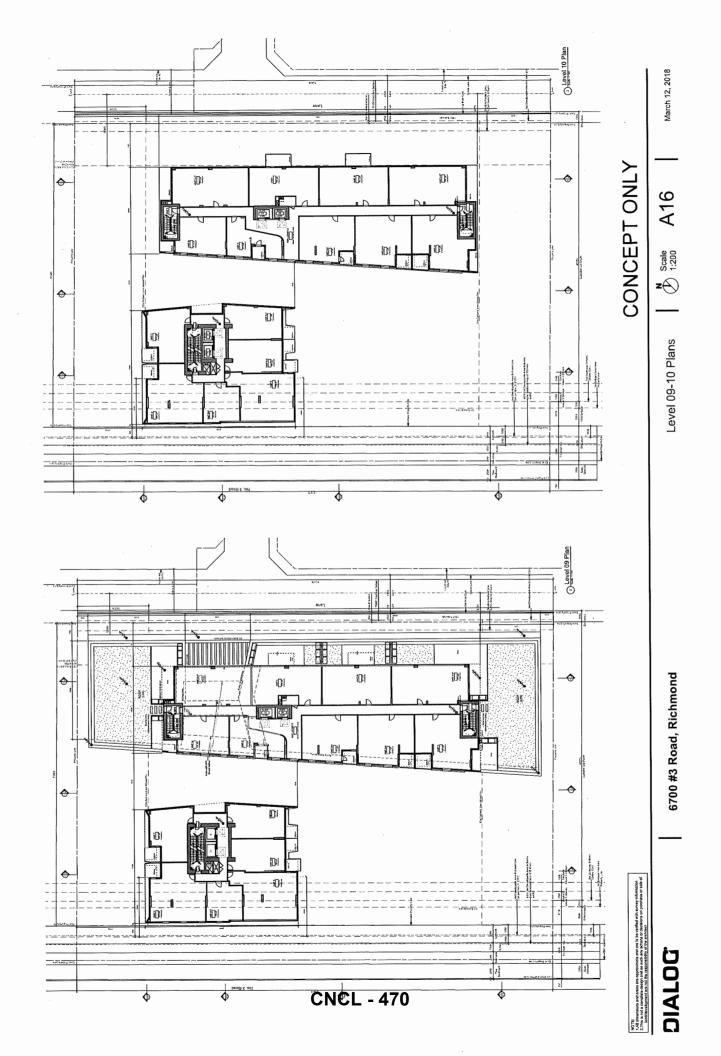


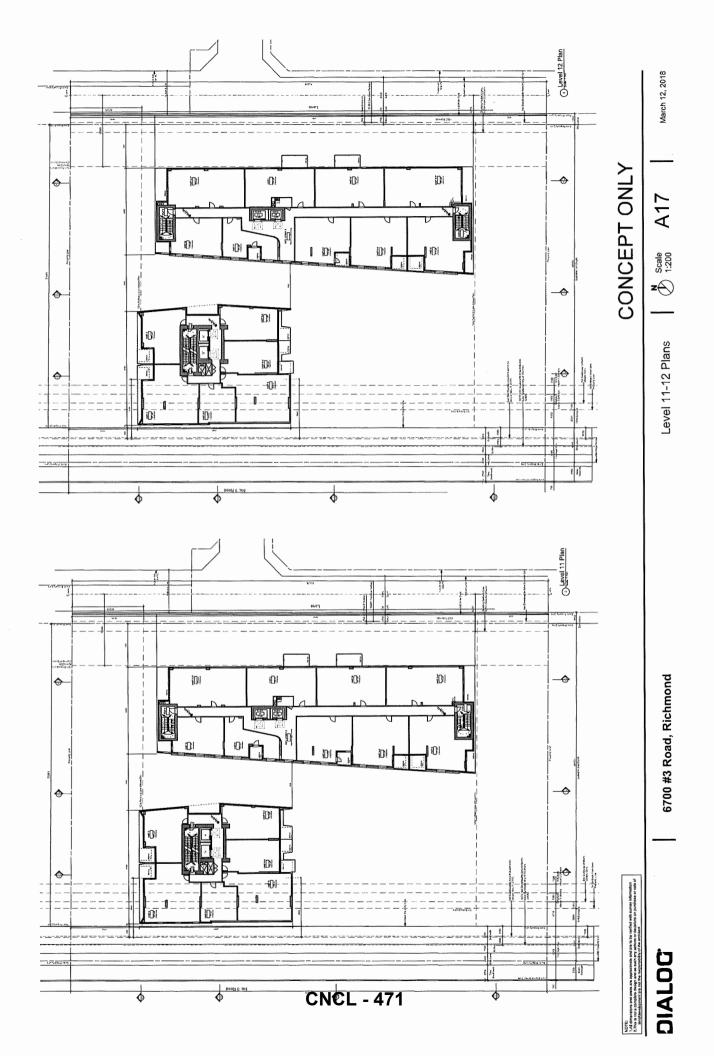


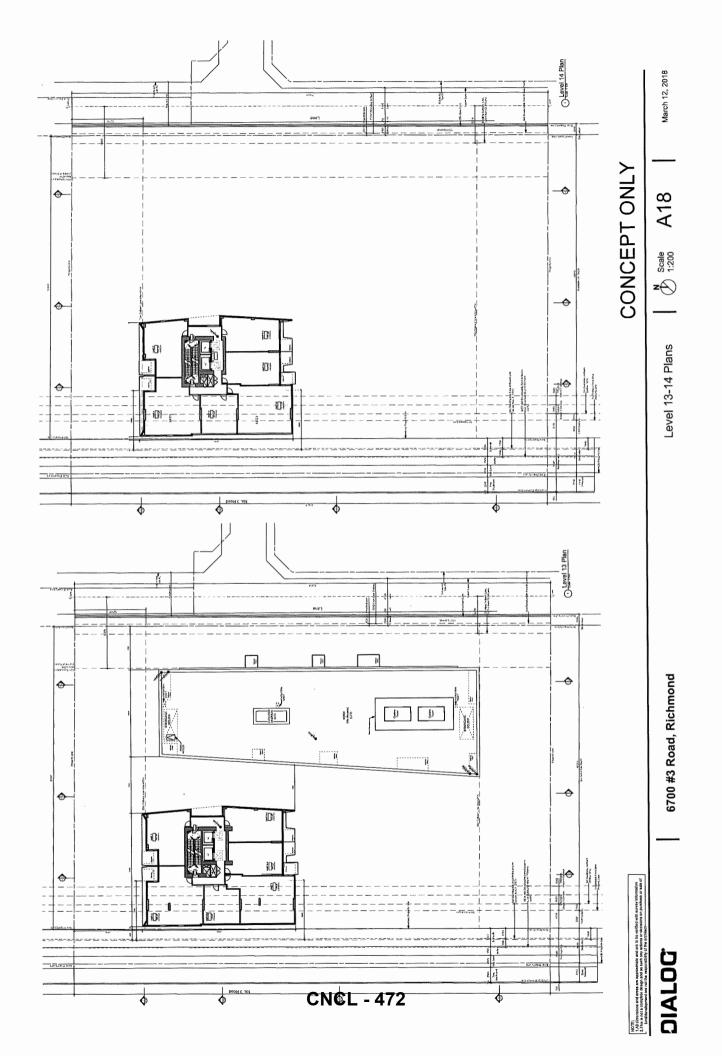


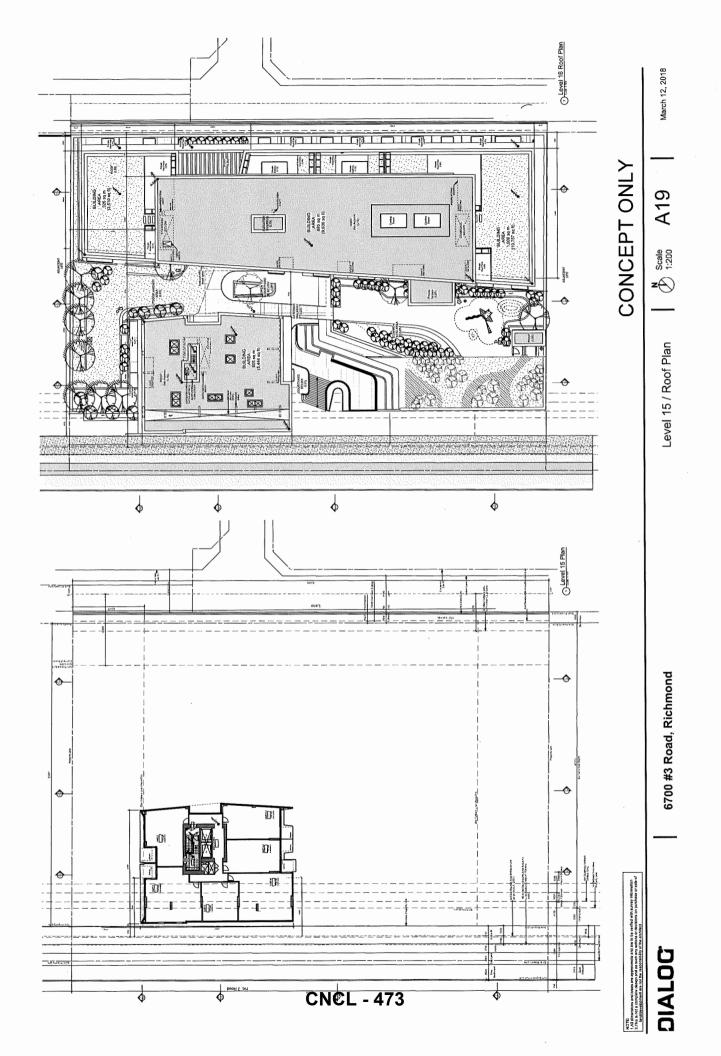


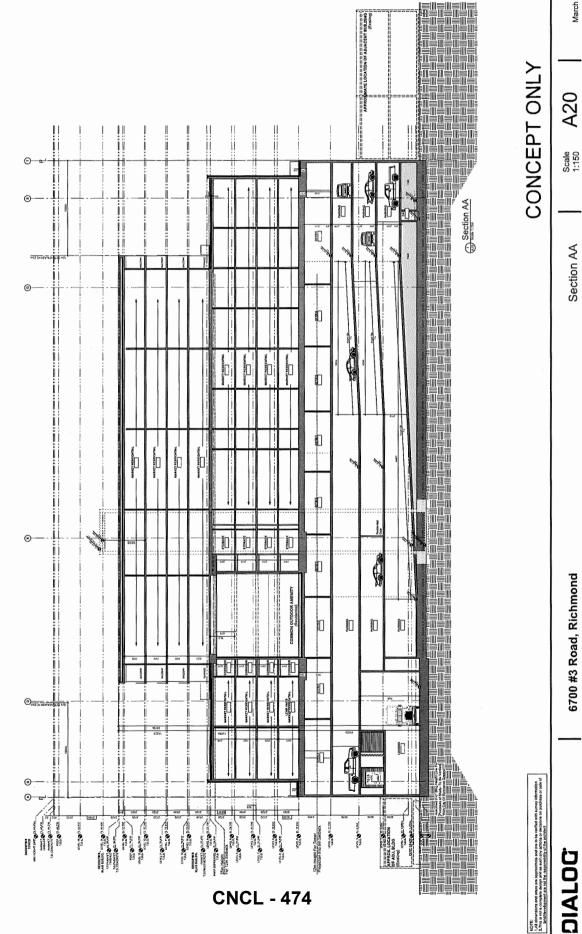








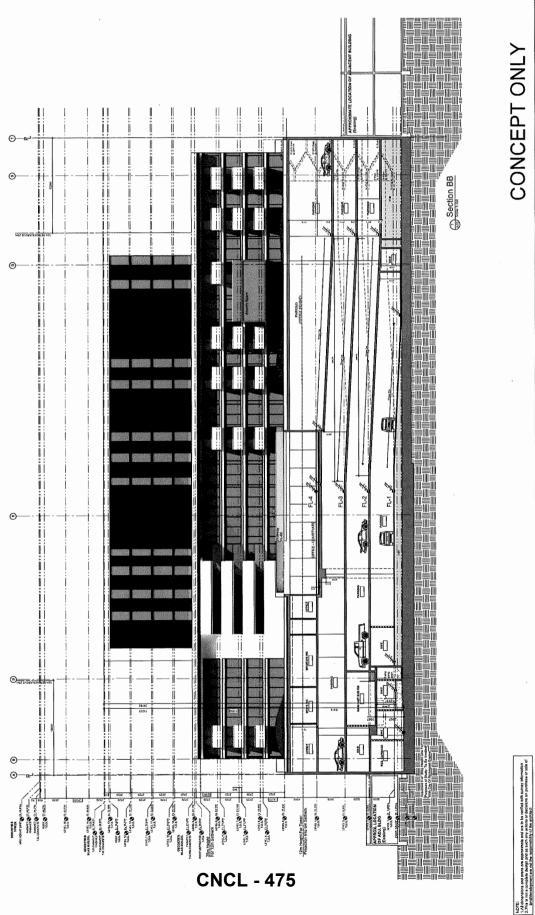




March 12, 2018

6700 #3 Road, Richmond

NOTE 2 TANK

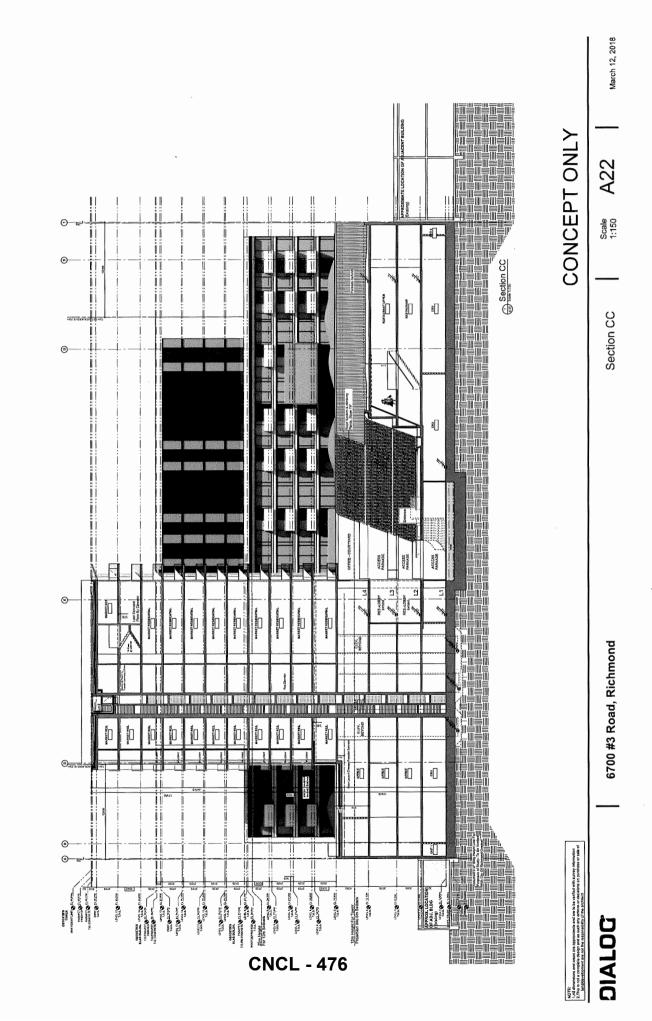


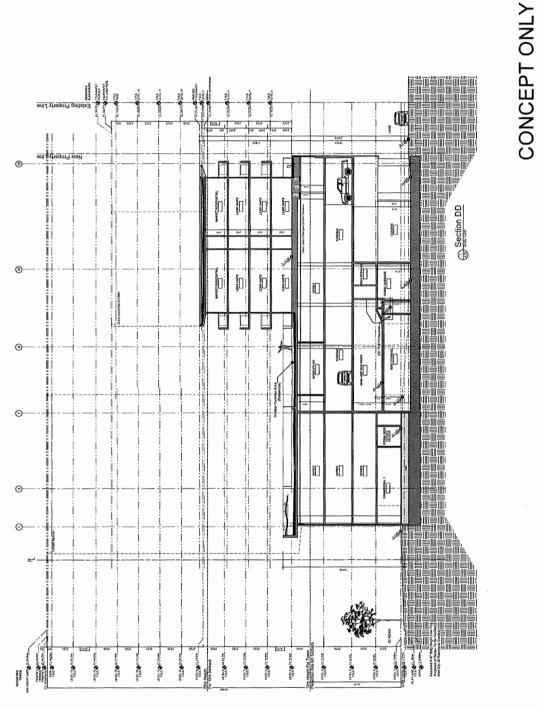
Section BB Scale A21

March 12, 2018

6700 #3 Road, Richmond

DIALOG





March 12, 2018

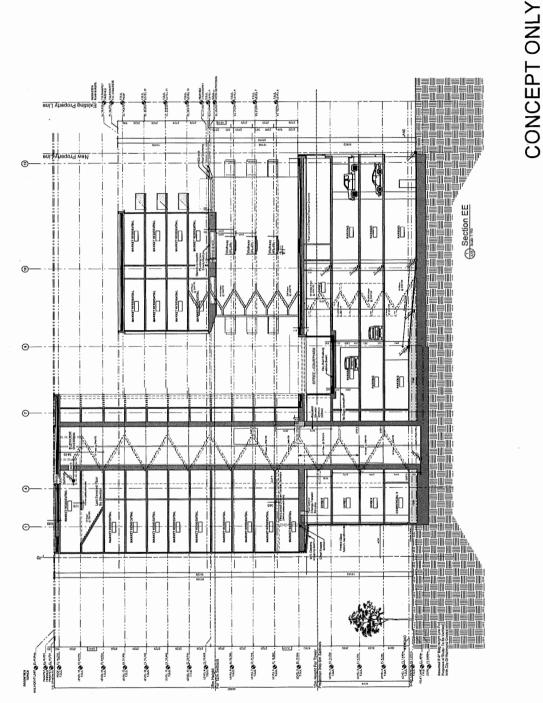
6700 #3 Road, Richmond

DIALOG

wrified with survey information decisions on purchase or cale of

ns and areas are approximate and are to be complete design and as such any actions of

CNCL - 477



March 12, 2018

Section EE

6700 #3 Road, Richmond

DIALOG

ultiversions and arrate are approximate and rev to be verified with aurey information a tend a competite design and as such any actions or decisions on purchase or sale of articleversioned are not the associativ of the are-ar-ar-

enil Yhegong Property Line TO AND TO 103 10 ١. 111 Eats | c 6440 under the second Ŧ Í Constant and the first ÷ aui-ly New Prope Q Suma ۲ ALOCAL LINNA and the second CHICK C Section FF MAXET REBENTIN NAMET REPORT н 0 (2) 11 S. I NATION IN THE NEW THE INTRET REPORTING - CLAR MAXET HERD DATA . Citeria Tanana Contraction of the second Q 0 卢 á Ż Duetoor Common VARIA 0 • Ŧ Take N 1 Θ and a ī. Ţ T Ţ 3 ROAD A LAND A LAND Intra bours n Height For Tower action Into 6m Salb TALL O TALL The Party Office TOA. O. O. A.IN AND D D THAT SLORENCE TOWOR Water in Origin and a sur The O C Hare TOKLO CLANS Farist 15 O is then TAKU ON BUN LOUI O LINE TTT IN CARGIN an non to a nan Mar in O ta in the 12m Selback



erified with survey information decisions on purchase or cela of

and areas are approximate and pre to be-mplete design and as such any octions of

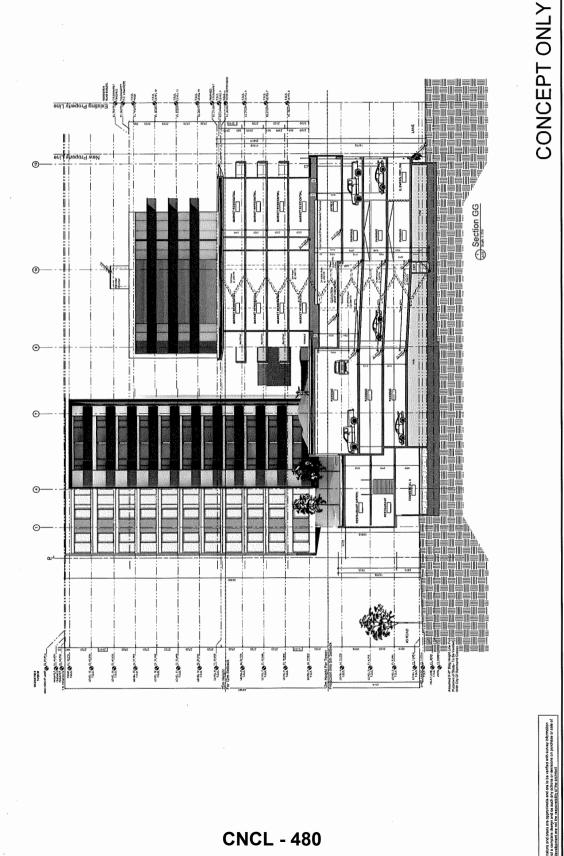
CONCEPT ONLY

6700 #3 Road, Richmond

A25 Scale 1:150

March 12, 2018

Section FF



March 12, 2018

A26

Scale 1:150

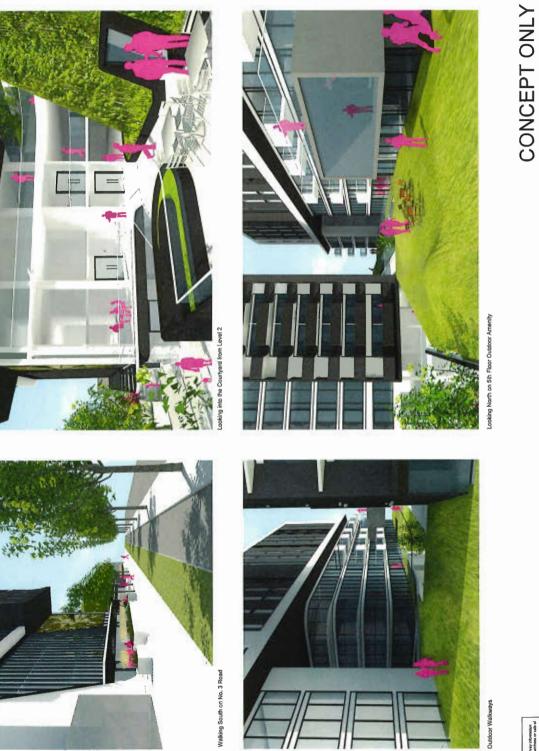
Sections GG

6700 #3 Road, Richmond

DIALOG

NOTE 1 Alid





information and or sale of

March 12, 2018

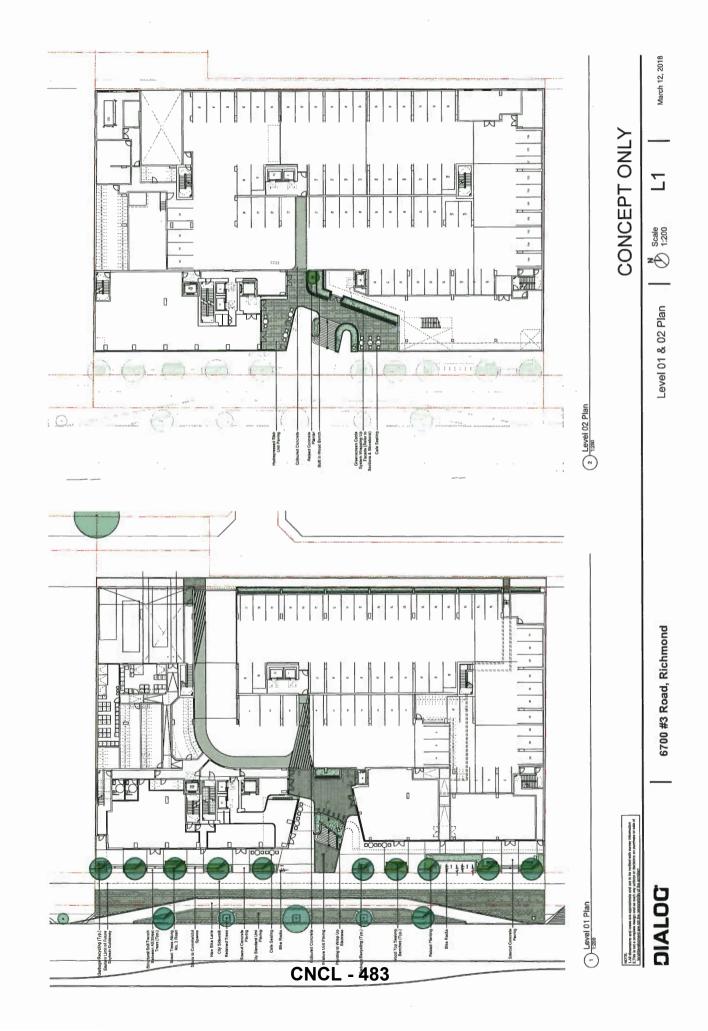
A30

3D Massing

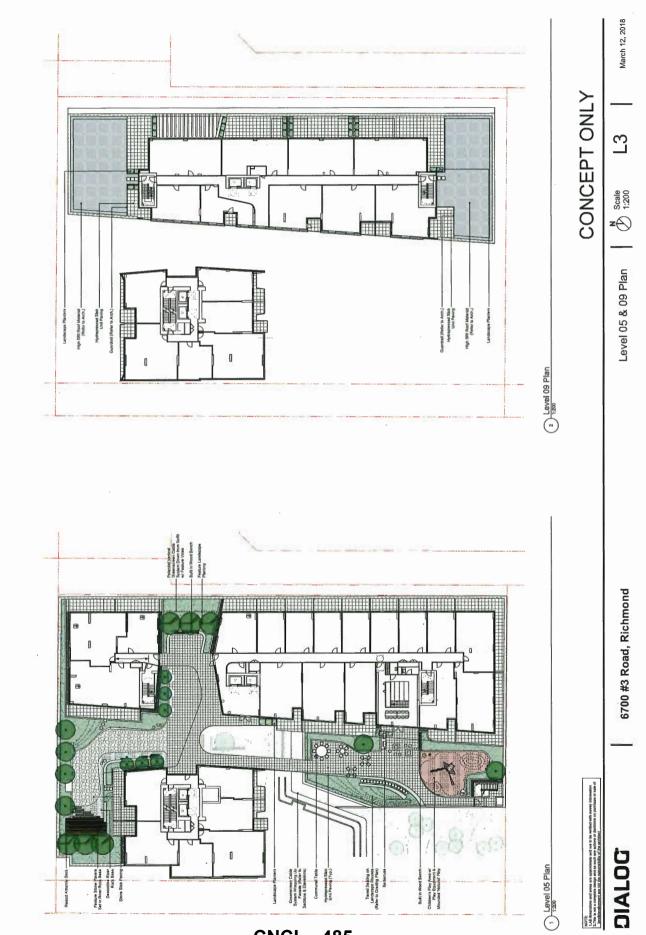
6700 #3 Road, Richmond

DIALOG

CNCL - 482







CNCL - 485

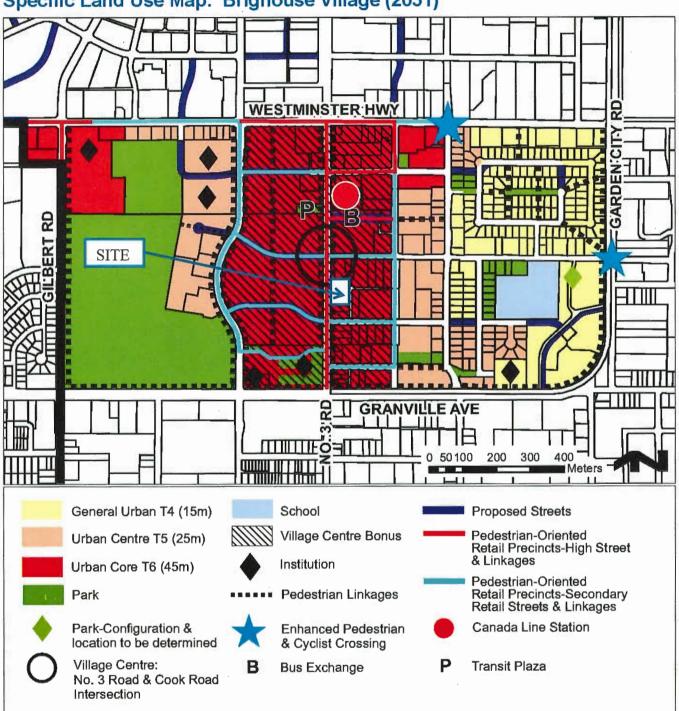


Development Application Data Sheet Development Applications Department

RZ15-694855			
Address:	6560, 6600, 6640 & 6700 No. 3 Road		
Applicant:	Bene (Richmond) Development Ltd.		
Owner:	Bene (Richmond) Development Ltd		
Planning Area(s):	City Centre – Brighouse Village		

RZ15-694855	Existing	Proposed
Site Size:	4,819 m ²	4,066 m ²
Net Development Site Area:	N/A	4,393 m ²
Land Uses:	Commercial	Mixed Use
OCP Designation:	Downtown Mixed Use	Downtown Mixed Use
Area Plan Designation:	Urban Core T6 (45 m)	Urban Core T6 (45 m)
Zoning:	CDT1	ZMU36
Number of Residential Units:	nil	166

RZ15-694855	Bylaw Req't	Proposed	Variance
Floor Area Ratio (FAR):	4.0	4.0	n/a
Floor Area per FAR:	17,572 m ²	17,572 m ²	n/a
Lot Coverage:	90%	85%	-
Lot Size:	4,000 m ²	4,066 m ²	-
Lot Dimensions:	n/a	n/a	-
Setback – Front Yard:	4.0 m / 0.5 m	4.1 m / 0.5 m	-
Setback – Interior Side Yard:	0 m	0 m	-
Setback – Rear Yard:	0 m	0 m	-
Height Dimensional (geodetic):	47.0 m	46.9 m	-
Off-Street Parking Spaces – Residential Unit:	134	137	-
Off-Street Parking Spaces – Shared Comm'l/Office/Visitor:	71	87	-
Off-Street Parking Spaces – Total:	205	224	-
Loading Spaces – Medium Size:	3	3	-
Loading Spaces – Large Size:	0	0	-
Bicycle Parking Spaces – Class 1:	218	284	
Bicycle Parking Spaces – Class 2:	32	35	-



Specific Land Use Map: Brighouse Village (2031)

ATTACHMENT 5



Rezoning Considerations

Development Applications Department 6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 6560, 6600, 6640 & 6700 No. 3 Road

File No.: RZ 15-694855

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9855, the owner is required to complete the following.

- 1. *(Subdivision)* Consolidation of all parcels and registration of a subdivision plan for the subject site that satisfies the following conditions, generally as shown in the sketch survey plan (Schedule 1):
 - a) dedication of approximately 5.85 m along the No. 3 Road frontage for street widening, subject to final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the Director of Transportation; and
 - b) dedication of approximately 1.85 m for widening of the rear east lane for the lots fronting 6600, 6640 and 6700 No. 3 Road, and, approximately 6.434 m for widening of the rear east lane for the lot fronting 6560 No. 3 Road, subject to final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the Director of Transportation.
- 2. *(Flood Construction Level)* Registration of a flood covenant on title identifying the basic minimum flood construction level of 2.9 m GSC for Area A.
- 3. *(Aircraft Noise)* Registration of an aircraft noise sensitive use covenant on title addressing noise impacts on residential uses and establishing a statutory right of way in favour of the Airport Authority.
- 4. (*Mixed-Use Noise*) Registration of a mixed use noise sensitive use covenant on title addressing noise impacts on residential uses.
- 5. (Commercial Noise) Registration of a commercial noise restrictive covenant on title addressing noise impacts generated by commercial uses and requiring demonstration that the building envelope is designed to avoid noise generated by the internal use from penetrating into residential areas that exceed noise levels allowed in the City's Noise Bylaw and that noise generated from rooftop HUAC units will comply with the City's Noise Bylaw.
- 6. (City Centre Impacts) Registration of a restrictive covenant on title noting that the development is located in a densifying urban area and may be subject to impacts that affect the use and enjoyment of the property including, but not limited to, ambient noise, ambient light, shading, light access, privacy, outlook, vibration, dust and odours from development or redevelopment of public and private land in the surrounding area.
- 7. (Affordable Housing) Registration of a Housing Agreement securing the owner's commitment to:
 - a) provide 5% of the residential floor area to affordable housing dwelling units, in perpetuity;
 - b) provide for affordable housing units, of numbers, types, sizes and associated rent and income levels in accordance with the table below:

Unit Type	Affordable Hou	Project Targets (3)			
	Minimum Unit Sizes	Current LEMR Maximum Rents (1) (2)	Total Maximum Household Income (1) (2)	Unit Mix	# of Units (3)
Bachelor	37 m ² (400 ft ²)	\$811	\$34,650 or less	33%	3
1-Bedroom	50 m ² (535 ft ²)	\$975	\$38,250 or less	0%	0
2-Bedroom	69 m ² (741 ft ²)	\$1,218	\$46,800 or less	33%	3
3-Bedroom	91 m ² (980 ft ²)	\$1,480	\$58,050 or less	33%	3
TOTAL		N/A	N/A	100%	9

AFFORDABLE HOUSING SUMMARY

(1) Denotes 2017 amounts adopted by Council on July 24, 2017.

(2) Subject to Council approval, total annual household incomes and maximum monthly rents may be increased annually by the Consumer Price Index.

(3) 50% of affordable housing units shall meet Richmond Basic Universal Housing (BUH) standards or better.

- 8. *(Residential Access)* Registration of a restrictive covenant on title, or other legal agreement, to the satisfaction of the City, securing the owner's commitment to provide a cross-access easement or statutory right of way securing pedestrian access for the residents, their guests/invitees/contractors, emergency personnel and the City to/from all residential buildings, including the affordable housing component, through the adjacent residential buildings' lobbies and vertical circulation systems, the parking structure and other ancillary spaces such as indoor and outdoor common amenities.
- 9. (Shared Non-residential and Residential Visitor Parking) Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to ensure that:
 - a) all non-residential parking spaces are shared between non-residential uses and residential visitor uses;
 - b) all shared parking spaces remain unassigned;
 - c) all shared parking spaces are located on or close to the ground level of the parking structure;
 - d) all shared parking spaces are identified with signage as to their intended usage;
 - e) all shared parking spaces are fully accessible to all users (e.g. entry gate open) during standard business operating hours; and
 - f) all shared parking spaces are fully accessible to residential visitor users (e.g. buzz entry) during non-standard business hours.
- 10. (Shared Commercial and Residential Truck Loading) Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to ensure that:
 - a) all loading spaces are shared between commercial and residential uses;
 - b) all shared loading spaces will remain unassigned;
 - c) all shared loading spaces are located on the ground level;
 - d) all shared loading spaces are identified with signage as to their intended usage;
 - e) all shared loading spaces are fully accessible to all users (e.g. entry gate open) during business hours; and
 - f) all shared loading spaces are accessible to all users (e.g. buzz entry) during non-standard business hours.

5800979v3

- 11. (*Truck Size*) Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to ensure that the maximum truck size for any truck servicing the site is a medium size truck (e.g. SU9). (*Note: No WB-17 size trucks are permitted.*)
- 12. *(Car Share)* Registration of a restrictive covenant and statutory right of way on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to provide a car share facility and car share equipment to a car share operator or the City, at no cost to the car share operator or the City, both as the case may be, the terms of which shall be generally as follows:
 - a) a minimum of three (3) car share parking spaces within the development, along with pedestrian and vehicular access, designed, constructed, equipped and maintained by the owner, at the owner's cost, to be:
 - i. co-located and located on the ground level of the parkade;
 - ii. provided with direct pedestrian access from No. 3 Road;
 - iii. provided with vehicle access from the lane;
 - iv. designed to be safe, convenient and universally-accessible;
 - v. provided with design features, decorative finishing, lighting and signage, as determined through the Development Permit and Servicing Agreement processes;
 - vi. provided with one EV quick-charge (240 volt) charging station for each car share space for its exclusive use;
 - vii. accessible to all intended users (e.g. general public, car share operator personnel and car share operator members) at no added cost;
 - viii. accessible to all intended users as follows:
 - i. the general public 365 days a year for a time period equalling the lengthiest combination of standard business hours and the standard operating hours of local rapid transit; and
 - ii. the car share operator personnel and members 365 days a year for a 24 hours per day (e.g. code entry);
 - b) a minimum of three (3) car share cars, all of which being electric vehicles, at the owner's initial cost;
 - c) terms of agreement between the owner and the car share operator which shall include:
 - i. a minimum contractual period for the provision of car share services of three years from the first date of building occupancy; and
 - ii. additional provisions as negotiated by the owner and car share operator (e.g. maintenance, repair and replacement by car share vehicles by the car share operator), or as required by the City, subject to the approval of the Director of Transportation;
 - d) supporting submissions provided to the City (Transportation Department) as follow:
 - i. prior to the rezoning Report to Council, a copy of the letter of intent addressed to the owner from the car share operator outlining the terms of the provision of car sharing services;
 - ii. prior to Development Permit issuance, a copy of the draft contract between the owner and the car share operator describing the terms of the provision of car sharing services;
 - iii. prior to Development Permit issuance, a Letter of Credit (LOC) from the owner, the terms of which shall include:
 - i. a sum of <u>\$75,000</u> to secure the owner's commitment to provide the car share cars; and

- agreement that, should the car share cars not be provided at the time of Building Permit issuance granting occupancy, the owner will voluntarily contribute the \$75,000 secured by LOC towards alternate transportation demand management modes of transportation;
- iv. prior to Building Permit issuance granting occupancy, a copy of the executed contract between the owner and the car share operator describing the terms of the provision of car sharing services;
- v. prior to Building Permit issuance granting occupancy, a copy of the purchase receipt for the car share cars;
- e) a Public Right of Passage Statutory Right of Way, in favour of the City, to secure the car share spaces and the vehicular and pedestrian accesses, subject to the final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the Director of Transportation; and
- f) in the event that the car-share facilities are not operated for car-share purposes as intended via the subject rezoning application (e.g., operator's contract is terminated or expires), transfer control of the car-share facilities and equipment, as applicable, to the City, at no cost to the City, with the understanding that the City at its sole discretion, without penalty or cost, shall determine how the facilities shall be used going forward.
- 13. (*Bicycle End-of-Trip Facilities*) Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to provide bicycle end-of-trip facilities within the development for the shared use of all non-residential users (e.g. commercial and office) generally as follows:
 - a) a minimum of one male facility and one female facility, designed, constructed, equipped and maintained by the owner, each of which shall:
 - i. be fully accessible to all intended users;
 - ii. be easily accessible from commercial Class 1 bicycle parking areas;
 - iii. be fully handicapped accessible;
 - iv. accommodate two or more people at one time; and
 - v. include, at minimum, a change room and lockers, two showers, a toilet, a wash basin and a grooming station (i.e. mirror, counter and electrical outlets).
- 14. (*Bicycle Maintenance and Repair Facilities*) Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to provide bicycle maintenance and repair facilities within the development for the shared use of all residential users (e.g. owners, renters and their guests) generally as follows:
 - a) a minimum of two bicycle repair and maintenance stations, designed, constructed, equipped and maintained by the owner, each of which shall:
 - i. be fully accessible to all intended users;
 - ii. be easily accessible from residential Class 1 bicycle parking areas;
 - iii. be fully handicapped accessible; and
 - iv. include, at minimum, a bicycle repair stand with tools, a foot pump and a faucet, hose and drain for bicycle washing.
- 15. *(Bicycle Facilities)* Registration of a restrictive covenant on title or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to maintain all required bicycle parking spaces and other bicycle facilities for their intended uses.
- 16. *(Transit Pass Program)* Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to

Updated: May 3, 2018 12:26 PM

____ Initial

provide a transit pass program for the residential tenants of the development, at the owner's cost, generally as follows:

- a) provide monthly two-zone transit passes for one year to:
 - i. 50% of market units; and
 - ii. 100% of affordable housing units;
- b) extend the program, should it not be fully subscribed within one year, until the equivalent of the costs of the full one year transit pass program has been exhausted;
- c) provide for administration by TransLink or a management company on behalf of the strata council;
- d) notify purchasers of the availability of the transit pass program;
- e) indicate the availability and method of accessing the transit program in sales/rental contracts; and
- f) submit a Letter of Credit prior to Development Permit issuance to secure the owner's commitment to provide the transit passes based on 110% of transit pass costs (including 100% for transit pass purchases and 10% for future transit pass cost increases and administration) (Note: The remaining funds in the LOC will be released to the Owner when the 2-zone one year transit pass program is fully subscribed.)
- 17. *(District Energy Utility)* Registration of a restrictive covenant and statutory right of way and/or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to connect to District Energy Utility (DEU) and granting the statutory right of way(s) necessary for supplying the DEU services to the building(s), which covenant and statutory right of way and/or legal agreement(s) will include, at minimum, the following terms and conditions:
 - a. No building permit will be issued for a building on the subject site unless the building is designed with the capability to connect to and be serviced by a DEU and the owner has provided an energy modelling report satisfactory to the Director of Engineering.
 - b. If an energy plant district energy utility (EDEU) service area bylaw which applies to the site has been adopted by Council prior to the issuance of the development permit for the subject site, no building permit will be issued for a building on the subject site unless:
 - i. the owner designs, to the satisfaction of the City and the City's DEU service provider, Lulu Island Energy Company Ltd. (LIEC), an energy plant to be constructed and installed on the site, with the capability to connect to and be serviced by a DEU; and
 - ii. the owner enters into an asset transfer agreement with the City and/or the City's DEU service provider on terms and conditions satisfactory to the City to transfer ownership of the energy plant to the City or as directed by the City, including to the City's DEU service provider, at no cost to the City or City's DEU service provider, LIEC, on a date prior to final building inspection permitting occupancy of the first building on the site;
 - c. The owner agrees that the building(s) will connect to a DEU when a DEU is in operation, unless otherwise directed by the City and the City's DEU service provider, LIEC.
 - d. If a DEU is available for connection and the City has directed the owner to connect, no final building inspection permitting occupancy of a building will be granted unless, and until:
 - i. the building is connected to the DEU;
 - ii. the owner enters into a Service Provider Agreement for that building with the City and/or the City's DEU service provider, LIEC, executed prior to depositing any Strata Plan with LTO and on terms and conditions satisfactory to the City; and
 - iii. prior to subdivision (including Air Space parcel subdivision and Strata Plan filing), the owner grants or acquires, and registers, all Statutory Right-of-Way(s) and/or easements necessary for supplying the DEU services to the building.

5800979v3

- e. If a DEU is not available for connection, but a EDEU service area bylaw which applies to the site has been adopted by Council prior to the issuance of the development permit for the subject site, no final building inspection permitting occupancy of a building will be granted unless and until:
 - i. the City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU;
 - ii. the building is connected to an energy plant supplied and installed by the owner, at the owner's sole cost, to provide heating, cooling and domestic hot water heating to the building(s), which energy plant will be designed, constructed and installed on the subject site to the satisfaction of the City and the City's service provider, LIEC;
 - iii. the owner transfers ownership of the energy plant on the subject site, to the City or as directed by the City, including to the City's DEU service provider, LIEC, at no cost to the City or City's DEU service provider, on terms and conditions satisfactory to the City;
 - iv. prior to depositing a Strata Plan, the owner enters into a Service Provider Agreement for the building with the City and/or the City's DEU service provider, LIEC, on terms and conditions satisfactory to the City; and
 - v. prior to subdivision (including Air Space parcel subdivision and Strata Plan filing), the owner grants or acquires, and registers, all additional Covenants, Statutory Right-of-Way(s) and/or easements necessary for supplying the services to the building and the operation of the energy plant by the City and/or the City's DEU service provider, LIEC.
- f. If a DEU is not available for connection, and a EDEU service area bylaw which applies to the site has not been adopted by Council prior to the issuance of the development permit for the subject site, no final building inspection permitting occupancy of a building will be granted until:
 - i. the City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU; and
 - ii. the owner grants or acquires any additional Statutory Right-of-Way(s) and/or easements necessary for supplying DEU services to the building, registered prior to subdivision (including Air Space parcel subdivision and strata plan filing).
- 18. (Child Care) City acceptance of the owner's offer to voluntarily contribute at least <u>\$873,295.57</u> (one percent of the residential floor area, excluding affordable housing floor area, calculated using the proposed floor area *e.g.* 0.01 x 12,481 $m^2 x$ \$6,997/ m^2) towards the development and operation of child care (90% to Childcare Development Reserve Fund Account # 7600-80-000-90157-0000 and 10% to Childcare Operating Contributions Account # 7600-80-000-90159-0000).
- 19. (Community Facility) City acceptance of the owner's offer to voluntarily contribute at least $\frac{1,536,891.05}{1000}$ (five percent of the Village Centre Bonus floor area calculated using the proposed floor area e.g. $0.05 \times 1.0 \times 4,393m2 \times \frac{6,997}{m^2}$) towards the development of community facilities (City Centre Facility Development Fund Account # 7600-80-000-90170-0000).
- 20. (Community Planning) City acceptance of the owner's offer to voluntarily contribute at least $\frac{52,891.72}{100\%}$ of the total floor area calculated using the proposed floor area *e.g.* 17,572 m² x $\frac{3.01}{m^2}$ towards City Centre community planning (CC-Community Planning and Engineering Account # 3132-10-520-00000-0000).
- 21. (Public Art) City acceptance of the owner's offer to voluntarily contribute at least \$135,463.27 (100% non-residential floor area and 100% residential floor area, excluding affordable housing floor area, @ \$4.84 and \$9.15 per square meter, respectively, e.g. 4393 m² x \$4.84/m² + 12,481 m² x \$9.15/m²) towards public art (15% to Public Art Provision Account # 7500-10-000-90337-0000 and 85% to Account # 7600-80-000-90173-0000).

Updated: May 3, 2018 12:26 PM

Initial

- 22. (*Traffic Impact Measures*) City acceptance of the owner's offer to contribute to <u>\$50,000.00</u> towards the shared cost purchase and installation of a new traffic signal at the intersection of Park Road and Buswell Street (General Account (Transportation) # 5132-10-550-55005-0000).
- 23. (*Transportation Demand Management*) City acceptance of the owner's offer to contribute \$30,000.00 to purchase and installation of a bus shelter in the vicinity of the site (General Account (Transportation) # 5132-10-550-55005-0000).
- 24. *(Tree Replacement City Trees)* City acceptance of the owner's offer to voluntarily contribute \$1,300.00 (calculated as \$1,300 for the most southerly (1) tree to be removed at 6700 No. 3 Road) to the City's Tree Compensation Fund (Account # 2336-10-000-00000) for the planting of replacement trees within the City.
- 25. *(Servicing Agreement)* Submission and processing of a Servicing Agreement* application, completed to a level deemed acceptable by the Director of Engineering, for the design and construction of works associated with the proposed rezoning, subject to the following conditions:
 - a) Using the OCP Model, there is 900 L/s of water available at a 20 psi residual at the No 3 Rd frontage. Based on your proposed Development, your site requires a minimum fire flow of 220 L/s.
 - b) The developer is required to:
 - i. Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage Building designs. If adequate flow is not available, the developer shall be required to upgrade the existing water system that may extend beyond the development site frontage.
 - c) At developer's cost, the City is to:
 - i. Cut and cap all existing water service connections at the watermain along No. 3 Road frontage.
 - ii. Install a new water service connection along the No 3 Road frontage.
 - d) The developer is required to:
 - i. Upgrade the existing lane drainage sewer, ICs and manholes to meet current City standards.
 - e) At developer's cost, the City is to:
 - i. Cut and cap all existing storm sewer service connections along No 3 Road frontage.
 - ii. Install a new storm service connection complete with an IC along the No. 3 Road frontage, ROW may be required to accommodate IC.
 - f) The developer is required to:
 - i. Redirect sanitary flows to the new Buswell Street sewer (that the City is in the process of procuring) by installing approximately 212m of 200mm sanitary sewer running south within the Lane and east along Park Road to Buswell Street.
 - ii. Tie the new 200mm sanitary sewer into the existing sewer within Park Road and reconnect the existing service connections to 6740-6760 No. 3 Road and 8071 Park Road.
 - iii. Install a new sanitary service connection complete with IC along the Lane frontage of the development at is south east corner.
 - iv. Abandon the existing sanitary sewer between Park Road and SMH839 by filling with low strength flowable concrete.
 - v. Provide, if necessary, additional SRWs, to be defined through the SA drawings and provided to the City at no cost.
 - g) At developer's cost, the City is to:

- i. Cut and cap all existing sanitary service connections and remove the existing IC's located along the Lane frontage of the development site.
- ii. Cut and cap the existing sanitary sewer located at the northwest corner of 8080 Park Road to existing SMH839.
- iii. Complete the two proposed sewer tie-ins to the existing sanitary sewer on Park Road and the proposed sanitary sewer on Buswell St.
- h) The developer is required to:
 - i. Coordinate with existing private utility companies to underground pole lines along the sites lane frontage.
 - ii. Locate all above ground utility cabinets and kiosks required to service the proposed development within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be submitted prior to the RZ staff report progressing to Planning Committee and shall be included in the development process design review. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the right of way requirements and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of SRWs that shall be shown in the functional plan and registered prior to SA design approval:
 - 1. BC Hydro PMT -4mW X 5m (deep)
 - 2. BC Hydro LPT 3.5mW X 3.5m (deep)
 - 3. Street light kiosk 1.5mW X 1.5m (deep)
 - 4. Traffic signal kiosk 1mW X 1m (deep)
 - 5. Traffic signal UPS 2mW X 1.5m (deep)
 - 6. Shaw cable kiosk 1mW X 1m (deep) show possible location in functional plan
 - 7. Telus FDH cabinet 1.1mW X 1m (deep) show possible location in functional plan
 - iii. Pre-duct for future hydro, telephone and cable utilities along the No. 3 Rd frontage.
 - iv. Upgrade the sites entire lane frontage as required to meet City lane standards, to include new asphalt, roll over curb, drainage and lighting.
 - v. Provide dedication for any proposed lane widening.
 - vi. Other frontage improvements as per Transportation's requirements.
- i) The developer is required to:
 - i. Provide, within the first SA submission, a geotechnical assessment of preload and soil preparation impacts on the existing utilities fronting or within the development site and provide mitigation recommendations.
 - ii. Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- j) The developer is required to:
 - i. Submit final interim and ultimate road functional drawings prepared by a registered professional and completed to the satisfaction of the City.

- k) The developer is required to:
 - . Design and construct road and infrastructure works, with completion to the satisfaction of the City before the issuance of occupancy permits, including but not limited to the following:
 - Construction of frontage improvements along the entire length of the west side of the site (No. 3 Road frontage). The scope of work shall include the construction of these frontage improvements: curb and gutter, landscaped boulevard (with hard surface, soft landscaping and/or trees), off-road bicycle lane, street furniture and lighting strip, and concrete sidewalk. The frontage improvement cross-section elements, measured from the existing east curb face of No. 3 Road, shall include:
 - 0.15 m wide top of curb;
 - 2.0 m wide landscaped boulevard;
 - 2.0 m wide off-road bicycle lane. (Note: The exact location of the bicycle lane is being reviewed, i.e. street side of curb or building side of curb. In either case, the bicycle lane is expected to be 2.0 m wide. The curb dimensions may change slightly).
 - 2.0 m wide street furniture/lighting strip; and
 - 3.0 m wide concrete sidewalk.
 - 2. Widening of the existing north-south lane along the entire length of the east side of the site and construction of frontage improvements along the entire length of the east side of the site (back lane frontage). The scope of work shall include the construction of these lane frontage improvements: rollover curb, concrete sidewalk/lighting strip, and repaying the existing lanes. The frontage improvement cross-section elements, measuring from the new property line (west side of the lane), shall include:
 - 0.35 m wide rollover curb; and
 - 1.5 m wide concrete sidewalk (the lighting strip may be included in the width of the sidewalk as long as it is does not reduce the sidewalk width below 0.9 m);

(Note 1: The above improvements are typical for the lane frontage of 6600/6640/6700 No. 3 Road. For the lane frontage of 6560 No. 3 Road (north end of the site), the road improvements shall also include the construction of a new lane up to the east property line of the development in addition to the rollover curb and sidewalk).

(Note 2: Lane upgrade requirements - As the lane provides the only option for vehicular access to the site, it is important to ensure that the existing pavement structure of the lane is adequate to withstand the additional site generated traffic and truck movements. The developer is to consult City Engineering staff on the requirement for repaying the existing lane to support the increased traffic volumes. If it is determined that the existing lane requires repaying, the pavement upgrade will need to cover both the east-west and north-south sections of the lane between Buswell Street and Park Road).

- l) The developer is required to:
 - i. provide for the retention of the three (3) remaining existing acer rubrum trees on City property along No. 3 Road (north of the one (1) tree being removed at 6700 No. 3 Road), unless otherwise determined by the SA process, in which case replacement terms shall be determined within the SA process. Retention shall be supported with:
 - 1. installation of appropriate tree protection fencing around all trees to be retained on the No. 3 Road frontage, as well as trees located in adjacent frontages that may be

5800979v3

affected by the construction of the proposed development and associated frontage improvements; and

- 2. submission of a contract entered into by the applicant and a Certified Arborist for the supervision of all works conducted in close proximity to the aforesaid tree protection zones. The contract must include the scope of work to be undertaken, including the proposed number of monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- m) Provision of a Letter of Credit to secure the completion of the works in an amount determined by the Director of Engineering and Director of Transportation.
- n) Registration of the Servicing Agreement on title.
- 26. (Development Permit) Submission and processing of a Development Permit* application, completed to a level deemed acceptable by the Director of Development, demonstrating:
 - a) design development of the rezoning concept, as necessary, to address:
 - i. form and character objectives noted in the associated Report to Planning Committee;
 - ii. Council directions arising out of Public Hearing;
 - iii. pertinent comments of the Advisory Design Panel;
 - iv. form and character objectives described in the OCP and CCAP Development Permit Guidelines;
 - v. technical resolution of building services, private utilities, public utilities, fire access, parking and loading and waste management including provision of final utility, fire access, loading, waste management and signage and wayfinding plans; and
 - vi. technical resolution of the landscape plans including:
 - 1. the protection, installation and/or maintenance (including automatic irrigation) of retained and/or new landscape; and
 - 2. the protection, installation and/or maintenance (including automatic irrigation) of retained and/or new trees;
 - b) the owner's commitment to design and construct the development in accordance with rezoning policy, the rezoning considerations and the draft site-specific zoning bylaw, by incorporating information into the Development Permit plans (inclusive of architectural, landscape and other plans, sections, elevations, details, specifications, checklists and supporting consultant work) prepared by qualified professionals including, but not limited to:
 - i. statutory rights of way, easements, encroachments, no build areas, agreements and other legal restrictions;
 - ii. flood construction level(s);
 - iii. use, density, height, siting, building form, landscaping, parking and loading and other zoning requirements;
 - iv. floor area calculation overlays;
 - v. site access locations;
 - vi. horizontal and vertical clearance dimensions for all vehicular circulation, including heights of doors, gateways and other passages;
 - vii. the required shared non-residential parking and residential visitor parking spaces;
 - viii. the required shared loading spaces;
 - ix. the required EV-charging vehicle parking spaces;
 - x. the required car-share parking spaces;
 - xi. the required end-of-trip facilities, including their location, number, size, type and use;
 - xii. the required bicycle maintenance and repair facilities;

5800979v3

- xiii. identification and wayfinding marking and /or signage for all bicycle, vehicle and truck spaces and associated facilities;
- xiv. the location of areas reserved for DEU equipment and/or connection facilities and a notation regarding the need for DEU pre-ducting, as applicable in the case of the final DEU strategy;
- xv. the required affordable housing units, including their size and location;
- xvi. the required aging in place, basic universal, accessible, adaptable and/or convertible dwelling units, as noted below, including notation of their associated design features:

Туре	Affordable	Market	Intent	Standard
Aging in Place		142	- support mobility and usability	Per OCP
Adaptable + Basic Universal Housing *	9	15	 renovation potential for wheelchair plus added floor area for manoeuvering 	Per BCBC and RZB
Barrier Free **	0	0	- move in with wheelchair	Per BCDH
Total Units	9	157		

* Includes Aging-in-Place

** Includes Aging-in-Place, Adaptable and Basic Universal Housing

- xvii. an accessibility checklist and identification of specific recommended measures to be incorporated into the Building Permit plans, where relevant;
- xviii. a CPTED checklist and identification of specific recommended measures to be incorporated into the Building Permit plans, where relevant;
- xix. a LEED checklist prepared by a LEED AP BD+C to achieve LEED v4 Silver equivalency and identification of specific measures to be incorporated into the Building Permit plans;
- xx. an Acoustic and Mechanical Report with recommendations prepared by a registered professional regarding measures to be incorporated into the Building Permit drawings to achieve the exterior and interior noise levels and other noise mitigation standards articulated in the various noise covenants;
- xxi. an Arborist Contract entered into between the applicant and a Certified Arborist for supervision of any works conducted within the tree protection zone of the trees to be retained -the Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
- xxii. the required common indoor, common outdoor and private outdoor amenity areas including their location, size and use;
- xxiii. the location, plans, detailing and specifications for landscaping, including but not limited to required replacement trees and irrigation for private and common open space; and
- xxiv. the dimensions of any tree protection fencing illustrated on the Tree Retention/Management Plan provided with the application.
- 27. (Landscape Letter of Credit) Submission of a letter of credit for landscaping based on 100% of the cost estimate provided by the Landscape Architect, including installation costs, plus a 10% contingency cost.

(Building Permit)

<u>Note:</u> Prior to Building Permit issuance the approved Development Permit and associated conditions, as well as any additional items referenced in "Schedule B: Assurance of Professional Design and Commitment for Field Review", shall be incorporated into the Building Permit plans (drawings and documents) prior to Building Permit issuance.

5800979v3

Updated: May 3, 2018 12:26 PM

____ Initial

<u>Note:</u> Prior to Building Permit issuance, the applicant is to submit a detailed Construction Parking and Traffic Management Plan to the Transportation Division for approval. The Management Plan shall identify (for each development phase): construction vehicle access, emergency vehicle access, parking facilities for construction workers, staging areas for construction vehicles, areas for deliveries and loading, and application for any lane closures. The Plan will require the use of proper construction traffic control procedures and certified personnel as per Traffic Control Manual for works on roadways (Ministry of Transportation and Infrastructure) and MMCD Traffic Regulation Section 01570.

<u>Note:</u> Prior to Building Permit issuance the developer must obtain a Building Permit for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

General Notes:

- 1. Some of the foregoing items (*) may require a separate application.
- 2. Where the Director of Development deems it appropriate, legal agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

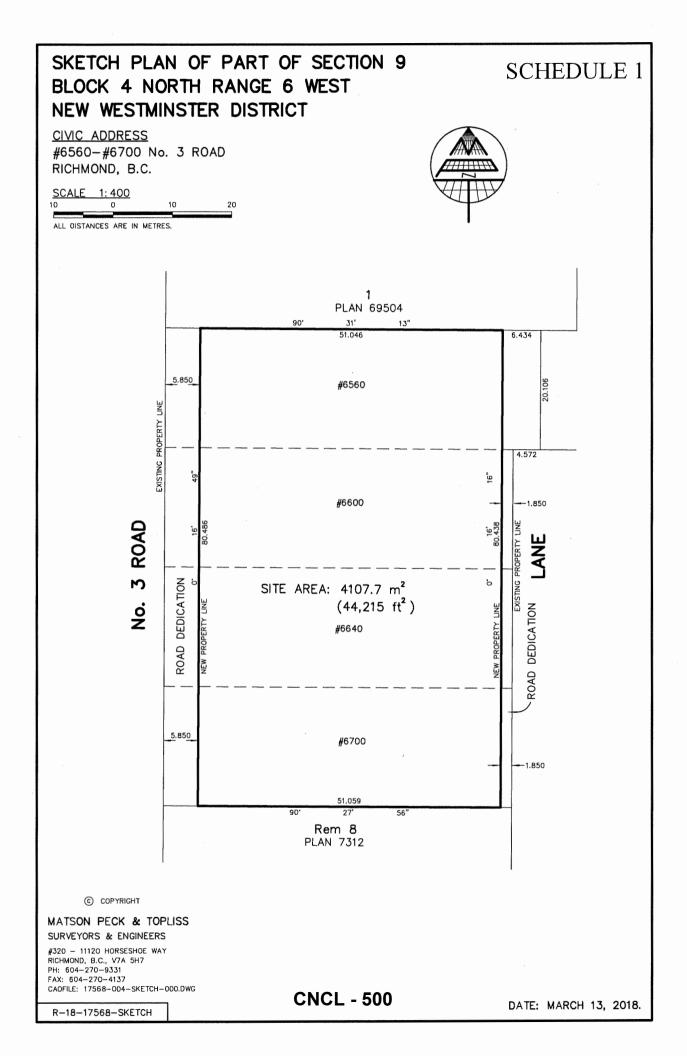
The legal agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding Permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

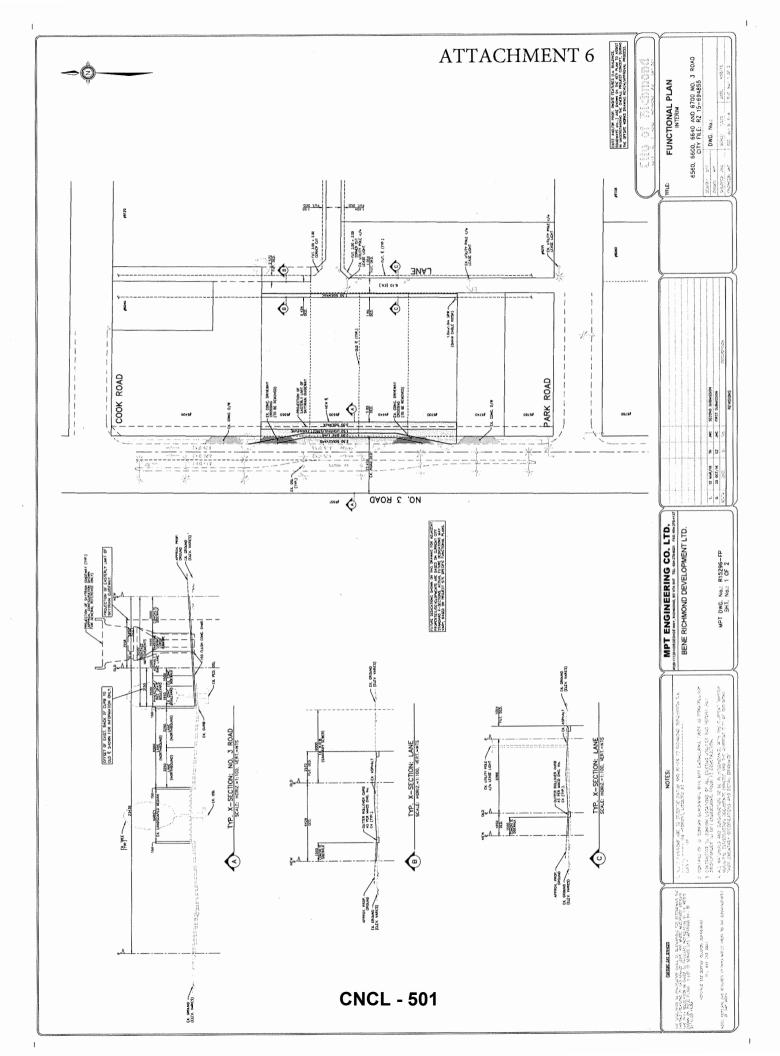
- 3. Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- 4. Applicants for all City Permits are required to comply at all times with the conditions of the Provincial Wildlife Act and Federal Migratory Birds Convention Act, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal Permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on-site, the services of a Qualified Environmental Professional be retained.

