



**City Council
Electronic Meeting**

**Council Chambers, City Hall
6911 No. 3 Road
Tuesday, May 24, 2022
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- | | |
|---------|--|
| CNCL-12 | (1) <i>adopt the minutes of the Regular Council meeting held on May 9, 2022;</i> |
| CNCL-22 | (2) <i>adopt the minutes of the Special Council meeting held on May 16, 2022; and</i> |
| CNCL-26 | (3) <i>adopt the minutes of the Regular Council meeting for Public Hearings held on May 16, 2022.</i> |



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. 16.

4. *Motion to rise and report.*



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.

RECOMMENDATIONS FROM COMMITTEE WILL APPEAR ON THE REVISED COUNCIL AGENDA, EITHER ON THE CONSENT AGENDA OR NON-CONSENT AGENDA DEPENDING ON THE OUTCOME AT COMMITTEE.

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Touchstone Family Association Restorative Justice Contract Renewal 2023-2025 And Annual Performance Outcome Evaluation Report
- Car Hailing Fines
- Election Procedure Amendment Bylaw For Mail Ballot Voting
- Referral Response: Proposed Mandatory Market Rental Housing Policy And Proposed Rental Housing Parking Changes
- Application To Government Of Canada Active Transportation Fund
- Award Of Contract 7214Q – On Call Roofing Contractor
- Change Order Approval - Contract 6503p – EV Charging Infrastructure And Management Provider

5. *Motion to adopt Items No. 6 through No. 13 by general consent.*



Consent
Agenda
Item

6. COMMITTEE MINUTES

That the minutes of:

- CNCL-33 (1) the **Community Safety Committee** meeting held on May 10, 2022;
CNCL-39 (2) the **General Purposes Committee** meeting held on May 16, 2022;
CNCL-43 (3) the **Planning Committee** meeting held on May 17, 2022; and
(4) the *Public Works and Transportation Committee* meeting held on May 18, 2022;(distributed separately)

be received for information.



Consent
Agenda
Item

7. TOUCHSTONE FAMILY ASSOCIATION RESTORATIVE JUSTICE CONTRACT RENEWAL 2023-2025 AND ANNUAL PERFORMANCE OUTCOME EVALUATION REPORT

(File Ref. No. 03-1000-05-069) (REDMS No. 6867340)

CNCL-55

See Page CNCL-55 for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

- (1) *That Council approve the contract renewal with Touchstone Family Association for the provision of Restorative Justice for three-years (2023-2025) as outlined in the staff report titled “Touchstone Family Association Restorative Justice Contract Renewal 2023-2025 and Annual Performance Outcome Evaluation Report”, dated April 4, 2022, from the General Manager, Community Safety; and*
- (2) *That the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the renewal of the contract with Touchstone Family Association under the terms and conditions described in this report.*



Pg. # ITEM

Consent
Agenda
Item

8. **CAR HAILING FINES FOR PASSENGERS**

(File Ref. No.)

CNCL-81

See Page CNCL-81 for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

- (1) *That a letter be written to the Province and the Passenger Transportation Board (PTB) requesting an examination of penalties for illegal ride-hailing services;*
- (2) *That staff be directed to raise the possibility of penalties regarding illegal ride-hailing services, to the Inter-Municipal Business Licence advisory working group; and*
- (3) *Encourage the PTB to consider an educational program.*

☐

Consent
Agenda
Item

ADDITIONAL RECOMMENDATION

That staff reach out to YVR Council Liaison, Dan Nomura, and ask him to raise the issue of illegal ride-hailing services that are operating out of YVR, and that YVR respond to Council.

☐

Consent
Agenda
Item

9. **ELECTION PROCEDURE AMENDMENT BYLAW FOR MAIL BALLOT VOTING**

(File Ref. No. 12-8125-90) (REDMS No. 6874788)

CNCL-82

See Page CNCL-82 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That “Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 10349” be introduced and given first, second, and third readings.

☐

Consent
Agenda
Item

10. **REFERRAL RESPONSE: PROPOSED MANDATORY MARKET RENTAL HOUSING POLICY AND PROPOSED RENTAL HOUSING PARKING CHANGES**

(File Ref. No. 08-4057-08) (REDMS No. 6852754)

CNCL-93

See Page CNCL-93 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Richmond Official Community Plan Bylaw 7100 and Bylaw 9000 Amendment Bylaw 10375, which proposes to amend the following:*
- (a) *in Schedule 1 of Richmond Official Community Plan Bylaw 9000, amend Section 3.3 “Diverse Range of Housing Types, Tenure and Affordability” by introducing City-wide market rental housing provisions for new development including:*
 - (i) *inserting language to secure a minimum of 15% of residential floor area as market rental units in new development that includes more than 60 apartment units;*
 - (ii) *inserting language to establish that for townhouse development with 5 or more units and apartment development with 60 or less units, a community amenity contribution may be accepted or voluntary construction of market rental units with an associated density bonus may be supported through a rezoning application; and*
 - (iii) *inserting language to clarify further parking reductions for secured rental housing.*
 - (b) *in Schedule 2.2A (Thompson Area Dover Crossing Sub-Area Plan), Schedule 2.4 (Steveston Area Plan), Schedule 2.10C (McLennan North Sub-Area Plan), Schedule 2.12 (Bridgeport Area Plan), and Schedule 2.14 (Hamilton Area Plan) of Richmond Official Community Plan Bylaw 9000, insert language to support density bonus provisions with respect to the Official Community Plan Market Rental Housing Policy, be introduced and given first reading.*
- (2) *That Richmond Official Community Plan Bylaw 7100 and Bylaw 9000, Amendment Bylaw 10375, 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 Management Plans;*