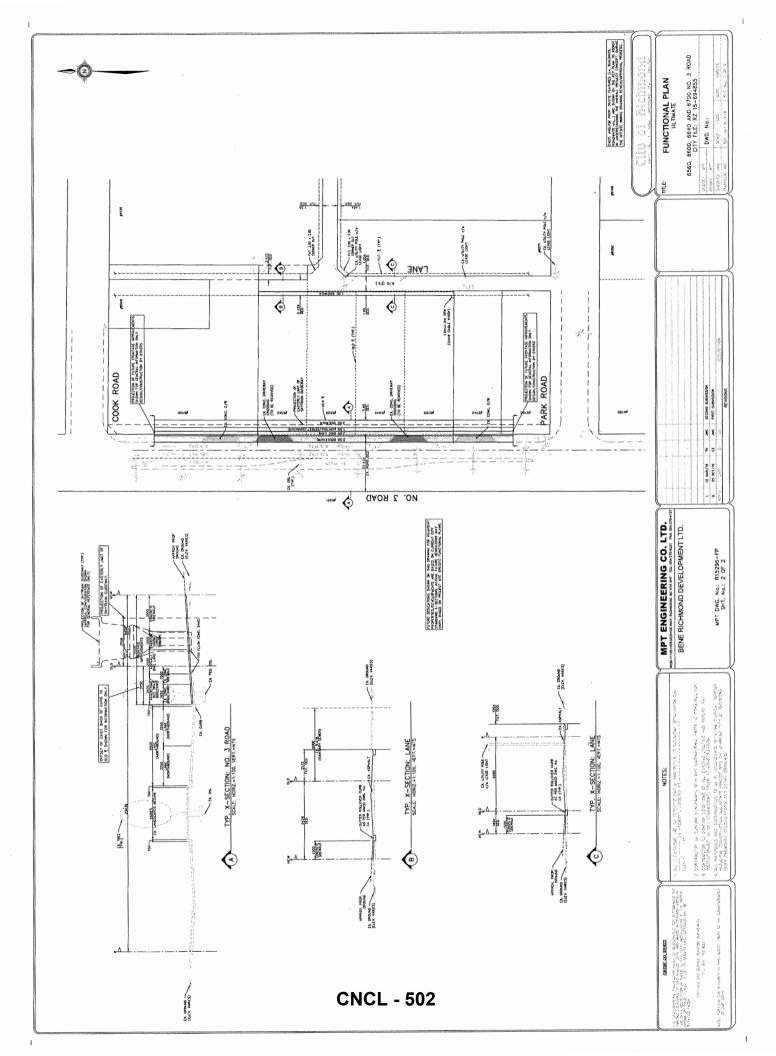
Signed

Date

5800979v3







		ATTACHMENT 7
City 5		
		• OS1
1.5m City 4 City 4 Fr. B2.0m Fr. City 3 Fr. City 3 City 4 City 4 City 4 City 4 City 3 City		
LSm LSm LSm LSm		
City 2		
City 1		
LEGEND	ED X TEFT TO RE REALGATO The tree protection rone shown is a graphical representation of the critical rule lever, measured from the outer edge of the zero of the tree, if the trees via diameter was added to the graphical tree protection critics to accommodate the survey point trong in the careford of the survey point to survey point to careford of the survey point trong in the careford of the survey point to survey point to careford of the survey point to survey point to careford of the survey point to survey point	
All trace protection forcing must be built to the calvourt municipal bylaw spacifications. The dimensions shown in a from the outer edge of the stem of the tree. Standon Definition of	(real)	This plan is provided for context only, and is not cortified as to the accuracy of the location of fertures or dimensions thus are observed on this plan. Please refer to the enginal survey plan and engineering plans. Date: 2016/11/17 Orawn by: MH Page 82:e: TABLOID (11*(17*)

Bylaw 9855



Richmond Zoning Bylaw 8500 Amendment Bylaw 9855 (RZ 15-694855) 6560, 6600, 6640 & 6700 No. 3 Road

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

1. Richmond Zoning Bylaw 8500 is amended by inserting the following into Section 20 (Site Specific Mixed Use Zones), in numerical order:

"20.36 High Density Mixed Use (ZMU36) – Brighouse Village (City Centre)

20.36.1 Purpose

The **zone** provides for a broad range of **commercial**, **office**, service, institutional, entertainment and residential **uses** typical of the **City Centre**. Additional **density** is provided to achieve, amongst other things, **City** objectives related to the **development** of **affordable housing units**, **office uses** and **community amenities**.

20.36.2 Permitted Uses

- amenity space, community
- animal day care
- animal grooming
- broadcasting studio
- child care
- education
- education, commercial
- education, university
- emergency service
- entertainment, spectator
- government service
- health service, minor
- housing, apartment
- library and exhibit
- liquor primary establishment
- manufacturing, custom indoor

- microbrewery, winery and distillery
- neighbourhood public house
- office
- private club
- recreation, indoor
- religious assembly
- restaurant
- retail, convenience
- retail, general
- retail, second hand
- service, business support
- service, financial
- service, household repair
- service, personal
- studio
- veterinary service

20.36.3 Secondary Uses

- boarding and lodging
- home business
- home-based business

20.36.4 Additional Uses

district energy utility

20.36.5 Permitted Density

- 1. For the purposes of this **zone**, the calculation of **floor area ratio** is based on a net **development site** area of 4,393.0 sq. m.
- 2. The maximum floor area ratio is 2.0 together with an additional:
 - a) 0.1 **floor area ratio** provided that the additional **floor area** is used entirely to accommodate indoor **amenity space**.
- 3. Notwithstanding Section 20.36.5.2, the reference to "2.0" is increased to a higher **floor area ratio** of "3.0" if, at the time **Council** adopts a zoning amendment bylaw to create the ZMU36 **zone** and include the **lot** in the **zone**, the **owner**:
 - a) agrees to provide not less than nine (9) **affordable housing units** on the **site** and the combined **habitable space** for the **affordable housing units** is not less than 5% of the total residential **floor area**;
 - b) enters into a housing agreement with respect to the affordable housing units and registered the housing agreement against title to the lot and files a notice in the Land Title Office; and
 - c) pays a sum to the City (Child Care Reserve Fund) based on 1% of the value of the total residential floor area ratio less the value of the affordable housing unit floor area ratio (i) multiplied by the "equivalent to construction value" rate of \$6,997/ sq. m., if the payment is made within one year of third reading of the zoning amendment bylaw, or (ii) thereafter, multiplied by the "equivalent to construction value" rate of \$6,997/ sq. m. adjusted by the cumulative applicable annual changes to the Statistics Canada "Non-residential Building Construction Price Index" for Vancouver, where such change is positive.
- 4. Notwithstanding Section 20.36.5.2 and Section 20.36.5.3, the **density** is increased by an additional **floor area ratio** of "1.0" if, at the time **Council** adopts a zoning amendment bylaw to create the ZMU36 **zone** and include the **lot** in the **zone**, the **owner**:
 - a) agrees to use the "1.0" additional **floor area ratio** for non-residential **uses** only; and

b) pays a sum to the City (City Centre Facility Development Fund) based on 5% of the "1.0" additional floor area ratio, calculated using the "equivalent to construction value" rate of \$6,997/ sq. m., if the payment is made within one year of third reading of the zoning amendment bylaw, or (ii) thereafter, multiplied by the "equivalent to construction value" rate of \$6,997/ sq. m. adjusted by the cumulative applicable annual changes to the Statistics Canada "Non-residential Building Construction Price Index" for Vancouver, where such change is positive.

20.36.6 Permitted Lot Coverage

1. The maximum **lot coverage** is 90% for **buildings**.

20.36.7 Yards & Setbacks

- 1. Minimum setbacks shall be:
 - a) for a **front yard**, 4.0 m., except that the **front yard** may be reduced to a minimum of 0.5 m. for a maximum of 33% of the **frontage** width for parts of the building at or above 12.0 m. above **finished site grade**, as specified in a Development Permit approved by the **City**;
 - b) for a side yard, 0.0 m.; and
 - c) for a **rear yard,** 0.0 m.
- 2. Notwithstanding 20.36.7.1, minimum **setbacks** for parts of a building directly adjacent to **City** land or land secured for public use via **right-of-way**, measured to a **lot line** or the boundary of the **right-of-way**, shall be:
 - a) where a door provides **access**, 1.5 m or the depth of the door swing, whichever is greater.

20.36.8 Permitted Heights

- 1. The maximum **building height** for **principal buildings** is 47.0 m. geodetic.
- 2. The maximum **building height** for **accessory buildings** is 12.0 m.

20.36.9 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 4,000.0 sq. m.

20.36.10 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

20.36.11 On-Site Parking and Loading

- 1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.
- 2. Notwithstanding Section 7.4.4 and Section 20.36.11.1, the minimum number of **parking spaces** required by this bylaw shall be:
 - a) for residential uses:
 - i) 0.9 resident **parking spaces** per residential **dwelling unit**; and
 - ii) 0.8 resident parking spaces per affordable housing unit, and
 - b) for non-residential uses:
 - for gross leasable floor area above the first two floors, parking spaces as required in Table 7.7.2.3 as applicable to development within CDT zones,

and then the minimum on-site parking requirements for residential **uses** (set out above) and for non-residential **uses** (set out in Section 7) may be further reduced by up to a maximum of 10%, where:

- c) transportation demand management measures are implemented including the use of car co-operatives, transit passes, private shuttles, carpools, enhanced end-of-trip cycling facilities, and other pedestrian, bicycle and transit connectivity improvements suitable to the **site** and the surrounding neighbourhood; and
- d) the minimum on-site parking requirements are substantiated by a parking study that is prepared by a registered professional engineer and is subject to review and approval of the **City**.
- 3. Notwithstanding Section 20.36.11.1, the minimum number of truck loading spaces is:
 - a) no large size truck spaces for residential **uses** and non-residential **uses**; and
 - b) 3.0 medium size truck spaces shared between non-residential and residential **uses**.

20.36.12 Other Regulations

- 1. Signage must comply with the City of Richmond's *Sign Bylaw 5560*, as it applies to **development** in the Downtown Commercial (CDT1) **zone**.
- 2. **Telecommunication antenna** must be located a minimum 20.0 m above the ground (i.e., on a roof of a **building**).
- 3. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."

- 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 parcels and by designating them HIGH DENSITY MIXED USE (ZMU36) – BRIGHOUSE VILLAGE (CITY CENTRE):
 - P.I.D. 003-433-005 LOT 4 SECTION 9 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 7312
 - P.I.D. 003-420-418 LOT 129 SECTION 9 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 25835
 - P.I.D. 003-420-370 LOT 128 SECTION 9 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 25835
 - P.I.D. 001-468-375 LOT 127 SECTION 9 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 25685
- 3. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9855".

FIRST READING	 CITY OF RICHMOND
PUBLIC HEARING	
SECOND READING	 APPROVED by Director
THIRD READING	 or Solicitor
OTHER CONDITIONS SATISFIED	
ADOPTED	

MAYOR

CORPORATE OFFICE



Report to Committee

To: Planning Committee From: Wayne Craig Director, Development Date: April 26, 2018 File: 08-4100-01/2018-Vol 01

Re: Secondary Suites in Duplexes

Staff Recommendation

- 1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9865, to allow secondary suites as a permitted use in standard two-unit dwelling (duplex) zones, be introduced and given first reading.
- 2. That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9864, to allow secondary suites as a permitted use in arterial road duplexes, be introduced and given first reading;
- 3. That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9864, having been considered in conjunction with:
 - a. the City's Financial Plan and Capital Program; and
 - b. the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;

is hereby found to be consistent with the said programs and plans, in accordance with Section 477(3)(a) of the *Local Government Act*;

- 4. That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9864, having been considered in accordance with Section 475 of the *Local Government Act* and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation;
- 5. That upon submission of a Building Permit application for construction of a secondary suite in a two-unit dwelling (duplex), staff is authorized to discharge any restrictive covenants on title limiting the use of the property to a maximum of two dwelling units.
- 6. That Council Policy 5042 "Rezoning Applications for Two-Family Housing Districts Involving Existing Non-Conforming Two-family Dwellings" adopted March 29, 2005, be amended to remove the requirement for the registration of a legal agreement limiting the use of the property to a maximum of two dwelling units.

Wayne Craig Director, Development (604-247-4625) WC:sds Att. 7

REPORT CONCURRENCE				
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER		
Affordable Housing Building Approvals Policy Planning		fe Energ		
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO		

.

Staff Report

Origin

At the September 11, 2017 meeting of Regular Council, the following referral motion was passed:

That:

- 1) staff provide a history of duplexes and their requirements; and
- 2) staff provide information on options to legitimize secondary suites in duplexes that are within the City's jurisdiction

and report back.

This report responds to the referral by providing information on the history of duplex development and presents a number of options to permit secondary suites in duplexes for Council's consideration.

This report also supports Council's 2014-2018 Term Goal #3: A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

Findings of Fact

From 1956 to 1987, Richmond Zoning Bylaw 1430 permitted the development of either single-family dwellings or two-family dwellings (duplexes) in a number of residential zones. Richmond Zoning Bylaw 1430 was amended in 1987 to prohibit any new development of two-family dwellings, due to public concerns at the time regarding two-family dwellings, including:

- The potential proliferation of two-family dwellings in predominantly single-family residential neighbourhoods;
- The trend of two-family dwellings being occupied on a rental basis; and
- The alteration of two-family dwellings into triplexes or fourplexes.

Previous Richmond Zoning and Development Bylaw 5300

Richmond Zoning and Development Bylaw 5300 replaced Richmond Zoning Bylaw 1430 in 1989 and excluded two-family dwellings as a permitted use, which resulted in all existing two-family dwellings becoming legal non-conforming uses. However, due to property owners' concerns regarding the non-conforming status, Zoning and Development Bylaw 5300 was further amended to create a new two-family dwelling zone (Two-Family Housing District) in order to:

- Give legitimacy to existing genuine (previously conforming) two-family dwellings;
- Establish areas where new two-family dwellings could be developed; and
- Regulate the future development and redevelopment of two-family dwellings.

Council also endorsed a temporary voluntary program in 1990, which gave property owners of existing two-family dwellings the opportunity to rezone to the new two-family dwelling zone without having to pay a rezoning application fee. This would allow previously authorized two-family dwellings to regain the lawful status that was lost with the introduction of Richmond Zoning and Development Bylaw 5300. Property owners who consented to the voluntary program were required to confirm bylaw compliance through a building inspection and were also required to register a legal agreement on Title, restricting the property to a maximum of two dwelling units. The purpose of this restrictive covenant was to:

- Make the current and future owners aware of the maximum number of units permitted;
- Prevent future alterations to triplexes or fourplexes; and
- Act as an additional enforcement tool to ensure compliance with the new two-family dwelling zone.

Approximately 354 properties were rezoned as part of the temporary voluntary program, which was terminated in 1995. Subsequent rezoning applications to legitimize existing two-family dwellings have been considered on a case-by-case basis. It is estimated that an additional 17 properties were rezoned since 1995 to legitimize the existing non-conforming two-family dwelling.

Single-Family Lot Size Policies

Single-Family Lot Size Policies were first introduced in 1989 in Richmond Zoning and Development Bylaw 5300 to protect existing single-family neighbourhoods from development pressure (rezoning and subdivision into smaller lots), and provide stability for neighbourhoods by defining a public process for any zoning changes that would facilitate subdivision.

In 1996, and again in 1998, the procedure for the Single-Family Lot Size Policies was amended to allow applications to rezone and subdivide existing two-family dwellings into two single-family lots to be considered on their own merits, without conducting a Lot Size Policy study. The rationale used at the time was that the subdivision of duplex lots was different than the subdivision of single-family lots, as it does not add to the number of units in the existing neighbourhood. Additionally, a survey was conducted by the City in 1992 within a specific Lot Size Policy area, which revealed that the majority of respondents supported subdivision of duplex lots, preferring two single-family dwellings to one duplex.

The provision to allow the rezoning and subdivision of existing two-family dwellings is contained in the current Richmond Zoning Bylaw 8500, under Section 2.3.7, whereby the requirements of the Single-Family Lot Size Policies (i.e. conducting a Lot Size Policy Study) do not apply to a property which is the subject of the application if the land is the site of a legal duplex and is intending to subdivide into no more than two single-family lots.

This provision has led to the redevelopment of many existing duplexes into two single-family dwellings. Should Council wish to revisit this provision, Council can pass a specific resolution to direct staff to review the City's zoning provisions and Single-Family Lot Size Policies supporting the subdivision of duplex lots and report back.

Attachment 1 provides more information on the history of duplex development and secondary suites.

Current Regulations of Duplexes and Secondary Suites in Richmond Zoning Bylaw 8500

Currently, Richmond Zoning Bylaw 8500 allows duplex development on properties zoned "Two Unit Dwellings (RD1, RD2)", "Infill Residential (RI1, RI2)" and a number of site specific zones. In addition, owners of existing legal non-conforming duplexes zoned for single-family development can continue to apply for a rezoning to legitimize the existing duplex. More information regarding existing duplexes is provided in the "Analysis" section of this report.

Secondary suites are currently not a permitted use in any zones that allows duplexes. Richmond Zoning Bylaw 8500 allows secondary suites in a number of other zones, including all standard single-family and townhouse zones. Secondary suites became a permitted use in all single-family zones in 2007. Allowing secondary suites in single-family dwellings was an opportunity to address housing affordability issues and to provide more housing variety. In addition, it allowed greater control over health and safety issues in existing suites.

Secondary suites became a permitted use in standard townhouse zones more recently in May 2017, in order to provide additional opportunities to increase the supply of secondary suites citywide through new townhouse developments. Incorporating secondary suites in new construction is significantly easier than retrofitting existing buildings to accommodate suites, which can be challenging and expensive, depending on the existing condition.

BC Building Code (BCBC)

The BCBC contains different construction requirements for a secondary suite within a single-detached dwelling compared to a suite within other forms of housing (i.e. duplexes), including, but not limited to, the following:

BCBC requirements	Secondary suite in a single- detached dwelling	Suite in a multi-family dwelling (i.e. duplex)
Fire separation	45 min. fire rating; or 30 min. if smoke alarmed; or 0 min. if sprinklered.	1 hr. fire rating (2 storey building).
Smoke alarms	Not required if 45 min. fire rating.	Required in each unit.
Sound transmission	Not required.	Minimum sound transmission classification of 50 between units.

Attachment 2 provides a comprehensive comparison table, produced by the Provincial Building and Safety Standards Branch, which identifies these differences. Generally, the requirements for a suite within a duplex are significantly more onerous and costly compared to a secondary suite within a single-detached dwelling.

Legitimizing an existing suite within a duplex may require extensive works, depending on the age and condition of the existing duplex. In addition to the BCBC requirements, other building and servicing concerns may need to be addressed, including, but not limited to, the following:

- Water and sanitary sewer pipe sizes and or material used may be inadequate and may require upgrades.
- If each side of the duplex is not already metered separately, the installation of a separate water service connection and meter would be required.
- If a gas line exists, separate services to each unit would be required.
- General upgrading and separation of existing electrical wiring.
- Asbestos may currently exist in the drywall, flooring, insulation, etc.
- Existing back-to-back fireplaces may be an issue in order to maintain fire separation and sound rating between units.

The scope of upgrades required for existing suites to meet current Building Code requirements and address building and servicing concerns will vary significantly depending on the age and condition of the existing duplex, making it difficult to provide cost estimates. Property owners are recommended to consult a BC Building Code Consultant or equivalent registered professional to determine the scope of upgrades and costs required in order to achieve compliance to the BCBC. At Building Permit stage, a detailed code analysis outlining the scope of upgrades would be required. The requirements noted above would apply to all duplexes, regardless if the property has been strata-titled or not.

Related Policies & Studies

Official Community Plan/Arterial Road Land Use Policy

The Official Community Plan (OCP) encourages a variety of forms of housing in neighbourhoods in appropriate locations to provide a range of housing choices, including duplexes and secondary suites. Secondary suites are identified in the OCP as an option to increase the affordability of housing for the homeowner, and at the same time provides affordable accommodations for renters.

The Arterial Road Land Use Policy contained within the OCP supports densification along arterial roads. It was recently updated in 2016 to include arterial road duplex and triplex development in order to encourage more housing variety.

Allowing secondary suites in duplexes would be consistent with the OCP policies that strive to encourage more varied housing forms.

Council Policies

Two other Council policies exist to provide direction to staff in the review of applications involving two-family dwellings (duplexes), specifically:

• Policy 5007 – "Rezoning of Strata-Titled Two-Family Dwellings to Two-Family Housing District" (1990) (Attachment 3), which allows the entire property to be considered for rezoning with the consent of the owner of one unit of a strata-titled two-family dwelling; and

- Policy 5042 "Rezoning Applications for Two-Family Housing Districts Involving Existing Non-Conforming Two-family Dwellings" (2005) (Attachment 4), which provides a list of requirements to guide staff review of these types of applications (legitimizing an existing duplex), including requiring registration of a restrictive covenant limiting the property to a maximum of two dwelling units prior to rezoning approval.
 - These types of rezoning applications are commonly accompanied by a Strata-title Conversion application. The purpose of stratifying an existing duplex is typically to have the ability to sell each unit of the duplex independently. Policy 5042 is used to guide the review of the Strata-title Conversion application, including those without an associated rezoning application.

Analysis

Existing Duplexes

There are currently approximately 547 existing duplex buildings city-wide. Additional information regarding these existing duplexes is provided below and in Attachment 5:

- 321 duplexes are conforming uses, on lots zoned for "two-unit housing" (i.e. RD1, RD2, RI1, RI2, and site-specific).
- 226 duplexes are existing legal non-conforming uses, on lots zoned for single-family development (i.e. RS1 and RS2).
- 304 of the 547 existing duplexes are currently strata-titled; meaning each unit of the duplex is its own strata unit (for a total of 608 strata units). 243 duplexes are not stratified.
- The average age of existing duplexes is 43 years.

There are two existing standard zones and six site-specific zones in Richmond Zoning Bylaw 8500 which permit the use of "two-unit housing", including the following:

- Standard zones: "Two-Unit Dwellings (RD1, RD2)", "Infill Residential (RI1, RI2)".
- Site-specific zones: ZD1, ZD2, ZD3, ZD4, ZT56 and ZT61.

None of these zones currently permit the construction of a legal secondary suite.

Current Suite Requirements

Secondary suites are currently permitted only in standard single-family and townhouse zones, and are not permitted in duplex zones. Current regulations related to secondary suites in single-family dwellings and townhouses are included in Richmond Zoning Bylaw 8500, and provided in Attachment 6.

Specific provisions in the current secondary suite regulations included in Richmond Zoning Bylaw 8500 apply only to single-family development, due to the BC Building Code distinction between a secondary suite within a single-detached dwelling and a suite within a multi-family dwelling. The definition of secondary suite in a single-family dwelling as per the BC Building Code includes the following requirements:

- Having a total floor space of not more than 90 m^2 in area; and
- Having a floor space less than 40% of the habitable floor space of the building.

Since a suite within a duplex is classified differently than a secondary suite within a singlefamily dwelling in the BC Building Code, it would not be subject to the same requirements from a code perspective. The proposed zoning bylaw amendment does not include a maximum floor area (i.e. 90 m^2) for the secondary suite within a duplex, but does include a maximum percentage of floor area (i.e. 40%), in order to ensure the suite is a secondary use to the principal dwelling, consistent with the current requirements for suites in townhouse development.

<u>Options</u>

Allowing suites in duplexes presents a number of benefits and challenges. These are described below along with two options for Council's consideration, in order to address the referral.

1) Status quo, continue to prohibit secondary suites in duplexes (not recommended): Bonefits:

Benefits:

• No action required and no change to the existing single-family neighbourhoods.

Challenges:

- Does not address the demand for additional housing in single-family neighbourhoods.
- Existing illegal suites may have life and safety issues as they are built without City inspections.
- Enforcement of existing non-compliance would continue to be challenging. Enforcement of non-compliance (i.e. the construction and use of secondary suites in existing duplexes) would continue to be on a complaint basis and addressed by Community Bylaws.

2) Allow secondary suites as a permitted use in two-unit dwelling (duplex) zones (recommended):

Benefits:

- Would provide increased opportunities for affordable ground-oriented rental housing within existing single-family neighbourhoods.
- Would provide homeowners the option to utilize rental suites (secondary suites) as mortgage helpers.
- May allow older households, who may no longer need a large house, the opportunity to add a secondary suite in order to remain in their homes longer. This would facilitate aging in place and could also add a sense of security.
- Bringing existing secondary suites into BC Building Code compliance allows the City to have control over the health and safety conditions in such units.

• Provide incentive for property owners to retain existing duplexes, rather than pursue demolition and redevelopment. This can maintain alternative forms of housing and reduce demolition waste to the landfill.

Challenges:

- Retrofitting an existing duplex to accommodate a secondary suite to BC Building Code standard may require significant financial investment, depending on the age and condition of the building.
- In neighbourhoods where on-street parking is limited, secondary suites may potentially have an effect on parking availability.

In order to pursue this option, Richmond Zoning Bylaw 8500 would have to be amended to add secondary suites as a permitted use in standard duplex zones. Additionally, the Arterial Road Policy would have to be amended to remove the provisions which explicitly prohibit secondary suites in duplex development along arterial roads.

Richmond Zoning Bylaw 8500 Amendments

In order to allow secondary suites in duplexes, the following amendments to Richmond Zoning Bylaw 8500 would be necessary:

- 1. Update the definition of "secondary suites" (Section 3) to identify that secondary suites can also be contained within two-unit housing.
- 2. Update the *Specific Use Regulations for Secondary Suites* (Section 5.4) to accommodate secondary suites in duplex developments.
- 3. Amend the standard duplex zones to add "secondary suite" as a permitted use in duplex developments.

The following additional provisions would be required to ensure consistency with the existing requirements for secondary suites in single-family dwellings and townhouses. Secondary suites in a duplex:

- Must be completely enclosed within a duplex unit;
- Must not exceed 40% of the total floor area of the duplex unit (one side of the duplex);
- Must have an additional parking stall (over and beyond the number of parking stalls required for the duplex unit) for its exclusive use, if located on a lot fronting an arterial road. Where this is the case, allow the parking spaces to be provided in tandem arrangement;
- Must be the only secondary suite contained within the same duplex unit.

In order to prevent the future stratification of the secondary suites (the development of triplexes and fourplexes), an additional provision will be added to the Zoning Bylaw to prohibit the Strata-title Conversion of a secondary suite.

Official Community Plan (OCP) Bylaw 9000 Amendment

The Arterial Road Land Use Policy was recently updated to include arterial road duplex and triplex development. Amendments to the OCP would be required to remove the provisions in the Arterial Road Land Use Policy which explicitly prohibit secondary suites in new arterial road duplex development. This type of development requires a Development Permit, which provides staff greater control over the massing and design of the duplex. An additional parking space for the exclusive use of the secondary suite on lots along arterial roads would also be required.

The necessary provisions have been included in the proposed Zoning Bylaw 8500, Amendment Bylaw 9865 and Official Community Plan Bylaw 9000, Amendment Bylaw 9684.

Servicing and Parking

The City's Engineering Department has reviewed the option of allowing secondary suites in duplexes and has no servicing concerns, based on the proposed secondary suite regulations.

Zoning Bylaw 8500 currently requires two on-site parking stalls for each duplex unit. Consistent with the existing secondary suite regulations, the City's Transportation Department has confirmed that additional parking would not be required on-site for secondary suites in duplexes, except for lots that have frontage on arterial roads. In these locations, duplexes with secondary suites would be required to provide one additional parking stall for each secondary suite, which may be provided in tandem arrangement. This approach is consistent with the existing parking requirements for secondary suites in single-family development.

Legalization Process of Existing Suites in Duplexes

This section outlines some of the process and requirements that would be associated with legalizing existing secondary suites in duplexes.

Rezoning Application

Property owners of existing legal non-conforming duplexes (i.e. a property zoned for single-family development) who wish to construct or legalize a secondary suite would be required to rezone the property to a zone that permits duplexes in order to legitimize the existing duplex and allow the use of a legal secondary suite. If the property is already zoned for duplexes, no rezoning would be required.

Building Permit Application

Existing suites within duplexes, which were built without a Building Permit, would not immediately be made legal if the proposed amendments were adopted. Property owners would be required to submit a Building Permit application in order to legitimize the previous construction and identify any BC Building Code (BCBC) compliance issues. If outstanding Building Code issues are identified through the Building Permit process, the property owner would be required to correct any deficiencies and pass a building inspection to be granted occupancy.

Enforcement would continue to be on a complaint basis and addressed by Community Bylaws. Any outstanding code issues that are not addressed through a Building Permit application would be identified as Building Regulation Bylaw No. 7230 offences, which could ultimately lead to legal prosecution.

Existing Legal Encumbrances

As noted earlier, a number of duplexes were required to register a restrictive covenant on Title, which limits the property to a maximum of two dwelling units. These legal agreements would be required to be discharged if a secondary suite Building Permit application is submitted.

Standard process is to request Council's authority to discharge covenants on a case-by-case basis. However, the City's Law Department has advised that, should Council wish to proceed with the option of allowing secondary suites in duplex zones, Council can grant a blanket authorization for the discharge of these legal agreements at Building Permit stage.

Council Policy 5042, which provides requirements for rezoning applications involving non-conforming duplexes and strata-title conversions, would also be required to be amended (Attachment 7), to remove the requirement for the registration of a legal agreement limiting the use of the property to a maximum of two dwelling units.

Financial Impact

None.

Conclusion

This report responds to a Council referral to provide a history of duplexes and their requirements, and provides information on options to legitimize secondary suites in duplexes that are within the City's jurisdiction.

Staff recommend regulating secondary suites in zones that allow two-unit dwellings (duplexes). It is recommended that Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9864 and Richmond Zoning Bylaw 8500, Amendment Bylaw 9865, be introduced and given first reading.

Steven De Sousa Planner 1 (604-204-8529)

SDS:blg

Attachment 1: History of Two-Family (Duplex) and Secondary Suite Regulations

Attachment 2: Comparison of Code Requirements for Secondary Suites

Attachment 3: Council Policy 5007

Attachment 4: Council Policy 5042

Attachment 5: Statistics of Existing Duplexes

Attachment 6: Current Richmond Zoning Bylaw 8500 Secondary Suite Regulations

Attachment 7: Council Policy 5042 Amendment

Date	Description
October 29, 1956	• Zoning Bylaw 1430, the City's first zoning bylaw, was adopted, which permitted the development of either single-family dwellings (on lots with a minimum width of 18 m) or two-family dwellings (on lots with a minimum width of 24 m) in particular single-family residential zones.
December 14, 1987	 Zoning Bylaw 1430, Amendment Bylaw 4867 was adopted, which prohibited new development of two-family dwellings. The Zoning Bylaw was amended due to public concerns regarding two-family dwellings, including the potential proliferation of two-family dwellings in predominantly single-family residential neighbourhoods, the trend of two-family dwellings being occupied on a rental basis, and the alteration of two-family dwellings into triplexes or fourplexes.
April 3, 1989	 Zoning Bylaw 1430 was repealed and replaced by Richmond Zoning and Development Bylaw 5300. The new Zoning Bylaw intentionally excluded two-family dwellings as a permitted use and made all existing two-family dwellings non-conforming.
October 10, 1989	 Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 5386 was adopted, which created the "Two-Family Housing District (R5)" in order to accommodate the existing two-family dwellings. The Zoning Bylaw amendment responded to concerns regarding the non-conforming status of existing two-family dwellings (related to property insurance and mortgageability concerns). The purpose of creating the new two-family dwellings, establish areas where new two-family dwellings could be developed, and regulate the development and redevelopment of two-family dwellings.
April 23, 1990	 In order to further address the non-conforming two-family dwellings, Council endorsed a voluntary program, where property owners of existing two-family dwellings were contacted and provided the opportunity to rezone to the new two-family dwelling zone without having to pay a rezoning application fee, for a limited time only. Property owners who consented to the voluntary program were required to confirm bylaw compliance through an inspection and register a restrictive covenant on Title restricting the property to a maximum of two dwelling units. The purpose of the restrictive covenant was to make the current and future owners aware of the maximum number of units permitted, prevent future alterations to triplexes or fourplexes, and act as an additional enforcement tool. The requirement also provided consistency with existing strata-titled two-family dwellings, which had covenants registered at the time of strata-title conversion.

History of Two-Family Dwelling (Duplex) and Secondary Suite Regulations

March 18,1991 to October 16, 1995	 On completion of a positive inspection and registration of the restrictive covenant, properties were included in comprehensive rezoning bylaws and rezoned to the new two-family dwelling zone. From 1991 to 1995, a number of these comprehensive rezoning bylaws were adopted and approximately 354 properties were rezoned to the new two-family dwelling zone. The voluntary program was terminated in 1995 and subsequent rezoning applications to legitimize existing two-family dwellings were considered on a case-by-case basis and subject to the applicable fees.
October 15, 1996	 Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 6584 was adopted, which amended the procedure for Single-Family Lot Size Policies to remove applications intending to rezone and subdivide existing two-family dwelling lots into two single-family lots. The Zoning Bylaw was amended due to the rationale that the subdivision of duplex lots is different than the subdivision of single-family lots (i.e. does not add to the number of units in the existing neighbourhood). Single-Family Lot Size Policy study conducted in 1992 within a specific area indicated that the majority of respondents supported subdivision of duplex lots, preferring two single-family dwellings to duplexes.
September 14, 1998	 Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 6904 was adopted, which amended the procedure for Single-Family Lot Size Policies again, to explicitly allow applications intending to rezone and subdivide existing two-family dwelling lots into two single-family lots to be examined on their own merits without conducting a lot size policy study, even if the proposal was inconsistent with the existing Single-Family Lot Size Policy.
March 29, 2005	 Council Policy 5042: Rezoning Applications for Two-Family Housing Districts, Involving Existing Non-conforming Two-Family Dwellings was adopted. The Policy provides information requirements for rezoning applications seeking a rezoning to the two-family dwelling zone, involving existing non- conforming two-family dwellings, in order to assist Council to assess the potential impacts. Requirements include a restrictive covenant limiting the property to a maximum of two dwelling units prior to final adoption of the rezoning bylaw.
November 16, 2009 to Present	 Currently, Richmond Zoning Bylaw 8500 allows duplex development on properties zoned the standard "Two Unit Dwellings (RD1, RD2)" zone and the less common "Infill Residential (RI1, RI2)". There are also a number of site specific zones which permit duplex development. Secondary suites are currently not a permitted use within zones that permit duplexes.

Information Bulletin

Building and Safety Standards Branch PO Box 9844 Stn Prov Govt Victoria BC V8W 9T2 Email: building.safety@gov.bc.ca Website: www.housing.gov.bc.ca/building



	9.36. Secondary Suite	ingle-family	Regular Suite mu	lti-family (i.e. duplexes)
Height of Rooms or Spaces	9.36.2.1.(1)	Min ceiling height 2.0m	9.5.3.1.(1)	Min ceiling height 2.1m
Solid Blocking	9.36.2.2.(1)	Not required for doors where interior wall finish adjacent the door is in place prior to construction.	9.6.8.9.(1)	Required on both sides of door at lock height so jambs will resist spreading by force.
Exit Stairs	9.36.2.3.(1)	Exit stairs to have min. width of 860mm	9.8.2.1.(1)	Exit stairs to have min. width of 900mm.
Dimensions of Landings	9.36.2.4.(1)	Landings serving both dwelling units need not exceed 900mm in length	9.8.6.2.(4)(b)	Lesser of required width of stair or 1100mm.
Handrails and Guards	9.36.2.5.(1)	Conform to 9.8.7. and 9.8.8. as if serving only one dwelling unit	9.8.7. and 9.8.8.	Must fully conform to 9.8.7. and 9.8.8.
Means of Egress	9.36.2.6.(1)	Width of every public and exit corridor shall not be less than 860mm.	9.9.3.3.(1)	Width of every public and exit corridor shall not be less than 1100mm.
Fire Separation for Exits	9.36.2.7.(1)	 (a) 45 min., or (b) 30 minute fire resistance rating where smoke alarms conform to 9.36.2.19., or (2) no rating where sprinklered. 	9.10.9.14.	 (2) 45 minute fire resistance rating between suites, or (3) 1 hr fire resistance rating where the dwelling unit is 2 storeys
Openings Near Unenclosed Exit Stairs and Ramps	9.36.2.8.(1)	If unenclosed stairs or ramp is the only mean of egress from the building and it is exposed to unprotected openings in another fire compartment, the openings must meet 9.10.13.5, to 9.10.13.7.	9.9.4.4.	Openings must meet 9.10.13.5. and 9.10.13.7. when the openings in the exterior walls of the <i>building</i> are within 3 m horizontally and less than 10 m below or less than 5 m above the <i>exit</i> stair or ramp.
Doors in a Means of Egress	9.36.2.9.	Doors that provide access to exit from a suite must be 1980mm high, clear opening of 800mm and may swing inward.	9.9.6.2. to 9.9.6.4.	Must be 2030mm high, clea opening of 800mm.
Travel Limit to Exits or Egress Doors	9.36.2.10.(1)	Distance to an exit may exceed 1 storey if suite has operable window conforming to 9.9.10.1.(2)	9.9.9.1.	Distance to an exit may only exceed 1 storey in limited circumstances.
Shared Egress Facilities	9.36.2.11.	(1) except as provided in 9.9.7.3., exit doors that open to a shared hallway shall provide two opposite directions of travel to exit, unless the suite is equipped with a means of egress conforming to 9.9.10.1.(2).	9.9.9.2.(1)	Except as provided in Sentence 9.9.7.3.(1), where an egress door from a <i>dwelling unit</i> opens onto a <i>public corridor</i> or exterior passageway it shall be possible from the location where the egress door opens onto the corridor or exterior passageway to go in

4

The contents of this Bulletin are not intended to be provided as legal advice and should not be relied upon as legal advice. For further information contact the Building & Safety Standards Branch.

Information Bulletin

Building and Safety Standards Branch PO Box 9844 Stn Prov Govt Victoria BC V8W 9T2 Email: <u>building.safety@gov.bc.ca</u> Website: <u>www.housing.gov.bc.ca/building</u>

				opposite directions to 2 separate exits unless the dwelling unit has a second and separate means of egress.
		(2) Each dwelling unit shall have a second means of egress conforming to 9.9.10.1. where the egress door from either dwelling unit opens to a space used by both suites with only one exit.	9.9.9.3.(1)	Except as provided in 9.9.7.3., a separate means of egress to be provided where an exit door opens onto: (a) a stairway serving more than one suite, (b) a public corridor with a single exit stairway, (c) an exterior passageway more than 1.5m above ground and serving more than one dwelling unit, and (d) a balcony more than 1.5m above ground and serving more than one suite.
Exit Signs	9.36.2.12.(1)	No exit signs required.	9.9.10.3.(1)	Exit signs required in 3 storey building or where exit is not easily visible.
Structural Fire Resistance	9.36.2.13.(1)	Table 9.10.8.1. does not apply.	9.10.8.1.	All floors (except over crawl space) to have fire resistance rating of 45 min.
Combustible Drain, Waste and Vent Piping	9.36.2.14.	(1) Drain, waste and vent piping may be combustible and penetrate a fire separation provided (a) (except as allowed in (b)), it is protected by 12.7mm gypsum board, (b)the penetration through gypsum is limited to the size of the pipe, and (c)pipe does not penetrate the underside of gypsum in a horizontal fire separation.	9.10.9.7.	Combustible drain, waste and vent piping may only be used in limited circumstances.
Separation of Residential Suites	9.36.2.15.	Dwelling units must be separated by 45min fire separation, 30min if smoke alarms meet 9.36.2.19., or no required rating if building is sprinklered.	9.10.9.14.	45min separation between dwelling units or 1hr if either dwelling unit is 2 storeys.
Separation of Public Corridors	9.36.2.16.	(a) 45 min., or (b) 30 min. where smoke alarms meet 9.36.2.19., or (c) no required resistance if building is sprinklered.	9.10.9.15.	45min separation required
Air Ducts and Fire Dampers	9.36.2.17.	 (1) HVAC system that serves both suites shall be equipped to prevent movement of smoke when detected by alarm. (2) Ducts do not need 	9.10.13.13	 Except as permitted by Sentences to (5) and Sentence 10.5.1.(4), a duct that penetrates an assembly required to be a <i>fire</i> separation with a <i>fire</i>-

BRITISH COLUMBIA www.gov.bc.ca

The contents of this Bulletin are not intended to be provided as legal advice and should not be relied upon as legal advice. For further information contact the Building & Safety Standards Branch.

CNCL - 524



Information Bulletin

Building and Safety Standards Branch PO Box 9844 Stn Prov Govt Victoria BC V8W 9T2 Email: <u>building.safety@gov.bc.ca</u> Website: <u>www.housing.gov.bc.ca/building</u>

		to be equipped with fire dampers as per 3.1.8.9. provided they are non- combustible with all duct openings serving a single fire compartment.		resistance rating shall be equipped with a fire damper in conformance with Articles 3.1.8.4. and 3.1.8.9.
Exposing Building Face of Houses	9.36.2.18.	 Except as provided in 9.10.15.3., 9.10.14.5. does not apply provided (a) 45min rating on wall with limiting distance less than 1.2m, and (b) non- combustible cladding used where limiting distance is less than 0.6m. Window openings are not permitted in building face referred to in (1) with limiting distance less than 1.2m and must conform to 9.10.14.4. where limiting distance is greater than 1.2m. 	9.10.14. and 9.10.15.	If one of the dwelling units is above the other, 9.10.14. must be used.
Smoke Alarms	9.36.2.19.	 Can/ULC-S531 Smoke Alarm to be installed in each suite. Smoke alarms to be interconnected between suites. Smoke alarms in (1) and (2) not required if (a) Smoke alarms in (1) and (2) not required if (a) fire separations in 9.36.2.16. and 9.36.2.17. have a fire resistance rating of 45 min., or (b) the building is sprinklered 	·	Can/ULC-S531 Smoke Alarm in each dwelling unit. Smoke alarms must be interconnected within dwelling units but do not need to be interconnected between dwelling units.
Sound Control	9.36.2.20.	Section 9.11.2. does not apply.	9.11.2.1.(1)	Min. STC 50 between suites.
Attic Space Access	9.36.2.21.	Attic hatchway of min. 0.32m ² in area of min. 545mm in any direction may serve both dwelling units	9.19.2.1.	 Shared attic hatchway must be > 3 m² in area, > 1 m in length or width, and > 600 mm in height over at least the area described above. Single unit hatch may be 0.32 m² in area with no dimension less than 545 mm.
Garages and Carports	9.36.2.22.	Section 9.35. is applicable		Section 9.35 does not apply.

The contents of this Bulletin are not intended to be provided as legal advice and should not be relied upon as legal advice. For further information contact the Building & Safety Standards Branch.

6



Policy Manual

Page 1 of 1	Rezoning of Strata-Titled Two-Family Dwellings to Two-
	Adopted by Council: October 9, 1990

POLICY 5007:

It is Council policy that:

Where the owner of one unit of a strata-titled two-family dwelling has consented to rezoning to Two-Family Housing District (R5), the entire property shall be considered for rezoning.



Policy Manual

Page 1 of 1	Rezoning Applications for Two-Family Housing Districts – Involving Existing Non-Conforming Two-family Dwellings	Policy 5042
	Adopted by Council: March 29, 2005	

POLICY 5042:

It is Council policy that:

Rezoning applications seeking a rezoning to "Two-Unit Dwellings Zone (RD1)", involving existing non-conforming two-family dwellings, must be supported with adequate information to assist Council assess all potential impacts arising from the rezoning application in the following areas:

- 1. A certificate prepared by a registered B.C. Land Surveyor showing the location, dimensions, and setbacks of all buildings and structures presently on the property, together with a floor area ratio calculation is required to verify Zoning Bylaw compliance.
- An inspection of the existing structure by City Staff is required to confirm the building contains a maximum of two dwelling units. A Restrictive Covenant limiting the property to a maximum of two dwelling units is required as a condition of final adoption of a rezoning bylaw.
- 3. The property owner shall provide a written statement on the following items:
 - a) The building's age, quality, general conditions and any measures proposed to upgrade or alter the buildings appearance; and
 - b) The occupancy of the existing structure and what impact the proposed rezoning may have on the existing residents of the two-family dwelling.
- 4. Where as a result of the normal rezoning process, the public has raised concerns over the design of an existing structure or construction of a new two-family dwelling on the subject site, staff will present to Council a summary of the public concerns along with options available to address the concerns.
- 5. Each application shall be reviewed to determine if there are any off-site improvements required to bring the site up to City standards. Should any off-site improvements be required, such improvements are required as a condition of final adoption of a rezoning bylaw.
- 6. Where a Council approved 702 Single Family Lot Size Policy would permit the subject site to be subdivided, Council will be advised of the site's future subdivision potential.
- 7. Rezoning applications intended to facilitate a strata title conversion of the existing structure shall be accompanied by a Strata Title Conversion Application and such application forwarded to Council concurrently with the rezoning proposal.

Zoning	Number of Duplexes	Sub-Zone	Number of Duplexes
"Two-Unit Dwellings (RD1, RD2)"	289	RD1 RD2	286 3
"Infill Residential (RI1, RI2)"	26	RI1 RI2	22 4
Site Specific	6	ZD1 ZD2 ZT61	1 1 4
"Single Detached (RS1 & RS2)"	226	RS1/A RS1/B RS1/C RS1/D RS1/E RS1/J RS2/B RS2/C RS2/K	4 9 3 1 173 1 18 4 1
Total	547		
Туре	Number of Duplexes		•
Strata-title	304 (608 strata units)		
Non-strata	243	•	
Year Built	Number of Duplexes		
1925-1950	6		
1951-1975	378		
1976-2000	121		
2001-present	42		
Average age	43 (e.g. built in 1975)		

Statistics of Existing Duplexes

Current Richmond Zoning Bylaw 8500 Secondary Suite Regulations

5.4 Secondary Suites

- 5.4.1 The following regulations and prohibitions apply to every secondary suite permitted in a zone: ^[By/aw 9715, May 15/17]
 - a) the **secondary suite** must be completely enclosed within the same **building** as the **principal dwelling unit** in **single detached housing** or completely contained within the same townhouse unit or **strata lot** in **town housing**, and not in a detached **accessory building**; ^[Bylaw 9715, May 15/17]
 - b) no more than one **secondary suite** shall be permitted per **principal dwelling unit** in **single detached housing** or per townhouse unit or **strata lot** in **town housing**; ^[Bylaw 9715, May 15/17]
 - c) the **secondary suite** must be incidental and integrated with the **principal dwelling unit** so as not to externally appear as a separate unit; ^[Bylaw 9715, May 15/17]
 - d) a **City** water meter must be installed on the **lot** on which the **secondary suite** is located; ^[Bylaw 9715, May 15/17]
 - e) the **secondary suite** must have a minimum **floor area** of at least 33.0 m² and must not exceed a total **floor area** of 90.0 m² in **single detached housing**; ^{[Bylaw} 9715, May 15/17]
 - the secondary suite must not exceed 40% of the total floor area of the dwelling unit in which it is contained; ^[Bylaw 9715, May 15/17]
 - g) home business uses (i.e., licensed crafts and teaching; licensed residential registered office and licensed residential business office), but not child care programs, may be carried out within a secondary suite; ^[Bylaw 9715, May 15/17]
 - h) boarding and lodging and minor community care facilities are not permitted in a secondary suite; ^[Bylaw 9715, May 15/17]
 - i) a **secondary suite** is not permitted in conjunction with a **bed and breakfast**; [Bylaw 9715, May 15/17]
 - j) the **building** must be inspected by the **City** for compliance with the *Building Code*, this bylaw and other applicable enactments; ^[Bylaw 9715, May 15/17]
 - where a secondary suite is on a lot fronting an arterial road as shown in Diagram 1 below, one additional on-site parking space must be provided for the exclusive use of each secondary suite; ^[Bylaw 9715, May 15/17]

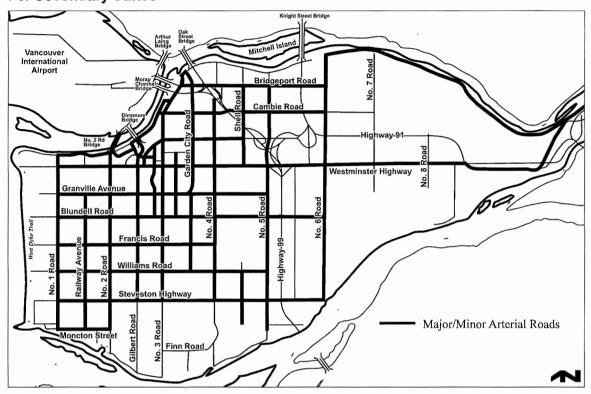


Diagram 1: Arterial Roads Where Additional On-Site Parking Space Required For Secondary Suites ^[Bylaw 9715, May 15/17]

- I) where an additional on-site parking space for a secondary suite is required, the required on-site parking spaces for the principal dwelling unit in single detached housing may be provided in a tandem arrangement with one parking space located behind the other; and ^[Bylaw 9715, May 15/17]
- m) internal access must be maintained between the secondary suite and the principal dwelling unit in single detached housing or between the secondary suite and the associated townhouse unit in town housing, except for a locked door. ^[Bylaw 9715, May 15/17]



ATTACHMENT 7

Policy Manual

Page 1 of 1 Rezoning Applications for Two-Family Housing Districts – Involving Existing Non-Conforming Two-family Dwellings Policy 5042 Adopted by Council: March 29, 2005 Adopted by Council: March 29, 2005

POLICY 5042:

It is Council policy that:

Rezoning applications seeking a rezoning to "Two-Unit Dwellings Zone (RD1)", involving existing non-conforming two-family dwellings, must be supported with adequate information to assist Council assess all potential impacts arising from the rezoning application in the following areas:

- 1. A certificate prepared by a registered B.C. Land Surveyor showing the location, dimensions, and setbacks of all buildings and structures presently on the property, together with a floor area ratio calculation is required to verify Zoning Bylaw compliance.
- 2. An inspection of the existing structure by City Staff is required to confirm <u>no alterations have</u> <u>been made without a Building Permit</u>, the building contains a maximum of two dwelling units. A Restrictive Covenant limiting the property to a maximum of two dwelling units is required as a condition of final adoption of a rezoning bylaw.
- 3. The property owner shall provide a written statement on the following items:
 - a) The building's age, quality, general conditions and any measures proposed to upgrade or alter the buildings appearance; and
 - b) The occupancy of the existing structure and what impact the proposed rezoning may have on the existing residents of the two-family dwelling.
- 4. Where as a result of the normal rezoning process, the public has raised concerns over the design of an existing structure or construction of a new two-family dwelling on the subject site, staff will present to Council a summary of the public concerns along with options available to address the concerns.
- 5. Each application shall be reviewed to determine if there are any off-site improvements required to bring the site up to City standards. Should any off-site improvements be required, such improvements are required as a condition of final adoption of a rezoning bylaw.
- 6. Where a Council approved 702 Single Family Lot Size Policy would permit the subject site to be subdivided, Council will be advised of the site's future subdivision potential.
- 7. Rezoning applications intended to facilitate a strata title conversion of the existing structure shall be accompanied by a Strata Title Conversion Application and such application forwarded to Council concurrently with the rezoning proposal.



Richmond Official Community Plan Bylaw No. 9000 Amendment Bylaw No. 9864 (Secondary Suites in Duplexes)

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

- 1. Richmond Official Community Plan Bylaw 9000, as amended, is further amended at:
 - i. Section 3.6.1 (Arterial Road Land Use Policy) under "Arterial Road Duplex/Triplex Development Requirements" by deleting subsection 6; and
 - ii. Section 3.6.1 (Arterial Road Land Use Policy) under "Arterial Road Compact Lot Development Requirements" by deleting subsection 7 and 10, and renumbering as required.
- 2. This Bylaw may be cited as "Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9684".

FIRST READING______PUBLIC HEARING______SECOND READING______THIRD READING______ADOPTED______

CITY OF RICHMOND APPROVED by APPROVED by Director or Solicitor BK

MAYOR

CORPORATE OFFICER



Richmond Zoning Bylaw No. 8500 Amendment Bylaw 9865 (Secondary Suites in Duplexes)

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

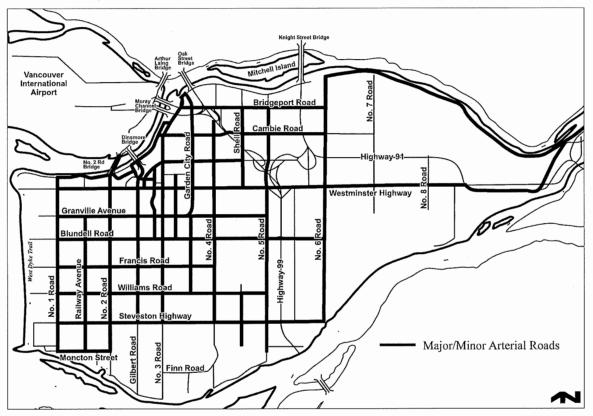
1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 3.4 [Use and Term Definitions] by deleting the definition of "Secondary suite" in its entirety and substituting the following:

"Secondary suite means an accessory, self-contained dwelling within single detached housing, two-unit housing or town housing, exclusively used for occupancy by one household."

- 2. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 5.4 [Secondary Suites] by deleting Section 5.4.1 in its entirety and replacing it with the following:
 - **"5.4.1** The following regulations and prohibitions apply to every **secondary suite** permitted in a zone:
 - a) the **secondary suite** must be completely enclosed within the same **building** as the **principal dwelling unit** in **single detached housing** or completely contained within the same **dwelling unit** or **strata lot** in **two-unit housing** or **town housing**, and not in a detached **accessory building**;
 - b) no more than one **secondary suite** shall be permitted per **principal dwelling unit** in **single detached housing** or per **dwelling unit** or **strata lot** in **twounit housing** or **town housing**;
 - c) the **secondary suite** must be incidental and integrated with the **principal dwelling unit** so as not to externally appear as a separate unit;
 - d) a **City** water meter must be installed on the **lot** on which the **secondary suite** is located;
 - e) the secondary suite must have a minimum floor area of at least 33.0 m² and must not exceed a total floor area of 90.0 m² in single detached housing
 - f) the **secondary suite** must not exceed 40% of the total **floor area** of the **dwelling unit** in which it is contained;
 - g) home business uses (i.e., licensed crafts and teaching; licensed residential registered office and licensed residential business office), but not child care programs, may be carried out within a secondary suite;
 - h) **boarding and lodging** and **minor community care facilities** are not permitted in a **secondary suite**;

- i) a secondary suite is not permitted in conjunction with a bed and breakfast;
- j) the **building** must be inspected by the **City** for compliance with the *Building Code*, this bylaw and other applicable enactments;
- k) where a secondary suite is on a lot fronting an arterial road as shown in Diagram 1 below, one additional on-site parking space must be provided for the exclusive use of each secondary suite;

Diagram 1: Arterial Roads Where Additional On-Site Parking Space Required For Secondary Suites



- where an additional on-site parking space for a secondary suite is required, the required on-site parking spaces for the principal dwelling unit in single detached housing and two-unit housing may be provided in a tandem arrangement with one parking space located behind the other; and
- m) internal access must be maintained between the secondary suite and the principal dwelling unit in single detached housing or between the secondary suite and the associated dwelling unit in two-unit housing or town housing, except for a locked door.
- n) the secondary suite is not permitted to be stratified."

- 3. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 8.4 [Two-Unit Dwellings (RD1, RD2)] by amending Section 8.4.3, by adding "**secondary suite**" to the list of permitted secondary uses.
- 4. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9865".**

FIRST READING	 CITY OF RICHMOND
PUBLIC HEARING	 APPROVED by
SECOND READING	 APPROVED by Director
THIRD READING	 or Solicitor
ADOPTED	

MAYOR

CORPORATE OFFICER



То:	Parks, Recreation and Cultural Services Committee	Date:	April 4, 2018
From:	Jane Fernyhough Director, Arts, Culture and Heritage Services	File:	11-7000-09-20-225/Vol 01
Re:	Gilbert Road Greenway Public Art Concept		

Staff Recommendation

That the concept proposal and installation for the Gilbert Road Greenway public artwork "Wind Flowers" by the artist team Atelier Anonymous, as presented in the report titled "Gilbert Road Greenway Public Art Concept," dated April 4, 2018, from the Director, Arts, Culture and Heritage Services, be endorsed.

Jane Fernyhough

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

Att. 1

REPORT CONCURRENCE				
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER		
Finance Department Parks Planning and Design Transportation		Seren.		
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO		

Staff Report

Origin

On July 10, 2017, Council endorsed the issuance of an artist call for the Gilbert Road Greenway Public Art Project, as described in the staff report titled, "Gilbert Road Greenway Public Art Opportunity." The artist call provided terms of reference, including that the artists:

- consider the themes of "Gateway" to create a sense of place and cultural identity for residents and a welcoming experience for visitors; and
- "Heritage" in reference to the history of the site from the past to the present and from the natural ecology of the Fraser River to the urban environment of Richmond City Centre.

The artwork may be a single integrated artwork, or series of sequential pieces, to further address the themes mentioned above.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

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

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

Analysis

Gilbert Road Greenway

The Gilbert Road Greenway is located at the southeast corner of the River Parkway and Gilbert Road intersection. The frontage improvements—including street trees and pathways—are currently underway at this prominent location where traffic enters Richmond via the Gilbert Road gateway corridor.

Located in the Gilbert Road right-of-way adjacent to the new Riva development at 5311 Cedarbridge Way, the new Gilbert Road Greenway art work will serve as a landmark for vehicular traffic to and from the Dinsmore Bridge, and as a gateway to the future Middle Arm Park on the City-owned lands at 7080 River Road.

Design Considerations, Constraints and Opportunities

It is envisioned that the plaza located at the Gilbert Road Greenway will be used year-round by local residents for leisure purposes and by pedestrians and cyclists using the greenway network.

CNCL - 537

By involving artists with the City staff design team, there is an opportunity to develop a unique project specific to the Richmond context. In particular, the artist will need to consider the uses and programming for the Greenway, maintenance costs and concerns, and a design that would be of interest to locals and visitors alike.

Selection Process for Artists and Artworks

On July 24, 2017, an artist call was issued to select and contract an artist, or artist team, as part of the Gilbert Road Greenway planning process with a deadline of September 14, 2017. Professional artists residing in Canada were eligible.

Gilbert Road Greenway Public Art Opportunity - Public Art Artist Selection Process

During the first stage of the process, 39 submissions by artists from across Canada were received. On September 27, 2017, following the Public Art Program's administrative procedures for artist selection for civic public art projects, a selection panel comprised of two Richmond residents and three Vancouver-area arts professionals reviewed the submissions.

Members of the selection panel included:

- Kathleen Beaumont, retired planner;
- Vance Harris, architect;
- Leo Mol, photographer;
- Judy Oberlander, arts and culture administrator; and
- Debra Zhou, art professional.

City staff from the Public Art Program and Parks Planning attended the selection panel meeting to provide project background for the selection panel and to address technical questions.

In reviewing the submissions, the selection panel considered how the proposal responded to the themes identified in the artist call and the potential to create a compelling work of art as evidenced in the samples of past projects provided by the applicants.

These criteria included:

- artistic merit of the artist statement;
- theme of site and histories;
- appeal to multiple audiences;
- theme of environmental concerns; and
- qualifications based on past projects.

Following discussion and deliberation, the panel shortlisted five artists and artist teams to develop their initial approach to the project and present a concept proposal in an interview with the selection panel.

CNCL - 538

The shortlisted artists were:

- Jacqueline Metz and Nancy Chew, Vancouver, BC;
- Hadley Howes, Toronto, ON;
- Atelier Anonymous (Alyssa Schwann, and Michael Seymour) Winnipeg, MB and Vancouver, BC;
- Douglas Taylor, Vancouver, BC; and
- Michael Nicoll Yahgulanaas, Vancouver, BC.

As per the terms of reference, the preliminary concept proposals by the five shortlisted finalists responded to the themes of "Gateway" and "Heritage." These themes reflect the Gilbert Road Greenway's significant role as an entrance to Richmond and a connection to the past for visitors to the City Centre and Oval Precinct. The five proposals represented a wide range of styles and materials, from colourful, whimsical approaches to meditative contemplations on the environmental history of the site.

The selection panel provided recommendations for the shortlisted artists to consider in advancing their concept proposals, including identifying technical concerns.

The artists attended site orientations with staff on October 17 and 19, 2017, and refined their concept proposals for submission to the City by November 29, 2017. City staff reviewed the proposals for technical concerns and provided comments. These comments were considered by the selection panel prior to its final recommendation.

On December 7, 2017, the selection panel met to interview the five shortlisted artist teams. Following lengthy and thoughtful deliberation, the panel recommended the concept proposal *Wind Flowers* by the artist team Atelier Anonymous, led by Alyssa Schwann and Michael Seymour. The panel praised the proposal for its poetry and acknowledgement of the ecological network and for its integration with the length of the site.

Recommended Artist

The artist team Atelier Anonymous, led by Alyssa Schwann and Michael Seymour, has extensive public art experience. In 2016, the team completed an innovative nest for barn owls project for the Jayden Mews townhouse development located in the common landscaped courtyard along Alderbridge Way and facing the Garden City Lands, which is a hunting habitat for the barn owls.

Recommended Public Art Concept Proposal

The proposal *Wind Flowers* responds to the environment and history of the Gilbert Road Greenway with a series of undulating "wind-catchers" placed on a series of planted beds to provide a visual gateway through the site and an entry landmark for passing vehicles. Attachment 1 provides detailed information about the proposal. The artist describes the artwork as follows:

"Wind Flowers has been influenced by Richmond's shipbuilding and aviation traditions. The development history of the city is closely linked to shipbuilding, manufacturing, and fishing industries. The form, material, and fabrication method of the art work evokes the city's island location and manufacturing skill base. The art work reflects the land, to create a shared story that can both welcome and unite. The form of the work is inspired by natural forms: flowers native to Richmond and those that are culturally significant to those who have lived here since time immemorial."