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

- (3) *That Richmond Official Community Plan Bylaw 7100 and Bylaw 9000, Amendment Bylaw 10375, 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.*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10376, which proposes to update existing multi-family zones to reflect changes to the Official Community Plan Market Rental Housing Policy that introduce a mandatory market rental requirement be introduced and given first reading.*
- (5) *That the following provisions apply to instream applications that are received prior to adoption of Richmond Official Community Plan Bylaw 7100 and Bylaw 9000, Amendment Bylaw 10375 and Richmond Zoning Bylaw 8500, Amendment Bylaw 10376:*
 - (a) *Instream rezoning applications may be exempt from the mandatory provision of market rental housing provided the application achieves first reading within one year of the amendment bylaws being adopted and final adoption and issuance of a Development Permit within one year following the associated Public Hearing; and*
 - (b) *Instream Development Permit applications may be exempt from the mandatory provision of market rental housing provided the Development Permit is issued within one year of the amendment bylaws being adopted.*

Instream applications that are unable to comply with the timeline may be required to redesign to construct market rental housing.
- (6) *That staff report back to Council regarding key findings related to the implementation of updates to the Official Community Plan Market Rental Housing Policy after the program provisions are in place for two years.*
- (7) *That Council review the policy annually.*



Consent
Agenda
Item

11. **APPLICATION TO GOVERNMENT OF CANADA ACTIVE TRANSPORTATION FUND**

(File Ref. No. 01-0140-20-INFR1) (REDMS No. 6862702))

CNCL-125

See Page CNCL-125 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) *That the City Centre Cycling Network Expansion application for cost-sharing as described in the attached report titled “Application to Government of Canada Active Transportation Fund” dated March 29, 2022 from the Director, Transportation, be endorsed;*
- (2) *That, should the above application be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized on behalf of the City to execute the funding agreement; and*
- (3) *That the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly.*



Consent
Agenda
Item

12. **AWARD OF CONTRACT 7214Q – ON CALL ROOFING CONTRACTOR**

(File Ref. No. 10-6000-01) (REDMS No. 6863966)

CNCL-131

See Page CNCL-131 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) *That Contract 7214Q – On Call Roofing Contractor be awarded to Marine Roofing and Repair Service (2003) Ltd., in the amount of \$714,010.44 for a three-year term as described in the report titled “Award of Contract 7214Q – On Call Roofing Contractor,” dated April 12, 2022 from the Director, Facilities and Project Development.*
- (2) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to extend the initial three-year term, up to the maximum total term of five years, for the maximum total amount of \$1,240,125.81, as described in the report titled “Award of Contract 7214Q – On Call Roofing Contractor,” dated April 12, 2022 from the Director, Facilities and Project Development.*

- (3) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the contract and all related documentation with Marine Roofing and Repair Service (2003) Ltd.*



Consent
Agenda
Item

13. **CHANGE ORDER APPROVAL - CONTRACT 6503P – EV CHARGING INFRASTRUCTURE AND MANAGEMENT PROVIDER**
(File Ref. No. 02-0780-01) (REDMS No. 6871147)

CNCL-136

See Page CNCL-136 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

That staff be authorized to issue a change order to increase the value of the current contract between the City of Richmond and Foreseeson Technology by \$2,290,663 bringing the new contract value to \$3,796,985 over the initial five-year contract term as detailed in the staff report titled “Change Order Approval – Contract 6503P – EV Charging Infrastructure and Management Provider”, dated April 14, 2022, from the Director, Public Works Operations.



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

PLANNING COMMITTEE
Councillor Bill McNulty, Chair

14. **REQUEST TO REVISE REZONING CONSIDERATIONS FOR THE APPLICATION BY BENE (NO. 3) ROAD DEVELOPMENT LTD. FOR REZONING OF THE PROPERTY AT 4700 NO. 3 ROAD FROM THE “AUTO-ORIENTED COMMERCIAL (CA)” ZONE TO A NEW “HIGH RISE OFFICE COMMERCIAL (ZC44) – ABERDEEN VILLAGE” ZONE**

(File Ref. No. RZ 14-672055) (REDMS No. 6822556)