Community Engagement

The artists propose two public engagement events with neighbours and community groups to invite public dialogue and offer education on the rationale and intentions of the artwork.

An artist talk and presentation is proposed to be held in spring 2018. The presentation would provide an opportunity for local residents to learn more about the rich ecology of Richmond, as the City prepares a new piece of art: a gateway to the ecological network of the city. The artists will introduce the intentions behind the work and ask the community to share stories and ideas about what Richmond's local environment means to them.

The second event will offer a family-friendly hands-on art-making activity to raise awareness of the local ecology. The artists will invite participants to answer the question: how can we choreograph with nature? through arts and craft model-making activities.

A technical review and coordination phase with the City design team will be included with the Design Development phase of the artwork. The exact final location of the individual *Wind Flowers* will be determined at the technical review and co-ordination phase. The artist team, City staff and design consultants will continue to meet to review construction coordination and implementation budgets.

On January 16, 2018, the Public Art Advisory Committee reviewed the selection process and the concept proposal; they endorsed the *Wind Flowers* project. It was noted that the large scale of this piece will have an impact on the space and also noted the importance of place-making. Recommendations raised by the Committee concerning the movable elements will be addressed by the artist during design development.

Financial Analysis

The project is fully-funded and the endorsement of the report will not have any financial implications.

Funding for this project is through the private development public art contributions for Onni Riva Development at 5311 Cedarbridge Way and the Onni Ora development at 6951 Elmbridge Way.

The total project budget for the Gilbert Greenway Public Art Opportunity is \$350,000. An allowance of \$30,000 has been set aside for a project contingency and \$20,000 for all associated

CNCL - 540

administration (total of \$50,000). The remaining budget of \$300,000 will be allocated for implementation costs including design, engineering fees, fabrication, installation, taxes and all associated costs to deliver a completed artwork integrated with the site. The artists have provided a preliminary project budget on page 12 of Attachment 1.

Funding for the public artwork is available from the approved 2016 Public Art Capital Budget from the private developer contributions. Any repairs required to the artwork will be the responsibility of the Public Art Program. City funds for maintenance would be allocated out of the Public Art Program's annual Operating Budget.

Financial Impact

None.

Conclusion

Adopted by Council on October 11, 2011, the City Centre Area Public Art Plan provides a framework for including art in creating a culturally rich environment in a vibrant, healthy and sustainable city. The Gilbert Road Greenway Public Art Opportunity supports the Plan to include an integrated artwork in the new Gilbert Road Greenway.

A major artwork at this gateway to the City Centre provides an opportunity to reveal the history of Richmond and, in particular, the ecological heritage of the site.

Staff recommend that Council endorse the proposed concept and installation of the Gilbert Road Greenway Public Art public artwork entitled *Wind Flowers*, by the artist team Atelier Anonymous led by Alyssa Schwann and Michael Seymour, as presented in this report.

2 m

FOR

Eric Fiss, Architect AIBC, PIBC Public Art Planner (604-247-4612)

Att. 1: Concept proposal for Wind Flowers

ATTACHMENT 1

Gilbert Road Green . Proposal for a Gateway Wind Flowers



Atelier Anonymous + Michael Seymour



TUNED TO THE WIND .

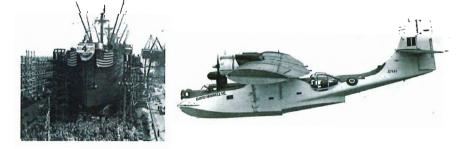
The structures are tuned to the wind, responding to the predominant southern and easterly breezes.



'A SUDDEN GUST OF WIND (AFTER HOKUSAI)' JEFF WALL 1993

MANUFACTURING & INNOVATION LEGACY . AIRCRAFT & VESSELS

Wind Flowers has been influenced by Richmond's shipbuilding and aviation traditions. The development history of the city is closely linked to shipbuilding, manufacturing, and fishing industries. The form, material, and fabrication method of the art work evokes the city's island location and manufacturing skill base.



(L) RICHMOND SHIPYARDS 1942

(R) CANSO AMPHIBIAN AIR-CRAFT Sea Island was also home to the production of 'flying boats' and amphibian aircraft.

ISLAND LANDSCAPE .

Wind Flowers is a reflection of Richmond's island landscape: an archipelago of its culturally diverse townships and citizens.



REFERENCES Productive natural landscape, traditions of movement (aviation, horse racing, track, vessels), diverse community, townships, and innovation.

CONNECTING TO THEMES . GATEWAY & HERITAGE

The art work reflects the land, to create a shared story that can both welcome and unite. The form of the work is inspired by natural forms: flowers native to Richmond and those that are culturally significant to those who have lived here since time immemorial.



REFERENCES Native wildflowers to Richmond [L-R: Beach Pea, Jewelweed, Black Lily]

REFERENCES Culturally significant plants to Musqueam [L-R: Camas Lily, Foxglove, Goldenrod]

GATEWAY TO RICHMOND'S ECOLOGICAL NETWORK .

The location of the greenway presents an opportunity to create an iconic landmark gateway – a welcome to the Ecological Network for the City of Richmond.

The site serves as an important link in connecting green corridors of habitat, green infrastructure, and recreation: the green infrastructure network envisioned for Richmond.

The Green Gateway will be an important landmark along scenic trails and cycle network, while positively contributing to enhancing biodiversity within the Ecological Network. The site presents an opportunity to continue to stitch together a diverse green fabric for the City of Richmond.



SITE SPECIFIC WORK .

The work references the surrounding river delta ecosystem – an image fragile and shifting in the wind, barely graspable. Wind Flowers are a soft measure of this wind which traverses the river and islands.

As one approaches – by foot, by bike or passing in a car – each Wind Flower is experienced as a distinctive work, with its own character, set within its own habitat or 'island'.





View from West



Site Plan, showing distribution of Wind Flowers

CNCL - 546

CONNECTION TO THE LAND .

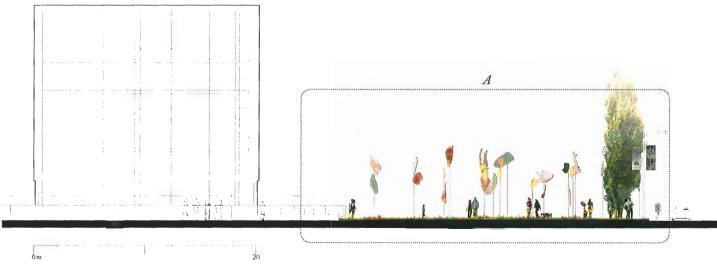
The collection of Wind Flowers are connected with the land, intending to be part of a diverse composition of stormwater management, trees, native flora, and habitat. They are conceived as an artwork set within the landscape rather than as elevated objects that are separated from their environment.



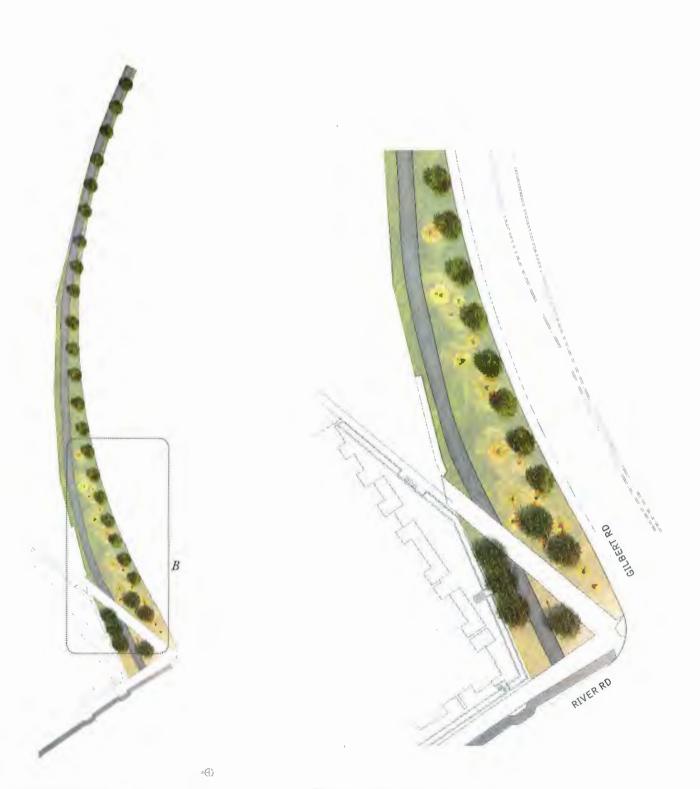
REFERENCES Trees, Native Flowers, Habitat



A View from North / Section through site (not to scale)



View from North / Section through site



Gilbert Road Greenway

B Extent of Wind Flowers

REPRESENTATIVE MODEL



1. View from North



2. View from North

PRECEDENT. SHIPBUILDING & AVIATION

Shipbuilding methods will inform the construction of Wind Flowers. A fragile relationship between stability and instability is achieved by the utilization of fiberglass. The fabrication process has an established precedent in the shipbuilding and aviation industries in Richmond.



REFERENCES Fiberglass is a material familiar to both sport and the seaside.

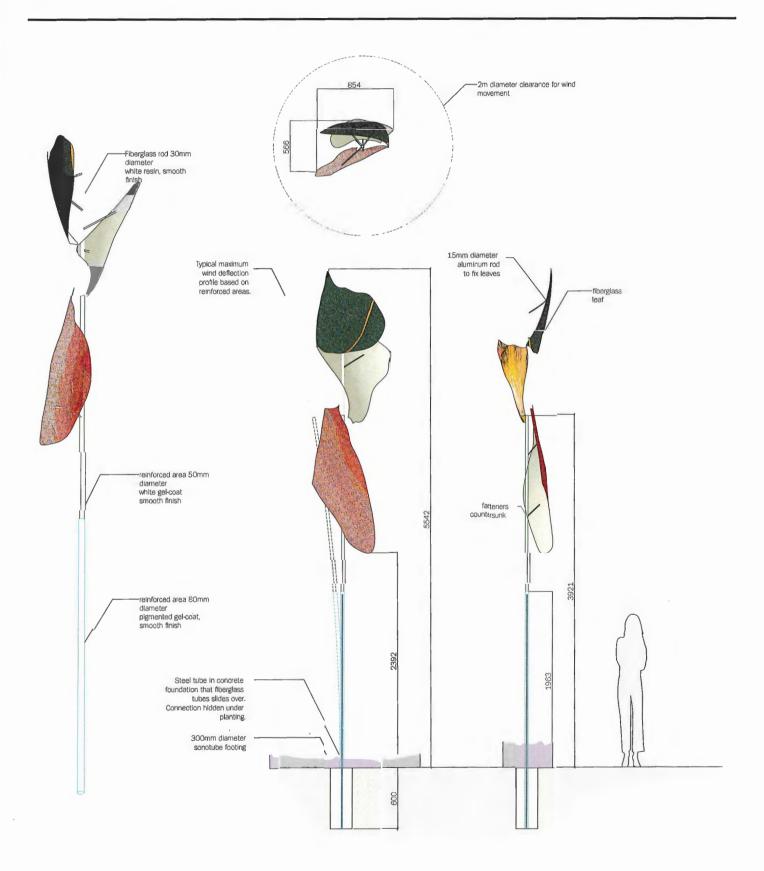
CALIBRATING THE WIND FLOWERS

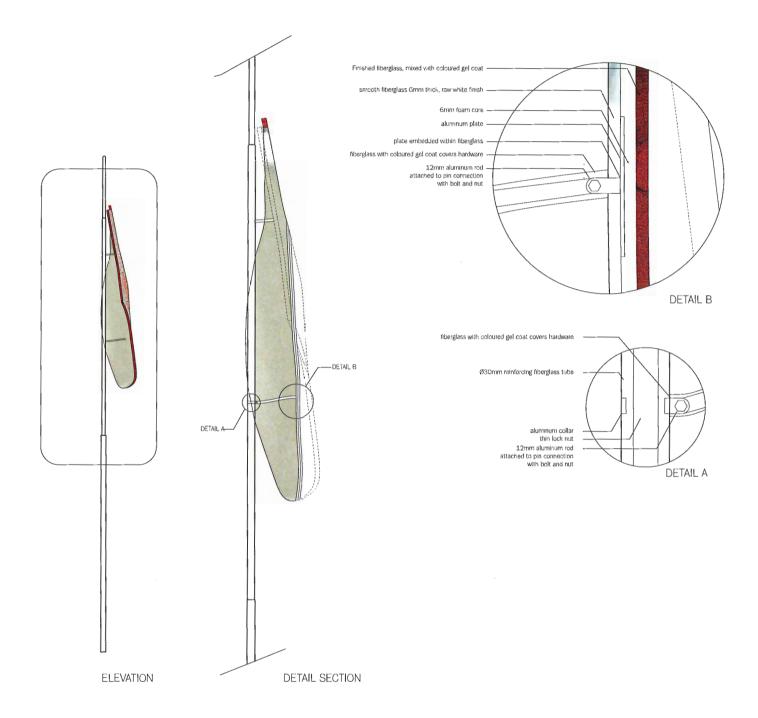
Wind Flowers will be a maximum height of 20'. The final heights will be determined by the final site locations, engineering, and sculptural design. The Wind Flowers have a rigid base to support an upper section that can softly bend and sway with the natural elements (wind), without human intervention.

The strength and diameter of the Wind Flower 'stems' will be calibrated to balance the form and dimensions of the 'petals'. Using a consistent fiberglass rod, dimensions can be engineered and controlled, and modifications can be made as required by winding additional fiberglass sheets around the 'stems'.

The uniquely coloured and finished fiberglass components of the art work use a sympathetic texture and colour palette to Richmond. Proposed primary materials will include raw fiberglass and coloured gel-coat with various admixtures. The finish will be robust and easy to repair if damaged. The colour will be integral to the resin used, rather than applied as a coating or paint.

DETAILS OF CONSTRUCTION





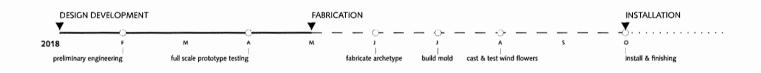
COMMUNITY ENGAGEMENT . ART + ECOLOGY COMMUNITY DESIGN CHARETTE

A community workshop is proposed to be held in Spring 2018. The workshop would provide an opportunity for local residents to learn more about the rich ecology of Richmond, as the city prepares a new piece of art: a gateway to the ecological network of the city. The artists will introduce the intentions behind the work and ask the community to share stories and ideas about what Richmond's local environment means to them.

A family-friendly hands-on art-making activity will be offered, where the artists will invite community members to physically create arts and craft models of their answers to the question: how can we choreograph with nature?

SCHEDULE .

Design Development:	3 - 4 months
Fabrication:	4 - 6 months
Installation:	Fall 2018



PRELIMINARY BUDGET.

The preliminary budget allows for 17 'wind flowers' to be fabricated and installed.

Public Art Budget	\$300,000
Artist Fee	\$30,000
Legal & Insurance Fees	\$1,500
Disbursements [incl. storage & fabrication space]	\$8,500
Prototype Models & Supplies	\$17,000
Sub-Consultants	\$26,000
Fabrication + Installation [including labour]	\$105,000
Landscape Amendments	\$60,000
Lighting	\$10,500
Project Documentation & Maintenance Report	\$1,500
Contingency	\$40,000

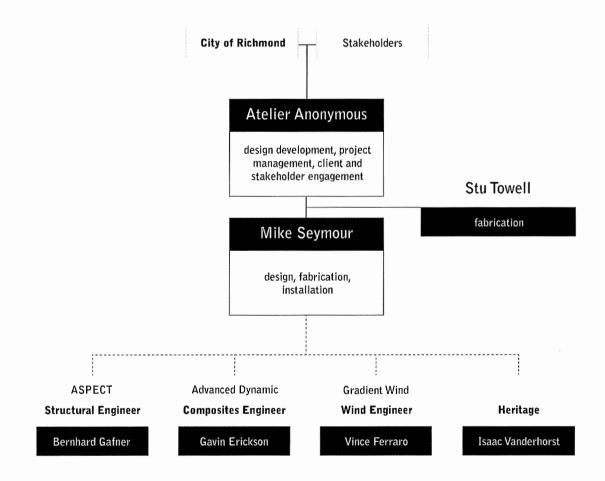
ARTIST TEAM

ARTISTS .

Atelier Anonymous (Alyssa Schwann, Jan Haenraets, Beryl Allen) www.atelier-anon.com Michael Seymour

TEAM .

Fabrication	Stuart's Yacht Renovations (Stuart Towell)
Structural Engineer	ASPECT Structural Engineers (Bernhard Gafner)
Wind Engineer	Gradient Wind Engineering (Vince Ferraro)
Composite Engineer	Advanced Dynamics Design Group (Gavin Erickson)
Heritage Consultant	Isaac Vanderhorst





Report to Committee

То:	General Purposes Committee	Date:	April 18, 2018
From:	Barry Konkin Manager, Policy Planning	File:	08-4430-03-10/2018- Vol 01
	Carli Edwards Manager, Community Bylaws and Licensing		
Re:	Cannabis Bylaw Framework and Regulation of A	gricultu	ral Structures

Staff Recommendation

- 1. To implement the City's framework to regulate cannabis retailing, medical and non-medical (recreational) cannabis production, cannabis research and development and cannabis distribution in advance of the Federal legalization of cannabis, it is recommended that:
 - a. Official Community Plan (OCP) Bylaw 9000, Amendment Bylaw 9837, to revise and update the City's land use regulations and strategic management of cannabis related activities city-wide in Section 3.6.5 to Schedule 1 of the OCP, be introduced and given first reading.
 - b. That Bylaw 9837, having been considered in conjunction with:
 - The City's Financial Plan and Capital Program; and
 - The Greater Vancouver Regional District Solid Waste and Liquid Waste and Management Plans;

is hereby found to be consistent with the said programs and plans, in accordance with Section 477(3)(a) of the *Local Government Act*.

- c. That Bylaw 9837, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation.
- d. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9838, proposing revisions to existing medical cannabis related regulations, new regulations for non-medical cannabis activities and other changes for cannabis related activities, be introduced and given first reading.
- e. That Consolidated Fees Bylaw 8636, Amendment Bylaw 9840, to add development application fees specific to cannabis related land use proposals, be introduced and given first reading.
- 2. That the costs and resources arising from the municipal response to the Federal legalization of cannabis contained in the report, dated April 18, 2018 from the Manager, Policy Planning and Manager, Community Bylaws and Licensing, be received for information and that staff be directed to pursue all Federal and Provincial cannabis related funding resources available and update Council as needed.

- 3. To protect the long-term viability of soil-based agriculture, it is recommended that:
 - a. Richmond Zoning Bylaw 8500, Amendment Bylaw 9861, to regulate large agricultural buildings and greenhouses, be introduced and given first reading.
 - b. Upon first reading of Richmond Zoning Bylaw 8500, Amendment Bylaw 9861, a resolution be passed pursuant to Section 463 of the *Local Government Act*, to withhold building permits for agricultural buildings and greenhouses, which may be in conflict with the bylaw under consideration, and that staff bring forward all such building permit applications in the Agriculture (AG1) zone received more than 7 days after the first reading of Richmond Zoning Bylaw 8500, Amendment Bylaw 9861, to determine whether such applications are in conflict with the proposed bylaw.
 - c. A letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the province impose a temporary moratorium on the use of lands in the Agricultural Land Reserve for cannabis production.

Barry Konkin Manager, Policy Planning

Cam

Carli Edwards Manager, Community Bylaws and Licensing

BK:ke

REPORT CONCURRENCE							
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGE					
Development Applications Building Approvals RCMP Richmond Fire Rescue Finance	হ ব হ হ	he Energ					
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO					

Staff Report

Origin

At the January 15, 2018 Council meeting, the following referral was made:

That staff report back to Council with bylaw amendments and information on required infrastructure and programs for the regulation of production, processing, and sale of cannabis (medical and recreational) in the City.

At the March 26, 2018 Council meeting, the following referral was made:

That staff comment on the City's ability to impact and limit the size of farm structures on farmland.

This report responds to the January 15, 2018 referral on the production, processing and sale of cannabis, and to the above referral from the March 26, 2018 Council meeting in relation to possible regulations of the size of agricultural buildings.

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

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

1.1. Policy and service models that reflect Richmond-specific needs.
1.2. Program and service enhancements that improve community safety services in the City.

This report supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

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

This report outlines proposed amendments to Official Community Plan Bylaw 9000, Richmond Zoning Bylaw 8500, and Consolidated Fees Bylaw 8636, to establish regulations for both medical and non-medical cannabis activities, in order to have a regulatory framework in place prior to Federal legalization. This report is broken into the following three sections:

Section 1: Cannabis Retailing, Production, Research & Development, and Distribution;

Section 2: Costs and Fees Arising from the Municipal Response to Federal Legalization of Cannabis; and

Section 3: Proposed New Regulations on Agricultural Buildings and Greenhouses.

Proposed Federal and Provincial Regulations

Federal Bill C-45 – the Cannabis Act – is under Federal legislative review, and was granted Second Reading by the Senate on March 22, 2018. Senate Hearings are still in progress, with the expected legalization to occur in summer or fall of 2018.

The Province of BC introduced legislation on April 26, 2018 on the proposed cannabis retail and distribution framework. A summary of both the proposed Federal regulations in Bill C-45 and the Provincial regulations regarding cannabis retail are provided in Attachment 1.

Of key interest to Council will be the proposed Provincial regulations, which indicate that the local government can decide if cannabis retail activities will be permitted:

"The Province will permit local governments to decide whether they wish to have a nonmedical cannabis retail store in their community. For the province to issue a license, applicants must have the support of the local government in the community where the proposed store would be located" [excerpt from Province of BC document – BC Cannabis Private Retail and Licensing Guide, February 2018].

The proposed regulations presented by the Province also indicate that public retail cannabis stores (i.e., government run) will be subject to local government support.

Based on the above, local government may exercise land use controls and regulations for cannabis retail within their boundaries, including outright prohibition. As the federal and provincial cannabis related regulations are still under review and may change through the legislative review process, future bylaw amendments may be required in order for the City of Richmond regulations to be consistent with the new laws.

Existing Official Community Plan and Zoning Bylaw Regulations for Cannabis

Official Community Plan

The City's Official Community Plan (OCP) contains policies to manage Health Canada licensed medical marihuana production and research and development facilities (see Attachment 2 for an excerpt of the OCP). In general, the existing OCP policies state that:

- all medical marihuana production and research and development facilities require a rezoning application;
- the number of permitted facilities is limited to one, on "Mixed Employment" and/or "Industrial" OCP designated land only – other rezoning application proposals beyond the one site are to be considered by Council on a case-by-case basis and may require additional amendments to the OCP; and
- proposals are to be reviewed on specific land use criteria (surrounding sensitive land uses, impacts and neighbours, local context and community safety).

Zoning Bylaw 8500

Richmond Zoning Bylaw 8500 currently has land use definitions for "medical marihuana production facility", "medical marihuana research and development facility" and "marihuana dispensary". The Zoning Bylaw provisions identify that none of these land uses are currently permitted in any zoning district city-wide, and a rezoning application is required to allow the use. Furthermore, the zoning definition of "farm business" excludes these activities.

Status of Rezoning Applications – Medical Cannabis Production Facilities

To date, there have been four rezoning applications submitted to the City for the purposes of developing a licensed Health Canada medical cannabis production facility (See Attachment 3 for an application status summary). One application has been closed and the bylaw abandoned and one application was granted third reading on September 6, 2016.

The other two rezoning applications are in the process of staff review, based on existing policies applicable to medical cannabis production in the City and policies and the regulations proposed in this report specific to cannabis related facilities (medical and non-medical) and protection of soil-based agriculture (where applicable). Of these two applications, one facility is proposed to be located in an Industrial OCP designated area, which would be consistent with the locational policy in the OCP, but would exceed Council's objective of one facility city-wide. The second application proposes a site zoned AG1 and located within the Agricultural Land Reserve (ALR), which is inconsistent with Council's OCP policy on the location of cannabis production facilities, and the limit of one such facility city-wide.

Analysis

Section 1: Cannabis Retailing, Production, Research & Development, and Distribution

1.1 General Cannabis Housekeeping Amendments

The current Zoning Bylaw regulations refer to "medical marihuana" as this was the terminology utilized in the initial Federal legislation providing access to medical cannabis and any other cannabis production is unlawful. Based on the new Federal and Provincial regulations proposed, all references to "marihuana" in the Richmond Zoning Bylaw 8500 will be replaced with the term "cannabis".

Existing regulations regarding retailing of cannabis and production in the Zoning Bylaw will remain unchanged. These uses are not permitted without Council approval of a site specific rezoning application. Staff also recommend that the following land use definitions in the Zoning Bylaw be amended to specifically exclude cannabis retailing and production activities: "agriculture", "greenhouse & plant nursery", "office", "retail convenience", "retail general" and "service business support".

1.2 Cannabis Retail

A "marihuana dispensary" is a prohibited use in all zones in the City and a site specific rezoning would require Council approval to allow the use. Richmond Zoning Bylaw 8500 currently defines "marihuana dispensary" as "a business or other operation involving the sale, barter, storage, distribution or dispensing of cannabis, marihuana or any products containing or derived from cannabis or marihuana."

Richmond Zoning Bylaw 8500 Amendment Bylaw 9838 would replace the "marijuana dispensary" definition with a new definition of "retail cannabis" – to reflect the upcoming legalization – and this use would remain as a prohibited use in all zones. The proposed definition of "retail cannabis" is as follows:

means a business or other operation involving the sale, barter, storage, distribution or dispensing of cannabis (medical and non-medical) or any products containing or derived from cannabis intended for consumption by individuals in accordance with the appropriate federal and provincial legislation and regulations.

Proposed provincial regulations indicate that retail cannabis stores (government run and private stores) will be subject to local government support, which effectively gives Council the right to prohibit this use in Richmond. Retail sales of cannabis products – both public stores and private stores – would only be permitted through a Council supported and site specific rezoning application.

1.3 Cannabis Production, Research & Development, and Distribution

Official Community Plan (OCP) Amendments

Current Council policy on cannabis production is focussed on medicinal production as all other production is unlawful. The OCP limits only one production facility in the City, and the facility must be located in an "Industrial" or "Mixed Employment" designated area. Official Community Plan Bylaw 9000 Amendment Bylaw 9837 would amend the existing OCP policy to change the reference from "medical marihuana" to "cannabis", and extend the current regulations to all types of cannabis production – medical and non-medical. These regulations would also apply to cannabis research and development facilities.

Richmond Zoning Bylaw 8500 Amendments

In addition to the general terminology housekeeping amendments outlined above, Richmond Zoning Bylaw 8500 Amendment Bylaw 9838 would introduce a number of new land use definitions related to all forms of cannabis cultivation, production and distribution. Non-medical cannabis production, cannabis retailing or cannabis warehousing would not be permitted in all zones within the City and could only be permitted through a successful rezoning application. The proposed provincial regulatory framework has identified that the BC Liquor Distribution Branch (BCLDB) will be the wholesale distributor of non-medical cannabis; therefore the Provincial Government will be solely responsible for warehousing and distributing cannabis. Provincially run facilities are not typically subject to the City's zoning bylaw regulations. In the event that the provincial distribution framework for cannabis changes to allow for private (nongovernment) distribution facilities, the proposed "warehouse, cannabis" zoning definition would require a rezoning application to be considered by Council for any private cannabis distribution warehouse.

1.4 Summary

The proposed amendment to the OCP would still limit the number of permitted production facilities, and research and development facilities as they relate to cannabis to one facility in an OCP designated Mixed Employment or Industrial area. Any future proposals for a cannabis production facility or a cannabis research and development facility may be considered on a case-by-case basis and may require additional OCP amendments. The proposed amendment to the Zoning Bylaw will prohibit the retailing of cannabis in any form and continue to regulate all cannabis production, research and development and distribution (private, if permitted) facilities unless a property was successfully rezoned to allow such use. On this basis, staff recommend first reading of the following OCP and Zoning Bylaw amendments:

- Official Community Plan Bylaw 9000 Amendment Bylaw 9837; and
- Richmond Zoning Bylaw 8500 Amendment Bylaw 9838.

Section 2: Costs and Fees Arising from the Municipal Response to Federal Legalization of Cannabis

2.1 Proposed Amendments to Consolidated Fees Bylaw 8636

In order to ensure cost recovery for anticipated applications for site-zoning amendments to allow cannabis-related activities in Richmond, staff propose the introduction of a new application fee to Consolidated Fees Bylaw 8636, as follows:

• \$4,000 base fee plus an incremental fee (\$28.25 per 100 m² for the first 1,000 m² of floor area; \$17.50 per 100 m² of floor area for all building area in excess of 1,000 m²).

The rezoning application fee amount has been established to cover staff time associated with the likely processing steps required for cannabis related applications.

2.2 Public Safety and Staffing Costs

The legalization of non-medical cannabis is expected to impact the delivery of Planning, Fire and Community Safety programs, including the RCMP. However, with the Federal and Provincial regulations still under legislative review and uncertainty around what services will fall to the municipalities and what will remain with senior levels of government, it is difficult to estimate the costs of legalization of non-medical cannabis.

Despite uncertainty in this area, staff from Richmond Fire Rescue, the RCMP, Community Bylaws and Planning have developed an estimate of projected equipment and staffing costs based on the bylaws and regulations contemplated in this report. In total, staff estimate these costs to be approximately \$1million in the first year and ranging from \$500,000 to \$600,000 per year subsequent to the initial implementation of the new regulations. Moving forward, costs could potentially decrease or increase dependent on the final program structure. The details of the current estimate are shown in Attachment 4 with the items summarized in Table 1 below.

Department	Description of Item
Richmond Fire Rescue	 Training for Fire suppression and prevention staff to prevent fires started from smoking or from equipment used for growing cannabis, in and outside of buildings; Equipment for Fire inspectors to detect the presence of mould;
RCMP	 Training for the RCMP for drug awareness, field sobriety testing and drug recognition; Purchase of roadside screening equipment; Increase in funding for medical testing to detect drug impairment; Construction of a drug detection room;
Community Bylaws	Additional inspector to respond to complaints of growing marijuana contrary to the regulations
Planning	Additional staff to process rezoning or development applications received related to cannabis

Table 1 – Projected costs related to legalization of Non-Medical Cannabis

While the potential costs are uncertain, so too are the sources of funding available to municipalities. In recent correspondence from Health Canada, the Director General of Cannabis Legalization and Regulation Secretariat states that, "\$161 million has been dedicated to build law enforcement training capacity across Canada, train frontline officers in how to detect the signs and symptoms of drug-impaired driving, provide access to drug screening devices, develop policy, bolster research, and raise public awareness about the dangers of drug-impaired driving." The Federal government has also agreed to direct 75% of tax revenue to Provinces with the expectation that a substantial portion be transferred to municipalities and local communities.

In addition to commitments on sharing tax revenue and supporting law enforcement, Health Canada has announced a federal funding program that can be accessed by municipalities. It is not clear if this is part of the funding commitments already made or a separate process.

While the legalization of non-medical cannabis applies nationally, it is not clear if prohibiting cannabis retail or limiting production and distribution will have an impact on funding available to the municipalities. The current approach in this report assumes that there will be no impact to funding available to municipalities.

Staff from Community Safety will be coordinating efforts to pursue all funding sources, including that recently offered by Health Canada. Council will be updated as needed as the funding sources are clarified, regulations implemented and as part of the budget process.

2.3 Summary

Staff recommend first reading to Consolidated Fees Bylaw 8636, Amendment Bylaw 9840 which would add development application fees specific to cannabis related land use proposals. This will ensure cost recovery due to additional staff time required to review these type of rezoning applications.

With respect to public safety and staffing costs, it is recommended that staff be directed to pursue all Federal and Provincial cannabis related funding resources available and update Council as needed.

Section 3: Proposed Regulations for Agricultural Buildings and Greenhouses

3.1 Recent Inquiries and Building Permits for Large Agricultural Buildings and Greenhouses

The pending approval of Bill C-45 has raised concerns of an increased demand to use agricultural land for growing and cultivation activities for cannabis. In recent months, staff have received a number of inquiries for cannabis production facilities including greenhouse construction, which staff feel could be related to the pending legalization of recreational cannabis.

A building permit has been issued for a property in the ALR, with a concrete slab footprint of over 7,000 m² (75,000 ft²) as it was consistent with City bylaws, including the AG1 zone. The issued permit was based on the applicant's assertion that the building would be used for vegetable production. However, in anticipation of new Federal laws legalizing cannabis, staff have noted a great deal of interest in the press and social media, in converting existing greenhouses and constructing new greenhouses for cannabis production.

3.2 **Provincial Ministry of Agriculture Regulations**

The Provincial Ministry of Agriculture Standards for bylaw preparation identifies the following recommended standards applicable to agricultural buildings and structures and greenhouses:

- Agricultural buildings and structures lot coverage no less than 35%.
- Greenhouses lot coverage no less than 75%.

The Richmond Zoning Bylaw AG1 zone is consistent with these recommended standards.

3.3 Agricultural Land Commission Regulations

The *Agricultural Land Reserve Use, Subdivision and Procedure Regulation* identifies farm buildings, including greenhouses, as a permitted farm use, therefore a local zoning bylaw cannot prohibit farm buildings in the ALR.

The ALR regulations combined with the existing Provincial bylaw standard guidelines for greenhouses, which recommends a site coverage limitation of no less than 75% for greenhouse buildings, is in staff's opinion, a threat to long-term soil-based farm viability, and the standards do not sufficiently protect high-quality, viable soils for the following reasons:

- greenhouses are permitted on any classification of soil (including Class 1 to 3 the best soils, which are capable of supporting a wide range of crops);
- the negative impacts of a greenhouse operation covering 75% of a parcel can have on future soil-based farming are not considered;
- there are no Provincial recommended regulations on the construction methods for a greenhouse; and
- the City's AG1 zoned land located within the ALR has agricultural soil capability classifications which are able to support a wide range of soil-based crops with minimal improvements.

3.4 Existing AG1 Zone

Richmond's existing Zoning Bylaw is consistent with the Ministry's Standards as the bylaw allows a maximum 35% lot coverage for agricultural buildings and a maximum 75% for greenhouses in the AG1 zone. Based on the permitted coverage in the AG1 Zone, the potential size of greenhouses and large agricultural buildings is considerable, as shown in the table below:

Lot Size	Lot Coverage (Footprint)	Lot Coverage (Footprint)					
	Greenhouses – 75%	Agricultural Buildings – 35%					
0.4 ha (1 acre)	3,035 m ² (32,668 ft ²)	$1,416 \text{ m}^2 (15,242 \text{ ft}^2)$					
1 ha (2.5 acres)	7,588 m ² (81,677 ft ²)	$3,541 \text{ m}^2 (38,115 \text{ ft}^2)$					
2 ha (5 acres)	15,176 m ² (163,353 ft ²)	$7,082 \text{ m}^2 (76,230 \text{ ft}^2)$					

3.5 Impacts to Native Soil – Large Agricultural Buildings and Greenhouses

Careful management of existing native soil on farmland is critical to being able to undertake viable soil-based farming over the long-term. Large agricultural buildings and commercial greenhouses negatively impact the soil capability of land and limit the ability to undertake soil-based farming in the future. Negative impacts to the native soil and agricultural capability of the land may arise from:

• land and site preparation activities needed in advance of construction of buildings, including removal and wasting of existing native soil and required fill activities;

- the actual buildings and structures, concrete slabs/footings and other infrastructure that become permanent fixtures on farmland with no provision for removal of the structure and site remediation at the end of the building life-span; and
- resulting compaction of the underlying sub-soils.

Land preparation works intended to support agricultural buildings and commercial greenhouses typically result in full removal of the native soil to level the site to enable installation of concrete footings and slabs on harder ground to support the building. Native soil removal, in conjunction with construction of agricultural buildings with impermeable surfaces, can also have impacts on stormwater drainage. This may have considerable negative impacts on the agricultural capability of the soil for large areas around the agricultural building unless substantial infrastructure and capital investment is implemented by the farmer to manage on-site drainage.

In the event that an owner/farmer wished to remove agricultural buildings or commercial greenhouses, significant work and investment would be required to revert and remediate the site to allow soil-based agriculture. When building and foundation removal and remediation activities are completed, the soils are likely to be at a lower agricultural capability when compared to the previous undisturbed soils. In staff's opinion, it is more likely that a site occupied by large agricultural buildings and greenhouses would not be used for soil-based agriculture in the future.

3.6 Zoning Bylaw Amendments

In order to protect existing high-quality soils for future soil-based agriculture, Richmond Zoning Bylaw 8500 Amendment Bylaw 9861 incorporates a number of changes to regulate agricultural buildings and greenhouses, including:

- prohibiting the use of concrete slab floors and strip footing type construction to support an agricultural building or greenhouse, thereby preventing large areas of contiguous concrete slab;
- limiting farm building construction methods (not applicable to greenhouses) to individual spread footing construction, with each concrete footing no greater than 0.5 m² (5.4 ft²) in area, and support column/post at a minimum 3 m (10 ft.) spacing. Concrete grade beams connecting concrete pad foundations are not permitted;
- within an agricultural building, limiting the amount of impermeable surfaces at grade to no greater than 10% of the gross ground level floor area of the building this regulation would not apply to greenhouses; and
- exempting agricultural buildings less than 300 m² (3,230 ft²) in area from the above regulations this exemption would not apply to greenhouses.

If a farmer wished to construct a building that would not comply with these regulations, they could apply to rezone the property, which would be reviewed by staff and brought forward to Council for consideration. Through the processing of a rezoning application, information from a Professional Agrologist would be required to justify the scale and construction methods for the proposed building, assess the impact to the soil and future soil-based farming activities. Further,

a financial security would be retained to remediate the site in the future if the greenhouse were removed.

In response to concerns about cannabis production occurring in the ALR on AG1 zoned land, staff recommend that a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province impose a temporary moratorium on the use of lands in the Agricultural Land Reserve for cannabis production.

3.7 Temporary Withholding of Building Permits

Due to the number of inquiries staff have fielded regarding cannabis production in the City based on pending legalization, the potential for large greenhouses and agricultural buildings for cannabis production, and the experience of conversion of greenhouses from vegetables to cannabis production in adjacent municipalities such as the City of Delta and the Township of Langley, staff recommend that Council consider a resolution under Section 463 of the BC *Local Government Act* which allows a local government to withhold issuance of a building permit where the permit would be in conflict with a bylaw(s) under preparation.

If Council were to grant first reading to Richmond Zoning Bylaw 8500 Amendment Bylaw 9861 to regulate agricultural buildings and greenhouses, and wished to withhold the issuance of building permits for such buildings while the bylaw was under preparation, a resolution would need to be endorsed by Council authorizing the following:

Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation; and

Whereas Council has granted first reading to a bylaw to preserve high-quality agricultural soils, through the regulation of construction methods for agricultural buildings and greenhouses.

That staff bring all building permit applications for agricultural buildings and greenhouses in the Agriculture (AG1) zone, received more than 7 days after the date of first reading, forward to Council to determine whether such applications are in conflict with the proposed bylaw to preserve high-quality agricultural soils, through the regulation of construction methods for agricultural buildings and greenhouses.

3.8 Summary

Staff recommend first reading to Richmond Zoning Bylaw 8500 Amendment Bylaw 9861 which aims to strengthen soil-based farming by regulating the type of agricultural buildings and greenhouses and the amount of impermeable (concrete slab) surface that can be constructed.

If Council grants first reading to Richmond Zoning Bylaw 8500 Amendment Bylaw 9861, staff also recommend that Council pass a resolution under Section 463 of the BC *Local Government Act*, which allows a local government to withhold issuance of a building permit where the permit would be in conflict with a bylaw(s) under preparation.

Staff also recommend that a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province impose a temporary moratorium on the use of lands in the Agricultural Land Reserve for cannabis production.

Public Consultation

Staff have reviewed the proposed OCP amendment, with respect to the *Local Government Act* and the City's OCP Consultation Policy No. 5043 requirements, and recommend that this report does not require referral to external stakeholders as the OCP amendment is generally consistent with the existing policy framework on cannabis, and is an update to the City's existing regulatory framework, to capture the range of issues associated with the pending legalization of recreational cannabis. It is also critical that the bylaw amendments are in place in advance of the approval of Bill C-45 by the Federal government.

A Public Hearing will be held for the proposed bylaws, which will give all interested parties an opportunity to provide Council with their input, and the Public Hearing notice will be placed in the local newspapers, in compliance with the requirements of the *Local Government Act*.

Financial Impact

Section 2.0 of this report provides an overview of anticipated City costs and impacts to resources as a result of the legalization of non-medical cannabis, which are also contingent on funding made available by the Federal and Provincial Government. Staff estimate these costs to be approximately \$1million in the first year and ranging from \$500,000 to \$600,000 per year subsequent to the initial implementation of the new regulations. These anticipated City costs will be subject to future budget discussions.

Conclusion

As directed by Council, staff has reviewed the pending Federal legalization of cannabis and proposed Provincial regulations, and potential implications for Richmond. Staff have also reviewed large agricultural buildings and greenhouses and resulting impacts to future long-term soil-based agriculture. In response, staff has recommended a number of amendments to Official Community Plan, Richmond Zoning Bylaw 8500, and Consolidated Fees Bylaw 8636 to:

- reinforce Council's Official Community Plan policy on cannabis production to a total of one facility only city-wide in an OCP designated "Mixed Employment" or "Industrial" area;
- maintain the existing prohibition on cannabis retail;
- update land use definitions related to cannabis in the Richmond Zoning Bylaw 8500;
- continue to regulate all cannabis production and related activities on OCP designated "Agriculture" areas to require site specific consideration through a rezoning in accordance with City guidelines; and

• introduce new regulations on agricultural buildings and greenhouses to preserve highquality agricultural soils to prohibit the use of extensive concrete footings, slabs or other impermeable surfaces for any agricultural building or greenhouse.

In response to concerns about cannabis production occurring in the ALR on AG1 zoned land, staff recommend that a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province impose a temporary moratorium on the use of lands in the Agricultural Land Reserve for cannabis production.

It is further recommended that staff be directed to pursue all Federal and Provincial cannabis related funding resources available, and update Council as needed.

Kevin Eng Planner 2

KE:cas

- Att. 1: Summary of Proposed Federal and Provincial Regulations
- Att. 2: Official Community Plan (Excerpt) Existing Policy on Medical Marihuana
- Att. 3: Status of Rezoning Applications Medical Cannabis Production Facilities
- Att. 4: Cost Estimate for City of Richmond Programs Related to Legalization of Non-medical Cannabis

Federal Regulatory Regime

A summary of the proposed Cannabis Act as it relates to regulations surrounding the production, distribution, sale and possession of cannabis across Canada is summarized as follows:

- The Federal Government will be responsible for regulating the legal production of nonmedical cannabis.
- Possession, sale and/or providing cannabis to any person under the age of 18 will not be permitted (provinces will be able to increase the minimum age).
- Regulate adult (age 18 and older) possession, share, purchase and growing of cannabis.
- Medical cannabis production and access (through the *Access to Cannabis for Medical Purposes regulations* – *ACMPR*) will continue after the proposed Cannabis Act becomes law. Medical cannabis will not be permitted to be retailed, and all distribution will be required to be directly from licensed producer to patient in accordance with the ACMPR, which is expected to continue, for at least five years, following the legalization of nonmedical cannabis.
- The selling or giving of cannabis to youth, including use of youth to commit cannabis related offences will be criminal offences under the proposed Cannabis Act. Other regulations are also integrated into the legislation to prohibit cannabis marketing oriented to youth.
- Personal cultivation by adults of up to 4 cannabis plants per residence/household for personal use only.

Provincial Regulatory Regime

The provincial regulatory framework is summarized as follows:

- Adults aged 19 years and older will be permitted to possess and/or purchase non-medical cannabis, consistent with the proposed federal legislation.
- The Provincial Government, will be responsible for regulating the distribution, sale and use of cannabis in the province, and have communicated the following:
 - Province of BC will have a government-run wholesale distribution model with the BC Liquor Distribution Branch (LDB) being responsible for province-wide nonmedical cannabis distribution.
 - The Province of BC will regulate the retail sale of non-medical cannabis through public stores (government run), private stores and online sales (note: government cannabis online sales only). The LDB will be responsible for operating government stores. The Liquor Control and Licensing Board (LCLB) will be responsible for licensing and monitoring the retail sector (private stores and government operated stores). The province has also communicated that in urban areas, non-medical cannabis will not be permitted to be sold in the same stores where liquor or tobacco is available.
- Personal cultivation by adults of up to 4 cannabis plants per residence/household for personal use only (aligned with Federal regulations). The Province has also identified that cannabis plants cannot be visible from public spaces off the property and will be banned in dwellings used as daycares.



3.6.4 Potential City Centre Building Height Increase

OVERVIEW

The City wishes to explore increasing building height in a portion of the City Centre. Transport Canada regulates building heights around the airport. YVR and the City have identified a possible area to study for increasing building height (around City Hall see OCP ANSD Map).

OBJECTION 1:

Maximize City Centre viability safely by exploring with YVR possible increases in building height around City Hall to improve sustainability, social, economic and environmental benefit.

POLICIES:

- a) continue to explore with YVR the possibility of increasing building height around City Hall;
- b) if such building height increases are allowed by the Federal Government, study the implications and benefits (e.g., how high to build, what uses would occur, what the community benefits may be).

Bylaw 9110 2014/03/24

3.6.5 Health Canada Licensed Medical Marihuana Production, and Research and Development Facilities

OVERVIEW

In June 2013, Health Canada enacted the *Marihuana for Medical Purposes Regulations (MMPR)* to better manage the research, production and distribution of medical marihuana.

In December 2013, Council amended the Zoning Bylaw to not permit medical marihuana production facilities and medical marihuana research and development facilities in any zoning district City-wide, as they were a new land use, their potential impacts were unknown and it is desirable to prevent the unnecessary proliferation of facilities. Over time, if Council receives requests to approve medical marihuana production facilities and medical marihuana research and development facilities, to protect the City's interests, Council may consider such proposed facilities, on a case-by-case review basis, subject to meeting rigorous social, community safety, land use, transportation, infrastructure, environmental and financial planning, zoning and other City policies and requirements. This section establishes the policies and requirements, by which such proposed facilities may be considered and, if deemed appropriate, approved.

TERMS

In this section, the following terms apply:

 "Medical Marihuana Production Facility"—means a facility for the growing and production of medical marihuana in a fully enclosed building as licensed and lawfully sanctioned under Health Canada's Marihuana for Medical Purposes Regulations (as amended from time to time), including the necessary supporting accessory uses related to processing, testing, research and development, packaging, storage, distribution and office functions that are directly related to and in support of growing and cultivation activities;

City of Richmond Official Community Plan Plan Adoption: November 19, 2012



Bylaw 9110 2014/03/24 "Medical Marihuana Research and Development Facility"—means a facility for the research and development of medical marihuana only in a fully enclosed building as lawfully sanctioned by Health Canada under the Controlled Drugs and Substances Act (as amended from time to time).

OBJECTION 1:

Protect the City's social, economic, land use and environmental interests when considering proposed medical marihuana production facilities and medical marihuana research and development facilities by preventing their unnecessary proliferation, avoiding long-term negative effects, and ensuring minimal City costs.

POLICIES:

- a) limit medical marihuana production facilities and medical marihuana research and development facilities, through the rezoning process, to one facility in an OCP designated Mixed Employment or Industrial area. Any future proposals for a medical marihuana production facility or a medical marihuana research and development facility may be considered on a case-by-case basis and may require additional OCP amendments;
- b) a medical marihuana production facility must:
 - be located in a stand-alone building, which does not contain any other businesses;
 - ii) have frontage on an existing, opened and constructed City road, to address infrastructure servicing and emergency response requirements;
 - iii) avoid negatively affecting sensitive land uses (e.g., residential, school, park, community institutional);
 - iv) not emit any offensive odors, emissions and lighting to minimize negative health and nuisance impacts on surrounding areas;
- c) medical marihuana production facility applicants shall engage qualified professional consultants to prepare required studies and plans through the City's regulatory processes (e.g., rezoning, development permit, building permit, other);
- medical marihuana production facility applicants shall ensure that proposals address the following matters, through the City's regulatory processes (e.g., rezoning, development permit, building permit, other):
 - i) compliance with City social, community safety, land use, building, security (e.g., police, fire, emergency response), transportation, infrastructure (e.g., water, sanitary, drainage), solid waste management, environmental (e.g., Environmentally Sensitive Areas, Riparian Management Areas, Ecological Network), nuisance (e.g., noise, odour and emissions) financial and other policies and requirements;
 - ii) compliance with all federal, provincial and regional (e.g., Metro Vancouver) policies and requirements;

Connected Neighbourhoods With Special Places



Bylaw 9110 2014/03/24

- iii) compliance with the City Building Regulation Bylaw, Fire Protection and Life Safety Bylaw, Noise Regulation Bylaw, Business License Bylaw, Business Regulation Bylaw and other related, applicable City Bylaws;
- iv) compliance with the current BC Building Code, BC Fire Code, BC Fire Services Act, BC Electrical Code, and other related codes and standards;
- e) the applicant/owner of a Health Canada licensed and City approved medical marihuana production facility shall be responsible for full remediation of the facility should it cease operations or upon closure of the facility;
- f) consultation with stakeholders on a proposed medical marihuana production facility shall be undertaken as deemed necessary based on the context specific to each proposal.



Application Number	Site Address	Official Community Plan Land Use Designation (Existing)	Current Status
RZ 13-639815	11320 Horseshoe Way	Mixed Employment	Application closed and Bylaw abandoned by Council on July 25, 2016
RZ 14-665028	5960 No. 6 Road	Mixed Employment	Public Hearing September 6, 2016 Bylaw at 3 rd reading Applicant is working on fulfilling conditions of rezoning, including confirmation of licensing approval from Health Canada.
RZ 17-769785	13751 Garden City Road	Agriculture (within the Agricultural Land Reserve)	Staff currently reviewing. Not consistent with OCP policy (located on Agriculture OCP designated land and would result in more than one cannabis related facility in the City.)
RZ 18-811041	23000 Fraserwood Way	Mixed Employment	Staff review Not consistent with OCP policy (would result in more than one cannabis related facility in the City.)

Status of Rezoning Applications – Medical Cannabis Production Facilities

ATTACHMENT 4

DEPARTMENT AND								(), () () () () () () () () (
CATEGORY	Year 1		Year 2	Year 3	Year 4		Year 5	
Richmond Fire								
Rescue								
Training	\$ 76,000	\$	8,000	\$ 8,000	\$	82,000	\$	8,000
Equipment	\$ 5,000	\$	-	\$ 5,000	\$	-	\$	5,000
Staff	\$ 270,000	\$	277,000	\$ 284,000	\$	291,000	\$	298,000
TOTAL	\$ 351,000	\$	285,000	\$ 297,000	\$	373,000	\$	311,000
RCMP								
Training	\$ 127,000	\$	29,000	\$ 29,000	\$	29,000	\$	29,000
Equipment	\$ 324,000	\$	44,000	\$ 44,000	\$	45,000	\$	45,000
TOTAL	\$ 451,000	\$	73,000	\$ 73,000	\$	74,000	\$	74,000
Community Bylaws								
Staff	\$ 100,000	\$	100,000	\$ 102,000	\$	105,000	\$	108,000
TOTAL	\$ 100,000	\$	100,000	\$ 102,000	\$	105,000	\$	108,000
Planning								
Staff	\$ 43,000	\$	43,000	\$ 43,000	\$	43,000	\$	43,000
TOTAL	\$ 43,000	\$	43,000	\$ 43,000	\$	43,000	\$	43,000
TOTAL ESTIMATE	\$ 945,000	\$	501,000	\$ 515,000	\$	595,000	\$	536,000

Cost Estimate for City of Richmond Programs Related to Legalization of Non-medical Cannabis



Official Community Plan Bylaw 9000, Amendment Bylaw 9837 (Medical Cannabis Production and Non-Medical Cannabis Production and Cannabis Research and Development Facilities)

The Council of the City of Richmond enacts as follows:

1. Richmond Official Community Plan Bylaw 9000, as amended, is further amended at Section 3.6.5 [Health Canada Licensed Medical Marihuana Production, and Research and Development Facilities] by deleting it in its entirety and replacing it with the following:

"3.6.5 Health Canada Licensed Medical Cannabis Production, Non-Medical Cannabis Production and Cannabis Research and Development Facilities

OVERVIEW

The City wishes to regulate the location and number of medical and non-medical cannabis production and cannabis research and development facilities in Richmond.

Council may consider medical and non-medical cannabis production and research and development related facilities, on a case-by-case review basis, subject to meeting rigorous social, community safety, land use, transportation infrastructure, environmental and financial planning, zoning and other City policies and requirements. This section establishes the policies and requirements, by which such proposed facilities may be considered and, if deemed appropriate, approved.

TERMS

In this section, the following terms apply:

- "Medical Cannabis Production Facility"— means a facility for the cultivation or
 processing of medical cannabis in a fully enclosed building or structure in
 accordance with the appropriate federal and provincial legislation and regulations,
 including supporting accessory uses related to cultivation, processing, testing,
 research and development, packaging, storage, distribution and administrative
 office functions that are directly related to and in support of cultivation and
 processing activities.
- "Non-Medical Cannabis Production Facility" means a facility for the cultivation or processing of non-medical cannabis in a building or structure, as well as outdoor cultivation, in accordance with the appropriate federal and provincial legislation and regulations, including supporting accessory uses related to

cultivation, processing, testing, research and development, packaging and storage and administrative office functions that are directly related to and in support of cultivation and processing activities.

• "Cannabis Research and Development Facility" – means a facility for the research and development, including testing, of cannabis only in a fully enclosed building or structure in accordance with the appropriate federal and provincial legislation and regulations.

OBJECTIVE 1:

Protect the City's social, economic, land use and environmental interests when considering proposed medical and non-medical cannabis production facilities and cannabis research and development facilities by preventing their unnecessary proliferation, avoiding long-term negative effects, and ensuring minimal City costs.

POLICIES:

- a) limit a medical cannabis production facility, non-medical cannabis production facility and cannabis research and development facility, through the rezoning process, to a total of one facility only. This single facility will only be permitted in an OCP designated Mixed Employment or Industrial area. Any proposals for additional facilities may be considered on a case-by-case basis and may require additional OCP amendments;
- b) a medical cannabis production facility or non-medical cannabis production facility or a cannabis research and development facility must:
 - i) be located in a stand-alone building, which does not contain any other businesses with the exception of non-medical cannabis production, which can be located outside in accordance with the appropriate federal and provincial legislation and regulations;
 - ii) have frontage on an existing, opened and constructed City road, to address infrastructure servicing and emergency response requirements;
 - iii) avoid negatively affecting sensitive land uses (e.g., residential, school, park, community institutional);
 - iv) not emit any offensive odors, emissions and lighting to minimize negative health and nuisance impacts on surrounding areas;
- applicants shall engage qualified professional consultants to prepare required studies and plans through the City's regulatory processes (e.g., rezoning, development permit building permit, other as required);
- d) applicants shall ensure that proposals address the following matters, through the City's regulatory processes (e.g., rezoning, development permit, building permit, other):
 - i) compliance with City social, community safety, land use, building, security (e.g., police, fire, emergency response), transportation, infrastructure (e.g.,

water, sanitary, drainage), solid waste management, environmental (e.g., Environmentally Sensitive Areas, Riparian Management Areas, Ecological Network), nuisance (e.g., noise, odour and emissions) financial and other policies and requirements;

- ii) compliance with all federal, provincial and regional (e.g., Metro Vancouver) policies and requirements;
- iii) compliance with the City Building Regulation Bylaw, Fire Protection and Life Safety Bylaw, Noise Regulation Bylaw, Business License Bylaw, Business Regulation Bylaw and other related, applicable City Bylaws;
- iv) compliance with the current BC Building Code, BC Fire Code, BC Fire Services Act, BC Electrical Code, and other related codes and standards;
- e) the applicant/owner of a Health Canada licensed and City approved medical cannabis production facility or non-medical cannabis production facility or cannabis research and development facility shall be responsible for full remediation of the facility should it cease operations or upon closure of the facility;
- f) consultation with stakeholders on a proposed facility shall be undertaken as deemed necessary based on the context specific to each proposal."
- 2. This Bylaw is cited as "Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9837".

FIRST READING	 CITY OF RICHMOND
PUBLIC HEARING	 APPROVED by LE
SECOND READING	 APPROVED by Director
THIRD READING	 or Solicitor
ADOPTED	

MAYOR



Richmond Zoning Bylaw 8500 Amendment Bylaw 9838 (Cannabis Related Zoning Regulations)

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

- 1. Richmond Zoning Bylaw 8500 is amended by repealing and replacing and adding text to various sections of Richmond Zoning Bylaw 8500 as follows:
 - i) Repeal and replace the following use definitions in Section 3.4 (Use and Term Definitions):

"Agriculture

means the **use** of land for the growing of crops or the raising of domesticated animals and allotment gardens where land is divided into plots for exclusive **use** as vegetable, fruit or flower gardens such as private and community gardens but does not include a **medical cannabis production facility** or **non-medical cannabis production facility**.

Greenhouse & plant nursery

means a facility for the raising, storage and sale of produce bedding, household, ornamental plants and related materials such as tools, soil, fertilizers and garden furniture but does not include a medical cannabis production facility or non-medical cannabis production facility.

Office

means a facility that provides professional, management, administrative, consulting or monetary services in an **office** setting, including research and development, which includes **offices** of lawyers, accountants, travel agents, real estate and insurance firms, planners, clerical and secretarial agencies, but excludes the servicing and repair of goods, the sale of goods to the customer on the **site**, the manufacturing or handling of product and a **cannabis research and development facility**.

Retail, convenience

means a facility for the retail sale of those goods required by area residents or employees on a day-to-day basis, which includes but is not limited to small food stores, selling groceries, meats, fruits and vegetables, flowers and confectionaries, drug stores and variety stores selling tobacco, beverages, postal services, personal care items, lottery tickets, printed matter or the rental/sale of videos, but does not include **adult retail**, stand alone video stores or **retail**, **cannabis** operations.

Retail, general

- a) means a premises where goods, merchandise, other materials and services are offered for sale at retail to the general public and includes limited on-site storage or limited seasonal outdoor sales to support that store's operations, which includes but is not limited to grocery store, hardware, pharmaceutical, appliance and sporting goods stores, bicycle/scooter sales and rentals, and a farmers' market, and minor government services, such as postal services, but does not include warehouse sales and the sale of building supplies, gasoline, heavy agricultural and industrial equipment, alcoholic beverages, retail pawnshop, retail secondhand, adult retail, retail stores requiring outdoor storage and retail, cannabis operations.
- b) The sale of wine limited to wines produced in British Columbia, as per the regulations of the Liquor Control and Licensing Act is permitted within a grocery store, if the floor area of the grocery store exceeds 2,322 m².

Service, business support

means a facility that provides services to **businesses** and which are characterized by one or more of the **use** of minor mechanical equipment for printing, duplicating, binding or photographic processing, secretarial services, the provision of **office** maintenance or custodial services, the provision of **office** security, and the sale, rental, repair or servicing of **office** equipment, **office** furniture and **office** machines, which includes but is not limited to printing establishments, testing laboratories, film processing establishments, janitorial firms and **office** equipment sales, repair establishments and sign shops but does not include a **cannabis research and development facility**."

ii) Repeal and replace "medical marihuana production facility" and "medical marihuana research and development facility" in the use definitions in Section 3.4 (Use and Term Definitions) with the following:

"Cannabis Research and Development Facility

means a facility for the research and development, including testing, of cannabis in a fully enclosed **building** or **structure** in accordance with the appropriate federal and provincial legislation and regulations.

Medical Cannabis Production Facility

means a facility for the cultivation or processing of medical cannabis in a fully enclosed **building** or **structure** in accordance with the appropriate federal and provincial legislation and regulations, including supporting accessory **uses** related to cultivation, processing, testing, research and development, packaging, storage, distribution and administrative **office** functions that are directly related to and in support of cultivation and processing activities." iii) Add the following new use definitions in Section 3.4 (Use and Term Definitions):

"Non-Medical Cannabis Production Facility

means a facility for the cultivation or processing of non-medical cannabis in a **building** or **structure**, as well as outdoor cultivation, in accordance with the appropriate federal and provincial legislation and regulations, including supporting accessory **uses** related to cultivation, processing, testing, research and development, packaging and storage and administrative **office** functions that are directly related to and in support of cultivation and processing activities.

Warehouse, cannabis

means the processing, storage and distribution of cannabis (medical and nonmedical) in a fully enclosed **building** or **structure** in accordance with the appropriate federal and provincial legislation and regulations."

iv) Repeal and replace a portion of the "farm business" use definition in Section 3.4 (Use and Term Definitions) as follows:

"farm business does not include:

- a) an activity, other than grazing or hay cutting, if the activity constitutes a forest practice as defined in the *Forest and Range Practices Act*;
- b) breeding pets or operating a kennel;
- c) growing, producing, raising or keeping exotic animals, except types of exotic animals prescribed by a Minister of the Province of BC;
- d) a medical cannabis production facility;
- e) a non-medical cannabis production facility; and
- f) a cannabis research and development facility."
- v) Repeal and replace clause e) in Section 3.5.1 (Section 3.5 Non-Permitted Uses and Definitions) with the following:
 - "e) Retail, cannabis"
- vi) Repeal and replace the use definition of "marihuana dispensary" in Section 3.5.2 (Section 3.5 Non-Permitted Uses and Definitions) with the following:

"Retail, cannabis

means a business or other operation involving the sale, barter, storage, distribution or dispensing of cannabis (medical and non-medical) or any products containing or derived from cannabis intended for consumption by individuals in accordance with the appropriate federal and provincial legislation and regulations."

- vii) Repeal and replace clause c) in Section 5.13.4 (Section 5.13 Uses Permitted in All Zones) with the following:
 - "c) A medical cannabis production facility, non-medical cannabis production facility, and cannabis research and development facility is not permitted."
- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9838".

FIRST READING	 CITY OF RICHMOND
PUBLIC HEARING	 APPROVED by
SECOND READING	 APPROVED by Director
THIRD READING	 or Solicitor
ADOPTED	

MAYOR

Bylaw 9840

CITY OF RICHMOND

APPROVED by

KE

APPROVED by Director or Solicitor



Consolidated Fees Bylaw No.8636 Amendment Bylaw 9840 (Fees for Cannabis-Related Applications)

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

- 1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended by:
 - a) Adding the following to the Zoning Amendments No. 8951 table forming part of SCHEDULE DEVELOPMENT APPLICATION FEES.

Section	Application Type	Base Fee	Incremental Fee
Section 1.2.1	Zoning Bylaw Designation Amendment for	\$4,000.00	\$28.25 per 100 m ² of
	any cannabis-related uses including medical		building area for the
	and non-medical cannabis production,		first 1,000 m^2 and
	cannabis research and development and		$17.50 \text{ per } 100 \text{ m}^2$
	retail, cannabis operations		thereafter

2. This Bylaw may be cited as "Consolidated Fees Bylaw No. 8636, Amendment Bylaw 9840".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

MAYOR



Richmond Zoning Bylaw 8500 Amendment Bylaw 9861 (Agricultural Building and Greenhouse Regulations)

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

- 1. Richmond Zoning Bylaw 8500 is amended by repealing and replacing and adding text to various sections of Richmond Zoning Bylaw 8500 as follows:
 - i) Add the following clauses into Section 14.1.4 (Permitted Density Section in the Agriculture (AG1) zone):
 - "4) Agricultural buildings and structures and greenhouses solely for supporting a farm business or for growing, producing, raising or keeping animals and plants are not permitted to have concrete construction, hardsurfacing or other impermeable structure or construction sunk into, at or below the natural grade of the site except:
 - a) Where Agricultural buildings and structures, excluding greenhouses, are supported by a system of columns or posts, where each supporting column or post has a minimum radius of 3 m to the next adjacent column or post and that the maximum footprint area for each concrete footing associated with each column or post is 0.5 m^2 ; and
 - b) Concrete grade beams connecting concrete pad foundations are not permitted.
 - 5) Agricultural buildings and structures, excluding greenhouses, are permitted a maximum of 10% coverage of the gross floor area at the ground level of the building to be covered by impermeable surfaces.
 - 6) The provisions of Section 14.1.4.4 and 14.1.4.5 do not apply for:
 - b) Agricultural buildings and structures on a lot, excluding greenhouses, with a cumulative lot coverage equal to or less than 300 m^2 in total area for all existing and proposed agricultural buildings and structures."
- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9861".

Bylaw 9861

Page 2

FIRST READING	 CITY OF RICHMOND
PUBLIC HEARING	 APPROVED by LE
SECOND READING	 APPROVED by Director or Solicitor
THIRD READING	 HAL .
ADOPTED	

MAYOR

CORPORATE OFFICER

,



To: Mayor & Councillors From: Barry Konkin Manager, Policy Planning Date:May 10, 2018File:08-4057-10/2018-Vol 01

Re: Proposed Bylaws for Consideration: Revisions to the Farmland Housing Regulations, and Additional Dwellings in the Agriculture (AG1) Zone

At the May 7, 2018 General Purposes Committee meeting, staff were directed to draft bylaw amendments for consideration at the May 14, 2018 Regular Council Meeting that would regulate residential development in the Agriculture (AG1) zone.

1. Revise the Zoning Regulations for the Farmland Housing Regulations:

Zoning Bylaw 8500, Amendment Bylaw 9848, which is attached with this memo, has been prepared based on Option 5A, with the septic field outside the farm home plate as discussed in the staff report "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager, Policy Planning.

Bylaw 9848 would amend the following:

- the maximum farm home plate area would be capped at 1,000 m² (10,764 ft²) for properties that are 0.2 ha (0.5 acre) or larger; and
- a maximum farm house footprint of 45% would be introduced (the maximum farm house footprint is the maximum % of the maximum floor area permitted in the AG1 zone that can occupy the farm home plate).

Bylaw 9848 would not change the maximum house size permitted, the septic field location in relation to the farm home plate, or the maximum number of storeys for the principal dwelling unit, as this is the maximum house size and farm home plate currently permitted in the AGI Zone.

2. Permit a Maximum of One Additional Dwelling Unit in the AG1 Zone:

Official Community Plan 9000, Amendment Bylaw 9869, and Zoning Bylaw 8500, Amendment Bylaw 9870, which are both attached with this memo, have been prepared based on Option 3, with the septic field outside the farm home plate as described in the report "Response to Referral: Additional Dwelling For Farm Workers And Direction On Limiting



Residential Development In The AG1 Zone For Properties That Are 0.2 ha (0.5 acres) Or Larger" dated May 2, 2018 from the Manager, Policy Planning.

Bylaw 9869 would amend the Official Community Plan policy on additional dwellings to allow one additional dwelling in the Agriculture (AG1) zone, and require applications for more than one additional dwelling unit on agriculturally zoned land to go through a rezoning process.

Bylaw 9870 would amend the Agriculture (AG1) zone to allow one additional dwelling unit provided:

- the lot is at least 8 ha (20 ac.) in area;
- the lot is classified as 'farm' for taxation purposes;
- a signed statutory declaration is submitted indicating that the property will be farmed;
- an agrologist report is submitted justifying that the house is for full-time farm workers;
- the house is no larger than $300 \text{ m}^2 (3,229 \text{ ft}^2)$; and
- the farm home plate area is no larger than 600 m² (6,458 ft²). The farm home plate does not have to include the septic field within the farm home plate and the farm home plate for the additional dwelling would have to be contiguous with the farm home plate area of the principal dwelling.

The General Purposes Committee also recommended that the above noted bylaws, in addition to the bylaw regulating agricultural buildings and structures, be referred to the next Agricultural Advisory Committee (AAC) prior to a scheduled public hearing in June. If referred, they will be forwarded to the next AAC meeting which is scheduled for May 23, 2018.

For clarification, please contact the undersigned.

Barry Konkin Manager, Policy Planning (604-276-4139)

BK:jh

- Att. 1: Zoning Bylaw 8500, Amendment Bylaw 9848 (Revised Farmland Housing Regulations)
 - 2: Official Community Plan 9000, Amendment Bylaw 9869 (Additional Dwellings on Agriculturally Zoned Land)
 - 3: Zoning Bylaw 8500, Amendment Bylaw 9870 (Additional Single Detached House)



Richmond Zoning Bylaw 8500 Amendment Bylaw 9848 (Revised Farmland Housing Regulations)

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 3.4 by adding the following definitions, in alphabetical order:

"Farm house footprint means the maximum percentage of the maximum floor area, permitted under Section 14.1.4(b)(ii) of this bylaw, that can occupy the farm home plate."

- 2. Richmond Zoning Bylaw 8500, as amended, is further amended:
 - a) by deleting Section 14.1.4.A (Farm Home Plate) and replacing it with the following:

"14.1.4.A Farm Home Plate

- 1. The maximum area of the **farm home plate** is:
 - a) 50% of the lot area for lots less than 0.2 ha; and
 - b) $1,000 \text{ m}^2$ for lots equal to or greater than 0.2 ha."
- b) at Section 14.1.5 (Permitted Lot Coverage) by adding the following as new Section 14.1.5.3:
 - "3. For lots equal to or greater than 0.2 ha, the maximum farm house footprint for each dwelling unit is 45%."
- 3. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9848".

FIRST READING	CITY OF RICHMOND
PUBLIC HEARING	APPROVED by
SECOND READING	APPROVED by Director or Solicitor
THIRD READING	BK
ADOPTED	

MAYOR



Richmond Official Community Plan Bylaw 9000 Amendment Bylaw 9869 (Additional Dwellings on Agriculturally Zoned Land)

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

- 1. Richmond Official Community Plan Bylaw 9000, as amended, if further amended at Section 7.1 Protect Farmland and Enhance Its Viability by deleting policy g) under Objective 1 (Continue to protect the City's agricultural land base in the Agricultural Land Reserve (ALR)), and replacing it with the following:
 - "g) limit the number of principal dwelling units to one (1) on agriculturally zoned properties, and only permit one (1) additional dwelling unit provided the property is 8 ha (20 acres) in area or greater, the property is classified as a farm under the BC *Assessment Act*, and if the owner provides a statutory declaration that the additional dwelling unit is for full-time farm workers only, and submits a report from a Professional Agrologist which demonstrates that:
 - full-time farm labour is required to live on the farm; and
 - the secondary farmhouse is subordinate to the principal farm dwelling unit.

Any proposals for more than one (1) additional dwelling unit on agriculturally zoned land would be considered through a rezoning application and would be reviewed on a case-by-case basis."

2. This Bylaw may be cited as "Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9869".

FIRST READING	 CITY OF RICHMOND
	APPROVED by
PUBLIC HEARING	 KE
SECOND READING	 APPROVED by Manager
THIRD READING	 or Solicitor
ADOPTED	



Richmond Zoning Bylaw 8500 Amendment Bylaw 9870 (Additional Single Detached House)

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

- 1. Richmond Zoning Bylaw 8500, as amended, is further amended by:
 - a) deleting subsection 14.1.4.2 from Section 14.1.4. (Permitted Density), in its entirety and replacing it with the following:
 - "2. The maximum residential **density** is one **principal dwelling unit** per **lot**. Notwithstanding the foregoing, a maximum of one additional **single detached housing** unit for full-time farm workers for a **farm operation**, employed on the **lot** in question, is permitted provided:
 - a) the **lot** has a **lot** area of 8.0 ha or greater and is classified as 'farm' under the B.C. *Assessment Act*;
 - b) that a signed statutory declaration is submitted by the owner of the **lot** indicating that the additional **single detached housing** unit is for full-time farm workers only;
 - c) that the need for the additional **single detached housing** unit is justified by a certified professional registered with the B.C. Institute of Agrologists (P.Ag.); and
 - d) the maximum floor area for an additional single detached housing unit is no more than 300 m^2 ."
 - b) adding the following immediately at the end of Section 14.1.4.A (Farm Home Plate) as a new subsection 14.1.4.A.2:
 - "2. Notwithstanding 14.1.4.A.1 above, the maximum area of the **farm home plate** may be increased by no more than 600 m² for an additional **single detached** housing unit permitted by this bylaw."

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9870".

FIRST READING	 CITY OF RICHMOND
PUBLIC HEARING	
SECOND READING	 APPROVED by Director or Solicitor
THIRD READING	 BK
ADOPTED	

MAYOR



То:	General Purposes Committee	Date:	May 2, 2018
From:	Barry Konkin Manager, Policy Planning	File:	08-4057-10/2018-Vol 01
	Response to Referral: Additional Dwellings for Fa on Limiting Residential Development in the AG1 0.2 ha (0.5 acres) or Larger		

Staff Recommendation

- 1. That the staff report titled "Response to Referral: Additional Dwellings for Farm Workers and Direction on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated May 2, 2018 from the Manager, Policy Planning be received for information;
- 2. That direction be provided to staff to either:
 - a. amend the 2041 Official Community Plan to revise the policy on additional dwellings on agriculturally zoned land, but still require an application for an additional dwelling unit to go through a rezoning process;
 - amend the 2041 Official Community Plan and Richmond Zoning Bylaw 8500 which would allow one (1) additional dwelling in the Agriculture (AG1) zone, and revise the 2041 Official Community Plan policy to require an application for more than one (1) additional dwelling unit on agriculturally zoned land to go through a rezoning process; or
 - c. amend the 2041 Official Community Plan and Richmond Zoning Bylaw 8500 which would allow up to three (3) additional dwellings in the Agriculture (AG1) zone, and revise the 2041 Official Community Plan policy accordingly;
- 3. That direction be provided to staff on revising the limits to residential development in the Agriculture (AG1) zone based on the report "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager, Policy Planning; and

4. That a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province review their policies on foreign ownership, taxation, enforcing their guidelines on house size and farm home plate, providing greater financial incentives for farmers, and strengthening the Agricultural Land Commission's enforcement actions for non-farm uses.

Barry Konkin Manager, Policy Planning (604-276-4139) Att. 6

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Development Applications Building Approvals	य व	he Eneg	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED EY CAO	

Staff Report

Origin

At the March 26, 2018 Council meeting, the following referral was made:

That staff comment on the possible provision of a second dwelling for farm workers.

This report responds to this referral and reviews the provisions for additional dwellings on agriculturally zoned land. As this referral was part of a larger referral back to staff on revising limits to house size and farm home plate regulations on agriculturally zoned land, this report also brings forward the report titled "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager of Policy Planning, and seeks Council direction on this issue.

An additional dwelling is currently not permitted in any of the City's Agriculture zones, and a property would need to be rezoned to allow this use. An additional dwelling is typically a second single detached dwelling on a farm intended to accommodate full-time farm workers on the subject property.

It is important to note that this report does not address 'seasonal farm labour accommodation' which is a separately defined residential use in Richmond Zoning Bylaw 8500. Seasonal farm labour accommodation, which is a permitted use in the Agriculture (AG3) zone only, is meant to be temporary in nature and house multiple sleeping units under one structure. Any application for seasonal farm labour accommodations would be reviewed on a case-by-case basis through a rezoning application.

This report supports Council's 2014-2018 Term Goal #8 Supportive Economic Development Environment:

8.3. The City's agricultural and fisheries sectors are supported, remain viable and continue to be an important part of the City's character, livability, and economic development vision.

Background

On May 17, 2017, Council adopted Richmond Zoning Bylaw 8500, Amendment Bylaw 9707 which removed the provision of allowing additional dwellings for full-time farm workers on parcels 8 ha (20 acres) or larger. This provision was removed as the maximum farm home plate and house size for the principal dwelling had not been determined, and would have added considerable complications to the farm home plate and house size regulations being considered at the time. Further, the additional dwelling unit provision was rarely used as only 7% of Richmond's farmland is large enough to be eligible to have an additional dwelling unit.

Attachment 1 indicates those agriculturally zoned lots with road access that formerly met the criteria and were permitted to have an additional dwelling. The yellow parcels in the map on Attachment 1 would be permitted one (1) additional dwelling, the green parcels would be

permitted two (2) additional dwellings, and the blue parcels would be permitted up to three (3) additional dwellings provided that the additional dwelling units were for full-time farm workers.

Since 2010, there has only been one building permit application that has met these requirements to construct an additional dwelling unit. As local governments have discretionary authority on allowing additional dwelling units on land within the Agricultural Land Reserve (ALR), Council approved staffs suggested amendments as part of the updates to the residential provisions in the City's agricultural zones in 2017, to remove the outright permitted additional dwelling unit in the Agriculture (AG1) zone, and require a rezoning process to review any applications for an additional dwelling unit.

Under the former provisions of Richmond Zoning Bylaw 8500, a building permit application could be made for additional dwelling(s) on land zoned Agriculture (AG1) provided:

- the additional dwelling(s) was for full-time farm workers for a farm operation employed on the lot in question;
- the need for the additional dwelling units was justified by a certified professional registered with the B.C. Institute of Agrologists (P.Ag.); and
- the lot had a minimum area as specified below:
 - 1 additional dwelling on a lot between 8 ha (20 ac.) and 25 ha (62 ac.); or
 - 2 additional dwellings on a lot between 25 ha (62 ac.) and 30 ha (74 ac.); or
 - 3 additional dwellings on a lot over 30 ha (74 ac.).

At the same May 17, 2017 meeting, Council adopted Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9706 which added the following policy in Section 7.1 (Protect Farmland and Enhance Its Viability) in the Official Community Plan (OCP):

"limit the number of dwelling units to one (1) on agriculturally zoned properties. Through a rezoning application, on a case-by-case basis, consider applications which propose to exceed the maximum number of dwelling units if:

- *the property is 8 ha (20 acres) in area or greater; and*
- *if the applicant provides a report, satisfactory to Council, from a Professional Agrologist, which demonstrates that:*
 - *full-time farm workers are required to live on the farm; and*
 - the secondary farmhouse is subordinate to the principal farm dwelling unit."

Based on these approved amendments, proposals for an additional dwelling unit on agriculturally zoned land must be reviewed on case by case basis through a rezoning application with Council review and approval. The purpose of this was to provide Council an opportunity to review each application. To date, no rezoning applications for an additional dwelling have been received.

As requested by Council, a six-month public review of those bylaws began in late 2017 and concluded in early 2018. A summary of the most recent public consultation on this issue, along

CNCL - 594

with a series of options for Council's consideration, was presented to Council at their meeting on March 26, 2018. At that meeting, some delegations to Council expressed concern that a rezoning application for an additional dwelling for farm workers on agricultural land is an obstacle to successful farm operations and this requirement should be relaxed. Council referred the issue of additional dwellings for farm workers back to staff for comment.

Analysis

Agricultural Land Commission's Policy on Additional Residences for Farm Help Accommodation

The Agricultural Land Commission (ALC) regulations allow additional dwellings in the ALR provided that all additional dwellings are necessary for farm use. However, the ALC does not set a maximum number of additional dwellings on an agricultural parcel. ALC Policy L-09 provides further interpretation on additional dwellings for farm help accommodation (Attachment 2).

Ministry Guidelines for Farm Home Plate and House Size for Additional Dwellings

The Ministry of Agriculture's "Guide for Bylaw Development in Farming Areas (2015)", also known as the "Ministry's Guidelines", provides the following guidelines for additional dwelling units:

- an additional 1,000 m² (10,764 ft²) of farm home plate area for each additional dwelling unit; and
- an additional $300 \text{ m}^2 (3,229 \text{ ft}^2)$ of floor area for each additional dwelling unit.

Options for Consideration

In response to Council's referral, staff have prepared three (3) options for consideration:

- maintain the existing policy on additional dwellings on agriculturally zoned land, and strengthen the policy by including additional requirements to ensure any additional dwellings for farm workers are on an existing farm operation;
- 2) allow a maximum of one (1) additional dwelling in the AG1 zone, subject to conditions, without going through a rezoning process (any proposals for more than one additional dwelling in the AG1 zone would require a rezoning application); and
- 3) allow a maximum of three (3) additional dwellings in the AG1 zone, subject to conditions, without going through a rezoning process.

Option 1: Strengthen the Existing OCP Policy on Additional Dwelling Units

If Council wishes to maintain the current bylaw regulations requiring Council approval of a rezoning application for additional dwellings on agriculturally zoned land, staff would recommend strengthening the existing OCP policy by including the requirement that:

- the lot be classified as 'farm' under the B.C. Assessment Act; and

- require a statutory declaration from the property owner indicating that any additional dwelling(s) is for full-time farm workers only.

This approach would also require any application for an additional dwelling unit to be reviewed through a rezoning process. Further, in order to apply for a rezoning, the property would have to be agriculturally zoned, 8 ha (20 acres) in area or greater, and the application would have to provide a report, satisfactory to Council, from a Professional Agrologist, which demonstrates that full-time farm workers are required to live on the farm.

This approach would assist in determining the house size and farm home plate needs on a site specific basis. This would include reviewing the farm home plate size and geometry in relation to the farm home plate for the existing principal dwelling. Further, a site specific review would help in determining the appropriate location of the septic field. Currently, septic fields are not required to be located within the farm home plate. However, if Council were to amend the 'farm home plate' definition to require that the septic field be located within the farm home plate, a site-specific review would be beneficial to determine the appropriate farm home plate area for an additional dwelling unit.

If Council wishes to consider Option 1, staff have prepared an amending bylaw to Richmond Official Community Plan Bylaw 9000 (Attachment 3).

Option 2: Allow a Maximum of One Additional Dwelling in the AG1 Zone

Option 2 which would allow a maximum of one (1) additional dwelling unit in the AG1 zone, subject to conditions (e.g., the lot is classified as 'farm', submission of an agrologist report and a statutory declaration, and meet the minimum 8 ha lot area requirements), without going through a rezoning process. Any proposals for more than one (1) additional dwelling unit in the AG1 zone would require a rezoning.

If Council wishes to consider this option, the following bylaw amendments, as shown in Attachment 4, would be required:

- A. amend Policy g) under Objective 1 (continue to protect the City's agricultural land base in the Agricultural Land Reserve [ALR]) in Section 7.1 (Protect Farmland and Enhance Its Viability) on page 7-4 of Official Community Plan Bylaw 9000 to:
 - 1. allow one (1) additional dwelling unit provided:
 - a. the property is classified as a 'farm' under the BC Assessment Act;
 - b. the owner provides a statutory declaration that the additional dwelling unit is for fulltime farm workers only; and
 - c. the owner submits a report from a Professional Agrologist which demonstrates that:
 - i. full-time farm labour is required to live on the farm; and
 - ii. the secondary farmhouse is subordinate to the principal farm dwelling; and

- 2. any proposals for more than one (1) additional dwelling on agriculturally zoned land would be considered through a rezoning application and would be reviewed on a case-by-case basis.
- B. amend the Agriculture (AG1) zone in Richmond Zoning Bylaw 8500 to:
 - 1. allow one (1) additional dwelling unit provided:
 - (a) the property is classified as a 'farm' under the BC Assessment Act;
 - (b) the property is 8 ha (20 ac.) or greater in area;
 - (c) the owner provides a statutory declaration that the additional dwelling unit is for fulltime farm workers only, and
 - (d) the owner submits a report from a Professional Agrologist which demonstrates that:
 - i. full-time farm labour is required to live on the farm; and
 - ii. the additional dwelling is subordinate to the principal farm dwelling; and
 - 2. apply the following residential development size limits for the additional dwelling unit:
 - (a) a maximum additional farm home plate of 600 m^2 (6,458 ft²); and
 - (b) a maximum house size of 300 m^2 (3,229 ft²).

The proposed farm home plate area for any additional dwellings would have to be a contiguous area with the farm home plate area of the principal dwelling unit. This is consistent with the Zoning Bylaw's existing definition of 'farm home plate' which requires that the farm home plate area include the portion of the lot located between a principal dwelling and any additional dwelling units. This would encourage the clustering of dwelling units and sharing residential improvements such as driveway access in order to preserve as much farmland as possible. If a property owner who is applying for an additional dwelling unit wishes to have two separate farm home plate areas, or cannot work within the incremental additional farm home plate area, they would have to apply for a Development Variance Permit to vary the definition of a farm home plate for their property.

The maximum house size of $300 \text{ m}^2 (3,229 \text{ ft}^2)$ for an additional dwelling would include the garage floor area and the floor area for any residential accessory buildings. This is consistent with the maximum floor area for the principal dwelling unit in the Zoning Bylaw which also includes the garage floor area and residential accessory buildings.

With these amendments, the provision for an additional dwelling would only apply to AG1 zoned lots with road access that are greater than 8 ha (20 ac.) in area. Staff have confirmed that only 85 properties, or 7% of AG1 zoned properties would qualify for an additional dwelling. Those properties are identified in the map on Attachment 1. If AG1 zoned lots are consolidated to create a lot that is 8 ha (20 ac.) in area or greater, that number could potentially increase.

Option 3: Allow a Maximum of Three (3) Additional Dwellings in the AG1 Zone

If Council wishes to reinstate the full scope of provisions for additional dwelling units as was previously included in the Richmond Zoning Bylaw 8500 on agriculturally zoned properties, staff would recommend that the following bylaw amendments, as shown in Attachment 5, be endorsed:

- A. amend Policy g) under Objective 1 (continue to protect the City's agricultural land base in the Agricultural Land Reserve [ALR]) in Section 7.1 (Protect Farmland and Enhance Its Viability) on page 7-4 of Official Community Plan Bylaw 9000 to:
 - 1. remove the requirement to rezone the parcel on a case by case basis;
 - 2. include the requirement that the property be classified as a 'farm' under the B.C. *Assessment Act* to provide further evidence that there is a legitimate need for an additional dwellings; and
 - 3. require a signed statutory declaration from the property owner indicating that any additional dwelling(s) is for full-time farm workers only, to ensure compliance.

B. amend the Agriculture (AG1) zone in Richmond Zoning Bylaw 8500 to:

- 1. reinstate the previous provisions for additional dwelling(s) in the Zoning Bylaw which includes the requirements that:
 - (a) the additional dwelling(s) is for full-time farm workers for a farm operation employed on the lot in question;
 - (b) the need for additional dwelling(s) is justified in a comprehensive written report by a certified professional registered with the B.C. Institute of Agrologists (P.Ag.); and
 - (c) the maximum number of additional dwelling(s) is based on the lot area specified below:
 - i. 1 additional dwelling on a lot between 8 ha (20 ac.) and 25 ha (62 ac.);
 - ii. 2 additional dwellings on a lot between 25 ha (62 ac.) and 30 ha (74 ac.); or
 - iii. 3 additional dwellings on a lot over 30 ha (74 ac.);
- 2. require that the lot be classified as 'farm' under the B.C. Assessment Act;
- 3. require a statutory declaration from the property owner that any additional dwelling(s) is for full-time farm workers only; and
- 4. apply the following residential development size limits for each additional dwelling:
 - (a) a maximum additional farm home plate of 600 m^2 (6,458 ft²); and
 - (b) a maximum house size of $300 \text{ m}^2 (3,229 \text{ ft}^2)$.

CNCL - 598

Staff note that items 2 and 3 above are new requirements from the previous provisions which would ensure any additional dwellings are for farm workers on an existing farm operation. Further, the statutory declaration from the property owner would ensure compliance that any additional dwelling(s) is for full-time farm workers only.

Item 4 above has the same farm home plate and house size limitations as suggested in Option 2. As indicated in Option 2, the farm home plate area for any additional dwelling unit would have to be a contiguous area with the farm home plate area of the principal dwelling unit. If a property owner who is applying for an additional dwelling unit wishes to have two separate farm home plate areas, or cannot work within the incremental additional farm home plate, they would have to apply for a Development Variance Permit to vary the definition of a farm home plate for their property.

With these amendments, the provision for an additional dwelling would only apply to AG1 zoned lots with road access that are greater than 8 ha (20 ac.) in area. Staff have confirmed that only 85 properties, or 7% of AG1 zoned properties would qualify for an additional dwelling. Those properties are identified in the map on Attachment 1. If AG1 zoned lots are consolidated to create a lot that is 8 ha (20 ac.) in area or greater, that number could potentially increase.

Table 1 provides a breakdown on the number of existing lots that would be eligible to apply for an additional dwelling in the AG1 zone for Option 3.

Number of Additional Dwelling Units	Lot Area	Number of Lots
1	8 ha (20 ac.) to 25 ha (62 ac.)	61
2	25 ha (62 ac.) to 30 ha (74 ac.)	8
3	30 ha (74 ac.) or greater	16

Table 1: Number of Lots that Can Apply for Additional Dwelling Units in the AG1 Zone

If these bylaw amendments were to be adopted, any application for an additional dwelling for farm workers would not require Council approval. Rather, the applicant would be required to meet the conditions as outlined above (e.g., the lot is classified as 'farm', submission of an agrologist report and a statutory declaration, and meets the minimum lot area requirements) through a building permit application.

If Council wish to consider Option 3, staff have prepared proposed bylaw amendments that would amend the 2041 OCP and Richmond Zoning Bylaw 8500 as indicated in Attachment 5.

Public Consultation for OCP Amendment

Staff have reviewed both possible OCP bylaw amendments, with respect to the *Local Government Act* and the City's OCP Consultation Policy No. 5043 requirements, and recommend that both OCP amendments do not require referral to external stakeholders as the OCP amendments are consistent with the existing policy framework on limiting the size of residential development on farmland. Both OCP amendment bylaws are housekeeping in nature

and are an enhancement of the City's existing policy framework for additional dwellings on agriculturally zoned land.

Council's referral directed staff to examine the issue, and did not include a specific referral to other stakeholders or committees. In order to provide a timely response to Council, staff did not undertake additional formal consultation. Staff did however, take the opportunity to provide an update on this item to the Agricultural Advisory Committee (AAC) at their regular meeting held on April 19, 2018. At that meeting, the AAC passed a motion to indicate support reinstating the provisions for additional dwelling units in the Agriculture (AG1) zone exactly as they appeared prior to the adopted Zoning Bylaw amendments on May 17, 2017 on limiting residential development on farmland.

If Council consider one of the bylaw options outlined in this report, a Public Hearing will be held, which will give all interested parties an opportunity to provide Council with their input, and the Public Hearing notice will be placed in the local newspapers, in compliance with the requirements of the *Local Government Act*. In staff's opinion, the Public Hearing would be sufficient to obtain public and stakeholder input on any of the proposed bylaw amendments.

Should Council wish additional public input, staff can undertake formal consultation with various stakeholders, if so directed.

Farm Home Plate and House Size Limits in the AG1 Zone

The referral on additional dwellings for farm workers is part of a larger referral back to staff on revising limits to house size and farm home plate regulations on agriculturally zoned land. As staff have addressed this referral in this report and have addressed an additional referral on the size of farm structures on farmland in a separate report titled "Cannabis Bylaw Framework and Regulation of Agricultural Structures" dated April 18, 2018 from the Manager, Policy Planning and the Senior Manager of Community Safety, Policy and Programs and Licensing, to be reviewed at the May 7, 2018 General Purposes Committee, staff recommend that Council provide staff with direction on revised residential development limits in the AG1 zone, and timing for bylaw(s) to be presented for consideration.

Specifically, staff are seeking direction on the:

- maximum permitted house size;
- maximum house footprint;
- maximum number of storeys;
- the location of the septic field in relation to the farm home plate; and
- a maximum permitted farm home plate area in the Agriculture (AG1) zone.

The report titled "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager, Policy Planning (Attachment 7) provides a series of bylaw options for Council's consideration.

Further, staff recommend that Council authorize staff to send a letter to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province review their policies on foreign ownership, taxation, enforcing their guidelines on house size and farm home plate, providing greater financial incentives for farmers, and strengthening the Agricultural Land Commission's enforcement actions for non-farm uses. This is based on feedback received during the last round of public consultation on farmland housing regulations.

Financial Impact

None.

Conclusion

This report responds to Council's March 26, 2018 referral to staff on additional dwelling units for farm workers as part of a larger referral back to staff on revising limits to house size and farm home plate regulations on agriculturally zoned land. This report presents three options for Council's consideration which includes the following:

- Option 1: maintain the existing OCP policy on additional dwellings units on agriculturally zoned land by requiring all applications for an additional dwelling for full-time farm workers to be reviewed on a case by case basis through a rezoning process, and include additional requirements to ensure any additional dwellings for farm workers are on an existing farm operation;
- Option 2: allow a maximum of one (1) additional dwelling as a conditional use in the Agriculture (AG1) zone without going through a rezoning process (any proposals for more than one dwelling unit in the AG1 zone would require a rezoning), and include additional requirements to ensure any additional dwelling units for farm workers are on an existing farm operation; or
- Option 3: allow the consideration of up to three (3) additional dwellings as a conditional use in the Agriculture (AG1) zone as was previously permitted prior to the residential provisions were approved in the City's agricultural zones in 2017, and include additional requirements to ensure any additional dwelling units for farm workers are on an existing farm operation.

Further, it is recommended that Council provide staff with direction on revised limits to residential development on AG1 zoned land based on the report titled "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager of Policy Planning.

As part of that report, staff also recommended that a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province review their policies on foreign ownership, taxation, enforcing their guidelines on house size and farm home plate, providing greater financial incentives for farmers, and strengthening the Agricultural Land Commission's enforcement actions for non-farm uses.

John Hopkins Senior Planner (604-276-4279)

JH:cas

- Att. 1: Map of AG1 Zoned Parcels with Road Access that are 8 ha (20 ac.) or Larger 2: ALC Policy L-09 on Additional Residences for Farm Help Accommodation
 - 3: Option 1 Bylaw Package:

Draft Official Community Plan Bylaw 9000, Amendment Bylaw 9866

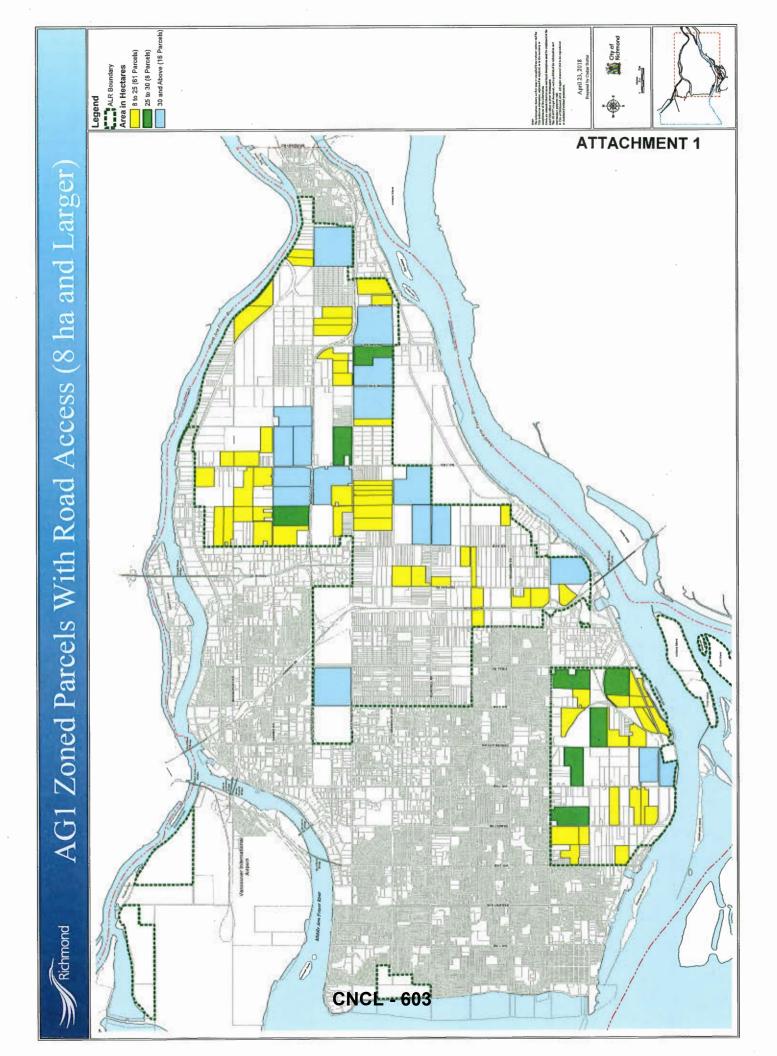
4: Option 2 Bylaws Package:

Draft Official Community Plan Bylaw 9000, Amendment Bylaw 9869 and Draft Richmond Zoning Bylaw 8500, Amendment Bylaw 9870

5: Option 3 Bylaw Package:

Draft Official Community Plan Bylaw 9000, Amendment Bylaw 9863 and Draft Richmond Zoning Bylaw 8500, Amendment Bylaw 9862

6: Report to Planning Committee titled "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager of Policy Planning



Policy L-09



January 2016 Additional Residences for Farm Help Accommodation

This policy is intended to assist in the interpretation of the <u>Agricultural Land Commission</u> <u>Act</u>, 2002, including amendments as of September 2014, (the "ALCA") and BC Regulation 171/2002 (<u>Agricultural Land Reserve Use</u>, <u>Subdivision and Procedure</u> <u>Regulation</u>), including amendments as of August 2016, (the "Regulation"). In case of ambiguity or inconsistency, the ALCA and Regulation will govern.

REFERENCE:

Agricultural Land Commission Act, S.B.C. 2002, c. 36 - Section 18

Unless permitted by this Act, the regulations or the terms imposed in an order of the commission,

- (a) a local government, or an authority, a board or another agency established by it or a person or an agency that enters into an agreement under the <u>Local Services Act</u> may not
 - (ii) approve more than one residence on a parcel of land unless the additional residences are necessary for farm use

INTERPRETATION:

The *ALCA* and the Regulation do not set a limit on the number of additional residences for farm help accommodation per parcel, but all residences must be necessary for farm use.

Local government must be provided with evidence that there is a legitimate need for an additional residence for farm help accommodation. One criterion is that the parcel should have 'farm' classification under the <u>Assessment Act</u>. In coming to a determination, a local government should consider the size and type of farm operation and other relevant factors. To help determine the need and evaluate the size and type of farm operation, the local government may wish to obtain advice and direction from staff of:

- a) the Ministry of Agriculture
- b) the Agricultural Land Commission.

Local government bylaws should not necessarily be the basis for making a determination about the necessity for farm help accommodation. Some bylaws may automatically permit a second residence on a specified size of parcel in the Agricultural Land Reserve ("ALR"). This is not an appropriate determination under the *ALCA* and should not be used as the basis for issuing a building permit for an additional residence for farm help accommodation. Some local governments have adopted detailed guidelines as a basis for determining legitimacy of a request for additional residences for farm help, in which a threshold for different types of agricultural operations is specified. In these instances, it may be appropriate to consider these as factors in interpreting Section 18 of the *ALCA*. If there is any doubt with respect to need, an application under Section 20 (3) of the ALCA for permission for a non-farm use is required.

Unless defined in this policy, terms used herein will have the meanings given to them in the *ALCA* or the Regulation.





Richmond Official Community Plan Bylaw 9000 Amendment Bylaw 9866 (Additional Dwellings on Agriculturally Zoned Land)

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

- 1. Richmond Official Community Plan Bylaw 9000, as amended, if further amended at Section 7.1 Protect Farmland and Enhance Its Viability by deleting policy g) under Objective 1 (Continue to protect the City's agricultural land base in the Agricultural Land Reserve (ALR)), and replacing it with the following:
 - "g) limit the number of dwelling units to one (1) on agriculturally zoned properties. Through a rezoning application, on a case-by-case basis, consider applications which proposed to exceed the maximum number of dwelling units if:
 - the property is 8 ha (20 ac.) in area or greater;
 - the property is classified as a farm under the B.C. Assessment Act;
 - if the owner provides a statutory declaration that any additional dwelling units are for full-time farm workers only; and
 - if the applicant provides a report, satisfactory to Council, from a Professional Agrologist, which demonstrates that:
 - full-time farm labour is required to live on the farm; and
 - the secondary farmhouse is subordinate to the principal farm dwelling unit."
- 2. This Bylaw may be cited as "Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9866".

FIRST READING	CITY OF RICHMOND
PUBLIC HEARING	 APPROVED by
SECOND READING	 APPROVED by Manager
THIRD READING	 or Solicitor
ADOPTED	





Richmond Official Community Plan Bylaw 9000 Amendment Bylaw 9869 (Additional Dwellings on Agriculturally Zoned Land)

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

- 1. Richmond Official Community Plan Bylaw 9000, as amended, if further amended at Section 7.1 Protect Farmland and Enhance Its Viability by deleting policy g) under Objective 1 (Continue to protect the City's agricultural land base in the Agricultural Land Reserve (ALR)), and replacing it with the following:
 - "g) limit the number of principal dwelling units to one (1) on agriculturally zoned properties, and only permit one (1) additional dwelling unit provided the property is 8 ha (20 acres) in area or greater, the property is classified as a farm under the BC *Assessment Act*, and if the owner provides a statutory declaration that the additional dwelling unit is for full-time farm workers only, and submits a report from a Professional Agrologist which demonstrates that:
 - full-time farm labour is required to live on the farm; and
 - the secondary farmhouse is subordinate to the principal farm dwelling unit.

Any proposals for more than one (1) additional dwelling unit on agriculturally zoned land would be considered through a rezoning application and would be reviewed on a case-by-case basis."

2. This Bylaw may be cited as "Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9869".

FIRST READING	CITY OF RICHMOND
PUBLIC HEARING	 APPROVED by
SECOND READING	 APPROVED by Manager
THIRD READING	 or Solicitor
ADOPTED	

Bylaw 9870



Richmond Zoning Bylaw 8500 Amendment Bylaw 9870

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

- 1. Richmond Zoning Bylaw 8500, as amended, is amended by:
 - b) deleting Section 14.1.4., subsection 2 and 3 (Permitted Density), in its entirety and replacing it with the following:
 - "2. The maximum **density** is one **principal dwelling unit** per **lot**.
 - 3. A maximum of one additional **single detached housing** unit for full-time farm workers for a **farm operation** employed on the **lot** in question is permitted provided:
 - a) the lot is classified as 'farm' under the B.C. Assessment Act,
 - b) that a statutory declaration is submitted by the owner of the **lot** indicating that the additional **single detached housing** unit is for full-time farm workers only;
 - c) that the need for the additional **single detached housing** unit is justified by a certified professional registered with the B.C. Institute of Agrologists (P.Ag.), and
 - d) that the lot has a lot area of 8.0 ha or greater.
 - 4. The maximum floor area for an additional single detached housing unit is 300 m^2 where permitted.
 - 5. For lots zoned AG4, the maximum floor area ratio is 0.11."
- 2. Richmond Zoning Bylaw 8500, as amended, is amended by deleting Section 14.1.4.A (Farm Home Plate) in its entirety and replacing it with:
 - "1. The maximum area of the farm home plate for a principal dwelling unit is:
 - a) 50% of the lot area for lots less than 0.2 ha;
 - b) $1,000 \text{ m}^2$ for lots between 0.2 ha to 1 ha;
 - c) 10% of the lot area for lots between 1 ha to 2 ha; and

- d) $2,000 \text{ m}^2$ for **lots** greater than 2 ha.
- 2. The maximum area of the **farm home plate** for an additional **single detached** housing unit is 600 m^2 ."
- 3. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9870".

FIRST READING		CITY OF RICHMOND
PUBLIC HEARING		APPROVED by
SECOND READING	· · · · · · · · · · · · · · · · · · ·	APPROVED by Director
THIRD READING		or Solicitor
ADOPTED		

MAYOR

ATTACHMENT 5





Richmond Official Community Plan Bylaw 9000 Amendment Bylaw 9863 (Additional Dwellings on Agriculturally Zoned Land)

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

- 1. Richmond Official Community Plan Bylaw 9000, as amended, if further amended at Section 7.1 Protect Farmland and Enhance Its Viability by deleting policy g) under Objective 1 (Continue to protect the City's agricultural land base in the Agricultural Land Reserve (ALR)), and replacing it with the following:
 - "g) limit the number of principal dwelling units to one (1) on agriculturally zoned properties, and only permit additional dwelling units provided the property is 8 ha (20 acres) in area or greater, the property is classified as a farm under the BC *Assessment Act*, and if the owner provides a statutory declaration that any additional dwelling units are for full-time farm workers only, and submits a report from a Professional Agrologist which demonstrates that:
 - full-time farm labour is required to live on the farm; and
 - the secondary farmhouse is subordinate to the principal farm dwelling unit."
- 2. This Bylaw may be cited as "Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9863".

FIRST READING	 CITY OF RICHMOND
PUBLIC HEARING	 APPROVED by
SECOND READING	 APPROVED by Manager or Solicitor
THIRD READING	or Solicitor
ADOPTED	

MAYOR

Bylaw 9862



Richmond Zoning Bylaw 8500 Amendment Bylaw 9862

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

- 1. Richmond Zoning Bylaw 8500, as amended, is amended by:
 - a) deleting Section 14.1.4., subsection 2 and 3 (Permitted Density), in its entirety and replacing it with the following:
 - "2. The maximum **density** is one **principal dwelling unit** per **lot**.
 - 3. The following additional **single detached housing** units for full-time farm workers for a **farm operation** employed on the **lot** in question are permitted provided:
 - a) the lot is classified as 'farm' under the B.C. Assessment Act,
 - b) that a statutory declaration is submitted by the owner of the **lot** indicating that any additional **single detached housing** unit is for full-time farm workers only;
 - c) that the need for the additional **single detached housing** unit is justified by a certified professional registered with the B.C. Institute of Agrologists (P.Ag.), and
 - d) that the lot has the lot area specified below:
 - i. 1 additional **single detached housing** unit on a **lot** between 8.0 ha and 25.0 ha; or
 - ii. 2 additional **single detached housing** unit on a **lot** between 25.0 ha and 30.0 ha; or
 - iii. 3 additional single detached housing unit on a lot over 30.0 ha.
 - 4. The maximum floor area for each additional single detached housing unit is 300 m^2 where permitted.
 - 5. For lots zoned AG4, the maximum floor area ratio is 0.11."

- 2. Richmond Zoning Bylaw 8500, as amended, is amended by deleting Section 14.1.4.A (Farm Home Plate) in its entirety and replacing it with:
 - "1. The maximum area of the farm home plate for a principal dwelling unit is:
 - a) 50% of the lot area for lots less than 0.2 ha;
 - b) $1,000 \text{ m}^2$ for lots between 0.2 ha to 1 ha;
 - c) 10% of the lot area for lots between 1 ha to 2 ha; and
 - d) $2,000 \text{ m}^2$ for lots greater than 2 ha.
 - 2. The maximum area of the farm home plate for each additional single detached housing unit is 600 m^2 ."
- 3. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9862".

FIRST READING	 CITY OF RICHMOND
PUBLIC HEARING	 APPROVED by
SECOND READING	 APPROVED by Director or Solicitor
THIRD READING	 or solicitor
ADOPTED	

MAYOR



Report to Committee

То:	Planning Committee	Date:	March 13, 2018
From:	Barry Konkin Manager, Policy Planning	File:	08-4057-10/2018-Vol 01
Re;	Agriculturally Zoned Land: Summary of Public C Residential Development in the AG1 Zone for Pr (0.5 acres) or Larger		-

Staff Recommendation

- That the staff report titled "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager of Policy Planning be received for information;
- 2. That staff be directed to:
 - a. prepare a bylaw based on an option chosen from the potential options presented in the report "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager of Policy Planning; or
 - b. prepare a customized bylaw with specific direction on:
 - i. maximum permitted house size;
 - ii. maximum house footprint;
 - iii. maximum number of storeys;
 - iv. the location of the septic field in relation to the farm home plate; and
 - v. a maximum permitted farm home plate area; or
 - c. maintain the current bylaw regulations for residential development on the City's agriculturally zoned land (AG1 zone), as adopted by Council on May 17, 2017;
- 3. That, following Council's ratification of any option identified in recommendation 2a or 2b at the March 26, 2018 Regular Council Meeting, staff be directed to bring forward appropriate bylaws for consideration of First Reading to the April 9, 2018 Regular Council Meeting; and

March 13, 2018

4. That a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province review their policies on foreign ownership, taxation, enforcing their guidelines on house size and farm home plate, providing greater financial incentives for farmers, and strengthening the Agricultural Land Commission's enforcement actions for non-farm uses.

Barry Konkin Manager, Policy Planning (604-276-4139)

Att. 10

REPORT CONCURRENCE						
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER				
Building Approvals Finance Law	विव	Van for JOE EREG				
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO (ACTINE)				

Staff Report

Origin

As part of a six month review of bylaws adopted in May 2017 that established limits to residential development on land in the Agricultural Land Reserve, this report responds to Council's direction on December 20, 2017 which stated:

- (1) That staff be directed to:
 - (a) conduct public consultation regarding the options presented in this report ("Response to Referral: Options to Limit House Size, Farm Home Plate and House Footprint") regarding house size, farm home plate and house footprint;
 - (b) receive comments regarding Provincial involvement to encourage farming;
 - (c) provide a comparison of the proposed options and the Provincial guidelines on the Farm Home Plate and House Footprint;
 - (d) provide sample pictures of houses with the proposed maximum sizes;
 - (e) include the maximum house floor area of 5,380 ft² for houses on agricultural land, as noted in the Provincial guidelines, as an option in the public consultation process; and
 - (f) include the existing regulations on maximum house size on agricultural land as an option in the public consultation process.

This report summarizes the feedback received from the public consultation process that took place between February 1 and February 18, 2018, and presents a number of options on how Council can address this issue. The consultation process also encouraged feedback on what actions other levels of government should consider to encourage farming activity.

This report supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

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

This report supports Council's 2014-2018 Term Goal #8 Supportive Economic Development Environment:

8.3. The City's agricultural and fisheries sectors are supported, remain viable and continue to be an important part of the City's character, livability, and economic development vision.

This report supports Council's 2014-2018 Term Goal #9 A Well-Informed Citizenry:

9.1. Understandable, timely, easily accessible public communication.

Findings of Fact

On May 17, 2017, Council adopted a number of bylaw amendments to better preserve land for agriculture by incorporating new regulations for residential development on the City's agriculturally zoned land (AG1 zone). These amendments included establishing a maximum floor area for all residential buildings, including the principal dwelling unit and all residential accessory buildings, and creating a maximum farm home plat

CNCL - 615

improvements (e.g., driveway, decorative landscaping, swimming pools, tennis courts). A summary of these existing zoning regulations as adopted by Council can be found in Attachment 1.

As part of the six month review on the implementation of those bylaw amendments, Council reviewed options on December 20, 2017 to further limit house size (floor area) and farm home plate area, septic field location in relation to the farm home plate, and to consider a maximum house footprint limit on parcels of land zoned Agriculture (AG1) that are 0.2 ha (0.5 acre) or larger. On December 20, 2017, Council directed staff to seek public input on these options. The Council-endorsed consultation was conducted between February 1 and February 18, 2018 through an online LetsTalkRichmond.ca feedback form, and three public open houses which were held on February 7 and 8, 2018 at City Hall, and on February 15, 2018 at the East Richmond Community Hall.

Throughout this process, there was a high level of public interest with over 200 people attending the three public open houses, and a total of 525 completed feedback forms received during the public consultation period. Feedback was also received through letters and emails to Council.

Feedback Form Results

A total of 525 feedback forms were received through the online LetsTalkRichmond.ca and through completed hard copies of the feedback form which were submitted directly to staff, and which were manually input into LetsTalkRichmond.ca. Of those feedback forms:

- 504 indicated they were a Richmond resident, provided a Richmond address and/or a Richmond postal code; and
- Of the remaining 21, 11 indicated an out of town address and 10 indicated an out of town postal code.

Staff analyzed the results of the feedback received from the 504 Richmond residents, which was then broken out into responses from those that self-declared they are a non-farming Richmond resident (408) or a Richmond farmer (96).

A comparison of responses between the 408 Richmond respondents who indicated they are a non-farmer and the 96 who indicated they were a farmer, show clear differences in opinion on further establishing limits on residential development in the AG1 zone.

All Richmond Respondents	Richmond Non-Farmers	Richmond Farmers
(504)	(408)	(96)
60% indicated they wish to have the farm home plate area reduced	73% indicated they wish to have the farm home plate area reduced	90% indicated they <u>do not</u> wish to have the farm home plate area reduced
56% indicated they wish to have the	68% indicated they wish to have the	93% indicated they <u>do not</u> wish to
entire septic systems within the	entire septic systems within the	have the entire septic systems within
farm home plate area	farm home plate area	the farm home plate area

Key findings in the public feedback received include the following:

All Richmond Respondents	Richmond Non-Farmers	Richmond Farmers
(504)	(408)	(96)
64% indicated they support a new	77% Indicated they support a new	91% indicated they <u>do not</u> support a
regulation to limit the maximum	regulation to limit the maximum	new regulation to limit the maximum
house footprint	house footprint	house footprint
78% indicated they <u>do not</u> support	77% indicated they <u>do not</u> support	82% indicated they <u>do not</u> support
increasing the house height from	increasing the house height from	increasing the house height from
2 ½ to 3 storeys	2 ½ to 3 storeys	2 ½ to 3 storeys
63% indicated they support reducing the maximum house size	76% indicated they support reducing the maximum house size	93% indicated they <u>do not</u> support reducing the maximum house size
Of the 317 respondents who indicated they support reducing the maximum house size:	Of the 310 respondents who indicated they support reducing the maximum house size:	Of the 7 respondents who indicated they support reducing the maximum house size:
 77% indicated support for a house size of 5,382 ft² or less 	 78% indicated support for a house size of 5,382 ft² or less 	• 72% indicated support for a house size of 5,382 ft ² or less

There was a marked difference in opinion between non-farming Richmond residents and Richmond farmers on:

- the maximum house size (reduce size or maintain current regulations);
- introducing a new regulation on limiting the maximum house footprint (include as a new regulation or do not include);
- the size of the farm home plate area (reduce size or maintain current regulations); and
- the location of the septic field in relation to the farm home plate (inside or outside the farm home plate).

The only question that both non-farmers and farmers generally agreed upon was a lack of support to increase the maximum number of storeys of a house from $2\frac{1}{2}$ to 3 storeys.

Attachment 2 compares the feedback form results with those who identified themselves as a Richmond resident, but not a farmer, with those who identified themselves as a Richmond farmer. Those results are then compared with the feedback form results of all Richmond residents.

Other Feedback Form Submissions

Through the consultation process, staff were approached by representatives of two Richmondbased farm operations with significant land holdings in Richmond. These land owners requested that they be permitted to submit a feedback form for each parcel of land they own. Accordingly, the requested forms were provided, and 286 additional feedback forms were received.

All 286 feedback forms provided the same comments which included:

- 1. Maintain the City's existing maximum farm home plate area regulations;
- 2. Do not include the entire septic system, including the septic field, within the City's farm home plate area;
- 3. Do not support a new regulation to limit the maximum house footprint;

March 13, 2018

- 4. Do not support increasing the maximum house footprint house height from 2 ½ storeys to 3 storeys; and
- 5. Retain the existing maximum house size of $1,000 \text{ m}^2$ (10,764 ft²).

The results of one feedback form from each farming operation were included in the total number of feedback forms received on LetsTalkRichmond.ca. The remaining 284 forms were not included in the overall feedback form results, but have been acknowledged as part of the public input into the process.

Stakeholder and Other Submissions

The following letters were received from identified stakeholder organizations requesting that the City maintain the current AG1 house size regulations in Richmond Zoning Bylaw 8500 (Attachment 3):

- 1 letter from the City of Richmond's Agricultural Advisory Committee (AAC);
- 1 letter from the Richmond Farmers Institute (RFI); and
- 1 letter received from the Richmond Farmland Owners Association.

The letters from the AAC and RFI, which can be found in Attachment 3, were the same letters submitted in March 2017 indicating their respective position on establishing limits on residential development. A representative from both the AAC and RFI indicated that their position has not changed since the March 2017 letters were submitted.

To further clarify the position of the AAC, the following motion was passed at their regular meeting on March 7, 2018:

"The Agricultural Advisory Committee supports the current AG1 zoning limitation on residential development and do not support further changes."

7 members supported / 1 member opposed

The following was received from stakeholder organizations requesting that the City reduce the farm home plate and house size regulations in the AG1 zone (Attachment 3):

• 1 letter received from Richmond FarmWatch.

In addition to the letters received as noted above, Council received a petition from a delegation representing the Richmond Citizens Association at the February 26, 2018 Council meeting. The petition had a total of 5,504 names with the following:

- 4,379 names compiled through a digital petition that included names of individuals from all over the world. Of those names 710 (16%) indicated they were from Richmond. Staff note that no specific addresses were recorded as part of this petition.
- 1,125 names were also submitted as part of a second petition. Of those names:
 - o 34 indicated they reside outside of Richmond; and
 - of the 1,091 names from Richmond, this represented 981 distinct Richmond households due to multiple names from the same household.

March 13, 2018

The main focus of the petition was to request Council to implement a moratorium on new building permit applications on ALR land, and to establish a maximum house size of 500 m^2 (5,382 ft²) for AG1 zoned properties. A copy of the petition is available for viewing at City Hall, in addition to a copy in the Councillors lounge.

As of March 13, 2018, three additional emails to Mayor and Councillors have been received regarding limits on residential development on farmland. The three emails all request Council to consider a smaller house size limit. A copy of those letters can be found in Attachment 4.

Analysis

Profile of Richmond's AG1 Parcels

As background information in this report, Attachment 5 provides a detailed breakdown on the size of Richmond's AG1 zoned parcels with road access.

House Size and Related Regulations: Options for Consideration

Staff were directed by Council to examine potential further limits to house size (floor area), introducing a maximum house footprint limit, determining septic field location in relation to the farm home plate, and further limits to the farm home plate area on parcels of land zoned AG1 that are 0.2 ha (0.5 acre) or larger. The combination of these factors results in a myriad of potential, functional options. As a result, staff have prepared Table 1 below with 12 separate options all of which consider the various parameters.

		1		2 1 – Opti							175	\$- <u></u>
(all measurements are in square feet) Option 2 Option 3 Option 4 Option 5												
	Option 1	A	В	A	B	с	A	В	с	А	В	с
Maximum House Size	5,382	6,5	500		7,500			8,500			10,764	
Number of Storeys *	2	2.5	2.5	2.5	2,5	3	2.5	2.5	3	2.5	2.5	3
Maximum House Footprint (% of floor area)*	60%	45%	40%	45%	40%	40%	45%	40%	40%	45%	40%	40%
Maximum House Footprint (house size x footprint %)	3,229	2,925	2,600	3,375	3,000	3,000	3,825	3,400	3,400	4,844	4,306	4,306
Maximum Septic Field Area (30% of floor area)	1,615	1,950	1,950	2,250	2,250	2,250	2,550	2,550	2,550	3,229	3,229	3,229
Total House Footprint and Septic Field Area (50% of farm home plate)	4,844	4,875	4,550	5,625	5,250	2,250	6,375	5,950	2,550	8,073	7,535	3,229
Farm Home Plate with Septic Field Inside (minimum 10,764 ft ²)		10,764		11,250	10,	764	12,750	11,	900	16,146	15,	070
Farm Home Plate with Septic Field Outside (minimum 10,764 ft ²)		10,764 ·										

* Attachment 6, 7, 8 and 9 provide conceptual diagrams for a 2-storey, 2 ½ storey and 3 storey house which are meant to illustrate potential building massing based on the maximum house footprint identified in Table 1.

Some additional notes for Table 1 include:

- The septic field area has been calculated as approximately 30% of the overall house floor area. This is based on a correlation between the house floor area and septic field area of Type 2 septic systems, which are the most commonly used septic systems in Richmond, noted through an examination of agricultural building permits from the past 7 years. This calculation has been used to establish a maximum farm home plate area.
- The septic field area and house footprint should not occupy more than 50% of the farm home plate area to allow for setbacks of buildings, driveways, and other recreational areas. This calculation has been used to establish a maximum farm home plate area.
- A 2 storey house would be limited to a maximum house footprint of 60% of the overall floor area on the first storey with the remaining 40% to be on the second storey. The first storey of the house would include the garage floor area and the 60/40 ratio between the first and second storey allows for adequate articulation of the building. See Attachment 6 for a conceptual diagram of a 2 storey house.
- A 2 ¹/₂ storey house would include either:
 - a maximum house footprint of 45% of the overall floor area on the first storey, with 38% on the second storey, and 17% on the ½ storey. The ½ storey would be no more than 50% of second floor area to be in keeping with the definition of a ½ storey in Richmond Zoning Bylaw 8500. The first storey of the house would include the garage floor area and the 45/38/17 ratio between the first, second and ½ storey allows for articulation of the building. See Attachment 7 for a conceptual diagram of a 2 ½ storey house with this type of building massing; or
 - a maximum house footprint of 40% of the overall floor area on the first storey, with 40% on the second storey, and 20% on the ½ storey. The ½ storey would be no more than 50% of second floor area to be in keeping with the definition of a ½ storey in Richmond Zoning Bylaw 8500. The first storey of the house would include the garage floor area and the 40/40/20 ratio between the first, second and third storey allows for some articulation of the building. See Attachment 8 for a conceptual diagram of a 2 ½ storey house with this type of building massing.
- A 3 storey house would have a maximum house footprint of 40% of the overall floor area to be on the first storey, with 35% on the second storey, and 25% on the third storey. The first storey of the house would include the garage floor area and the 40/35/25 ratio between the first, second and third storey allows for articulation of the building. See Attachment 9 for a conceptual diagram of a 3 storey house. Note: the current Zoning Bylaw does not currently permit a 3 storey house in the AG1 zone.
- Staff also note that all options in Table 1 would establish a maximum farm home plate area that is less than what is currently permitted in Richmond Zoning Bylaw 8500. Staff do not suggest reducing the maximum farm home plate area to less than 1,000 m² (10,764 ft²) which is half of the Ministry of Agriculture's Guidelines. The Ministry's Guidelines suggest a minimum farm home plate area of 2,000 m² (21,528 ft²) regardless of parcel size.

Discussion of Options

Table 1 provides 12 different options for Council's consideration and includes the five different house size options based on Council's December 20, 2017 referral to staff.

For the 6,500 ft² house size option (Option 2), there are two sub-options for a 2 $\frac{1}{2}$ storey house, each with a different maximum house footprint (40% and 45% of overall house floor area).

For the 7,500 ft², 8,500 ft², and 10,764 ft² house size options (Options 3, 4 and 5), each have 3 sub-options. The first two sub-options are for a 2 $\frac{1}{2}$ storey house with a different maximum house footprint (40% and 45% of overall house floor area). The third sub-option considers a full 3 storey house with a 40% maximum house footprint. The 3 storey option is based on a reduced maximum house footprint, and the maximum height of the house of 10.5 m (34 ft.).

Some of the conclusions with Table 1 include the following:

1	Option 1	Max. house size Max. farm home plate with septic field Max. farm home plate without septic field Number of storeys Max. house footprint	5,382 ft ² 10,764 ft ² 10,764 ft ² 2 (could be included in 2 ½ storey) 60% of the total house floor area
2	Option 2A	Max. house size Max. farm home plate with septic field Max. farm home plate without septic field Number of storeys Max. house footprint	6,500 ft ² 10,764 ft ² 10,764 ft ² 2 ¹ ⁄ ₂ storey 45% of the total house floor area
3	Option 2B	Max. house size Max. farm home plate with septic field Max. farm home plate without septic field Number of storeys Max. house footprint	6,500 ft ² 10,764 ft ² 10,764 ft ² 2 ½ storey 40% of the total house floor area
4	Option 3A	Max. house size Max. farm home plate with septic field Max. farm home plate without septic field Number of storeys Max. house footprint	7,500 ft ² 11,250 ft ² 10,764 ft ² 2 ¹ ⁄ ₂ storey 45% of the total house floor area
5	Option 3B	Max. house size Max. farm home plate with septic field Max. farm home plate without septic field Number of storeys Max. house footprint	7,500 ft ² 10,764 ft ² 10,764 ft ² 2 ¹ ⁄ ₂ storey 40% of the total house floor area
6	Option 3C	Max. house size Max. farm home plate with septic field Max. farm home plate without septic field Number of storeys Max. house footprint	7,500 ft ² 10,764 ft ² 10,764 ft ² 3 storey 40% of the total house floor area

7	Option 4A	Max. house size	8,500 ft ²
	-	Max. farm home plate with septic field	12,750 ft ²
		Max. farm home plate without septic field	10,764 ft ²
		Number of storeys	2 ¹ / ₂ storey
		Max. house footprint	45% of the total house floor area
8	Option 4B	Max. house size	8,500 ft ²
		Max. farm home plate with septic field	11,900 ft ²
		Max. farm home plate without septic field	$10,764 \text{ ft}^2$
		Number of storeys	2 ¹ / ₂ storey
		Max. house footprint	40% of the total house floor area
9	Option 4C	Max. house size	8,500 ft ²
	-	Max. farm home plate with septic field	11,900 ft^2
		Max. farm home plate without septic field	10,764 ft^2
		Number of storeys	3 storey
		Max. house footprint	40% of the total house floor area
10	Option 5A	Max. house size	10,764 ft ²
		Max. farm home plate with septic field	16,146 ft^2
		Max. farm home plate without septic field	$10,764 \text{ ft}^2$
		Number of storeys	2 ¹ / ₂ storey
		Max. house footprint	45% of the total house floor area
11	Option 5B	Max. house size	10,764 ft ²
		Max. farm home plate with septic field	$15,070 \text{ ft}^2$
		Max. farm home plate without septic field	$10,764 \text{ ft}^2$
		Number of storeys	2 ¹ / ₂ storey
		Max. house footprint	40% of the total house floor area
12	Option 5C	Max. house size	10,764 ft ²
		Max. farm home plate with septic field	15,070 ft ²
		Max. farm home plate without septic field	10,764 ft ²
		Number of storeys	3 storey
		Max. house footprint	40% of the total house floor area

Should Council wish to consider a bylaw amendment to reduce house size and farm home plate, establish a maximum house footprint, indicate the location of the septic field in relation to the farm home plate, and potentially increase the maximum number of storeys, Council can select one of the 12 options from Table 1 in which staff would prepare the necessary bylaw amendment for Council's consideration at the April 9, 2018 Regular Council meeting.

Alternatively, Council could direct staff to prepare a bylaw based on a customized option for consideration with specific direction on:

- 1. maximum house size;
- 2. maximum house footprint (as percentage of overall house size);
- 3. maximum number of storeys;
- 4. the location of the septic field in relation to the farm home plate; and
- 5. maximum farm home plate area.

As another alternative, Council could maintain the current bylaw regulations for residential development on the City's agriculturally zoned land (AG1 zone), as adopted by Council on May 17, 2017.

Single Family Residential Building Massing

Since 2015, there have been a series of bylaw amendments that have been adopted by Council that address single family building massing. Most of those regulations apply to all single family dwellings, including single detached homes on AG1 zoned land. Some of the regulations apply to how a half-storey is defined, how the interior ceiling height is measured, how the residential vertical lot width envelope is measured, establishing a 70 m² (753 ft²) maximum area for residential accessory buildings, establishing projection limits on chimney, fireplaces, bay windows and hutches, and setting a maximum projection for an attached garage.

Of the adopted single family massing regulations already in Richmond Zoning Bylaw 8500, only four do not apply to single detached homes in the AG1 zone. They are:

- 1. Maximum height of 7.5 m (24.6 ft.) for a flat roof house;
- 2. Regulations on the minimum percentage for front yard landscaping;
- 3. Establishing a variation for rear yard setbacks for the first storey elevation; and
- 4. Limiting the length of a continuous wall oriented to an interior side yard to a maximum length of 55% of the total lot depth.

The four regulations listed above were developed to apply to house massing in an urban environment where single detached homes are in closer proximity to each other on smaller lots compared to lots in the AG1 zone. Regulations such as a farm home plate already establish maximum setback limits, and all homes in the AG1 have a maximum 50 m (164 ft.) setback limit from the road. With respect to front yard landscaping, this may be difficult to apply to the AG1 zone if the septic field area is located within the front yard area, in addition to the number of AG1 zoned lots that have Riparian Management Areas within the front yard. As a result, staff to do not recommend applying these regulations to the AG1 zone.

Temporary Withholding of Building Permits

The BC *Local Government Act* in Section 463 allows a local government to withhold issuance of a building permit where the permit would be in conflict with a bylaw(s) under preparation. The provisions under Section 463 allow a permit to be held for up to 90 days (30 day initial hold for review, and then a further 60 days, if so deemed by Council). Staff reports are required for both the initial 30 day hold and requesting the additional 60 day hold, to obtain Council approval of the withholding of the building permit.

Council utilized this provision in 2017 when bylaws were being established to set limits to residential development on farmland. If Council were to proceed with the preparation of a bylaw to further reduce house size and farm home plate area, determine septic field location in relation to the farm home plate, and establish a house footprint regulation for all lots in the AG1 Zone on lots larger than 0.2 ha (0.5 acres), and wished to withhold the issuance of building permits for such properties while the bylaw was under preparation, a resolution would need to be endorsed by Council authorizing the following:

5766488

March 13, 2018

Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation; and

Whereas Council has directed staff to further review options on reducing house size and farm home plate area, determining septic field location in relation to the farm home plate, and establishing a house footprint regulation for all lots in the AG1 Zone on lots larger than 0.2 ha (0.5 acres).

- (1) That staff be directed to prepare for Council's consideration a bylaw that would further limit house size and farm home plate area, determine septic field location in relation to the farm home plate, and establish a house footprint regulation for properties zoned Agriculture (AG1) on lots 0.2 ha (0.5 acres) or larger; and
- (2) That staff bring all building permit applications for residential development in the Agriculture (AG1) zone on properties 0.2 ha (0.5 acres) or larger, received more than 7 days after the passage of resolution #1 to Council, to determine whether such applications are in conflict with the proposed bylaw to limit house size, farm home plate area, septic field location in relation to the farm home plate, and house footprint for properties zoned AG1 that are 0.2 ha (0.5 acres) or larger.

Provincial Actions to Improve Agricultural Viability

The protection and use of farmland is regulated by different levels of government (e.g., local, provincial and federal), but is largely a Provincial responsibility regulated by the *Agricultural Land Commission Act*, and the *Agricultural Land Reserve Use*, *Subdivision and Procedure Regulation*, and various policies of the Provincial Agricultural Land Commission (ALC). The ALC, in cooperation with local government, regulates and administers the use of land that is located within the Agricultural Land Reserve (ALR). Locally, the City of Richmond has the ability to regulate the siting and massing of residential and agricultural buildings and structures.

The City also collects property taxes based on the assessment value and classification provided by the BC Assessment Authority. Farm classifications are given to properties that are farmed and meet BC Assessment's farming requirements which are then regulated by the Province. The Province also has the ability to set other taxes such as the Property Transfer Tax and the Foreign Buyers Tax.

As part of the public consultation on house size, farm home plate and house footprint regulations in the AG1 zone, staff were directed to ask respondents to list what they think other levels of government should be doing to encourage farming. Attachment 10 provides a summary of the feedback received from the LetsTalkRichmond.ca feedback forms. Most of the feedback received related to possible Provincial actions on foreign ownership and taxation.

Some of the most repeated issues involved the taxation of farmland, foreign ownership, and the need for more incentives for farmers and property owners to ensure agricultural productivity. Particular interest was focussed on the Foreign Buyers Tax which was recently increased from 15% to 20%. The Foreign Buyers Tax only applies to areas of the property that is not assessed as farm. If a property is not assessed for farming, then the Foreign Buyers Tax would apply to the entire property. If a property is assessed for farming and has residential improvements, then

the Foreign Buyers Tax applies to the residential improvements plus 0.5 hectares (1.2 acres) of land. If the entire property is assessed for farming and there are no residential improvements, then the Foreign Buyers Tax would not apply at all.

Listed below are some of the key suggestions from the public consultation feedback that staff recommend be forwarded to the Province:

- Restrict foreign ownership by applying the Foreign Buyers Tax to land that is assessed for farming;
- Review how farmland is taxed by:
 - Increasing the minimum farm income threshold required in declaring farm class status;
 - Revisiting the tax structure for farmland that is not farmed; and.
 - Introducing a tax that would prevent farm properties being resold during a short period of time;
- Introducing enforceable provincial regulations on the maximum house size, farm home plate, and setbacks for houses on farmland;
- Provide greater incentives for farmers (existing and new), including more tax reductions, grants and training opportunities; and
- Strengthen the Agricultural Land Commission's enforcement actions for non-farm uses such as illegal fill and unauthorized uses of farmland and farm buildings.

Staff recommend that a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province review their policies on foreign ownership, taxation, enforcing their guidelines on house size and farm home plate, providing greater financial incentives for farmers, and strengthening the ALC's authority and enforcement of non-farm uses.

The timing of this is fortuitous as the BC Ministry of Agriculture is currently seeking strategic advice and policy guidance on measures to revitalize the Agricultural Land Reserve and the Agricultural Land Commission. Staff will be forwarding a staff report requesting Council's endorsement on key issues that should be addressed from the City's perspective as part of the review. The Minister of Agriculture has requested all feedback be provided by April 30, 2018.

At the local level, the City is beginning a review of the City's 2003 Agricultural Viability Strategy. This will help to identify emerging issues and determine priorities and action items to ensure that Richmond's agricultural land is protected, and that there are appropriate incentives to encourage farming activities.

Financial Impact

None.

Conclusion

This report summarizes feedback received throughout the public consultation process on options to further limit house size (floor area) and farm home plate area, septic field location in relation to farm home plate and to consider a maximum house footprint limit on AG1 zoned properties of 0.2 ha (0.5 acres) or larger.

Based on feedback received during the consultation period, there is a difference of opinion between non-farmers and farmers on how to address the size of homes on farmland. Non-farmers are of the opinion that the maximum house should be $500 \text{ m}^2 (5,382 \text{ ft}^2)$ or less, with the septic field area located within a reduced farm home plate. Farmers, on the other hand, would prefer the AG1 regulations on limiting residential development to remain and not be changed.

It is recommended that:

- 1. this staff report be received for information;
- 2. staff be directed to:
 - a. prepare a bylaw based on an option chosen from the potential options (Table 1) presented in this report; or
 - b. prepare a customized option with specific direction on:
 - i. maximum permitted house size;
 - ii. maximum house footprint;
 - iii. maximum number of storeys;
 - iv. the location of the septic field in relation to the farm home plate; and
 - v. a maximum permitted farm home plate area; or
 - c. maintain the current bylaw regulations for residential development on the City's agriculturally zoned land (AG1 zone), as adopted by Council on May 17, 2017;
- following Council's ratification of any option identified in recommendation 2a or 2b, staff be directed to bring forward appropriate bylaws for consideration of 1st Reading to the April 9, 2018 Regular Council Meeting; and
- 4. a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province review their policies on foreign ownership, taxation, enforcing their guidelines on house size and farm home plate, providing greater financial incentives for farmers, and strengthening the Agricultural Land Commission's authority and enforcement actions for non-farm uses.

John Hopkins, MCIP Senior Planner (604-276-4279)

JH:cas

- Att. 1: Summary of Existing Regulations that Limit Residential Development on Farmland
 - 2: Feedback Form Results Summary
 - 3: Copies of letters received from the Agricultural Advisory Committee, Richmond Farmers Institute, Richmond Farmland Homeowners Association, and Richmond FarmWatch
 - 4: Email Correspondence Sent to Mayor and Councillors
 - 5: Profile of AG1 Zoned Parcels
 - 6: Conceptual Diagram of a 2-Storey House (60/40 ratio between storeys)
 - 7: Conceptual Diagram of a 2 ¹/₂-Storey House (45/38/17 ratio between storeys)
 - 8: Conceptual Diagram of a 2 ¹/₂-Storey House (40/40/20 ratio between storeys)
 - 9: Conceptual Diagram of a 3-Storey House (40/35/25 ratio between storeys)
 - 10: Summary of Feedback Received on Encouraging Farming

ATTACHMENT 1

Summary of Existing City of Richmond Regulations that Limit Residential Development on Farmland

1. Maximum House Size

For AG1 zoned properties, the maximum house size is regulated by a floor area ratio (FAR) similar to what is used in the City's single-family (RS) zones. However, for the AG1 zone, the maximum house size is eventually capped at:

- •
- 500 m^2 (5,382 ft²) if the property is less than 0.2 ha (0.5 acres), and 1,000 m² (10,763 ft²) if the property is greater than 0.2 ha (0.5 acres). •

In calculating the house size under the AG1 zone, the house, garage floor area, and all residential accessory buildings such as sheds, detached garages or workshops are all included.

The only exemptions from floor area calculations under the AG1 zone, which is consistent with the City's RS zones in the urban areas, include the following:

- 1. one accessory building if it is less than $10m^2$ (108 ft²);
- 2. 10% of the overall floor area calculated for the lot which can be used for covered areas of the house which must be open on two or more sides and never enclosed. This is intended to allow for covered entry ways and porches and would include a covered area over a driveway. Any covered area beyond the 10% allowance would be included in the maximum allowable floor area calculations for the house; and
- 3. A maximum of $10m^2$ (108 ft²) of floor area for areas exclusively used for interior entry and staircase purposes that have a ceiling height greater than 5.0 m (16.4 ft.).

The only difference in floor area exemptions between the AG1 zone and the RS zones is that the RS zones provide for a floor area exemption of up to $50m^2$ (538 ft²) for the garage floor area.

Note: In some municipalities such as Delta and Surrey, the basement floor area may be exempt from the total floor area calculations provided that the majority of the basement floor area is below grade. This is explicitly defined in their respective zoning bylaws as floor area that would be exempt from calculating the overall floor area. In areas where the grade level is at or near the floodplain level which includes most of the agricultural areas in the Greater Vancouver region, a basement may be difficult to achieve.

2. Farm Home Plate

<u>Farm Home Plate Definition</u>: The term 'farm home plate' means the portion of the lot including the principal dwelling unit, any residential accessory buildings or residential accessory structures, including the driveway, decorative lawns and landscaping, artificial ponds and sewerage septic tanks, in one contiguous area. Under the current regulations, the septic field is not included in the farm home plate area. See Figure 1 for an illustration of a typical farm home plate.

<u>Maximum Farm Home Plate Area</u>: The farm home plate regulations are a made-in-Richmond approach that reflects the high number of small agricultural lots, and ensures that every agricultural lot has an area that can be farmed for years to come. For properties that are less than 2.0 ha (4.9 acres), the City's farm home plate regulations are more stringent than the Ministry of Agriculture's Guidelines.

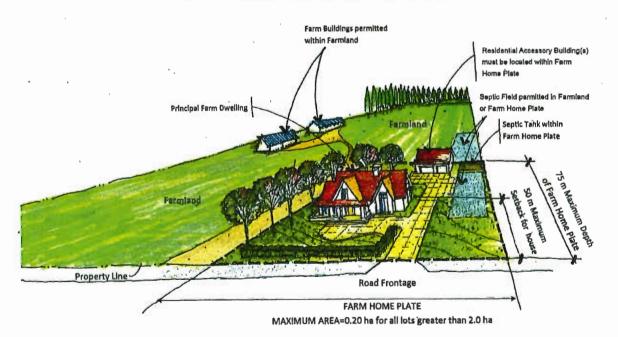


Figure 1: Illustration of a Farm Home Plate

The City's regulations for farm home plate can be broken down into four lot area categories as follows:

1. On lots less than 0.2 ha (0.5 ac.) the farm home plate must not exceed 50% of the lot area as indicated in Figure 2. In this category, a minimum of 50% of the lot would be preserved for farming.

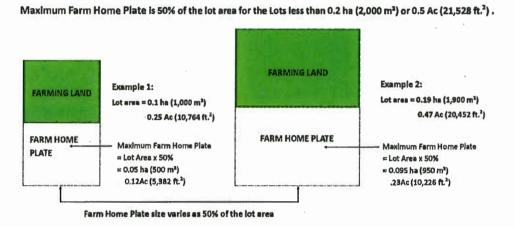
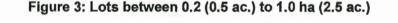
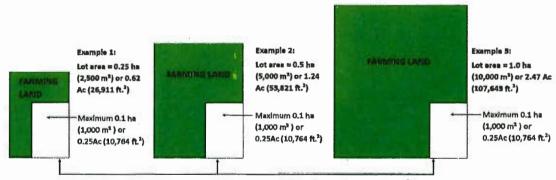


Figure 2: Lots less than 0.2 ha

On lots that are 0.2 ha (0.5 ac.) to 1.0 ha (2.5 ac.), the maximum farm home plate area is 1,000 m² (10,763 ft²) as indicated in Figure 3. In this category, the amount of land preserved for farming would range from 50% to 90% of the lot.



Maximum Farm Home Plate is 0.1 ha (1,000 m²) or 0.25 Ac (10,764 ft.²) For the Lots between 0.2 ha (2,000 m²) or 0.5 Ac (21,528 ft.²) to 1.0 ha (10,000 m³) or 2.5 Ac (107,643 ft.²)



Farm Home Plate consistent at maximum 0.1 ha (1,000 m²) or 0.25 Ac (10,764 ft.2)

3. On lots that are 1.0 ha (2.5 ac.) to 2.0 ha (4.9 ac.), the maximum farm home plate must not exceed 10% of the lot area as indicated in Figure 4. In this category, a minimum of 90% of the lot would be preserved for farming.

to 2.0 ha (20,000 m2) or 4.9Ac (215,285 ft.2) Example 1: Example 2: FARMING LAND Lot area = 1.5 ha (15,000m²) or Lot area = 2.0 ha (20,000 m²) FARMING LAND 3.7 Ac (161,464 ft.2) 4.9 Ac (215,285 ft.2) Maximum Farm Home Plate Maximum Farm Home Plate = Lot Area x 10% = 1 of Area v 10% = 0.20 ha (2,000 m²) = 0.15 ha (1,500 m³) or 0.49 Ac (21,529 ft.2) 0.37 Ac (16,146 ft.2)

Figure 4: Lots between 1.0 ha (2.5 ac.) to 2.0 ha (4.9 ac.)

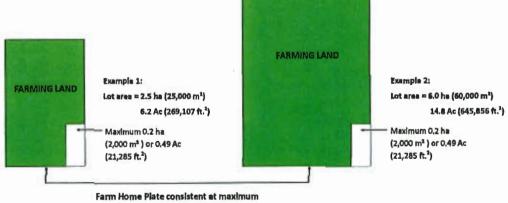
Maximum Farm Home Plate is 10% of the Lot area for the Lots between 1.0 ha (10,000 m²) or 2.5 Ac (107,643 ft.²)

Farm Home Plate varies as 10% of the lot area

'4. On lots that are 2.0 ha (4.9 ac.) or greater, the maximum farm home plate area is 2,000 m² (21,527 ft²) as indicated in Figure 5. In this category, the amount of land preserved for farming would be greater than 90% of the lot.

Figure 5: Lots 2.0 ha (4.9 ac.) or Greater

Maximum Farm Home Plate is 0.2 ha (2,000m³) or 0.49 Ac (21,285 ft.²) for all Lots greater than 2.0 ha (20,000 m²) or 4.9 Ac (215,285 ft.²)



0.2 ha (2,000 m²) or 0.49 Ac 21,528 ft.2

A summary table of the maximum farm home plate and house size regulations can be found below. The number of lots affected include AG1 zoned lots that have road access which is required to support residential development.

Lot Size	No. of Lots Affected	Maximum Farm Home Plate (area of land used for residential improvements)	Maximum House Size (total floor area including garage and residential accessory buildings)		
Less than	263	50% of lot area (farm home plate would be less	 *For lots less than 0.128ha (0.32 ac.); less than 500m² (5,382 ft²) 		
0.2ha (0.5 ac.)		than 1,000m ² [10,763 ft ²] of the lot)	For lots 0.128ha (0.32 ac.) to 0.2ha (0.5 ac.): • 500m ² (5,382 ft ²)		
0.2ha (0.5 ac.) to	490	1,000m ² (10,763 ft ²) of the lot	*For lots 0.2ha (0.5 ac.) to 0.29ha (0.73 ac.): • 716m ² (7,708 ft ²) to 1,000m ² (10,763 ft ²)		
1.0ha (2.5 ac.)	490		For lots 0.29ha (0.73 ac.) to 1.0ha (2.5 ac.): • 1,000m ² (10,763 ft ²)		
1.0ha (2.5 ac.) to 2.0ha (4.9 ac.)	189	10% of lot size (farm home plate would be between 1,000m ² [10,763 ft ²] to 2,000m ² [21,527ft ²])	1,000m ² (10,763 ft ²)		
2.0ha (4.9 ac.) or greater	332	2,000m ² (21.527 ft ²)	1,000m ² (10,763 ft ²)		

Table 1: Summary of Richmond's AG1 Farm Home Plate and House Size Regulations

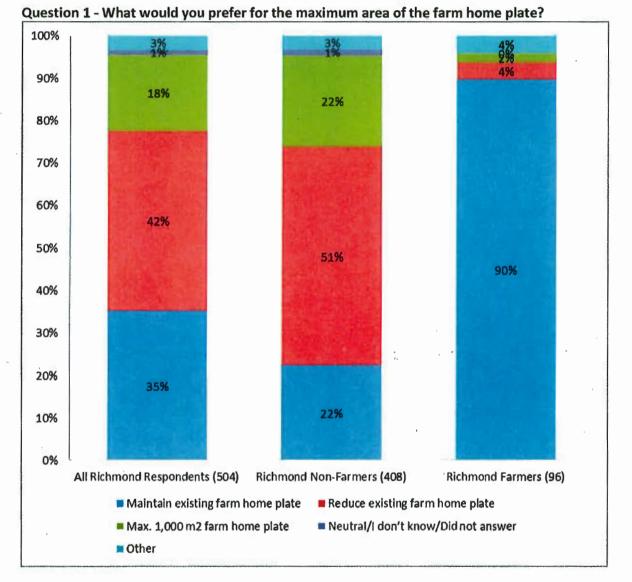
* Derived from the City's floor area ratio of 0.55 for first 464.5 m² (5,000ft²) of lot size, and 0.30 for the remainder of the lot.

3. Other AG1 Regulations Adopted

The bylaws adopted on May 17, 2017 also established the following:

- 1. To limit the size of residential accessory buildings, the maximum floor area is 70 m² (753ft²). This floor area would apply to each residential accessory building and would be included in the overall maximum floor area for residential buildings.
- 2. To ensure that residential improvements are located close to the fronting road providing access to the lot, the farm home plate must not exceed a maximum depth of 75 m from the front property line.
- 3. To ensure that the house is located close to the fronting road, the back wall of the principal dwelling must not exceed 50 m (164 ft.) as measured from a constructed public road abutting the property.
- 4. To ensure farm access, the minimum residential side yard setback was increased to 4 m (13ft.) for lots that are less than 0.8 ha (2 ac.). For lots that are greater than 0.8 ha (2 ac.), the minimum side yard setback of 6 m (19.7 ft.) would remain.
- 5. To limit the number of dwellings on a property, no more than 1 principal dwelling per lot.

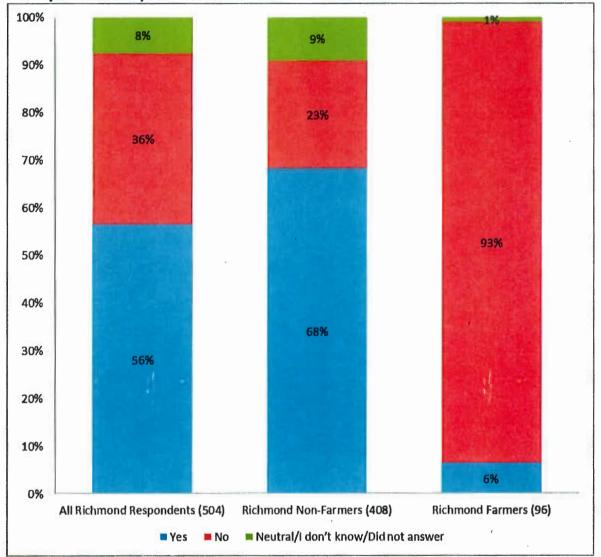
ATTACHMENT 2



Farmland Housing Regulations - Feedback Form Results Summary

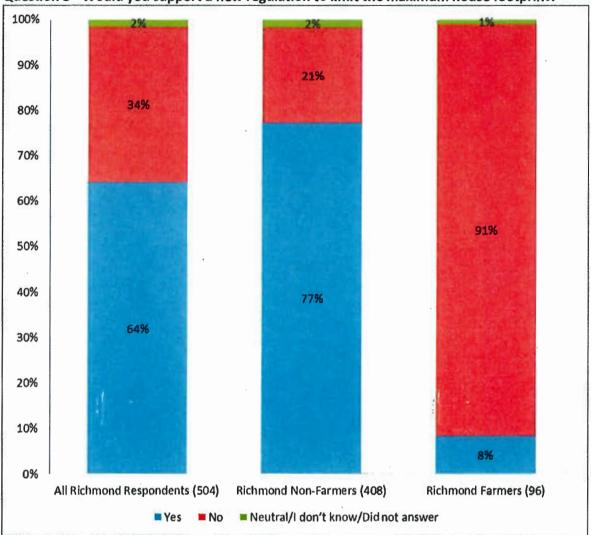
- The response 'Max. 1,000 m² farm home plate' was not a set response on the feedback form. There were 90 overall respondents who indicated this reponse.
- Other comments included:

Other comment	All	Non-farmers	Farmers
Decrease the City's existing maximum farm home plate area regulations	2	2	0
Increase the City's existing maximum farm home plate area regulations	9	6	3
Remove the City's existing maximum farm home plate regulations	2	1	1



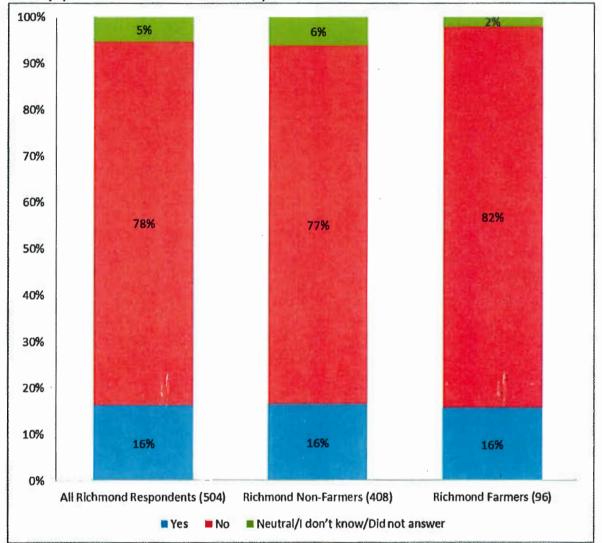
Question 2 - Do you think the entire septic system, including the septic field, should be within the City's farm home plate area?

- General comments provided in response to the question included the following:
 - including the entire septic system within the City's farm home plate area will increase the amount of land available for farming (51)
 - the location of the septic system should be determined by the farmer (or property owner) on a case-by-case basis (14)
 - o the City's existing farmland housing regulations are sufficient (3)
 - o including the septic field within the farm home plate area is not functional (10)
 - Require connection to the City's sanitary sewer system (if within reasonable distance to the property) (6)
 - Require the septic tank in the farm home plate area, but the septic field outside the farm home plate area (4)



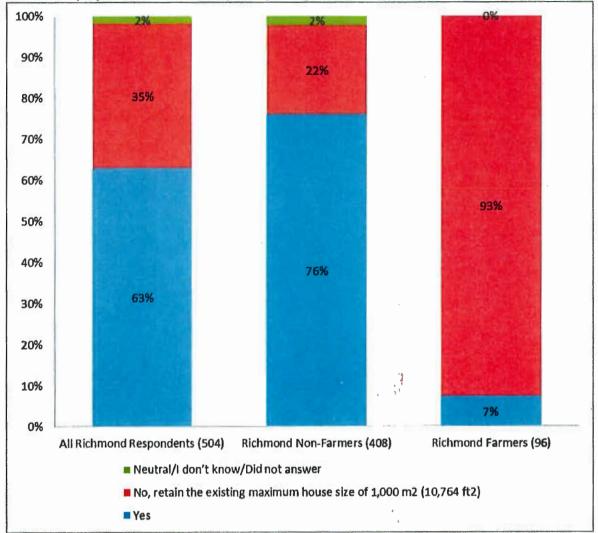
Question 3 - Would you support a new regulation to limit the maximum house footprint?

- General comments provided in response to the question included the following:
 - The existing regulations regarding housing on farmland should be more restrictive (76)
 - The maximum house footprint should be approximately $500 \text{ m}^2 (5,382 \text{ ft}^2) (3)$
 - The existing regulations regarding housing on farmland are adequate (24)
 - The other proposed regulations, including farm home plate area and septic field location, are sufficient (1)
 - There should be different limits to maximum house footprint for a one-storey house and two-storey house to ensure the same buildable floor area (2)



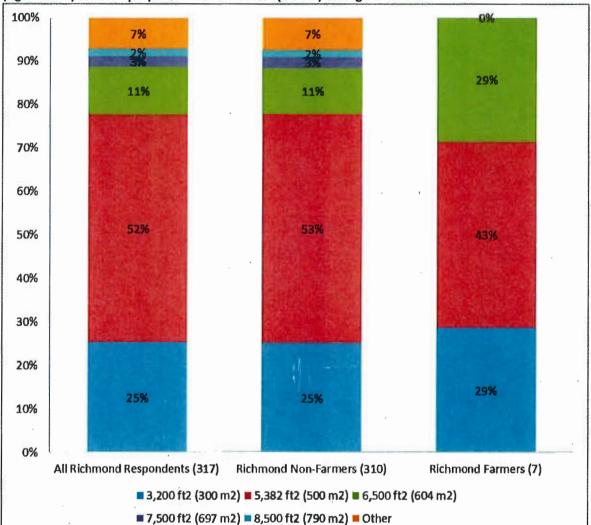
Question 4 - Would you be supportive of increasing the maximum house height from 2 1/2 storeys to 3 storeys provided the maximum house footprint is reduced?

- General comments provided in response to the question included the following:
 - increased house heights is not supported and should be consistent with surrounding single-family neighbourhoods (86)
 - o reduce the maximum house height further to 2 storeys (5)
 - o maintain the maximum house height and provide a maximum house footprint (2)
 - o if balanced with a required maximum house footprint (20)
 - increase the maximum house height and do not limit the maximum house footprint (13)



Question 5 - Do you think the maximum house size in the City's AG1 (Agriculture) zone should be reduced for properties that are 0.2 ha (0.5 ac.) or larger?

- General comments provided in response to the question included the following:
 - \circ the maximum house size should be reduced (90)
 - o maximum house size should not be reduced any further (25)
 - o the maximum house size should be increased (4)
 - allow the farmer (or property owner) to determine the size of house to meet their needs (2)
 - Maximum house size should be based on percentage of uses (i.e. living, farming)
 (1)



Question 6 - If you answers yes to Question 5, which of the following house sizes (total floor area, including garage) do you think would be an appropriate maximum house size limit in the City's AG1 (Agriculture) zone for properties that are 0.2 ha (0.5 ac.) or larger?

Notes:

• The response '3,200 ft² (300 m²)'for maximum house size was not a set response on the feedback form. There were 80 overall respondents who indicated this reponse.

Other comments	All	Non-farmers	Farmers
2,500 ft ²	1	1	0
4,000 ft ²	5	5	0
Not specific, but less than 5,382 ft ²	10	10	0
More than 8,500 ft ²	3	2	1
No maximum house size limit, instead allow the farmer (or property owner) determine the size of house to meet their needs	1	0	1
No maximum house size limit, instead the total buildable floor area should be proportional to the size of the lot	3	3	0

• Other comments included the following:

Richmond Agricultural Advisory Committee

March 11, 2017

Memo to Richmond City Council Re: Proposed Farmland Housing Regulations

The farmers of the AAC are **strongly opposed** to the regulation alternatives proposed by the City. We feel it is important that we come up with a **"made in Richmond"** solution that respects the core nature of our community, that is – a community with a legacy and historic fabric consisting of a well-integrated blend of urban and rural residents. That being said, in respect of the City's objective to implement some form of regulations that provide reasonable rules with which to administer building applications that protect and preserve Richmond farmland and farming activities we tender the following recommendations.

1) Home Size:

- a) Home size should be limited to 1,150 Square Metres. This size is in line with the current average "approved building permit" applications as specified in the City's "Open House Summary Presentation". The document indicates the current average home size in the Richmond ALR / AG1 for 2015/2016 is about 1,100 square meters. We feel it would be highly inappropriate and inconsistent to implement a dramatic reduction in the size of new construction. Implementing the cap of 1,150 square metres will allow fairness and a degree of uniformity to the conditions that currently exist as well as stop the trend of increasing home sizes.
- b) The existing rules have worked well for bona-fide multi-generational farmers, hence we do not want to implement rules that prevent reasonable options to farmers.
- c) Large homes in Richmond's ALR do not necessarily discourage use of farmland for farming purposes. Cooperation between farmers and non-farming residents that have purchased farmland for the purpose of building a large home often results in the farm back lands being leased to a bona-fide farmer at a low lease rate. The homeowner benefits in reduced taxes on the portion of the land that is farmed and the bona-fide farmer benefits from inexpensive leased farm land on which to farm. In the existing environment it is less likely for a new farmer to <u>purchase</u> Richmond ALR land at current market rates and have an economically viable farming operation. Hence, this symbiotic relationship results in preservation and protection of farmland.
- d) In the case of a farm property owned by a non-farming resident that achieves farm classification by way of leasing its land to a bona-fide farmer, residential property tax rates should be applied to the residential portion of the property and the farm class property tax rate should be applied to the farmed portion of the property.

2) Home Plate Size:

a. While not in favour of a home plate size restriction we feel the existing building setback limit of 50 metres is effective in preserving land for farming purposes. Therefore, a reasonable home plate size formula should be the lessor of:

- i. 1 Acre or
- ii. 50 meters x the roadside property width. As an example a property with a 30 metre width x 50 metre setback = a maximum home plate of 1,500 square metres.
- b. It should be noted that 75% of the ALR / AG1 properties are less than 2 hectares and are narrow in width. We believe the majority of these properties would have a home plate of less than 1 acre because of the setback limitations.
- c. Regardless of size of the home plate, access of farm vehicles from the road to the farmable portion of the property must be provided in the building site design.
- 3) Homeplate and House Size of Farm Manager's residence:
 - a. For those properties that qualify for a second or third residence there should be a separate home plate and home size equal to the guidelines set out above. Additional residences should not be forced into a common home plate with the primary residence home plate.
- 4) Seasonal Worker Buildings: should not be included nor affected by these regulations.
- 5) Setbacks:
 - a. The existing bylaw calling for a 50 metre setback on homes plus an additional 50 meters for accessory buildings is adequate, however, it should be amended to increase the setbacks by the width of any Riparian Management Setbacks that may fall within the building setback. By way of example, if there is a 15 metre Riparian setback required on a property then the home setback should be adjusted to 65 meters and the accessory building setback should be adjusted to 115 metres.

6) Septic Tanks / Fields:

- a. The septic tank should be included in the home plate but
- b. The septic field need not be located in the home plate.

The farmers of the AAC.

Richmond Farmers Institute

Response to the City of Richmond's proposed house size limits for AG1 zoned lands

The farmers of the Richmond Farmers Institute are opposed to further regulations impacting the viability of agriculture in the City of Richmond.

The RFI believes that truly bona fide farmers, whose primary occupation is farming, have behaved responsibly. Farmers have constructed and reside in homes that are appropriate and supportive of agriculture in our community.

We are aware of non-farmers who are purchasing AG1 land with the primary objective of building large residences and their impact on agriculture.

City Council may determine that the course of action needed to resolve this behaviour is to impose limitations on the size of house that can be constructed on AG1 zoned land. Regulations imposed on farm land in Richmond should be carefully considered to specifically address the challenges and needs of farm land in this municipality.

The RFI provides the following guidance when considering the impacts to the livelihoods of generational farmers and their families.

The maximum house size limit should be consistent with recent average house sizes constructed on AG1 zoned lands. A maximum house size of 1000 sq.m provides consistency and will prevent increasingly larger houses from being constructed.

A home plate should be determined using the following criteria:

- 1. Access for farming equipment to the farmable area of the property needs to be maintained.
- 2. Residential accessory structures should be limited to a maximum home plate size of 0.4 ha

The current maximum 50m setback for a residence is satisfactory. Additional residential structures within the current 100m setback are also satisfactory. Should a Riparian Management Area be present, the setbacks should be measured from the termination of the RMA.

Septic tanks may be included in the home plate, but septic fields need not be included.

Additional houses for full time farm workers, when appropriately qualified, should each have individual home plates, and be limited by the regulations consistent with the primary residence.

The current 0.6 Floor Area Ratio for residential and farm buildings, except where greenhouses are located on the lot, in which case the maximum FAR would be 0.75, of which at least 0.70 FAR must be used for greenhouses is satisfactory.

Seasonal worker buildings should not be affected by the proposed housing regulations.

The Richmond Farmers Institute

RICHMOND **ΓΔΡΜΙΔΝΓ** TION

By Hand Fe319/18 a: win Ric

February 18, 2018

City of Richmond Planning Committee 6911 No. 3 Road Richmond, British Columbia V6Y 2C1 Canada

Dear City of Richmond Planning Committee & Staff:

In May of 2017, Richmond Farmland Owner's Association worked extensively and sincerely with Richmond City Council, Pioneer Farming Families and Local Community Groups to create new policies regarding house sizes on our farmland.

These new regulations were evidence-based, pragmatic, and practical, assuring that farming in Richmond would continue for generations to come. This 'Made in Richmond' solution was a fair compromise, developed using evidence-based decision-making. After this implementation, the average home being built in Richmond is 8,192 sqft in size, compared to 12,000 sqft prior to adoption of the policy. Under the modified regulations, only 11 new applications have been submitted and there has been a 32% reduction in home size. This is clear evidence that the current bylaws are working.

The policy created in 2017 has not yet had time to prove itself since the homes currently under construction were approved prior to the 2017 restrictions. A true measure of the success of this new policy is the 32% reduction in home size on those applications that have been submitted after the implementation of the 2017 restrictions. This compromise is working.

Now, barely six months after this updated policy came into effect, we are finding ourselves once again being targeting by individuals who unfortunately do not understand the realities of farming in our community. Due to pressure from special interest groups, Richmond City Council is considering dramatically reducing these home sizes again which is creating economic uncertainty within the local farming community, and putting its long-term sustainability at risk.

We are asking the City of Richmond Mayor and Council to not make any further changes to this policy, as we truly believe that we have reached a balanced and fair solution, which leads the Province by example.

Sincerely, Bhupinde-Dhiman

Signed on Behalf of the Membership Richmond Farmland Owners Association**CNCL - 642**



FarmWatch Richmond asks Mayor and Council to listen to experts and majority, adhere to Ministry guidelines for home size to Save our Soil

"Estate mansions should be built on a hillside, not on the best soil in the world" - Teresa Geddert, retired farmer

In Richmond, high-capacity, agricultural land reserve (ALR) farmland has been under significant threat for decades. Farms with class 1-3 soil have been regularly removed for non-farming uses.

In the last decade, *land speculators and property developers* have <u>been buying farmland</u>, driving up prices and building <u>sprawling</u>, <u>gated</u>, <u>mega-mansions</u> on what were productive strawborry, raspberry and vegetable fields.

Precious farmland needed for growing food continues to be taken out of production at an alarming rate.

In the last year alone, Richmond has seen a net loss of 50 farms, according to a Richmond Finance Department memorandum, *Property Use in Agriculturally Zoned Lands in the City of Richmond*, January 12, 2018.

While 61 properties either lost the farm classification entirely or had a reduced percentage of farming on the property, 11 properties were given farm status.

Of the 61 farms which lost farm status in 2017-2018:

- 17 properties had 100% farm use in 2017 and switched to 100% residential use in 2018.
- 39 properties with mixed farm/residential/other use in 2017 lost their farm use in 2018.
- 5 properties had 100% farm use in 2017 and switched to residential and farm use in 2018.

These statistics are alarming and prove that the residential development we have seen is not for farm use. With residential development squeezing farmers off the land, the number of local farms is declining. Speculative land owners are less likely to issue leases to local farmers. The farm house should be no larger than Ministry of Agriculture guidelines to ensure the property remains farmable in the future.

May 2017 new rules

In 2017, to address the growing problem of mansions taking farmland out of production, Richmond City Council adopted bylaw amendments to preserve land for agriculture.

Amendments included an introduction of various home plate sizes depending on the size of the parcel, as well as two separate house size maximums, 500m² (5382 ft²) for farms less than 0.2 ha (0.5 ac) and 1000m² (10,764 ft ²).

Will these new rules make any difference to saving our soil for farming?

Yes, but the rules don't go far enough.

If a large farm house is required for a large farm operation, this is certainly not required on a 0.75 acre parcel. Some farmers we have consulted suggested a larger home size for farms over 10 acres. The 0.5 acre separation for house size has no relevance to needs for farming. The small farms we see that produce food have very small houses with maximized growing space. Even homes of 500m² will have a significant negative impact on a small farm when replacing a house that is 150m². Most of the small farms are right in the city centre. These are the most vulnerable to speculative development as pointed out in the Ministry of Agricultural guidelines to bylaw development. These farms are where it is essential to have most vulner acres of under would be allowed on nearby residential lots.

CNCL - 643

If Richmond continues with a two-tiered house size bylaw, our suggestion would be 300m² (3,299 ft²) on farms under 10 acres and up to 500m² (5,382 ft²) on farms over 10 acres.

Farmers who want to build larger homes for farming needs can apply for a variance from the City through <u>Richmond Bylaw 9706</u> (p.4). The only farmers impacted by a house size limit that follows expert recommendations and Ministry of Agriculture guidelines are those involved in real estate development.

We have heard at public hearing that owners of farmland should have the right to recoup their property investment, and that limiting house size to smaller than 10,764 ft. would have a significant financial impact. We wanted to know if this was true so we consulted a financial expert.

When a new home is built, a large building is worth more than a small building because of the construction costs. But, BC Assessment depreciates buildings every year. It is the value of the land that increases over time, while the value of the building decreases over time, unless major improvements are made.

In effect, there is only profit found in building a larger home, if it is being built to sell. This is real estate development, not farm use.

The agricultural land reserve was not created to generate a large return for a land owner as an investment. It was created to minimize residential and non-farm use and prioritize agriculture. People are aware of this when purchasing ALR land on their land title, as per <u>ALC</u> "buying or owning farmland". Farmland owners do not have a right of financial return on their land as a property investment only.

Farmers that we have consulted with identify farm price escalation as a barrier for farming.

"It's quality not quantity and the same goes for the house; consumers will pay a hefty price for food if things keep going the way they are going" Tim Rempel - Rockweld Farms

"Large gains in land value add another layer of difficulty for kids to take over the farm" - Adam Renner, Adili Farms Ltd.

"The creation of the ALR automatically determined food production over real estate value. There is no way to reconcile the two; one has to be prioritized unless people start paying \$50 per potato." - anonymous Richmond farmer who can't speak up due to land leasing vulnerability

Regarding the consideration for a smaller overall home plate, this will have no major effect on the price of land either. The benefit however is that a much greater portion of the land can be farmed and leased.

The fill that is brought in to cover the entire home plate area often introduces contaminants, illegal material, or invasive plant species to the native soil, and affects the drainage and water systems of the adjacent farmland. We see this effect render remaining farmland unusable or seriously diminished on small Class 1 clay vegetable farms which are more vulnerable than perennial farms such as blueberries.

Richmond FarmWatch recommends a 1000m² home plate including the septic field. We would support the May 2017 bylaw for home plate of up to 2000m² for Richmond's largest farms (over 10 acres), including the septic field, if there was an additional regulation for a maximum 1000m² of fill for the area of the house. The remaining home plate would be at the level of the farming field for better integration of the home plate to the field. This supports farming use and has less of a damaging impact on the soil.

Food security and community needs over the wants of a small special interest group BC currently produces only <u>45 per centof its food</u>, according to Dr. Lenore Newman,<u>Canada Research</u> <u>Chair in Food Security and Environment</u>, and a University of the Fraser Valley professor.

Richmond must make saving our soil for food production and saving agricultural jobs a key priority. The history of farming in Richmond, and our unprecedented access to local fresh food so close to an urban area, is a large part of what makes Richmond so special. Our farming community is a large reason for the tourism we receive which benefits local business and Richmond as a whole. Without securing

CNCL - 644

farmable land for future farmers, Richmond's agricultural economy faces a serious risk of future decline, when in fact there is incredible potential for Richmond to be a leader in regional food production.

Recommendation

Richmond FarmWatch urges Richmond Council show leadership by implementing the following:

- 1. Maximum Farm Home Plate: Other. 1000m² (possible expansion to 2000m² for larger farms if the maximum fill area remains 1000m²)
- 2. Septic system within farm home plate. Yes
- 3. Limit house footprint? Yes
- 4. Increase house height? No
- 5. Reduce house size for properties 0.2 ha or larger? Yes and properties under 0.2 ha
- 6. Appropriate limit for farmhouse size? Other. 300m² (3,299 ft²) (This would require changing the parcels under 0.2 ha (0.5 ac) which are currently 500m² to 300m². Council may wish to consider a two tiered house size based on over 10 acres and under 10 acres.
- 7. What should other levels of government do?
 - Apply the additional Property Transfer Tax (PTT) (foreign buyers' tax) to farmland.
 - Strengthen the ALR to support the farming economy jobs, economic spin-offs.
 - Stop farmland speculation to protect the farming industry.
 - Discourage land investors from buying up farms.
 - Step up ALC enforcement.
 - · Clarify that houses in the ALR are required to be for farm use.
 - Help new farmers get into farming.
 - Protect farm leasers from instability; incentives to give longer term leases.

Other considerations to strengthen access and ability for leasing farmers to succeed could be implemented during new home permitting process:

- all services required for farming incorporated into the design of the home plate and made available at start of farm field (e.g., access to water for irrigation and electricity for food storage).
- · functional access to the farmland for soil amender deliveries and other access needs.
- access to necessary amenities and secure storage for equipment.
- house and footprint design options that allow for suites and temporary dwellings for leasing farmers or farm-workers to live in.

Who we are

Richmond FarmWatch represents farmers, residents and businesses concerned with saving our soil. The organization was originally created in 2013 by South Slough Area farmers - many third and fourth generation - to stop the dumping of construction waste on farmland. Since thenthe organization has grown to represent a wide array of property owners and residents on ALR farmland, Richmond residents and business owners, and those concerned with saving our soil from all parts of the province.

Richmond FarmWatch requested Richmond Council to strengthen its Soil Bylaw and is very pleased with the increase in Agricultural bylaw monitoring/enforcement that has occurred since that time.

Richmond FarmWatch met with the project manager agriculture specialist for the Massey Tunnel Replacement Project to express concerns about the project's negative impact on farmland and farming in Richmond.

Richmond FarmWatch was a stakeholder and consulted for the ALR/ALC Revitalization with the Agricultural Land Commission and Provincial Agricultural Advisory Committee. We have met with the Minister of Agriculture and have an upcoming meeting with BC Green Party leader Andrew Weaver. Richmond FarmWatch was named as a stakeholder for our submission to the provincial government regarding potential regulations to growing cannabis on ALR land.

Richmond FarmWatch has been consulted by major media outlets in the region as a voice for the protection of farmland.

Hopkins, John

From: Sent:	MayorandCouncillors Monday, 26 February 2018 10:30	
То:	Konkin, Barry; Craig, Wayne; Hopkins, John; Woo, Gavin	
Cc: Subject:	White,Amelia; Powell,Jo Anne FW: Let's Push to Have ALR Lands 100% PROTECTED!!! MAKE it av	ailable for FARMING
-	ONLY!!! Apply a 100% Foreign Buyer's Tax !	

From: vintageann [mailto:vintageann@shaw.ca]

Sent: Friday, 23 February 2018 15:46

To: MayorandCouncillors; Prime Minister/Premier Ministre; Ahmed.Hussen@parl.gc.ca; Bill.Morneau@parl.gc.ca Cc: AGR.Minister@gov.bc.ca; FIN.Minister@gov.bc.ca; Diane.Lebouthillier@parl.gc.ca; MAH.Minister@gov.bc.ca; AG.Minister@gov.bc.ca; jody.Wilson-Raybould@parl.gc.ca dian; OfficeofthePremier, Office PREM:EX Subject: Let's Push to Have ALR Lands 100% PROTECTED!!! MAKE it available for FARMING ONLY!!! Apply a 100% Foreign Buyer's Tax !

> In Richmond B.C. the City Council has not been proactive in protecting some of the most arable farmland in Canada from becoming private foreignowned estates, with mansion sized housing and subsequent property assessments so high that the land will never be owned by farmers again.

Start with a 100% Farming Only for Richmond's ALR lands and a modest single house size of 3,000 square feet only!

Why in the world would a farmer need a house of 10,763 square feet? That's larger than many hotels!!!!

ABSOLUTELY NO ALR LANDS should be taken out of the ALR Land reserve to be used for other purposes!!!

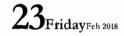
The BC Government, The CRA, The RCMP, FINTRAC & Inspectors from the City Of Richmond MUST keep doing regular spot checks and frequent monitoring on what's going on in these "MEGA MANSIONS" being built on ALR Land in Richmond.

Richmond council has inadvertently assisted these illegal & dubious activities, by allowing these huge homes to be built, which are OBVIOUSLY not being used by farmers!

Frequent reports in the news about these mega mansions being used as *illegal casinos, illegal hotels, illegal airbnb's, birth tourism hotels, brothels and for illegal activities abound!*

Both the B.C. Government & Federal Government are now aware of what's been going on here! There's definitely a need for both a Provincial & Federal inquiry.

Mansion Estates or Class A Agricultural Land in the City of Richmond?



Posted by Sandy James Planner in Housing, Infrastructure, Landscape, Richmond, Social issues

≈ 3 Comments Tags Big Estate Houses on the ALR

CNCL⁻- 647



This story illustrates the problem of expectations when existing regulations are not enough to achieve a higher purpose, like protecting farmland. In Richmond B.C. the City Council has not been proactive in protecting some of the most arable farmland in Canada from becoming private foreign-owned estates, with mansion sized housing and subsequent property assessments so high that the land will never be owned by farmers again. There was an outcry in the City of Richmond over the size of the houses being placed on farmland and being taken out of farming and turned into private estates. In May 2017 Council moved that house size would be capped to 10,763 square feet on lots that were larger than half an acre. The Provincial regulations for the Agricultural Land Reserve (ALR) says that houses on these larger lots should be no larger than 5,382 square feet, half of the size.

<u>Price Tags Vancouver has written several times</u> about these ALR properties in Richmond which can be purchased without the 20 per cent foreign buyers tax and can also pay lower agricultural property taxes if a minimal farming crop or livestock are raised on the land. <u>We also covered the story of a shell company</u> that purchased a 26 acre piece of farmland in 2014 for \$88,000 in Richmond. Now that the property has a half built mansion on it, with a 2017 assessed property value of \$8.3 million. As <u>Richmond Farm</u> <u>Watch and Richmond resident Laura Gillanders observes</u> "One by one each of these farms is being taken out of production and making sure it is never farmed by a farmer who can live on that land. It goes to show these mansions are not being built for farming." You can take a look on the Farm Watch site at the "Visuals" section

CNCL - 648

documenting the before and after photos and films of these properties taken out of agricultural production and made into mansioned estates.

<u>As the Richmond News reports it is</u> no surprise that a group called The Richmond Farmland Owners Association "*has launched a campaign and online petition to protect farmers' property rights and land value.*" You can hardly blame them. They want the current mansion sized dwelling to now remain as the status quo, seeing a reduction in house size as an impediment to property value. Some argue that the large houses are small compared to the land around them. Council does allow for larger square foot houses when it is for larger extended family groups.

There is a <u>Change.org</u> petition <u>which can be viewed here</u> where the Richmond Farmland Owners Association says that Richmond is infringing on property rights, and that these rights will be taken away if house sizes are reduced. Meanwhile the group Richmond FarmWatch wants the City of Richmond to follow the provincial guidelines for land in the ALR, and are planning a public rally is to be held at Richmond City Hall Monday, Feb. 26 at 6:30 p.m. and you can see a copy of the petition put out by the Richmond Citizens Association <u>here.</u>

The last word goes to land economist Richard Wozny with Site Economics who passed away earlier this month . Wozny's analysis indicated that a house of 4,200 square feet was in line with farm land values, half the size of the currently approved 10,763 square feet for agricultural land over half an acre.

There is a YouTube video below from March 2017 showing the size of "farm" houses being constructed on agricultural land in Richmond.



Share this:

<u>Share</u>

•

Related

Nix the Farmland,Build a Mansion in Richmond~Make Millions for Shell CompanyIn "City Conversations"

City of Richmond~Agricultural Land, not Mini EstatesIIn "Affordability"

Farm Land or Large Mansions on the Agricultural Land Reserve?In "Architecture"



About Sandy James Planner

City Planner/Place Shaker, author, co-editor of Price Tags, passionate about Green Streets and

Walkability, TEDx Speaker, Director of Walk Metro Vancouver, past chair of International Walk21 Vancouver

Conference, Master Gardener, sparking livable walkable places we all want to live in. Twitter: sandyjamesplan

Blog; sandyjamesplanner.wordpress.com www.walkmetrovan.ca

View all posts by Sandy James Planner »

Hopkins, John

From:	MayorandCouncillors
Sent:	Monday, 26 February 2018 10:28
То:	Konkin,Barry; Hopkins,John; Craig,Wayne; Woo,Gavin
Cc:	Powell,Jo Anne; White,Amelia
Subject:	FW: House Sizes on ALR land

From: MayorandCouncillors Sent: Monday, 26 February 2018 10:28 To: 'De Whalen' Subject: RE: House Sizes on ALR land

Good morning Ms. Whalen,

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor. In addition, your email has been forwarded to Planning and Development staff.

Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: De Whalen [mailto:de whalen@hotmail.com] Sent: Saturday, 24 February 2018 14:29 To: MayorandCouncillors Subject: House Sizes on ALR land

February 24, 2018

Richmond City Hall 6911 No. 3 Road Richmond, BC

Dear Mayor & Councillors:

This is a written submission to Richmond City Council about maximum allowable house sizes on agricultural land in Richmond.

I would urge Council to amend their current policy and bylaw from allowing houses in excess of 10,000 square feet, to the ALR guidelines which allows for a maximum of around 5,000 square feet. Richard Wozny's analysis pointed to the detrimental effect of taking the price of farmland beyond the reach of farmers if very large houses are allowed to be built on ALR. Once that land is built on it is essentially taken out of the ALR.

CNCL - 651

I have heard it said that farmers should have cart blanche on house sizes. But the City has already built in a variance process. If farmers wish to build a house larger than the ALR guidelines, they can apply for a variance. Richmond residents and land owners apply to the City every day for variances to the bylaws. There should be no reason why farmers would find it so much more difficult to apply for a variance than everyone else.

On a personal note, I can say that one of the 'farmers' at the public hearing who spoke in favour of very large houses on ALR is a neighbour. They paid \$2.25 million for 1.3 acres, took possession in July 2017 and bulldozed all the trees and the topsoil in August. This 3000 sq. ft beautifully hand-crafted vacant house somehow burned down in October. A charred hulk and a razed back property is now for sale for about \$2.8 million with a promise that the seller can provide house plans to build a new much larger house.

Please, City Council, do the right thing and revert your policy and bylaw to the ALR guidelines.

Sincerely,

Deirdre Whalen 13631 Blundell Road Richmond BC V6W 1B6

604.230.3158

"Small acts, when multiplied by millions of people, can quietly become a power no government can suppress, a power that can transform the world." Howard Zinn

Kindness is in our power even when fondness is not. Henry James

Hopkins, John

From:	MayorandCouncillors
Sent:	Monday, 26 February 2018 10:27
То:	Konkin,Barry; Hopkins,John; Craig,Wayne; Woo,Gavin
Cc:	Powell,Jo Anne; White,Amelia
Subject:	FW: House Size Limits on Agricultural Land/Land Within the ALR

From: MayorandCouncillors
Sent: Monday, 26 February 2018 10:26
To: 'Jackie Brown'
Subject: RE: House Size Limits on Agricultural Land/Land Within the ALR

Good morning Jackie,

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor. In addition, your email has been forwarded to Planning and Development staff.

Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Jackie Brown [mailto:jackiejbrown@shaw.ca] Sent: Sunday, 25 February 2018 23:37 To: MayorandCouncillors Subject: House Size Limits on Agricultural Land/Land Within the ALR Importance: High

Mayor and Councillors,

I write to express my concern with the building of extremely large houses (I won't refer to them as homes) on Richmond's agricultural land.

There have been too many mansions built on land that should have been retained for farming purposes. There are many examples of land where the City has allowed houses and driveways to be built that exclude any possibility of future farm use (No. 4 Road east of Finn Road) and ridiculously large houses that will not house a farmer and his/her family; these properties simply become estates.

As a lifelong resident of Richmond I grew up on farmland, and still live in my family home within the ALR. Fortunately at this time, much of the surrounding land is still farmed, but not by those who have purchased the land and built mansions on them; it has been leased to local farmers to ensure the landowner receives the tax break. My constant fear is that, because of lack of Council action to prevent it, we will lose this fertile land to more gigantic houses that are built for nothing more than prestige and/or investment.

CNCL - 653

We cannot afford to lose any more viable farmland to housing. I am imploring you to implement changes to City Bylaws to limit the size of houses built on land within Richmond's ALR to a maximum of 500 m2 (5382 sqft), with a moratorium on new applications until the new house size is adopted as a bylaw.

Yours hopefully,

Jackie Brown

Sent from Mail for Windows 10

Profile of Richmond's AG1 Parcels

There are a total of 2,195 parcels in Richmond's Agriculture (AG1) zoned land. However, only 1,274 (58%) of those parcels have residential development potential, as they have frontage on an improved road allowance providing vehicular access (Figure 1).

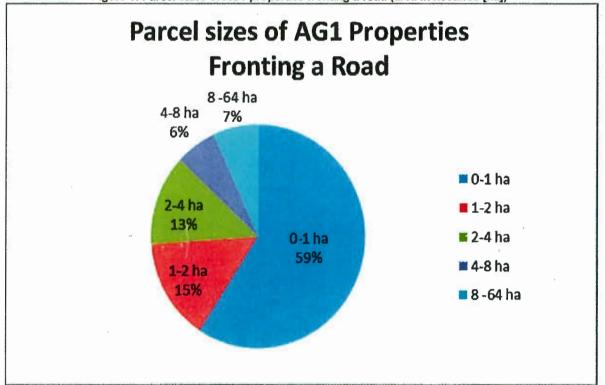


Figure 1: Parcel sizes of AG1 properties fronting a road (area in hectares [ha])

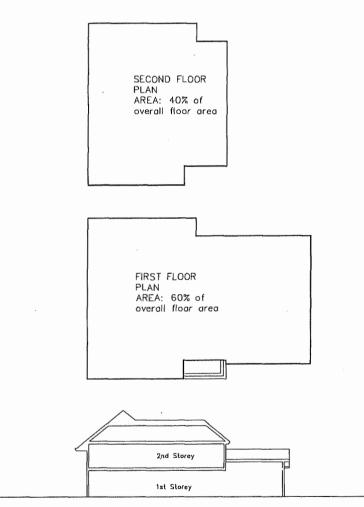
Of the 1,274 AG1 zoned parcels that have residential development potential:

- 753 (59%) are less than 1.0 ha (2.5 acres) with the following sub-sets:
 263 are less than 0.2 ha (0.5 acres)
 - \circ 259 are between 0.2 ha (0.5 acres) and 0.4 ha (1.0 acres)
 - \circ 231 are between 0.4 ha (1.0 acres) and 1.0 ha (2.5 acres)
 - 189 (15%) are between 1.0 ha (2.5 acres) and 2.0 ha (4.9 acres)
- 166 (13%) are between 2.0 ha (4.9 acres) and 4.0 ha (9.9 acres)
- 166 (13%) are greater than 4.0 ha (9.9. acres)

2 STOREY HOUSE

• FIRST STOREY: 60 % of overall floor area

SECOND STOREY: 40% of overall floor area

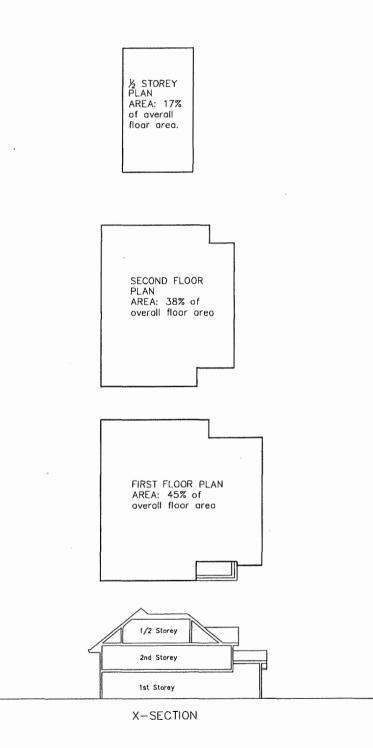


X-SECTION

21/2 STOREY HOUSE

- FIRST STOREY: 45 % of overall floor area
- SECOND STOREY: 38% of overall floor area
- 1/2 STOREY LEVEL: 17% of overall floor area

ł



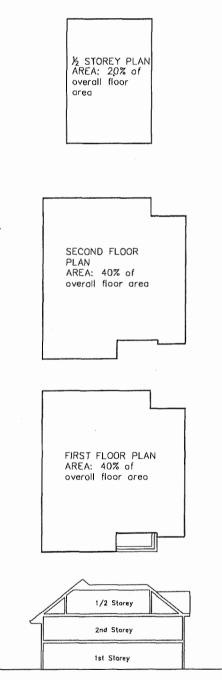
Igram meant

to demonstrate potential building massing

note: this i

21/2 STOREY HOUSE

- FIRST STOREY: 40 % of overall floor area
- SECOND STOREY: 40 % of overall floor area
- ½ STOREY LEVEL: 20 % of overall floor area



X-SECTION

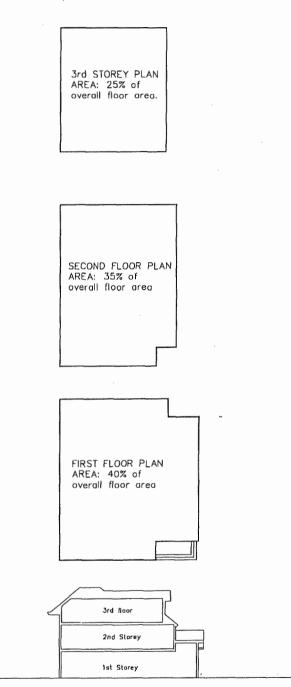
to demonstrate potential building massing

jram meant

note: this i:

3 STOREY HOUSE

- FIRST STOREY: 40 % of overall floor area
- SECOND STOREY: 35 % of overall floor area
- THIRD STOREY: 25 % of overall floor area



X-SECTION

ATTACHMENT 10

Summary of Feedback Received from the LetsTalkRichmond.ca Feedback Forms

No.	Topic	#
1	Foreign buyers tax should be applicable to farmland	120
2	Provide greater incentives for farmers (existing and new), including more tax reductions, grants and training opportunities	82
3	Agricultural Land Commission (ALC) and Agricultural Land Reserve (ALR) regulations should be strengthened, provided greater authority and enforced (including monitoring, inspections, penalties for non-compliance)	81
4	Prevent farmland speculation by applying additional taxes when properties are sold more than once within a short period of time	80
5	Require ALR land to be used for farming purposes only. For example, purchasers or operators of ALR land are required to go through an approval process to demonstrate what will be farmed and how the land will be farmed	70
6	Increase protection for those who lease farmland for farming purposes and require longer lease terms, and incentivize owners who do not farm to lease their land (i.e. tax exemptions).	42
7	Ban all foreign ownership of farmland	36
8	 Implement property tax measures to encourage farming: Increase property taxes for properties within the ALR that are not farmed (unless evidence is provided the land cannot be farmed) 	27
	 Increase the minimum farm income requirements as defined by BC Assessment to classify as a farm 	11
	 Remove the tax exemptions altogether Restructure the minimum farm income requirements as defined by BC Assessment to be proportional to the lot size to classify as a farm 	4
9	Restrict the maximum size of house permitted on farmland (City)	22
10	Prohibit and enforce illegal activity on farmland, such as hotels, casinos, air b&b, etc. (City)	13
11	Provide education on the benefits of farming and how to farm, and partner with organizations to promote farming in schools	9
12	Promote local purchasing of goods, for example support programs such as farm-to-school	9
13	Allow the farmer (or property owner) to decide how best to use their land and listen to the expertise of existing farmers	9
14	Limit the length of time a property in the ALR can go unfarmed	6
15	Do not permit the rezoning of ALR land	4
16	Reduce water rates for irrigation of farmland	4
17	Monitor and enforce the illegal dumping of materials on farmland and apply significant fines	4
18	Set a cap on the price of farmland (i.e. \$/acre) and apply a luxury tax if the sale exceeds this amount	4
19	Permit micro-farming or vertical farming and other innovative farming methods	4
	Do not permit non-farm uses on farmland (i.e. golf courses and religious institutions)	3

		T
21	Do not permit hobby farms (or remove the ability for these farms to receive tax breaks)	3
22	Regulations should focus on farmland that actually has the ability to be farmed	3
23	Apply the empty homes tax	3
24	Stop encroachment of industry on farmland (i.e. Port of Vancouver	2
25	Provide incentives for organic farming (i.e. tax exemptions and grants)	2
26	Assist farmers to expand their market to sell their products	2
27	Develop a registry of current and potential farmers and landowners to improve accessibility to farming	1
28	City should start purchasing farmland and lease to new farmers	1

,



From:	Serena Lusk General Manager, Community Services	File:	06-2345-20-GCIT1/Vol 01
Re:	Garden City Lands Project Importation Fees Revenues - Update		

Staff Recommendation

- That the Chief Administrative Officer and General Manager, Community Services be authorized to enter into soil deposit agreements with private contractors for placement of soil on the Garden City Lands (the "Lands") required for the development of the Lands, as detailed in the staff report (the "Report") titled "Garden City Lands Project Importation Fees Revenues - Update," dated April 20, 2018;
- 2. That all net revenues generated through tipping fees on the Lands be reinvested into the Lands to offset any future project related costs, as detailed in the Report; and
- 3. That staff be directed to continue implementing the soil enhancement plan, developed in consultation with the Agricultural Land Commission, for the imported soil establishing the farm at the Lands, as detailed in the Report.

evener.

Serena Lusk General Manager, Community Services (604-233-3344)

Att. 19

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department Law Community Bylaws	র ম ম	Seven.
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO

Staff Report

Origin

At the July 18, 2016, General Purposes Committee meeting, Council received the staff report titled "Garden City Lands Park Development Plan," providing Council an update of future construction and development activities on the Garden City Lands ("Lands"). Since then, the first phases of the Park Development Plan have been implemented.

To fully realize the Park Development Plan and proceed with the proposed agricultural activities, soil of the appropriate environmental quality and physical characteristics is required to be imported onto the site. The Agricultural Land Commission (ALC) has approved the placement of fill on the site, and City soil deposit permits are in place. Significant quantities of soil were sourced from providers in Richmond. This activity has represented a significant revenue stream for the City.

In 2017, approximately 21,100 cubic metres (m³) of soil was imported to create the 2.6 hectare first phase of the Farm which is leased to Kwantlen Polytechnic University (KPU), and approximately 9,900 m³ was also imported to amend the existing soil on The Rise (the elevated landscape feature at the northwest corner of the Lands). Additionally, approximately 3,800 m³ of peat was imported to enhance existing soils (Attachment 1).

In 2018, it is expected that approximately $26,000m^3$ of soil will be imported to complete the Farm area. Beyond 2018, subject to ALC approval and the sourcing of appropriate material, additional soil will be required to facilitate future agricultural activities on the site. It is expected that revenue will be generated by these activities.

At the March 5, 2018, Finance Committee meeting, the "Garden City Lands Project Tipping Fees Revenues" Report was discussed. As a result, staff received the following referrals:

That the report be referred back to staff for more information on:

(1) the remediation program and soil program going forward; and

(2) the appropriate consultant to be used.

The purpose of this report is in response to the above referrals and provide additional background information.

This report supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

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

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

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

- 7.2. Well-informed and sustainable financial decision making.
- 7.4. Strategic financial opportunities are optimized.

Analysis

Soil Importation

Rationale and Regulatory Framework

The Park Development Plan envisions the western half of the Lands for intensive agricultural production. The following two principle reasons for placing fill on the Lands are:

- 1. To mitigate the effects of the low level soil contamination found in the pre-existing soils. The project Qualified Environmental Professional (QEP), (Hemmera) has recommended placing additional soil to permit agricultural production on the site. The placement of 30 cm to 60 cm of uncontaminated soil will provide the recommended rooting volume for anticipated field crops to be grown; and
- 2. There is currently a layer of predominantly peat-based soils on the ground level on the Lands. Current best management practices in sustainable farming indicate farming peat soils is not recommended. KPU's agrologists have advised that actively farming the peat layer will accelerate the decomposition of the peat releasing the carbon currently sequestered by the peat. With the placement of soil over existing peat, the peat's decomposition process will be greatly diminished. This capping soil material will prevent the release of the peat's carbon.

Placing soil material over the existing soils on the Lands proceeded for the aforementioned reasons. Imported material placed on the Lands in 2017 was either:

- 1. Soil to establish the Farm as per ALC Decision 56199 (Attachment 2) or amend the soil in place on The Rise; or
- 2. Peat as a soil amendment (an ALC permitted agriculture-related activity; no ALC approval required).

Soil Placement Inspection

At the March 5, 2018 General Purposes Committee Meeting City staff stated that McTavish Resource and Management Consultants (McTavish) were engaged from the beginning of the soil placement activities on the Garden City Lands. In fact, soil was placed on The Rise in May and in June of 2017 and placement of the soil for the Farm commenced on June 26, 2017. McTavish **CNCL - 664** was not engaged until early July 2017 to provide soil management oversight; their first site visit to the Farm was on July 5, 2017.

McTavish has a longstanding working relationship with the City of Richmond, providing soil and agricultural technical support for all Non-Farm Use fill applications made to the City of Richmond since 2015. McTavish has been involved in the development of agricultural and drainage plans for high-profile projects such as the Mylora Lands and the Ling Yen Mountain Temple. As professional agrologists and soil scientists, McTavish is qualified to support the City's agricultural plans and activities and has an excellent reputation in the industry and extensive experience. McTavish has also been retained by the ALC to provide senior agrologist support on contentious projects and legal issues.

To ensure impartiality and quality of work, the City has requested that McTavish has a qualified, third party professional review their work prior to key submissions to the ALC.

Staff has confidence McTavish is able to provide professional, impartial and scientifically sound consulting services, appropriate for this complex project.

Soil Management

The soil imported to the Lands in 2017 was sourced from Richmond locations only. Soil placed at the Farm and The Rise was sourced from Sea Island (YVR- Vancouver Airport Authority projects) and peat imported for soil amendment was provided by a local contractor working on several properties located in the ALR. A process which included documentation and testing was undertaken prior to soil importation. However, soil quality concerns were raised by the ALC shortly after placement. Subsequent communication and discussions resulted in a soil amendment plan which has been approved by the ALC and will be implemented this spring.

Moving forward, soil conforming to the specifications and protocols documented in the Source Soil Management letter, dated December 17, 2017 (Attachment 3), will be placed on the Lands. Soil for the Lands would be sourced from approved development projects, including single- and multi-family residential properties. Viable source sites would be primarily located in Richmond but may also include the UBC Endowment Lands, Delta, and Surrey.

Owners or contractors of the source soil will be required to provide documentation, including a Phase 1 Environmental Assessment to evaluate soil suitability. Prior to the soil being imported, there will also be further analytical testing of imported soils to ensure that the ALC Guidelines for soil and the BC Contaminated Sites Regulation (BC CSR) – Schedule 3.1, Column 4 standards for Agricultural Lands are met and soil source site(s) will be inspected to confirm the absence of invasive species prior to importation of soil onto the Lands.

Attachment 4 includes a timeline and supporting documentation, outlining key milestones during the process of importing soil to the Lands to establish the Farm.

April 20, 2018

Soil Amendment Plan

In spring, 2018, the City will amend the current imported soil at the Farm site. This plan was developed in consultation with McTavish and approved by the ALC (Attachment 17). The materials to be imported are:

- Premium Class A Compost;
- Imported Peat (screened on site); and
- Chicken Manure from a Certified Organic source.

Once placed onto the soil, these enhancements will be tilled into the soil. The result will be a positive impact on the soil's organic matter content and nutrient composition. Once completed, the soil will be tested and the results will be shared with the ALC.

A soil percolation test was conducted on the existing Farm soil on March 20, 2018 (Attachment 19). The soil's infiltration rate was characterized as "moderately-rapid". This result is consistent with rates for sandy-loam soil types which is the predominant soil type on the Farm site. The infiltration rate is expected to improve with the addition of the aforementioned soil amendments.

The City is confident that with the implementation of the Soil Amendment Plan, the amended soil placed on the Farm site will fully meet the standard for "good" soil (Attachment 10 and 18). The approximate cost to implement the Soil Amendment Plan is \$75,000.

KPU will begin farming the soil upon receiving the lab results for the soil's improved qualities. The soil's improved quality will be maintained by KPU's sustainable farming best management practices, including the ongoing addition of compost, manure, and planting cover crops.

Soil Revenue

Locations for the placement of soil (or 'fill sites') are in demand within the region by the construction and development industry. A typical fill site operator charges a tipping fee (charged on a per dump truck or cubic metre basis) to deposit soil at a site. The Lands are a desirable soil deposit site. Suppliers are required to meet the City's specific technical requirements, the conditions of the ALC approval to place soil, and to pay the proposed rates. Additionally, these best management practices will be followed:

- The City charges a tipping fee to ensure compliance with the Community Charter's provisions on not providing assistance to a business; and
- City staff consults with industry representatives to ensure the fees reflect current market rates and are within an acceptable range.

April 20, 2018

Rates are reviewed every six (6) months. The City charged the following rates in 2017 on a per load basis:

- 1. Soil:
 - \$100 per Tandem Dump Truck (approx. vol.: 7 cubic metre); and
 - \$125 per Tri-Tandem Dump Truck (approx. vol.: 12 cubic metres).
- 2. Peat:
 - \$85 per Tandem Dump Truck.

The tipping fees collected by the City in 2017 were determined by assessing the current market rates at that time through discussions with contractors who specialize in fill deposit projects. Tipping fees may fluctuate year-to-year, and as such, City staff will consult with industry representatives throughout the Lower Mainland and Fraser Valley to ensure the fees collected reflect current market rates, within an acceptable range.

Rates were last reviewed in February 2018. Based on this review, tipping fees rates are anticipated to increase. Staff will ensure contracts include a provision, allowing for an annual adjustment, if required.

Next Steps

To fully realize the site's entire agricultural capacity and address the recommendations of the QEP, significant volumes of soil will need to be imported onto the Lands (Attachment 1). The remaining areas requiring soil are:

- 1. The Farm: 5.4 hectares; and
- 2. The "South Farm": 9.5 hectares.

As a soil deposit site, the Lands project generated in excess of \$450,000 in revenues from the importation of soil in 2017. Anticipated revenues from the proposed 2018 fill activities on the Farm site could be in the range of \$350,000 to \$450,000. The potential gross revenues from the proposed activity on the southern half of the Lands could be in the range of \$900,000 to \$1,200,000. Soil placement for the southern portion of the Lands would only be able to proceed once ALC approval is secured.

Future revenue could be utilized to offset future project-related costs not eligible under the Development Cost Charge (DCC) program. With Council's direction, staff request that all net revenue generated through activities at the Lands be reinvested back into the Garden City Lands project to fund non-DCC eligible works including parking lots and farm-related structures such as a barn.

If required, revenue could also be utilized to purchase the top soil and soil amendments for the Farm fields. The estimated cost to purchase top soil to establish the remaining 5.4 hectare Farm from commercial soil operators is approximately between \$650,000 to \$970,000.

April 20, 2018

Financial Impact

Net revenue generated at the Lands will be used to support future Lands capital projects which will be included in the annual budget process.

Conclusion

With the importation of soil, the Lands will generate significant alternative revenues for the City. Revenues could be utilized to offset non-DCC eligible works, as well as the importation of top soil and other soil amendments for the Farm. With Council's direction, staff will contract suppliers to facilitate the supply of soil to establish areas for future agriculture production. Whenever possible, staff will endeavor to source Richmond soil for use on the Lands.

Alexander Kurnicki Research Planner 2 (604-276-4099)

- Att. 1: Garden City Lands Soil Fill Areas Plan
- Att. 2: ALC Letter re: Application to Conduct a Non-Farm Use in the Agricultural Land Reserve (ALR), dated June 12, 2017
- Att. 3: McTavish Letter re: Source Soil Management, dated December 19, 2017
- Att. 4: Timeline of Key Milestone for Soil Placement Activities on the Garden City Lands
- Att. 5: Report to Parks, Recreation & Cultural Services Committee: Garden City Lands April 2017 Update
- Att. 6: McTavish Report re: Fill Site Inspections for ALC Approval 56199 Garden City Lands, dated July 12, 2017
- Att. 7: McTavish Report re: Phase 1 Closure Report ALC Approval 56199 GCL Richmond, dated July 18, 2017
- Att. 8: ALC Letter re: Authorization to Proceed To Phase 2, dated July 20, 2017
- Att. 9: McTavish Report re: Fill Site Inspections for ALC Approval 56199 Garden City Lands, Phase 2, dated August 10, 2017
- Att. 10: ACL Email Correspondence with City of Richmond re: ALC File 56199: Garden City Lands Inspection August 9, dated August 29, 2017
- Att. 11: McTavish Report re: Soil Quality Investigation Garden City Lands, Richmond BC ALC Approval #56199, dated September 15, 2017
- Att. 12: McTavish Letter re: Organic Matter Volume Calculations for Garden City, dated September 19, 2017
- Att. 13: KPU Report re: Potential to Reduce Greenhouse Gas Emissions Associated with Conversion of Garden City Lands Peatland to Farmland
- Att. 14: KPU Letter re: Garden City Lands Soil, to City of Richmond Parks, Recreation and Cultural Services Committee, dated September 27, 2017

CNCL - 668

Att. 15: McTavish Letter re: Garden City Lands Fill Project ALC Request, dated October 11, 2017

- 8 -

- Att. 16: ALC Email Correspondence with City of Richmond re: 56199 Garden City Lands Fill Project - Moving Forward, dated October 12, 2017
- Att. 17: McTavish Memo Re: Source Soil Management, dated March 12, 2018
- Att. 18: McTavish Letter re: Garden City Lands Spring Soil Management Plan, dated December 19, 2017
- Att. 19: McTavish Report re: Percolation Testing Garden City Farm Development Richmond BC, dated March 25, 2018

Garden City Lands Soil Fill Areas Plan



Garden City Lands: Park Development Plan



Agricultural Land Commission 133–4940 Canada Way Burnaby, British Columbia V5G 4K6 Tel: 604 660-7000 Fax: 604 660-7033 www.elc.gov.bc.ca

June 12, 2017

ALC File: 56199 Your File: 06-2345-20-GCITI/Vol 01

City of Richmond 5599 Lynas Lane Richmond, BC V7C 5B2

Attn: Alex Kurnicki

Re: Application to Conduct a Non-Farm Use in the Agricultural Land Reserve (ALR)

Please find attached the Reasons for Decision of the South Coast Panel (Resolution #158/2017) as it relates to the above noted application. A sketch plan depicting the decision is also attached. As agent, it is your responsibility to notify the applicant accordingly.

Reconsideration of a Decision as Directed by the ALC Chair

Please note that pursuant to <u>s. 33.1 of the *Agricultural Land Commission Act*</u>, the Chair may direct the Executive Committee to reconsider any panel decision if, within 60 days from the date of this decision, he considers that the decision may not fulfill the purposes of the commission as set out in s. 6, or does not adequately take into consideration s. 4.3.

You will be notified in writing if the Executive Committee is directed to reconsider your decision. The Commission advises you to take this 60 day périod into consideration prior to proceeding with any actions upon this decision.

Reconsideration of a Decision by an Affected Person

We draw your attention to <u>s. 33(1) of the *Agricultural Land Commission Act*</u> which provides a person affected the opportunity to submit a request for reconsideration.

- 33(1) On the written request of a person affected or on the commission's own initiative, the commission may reconsider a decision of the commission under this Act and may confirm, reverse or vary it if the commission determines that:
 - (a) evidence not available at the time of the original decision has become available,
 - (b) all or part of the original decision was based on evidence that was in error or was false.

For further clarity, s. 33.1 and s. 33(1) are separate and independent sections of the *Agricultural Land Commission Act*.

Further correspondence with respect to this application is to be directed to Shawna Wilson at (Shawna.Mary.Wilson@gov.bc.ca).

Page 2 of 2

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

~

Shawra Wilson

Shawna Wilson, Land Use Planner

Enclosures: Reasons for Decision (Resolution #158/2017) Sketch Plan Schedule A - Quality Control Procedure for Garden City Lands Soil Import

56199d1



AGRICULTURAL LAND COMMISSION FILE 56199

REASONS FOR DECISION OF THE SOUTH COAST PANEL

Application submitted pursuant to s. 20(3) of the Agricultural Land Commission Act

Applicant:

City of Richmond (the "Applicant")

Agent:

Alex Kurnicki (the "Agent")

Application before the South Coast Regional Panel: William Zylmans, Panel Chair Sam Wind Satwinder Bains



THE APPLICATION

[1] The legal description of the properties involved in the application are:

Property 1

Parcel Identifier: 024-741-418

Section 3 Block 4 North Range 6 West New Westminster District Except: Firstly: Plan with Fee 5758F, Secondly: Plan with Fee 5759F, Thirdly: Part Subdivided by Plan 24067, Fourthly: Parcel D (Bylaw Plan 50488), Fifthly: Part Dedicated Road on Plan LMP43167, Sixthly: 1.84 Acres Filing 16918, Seventhly: Parcel F (Bylaw Plan LMP24326), Eighthly: Parcel C (Bylaw Plan 73626) Area: 55.2 ha Civic Address: 5555 No. 4 Road, Richmond, BC

Property 2

Parcel Identifier: 009-299-564 Lot 1 Section 3 Block 4 North Range 6 West New Westminster District Plan 24067 Area: 3.3 ha in area (1.3 ha in the ALR) Civic Address: 5040 Garden City Road, Richmond, BC

Property 3

Parcel Identifier: 003-682-285 Parcel "D" (Bylaw Plan 50488) Section 3 Block 4 North Range 6 West New Westminster District Area: 0.9 ha Civic Address: 9111 Westminster Hwy, Richmond, BC

(collectively the "Properties")

[2] The Properties are located within a designated agricultural land reserve ("ALR") as defined in s. 1 of the *Agricultural Land Commission Act* (the "*ALCA*").



- [3] The Properties are located within Zone 1 as defined in s. 4.2 of the ALCA.
- [4] Pursuant to s. 20(3) of the ALCA, the Applicants are applying to place 48,000 m³ of fill over an 8 ha portion of the Properties for the purpose of establishing a farm to be operated by the Kwantlen Polytechnic University Sustainable Food Systems program (the "Proposal"). The Proposal along with supporting documentation is collectively the application (the "Application").

RELEVANT STATUTORY PROVISIONS

[5] The Application was made pursuant to s. 20(3) of the ALCA:

20(3) An owner of agricultural land or a person with a right of entry to agricultural land granted by any of the following may apply to the commission for permission for a non-farm use of agricultural land.

- [6] The Panel considered the Application within the context of s. 6 of the *ALCA*. The purposes of the Agricultural Land Commission (the "Commission") set out in s. 6 are as follows:
 - 6 The following are the purposes of the commission:
 - (a) to preserve agricultural land;
 - (b) to encourage farming on agricultural land in collaboration with other communities of interest; and
 - (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.

EVIDENTIARY RECORD BEFORE THE PANEL

[7] The Panel considered the following evidence:



- 1. The Application
- 2. Local government documents
- 3. Previous application history
- 4. ALR context map and satellite imagery
- City of Richmond Garden City Lands Biophysical Inventory and Analysis report, prepared by Diamond Head Consulting Ltd, dated July 24, 2013 (the "Diamond Head Report")
- 6. Human Health and Ecological Risk Assessment, prepared by Hemmera Envirochem Inc., dated January 2017 (the "Hemmera Report").

All documentation noted above was disclosed to the Agent in advance of this decision.

- [8] At its meeting of June 9, 2014, the City of Richmond resolved that the Garden City Lands Legacy Landscape Plan and staff report titled "Garden City Lands Legacy Landscape Plan," dated May 5, 2014, be endorsed.
- [9] The Panel reviewed 6 previous applications involving the Properties:

Application ID: 22195 Legacy File: 15279 (Progressive Contracting, 1982)	To deposit 22,000 m3 of subsoil over portions of the Properties to construct a road. The Commission noted that deposition of any fill material would substantially reduce the agricultural potential of the property. The application was refused by Resolution #1616/1982.
Application ID: 35442 Legacy File: 14777 (Township of Richmond, 1982)	To develop a fill site on portions of the Properties. The Commission noted that deposition of fill on this area would substantially reduce its agricultural potential. The application was refused by Resolution #1336/1982.
Application ID: 40357 Legacy File: 19261 (Township of Richmond, 1985)	To establish and construct a road along the northern boundary of Property 1 and 2 to form a municipal connector road for the Annacis Island crossing. The

CNCL - 676



Agricultural Land Commission Decision, ALC File 56199

application was approved by ALC Resolution #756/1985.

Application ID: 21907 Legacy File: 22303 (F.W. Scales Trucking Ltd., 1988)	To deposit soil for the purposes of constructing a 2 m high berm along Alderbridge Road between Garden City Road and No. 4 Road on Property 2. The application was approved by ALC Resolution #570/1988.
Application ID: 42622 Legacy File: 36435 (Canada Lands Company, 2006)	To exclude Property 1 (55.2 ha) from the ALR to facilitate development of a trade and exhibition centre, urban residential and mixed-use development, and major City of Richmond park facilities. The Commission found that the proposal was inconsistent with the preservation of agricultural land and that a convincing community need argument had not been made that would justify the Commission considering the exclusion of prime agricultural land from the ALR. The application was refused by Resolution #431/2006.
Application ID: 44962 Legacy File: 38099 (City of Richmond, 2009)	To exclude Property 1 (55.2 ha) from the ALR. The Commission concluded that the property is comprised of lands with agricultural potential, that the property is suitable for agricultural use, and that the proposal was inconsistent with the objective of the <i>ALCA</i> to preserve agricultural land. The application was refused by Resolution #19/2009.
Application ID: 55588 (City of Richmond, 2017)	To construct and operate a non-farm use on the Properties comprising 1.9 ha of recreational trails for pedestrians and cyclists. The application was approved by Resolution #1/2017.



FINDINGS

[10] The Properties were not classified by the Canada Land Inventory or British Columbia Land Inventory; however, the Panel reviewed the Diamond Head Report which states the following with respect to agricultural capability:

Although the site was not previously included in the provincial agricultural capability mapping, interpolating these ratings is possible based on results from adjacent sites and previous assessments by the Agricultural Land Commission.

Soils on site were assessed to be Organic Class 3 (O2 improved) and Organic Class 4 (O3 improved) based on limitations relating to acidity, drainage, and the presence of deep layers of organic matter. These ratings are in alignment with assessed ratings provided by the Agricultural Land Commission in 2009 [(reference Agricultural Land Commission, 2009. Exclusion application – Garden City Lands, ALC File #O-38099. Decision, February 12, 2009)].

The Diamond Head Report reaffirms previous agricultural capability assessments by the ALC. The Panel finds that the Properties have prime agricultural capability and that they are appropriately designated within the ALR.

[11] The Application states that the 48,000 m³ of proposed fill will be placed over 8 ha of the Properties to a maximum depth of 0.6 m. The estimated duration of the Proposal is 18 months and the Applicant intends to phase the placement of fill, starting with a 2 ha area which will be developed into a market garden. The Applicant submits that the Proposal will *"manage existing low-level contaminated sub-surface soils currently in place"* and that the proposed fill *"will establish a safe growing medium appropriate for food production"* as per the Hemmera Report. The Panel reviewed the Hemmera Report and finds that the establishment of a safe growing medium would assist with bringing the Properties into agricultural production.



[12] The Application outlines a Quality Control Procedure for the Proposal area that specifies monitoring and processing of the proposed fill, requirements as to sourcing, and soil texture requirements based on the hydrological characteristics of the Proposal site. The Panel finds that implementation of the Applicant's Quality Control Procedure as outlined would ensure that the proposed fill would not decrease the agricultural capability of the Properties, nor negatively impact the site's drainage. As such, the Panel is amenable to the Proposal, provided that the implementation is staged in order to allow for appropriate monitoring and oversight by the Commission.

DECISION

- [13] For the reasons given above, the Panel approves the Proposal to place 48,000 m³ of fill over an 8 ha portion of the Properties for the purpose of establishing a farm to be operated by the Kwantlen Polytechnic University Sustainable Food Systems program.
- [14] The Proposal is approved subject to the following conditions:

Fill Placement and Fill Material

- All fill placement activities must be conducted in substantial compliance with the information submitted with the Application, the Applicant's Quality Control Procedure (Schedule A), and the conditions set out in this decision;
- b) fill placement activities are restricted to the 8 ha area shown in the Sketch Plan attached to this decision. The total volume of material is limited to 48,000 m³;
- c) the qualified registered professional is responsible for conducting regular site visits to ensure that fill related activities are in substantial compliance with the decision;
- d) the qualified registered professional is responsible for reviewing all fill source locations to ensure that the fill is of suitable quality and meets the standards set out in the

CNCL - 679



Contaminate Sites Regulation Schedule 7 for soil relocation to agricultural land (Column III);

- e) A designated environmental monitor must be onsite at all times when fill is brought onto the Properties to inspect and approve each truck load and to reject any fill material containing construction and demolition debris, contaminants, heavy clay and boulders (>25cm in diameter);
- f) The designated environmental monitor is responsible for maintaining trucking records for each load of fill brought onto the Properties. The trucking records must indicate the truck operator (name and business license), date and time of fill, volume of fill, description of fill, and the source location. These records must be provided to the qualified registered professional for inclusion into their status reports to the Commission;
- g) approval to place fill is granted for the sole benefit of the Applicant and is nontransferable without the written approval of the Commission;
- h) unauthorized fill material must not be placed on the Properties, this includes fill containing construction and demolition debris (including concrete and wood waste), contaminants, clay, and boulders (>25 cm diameter);

Invasive Plant Species Control

i) appropriate invasive plant species control measures must be practiced on all disturbed areas;

Irrevocable Letter of Credit (ILOC)

j) to ensure the successful implementation of the Proposal, a financial security in the form of an ILOC in the amount of \$160,000 must be made payable to the Minister of Finance c/o the Agricultural Land Commission. The ILOC is to ensure the Proposal is conducted in accordance with the information submitted with the Application and the conditions of this decision. For greater clarity, some or all of the ILOC will be accessible to, and used

CNCL - 680



by, the Commission upon the failure of the operator to comply with any or all aspects of the conditions of approval contained herein;

Qualified Registered Professional

- k) the project must be overseen by a qualified registered professional, with specific knowledge of soils and drainage;
- the qualified registered professional is responsible for ensuring that all required reports and documentation are provided to the Commission;
- m) if the required reports are not provided to the Commission in a timely manner and as per the schedules indicated in conditions "q" and "t", the qualified registered professional must immediately notify the Commission indicating why. If the qualified registered professional fails to notify the Commission in a timely manner, a stop work order will be issued;

Decision Term

- n) the fill project must be implemented in a phased approach, consisting of two (2) distinct phases as per the attached Sketch Plan;
- o) the fill project must be completed within three (3) years from the date of release of this decision. This approval expires on June 12, 2020;
- p) should an extension of time beyond June 12, 2020 be required to complete the project, a request must be submitted to the Commission in writing prior to April 13, 2020. Any such request must include a status report that includes details of the project, the reason for the extension request, and photos of the site. Failure to submit a request by April 13, 2020 may require the submission of a new application to the Commission;



Decision Term - Phase 1

- q) within 60 calendar days from release of this decision or prior to the implementation of Phase 1 (whichever occurs first), the qualified registered professional must submit for the Commission's review and approval:
 - a Project Schedule outlining the projected implementation start and end dates of Phase 1;
 - ii. a schedule for quarterly Monitoring Reports that is in alignment with the Project Schedule as per condition "q(i)" above. The Monitoring Reports must update the Commission on the progress of the fill project. The first Monitoring Report is due three weeks after filling for Phase 1 commences; The Monitoring Reports must include the following:
 - i. confirmation that operations are in compliance with the Reclamation Plan and terms and conditions set by the Commission;
 - evidence that fill quality meets the conditions outlined herein (supported by photographs, site and soils field data);
 - iii. a record of fill volume and fill source locations;
 - iv. confirmation that no contaminated materials have been brought onto the site (i.e. Phase 1 Environmental Site Assessment reports from fill source locations). The Commission may request soil samples be sent to laboratories for analysis or may collect samples for analysis. A monitoring fee will be charged to the Applicant as per the fee outlined in the Regulation, Section 33.1 (1);
 - v. any additional information requested by the Commission;
- r) upon completion of Phase 1, the Commission will conduct a site inspection of the Property. Phase 1 must be completed to the satisfaction of the Commission prior to the implementation of Phase 2;



Decision Term - Phase 2

- s) Phase 2 shall not be implemented without written authorization confirming that Phase 1 has been completed to the satisfaction of the Commission;
- t) within 30 calendar days from receipt of written authorization confirming that Phase 1 has been completed to the satisfaction of the Commission, the qualified registered professional must submit for the Commission's review and approval:
 - a Project Schedule outlining the projected implementation start and end dates of Phase 2;
 - ii. a schedule for quarterly Monitoring Reports that is in alignment with the Project Schedule as per condition "t(i)" above.

Closure Report

- u) no later than 3 months following the completion of fill activities, the qualified registered professional must submit a Closure Report for the Commission's review and approval:
 - i. evidence that the entire fill placement project has been completed in accordance with the conditions outlined herein;
 - ii. confirmation of the post-fill agricultural capability and evidence that the filling activities have improved the agricultural capability/suitability of the site to Class 2 or better. This should be supported by detailed soil test pits, site information, and photographs;
 - iii. a soil fertility analysis of the upper 30 cm of the soil profile;
 - an overview of post-fill site drainage including any new drainage infrastructure. A site visit to assess drainage should be conducted after a heavy, sustained rainfall event;
 - v. final cross section profiles of the fill project area showing final contours, and depth and volumes of imported fill; and,
 - vi. outstanding issues and recommended remedial actions.



- [15] This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.
- [16] These are the unanimous reasons of the South Coast Panel of the Agricultural Land Commission.
- [17] A decision of the Panel is a decision of the Commission pursuant to s. 11.1(5) of the *Agricultural Land Commission Act*.
- [18] This decision is recorded as Resolution #158/2017 and is released on June 12, 2017.

CERTIFICATION OF DECISION

a) f. jy

William Zylmans, Panel Chair, on behalf of the South Coast Panel



CNCL - 685



AGRICULTURAL LAND COMMISSION FILE 56199

SCHEDULE A

Documentation as provided by the Applicant

Quality Control Procedure for Garden City Lands Soil Import

- 1. Potential sites will be identified and the above information will be requested from the site owner by the project coordinator.
- 2. The project coordinator will provide the City of Richmond and KPU with environmental reports and soil characteristics for the potential source site.
- 3. The City of Richmond and KPU will review the information and determine if further information and/or a site visit is required.
- 4. Potential site will be accepted or rejected by KPU and City of Richmond and this will be communicated to the project coordinator.
- 5. If the site is accepted, the soil will be delivered to the Garden City Lands (GCL).
- 6. On-site processing:
 - a. Any delivery will be inspected by the on-site manager to ensure that it meets criteria agreed upon. Loads not meeting criteria will be turned away.
 - b. Accepted loads will be directed to the appropriate location and deposited on site
 - c. The source and location on site that the load was dumped will be recorded.
 - d. If necessary, the soil will be mixed with organic material on site either through a mixing process or through tillage in the field.
 - e. If necessary, the soil may need to be 'raked' in the field to remove any larger stumps or wood material that will not be tolerated by the agricultural equipment.
 - f. Soil will be spread and leveled in the field.

Soil Criteria

Source Site Requirements

- 1. All soils must meet the environmental standards articulated in the <u>Canadian Council</u> of <u>Ministers of the Environment Soil Quality Standard</u> for agricultural use.
- 2. As much as possible, the soil should be free from noxious weeds.
- 3. Material should not contain stones larger than 12" or large woody material (ie. roots or stumps larger than 4" in diameter and/or 4' in length)
- 4. Potential source sites must provide:
 - a. Environmental report articulating the site history, including all previous uses;
 - b. Texture analysis of the soil to be used;
 - c. If applicable, testing for potential contaminants. (Sites that have not had any previous use that would suggest contamination may not require testing for contaminants).

Soil Texture Requirements

Soil texture criteria have been defined to ensure that the imported soil will be well suited to the production of agricultural crops. These criteria have also taken into account the attributes of the Garden City Lands site.

Required soil characteristics:

- Soil will be place on top of a predominantly organic soil and consideration must be given to the transition between the soil cap and native soil.
- Hydrological characteristics of the site will require well-draining soil
- Criteria are flexible to accommodate the need for multiple source sites due to the large volume of soil required.

Soil Texture Criteria required to meet the above characteristics:

- Organic content: 2-20%
- clay content of the soil: below 20 %
- Sand content: above 20% (This rules out soils that will cause mixing problem ie. 20% clay and 80% silt)

Figure 1 is a diagram of a typical soil texture triangle with the shaded area indicating the soil KPU desires to place at the Garden City Lands based on the above Soil Texture Criteria and the % combinations of soil separates that is acceptable (not including organic matter).

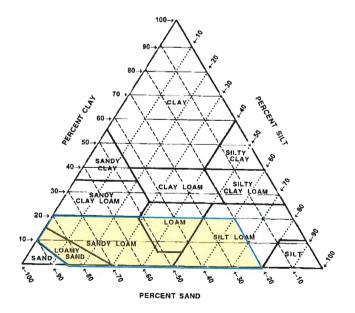


Figure 1. Soil textures acceptable for placement at the Garden City Lands highlighted in yellow



То:	Mayor and Councillors	Date:	April 24, 2018
From:	Ted G. deCrom Manager, Parks Operations	File:	11-7200-01/2018-Vol 01
Re:	Mitchell Island Park Closure for Pier Repair		

The purpose of this memo is to inform Mayor and Councillors of the temporary closure of the Mitchell Island Park to allow for required pier repairs within the Park.

The City-owned pier, a wooden structure located within Mitchell Island Park, has a Hydro tower on it which is owned by Richmond Steel Recyclers and has a right-of-way agreement with BC Hydro for the BC Hydro overhead high voltage transmission lines. The hydro lines cross the Fraser River from Vancouver and run from the pier tower over the Mitchell Island Park and towards Richmond Steel Recyclers exclusively.

The pier requires one of its four hinged bearing rocker²s (pier legs) to be realigned back to plumb to assure structural stability. Richmond Steel Recyclers through an agreement with the City has contracted Hymac Industries Ltd. to make the interim repairs. This work will bring -the rocker bearings back into plumb condition to facilitate thermal movement of the pier and reduce the horizontal thrust being placed on the pier. The planned date for this work is May 4 and& 5, 2018, weather permitting. As a precautionary measure, the park will be fenced off and closed to the public during this time.

If you have any questions or require further information, please feel free to contact me directly at 604-244-1210.

Ted G. deCrom Manager, Parks Operations

pc: SMT Ted Townsend, Director, Corporate Communications and Marketing



CNCL - 689

ł

ATTACHMENT 3



#300 – 15300 Croydon Drive Surrey BC V3S 0Z5

Date: December 19, 2017

Attn: Alex Kurnicki

From: Bruce McTavish

Re: Source Soil Management

This memo outlines the steps to takeplace when soil is sourced for transport and deposit at the Garden City project.

The soil for the Garden City must adhere to the ALC guidelines for soil and the BC Contaminated Site Regulations (BCCSR) – Schedule 4 for Agricultural Lands.

The owner or contractor of the source soil will need to provide a Phase 1 Environmental Assessment.

When a source of soil has been identified, the following steps will be taken:

- On behalf of the City of Richmond, an Agrologist with expertise in soil science and soil handling will review available documentation including a Phase I Site Investigation (environmental assessment) report for the site from which the soil originates.
- 2) The Agrologist must visit the source site and evaluate the soil for suitability as fill on the Garden City lands, and report on whether and how conditions of the ALC for soil will be met. This evaluation starts with on site visual observations of the site and the soil. Based on the observations and review the Agrologist can:
 - a. Reject the soil
 - b. Approve the soil and then
 - c. Proceed with a soil investigation program, including sampling and sample analysis.
 - d. Ensure that soil meets the KPU specification attached to ALC decision 56119
- 3) The Agrologist must prepare a protocol for the soil handling before transportation of the soil to the Garden City Lands. The protocol will be site specific and include:
 - a. Supervision of soil handling
 - b. Separation and set aside of topsoil
 - c. Separate transport of topsoil and other soil to the Garden City property
 - d. Placement of soil and topsoil to mimic the original profile, and
 - e. Monitoring of stoniness
 - f. Monitoring of non-soil inclusions such as asphalt and concrete and procedures for removal of such items.

#300 – 15300 Croydon Drive Surrey BC V3S 0Z5

The Agrologist may recommend that screening of the soil to remove inclusions takes place before transport of the soil to the Garden City property.

Bun M'W

Bruce McTavish MSc MBA PAg RPBio Senior Agrologist



Timeline of Key Milestones for Soil Placement Activities on the Garden City Lands

Date	Subject	Activity	Att.#		
April 25, 2017	Staff Report	Staff report providing project update and notification of intent to import soil to the Farm site.			
May-June, 2017	Soil Placement	Soil amendment placed on The Rise (ALC approval not required).	n/a		
June 12, 2017	ALC Decision 56199	ALC Decision permitting the placement of 48,000m ³ of imported soil to the Farm site	2		
June 26, 2017	Soil Placement	Soil importation began on the Farm site. City of Richmond Soil Deposit Permit No. 61974 was issued for the placement of soil on The Rise and the Farm and the importation of peat as soil amendment.	n/a		
Early July, 2017	QEP engaged	McTavish provided oversight of soil activities.	n/a		
July 12, 2017	Technical Report	Soil Inspection Report submitted to ALC.	6		
July 18, 2017	Soil Report	Phase 1 Soil Closure Report submitted to ALC.	7		
July 20, 2017	ALC Correspondence	ALC directed City to proceed with Phase 2 soil placement on Farm Fields.	8		
August 9, 2017	South Coast Panel Site Visit	South Coast Panel inspected Farm Field with ALC, City staff, and McTavish.	n/a		
August 10, 2017	Technical Report	Soil Inspection Report submitted to ALC.	9		
August 29, 2017	ALC Correspondence	Follow up to South Coast Panel site visit: ALC directed City to address soil quality concerns.	10		
September 15, 2017	Soil Report	Soil was tested; results summarized in Soil Quality Report submitted to ALC for review.	11		
September 19, 2017	Technical Letter	Letter by McTavish for volume of organic matter required to amend Farm soil sent to ALC	12		
September 2017	KPU Report	Greenhouse gas sequestration report supporting placement of soil over peat-based subgrade.	13		
September 27, 2017	KPU Letter	KPU letter to City of Richmond Parks, Recreation and Cultural Services Committee, dated September 27, 2017, supporting soil placed for Farm.	14		

Attachment 4

Date	Subject	Activity				
October 5, 2017	Meeting with ALC	City met with South Coast Panel and ALC staff to discuss soil quality concerns, and discuss implementation of Soil Amendment Plan.	n/a			
October 11, 2017	Technical Letter	Interim Farm Soil Amendment Plan to ALC.	15			
October 12, 2017	ALC Correspondence	ALC Approved Farm interim Soil Amendment Plan.	16			
Mid October, 2017	Farm Field Amendments	Cover crop seeded and peat stockpiled on Farm as first phase of Soil Amendment Plan.	n/a			
December 19, 2017	Soil Amendment and Importation Plans	Final Farm Soil Importation plan and Soil Improvement Plan was sent to ALC.	17, 18			
March 25, 2018	Soil Percolation Test Conducted	Farm soil classified with drainage characteristics consistent with a sandy-loam soil (moderately-high).	19			



Report to Committee

Staff Recommendation

- 1. That the staff report titled "Garden City Lands April 2017 Update," dated April 5, 2017, from the Senior Manager, Parks be received for information; and
- 2. That a copy of this report be forwarded to Kwantlen Polytechnic University, stakeholder groups and be posted on the City's website.

for Mike Redpath Senior Manager, Parks (604-247-4942)

Att. 3

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

Staff Report

Origin

In July 2016, Council was provided a staff report titled "Garden City Lands Park Development Plan," dated June 30, 2016, detailing future construction and development of the Garden City Lands. The purpose of this report is to provide information on the ongoing implementation of the Garden City Lands Park Development Plan (Attachment 1) and recent construction associated with the first phase of the Garden City Lands.

This report supports Council's 2014-2018 Term Goal 2: A Vibrant, Active and Connected City:

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

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

Findings of Fact

The City-owned Garden City Lands are approximately 55.2 hectares (136.5 acres), located on the eastern edge of Richmond City Centre. The Garden City Lands is one of Richmond's newest parks and has a unique combination of agricultural and ecological functions resulting in what will be a singular park in Metro Vancouver. While the Garden City Lands is designated a city-wide park, because it is inherently embedded in a high-density neighbourhood, it will serve as an important recreational destination to the local community. Several existing and planned greenway and pedestrian connections will also make this park a destination for many visitors city-wide and throughout Metro Vancouver.

In 2014, Council approved the Garden City Lands Legacy Landscape Plan as a framework for the future detailed planning and development of the Garden City Lands. In July, 2016, the Garden City Water and Ecological Resource Management Strategy and the Garden City Lands Park Development Plan were presented to Council.

The Water and Ecological Resource Management Strategy provides a number of ecological and hydrological management considerations to guide the implementation of the Park Development Plan. The Park Development Plan is a synthesis of the Legacy Landscape Plan, the science-based recommendations from the Water and Ecological Resource Management Strategy and feedback from Richmond residents. The Park Development Plan provides the subject-matter expert analysis and direction for the implementation and construction methodology of the Garden City Lands project.

Project Update

Implementation of the first phases of the Park Development Plan has entailed the preparation of detailed designs and development of construction drawings and specifications. These first phases include site survey layout of the proposed works, procurement of specified materials, applications for approval to the Agricultural Land Commission and actual on-site construction.

In December 2015, Council awarded a consulting contract for professional services for landscape architecture, engineering and bog ecology to assist staff in developing an implementation and construction strategy. Staff take under consideration the consultant team's recommendations to develop the appropriate construction methodology for the particular conditions of the site and types of features being constructed. All work is conforming with applicable best management practices for this type of construction and follows all applicable Agricultural Land Commission and City Bylaw policies and regulations. The City policies and regulations include traffic management, construction noise management, soil deposition, placement of silt fencing and hours of work. In addition to these municipal regulations, all imported soil materials are tested prior to placement on site once approvals are in place.

Staff have reported to Council and Committees and to date, Council has approved the following milestones for this project:

- June 9, 2014: Garden City Lands Legacy Landscape Plan: Report to Council adopted on consent;
- February 10, 2015: Five Year Financial Plan: Approval of the \$2.1M capital submission for construction of perimeter trails;
- June 8, 2015: Kwantlen Polytechnic University Sustainable Agriculture Research and Education Farm: Report to Closed Council;
- December 14, 2015: Award of RFP 5540P for Design and Construction Services: Report to Closed Council;
- December 14, 2015: Five Year Financial Plan: Approval of the \$3.1M capital submission for construction of water management infrastructure; and
- December 12, 2016: Five Year Financial Plan: Approval of the \$1.2M capital submission for continuation of construction of water management infrastructure and improvements to enable agricultural uses.

Park Development Plan Implementation

The work commenced in the summer of 2016 and will continue through 2017. Work completed in 2016 includes approximately 100 metres of the seepage barrier and approximately 1,680 metres of the central berm (dike) and sections of farm service roads.

These initial phases of construction will lay the sub-surface infrastructural foundation for the future park which can only be done at the beginning of a project. The phasing and sequencing of this initial phase of work is complicated by the saturated site conditions. Work is limited within most of the site for all but several months in the summer, leaving only the edges, adjacent to

roadways, accessible for construction throughout the year. Construction is currently occurring along this less saturated perimeter zone.

Planned activities for the 2017 season include:

- Perimeter pedestrian and bicycle trails (underway since March, 2017);
- Completion of the seepage barrier along the central dike and along Westminster Highway;
- Installation of site infrastructure (drainage ditches, storm sewer connections and weir structures, and preparation for electrical and water connections);
- Placement of soil for the initial phase of farm development (subject to approval by the Agricultural Land Commission);
- Hydroseeding of exposed peat soils along trails;
- Fall/winter tree planting along the perimeter;
- Community engagement;
- Partnering with Kwantlen Polytechnic University on the Research and Education Farm;
- Agricultural Land Commission approvals; and
- Hosting the City's Harvest Fair proposed for the Garden City Lands in September.

See Attachment 2 for a summary of the planned construction and project related activities anticipated to be completed in 2017.

Perimeter Pedestrian and Bicycle Trails

In March, construction began on the network of twinned trails which will ultimately form a 2.9 kilometre multi-modal recreational experience, accommodating pedestrians on a 2.5 metre wide path and cyclists on a 3.5 metre wide path. The trails will form a complete loop around the site and will be the park's primary interface with the surrounding community and roadways. They will also serve as the physical connections to existing and future greenways which includes the future greenway along May Drive (north of Alderbridge) and Lansdowne Linear Park to the west. The City has received approval from the Agricultural Land Commission to build the perimeter trails. Additionally, a City Soil Deposit Permit has been issued for this scope of work.

Both trails are bi-directional and the surface will be suitable for all pedestrians as well as wheeled devices, including mobility aids. The path is constructed of several grades of gravels and crushed stone laid over geotextile fabrics set on the existing ground (Attachment 3). This method of construction achieves a stable, permeable and durable path. Existing soils excavated to establish path design grades are stockpiled on-site for later reuse. Invasive plant material and excavated debris are being appropriately disposed of.

The phased construction is dictated by the water levels on the site. Construction along the edges of the site, that is, along the adjacent roadways, is not affected by the currently saturated soils within the site. In mid-March, construction began along No. 4 Road. Construction along Alderbridge Way will then begin followed by work along Garden City Road with anticipated completion by mid-summer. The frontage along Westminster Highway will begin when the

water table subsides enough to permit the effective installation of storm water infrastructure and the clay seepage barrier (see below for more information).

As each phase is completed and the site is secured to ensure the public's safety, staff will consider opening the trails for limited public use, that is, access will be restricted to the trails only. Openings will be subject to ensuring the public's safety during on-going construction. Public access to the site will remain substantially restricted to designated areas because the site is a conservation area and/or a construction zone. Wayfinding signage and safety barriers will be placed to ensure the public is well informed and their safety maintained. Openings will be announced to the public thru the City's web site and on-site signage and social media.

Seepage Barrier

As per hydrologist and engineering consultant recommendations, a clay seepage barrier is being installed along two edges of the bog. The purpose of the barrier is twofold:

- 1. Retain water in the bog to maintain high water levels throughout the season; and
- 2. Prevent infiltration of water from the farm into the bog area.

Healthy bogs require a high water, high acidity and low nutrients levels. As per the project's consulting engineer's recommendation, imported clay material is placed to a depth of approximately 1 metre below grade, that is, from the surface to the underlying, impermeable clay and silt layer. The existing peat is excavated, stockpiled on-site for later re-use. The imported clay will be placed along the entire eastern frontage of the dike and along the northern edge of the soon-to-be built perimeter path along Westminster Highway. As the clay barrier is installed, the previously excavated temporarily stockpiled peat is placed over the newly installed seepage barrier and re-graded to create a smooth transition from the raised edge of the path down to the adjacent bog surface. This sloped area will be initially hydroseeded with native grasses to prevent the establishment of invasive weeds. In later phases, it will be planted with native shrubs and plant material.

The clay material is sourced from Metro Vancouver development sites. All imported clay material brought on site is tested to confirm they are free of significant debris, containments and physical composition prior to delivery to site. Staff will monitor the water levels, chemical profile and acidity of the water in the bog for the next three years after the barrier's installation.

Infrastructure Support System

Municipal infrastructure will be installed simultaneously with the installation of the trails and seepage barrier. A majority of these improvements are located underground and will not be visible at the surface once installed. Planned improvements include drainage ditches and swales, drain pipes, storm sewer and water connections to the City's network, weir structures to regulate water levels in the bog and electrical supply (installed in coordination with BC Hydro). These items are being installed at this time to minimize excavating previously installed site improvements at some future date.

Soil Placement for the Initial Phase of Farm Development

In February 2017, the City of Richmond submitted an application to the Agricultural Land Commission to place fill at the Garden City Lands. This fill will establish the initial 2 hectare (5 acre) area of the Kwantlen Polytechnic University (KPU) Sustainable Agriculture Research and Education Farm. The Agricultural Land Commission's approval is expected in April.

Approximately 800 dump trucks of fill are required to establish the initial phase of the ultimate 8 hectare (20 acre) research and education farm. KPU staff have provided the City a soil specification indicating the soil type and composition they require. The soil required needs to meet strict environmental guidelines for soil suitable for agricultural purposes. A comprehensive soil testing protocol will include:

- 1. Chain of custody documentation identifying the source;
- 2. Soil sample testing by certified laboratories; and
- 3. Assessment of soil structure, composition and level of contamination.

Soil will come from a number of sources, possibly including the City's Sidaway soil dump and development sites throughout Metro Vancouver. Fill placement will not proceed until Agricultural Land Commission approval and a City of Richmond Soil Deposit Permit are received and the site is dry enough (expected to be mid-to-late summer though subject to weather). Soils not suitable for agricultural purposes will not be placed in areas designated for food production.

City staff will be managing the soil placement operation which may include the use of heavy equipment such as bulldozers to place soil manufactured by an on-site industrial soil shredder (to mix soil provided to meet KPU's specifications). Dump trucks accessing the site will be routed along existing farm service roads and the dike trail.

Hydroseeding

Commencing this spring, exposed portions of previously disturbed soil are and will be hydroseeded with native grass seeds (Attachment 3). Hydroseeding is a highly efficient method of applying grass seed. It involves a truck applying a water based mixture of mulch and seeds over a large area with a water cannon. The mixture of seed, mulch and other additives has been specially formulated in coordination with a bog ecologist to ensure the seeds used are native and the chemical composition of the slurry is appropriate for use in bogs. To date, a 1.2 hectare area has been hydroseeded.

Fall and Winter Tree Planting

Beginning this fall, City of Richmond staff will commence tree planting on site. Native trees will be planted next to the pedestrian and cycling trails along the entire perimeter of the Garden City Lands. Once completed, this phase of work will see over 1,300 trees planted, comprised of predominantly native conifer and deciduous trees and selected cultivated fruit bearing trees slated for the proposed orchard on the Rise (northwestern corner of the site, along Alderbridge

Way at Garden City Road). If tree planting cannot be completed over the 2017/2018 winter season, tree planting will resume in fall, 2018.

Community Engagement and Stakeholder Involvement

In May 2015, staff provided Council a proposed Garden City Lands communications strategy. In this strategy updates to Committee and Council, outreach via social media, project website, onsite signage, stakeholder engagement and public events. The following provides a synopsis of staff's project related community engagement efforts to date.

The Garden City Lands web page (<u>http://www.richmond.ca/parks/about/design-construction/gardencitylands.htm</u>) is regularly updated to provide the public information on activities planned for 2017. Aerial perspectives and a drone, fly-over video of the site from this past winter are also posted. The webpage will be updated with new images portraying the steady transformation of the Garden City Lands.

Previously available materials such as links to the Garden City Lands Legacy Landscape Plan, Council, Committee and consultant reports and studies are available on the website at: <u>http://www.richmond.ca/parks/about/design-construction/gardencitylands/archive.htm</u>.

Ongoing updates and information will be provided to the public via the project's web page, <u>http://www.letstalkrichmond.ca/lets-talk-richmond</u>, and with updated on-site signage, currently located at key locations at Garden City Lands. Two signs have been installed on site since February 2017.

With the completion of the perimeter trail and initial work on the KPU farm area anticipated to begin in 2017, the Garden City Lands will be ready for program development in 2018. Additional staff resources will be included as part of the 2018 capital submission in order to advance programming at Garden City Lands.

There are many key stakeholders who have been engaged in early program visioning for the site, and who will be engaged in programming the site moving forward. These stakeholders include:

- KPU Department of Sustainable Agriculture and Food Systems;
- Richmond Food Security Society;
- Richmond Nature Park Society;
- Richmond Fitness and Wellness Association;
- Garden City Lands Conservation Society;
- City Centre Community Centre; and
- School District 38.

Early program opportunities at the site include:

- Site interpretation, including signage plan;
- Community gardening and learn to garden programs;
- Workshops and seminars related to food production (ie: fruit tree pruning, etc.);

CNCL - 701

- Fitness and wellness programs (walking clubs, tai chi, yoga, etc.);
- Nature-based education programs with a focus on bog conservation and agro-ecology (ie: guided walks and tours, school programs);
- Special events, including the Richmond Harvest Festival; and
- The establishment of a stewardship group under the Partners for Beautification Program that would create opportunities for volunteer involvement at many levels.

As the park infrastructure continues to develop, programming will expand and grow along with it. Engagement with key stakeholders is as an important step in the process to develop a vibrant and active public space. Their involvement will give the park the grassroots support and momentum to make the Garden City Lands an engaging place in the City. A copy of this report will be provided to these key stakeholders to give them an update on the project's progress.

As portions of the perimeter trails are deemed safe for public use, staff will publicly announce, via on-site signage, the City's web site and social media, that the trails are available for recreational use. Staff see these limited openings as opportunities to introduce the public to using the Garden City Lands as recreational destination in their own community.

To date, Council and Committees have considered 10 formal reports as progress reports and/or requests for approval at key project milestones. In addition to the aforementioned reports, the Parks, Recreation and Cultural Services Committee has a standing agenda item to have staff provide the Committee monthly verbal progress reports and have been provided memos providing additional information. Since January 2016, 13 verbal reports have been provided to the Committee. The minutes from these meetings are posted on the City's website.

The Harvest Festival

The Harvest Festival, part of the Richmond's Canada 150 celebrations, is planned to occur at the Garden City Lands, just off Garden City Road near Lansdowne, on Saturday, September 30, 2017. The Harvest Festival will be a first annual event celebrating the City's agricultural heritage featuring a farmers market, farming equipment, farm animals, live busking entertainment, food trucks and agricultural displays. The event is expected to attract an estimated 10,000 people. The Harvest Festival attendees will learn about agriculture and its importance to the City's past, present and future. The event will also help in establishing the park as recreational and educational destination in Richmond's City Center area. This event is subject to ALC approval.

The Proposed Kwantlen Polytechnic University Farm

The City of Richmond is working with KPU to plan a future Sustainable Agriculture Research and Education Farm. Soil placed by the City will establish the first phase of this farm. When the farm is fully implemented, it will be managed by KPU as part of the University's Sustainable Agriculture program.

A number of improvements will be installed on the site as the soil is placed. Water services will be provided off of both Alderbridge Way and Garden City Road for irrigation purposes. A drainage system will be designed by the project's engineering consultants and installed by City staff. While some of the farm's drainage will be diverted to ditches and ponds (construction slated for future phases), the City will provide the farm with a storm water connection to the City's system. These infrastructural components will be installed in phases as the farm evolves and their requirements increase accordingly.

KPU is planning to place mobile and lightweight agriculture-grade greenhouse structures called 'hoop houses' to increase agricultural production on the site and extend the growing season for certain crops. KPU would also like to place two re-purposed shipping containers to provide secure, on-site equipment storage space for the farmers. The City will work with KPU to appropriately locate these structures and create a strong graphic identity to profile KPU's involvement at the Garden City Lands and mitigate graffiti vandalism. City staff will work with the appropriate City departments to gain any required permits and approvals for the above noted site improvements.

Staff will provide KPU a copy of this report and ongoing updates as the Park Development Plan is implemented.

Agricultural Land Commission

In January 2017, City staff presented the Garden City Lands Park Development Plan to Agricultural Land Commission staff and discussed the proposed Phase 1 scope of work within the Park Development Plan to determine what applications the City would be required to make to the Agricultural Land Commission to gain approval to proceed. Since that presentation to Agricultural Land Commission, the City of Richmond has submitted three applications to the Agricultural Land Commission for review and approval by the Board, they are:

- Transportation, Utility, or Recreational Trail Uses within the ALR (for permission to build the perimeter trails);
- Application to Place Fill and/or Remove Soil (for permission to place fill to create the KPU Farm); and
- Non-Farm Use Application (for permission to hold the inaugural annual Harvest Festival).

To date, the City of Richmond has received permission for the construction of the perimeter recreational trails. Construction of these trails is currently proceeding on site. As a condition of approval and as per Agricultural Land Commission policy, the City is required to install an agricultural fence around the Garden City Lands adjacent to this publicly accessible path; staff is proceeding with implementing this required site improvement. Approvals for the placement of fill for the initial 2 hectare (5 acre) phase of the KPU farm is expected in mid-to-late April and in May or June for the Harvest Festival.

Agricultural Land Commission staff have advised the City that it would be preferable to make a single application for the remaining improvements identified in the Park Development Plan requiring Agricultural Land Commission approval. Further detail will be required in order to accurately describe the scope of elements such as the Community Hub and Farm Centre, washroom facilities and other park elements prior to an application being submitted to the

Agricultural Land Commission. Staff will begin a more detailed design and programming study later in 2017 in order to make a Non-farm Use Application in the future.

Budget Update

In 2014, 2015, and 2016, Council approved capital projects to fund the phased implementation of the Park Development Plan for a total of \$6.4M. To date expenditures are \$1.7M. It is anticipated that the remaining amount (\$4.2M) will be spent by the end of the year, weather permitting and \$.5M in early 2018, again weather permitting.

Next Steps

Staff will be preparing capital budget submissions as part of the 2018 budget process. Requests for additional funding of park elements identified in the Park Development Plan will be submitted for Council's consideration, particularly planning for the Community Hub and Farm Centre. Planning and programing of this facility needs to be started prior to formal design and construction begins. In support of this major park element, staff will be exploring potential grant and partnership opportunities as well as approval for siting and construction from the Agricultural Land Commission.

Planned construction activities for the remainder of the 2017 construction season at Garden City Lands will be focused on completing the landscape works associated around the perimeter trails, further implementation of the Kwantlen Polytechnic Farm and implementation of a signage and wayfinding strategy.

As work proceeds, staff will continue with public outreach and engagement efforts. Staff will also provide Council another project update in fall 2017 reviewing progress on construction to date as well as a summary of project related issues such as the City's partnership with Kwantlen Polytechnic University and the Agricultural Land Commission.

Financial Impact

None.

Conclusion

Steady progress has been made toward implementation of the Garden City Lands Park Development Plan, with construction well underway. The work is proceeding according to all applicable regulations, best practices and the recommendations of a range of expertise specific to this site and the unique combination of uses being developed for it.

Throughout the planning and design process, Council and the public have expressed their support for this unique park in the City Centre area. As a result of the comprehensive planning and design that has occurred in the last five years, there is broad public interest and support to use the Garden City Lands for both agriculture and recreation. The completion of the perimeter trail around the Garden City Lands will provide the community an accessible 2.9 kilometre path, welcoming City residents and visitors to Richmond to the Garden City Lands.

CNCL - 704

Staff are confident that the planned 2017 construction season work program is achievable within the parameters of currently available funding. Successful completion of the initial phases will bring to reality the City's vision as set out in the Garden City Lands Park Development Plan.

Jamie Esko Manager, Parks Planning & Design (604-233-3341)

A.f

Alex Kurnicki Research Planner II (604-276-4099)

- Att. 1: 2016 Garden City Lands Park Development Plan
 - 2: 2017 Scope of Works Schedule
 - 3: Spring, 2017 Construction Activity Site Photos



Fill site inspections for ALC Approval 56199- Garden City Lands Richmond, BC

Prepared by:

Due MCZ

Bruce McTavish, MSc MBA PAg RPBio

Justin McTavish, BSc AAg

McTavish Resource & Management Consultants Ltd. 15300 Croydon Drive, Suite #300, Surrey BC V3Z 0Z5 justin@mctavishconsultants.ca

July 12, 2017

McTavish Resource & Management Consultants Ltd

www.mctavishconsultants.ca

Table of Contents

1.0	Introduction	. 1
2.0	Methodology	. 1
3.0	Observations	. 2
3.1	June 28, 2017	. 2
3.2	July 6, 2017	
3.3	July 11, 2017	. 2
	Soil test results	. 2
5.0	Fill Volume	.3
6.0	Summary	.3
Append	lix I Site photographs	.4

List of Figures

Figure 1 Site location	1
Figure 2 Soil test results	
Figure 3 Soil being deposited June 28, 2017	4
Figure 4 Soil being graded with dozer June 28, 2017	4
Figure 5 Extent of fill July 6, 2017	5
Figure 6 Fill being deposited July 6, 2017	6

1.0 Introduction

McTavish Resource Management Consultants (McTavish) has been retained by the City of Richmond to carry out weekly inspections for Phase 1 of the Garden City lands fill project in Richmond BC (Figure 1). This report summarizes fill observations for June 28, July 6 and July 11, 2017.



Figure 1 Site location

2.0 Methodology

Observations were carried out June 28, July 6 and July 11, 2017.

For each inspection, the quality of fill and topsoil was based on visual observations.

On July 6, an aggregate soil sample was gathered from the fill/topsoil on the property and delivered to Exova Laboratory Inc. in Surrey BC for analysis. Soils were tested for macro and micronutrients, electrical conductivity (EC), organic matter (OM), pH and particle size analysis.

3.0 Observations

3.1 June 28, 2017

Site observations were completed by Bruce McTavish, PAg RPBio. No debris was observed from previously deposited soil or soils that were being hauled in and deposited during the time of inspection. Soil was hand texted as a sandy loam.

3.2 July 6, 2017

Site observations were completed by Justin McTavish, AAg. No debris was observed from previously deposited soil or soils that were being hauled in and deposited during the time of inspection. Occasional clumps of clay were also observed. Soil textures ranged from a sandy material to a sandy loam. An aggregate soil sample was taken from recently deposited stockpiled soil. Results are described in section 4.0.

3.3 July 11, 2017

Site observations completed by Justin McTavish, AAg and Taisha Mitchell, AAg, BIT. Some small debris such as plastic pipe was observed during the inspection but fill was otherwise free of debris. Debris was being separated from fill when found. The soil being deposited was consistent with previous site inspections and was hand textured as a sandy loam.

4.0 Soil test results

Nitrogen and phosphorus are both considered deficient and potassium is marginal. Sulphur is slightly excessive which is unusual given the low amount of organic matter in the sample (0.2%). The high sulphur may be related to the proximity to YVR which could account for higher amounts of atmospheric sulphur due to plane exhaust. All micronutrients are considered optimum except for boron and zinc. Soil pH is 7.8 or slightly alkaline. EC is 0.70 indicating no issues with salinity. OM is 0.2% which is considered low.

Bill To: McTavish Resource & Report To: 2858 Bayview Street Surrey, BC., Canada V4A 2Z4 Agreement: 36394			e & et	Grower Name: Client's Sample Id: Field Id: Garden City Acres: Legal Location: Last Crop: Crop not provided								Lot Number: Report Number: Date Received: Disposal Date: Report Date: Arrival Condition:		1212753 2204167 Jul 06, 2017 Aug 05, 2017 Jul 11, 2017			
		100		Nu	utrient	anal	ysis (p	pm)		- AR		35	23		Soil C	Quality	
Depth	N*	Р	K	S**	Ca	Mg	Fe	Cu	Zn	в	Mn	CI	B/Carb/P	pH	EC(dS/m)	OM(%)	Sample
0" - 6"	<2	11	100	128	1210	173	71.4	1.6	<0.5	0.5	36.6	9.5		7.8	0.70	0.2	5768781
Excess														Alkaline	Extreme	High	
Optimum				Nº 1										Neutral	Very High	Normal	
Marginal										-		19		Acidic	High	Low	
Deflicient				1		127						15-17		Very Acidic	Good	Very Low	
Total Ibs/acre	4	22	200	255	Texture Sand		y Sand % Sill		Texture %	n/a Clay	2.8	%		00% CEC		a <1.7%	K 3.3 %
Estimated Ibs/acre	8	22	200	520	Ammo	nium n/a	n/a	Buffe	r pH	Not Req	uired	Es	TEC 7.	7 meq/100 g se n/a		a <30 ppm Mg Ratio n	

Figure 2 Soil test results

5.0 Fill Volume

As of July 12, 2017, the following truck volume has occurred:

- 1,488 tandem trucks
- 150 tri-tandem trucks

Assuming ~8 m³ per load for tandem trucks and ~12 m³ per load for tri-tandem trucks, the calculated amount of fill on the property as of July 12, 2017 is 13,704 m³.

6.0 Summary

Soils being deposited on the Garden City lands have been consistent with textures ranging from loam to sandy loam. Only minor debris such as plastic pipe have been observed and have been removed by fillsite staff. McTavish will continue to perform weekly site visits to make observations on soil quality and soil volume. Two more aggregate soil tests will be taken for lab analysis—one during the third week of July and another upon project completion.

McTavish did not test for soil contamination (metals and hydrocarbons) as the source site was the subject of an environmental investigation by Hemmera Envirochem Inc.

Appendix I Site photographs



Figure 3 Soil being deposited June 28, 2017



Figure 4 Soil being graded with dozer June 28, 2017

McTavish Resource & Management Consultants Ltd www.mctavishconsultants.ca Page | 4

CNCL - 711



Figure 5 Extent of fill July 6, 2017



Figure 6 Fill being deposited July 6, 2017



Phase 1 Closure Report ALC Approval 56199- Garden City Lands Richmond, BC

Prepared by:

Due MCV

Bruce McTavish, MSc MBA PAg RPBio

Justin McTavish, BSc AAg

McTavish Resource & Management Consultants Ltd. 15300 Croydon Drive, Suite #300, Surrey BC V3Z 0Z5 justin@mctavishconsultants.ca

July 18, 2017

McTavish Resource & Management Consultants Ltd

www.mctavishconsultants.ca

Table of Contents

1.0	Introduction	1
2.0	Methodology	1
3.0	Observation Summary	2
4.0	Agricultural land capability	2
4.1	Existing agricultural land capability	2
4.2	Current agricultural land capability	4
5.0	Soil test results	5
6.0	Fill Volume	5
6.1	Fill Area	5
7.0	Summary	6
Append	lix I Site photographs	7

List of Figures

Figure 1 Site location	1
Figure 2 Soil pit locations	2
Figure 3 Existing agricultural land capability classifications	4
Figure 4 Phase 1 fill area	5

1.0 Introduction

McTavish Resource Management Consultants (McTavish) has been retained by the City of Richmond to carry out weekly inspections for Phase 1 of the Garden City lands fill project in Richmond BC (Figure 1). A final site inspection was conducted by McTavish on July 14th.



Figure 1 Site location

2.0 Methodology

Observations were carried out June 28, July 6, July 11, and a final inspection on July 14, 2017.

For each inspection, the quality of fill and topsoil was based on visual observations and soil lab analysis.

On July 14, an aggregate soil sample was gathered from the fill/topsoil on the property and delivered to Exova Laboratory Inc. in Surrey BC for analysis. Soils were tested for macro and micronutrients, electrical conductivity (EC), organic matter (OM), pH and particle size analysis. A total of 11 soil pits were installed and located with a handheld GPS device (Figure 2).

The total area of fill placement is based on walking the perimeter of the fill site and calculated with a handheld GPS device. Fill volume is calculated from up to date truck load counts.

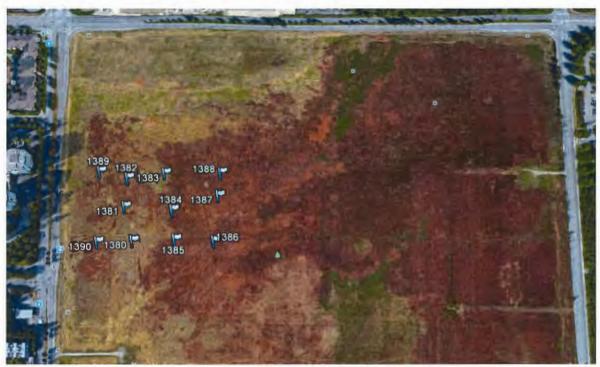


Figure 2 Soil pit locations

3.0 Observation Summary

Soil quality observed during Phase 1 of the fill project was consistent during all McTavish siteinspections. Soil textures were generally a sandy loam with some minor deposits of organic material and clay. Only minor debris, such as old drainage pipe and hose, were observed and were separated from fill during site inspections.

4.0 Agricultural land capability

4.1 Existing agricultural land capability

There are no existing agricultural land capability ratings for the Garden City lands. Properties with similar characteristics and within close proximity to the subject property are classed as 7:05WF-3:04W improvable to 7:03WF-3:02W (Figure 3). Based on site observations, this report proposes that existing agricultural land capability of the subject property (pre-fill) should be similar to the classified properties in close proximity.

The following are descriptions of existing agricultural land capability classifications:

Class 4

Land may only be suitable for a few crops, or a wide range of crops with low yield. Risk of crop failure is high. Soil conditions are such that special development and management practices are required. Limitations may restrict choice of crop, timing and ease of tillage, planting and harvesting, and methods of soil conservation.

Class 4W

On class 4W land, frequent or continuous occurrence of excess water during the growing period may cause moderate crop damage and occasional crop loss. Water level is at the surface most of the winter and/or until mid-spring forcing lade seeding, or the soil is poorly drained.

Class 5

Land has limitations that make it suitable for perennial forage or other specially adapted crops. Crops such as cranberries may be appropriate, or fruit trees or grapes if area is climatically suitable (stoniness and/or topography are not significant limitations to these crops). Productivity of these suited crops may be high. Class 5 lands may be used to cultivate field crops, provided intensive management is employed. If adverse climate is the main limitation, cultivated crops may be grown, however crop failure is expected under average conditions.

Class 5F

Land in class 5F includes soils with very severe nutrient imbalances, extreme acidity or alkalinity, and/or extreme carbohydrates levels in the upper 50 cm. Fertility status restricts the range of crops to perennial forages or other specially adapted crops such as cranberries.

Class 5W

On class 5W land, frequent or continuous occurrence of excess water during the growing period making land suitable for only perennial forage crops, and/or improved pasture. Water level is at the surface until early summer, or the maximum period of water level is less than 20 cm below the soil surface for 6 weeks during the growing period, or the soil is very poorly drained, commonly with shallow organic layers. Effective grazing is longer than 10 weeks.

Page | 3



Figure 3 Existing agricultural land capability classifications

4.2 Current agricultural land capability

Based on site observations and soil test analysis, the current agricultural land capability has improved from 7:05WF-3:04W to 2WF. Minor limitations to agriculture are likely due to wetness (W) and soil fertility (F). Soil wetness restrictions can be improved by drainage. Soil fertility can be improved through the incorporation of organic matter or fertilizers.

The improved agricultural land capability is as follows:

Class 2

Land has minor limitations that either require good ongoing management practices or may restrict the range of crops (or both). Soils are deep, hold moisture well, and can be managed with little difficulty.

Class 2F

Land in class 2F includes soils with minor nutrient imbalances, inadequate exchange capacity, nutrient holding ability, in the upper 50 cm, and/or moderate to severe fertility problems below the 50-cm depth. Fertility status does not restrict the range of crops.

Class 2W

On class 2W land, occasional occurrence of excess water during the growing period may cause slight crop damage, or the occurrence of excess water during the winter months may cause adversely affect deep-rooted perennial crops. Water level is rarely, if ever, at the surface and excess water is within the upper 50 cm for only short periods (<2 weeks) during the year.

5.0 Soil test results

Soil test results for the closure report should be available by July 21, 2017. McTavish does not anticipate any variation from soil tests taken from July 6, 2017.

6.0 Fill Volume

As of July 14 2017, the following truck volume has occurred:

- 1,655 tandem trucks (assumed average load of ~8m³ per load)
- 177 tri-tandem trucks (assumed average load of ~12m³ per load)

Based on the assumed average per tandem and tri-tandem truck loads, the amount of fill on the property as of July 14, 2017 is 15,364m³. This will be used as the volume calculation for phase 1.

6.1 Fill Area

Based on measurements from a handheld GPS device, the total area filled for phase 1 is 4.52 acers (figure 4).



Figure 4 Phase 1 fill area

7.0 Summary

Soils being deposited on the Garden City lands have been consistent with textures ranging from loam to sandy loam. Only minor debris such as plastic pipe have been observed and have been removed by fillsite staff. Monitoring of Phase 1 indicates that the fill site has met the expectations of the requirements set by the ALC. Fill located on the property has improved the agricultural land capability and is suitable for agricultural purposes.

Appendix I Site photographs



Phase 1 Fill deposition completion, southwest corner



Phase 1 Overview looking east



Typical soil profile on fill site 0-20cm



Agricultural Land Commission 133–4940 Canada Way Burnaby, British Columbia V5G 4K6 Tel: 604 660-7000 Fax: 604 660-7033 www.alc.gov.bc.ca

July 20, 2017

Reply to the attention of Shawna Wilson ALC File: 56199

Alex Kurnicki City of Richmond 5599 Lynas Lane Richmond, BC V7C 5B2

Alex Kurnicki:

Re: <u>Authorization to Proceed to Phase 2</u>

Resolution #191/2017 requires the City of Richmond to submit a Closure Report to the Agricultural Land Commission (the "Commission") upon completion of Phase 1 as per condition "q ii". The Commission is in receipt of the fill site inspection report dated July 12, 2017 and the Closure Report dated July 18, 2017 relating to the above noted application.

Upon review of the above mentioned reports, the Commission has identified the following pieces of outstanding information:

- 1. Soil sample results from samples taken July 14, 2017
- 2. Information from trucking records (as per condition "f" of Resolution #158/2017 and Resolution #191/2017)

The City of Richmond is required to submit the outstanding information prior to July 28, 2017.

Condition "r" of Resolution #158/2017 and Resolution #191/2017 states the following: *upon completion of Phase 1, the Commission will conduct a site inspection of the Property. Phase 1 must be completed to the satisfaction of the Commission prior to the implementation of Phase 2.* A site inspection was completed by the Commission on July 11, 2017.

Condition "s" of Resolution #158/2017 and Resolution #191/2017 states that *Phase 2 shall not be implemented without written authorization confirming that Phase 1 has been completed to the satisfaction of the Commission.* Based on the site inspection carried out by the Commission and the reports submitted by the City of Richmond, it has been

determined that Phase 1 has been completed to the satisfaction of the Commission. Authorization is therefore provided to proceed to Phase 2.

Further correspondence with respect to this application is to be directed to Shawna Wilson (<u>Shawna.Mary.Wilson@gov.bc.ca</u>).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per: Shawra Wilson

Kim Grout, Chief Executive Officer 56199m3



Fill site inspections for ALC Approval #56199 - Garden City Lands, Phase 2 Richmond, BC

Prepared by:

Dun MCZ

Bruce McTavish, MSc MBA PAg RPBio

Justin McTavish, BSc AAg

McTavish Resource & Management Consultants Ltd. 15300 Croydon Drive, Suite #300, Surrey BC V3Z 0Z5 justin@mctavishconsultants.ca

August 10, 2017

McTavish Resource & Management Consultants Ltd

www.mctavishconsultants.ca

Table of Contents

1.0	Introduction	1
2.0	Methodology	1
3.0	Observations	2
3.1	July 27, 2017	2
3.2	August 02, 2017	2
4.0	Soil test results	2
4.1	Phase 1 final soil test results	2
4.2	Phase 2 soil test results	3
5.0	Fill Volume	4
6.0	Summary	4
Append	lix I Site photographs	5

List of Figures

Figure 1 Site location	. 1
Figure 2 Soil test results end of Phase 1	. 3
Figure 3 soil test results phase 2	. 4
Figure 4 Soil being deposited July 27,2017	. 5
Figure 5 Topsoil stockpile July 27, 2017	.6
Figure 6 Soil profile July 27, 2017	.7
Figure 7 Phase 2 extent of fill August 2, 2017	. 8
Figure 8 Phase 2 extent of fill August 2, 2017	. 8

Page | i

1.0 Introduction

McTavish Resource & Management Consultants Ltd. (McTavish) was retained by the City of Richmond to carry out weekly inspections for Phase 2 of the Garden City Lands fill project in Richmond BC (Figure 1). This report summarizes fill observations for July 27, 2017 and August 2, 2017.

This report also provides the aggregate soil sample test results for the completion of Phase 1.



Figure 1 Site location

2.0 Methodology

Observations were carried out on July 27, 2017 and August 02, 2017.

The quality of fill and topsoil was based on visual observations during each inspection.

On July 27, 2017 an aggregate soil sample was obtained from the fill/topsoil on the property and delivered to Exova Laboratory Inc. for analysis. Soils were tested for macro and micronutrients, electrical conductivity (EC), organic matter (OM), pH and particle size.

3.0 Observations

The following section provides site observations from inspections on July 27, 2017 and August 2, 2017.

3.1 July 27, 2017

Site observations were completed by Justin McTavish, AAg. No debris was observed in previously deposited soil. Soil being deposited during the time of inspection was free of debris. Soil was hand textured as a sandy loam. An aggregate soil sample was taken from recently deposited soil.

3.2 August 02, 2017

Site observations were completed by Justin McTavish, AAg. Some small pieces of plastic were observed in the topsoil and it was recommended that when surface debris is seen, it be removed. The soil being deposited was consistent with soil observations during previous site visits. The soil being deposited was hand textured as a sandy loam.

4.0 Soil test results

The following section provides soil test results from Phase 1 and Phase 2 of the project.

4.1 Phase 1 final soil test results

Nitrogen and phosphorus are both considered deficient, and potassium is marginal. Sulphur is slightly excessive. All micronutrients are considered optimum except for boron which is marginal. Soil pH is 7.4 or slightly alkaline. EC is 0.59, indicating no issues with salinity. Organic matter (OM) is 1.2%, which is considered low. Soil texture is classified as a sandy loam. Figure 2 provides the laboratory results from the Phase 1 soil testing.

Exova	T: +1 (804) 514-3322
#104, 19575-55 A Ave.	F: +1 (804) 514-3323
Surrey, British Columbia	Е: Surrey@exava.com
V3S 6P8, Canada	W: www.exova.com



Farm Soil Analysis

Bill To: McTavish Resource & Report To: McTavish Resource & 2858 Bayview Street Surrey, BC., Canada V4A 2Z4 Agreement: 36394		& Client's Sample Id: Field Id: Garden City Lands t Acres:					Lot Number: 1215129 Report Number: 2207266 Date Received: Jul 18, 2017 Disposal Date: Aug 17, 2017 Report Date: Jul 21, 2017 Arrival Condition:			017 2017							
				Nu	trient	analy	sis (p	pm)			- 7	10	in the second		Soil	Quality	
Depth	N*	Р	K	S**	Ca	Mg	Fe	Cu	Zn	B	Mn	CI	BiCarbP	pH	EC(dS/m)	OM(%)	Sample#
0" - 6"	12	11	145	167	1600	276	129	3.8	2	0.5	14.6	12		7.4	0.59	1.2	5781728
Excess											1			Alkaline	Extreme	High	
Oplimum							_				-			Neutral	Very High	Normal	
Marginal														Acidic	High	Low	
Deficient														Very Acidic	Good	Very Low	
Total Ibs/acre	23	23	289	333		Sandy		Hand T 32.0	exture) %	n/a Clay	9.9	%			10.8 meq/10 21.0 % M	0 g la 1.6 %	K 3.4 %
Estimated Ibs/acre	47	23	289	678	Ammor		n/a	Buffer	nH	Not Reg	uined	Fe	TEC 10).8 meq/100 g		la 40 ppm /Mg Ratio m	a

Figure 2 Soil test results end of Phase 1

4.2 Phase 2 soil test results

Nitrogen and phosphorus are both considered deficient, and potassium is marginal. Sulphur is slightly excessive. All micronutrients are considered optimum except for boron, which is marginal. Soil pH is 6.0 or slightly acidic. EC is 0.93 indicating no issues with salinity. Organic matter (OM) is 1.5% which is considered low. Soil texture is classified as a sandy loam. Figure 3 provides the laboratory results from the Phase 2 soil testing.

xova 104, 19575-55 / arrey, British Co 3S 8P8, Canada Farm Soil	dumbia a	F: E: W	+1 (604) +1 (604) 5 Surreyog 5 www.ex	514-3323 exova.co												ge 1 of 1 XOV	a 📗
Bill To: Report To: Agreement:	McT McT 285 Sun V4A	Tavish F Tavish F 8 Bayvi rey, BC	Resourc Resourc ew Stre ., Canad	e & et	Clien Field Acre Lega	i Id:	mple Id:	Garde Garde Crop r	n City	Phase	2			Date R Dispos Report	Number: eceived: al Date:	1218749 2211952 Aug 02, Sep 01, Aug 08,	2017 2017
1991	and a	12132		Nu	ıtrient	anal	ysis (p	pm)				283	-		Soil	Quality	
Depth	N*	Р	к	S**	Ca	Mg	Fe	Cu	Zn	B	Mn	CI	BiCarbP	-	EC(dS/m)	OM(%)	Sample#
0" - 6*	21	12	163	218	948	378	215	7.4	2.8	0.6	18.2	8.8		6.0	0.93	1.5	5799982
Excess														Alkaline	Extreme	High	
Optimum							-				1000			Neutral	Very High	Normal	
Marginal														Acidic	High	+ Low	
Deficient	V										1			Very Acidic	+ Good	Very Low	
Total Ibs/acre	42	24	325	435		e Sand		Hand T	exture %	n/a Clay	7.8	%	Ca 5	2 % Mg		Va 1.8 %	K 4.6 %
Estimated Ibs/acre	85	24	325	886	Ammo Lime	nium 0.5 T/a	n/a nc		pH	6.9	-	Es	TEC 9	.1 meq/100 g ise n/a		VA 39 ppm VMg Ratio n	la

Figure 3 soil test results phase 2

5.0 Fill Volume

The current truck counts for Phase 2 are:

- 839 tandem trucks
- 126 tri-tandem trucks

Assuming about 8 m³ per load for tandem trucks and about 12 m³ per load for tri-tandem trucks, the calculated amount of fill on the property as of July 27, 2017 was 8,224 m³.

6.0 Summary

Soil being deposited on Phase 2 was similar to Phase 1 with slight variations in soil texture. Phase 2 soils contained more organic matter, and slightly more sand. Some minor plastic debris was observed in the fill and it was advised that it should be removed.

CNCL - 731

Appendix I Site photographs



Figure 4 Soil being deposited July 27,2017



Figure 5 Topsoil stockpile July 27, 2017



Figure 6 Soil profile July 27, 2017



Figure 7 Phase 2 extent of fill August 2, 2017



Figure 8 Phase 2 extent of fill August 2, 2017

Attachment 10

From:	Wilson, Shawna Mary ALC:EX <shawna.mary.wilson@gov.bc.ca></shawna.mary.wilson@gov.bc.ca>
Sent:	Tuesday, 29 August 2017 08:54
То:	Kurnicki, Alexander
Cc:	Glavas, Katarina ALC:EX; Morin,Mike
Subject:	ALC File 56199: Garden City Lands Inspection August 9

Good morning Alex,

South Coast Panel Vice Chair Bill Zylmans and South Coast Commissioner Sam Wind carried out a site inspection of ALC file 56199 – Garden City Lands on August 9, 2017. The general concerns identified during the inspection were as follows:

- the size and amount of stones
- the fertility and composition of the soil; specifically that the soil did not appear to be from Sea Island and contained a minimal amount of organic matter and a high amount of sand
- an increase in height from the current elevation

The general points of discussion were as follows:

- progress from Phase I to Phase II should be paused until Phase I fill area is proven to be productive
- compost and a cover crop should be used on the existing fill area and worked into the fill in order to make it productive
- caution should be used to ensure that soil and topography accommodate a wide variety of crops
- site should be crowned for drainage purposes
- quality controls must be implemented for future fill coming to the site

Based on the site visit conducted on August 9, 2017 and laboratory results provided on August 11, 2017, the Agricultural Land Commission (ALC) finds that the City of Richmond is not meeting condition "a" of Resolution #158/2017 that indicates that topsoil must have an organic content of greater than 2% up to 20%. In order to comply with the Resolution, the ALC requires that the City of Richmond complete the following:

- Scrape back approximately 30 cm of the existing fill
- Import 30 cm of undisturbed topsoils sourced from Richmond and place this material on top of the remaining fill

The fill removed from Phase I may be spread onto Phase II lands; however, please note that any fill material placed on Phase II lands that does not adhere to the soil quality guidelines outlined in Resolution #158/2017 will also require the placement of additional topsoil. The ALC will require the City of Richmond to provide information regarding the quality of locally sourced topsoil (photographs, soil test pit information, laboratory data, etc.) **prior to being placed over the existing fill**.

In addition to the soil criteria provided with the application, we also attach topsoil quality criteria for your reference which provides additional quality criteria. Please note that as mentioned in an e-mail dated August 21, 2017 the ALC generally recommends that topsoil should have a texture no coarser than sandy loam or finer than silt loam and contain no coarse fragments.

Rating/Property	Good (G)	Fair (F)	Poor (P)
Reaction (pH)	>5.0 to 7.5	4.0 to 5.0 & 7.6 to 8.4	3.5 to 4.0 & 8.5 to 9.0
Salinity (EC) (dSM)	<2	2 to 4	4 to 8
Sodicity (SAR)	<4	4 to 8	8 to 12
Saturation (%)	30 to 60	20 to 30, 60 to 80	15 to 20, 80 to 120
Stoniness	Class 1, 2 CNCL - 73	G elass 3,4	Class 5,6
Total coarse fragments (% volume	<10%	11 to 40%	41 to 90%

2 mm to 75 mm diameter)			
Cobbles and Stones (% volume > 75 mm diameter)	<1%	2 to 15%	16 to 80%
Texture	Fine Sandy Loam, Loam, Sandy Loam, Silt Loam	Clay Loam, Sandy Clay Loam, Silt Clay Loam	Sand, Loamy Sand, Sandy Clay, Silt Clay, Clay, Heav Clay
Moist Consistency	very friable, friable	loose	firm, very firm
Organic Carbon %	2 to 17	1 to 2	<1
Equivalent Organic Matter %	3.4 to 30	1.7 to 3.4	<1.7

If you have any questions or require clarification, please contact the ALC.

Thank you,

Shawna Wilson, MSc Land Use Planner - South Coast Region Agricultural Land Commission 133- 4940 Canada Way, Burnaby BC V5G 4K6 P 604.660.7008 | F 604.660.7033 Shawna.Mary.Wilson@gov.bc.ca | www.alc.gov.bc.ca

CNCL - 737



Soil quality investigation Garden City Lands, Richmond BC ALC Approval #56199

Prepared by:

Dun MCZ

Bruce McTavish, MSc MBA PAg RPBio Justin McTavish, BSc AAg David Grewer, PhD

McTavish Resource & Management Consultants Ltd. 15300 Croydon Drive, Suite #300, Surrey BC V3Z 0Z5 justin@mctavishconsultants.ca

September 15, 2017

McTavish Resource & Management Consultants Ltd

www.mctavishconsultants.ca

Table of contents

Executiv	ve summary0
1.0	Introduction1
2.0	Methodology1
2.1 K	PU topsoil guidelines2
3.0	Soil test results
3.1 S	oil pH6
3.2 E	lectrical conductivity (EC)7
	odicity8
3.4 O	Prganic matter (OM)8
	oarse fragments, cobbles, and stones8
3.6 S	oil texture9
3.7 N	lutrient analysis9
3.8 St	tatistical analysis9
4.0	Summary and Recommendations9
Append	lix I Site photographs11
Append	lix II Soil test results
Append	lix III Organic matter volume recommendations24

List of Figures

Figure 1 Site location	.1
Figure 2 Soil pit locations	.4
Figure 3 soil acidity comparison	.7
Figure 4 Soil conductivity comparison	
Figure 5 Organic matter content comparison	. 8

McTavish Resource & Management Consultants Ltd www.mctavishconsultants.ca

Executive summary

The following report has been prepared for the City of Richmond's Garden City Lands due to concerns expressed by the Agricultural Land Commission (ALC) with respect to soil texture and coarse fragments (stones) in the soil. McTavish Resource & Management Consultants (McTavish) installed 28 soil pits which were aggregated into 9 samples for lab testing. Each aggregate sample was sieved to determine coarse fragment content % by volume. Soil test results have been compared to the ALC soil quality guideline as outlined in Resolution 158/2017 as well as Kwantlen Polytechnic University's (KPU) Soil Quality Guidelines.

Executive summary Table 1 summarizes aggregate soil test results and compares them to the ALC and KPU's Guidelines for Topsoil Quality. The Garden City Lands soils meet the good to fair criteria for all parameters except organic matter and electrical conductivity (EC). The soils can be amended to meet the "good" criteria for each parameter of topsoil quality through the incorporation of peat or other organic matter into the soil profile. McTavish recommends well-decomposed peat (H5-H8 on the Van Post Scale for humification) to increase the organic matter of the soils to at least 3.5%.

Coarse fragment % meets the criteria for "good" and there will not be issues with crop establishment or cultivation due to rocks in the soil.

Soil test parameters	Total aggregate results	ALC Guideline ("good")	Kwantlen Guideline	Quality
Reaction (pH)	7	>5.0 to 7.5	-	Good
Salinity measured by EC (dS/m)	2	<2	-	Fair
Sodicity (SAR)	1.36	<4	-	Good
Organic matter (%)	1*	3.4-30	2-20	Poor
Coarse fragments (%)	7*	<10	-	Good
Cobbles and stones (%)	<1		-	Good
Soil texture	Sandy loam	fine sandy loam, loam, sandy loam, silt loam	clay content: <20% sand content: >20%	Good

Executive Summary Table 1

Comparison of soil test quality criteria for total aggregate sample with BC Agriculture Land Commission Guidelines and Kwantlen Guidelines.

*Results for total coarse fragments, cobbles, and stones given as the average value from transects Q1-Q9.

McTavish Resource & Management Consultants Ltd

www.mctavishconsultants.ca Page | 0

1.0 Introduction

McTavish Resource Management Consultants (McTavish) has been retained by the City of Richmond (Figure 1) to carry out weekly inspections for Phase 1 and Phase 2 of the Garden City Lands fill project in Richmond BC (see Figure 1 for site location). This report has been prepared in response to concerns raised by the ALC with respect to soil quality deposited on the property. To address the ALC concerns, McTavish Resource & Management Consultants (McTavish) sampled 28 soil pits which were aggregated into 9 samples for lab testing. Each aggregate sample was sieved to determine coarse fragment content % by volume. Soil test results have been compared to the ALC soil quality guideline outlined in Resolution 158/2017 as well as Kwantlen Polytechnic University (KPU) Soil Quality Guidelines.



Figure 1 Site location

2.0 Methodology

Soil sampling from the Garden City fill project was carried out on August 31, 2017. The strategy developed by McTavish established nine transect sampling regions (Q1-Q9) from north to south across the landscape (Figure 2). Within each transect three soil pits were installed, and soils from each

McTavish Resource & Management Consultants Ltd

individual transect were aggregated into nine composite samples (Q1-Q9) for lab analysis. An additional composite sample was prepared by incorporating material from all nine transects and were reported as *total aggregate* (TA).

Aggregate samples taken from each transect were mixed in a pail and sieved to determine % coarse fragments by volume. Soil was then poured into a 400ml beaker and sieved through a size 2 sieve (3.24 mm) followed by a size 12 sieve (1.68 mm). Coarse fragments from each sieve were then measured on a volumetric basis.

Soil analysis for all samples were performed by Exova Laboratories in Surrey BC. For each sample, nutrient analysis was carried out for nitrogen (N), phosphorus (P), potassium (K), and sulfur (S) content. The TA sample was also tested for sodium (Na), calcium (Ca), magnesium (Mg), iron (Fe), copper (Cu), zinc (Zn), boron (B), manganese (Mn), and chloride (Cl) content. Soil chemical and physical properties were tested for all soils, and included pH, electrical conductivity (EC), organic matter (OM) content, and soil texture.

Soil test results were compared to the ALC topsoil criteria¹ (Table 1), as well as to KPU's topsoil criteria.

2.1 KPU topsoil guidelines

Soil texture requirements

Soil texture criteria were defined to ensure that the imported soil will be well suited to the production of agricultural crops. These criteria have also taken into account the attributes of the Garden City Lands site.

Required soil characteristics:

- Soil will be placed over a predominantly organic soil and consideration must be given to the transition between the soil cap and native soil.
- Hydrological characteristics of the site will require well-draining soil
- Due to the large volume of soil required KPU topsoil criteria are flexible to accommodate the need to source material from multiple sites .

Soil texture criteria required to meet the above characteristics:

- Organic content: 2-20%
- Clay content of the soil: <20 %
- Sand content: >20% (This rules out soils that will cause a mixing problem, eg 20% clay and 80% silt

McTavish Resource & Management Consultants Ltd www.mctavishconsultants.ca Page | 2

¹ Email correspondence from Shawna Wilson, Land Use Planner - South Coast Region, August 29, 2017.

Rating/property	Good (G)	Fair (F)	Poor (P)	Unsuitable (U)
Reaction (pH)	5.0 - 7.5	4.0 - 5.0;	3.5 - 4.0;	<3.5;
		7.6 - 8.4	8.5 to 9.0	>9.0
Salinity ^ª (dS/m)	<2	2 - 4	4 - 8	>8
Sodicity ^b (SAR)	<4	4 - 8	8 - 12	>12
Saturation (%)	30 - 60	20-30;	15 - 20;	<15;
		60 - 80	80 - 120	>120
Stoniness	Class 1, 2	Class 3,4	Class 5,6	Class 7
Coarse				
fragments [°] (%)	<10	11 - 40	41 - 90	>90
Cobbles and stones ^d (%)	<1	2 - 15	16 - 80	>80
Texture	fine sandy loam	clay loam	sand	
	loam	sandy clay loam	loamy sand	
	sandy loam	silt clay loam	sandy clay	
	silt loam		silt clay	
			clay	
			heavy clay	
Moist consistency	friable/	loose	firm/	extremely firm
	very friable		very firm	
Organic matter (%)	3.4 - 30	1.7 - 3.4	<1.7	

Table 1 Parameters and ratings for topsoil quality criteria per BC Agricultural Land Commission Criteria

^aMeasured as electrical conductivity (EC).

^bMeasured as sodium adsorption ratio (SAR) and defined as SAR = $[Na^+]/([Ca^{2+}] + [Mg^{2+}])^{1/2}$.

Cobbles and stones reported as % volume of material with diameter measuring 2 - 75 mm. Cobbles and stones reported as % volume of material with diameter measuring >75 mm.

McTavish Resource & Management Consultants Ltd www.mctavishconsultants.ca Page | 3

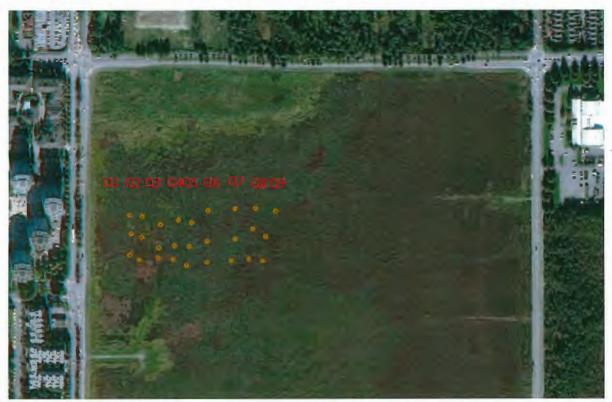


Figure 2 Soil pit locations

3.0 Soil test results

Soil test results for each transect (Q1-Q9) and the total aggregate composite (TA) are summarized in Table 2. Individual soil quality parameters as outlined by the ALC and KPU topsoil quality criteria guidelines are discussed in this section. The results of nutrient analyses are provided in Table 2. The test results compared to the ALC and KPU Soil Quality Guidelines are provided in Table 3.

	Sample ID											
_	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	TA		
Soil Quality Crit	eria											
Reaction (pH)	7.4	7.4	7.6	7.5	7.1	7.2	6.8	6.8	6.0	7.0		
Salinity (dS/m)	2.63	1.90	3.07	2.99	2.92	2.37	1.20	0.63	2.10	2.00		
Sodicity (SAR)	-	-	-	-	-	-	-	_	-	1.36		
Organic matter (%) Coarse	0.3	0.3	0.5	0.3	1.1	1.4	1.5	1.6	1.7	0.9		
fragments (%)	<1	7	7	7	7	7	3	14	4			
Cobbles and stones (%)	>1	>1	>1	>1	>1	>1	>1	>1	>1	>:		
Texture Sand (%)	72.4	79.4	70.4	80.0	64.0	59.4	54.4	55.4	50.4	66.4		
Silt (%)	23.0	16.0	25.0	17.0	29.0	33.0	36.0	35.0	38.0	28.0		
Clay (%)	4.7	4.7	4.7	3.0	7.3	8.2	10.3	9.9	11.7	6.4		
Soil Class	Sandy Ioam	Loamy sand	Sandy Ioam	Loamy sand	Sandy Ioam	Sandy Ioam	Sandy Ioam	Sandy Ioam	Loam	Sandy Ioan		
Nutrient Analys	es –											
N (ppm)	12	10	19	11	25	26	25	33	26	2		
P (ppm)	9	7	9	7	11	10	7	8	8	:		
K (ppm)	128	112	139	117	166	167	153	171	166	15		
S (ppm)	820	731	918	>1000	770	546	276	160	486	71		
Na(ppm)	_	_	_	_	-	_	_	_		6		
Ca (ppm)	_	_	-	_	_	_	-	_	_	171		
Mg (ppm)	_	_	-	_	_	-	_	_	_	35		
Fe (ppm)	-	_	-		_	-	-	-	_	8		
Cu (ppm)	-	_	-	-	_	-	-	-	-			
Zn (ppm)	-	_	-	-	-	-	-	-	-			
B (ppm)	_	_	-	-	_		-	_	-	0.		
Mn (ppm)	_	_	-	_	_	-	-	_	_	1		
Cl (ppm)	_	_	-	_	_	_	~	_	_	2		

Table 2 Soil chemical and physical properties for Garden City fill project

McTavish Resource & Management Consultants Ltd

www.mctavishconsultants.ca Page | 5

Soil test parameter	Total Aggregate Result	ALC Guideline (Good)	Kwantlen Guideline	Quality
Reaction (pH)	7	>5.0 to 7.5	-	Good
Electrical Conductivity (dS/m)	2	<2	-	Fair
Sodicity (SAR)	1.36	<4	-	Good
Organic matter (%)	1*	3.4-30	2-20	Poor
Coarse fragments (%)	7*	<10	-	Good
Cobbles and stones (%)	<1		-	Good
Soil texture	sandy loam	 fine sandy loam, loam, sandy loam, silt loam 	clay content: <20% sand content: >20%	Good

Table 3 Soil quality results compared to ALC and KPU guidelines

*Results for total coarse fragments, cobbles, and stones given as the average value from transects Q1-Q9.

3.1 Soil pH

Soil pH was relatively stable across the transects, and ranged from 6.0 to 7.6 (Table 2 & Figure 3). These pH ranges are suitable for a wide range of crop production. All samples had pH values within ALC quality guidelines for good soils except that of Q3, where slightly elevated pH reduced the rating to fair. Depending on crop choice, soil pH should be adjusted to meet crop requirements. This can be achieved using applications of lime or elemental sulfur.

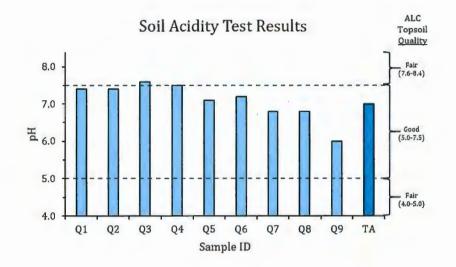


Figure 3 Soil acidity comparison

3.2 Electrical conductivity (EC)

Soil EC is a measure of the amount of solubilized salts in soil (salinity). EC measured on the Garden City Project ranges from 0.63 to 3.07 dS/m (Table 2 & Figure 4). These results are rated as fair to good soil quality based on the ALC Soil Guidelines (Table 2).

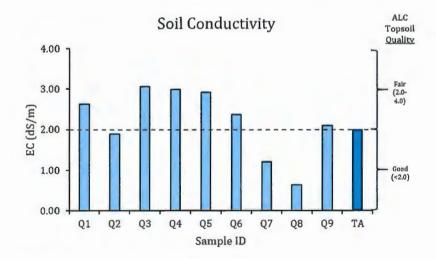


Figure 4 Soil conductivity comparison

3.3 Sodicity

Soil sodicity is a proxy which evaluates the status of sodium in solution and within exchangeable phases on soil material. This parameter is measured through the comparison of sodium, calcium, and magnesium concentrations. These cations were measured as the sodium adsorption ratio (SAR) only for the total aggregate sample (TA). The Garden City fill site total aggregate sample has a SAR of 1.36 (Table 2), well within the ALC soil guidelines considered for good soil (<4; Table 2).

3.4 Organic matter (OM)

Organic matter content ranges from 0.3 to 1.7% (Table 2 & Figure 5). Apart from Q9, which is rated as fair quality, the soils across the fill site have poor organic matter content. Low organic matter content in soils can be remediated by the additional of organic matter via organic soil amendments/conditioners such as compost, manure, organic enriched soil (peat) or incorporation of cover crops.

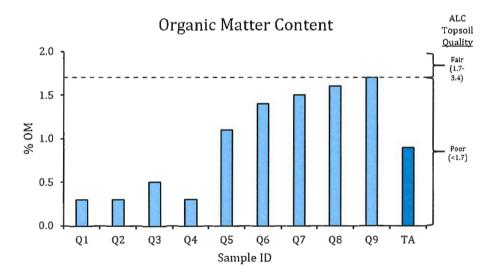


Figure 5 Organic matter content comparison

3.5 Coarse fragments, cobbles, and stones

Cobbles and stones (reported as % volume of material with diameter measuring >75mm) for all samples were found at <1% (Table 2) and are within ALC topsoil criteria for good soils. Total coarse fragments (reported as % volume of material with diameter measuring 2-75 mm) are at or below 7% throughout the fill site, except for transect Q8 with coarse fragment content of 14% (Table 2). The coarse fragment content for these soils meet the ALC topsoil criteria for good soils (<10% coarse fragments) except for transect Q8 which was considered fair (11-40% coarse fragments).

McTavish Resource & Management Consultants Ltd www.mctavishconsultants.ca Page | 8

CNCL - 748

3.6 Soil texture

Soil texture is predominantly sandy loam to loam which falls within the ALC quality guideline for good soils (Table 2). However, toward the western region of the fill site two transects (Q2 and Q4) have loamy sand soil texture which is considered poor by ALC guidelines. Poor soil texture as defined by the ALC soil quality guideline can cause issues with water holding capacity, cation exchange capacity and soil fertility. These factors can be remediated by incorporating organic material into the soil profile and through crop irrigation.

3.7 Nutrient analysis

Soil nutrients analyzed for each soil included nitrogen, phosphorus, potassium, and sulfur, and are summarized in Table 2. Additional tests for sodium (Na), calcium (Ca), magnesium (Mg), iron (Fe), copper (Cu), zinc (Zn), boron (B), manganese (Mn), and chloride (Cl) content were performed for the TA sample. Primary soil nutrient content (N, P, and K) was found to be marginal to deficient for all soils ranging from 10 to 33 ppm, 7 to 11 ppm, and 112 to 171 ppm for N, P, and K respectively. Sulfur content within all soils was found to be in excess ranging from 153 to >1000 ppm. The additional analyses performed for the total aggregate sample revealed relatively optimal levels for most of the nutrients tested (Table 2). However, Ca and Mg content were found to approach excess levels (1710 and 357 ppm respectively) while sodium content was found to be relatively low (62 ppm).

3.8 Statistical analysis

The TA composite sample was tested for any significant differences using a one-sample t-test to compare analysis parameters against their respective mean values from the transect samples (Q1-Q9). A level of significance $\alpha = 0.05$ was used to confirm the hypothesis that no significant difference in soil quality criteria existed between the transects and the TA. Thus the TA sample was considered representative of the whole landscape with respect to soil quality and content.

4.0 Summary and Recommendations

Soils located on the Garden City property meet the ALC guidelines for topsoil, with the exception of organic matter which is classified as poor. This topsoil parameter can easily be remediated by incorporating organic-rich material into the soil profile. McTavish recommends that well decomposed peat (H5-H8 on the Van Post scale for humification²) be deposited on the site to increase the organic matter % to at least 3.5%. McTavish understands that Richmond has a source of peat which meets this criterion.

Appendix III provides recommended importation volumes of organic soils to achieve the guideline % of organic matter for the Garden City project.

Electrical conductivity in some of the samples was considered fair. Salinity issues are rarely a problem in the lower mainland due to significant amounts of precipitation throughout the year. The combination of

McTavish Resource & Management Consultants Ltd www.mctavishconsultants.ca Page | 9

² http://www.d.umn.edu/~pfarrell/Soils/THE%20VON%20POST%20SCALE%20OF%20HUMIFICATION.pdf

coarse textured soils, irrigation and precipitation will flush any excess salts from the soils located on Garden City and is not a concern.

Nutrient analysis for all soils revealed marginal to deficient levels for primary nutrients N, P, and K. However, with organic matter additions these levels are expected to increase. Amendments suited to crop choice will be required upon completion of the project. The anomalously high levels of sulfur observed for each sample will likely require little intervention because excess amounts of this nutrient do not pose a danger to crops, and will decrease naturally over time via leaching and volatilization. However, high levels of sulfur may affect the flavour of certain crops, so cover crops such as alfalfa with high uptake affinity for sulphur should be considered.

Coarse fragment content in the soils of Garden City meets the criteria for good, and will not pose a problem for crop establishment or cultivation. If required, Richmond can use a rock picker attachment on a skid steer or tractor to further reduce the coarse fragments in the soil profile.





Number 12 sieve Q1



Number 2 sieve Q1

McTavish Resource & Management Consultants Ltd www.mctavishconsultants.ca Page | 11

CNCL - 751



Number 2 sieve Q2



Number 12 sieve Q2



Number 2 sieve Q3



Number 12 sieve Q3



Number 2 sieve Q4



Number 12 sieve Q4

McTavish Resource & Management Consultants Ltd www.mctavishconsultants.ca Page | 14



Number 2 sieve Q5



Number 12 sieve Q5

McTavish Resource & Management Consultants Ltd www.mctavishconsultants.ca Page | 15



Number 3 sieve Q6



Number 12 sieve Q6



Number 2 sieve Q7



Number 12 sieve Q7

McTavish Resource & Management Consultants Ltd www.mctavishconsultants.ca Page | 17

CNCL - 757



Number 2 sieve Q9



Number 12 sieve Q9

Appendix II Soil test results

Bill To:	McTavish Resource &	Grower Name:		Lot Number:	1223854
Report To:	McTavish Resource &	Client's Sample Id:	Q1 Richmond	Report Number:	2218667
		Field Id:		Date Received:	Aug 31, 2017
	2858 Bayview Street	Acres:		Disposal Date:	Sep 30, 2017
	Surrey, BC., Canada	Legal Location:		Report Date:	Sep 06, 2017
	V4A 2Z4	Last Crop:	Crop not provided	Arrival Condition:	
Agreement:	36394				

1300	502		1200	Nu	itrient	anal	ysis	(pp	m)		23.0			12.00			Soil	Quality		
Depth	N*	P	К	S**	Ca	Mg	Fe		Cu	Zn	В	Mn	C	1 8	BiCarbP	pН	EC(dS/m)	OM(%)	S	ample#
0" - 6"	12	9	128	820												7.4	2.63	0.3	5	324602
Excess																Alkaline	Extreme	High		
Optimum																► Neutral	Very High	Normal		
Marginal																Acidic	High High	Low		
Dolicient												_				Very Acidic	Good	Very Low		
Total					Textur	e Sano	y Loan	n	Hand Te	xture	n/a			В	S n/a	CEC	n/a			
lbs/acre	23	17	256	1639	Sand	72.4	%	Silt	23.0	%	Clay	4.7	%	c	a n/a	a Mg	n/a l	la n/a	к	n/a
Estimated			050		Ammo	nium		n/a						∥т	EC n/a	3	1	la n/a		
lbs/acre	47	17	256	3338	Lime	n/a			Buffer	H I	n∕a		E	Est. N	Releas	ie n/a		/Mg Ratio n	/a	

Bill To: Report To:	McTavish Resource & McTavish Resource &	Grower Name: Client's Sample Id: Field Id:	Q2 Richmond	Lot Number: Report Number: Date Received:	1223854 2218668 Aug 31, 2017
	2858 Bayview Street	Acres:		Disposal Date:	Sep 30, 2017
	Surrey, BC., Canada	Legal Location:		Report Date:	Sep 06, 2017
	V4A 2Z4	Last Crop:	Crop not provided	Arrival Condition:	
Agreement:	36394				

	393			Nu	itrient	analy	ysis (j	opm)	Sec. 1		1	-pe	1		Soil	Quality	
Depth	N*	P	К	S**	Ca	Mg	Fe	Cu	Zn	В	Mn	CI	BiCarbP	pН	EC(dS/m)	OM(%)	Sample#
0" - 6"	10	7	112	731										7.4	1.9	0.3	5824612
Excess														Alkaline	Extreme	High	
Optimum														► Neutral	Very High	Normal	
Marginal			1											Acidic	High	Low	
Deficient												_		Very Acidic	Good	Very Low	
Total lbs/acre	21	15	225	1461	Textur	e Loam 79.4			Texture	n/a Clay	4.7	%	BS n/ Ca n/			Na n/a	K n/a
Estimated	43	15	225	2976	Ammo		n/	a					TEC n/	a		Na n/a	_
lbs/acre					Lime	n/a		Bulf	er pH	n/a		Est	. N Relea	se n/a	ŀ	VMg Ratio n	/a

McTavish Resource & Management Consultants Ltd

www.mctavishconsultants.ca Page | 19

Bill To: Report To: Agreement	McT 285 Suri V4A	Favish F 8 Bayvi rey, BC v 2Z4	Resourc Resourc ew Stre ., Cana	e &	Grower N Client's S Field Id: Acres: Legal Loc Last Crop	ample Id. ation:		Richmon not pre			_		Date R Dispos Report	Number: eceived: al Date:	1223854 2218665 Aug 31, Sep 30, Sep 06,	9 2017 2017
	12.12		1. 19 14	Nu	trient ana	lysis (I	(mqc	1		1990	and the second		ENTRE	Soil	Quality	
Depth	N*	Р	к	S**	Ca Mg	Fe	Cu	Zn	В	Mn	CI	BiCarbf	pH	EC(dS/m)	1	Sample#
0" - 6"	19	9	139	918									7.6	3.07	0.5	5824613
Excess													Alkaline	Extreme	High	
Optimum													Neutral	Very High	Normal	
Marginal													Acidic		Low	
Deficient		1											Very Acidio	Good	►Very Low	
Total	38	19	279	4000	Texture San	dy Loam	Hand	Texture	n/a			BS r	a CEC	n/a		
lbs/acre	38	19	279	1836	Sand 70.4	% S	ilt 25	5.0 %	Clay	4.7	%	Ca r	/a Mg	n/a I	Na n/a	K n/a
Estimated lbs/acre	77	19	279	3738	Ammonium	n						TEC r			Na n/a	
	ullate-S	n/a = no	t analysec	,	Lime n/a		Bull	er pH	n/a		Ę	st. N Rele	ase n/a	1	VMg Ratio n	va
Bill To: Report To: Agreement	McT 2858 Surr V4A	avish R 8 Bayvi rey, BC. 2Z4	Resourc Resourc ew Stre , Canad	e & et	Grower N Client's Sa Field Id: Acres: Legal Loc Last Crop	ample Id: ation:		lichmor not pro					Date R Dispos Report	Number: eceived: al Date:	1223854 2218670 Aug 31, 1 Sep 30, 1 Sep 06, 1) 2017 2017
		Sec.	1.200	Nu	trient ana	lysis (r	(mm)		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Take I	Start P	Rock V	Star and	Soil	Quality	
Depth	N*	Р	К	S**	Ca Mg	Fe	Cu	Zn	В	Mn	CI	BiCarbP	pH	EC(dS/m)	OM(%)	Sample#
0" - 6"	11	7	117	>1000									7.5	2.99	0.3	5824614
Excess													Alkaline ►	Extreme	High	
Optimum													Neutral	Very High	Normal	
Marginal			1										Acidic	► High	Low	
Deficient													Very Acidic	Good	Very Low	
Total Ibs/acre	23	14	234	2000	Texture Loan	ny Sand % Si		Texture %	n/a Clay	20	%		/a CEC		la n/a	K n/a
Estimated					Sand BO Ammonium	% Si		%	Ciay	3.0	70	Ca n TEC n	la Mg la		va n/a √a n/a	n n/a
lbs/acre	47	14	234	4073	Lime n/a		Bulfe	er pH	n/a		Es	it. N Relea			Mg Ratio n	/a

.

Bill To: Report To: Agreement	McT 2858 Surr V4A	avish F 8 Bayvi ey, BC 2Z4	Resourc Resourc ew Stre	e &	Clier Field Acre Lega	d ld:	nple (d:		Richmor					Date Re Disposa Report	Number: eceived: al Date:	1223854 2218671 Aug 31, Sep 30, Sep 06,	2017 2017
	1000	-	-	Nu	trient	analy	/sis (p	pm)	1915	100	19.20	14.4		2/10/20	Soil	Quality	
Depth	N*	Р	К	S**	Ca	Mg	Fe	Cu	Zn	В	Mn	CI	BiCarbP	pН	EC(dS/m)	OM(%)	Sample#
0" - 6"	25	11	166	770										7.1	2.92	1.1	5824615
Excess														Aikaline	Extreme	High	
Optimum														• Neutral	Very High	Normal	
Marginal	1000													Acidic	► High	Low	
Deficient														Very Acidic	Good	Very Low	
Total					Textur	e Sandy	Loam	Hand	Texture	n/a			BS n	/a CEC	n/a		
lbs/acre	49	22	332	1540	Sand	64.0	% Sil	t 29	.0 %	Clay	7.3	%	Ca n	/a Mg	n/a N	∖а п/а	K n/a
Estimated					Ammo	nium	n/a	1					TEC n	/a	1	la n/a	
lbs/acre	100	22	332	3137	Lime	n/a		Buffe	er pH	n/a		E	st. N Relea	ise n/a		/Mg Ratio n	/a
Nitrate-N **Su	illate-S	n/a = noi	analysed						-								
Bill To:	McT	avish F	Resourc	е&	Gro	wer Nai	ne:							Lot Nu	mber:	1223854	4
Report To:	McT	avish F	Resourc	e &	Clie Fiel		nple Id:	Q6 F	Richmoi	nd					Number: eceived:	2218672 Aug 31,	

Din 10.	MCTAVIAIT (COODICC O	Giower Hame.		Lot Humber.	1220004
Report To:	McTavish Resource &	Client's Sample Id:	Q6 Richmond	Report Number:	2218672
1		Field Id:		Date Received:	Aug 31, 2017
	2858 Bayview Street	Acres:		Disposal Date:	Sep 30, 2017
	Surrey, BC., Canada	Legal Location:		Report Date:	Sep 06, 2017
1	V4A 2Z4	Last Crop:	Crop not provided	Arrival Condition:	
Agreement:	36394				

		1		Nu	itrient	anal	ysis (ppm)				100			Soil	Quality	
Depth	N*	Р	К	S**	Ca	Mg	Fe	Cu	Zn	В	Mn	CI	BiCarbP	pН	EC(dS/m)	OM(%)	Sample
0" - 6"	26	10	167	546										7.2	2.37	1.4	582461
Excess														Alkaline	Extreme	High	
Oplimum														► Neutral	Very High	Normal	
Marginal														Acidic	+High	Low	
Deficient														Very Acidic	Good	Very Low	
Total					Texlur	e Sand	/ Loam	Hand	Texture	n∕a			BS n	/a CEC	n/a		
lbs/acre	53	19	333	1092	Sand	59.4	% S	ilt 33	3.0 %	Clay	8.2	%	Ca n	/a Mg	n/a	Na n/a	K n/a
Estimated	107	19	333	2224	Ammo	nium	n	/a					TEC n	/a		Na n/a	
lbs/acre		,5	000	2224	Lime	n/a		Buff	er pH	n/a		Es	st. N Relea	ise n/a	ŀ	VMg Ratio n	/a

Nitrate-N **Sulfate-S n/a = not analysed

Bill To: Report To: Agreement	McT 285 Surr V4A	avish F 8 Bayvi ey, BC 2Z4	Resourc Resourc ew Stre	e & et	Grower N Client's S Field Id: Acres: Legal Loo Last Crop	ample Id: cation:		Richmor					Date R Dispos Report	Number: eceived: al Date:	1223854 2218673 Aug 31, Sep 30, Sep 06,	2017 2017 2017
1000				Nu	trient ana	lysis (p	opm)		1200					Soil (Quality	
Depth	N*	P	к	3.+	Ca Mg	Fe	Cu	Zn	B	Mn	CI	BiCorbB	рЩ	EC(dS/m)	OM(%)	Sampla#
0" - 6"	25	7	153	276							<u> </u>		6.8	1.2	1.5	5824617
Excess													Alkaline Neutral	Extreme	High Normal	
Optimum													 Neutrar 	Very High	Normai	
Marginal													Acidic	High	Low	
Deficient									_				Very Acidic	 Good 	Very Low	
Total			0.07		Texture Sa	ndy Loam	Hand	Texture	n/a			BS n/a	a CEC	n/a		
lbs/acre	49	14	307	552	Sand 54.4	% Si	lt 36	6.0 %	Clay	10.3	%	Ca n/i	a Mg	n/a N	√a n/a	K n/a
Estimated	101	14	307	1124	Ammonium	n/	a			_		TEC n/a	a	١	√a_n/a	
lbs/acre	101	14	307	1124	Lime n/a		Buff	er pH	n/a	_	E۶	t. N Releas	se n/a	к	Mg Ratio n	a
*Nitre'e-N **S	ulfate-S	n∕a = no	t analysed	1	_											
Bill To: Report To: Agreement	McT 285 Surr V4A	avish F 8 Bayvi ey, BC 2Z4	Resource Resource ew Stre	e & et	Grower N Client's S Field Id: Acres: Legal Loo Last Crop	ample Id: ation:		Richmor					Date R Dispos Report	Number: eceived: al Date:	1223854 2218674 Aug 31, Sep 30, Sep 06,	2017 2017 2017
-	1000	14-14-14-14-14-14-14-14-14-14-14-14-14-1	1000	Nice	triant and	lucio (r	(-		Contraction of	-			Coll	Duralita	
Depth	14	P	ĸ	Et*	trient ana	Fo	ipin) လ	Zo,	-	Mrs.	ια	BiCarbP	рH	SOIL C	Quality	Sample#
0" - 6"	33	8	171	160					_				6.8	0.63	1.6	5824618
Excess													Alkaline	Extreme	High	
Optimum													► Neutral	Very High	Normal	
Marginal													Acidic	High	Low	
Delicient						_							Very Acidic	Good	Very Low]
Total	66	16	343	320	Texture Sar			Texture				BS n/a				
lbs/acre					Sand 55.4			5.0 %	Clay	9.9	%	Ca n/a	-		√a n/a	K n/a
Estimated lbs/acre	134	16	343	652	Ammonium Lime n/a	n/:	_	er pH	n/a		Es	TEC n/a			√a n/a //MgRatio n	/a
"Nitrate-N "Su	ulfate-S	0/0 -001	unalysed													

Bill To:	McTavish Resource &	Grower Name:		Lot Number:	1223854
Report To:	McTavish Resource &	Client's Sample Id:	Q9 Richmond	Report Number:	2218675
		Field Id:		Date Received:	Aug 31, 2017
	2858 Bayview Street	Acres:		Disposal Date:	Sep 30, 2017
	Surrey, BC., Canada	Legal Location:		Report Date:	Sep 06, 2017
	V4A 2Z4	Last Crop:	Crop not provided	Arrival Condition:	
Agreement:	36394		• •		

				Nu	itrient	anal	ysis (ppn	n)						100		Soil	Quality		1.5
Depth	N*	Р	К	S**	Ca	Mg	Fe	C	u z	'n	в	Mn	C	l Bi	CarbP	pН	EC(dS/m)	OM(%)	S	amplei
0" - 6"	26	8	166	486												6.0	2.10	1.7	58	324619
Excess				-												Alkaline	Extreme	High		
Optimum																Neutral	Very High	Normal		
Marginal																Acidic	High	Low		
Deficient																Very Acidic	Good	Very Low		
Total	50			070	Textur	e Loan	7	н	and Tex	ture	n/a			BS	6 n/a	a CEC	n/a		-	
lbs/acre	53	16	332	972	Sand	50.4	% 5	Silt	38.0	%	Clay	11.7	%	Ca	n/a	a Mg	n/a l	Na n/a	к	n/a
Estimated	107	16	332	1980	Ammo	nium	r	√a						TE	C n/a	a	1	Na n/a		
lbs/acre	107	10	332	1980	Lime	n/a		6	Buffer pl	Hr	n/a		1	Est. N	Releas	e n/a	ŀ	/Mg Ratio n	/a	

Bill To:	McTavish Resource &	Grower Name:		Lot Number:	1223854
Report To:	McTavish Resource &	Client's Sample Id:	Total Aggregate Richmond	Report Number:	2218676
		Field Id:		Date Received:	Aug 31, 2017
	2858 Bayview Street	Acres:		Disposal Date:	Sep 30, 2017
	Surrey, BC., Canada	Legal Location:		Report Date:	Sep 06, 2017
	V4A 2Z4	Last Crop:	Crop not provided	Arrival Condition:	
Agreement:	36394				

and the second	1281		2.10.3	Nu	utrient	anal	ysis (p	opm)	D.S.C.		10-2-				Soil	Quality	C. Maria
Depth	N*	Р	К	S**	Ca	Mg	Fe	Cu	Zn	В	Mn	CI	BiCarbP	pH	EC(dS/m)	OM(%)	Sample#
0" - 6"	21	8	152	710	1710	357	84.3	4.0	2	0.6	10.7	29		7.0	2.0	0.9	5824620
Excess														Alkaline	Extreme	High	
Oplimum											-			Neutral	Very High	Normal	
Marginal												1		Acidic	High	Low	
Deficient														Very Acidic	Good	Very Low	
Total Ibs/acre	42	16	305	1420	Textur Sand	e Sand			Texture	n/a Clay	6.4	%		0.0 % CEC)0 g √a 2.2 %	K 3.2%
Estimated (bs/acre	85	16	305	2891	Ammo Lime	nium 0 T/ac	n/		ar pH	Not Req	uired	Est	TEC 12	.1 meq/100 g se n/a		Ma 62 ppm	/a
litrate-N **S	ulfate-S	n∕a = not	analysed														

McTavish Resource & Management Consultants Ltd <u>www.mctavishconsultants.ca</u> Page | 23

Appendix III Organic matter volume recommendations

The addition of peat as an amendment to low organic matter content in the Garden City fill project soils must take into consideration the bulk density of the soil and the peat additions as well as the organic matter content of both. A simple metric to determine the proper mixing ratio is given below:

$$0M_{final} = \frac{(BD_{soil} \times OM_{soil} \times r) + (BD_{peat} \times OM_{peat} \times (1-r))}{(BD_{soil} \times r) + (BD_{peat} \times (1-r))}$$

where, OM_x is the organic matter content by weight of the soil, peat, and final consolidated mixture respectively

BD_x is the bulk density of the soil or peat, respectively

and r is the mixing ratio of soil-to-peat by volume chosen for the fill site.

The bulk density of sandy loam soils, such as those used for the Garden City fill site, have been estimated based on laboratory data by the US Department of Agriculture to typically range between 1.5-1.6 g/cm³. Various types of peats can exhibit a range of bulk densities with typical Canadian sphagnum peats possessing a bulk density of 0.13. Other forms of peat may exhibit higher bulk densities and the example for reed-sedge derived peat has been considered here as well with both recommendations calculated below (Table 1). Volume of peat additions are calculated based on incorporation to a depth of 30 cm within the fill site soils. It is recommended that the material be incorporated with a disk or plough within the top 30cm of the soil profile

Table 1

Soil Properties				Peat I	Final Mix			
Mixing Ratio (soil:peat)	BD _{soil} (g/cm ³)	OM _{soil} (%)	Class	BD _{peat} (g/cm ³)	ÓM _{peat} (%)	Volume Added (m ³ /acre)	OM _{final} (%)	Increased Depth (cm)
Richmond Pea	t_Sample 1				-			
75:25	1.55	0.9	sphagnum	0.13	77.8	304	3.0	7.5
70:30	1.55	0.9	sphagnum	0.13	77.8	364	3.6	9.0
85:15	1.55	0.9	reed-sedge	0.23	77.8	182	2.9	4.5
80:20	1.55	0.9	reed-sedge	0.23	77.8	243	3.7	6.0
Richmond Pea	tSample:2							
75:25	1.55	0.9	sphagnum	0.13	85.5	304	3.2	7.5
70:30	1.55	0.9	sphagnum	0.13	85.5	364	3.8	9.0
85:15	1.55	0.9	reed-sedge	0.23	85.5	182	3.1	4.5
80:20	1.55	0.9	reed-sedge	0.23	85.5	243	3.9	6.0

Mixing ratios and calculated peat additions (m³/acre) based on typical sandy loam and peat bulk densities with measured organic matter content for the Garden City fill site and Richmond peat samples.

McTavish Resource & Management Consultants Ltd

www.mctavishconsultants.ca

Richmond P	eat Sample 3							
75:25	1.55	0.9	sphagnum	0.13	85.9	304	3.2	7.5
70:30	1.55	0.9	sphagnum	0.13	85.9	364	3.8	9.0
85:15	1.55	0.9	reed-sedge	0.23	85.9	182	3.1	4.5
80:20	1.55	0.9	reed-sedge	0.23	85.9	243	3.9	6.0

The final bulk density of the fill soil will depend on the weighted average of the existing soil and the peat additions, likely settling between 1.1 to 1.4 g/m³. Settlement and compaction over time may increase this metric which will be dependent on several factors including soil porosity, water table depth, and the existing bulk density of previous surface material from the fill site prior to excavation. Additionally, it is recommended that peat addition be applied moist to mitigate initial compaction due to water retention of dry material. The expected increase in depth (Table 1) suggests the final fill height following peat addition will increase by 4.5 to 9.0 cm. However, incorporation of the peat-derived organic matter into the existing fill material over time will reduce this overburden significantly though comprehensive settlement analysis may be necessary to determine the magnitude and rate of settling.

Management practices such as over tilling and equipment travel can alter bulk density as well which may lead to changes in soil structure, cover, organic matter content, compaction, and porosity. The disturbance of soil aggregates may then result in reduced OM content, soil structure, and water capacity making soils susceptible to erosion and increased compaction. Recommended measures to mitigate compaction, improve bulk density, and increase organic matter retention should be considered and include:

- organic matter retention practices such as no-till farming, solid manure/compost application, cover crop and crop rotation with perennial legumes or grasses in rotation which produce high residue detritus feedstock;
- use of diverse crop rotations with varying root depths to help mitigate compaction at differing soil layers;
- minimal disturbance of soils via operating equipment and operating equipment only on dry soil;
- use of designated rows for operating equipment and reduced trips across landscape.



September 19, 2017

To: Alex Kurnicki

From: Bruce McTavish MSc MBA PAg RPBio & Dr. David Grewer

Re: Organic matter volume calculations for Garden City

The addition of peat as an amendment to low organic matter content in the Garden City fill project soils must take into consideration the bulk density of the soil and the peat additions as well as the organic matter content of both. A simple metric to determine the proper mixing ratio is given below:

$$OM_{final} = \frac{(BD_{soil} \times OM_{soil} \times r) + (BD_{peat} \times OM_{peat} \times (1-r))}{(BD_{soil} \times r) + (BD_{peat} \times (1-r))}$$

where, **OM**_x is the organic matter content by weight of the soil, peat, and final consolidated mixture respectively

BD_x is the bulk density of the soil or peat, respectively

and r is the mixing ratio of soil-to-peat by volume chosen for the fill site.

The bulk density of sandy loam soils, such as those used for the Garden City fill site, have been estimated based on laboratory data by the US Department of Agriculture to typically range between 1.5-1.6 g/cm³. Various types of peats can exhibit a range of bulk densities with typical Canadian sphagnum peats possessing a bulk density of 0.13. Other forms of peat may exhibit higher bulk densities and the example for reed-sedge derived peat has been considered here as well with both recommendations calculated below (Table 1). Volume of peat additions are calculated based on incorporation to a depth of 30 cm within the fill site soils. It is recommended that the material be incorporated with a disk or plough within the top 30cm of the soil profile

Table 1

Mixing ratios and calculated peat additions (m³/acre) based on typical sandy loam and peat bulk densities with measured organic matter content for the Garden City fill site and Richmond peat samples.

	Soil Prop	perties		Peat	Final Mix			
Mixing Ratio (soil:peat)	BD _{soil} (g/cm ³)	OM _{soil} (%)	Class	BD _{peat} (g/cm ³)	OM _{peat} (%)	Volume Added (m ³ /acre)	OMfinal (%)	Increased Depth (cm)
Richmond Pea	tSample 1				-		1	
75:25	1.55	0.9	sphagnum	0.13	77.8	304	3.0	7.5
70:30	1.55	0.9	sphagnum	0.13	77.8	364	3.6	9.0
85:15	1.55	0.9	reed-sedge	0.23	77.8	182	2.9	4.5
80:20	1.55	0.9	reed-sedge	0.23	77.8	243	3.7	6.0
Richmond Pea	t Sample 2							
75:25	1.55	0.9	sphagnum	0.13	85.5	304	3.2	7.5
75:25	1.55	0.9	sphagnum	0.13	85.5	304	3.2	

McTavish Resource & Management Consultants Ltd.

www.mctavishconsultants.ca

	DURCE & MANAGE							
70:30	1.55	0.9	sphagnum	0.13	85.5	364	3.8	9.0
85:15	1.55	0.9	reed-sedge	0.23	85.5	182	3.1	4.5
80:20	1.55	0.9	reed-sedge	0.23	85.5	243	3.9	6.0
Richmond Pe	eat Sample 3							,
75:25	1.55	0.9	sphagnum	0.13	85.9	304	3.2	7.5
70:30	1.55	0.9	sphagnum	0.13	85.9	364	3.8	9.0
85:15	1.55	0.9	reed-sedge	0.23	85.9	182	3.1	4.5
80:20	1.55	0.9	reed-sedge	0.23	85.9	243	3.9	6.0

The final bulk density of the fill soil will depend on the weighted average of the existing soil and the peat additions, likely settling between 1.1 to 1.4 g/m³. Settlement and compaction over time may increase this metric which will be dependent on several factors including soil porosity, water table depth, and the existing bulk density of previous surface material from the fill site prior to excavation. Additionally, it is recommended that peat addition be applied moist to mitigate initial compaction due to water retention of dry material. The expected increase in depth (Table 1) suggests the final fill height following peat addition will increase by 4.5 to 9.0 cm. However, incorporation of the peat-derived organic matter into the existing fill material over time will reduce this overburden significantly though comprehensive settlement analysis may be necessary to determine the magnitude and rate of settling.

Management practices such as over tilling and equipment travel can alter bulk density as well which may lead to changes in soil structure, cover, organic matter content, compaction, and porosity. The disturbance of soil aggregates may then result in reduced OM content, soil structure, and water capacity making soils susceptible to erosion and increased compaction. Recommended measures to mitigate compaction, improve bulk density, and increase organic matter retention should be considered and include:

- organic matter retention practices such as no-till farming, solid manure/compost application,
 cover crop and crop rotation with perennial legumes or grasses in rotation which produce high residue detritus feedstock;
- use of diverse crop rotations with varying root depths to help mitigate compaction at differing soil layers;
- minimal disturbance of soils via operating equipment and operating equipment only on dry soil;
- use of designated rows for operating equipment and reduced trips across landscape.

Dun MCV

Bruce McTavish PAg President

McTavish Resource & Management Consultants Ltd.



References

United States Department of Agriculture General Guide for Estimating Bulk Density: https://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/survey/office/ssr10/tr/?cid=nrcs144p2_074844

Bigelow CA, Bowman DC, Cassel DK (2004) Physical properties of three sand size classes amended with inorganic materials or sphagnum peat moss for putting green rootzones. Crop Sci, 44:900-907

McCoy EL (1992) Quantitative physical assessment of organic materials used in sports turf rootzone mixes. Agron J, 84:375-381

Taylor DH, Williams CF, Nelson SD (1997) Water retention in root-zone soil mixtures of layered profiles used for sports turf. HortScience, 32:82-85

Waddington DV (1992) Soils, Soil Mixtures, and Soil Amendments. In: Waddington DV, Carrow RN, Shearman RC (eds.). Turfgrass-Agronomy Monograph no. 32, American Society of Agronomy, Madison, WI.

Waltz FC, Quisenberry VL, McCarty LB (2003) Physical and hydraulic properties of rootzone mixes amended with inorganics for golf putting greens. Agron J, 95:395-404

Potential to reduce greenhouse gas emissions associated with conversion of Garden City Lands peatland to farmland

Michael Bomford, PhD, Kwantlen Polytechnic University Department of Sustainable Agriculture

Peat is an accumulation of partially-decomposed plant material that builds gradually in certain low oxygen, water-saturated environments. Because it consists almost entirely of organic material, peat represents a concentrated form of carbon. Under extended periods of heat and pressure, peat becomes coal.

Almost a third of terrestrial carbon stores are in peat. Peatlands cover just three percent of the earth's surface, but are estimated to hold some 550 billion metric tons of carbon – about twice as much as the planet's trees.^{1,2} Each year, peatland formation sequesters another 100 million metric tons of carbon, counteracting the carbon dioxide emissions of about 80 million cars.

Peatland conservation is a crucial component of efforts to prevent climate change, and peatland degradation has substantial potential to amplify climate change.

Canada has more peat than any other nation, with 1.1 million square kilometers of peatland covering a broad swath between the northwestern region of the Northwest Territories and western Quebec (Figure 1). British Columbia's peatland is concentrated in the northeastern region of the province, and along its west coast. Although most of Canada's peatland remains intact, peatland in populated regions, like the Fraser Valley, is largely degraded.

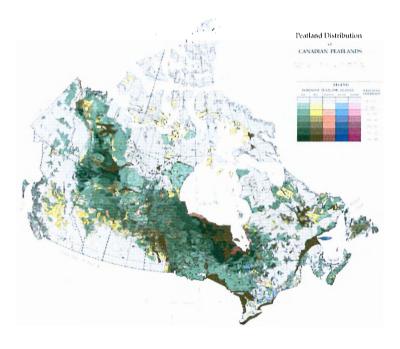


Figure 1. Distribution of Canadian peatlands.³

Substantial peat bogs once covered most of East Richmond and East Delta (Figure 2). Smaller bogs existed west of Burnaby Lake, in South Burnaby, North Surrey, and Cloverdale. Except for Burns Bog, in East Delta, only a few fragments of these original bogs remain. Most have been drained to enable agriculture and urban development. Draining peat allows oxygen to penetrate, rapidly reversing the process of peat accumulation, and converting peatland from carbon sink to carbon source.

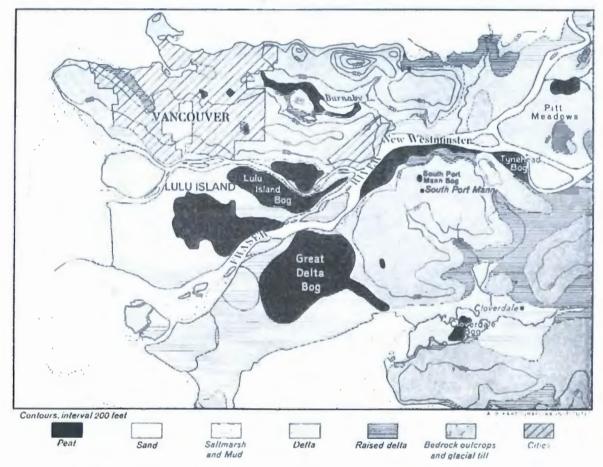


Figure 2. Peat bog extent in the Fraser Valley in 1927.⁴ The Garden City Lands are situated at the northeast edge of the former Lulu Island Bog.

Even after drainage, peatlands make poor soil for most types of agriculture, due to their characteristic acidity and low nutrient availability. A few acid-tolerant crops, like cranberry and blueberry, can grow in unamended peat. Most other crops require substantial lime and fertilizer amendments to improve peat fertility.

With suitable amendment, peat makes excellent soil for growing a wide range of crops. Its high organic matter content contributes to exceptional nutrient and water holding capacity. Decomposing peat releases (mineralizes) nitrogen, which promotes crop growth. Compared to mineral soils, peat soils have a much lower bulk density, resist compaction, and have a loose, friable nature that makes them the soil of choice for potting media, and very well-suited to root crop production.

The BC Land Inventory classification system notes that Richmond's peat soils have a limited capacity for crop production due to excessive wetness and acidity, but also that these soils can be suitable for a wide range of crops "with water management, liming, and fertilization."⁵

Unfortunately, water management (drainage), liming, and fertilization of peat all contribute to greenhouse gas emissions. Drainage and cultivation introduce oxygen to the soil, promoting microbial respiration and peat decomposition. The carbon that was stored in the peat over millennia is rapidly released into the atmosphere as carbon dioxide. Adding lime to increase soil pH (i.e. reduce soil acidity) hastens peat decomposition and carbon dioxide release, and can also promote methane release.⁶ Drainage and nitrogen fertilization of peat both promote production of nitrous oxide, another potent greenhouse gas.⁷

Greenhouse gas emissions associated with farming peat soil can be 100 times the emissions associated with farming mineral soil.⁸ Consequently, some agricultural scientists discourage conversion of peatlands to agricultural production, and recommend policies to remove peatland from agricultural production.⁹ Such a policy would compromise regional food security in a region like Richmond, where much of agriculture occurs on peatland. Different models are needed.

In order to fulfil its mandate as a model for sustainable agriculture, the Garden City Lands farm must address greenhouse gas emissions associated with converting peatland to agriculture. It cannot replicate commonly-used systems that are recently-recognized contributors to climate change. Other models exist:

 Paludiculture is the cultivation of crops on undrained or rewetted peatlands, which slows or reverses peat decomposition and reduces greenhouse gas emissions. It has a long history of use in Mexico and Central America, and is more recently being tested and adopted by Asian and European farmers. Cultivation typically takes place on raised beds, just above the water table, with standing water maintained between beds. Carbon dioxide emissions tend to be lower in paludiculture than in farming conducted on drained peatlands (Figure 3). Methane emissions tend to increase when the fields flood, but overall global warming potential of the systems remains lower than in drainage-based systems. Retaining a sufficiently high water table for paludiculture requires wet conditions year-round, which could be difficult to achieve in the typically dry summers of south-western BC.

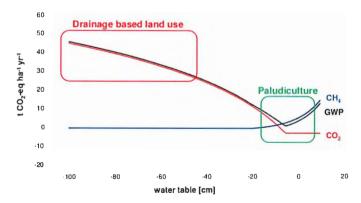


Figure 3. Global Warming Potential (GWP) of agricultural peatlands as a function of water table depth. Total GWP in this figure is the sum of GWP from methane (CH₄) and carbon dioxide (CO₂).¹⁰

CNCL - 771

• A recent study conducted in western Norway tested inversion of the peat and clay layers in a shallow peatland. Placing 50-70 cm of mineral soil on top of the peat soil allowed crop production with much lower greenhouse gas emissions (Figure 4).¹¹

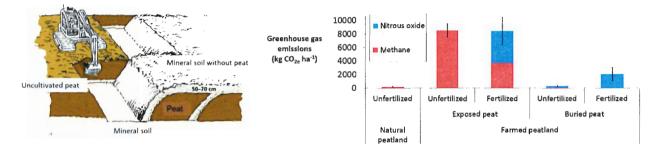


Figure 4. Mineral soil beneath peatlands in western Norway was excavated and placed in a 50-70 cm layer over the peat (left). Nitrous oxide and methane emissions associated with conversion to agriculture were lower from the buried peat than from exposed peat at the same site (right).¹²

Heavy metal contamination has been detected deep in the native peat soils at the Garden City Lands, likely due to the site's use as a firing range early in the 20th century. Independent consultants have indicated that a 30-60 cm layer of clean soil must be added to the site, to avoid potential contamination of food crops. Sixty centimeters of mineral soil from a runway expansion project at the Vancouver International Airport, on Sea Island, was transported seven kilometers east, to the Garden City Lands, for this purpose.

The 60 cm layer of locally-sourced mineral soil added above the native peat on a section of the Garden City Lands mimics the inversion of peat and mineral layers found to dramatically reduce greenhouse gas emissions in western Norway. It will allow testing and demonstration of an innovative approach to greenhouse gas mitigation associated with peatland conversion to agriculture. Agricultural management will be restricted to the mineral layer, and drainage will not penetrate the peat layer, allowing maintenance of a high water table and acidic conditions in the peat layer, to preserve the peat and reduce carbon dioxide emissions (Figure 5). Nitrous oxide emissions associated with nitrogen fertilization of the mineral soil are expected to be much lower than direct fertilization of the peat.¹³ The mineral soil layer above the peat will provide an environment for methane-consuming bacteria that thrive in aerobic environments, potentially reducing methane emissions from the buried, anaerobic peat layer. Management of the mineral soil will emphasize organic matter addition through incorporation of cover crops, composts, manures, and other carbon-rich amendments. The management goal will be to increase the organic matter content of the mineral soil, sequestering carbon, while maintaining the high organic matter content in the buried peat. This approach has potential to demonstrate carbon-negative farming in an ecosystem that would normally result in substantial greenhouse gas emissions following conversion to agriculture.

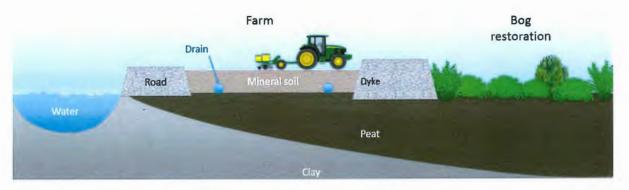


Figure 5. Cross-section of farm and bog restoration portions of the Garden City Lands, showing a 60 cm layer of mineral soil above native peat. Agricultural drainage will not penetrate the underlying peat, allowing it to remain saturated and acidic to prevent greenhouse gas emissions associated with drainage, fertilization, liming, and cultivation, all of which contribute to peat degradation. Mineral soil above the peat will be managed to increase organic matter content and sequester carbon.

⁵ Agriculture and Agri-Food Canada, 2000. "Land Systems Report for the City of Richmond, British Columbia" Prepared by Liz Kenney, Research Branch, Western Land Resource Group, Agassiz, British Columbia.

⁶ Murakami, Mio, Yuichiro Furukawa & Kazuyuki Inubushi. 2005. Methane production after liming to tropical acid peat soil. Soil Science and Plant Nutrition 51: 697-699. Link.

⁷ Oleszezuk, R., K. Regina, L. Szajdak, H. Hoper & V. Maryganova. 2008. Impacts of agricultural utilization of peat soils on the greenhouse gas balance. Pp. 70-96 in Stack, Maria [ed.], Peatlands and Climate Change. International Peat Society, 2008. 223 p. Link.

⁸ Aarhus University. December 17, 2015. Growing crops on organic soils increases greenhouse gas emissions, say scientists. ScienceDaily. Retrieved August 24, 2017. <u>Link.</u>
⁹ Ibid

¹⁰ Image adapted from Peters, Jan. 2012. Paludiculture: Business opportunities for rewetted peatlands. Michael Succow Foundation, Greifswald / Germany. Link.

¹ Strack, Maria. 2008. Peatlands and Climate Change: Executive Summary for Policymakers. International Peat Society, Finland. Link.

² Biello, D. 2009. Peat and Repeat: Can Major Carbon Sinks be Restored by Rewetting the World's Drained Bogs? Scientific American, December 8, 2009.

³ Tarnocai, C, I.M. Kettles & B. Lacelle. 2011. Peatlands of Canada. Geological Survey of Canada. <u>https://doi.org/10.4095/205270</u>.

⁴ Osvald, Hugo. 1933. Vegetation of the Pacific Coast Bogs of North America. Acta Phytogeographica Suecica. 38 p. Link.

 ¹¹ Hansen, S, S. Rivedal, S. Øpstad, S. Heggset, J. Deelstra & P. Dörsch. 2017. GHG emissions and agronomic feasibility for forage production on inverted peat soil. Norwegian Centre for Organic Agriculture. <u>Link</u>.
 ¹² Figure adapted from Hansen et al., 2017. (Ibid).

¹³ The site will be certified to national organic standards, so no synthetic nitrogen fertilizer will be used. Nitrogen enrichment from nitrogen-fixing crops, composts, manures, and other organic fertilizers can still contribute to nitrous oxide emissions in high organic matter soils.



September 27, 2017

To: City of Richmond Parks, Recreation and Cultural Services Committee

Re: Garden City Lands Soil

Dear Committee Members,

I am writing this letter in response to the committee's request for feedback on the soil that has been placed on the land KPU is leasing for our Teaching and Research farm on the Garden City Lands.

Throughout the process of soil placement, the City of Richmond staff have been in regular communication with KPU. We were provided with a copy of the Hemmera report and were given the opportunity to provide city staff with specifications for the soil characteristics that would be acceptable to place on the farm site. These specifications were included in the application that was approved by the ALC. Based on the evidence presented, drainage challenges on the site and our understanding of sustainable management of peat soils we believe the approach of capping the peat with mineral soil is the most ecologically sound approach to bring the site into agricultural production.

The soil that was placed on site has met all of KPU's specification with the exception of organic matter content. When it was brought to our attention that the organic matter content was low and as a result, the nutrient content was also low, we had discussions with the city staff to develop a strategy to amend the soil to meet the specification which involved the incorporation of peat, compost and manure. We are satisfied with this approach.

The addition of the mineral soil on top of the peat is also very beneficial from the stand point of climate change. The cultivation of peat soils results in the relase of highly potent greenhouse gasses and recent research has demonstrated that the release of the greenhouse gasses can be strongly mitigated by capping the peat with at least 50cm of mineral soil. This would allow the carbon stored in the peat on garden city lands to remain sequestered. For this reason, we are hoping to retain as much of the mineral soil that has already been placed as possible.

It is critical to KPU that the establishment and management of this farm is conducted in a way that is consistent with our deep commitment to sustainability and our desire to provide opporutnities for our students, industry partners and the community to engage with agriculture in a very tangible way. To that end, we remain enthusiastic and greatful for the opportunity to collaborate with the City of Richmond on this awesome project and are very eager to get on the site to begin farming!



Please do not hestitate to contact me if you have any concerens, questions or would like to have further discussion about the establishment and management of the farm.

Sincerely,

Rebecca Harbout

Dr. Rebecca Harbut Chair, Department of Sustainable Agriculture and Food Systems Kwantlen Polytechnic University

t: 604-599-2568 e: rebecca.harbut@kpu.ca



Date: 11 October 2017

Attn: Alex Kurnicki

From: Bruce McTavish

Re: Garden City Lands Fill Project ALC Request

This memo by McTavish Resource and Management Consultants Ltd. (McTavish) to the ALC on behalf of the City of Richmond is related to the mitigation of the Garden City Lands in Richmond BC. This memo addresses two topics:

- 1) Establishing of a cover crop, and
- 2) Future built-up of soils

The ALC allowed the placement of fill on 8 ha of the Garden City Lands. Fill has been placed on about 2.5 ha. The filling process was monitored by McTavish. Concerns regarding the filling process and reclamation were voiced by the ALC and were discussed at a meeting on October 5th, 2017. The meeting included a discussion on reclamation of the filled area and resulted in the allowance of tilling of the site and the expression of the need for organic matter. The allowance for tillage was later expressed in an email from ALC.

This section of the memo will describe the steps to be taken in the reclamation. It includes the short-term actions and any action to be taken in the spring of 2018.

The changes from the previous plan are based on:

- a) The comments from the ALC made on October 5th
- b) The need to cover the site with a cover crop to protect the soil
- c) The limited time to seed a cover crop before the weather restricts growth
- d) The current low availability of animal/steer manure
- e) The objections by the ALC to use compost
- f) The peat brought on-site is wet, restricting spreading and travel on spread peat
- g) Spreading peat on top of tilled soil is counter productive
- h) The need for a blanket approach for the tilled soil, rather than small test plots
- i) The opportunity for Kwantlen Polytechnic University (KPU) to commence farming practices on a small scale in the Spring of 2018.
- j) The requirements for an extensive reclamation plan to be submitted to the ALC for approval

The current outline of the plan is indicated in the table below. The objective of the reclamation is to establish a cover crop of rye under-seeded with Crimson Clover to quickly protect the site.

#	Action	Timing	Remarks
1	Tillage and cross ripping	Completed October 9 th	The site was ripped and cross ripped to mitigate compaction
2	Seeding and cultivation	To be completed Week of October 10 th	The seed mix will be supplemented with required fertilizer to bring quick greening of the site. Germination of the rye will take up to a week, the under-seeded clover will take a bit longer.
3	Establishing field plots	Spring of 2018	Small scale plots will be established by KPU to establish farm units. A mixture of steer manure, peat, poultry manure and other ingredients allowed by ALC will be used.
4	Production	Summer of 2018	The rye crop - if it survives any frost – will be removed and the clover will be allowed to mature.
5	Clover phase	Fall 2019 – to 2020	Clover will be hayed and sold for livestock feed. Small parcels will be removed for test plots and for production according to the KPU farm development strategy.

After the site has been seeded, a team comprised of members from the City of Richmond, McTavish, and KPU will develop the mitigation plan and prepare a detailed outline to include all facets of soil handling, organic matter management, nutrient management, and cropping practices. This plan will be provided to the ALC prior to implementation.

The ALC approved the application of fill to 8ha of the Garden City Site. As sandy soil has been applied to about 2.5 ha, opportunity exist to expand the application of soil to the remainder 5.5 ha. McTavish currently works with the City of Richmond to fine tune the screening and accepting of soil process. As discussed at the October 5th meeting, more steps will be taken to screen the soil. These steps will include:



- Agrologist review of Phase 1 reports from the site the soil originates from, with an emphasis the soil quality meets the standards set by the ALC for topsoil and that soil meets the criteria as listed in the Schedules of the CSR that are applicable to agricultural soil. Agrologist to be appointed by City of Richmond.
- 2) Agrologist review of the site the soil originates from to assess the agricultural characteristics of the soil, including topsoil and subsoil. Agrologist to be appointed by City of Richmond.
- 3) Agrologist to review practices to remove the soil from the site of origin; practice to include separation and set-aside of topsoil, potentially screening of soil to remove coarse fragments, and assessing of texture classes. Agrologist to be appointed by City of Richmond.
- 4) Supervise the loading of soil and monitor its quality. Topsoil is to be kept separately.
- 5) Supervise the placement of the soil. Topsoil to be kept separately and placed as a final layer.
- 6) Supervise the management, tillage and seeding of the soil.

We trust that this meets your needs,

Sincerely,

Dun MV

Bruce McTavish, MSc MBA PAg RPBio President McTavish Resource & Management Consultants Ltd.



From:	Wilson, Shawna Mary ALC:EX <shawna.mary.wilson@gov.bc.ca></shawna.mary.wilson@gov.bc.ca>
Sent:	Thursday, 12 October 2017 15:53
То:	Kurnicki, Alexander
Cc:	Esko,Jamie; Lusk,Serena; Morin,Mike; Glavas, Katarina ALC:EX; Grout, Kim ALC:EX
Subject:	RE: 56199 Garden City Lands Fill Project - Moving Forward

Good afternoon,

Thank you for submitting the document titled "Memo to ALC_11Octoberfinal" on October 11, 2017. The document outlined the proposed interim plan for amending the soil at Garden City Lands while a more detailed plan is being drafted. The memo outlined that the immediate plan is to establish a cover crop of rye under-seeded with crimson clover and supplemented with commercial fertilizer to establish a winter cover crop.

Given the time of the year and recent weather, the ALC agrees with the immediate plan for the site; however, it is highly recommended that a barley crop is used rather than fall rye given the late planting of the cover crop.

Please note that this interim plan does not absolve the City of Richmond from submitting a more detailed plan for soil reclamation at the site. As discussed at our meeting of October 5, 2017 the plan should include, but not be limited to, the following components:

- Rock picking
- Subsoiling
- Incorporation of well decomposed peat; the project Agrologist should assess the quality of peat from all source sites (i.e., Von Post scale of humification identifying any separation of the fibric and mesic layers) and guide equipment operators in all salvaging activities.
- Incorporation of manure steer manure is preferred
- Annual cover cropping
- Details of KPU plots additional information regarding size of test plots

Please continue to keep the ALC updated as to the progress on the site.

Thank you,

Shawna Wilson, MSc Land Use Planner - South Coast Region Agricultural Land Commission 133- 4940 Canada Way, Burnaby BC V5G 4K6 P 604.660.7008 | F 604.660.7033 Shawna.Mary.Wilson@gov.bc.ca | www.alc.gov.bc.ca

From: Kurnicki,Alexander [mailto:AKurnicki@richmond.ca]
Sent: Wednesday, October 11, 2017 3:23 PM
To: Wilson, Shawna Mary ALC:EX
Cc: Esko,Jamie; Lusk,Serena; Morin,Mike; Glavas, Katarina ALC:EX; Grout, Kim ALC:EX
Subject: RE: 56199 Garden City Lands Fill Project - Moving Forward

Hello Shawna and Katarina:

Further to our meeting with you last week on Thursday, October 5th, please find attached a memo outlining the City of Richmond's plan for amending the soil recently placed at the site. I understand that you have already been in touch with Hubert Timmenga to review the memo.

CNCL - 779

We would appreciate your direction to proceed with seeding the cover crop (as outlined in the memo) at your earliest convenience. We are prepared to seed this week.

Please don't hesitate to contact me if you have any questions or concerns.

Regards,

Alex Kurnicki | MBCSLA Research Planner II | Parks Planning, Design & Construction Community Services | City of Richmond 5599 Lynas Lane Richmond BC V7C 5B2

P|604-276-4099 C|778-554-7839 E| <u>akurnicki@richmond.ca</u>



From: Wilson, Shawna Mary ALC:EX [mailto:Shawna.Mary.Wilson@gov.bc.ca]
Sent: Thursday, 5 October 2017 16:03
To: Kurnicki,Alexander
Cc: Esko,Jamie; Lusk,Serena; Morin,Mike; Glavas, Katarina ALC:EX; Grout, Kim ALC:EX
Subject: 56199 Garden City Lands Fill Project - Moving Forward

Good afternoon,

Thank you all for coming to meet with the ALC this afternoon regarding moving forward at Garden City Lands (ALC File 56199). As discussed, the ALC anticipates the City of Richmond will provide a detailed plan with respect to the peat, manure, and cover crops proposed for Garden City as an alternative to the requirement identified in my August 29, 2017 e-mail. In the meantime, the ALC has no concerns with the City of Richmond carrying out ripping and stone picking activities on site.

We look forward to receiving the above noted information.

Thank you,

Shawna Wilson, MSc Land Use Planner - South Coast Region Agricultural Land Commission 133- 4940 Canada Way, Burnaby BC V5G 4K6 *P* 604.660.7008 | *F* 604.660.7033 Shawna.Mary.Wilson@gov.bc.ca | www.alc.gov.bc.ca

CNCL - 780



Date: March 12, 2018 (Revision 1)

Attn: Alex Kurnicki

From: Bruce McTavish

Re: Source Soil Management

This memo outlines the steps to takeplace when soil is sourced for transport and deposit at the Garden City project.

The soil for the Garden City must adhere to the ALC guidelines for soil quality deposited on the Garden City lands and the applicable matrix standards from the BC Contaminated Site Regulations (BCCSR) – Schedule 3.1, Column 4 for Agricultural Lands¹.

The owner or contractor of the source soil will need to provide a Phase 1 Environmental Assessment.

When a source of soil has been identified, the following steps will be taken:

- On behalf of the City of Richmond, an Agrologist with expertise in soil science and soil handling will review available documentation including a Phase I Site Investigation (environmental assessment) report for the site from which the soil originates.
- 2) The Agrologist must visit the source site and evaluate the soil for suitability as fill on the Garden City lands, and report on whether and how conditions of the ALC for soil will be met. This evaluation starts with on site visual observations of the site and the soil. Based on the observations and review the Agrologist can:
 - a. Reject the soil
 - b. Approve the soil and then
 - c. Proceed with a soil investigation program, including sampling and sample analysis.
 - d. Ensure that soil meets the KPU specification attached to ALC decision 56119
- 3) The Agrologist must prepare a protocol for the soil handling before transportation of the soil to the Garden City Lands. The protocol will be site specific and include:
 - a. Supervision of soil handling
 - b. Separation and set aside of topsoil
 - c. Separate transport of topsoil and other soil to the Garden City property
 - d. Placement of soil and topsoil to mimic the original profile, and
 - e. Monitoring of stoniness
 - f. Monitoring of non-soil inclusions such as asphalt and concrete and procedures for removal of such items.

¹ http://www.bclaws.ca/civix/document/id/lc/statreg/375_96_07

#300 – 15300 Croydon Drive Surrey BC V3S 0Z5

The Agrologist may recommend that screening of the soil to remove inclusions takes place before transport of the soil to the Garden City property.

Bue MCC

Bruce McTavish MSc MBA PAg RPBio Senior Agrologist/Senior Biologist President

Cc: Warren Mills Environmental Coordinator



ATTACHMENT 18



#300 – 15300 Croydon Drive Surrey BC V3S 0Z5

Date: December 19, 2017

Attn: Alex Kurnicki

From: Bruce McTavish PAg

Re: Garden City Lands Spring Soil Management Plan

The following document is based on discussions between the City of Richmond (CoR), Kwantlen Polytechnic University (KPU) and McTavish Resource & Management Consultants Ltd. (McTavish). The purpose of the memo is to document the planned spring activities on the filled area at the Garden City Lands.

The site was filled during the summer and fall of 2017 with soil that is predominantly sandy loam to loam. McTavish sampling and testing in 2017 indicated that: "The Garden City Lands soils meet the good to fair criteria for all parameters except organic matter and electrical conductivity (EC). The soils can be amended to meet the "good" criteria for each parameter of topsoil quality through the incorporation of peat or other organic matter into the soil profile. McTavish recommends well-decomposed peat (H5-H8 on the Van Post Scale for humification) to increase the organic matter of the soils to at least 3.5%."

In the late fall of 2017 a cover crop of fall rye and clover was seeded. The fall rye has germinated and established prior to winter. The following steps will take place in the Spring of 2018:

- Till in the cover crop.
 - Incorporation of the cover crop will increase the organic matter of the coarse textured (sandy soil).
- Screen the peaty/organic soil that is on the site per McTavish memo of December 18, 2017.
 - Screening of the peat will remove all coarse debris (wood pieces) and the clumps of clay/silt mineral soil that are in the stockpiled peat. This will improve its attributes as a soil conditioner.
- Spread peat on the existing fill over the surface at ~300 m³ per acre which will increase the organic matter in the existing fill to ~3.5% (McTavish memo September 19, 2017).
- Once the peat has been spread incorporate (cultivate) it into the existing mineral soil.
- Incorporate other organic soil conditioners such as manure and/or compost if available and incorporate into the existing fill.
- Test the site for soil fertility to determine fertilizer requirements.
- Plant forage grass/legume crop and grow for one season to increase organic matter and establish soil macropores.

McTavish will monitor the soil and report on its quality and make recommendations if further amendments are required.

On a small section of the property ~20% KPU will establish small scale plots as small individual farm units. On these areas a mixture of manure, peat, and other soil amendments/conditioner allowed by ALC will be incorporated into the fill to increase the organic matter content and improve the soil.



Percolation testing Garden City Farm Development Richmond BC

Prepared for:

City of Richmond

Prepared by:

Bruce McTavish PAg, MBA, RPBio David Grewer, PhD Justin McTavish, BSc AAg Taisha Mitchell, BSc AAg BIT

McTavish Resource & Management Consultants Ltd. 15300 Croydon Drive, Suite 300, Surrey BC V3Z 0Z5 www.mctavishconsultants.ca

March 25, 2018

Table of Contents

1.0	Introduc	ction	1
2.0	Method	ology	2
3.0	Results.		3
4.0	Discussi	on	5
Appen	dix I.	Soil lab results (McTavish September 20 2017)	6

Figure 1 Site location and perc test locations	1
Figure 2 Perc test hole	2
Figure 3 Water Infiltration Rates for Soil Percolation Test Holes	4

Table 1 Typical infiltration rates based on soil texture	3
Table 2 Water infiltration rates Garden City Project Fill Site	4





1.0 Introduction

McTavish Resource and Management Consultants Ltd. (McTavish) performed soil percolation tests at the Garden City Lands at the request of the City of Richmond (CoR). A soil percolation test determines the water absorption or infiltration rate of soil and is often performed prior to building septic drain fields or infiltration basins. This test examines how quickly a known volume of water infiltrates into the subsoil of a drilled hole of a known surface area. The soil percolation test for the Garden City Lands was performed on March 20, 2018 after fill placement, and prior to peat and manure placement.

Soil texture and composition influence soil hydrology and percolation. Coarse soil textures with larger pore spaces, such as sand, will allow water to flow through the soil profile more readily than fine soil textures, such as clay. The imported soil on the Garden City Lands has a texture ranging from sandy loam to loamy sand, which will have relatively rapid infiltration rates.



Figure 1 Site location and percolation test locations



2.0 Methodology

2.1 Soil percolation field test

To evaluate the water infiltration rates of the imported soil at the Garden City fill site, eight test holes were installed throughout the field. Percolation test locations were randomly sampled within each soil textural class observed across the fill site based on the McTavish report titled "Garden City Soil Report September 20 2017 Final McTavish." Test holes were dug at each site at a depth of approximately 20 cm. Any smeared soil at the base of the test hole was carefully removed to expose an undisturbed interface for water infiltration.

PVC piping approximately 50 cm in length and 10 cm in diameter was then installed above the level surface at the base of the test hole. Excavated soil was replaced around the percolation column to stabilize the PVC piping in the ground (Figure 2). Pre-soaking of each test hole was performed to saturate the underlying soil with water until steady state emerged and more accurate results could be collected. At the time of sampling, prior rainfall helped establish semi-saturated soils within the test area and little pre-soaking was required to reach steady state conditions.

Once the soil was saturated, water was slowly added to a predetermined depth and allowed to infiltrate over time. The depth of water infiltration was measured again at regular intervals and the resulting rate of infiltration was calculated as the volume absorbed (mL) over time (min), based on the area displaced within the percolation test column.

The mean rate observed at each test hole was calculated from replicate trials for each site. Assuming a constant flow rate, standard error analysis of the infiltration rate was determined from the standard deviation of replicate sampling trials at each test hole. Typical infiltration rates based on soil texture classification is presented in Table 1 for reference.



Figure 2 Percolation test hole



		Infiltrat	ion Rate (mL	/min)
Soil Texture	Infiltration Speed	Low	Average	High
Sand, gravel	Very rapid	26.18	78.54	130.90
Loamy sand, fine sand	Rapid	7.85	17.02	26.18
Loamy fine sand, fine sandy loam, sandy loam	Moderately rapid	2.62	5.24	7.85
Sandy clay loam, loam, silty loam, very fine sandy loam	Moderate	0.79	1.70	2.62
Clay loam, silty clay loam, silt, silty clay, sandy clay	Moderately slow	0.26	0.52	0.79
Clay, silty clay	Slow	0.08	0.17	0.26
Clay w/ >60% clay	Very slow	0.0020	0.0403	0.0785
	Impermeable	0	0.0010	0.0020

Table 1 Typical infiltration rates based on soil texture¹

3.0 Results

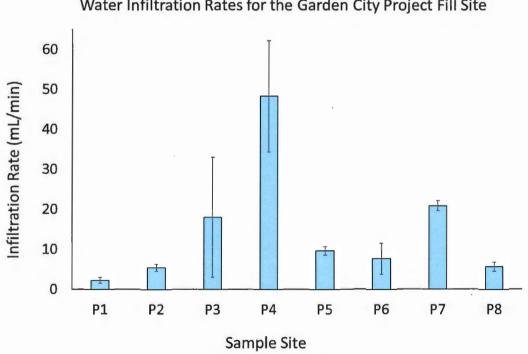
The results of the soil percolation field tests are summarized in Table 2 and Figure 3. Results show that the slowest percolation rate $(2.21 \pm 0.70 \text{ mL/min})$ falls within typical ranges for a loam indicating moderate infiltration (Table 1). Except for site P4, where infiltration was very rapid, the rate observed at the remaining test holes fell within expected ranges (Table 1), indicative of moderately rapid (2.62 to 7.85 mL/min) to rapid (7.85 to 26.18 mL/min) infiltration.

¹ Infiltration rates based on soil textures adapted from the United States Department of Agriculture Natural Resources Conservation Service (USDA NRCS) Guides on <u>Soil Potential Ratings</u> and <u>Soil Infiltration</u>



Sample Site	Soil Texture (Lab Textured)	Mean Infiltration Rate (mL/min)
P1	Sandy Loam	2.21 ±0.70
P2	Loamy Sand	5.41 ±0.88
РЗ	Sandy Loam	18.00 ±14.98
Р4	Loamy Sand	48.22 ±13.95
Р5	Sandy Loam	9.53 ±1.05
P6	Sandy Loam	7.62 ±3.84
Р7	Sandy Loam	20.92 ±1.28
P8	Sandy Loam	5.68 ±1.15

Table 2 Water infiltration rates Garden City Project Fill Site



Water Infiltration Rates for the Garden City Project Fill Site

Figure 3 Water infiltration rates for soil percolation test holes



4.0 Discussion

Perolcation test results for the Garden City Lands are consistant with existing literature on perolcation rates for various soil texture types. The predominant soil texture on Garden City Lands is a sandy loam with percolation rates varing from 2.21-9.53 (ml/min). Three percolation test areas installed on soils with a high concentration of sand exhibited perolation rates that are considered rapid to very rapid draining, which is consistent with existing literature on these soil textural types.



									,		
	Sample ID										
-	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	TA	
Soil Quality Crit	eria										
Reaction (pH)	7.4	7.4	7.6	7.5	7.1	7.2	6.8	6.8	6.0	7.0	
Salinity (dS/m)	2.63	1.90	3.07	2.99	2.92	2.37	1.20	0.63	2.10	2.00	
Sodicity (SAR)	_	-	-	-	_	-	_	-	-	1.36	
Organic matter (%)	0.3	0.3	0.5	0.3	1.1	1.4	1.5	1.6	1.7	0.9	
Coarse fragments (%)	<1	7	7	7	7	7	3	14	4		
Cobbles and stones (%)	>1	>1	>1	>1	>1	>1	>1	>1	>1	>1	
Texture											
Sand (%)	72.4	79.4	70.4	80.0	64.0	59.4	54.4	55.4	50.4	66.4	
Silt (%)	23.0	16.0	25.0	17.0	29.0	33.0	36.0	35.0	38.0	28.0	
Clay (%)	4.7	4.7	4.7	3.0	7.3	8.2	10.3	9.9	11.7	6.4	
Soil Class	Sandy Ioam	Loamy sand	Sandy Ioam	Loamy sand	Sandy Ioam	Sandy Ioam	Sandy Ioam	Sandy Ioam	Loam	Sandy Ioam	
Nutrient Analys	ies		_								
N (ppm)	12	10	19	11	25	26	25	33	26	21	
P (ppm)	~ 9	7	9	7	11	10	7	8	8	8	

Appendix I. Soil lab results (McTavish September 20 2017)



K (ppm)	128	112	139	117	166	167	153	171	166	152
S (ppm)	820	731	918	>1000	770	546	276	160	486	710
Na(ppm)	-	_	-	-	-	-	_		-	62
Ca (ppm)	-	-	_	_	-		-	-	-	1710
Mg (ppm)	-	-	_	-	-	_	-	-	_	357
Fe (ppm)	-	_	-	-	-	-	-	-	-	84
Cu (ppm)	_	-	_	-	-	-	-	-	-	4
Zn (ppm)	-	_		-	-	-	-	-	-	2
B (ppm)	-	-	_	-	-	_	-	_	-	0.6
Mn (ppm)	-	_	-	-	-	-	-	_	-	11
Cl (ppm)	-	_	-	_	_	_	-	-	~	29



Annual Property Tax Rates (2018) Bylaw No. 9835

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 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.

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 3, 2018.

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 (2017) Bylaw No. 9695 is repealed.

PART SEVEN: BYLAW CITATION

7.1 This Bylaw is cited as "Annual Property Tax Rates (2018) Bylaw No. 9835".

	APR 2 3 2018	
FIRST READING		CITY OF RICHMOND
SECOND READING	APR 2 3 2018	APPROVED for content by originating
THIRD READING	APR 2 3 2018	APPROVED
ADOPTED		for legality by Solicitor

MAYOR

CORPORATE OFFICER

SCHEDULE A to BYLAW NO. 9835

PROPERTY CLASS	COLUMN A GENERAL PURPOSES	COLUMN B POLICING SERVICES	COLUMN C FIRE & RESCUE	COLUMN D STORM DRAINAGE	TOTAL
1. Residential	0.89979	0.33548	0.24753	0.03244	1.51524
2. Utilities	18.75936	6.99421	5.16061	0.67636	31.59054
3. Supportive Housing	0.89979	0.33548	0.24753	0.03244	1.51524
4. Major Industry	7.00732	2.61260	1.92768	0.25264	11.80024
5. Light Industry	2.87080	1.07035	0.78975	0.10350	4.83440
6. Business / other	2.87080	1.07035	0.78975	0.10350	4.83440
8. Recreation / non profit	0.94020	0.35054	0.25864	0.03390	1.58328
9. Farm	7.99946	2.98250	2.20061	0.28843	13.47100

SCHEDULE B to BYLAW NO. 9835

PROPERTY CLASS	REGIONAL DISTRICT
1. Residential	0.04248
2. Utilities	0.14870
3. Supportive Housing	0.04248
4. Major Industry	0.14445
5. Light Industry	0.14445
6. Business/other	0.10409
8. Rec/non profit	0.04248
9. Farm	0.04248

AREA		RATES
A, B, C & Steveston	Sewer Debt Levy (land only)	0.00478

SCHEDULE C to BYLAW NO. 9835

Bylaw 9844

CITY OF RICHMOND

APPROVED

for content by

originating dept

S

APPROVED for legality by Solicitor



DEVELOPMENT COST CHARGES IMPOSITION BYLAW NO. 9499, AMENDMENT BYLAW NO. 9844

The Council of the City of Richmond enacts as follows:

- 1. Schedule B of the **Development Cost Charges Imposition Bylaw No. 9499** be deleted and be replaced with Schedule A attached to and forming part of this amendment bylaw.
- 2. This Bylaw is cited as "Development Cost Charges Imposition Bylaw No. 9499, Amendment Bylaw No. 9844".

FIRST READING SECOND READING THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

APR 09 2018

APR 2 3 2018

APR 2 3 2018

SCHEDULE B City-Wide Development Cost Charge

	Richmond Zoning Bylaw 8500]												
Description	Standard Zones	Site Specific Zones	Site Specific Mixed Use Zones (1)	Road Works	Ser and the ser	Drainage Works	Water Works		Sanitary Sewer	and a contract	Parks quisition	De	Parks velopment		tal DCC	Units for each column
Agricultural	AG, CR, GC	ZA		\$ -	\$	-	\$ -	\$	-	\$		\$	-	\$	-	-
Marina (2)	МА															
Single Family	RS, RC, RCH, RD, RI, RE, RCC	ZS, ZD		\$16,005.	88 \$	7,222.16	\$ 1,091.53	\$	2,568.13	\$ 7	,749.20	\$	5,726.07	\$40	,362.97	per lot
Townhouse	RTL, RTM, RTH, RTP	ZT		\$ 7.	67 \$	3.11	\$ 0.71	\$	1.68	\$	5.05	\$	3.73	\$	21.95	per sq. ft. of DU
Apartment	RAL, RAM, RAH	ZLR, ZHR	ZR, RCL, ZMU, CS, ZC	\$ 9.	42 \$	2.21	\$ 0.74	\$	1.72	\$	5.19	\$	3.83	\$	23.11	per sq. ft. of DU
Commercial (3)	CL, CC, CA, CDT, CEA, CG, CN, CP, CV IB, IL, IR, IS	ZC ZI	ZR, RCL, ZMU, CS, ZC	\$ 11.	43 \$	2.15	\$ 0.28	\$\$	0.65	\$	0.19	\$	0.14	\$	14.84	per sq. ft. of BA
Light Industrial (4)	1 B, IL, IR, IS	ZI		\$ 8.	17 \$	2.15	\$ 0.28	\$\$	0.65	\$	0.19	\$	0.14	\$	11.58	per sq. ft. of BA
Major Industrial	I			\$42,673.	51 \$	42,743.74	\$ 3,915.22	\$	9,211.71	\$	760.22	\$	561.75		,866.15	per acre of gross site area
Institutional	AIR, SI, ASY, HC	ZIS		\$ 11.4	43 \$	2.15	\$ 0.28	\$	0.65	\$	0.19	\$	0.14	\$	14.84	per sq. ft. of BA

(1) For site specific mixed-use residential and commercial zones, the development cost charge (DCC) payable shall be calculated separately for reach portion of the development. DCC for residential uses are charged at the appropriate multi-family residential rate, and any commercial space is charged at the appropriate commercial rate.

(2) Waterborne residential development permitted under MA zone is exempt from DCC. Any upland buildings in this zone are required to pay the Commercial DCC Rate.

(3) Commercial rate is applicable to all uses permitted in these zones, except for the following, which will be charged the industrial rate: (i) general industrial, (ii) custom indoor manufacturing, (iii) minor utility, (iv) transportation depot, and (v) truck or railroad terminal.

(4) For industrial developments with a mix of commercial and industrial permitted uses (including site-specific industrial zones), the DCC payable shall be calculated separately for each portion of development contained in the building permit or subdivision application in accordance with actual uses. The total payable will be the sum of the DCC for each portion of the development at the applicable DCC rates.

Bylaw 9698



Richmond Zoning Bylaw 8500 Amendment Bylaw 9698 (ZT 14-656010) 11991 Steveston Highway

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

a. Inserting the following use in Section 22.15.3 Secondary Uses in the Gas Station Commercial (ZC15) – Broadmoor and Ironwood zone:

"Restaurant, drive-through"

- b. Inserting the following clauses into Section 22.15.11 Other Regulations in the Gas Station Commercial (ZC15) Broadmoor and Ironwood zone:
 - "3. Restaurant, drive-through is only permitted on the following site: 11991 Steveston Highway P.I.D. 027-287-513 Lot 1 Section 36 Block 4 North Range 6 West New Westminster District Plan BCP33442"
- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9698".

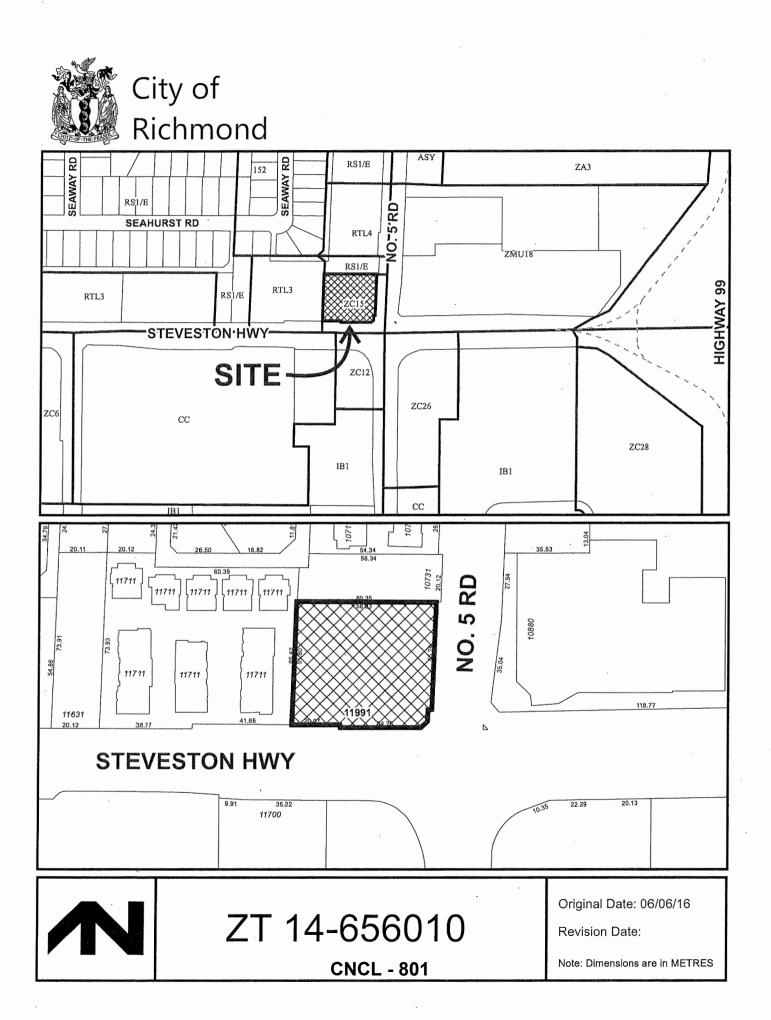
FIRST READING	MAR 2 7 2017	CITY OF RICHMOND
PUBLIC HEARING	APR 1 8 2017	APPROVED by
SECOND READING	APR 1 8 2017	APPROVED by Director
THIRD READING	APR 1 8 2017	or Solicitor
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE	MAY 2 4 2017	
OTHER CONDITIONS SATISFIED	MAY 0 7 2018	
ADOPTED		
•		

MAYOR

CORPORATE OFFICER

CNCL - 800

^{1.} Richmond Zoning Bylaw 8500 is amended by:





Minutes

Development Permit Panel Wednesday, April 25, 2018

Time: 3:30 p.m.

- Place: Council Chambers Richmond City Hall
- Present: Cecilia Achiam, Chair John Irving, Director, Engineering Victor Wei, Director, Transportation

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

Minutes

It was moved and seconded That the minutes of the meeting of the Development Permit Panel held on April 11, 2018 be adopted.

CARRIED

1.

1. Development Permit 17-778295

(REDMS No. 5582164 v. 2)

APPLICANT: Dagneault Planning Consultants

PROPERTY LOCATION: 7341 and 7351 No. 5 Road

INTENT OF PERMIT:

To issue an Environmentally Sensitive Area (ESA) Development Permit at 7341 and 7351 No. 5 Road, in order to allow a subdivision application for a lot line adjustment.

Applicant's Comments

Brian Dagneault, Dagneault Planning Consultants Ltd., provided background information regarding the subject Environmentally Sensitive Area (ESA) development permit application, noting that (i) the property boundary between the two subject lots is proposed to be realigned to create two equal sized parcels, and (ii) the proposal requires the reshaping of the existing on-site ESA boundary for the two lots.

Bruce McTavish, McTavish Resources and Management Consultants Ltd., reviewed the process for developing the proposal and highlighted the following:

- an environmental inventory was conducted including an examination of the existing soil condition of on-site ESA and it was noted that it was now more of a dry upland environment, rather than the City's description of a freshwater wetland ESA;;
- the tree and vegetation survey noted that a significant number of birch trees within the ESA are in poor condition and a change in vegetation has occurred;
- it was found that there were no large mammals such as deers and coyotes within the ESA; however, eight species of birds were identified;
- a portion of on-site ESA will be impacted for the proposed location of the septic field outside the farm home plate for each parcel;
- the protection of on-site ESA was a primary consideration and the applicant is proposing an on-site ESA compensation and enhancement scheme;
- the proposed ESA enhancement scheme includes planting of trees and shrubs on the new and existing ESA and removal of invasive plant species;
- the septic field will be planted with native grass and wildflowers suitable for pollinators to provide habitat value; and
- the proposed ESA enhancement scheme will result in an increase of the functionality of on-site ESA.

In response to a query from the Panel, Mr. McTavish acknowledged that on-site ESA will be reduced by 497 square meters due to the proposed location of the septic field outside the farm home plate for each parcel; however, the proposed ESA enhancement scheme will result in a net ESA improvement of 1,000 square meters.

Mr. McTavish added that an ESA monitoring program will be in place to ensure that (i) the growth of weeds and invasive species will be under control, (ii) the proposed plant and tree species will be planted, and (iii) the ESA restoration will be carried out correctly.

In response to a query from the Panel, Mr. Dagneault confirmed that there is no fence currently separating on-site ESA from the rest of the subject site; however, the applicant would be willing to install such fence should it be required by the City.

Also, Mr. McTavish noted that dead birch trees beyond the farm home plate will not be fully removed but will undergo wildlife modification to maintain their ecological value.

Staff Comments

Wayne Craig, Director, Development, noted that (i) fencing will installed to protect the ESA during the construction process, (ii) the security for landscaping will be held by the City for three years, and (iii) there will be an ESA covenant registered on title indicating how the ESA will be maintained in the long term.

Gallery Comments

None.

Correspondence

None.

Panel Discussion

In response to queries from the Panel, Mr. Dagneault noted that (i) existing trees on the retained and disconnected on-site ESA at the southeast corner of the subject site will be retained and the driveway for the subject parcel will be designed to avoid conflict with the disconnected ESA, (ii) the 38-meter setback defining the rear edge of the farm home plate was considered in the proposed location of the septic field for each parcel, and (iii) the two septic fields will encroach into a portion of ESA immediately adjacent to the west of the 38-meter farm home plate line to minimize on-site ESA encroachment.

In response to a query from the Panel, Mr. Dagneault acknowledged that there could be fencing between the perimeter of the two parcels but it would not extend onto the ESA beyond the 38-meter farm home plate line.

Panel Decision

It was moved and seconded

That an Environmentally Sensitive Area (ESA) Development Permit be issued at 7341 and 7351 No. 5 Road, in order to allow a subdivision application for a lot line adjustment.

CARRIED

2. Date of Next Meeting: May 16, 2018

3.

3. Adjournment

It was moved and seconded *That the meeting be adjourned at 3:45 p.m.*

ì

CARRIED

4.

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 25, 2018.

Joe Erceg Chair Rustico Agawin Committee Clerk



Report to Council

То:	Richmond City Council	Date:	May 7, 2018
From:	Joe Erceg Chair, Development Permit Panel	File:	01-0100-20-DPER1- 01/2018-Vol 01
Re:	Development Permit Panel Meetings Held on Jar January 31, 2018	nuary 17	', 2018 and

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 17-774155) for the property at 11991 Steveston Highway be endorsed, and the Permit so issued.

foe Erceg

Chair, Development Permit Panel (604-276-4083)

WC:sb

Panel Report

The Development Permit Panel considered the following item at its meetings held on January 17, 2018 and January 31, 2018.

<u>DP 17-774155 – SUNCOR ENERGY INC. – 11991 STEVESTON HIGHWAY</u> (January 17, 2018 and January 31, 2018)

The Panel considered a Development Permit application to permit the modification of an existing commercial building and drive-through to accommodate a drive-through restaurant establishment as a secondary use to the gas station on a site zoned "Gas Station Commercial (ZC15) – Broadmoor and Ironwood Area". No variances are included in the proposal.

The application was considered by the Panel at the meetings held on January 17, 2018 and January 31, 2018. At the meeting held on January 17, 2018, applicant, Anna Stilwell, of Suncor Energy; and Landscape Architect, Mary Chan Yip, of PMG Landscape Architects, provided a brief presentation, noting that:

- The applicant will introduce measures to limit odours, light overspill, and noise resulting from drive-through activities.
- New mechanical units will be installed on the existing commercial building to address ventilation and manage odours generated from cooking activities.
- As recommended by the applicant's acoustical consultant, the height of the existing rooftop screening is proposed to be increased by an additional 0.7 meters (2.3 feet) to accommodate new mechanical units and comply with the City's Noise Regulation Bylaw.
- Proposed parking and drive-through aisle length comply with Zoning Bylaw requirements.
- Existing trees, shrubs and hedges are in good condition and have been well-maintained. Landscaping on the corner of No. 5 Road and Steveston Highway will be upgraded.
- One tree will be removed due to an upgrade of the adjacent No. 5 Road sidewalk and two replacements trees are proposed on site. An additional canopy tree and landscaping is proposed adjacent to the patio area.
- A crosswalk will be installed to provide a safe crossing for pedestrians from the sidewalk along No. 5 Road into the drive-through restaurant. Patio and crosswalk area will feature stamped concrete to prevent any soil contamination.

In reply to Panel queries, Ms. Stilwell and Ms. Yip advised: (i) an extra piece of mechanical equipment will be installed and the applicant's acoustical consultant had advised that the height of the existing rooftop screen be increased to comply with the City's Noise Regulation Bylaw; (ii) there is an existing single drive-through lane on site, and the applicant is proposing a dual drive-through lane; and (iii) new signage will be installed on the drive-through restaurant building.

Staff noted that: (i) there will be a City work order associated with the project for frontage improvements on Steveston Highway and No. 5 Road; and (ii) a voluntary cash contribution was

secured for the future installation of a bus shelter on the bus pad along the frontage of the site through the rezoning application.

In reply to Panel queries, staff noted that: (i) the proposal was reviewed by Transportation staff and the provision for eight vehicle queue spaces along the drive through lane meets the minimum requirement of the Zoning Bylaw; (ii) the applicant could provide an updated building elevation showing the approximately two feet increase in height of the rooftop screening for mechanical equipment; (iii) after the staff report on the subject development application had been published, staff received information from the applicant regarding the proposed increase in the height of rooftop screening; (iv) staff noted that the height increase complies with the Zoning Bylaw and is consistent with existing materials on the building as conveyed by the applicant; and (v) increasing the height of the rooftop screening is one of the options to address the installation of additional mechanical equipment on the rooftop.

The Chair noted that the applicant's recent proposal to increase the height of the rooftop mechanical equipment screen should have been given more careful thought considering that the subject site is adjacent to residential developments.

The Panel referred the application to the January 31, 2018 meeting; in order for staff to work with the applicant to explore alternative approaches to screening all rooftop mechanical equipment on the building to mitigate and buffer noise other than increasing the height of the screened enclosure.

At the January 31, 2018 meeting, Ms. Stilwell noted the following to address the referral:

- The previously proposed screening height had been reduced by 0.7 meters (2.3 feet); which is now consistent with the existing height of the existing rooftop mechanical equipment screening.
- The proposed rooftop mechanical screening was redesigned to horizontal slats with reveals to provide additional detailing and articulation to the structure and the colour matching the existing colour of the building.
- A silencer will be installed on one rooftop mechanical equipment and new mechanical equipment with lower sound level generation has been selected to comply with the City's Noise Regulation Bylaw.

In response to a query from the Panel, Ms. Stilwell acknowledged that the applicant worked with staff in developing the proposed measures to address Panel's concerns regarding the design and height of the previously proposed rooftop screening for mechanical equipment.

The Chair noted that the applicant has satisfactorily addressed Panel's concern regarding the height of the previously proposed rooftop mechanical equipment screening in view of the proximity of the project's location to residential developments.

No correspondence was submitted to the Development Permit Panel regarding the application.

The Panel recommends that the Permit be issued.

5835674