CNCL-140

See Page CNCL-140 for staff memorandum dated May 12, 2022

CNCL-145

See Page CNCL-145 for staff memorandum dated April 14, 2022

CNCL-156

See Page CNCL-156 for full report

PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

Cllr. Steves

- (1) *That the request to revise the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the creation of a new “High Rise Office Commercial (ZC44) – Aberdeen Village” zone, and for the rezoning of 4700 No. 3 Road from the “Auto-Oriented Commercial (CA)” zone to the new “High Rise Office Commercial (ZC44) – Aberdeen Village” zone, to remove the rezoning consideration limiting the subdivision of office space, be approved, and*
- (2) *That the rezoning consideration be revised limiting subdivision of office space within the building (item #7 of the rezoning considerations) to the following: Registration of a legal agreement on title, limiting subdivision (including stratification and/or air space parcels) of the office space:*
 - *For the 9th and 10th floors, the top two floors of the building, no more than one strata lot or air space parcel per storey (single owner per storey of office space);*
 - *For the 6th, 7th and 8th floors, no more than 12 strata lots or air space parcels per storey, and a minimum 60.4 m² (650 ft²) strata lot size;*
 - *For the 5th floor, no more than two strata lots or air space parcels per storey, and a minimum 334.5 m² (3,600 ft²) strata lot size; and*
- (3) *That a new rezoning consideration be added stating: “City acceptance of the developer’s voluntary contribution in the amount of \$357,044.61 to the City’s Affordable Housing Reserve.”*



15. **APPLICATION BY PAKLAND PROPERTIES FOR REZONING AT 3660/3662 WILLIAMS ROAD FROM THE “TWO-UNIT DWELLINGS (RD1)” ZONE TO THE “SINGLE DETACHED (RS2/B)” ZONE**
(File Ref. No. RZ 21-936512) (REDMS No. 6886845)

CNCL-214

See Page **CNCL-214** for full report

PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

Cllr. Steves

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10383, for the rezoning of 3660/3662 Williams Road from the “Two-Unit Dwellings (RD1)” zone to the “Single Detached (RS2/B)” zone, be introduced and given first reading.



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-236

Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10101**
(11891 Dunavon Place, RZ 19-850681)
Opposed at 1st Reading – Cllr. Greene
Opposed at 2nd/3rd Readings – Cllr. Greene



- CNCL-238** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10109**
(6560 Granville Avenue, RZ 18-825323)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

☐

DEVELOPMENT PERMIT PANEL

16. RECOMMENDATION

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

- CNCL-240** (1) *That the **Chair's report** for the Development Permit Panel meetings held on April 13, 2022, be received for information; and*
- (2) *The recommendations of the Panel to authorize the issuance of:*
- (a) *Development Variance Permit (DV 20-918782) for the property located at 6560 Granville Avenue be endorsed, and the Permits so issued.*

☐

ADJOURNMENT

☐



Regular Council

Monday, May 9, 2022

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Chak Au
Councillor Carol Day
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves (by teleconference)
Councillor Michael Wolfe

Corporate Officer – Claudia Jesson

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

RES NO. ITEM

MINUTES

- R22/9-1 1. It was moved and seconded
That:
- (1) *the minutes of the Regular Council meeting held on April 25, 2022, be adopted as circulated;*
 - (2) *the Metro Vancouver 'Board in Brief' dated April 19, 2022, be received for information.*

CARRIED



**Regular Council
Monday, May 9, 2022**

AGENDA ADDITIONS & DELETIONS

R22/9-2

It was moved and seconded

That Item No. 14, Homelessness Strategy be amended to include a third recommendation– That Council write to the Provincial and Federal governments asking for more permanent subsidies for people at extreme risk of becoming homeless.

CARRIED

PRESENTATION

COMMITTEE OF THE WHOLE

R22/9-3

2. It was moved and seconded

That Council resolve into Committee of the Whole to hear delegations on agenda items (7:02 p.m.).

CARRIED

3. Delegations from the floor on Agenda items –

Item No. 10 – Call For A Global Fossil Fuel Non-Proliferation Treaty

Ester Wang and Naomi Leung, Richmond residents, encouraged Council to endorse in the creation of the Fossil Fuel Non-Proliferation Treaty and urged Council to continue with additional policies and climate action to deal with the Climate Crisis.

Item No. 13 – Social Development Strategy

Jerome Dickey, Richmond resident, expressed his concerns regarding the need for more Affordable Housing units and urged Council to explore more innovative options to providing more purpose built rentals.

R22/9-4

4. It was moved and seconded

That Committee rise and report (7:13 p.m.).

CARRIED

2.



**Regular Council
Monday, May 9, 2022**

CONSENT AGENDA

- R22/9-5 5. It was moved and seconded
That Items No. 6 through 7 and No. 9 through 15 be adopted by general consent.

CARRIED

6. **COMMITTEE MINUTES**

That the minutes of:

- (1) *the Finance Committee meeting held on May 2, 2022;*
- (2) *the General Purposes Committee meeting held on May 2, 2022;*
- (3) *the Parks, Recreation and Cultural Services Committee meeting held on April 26, 2022;*
- (4) *the Planning Committee meeting held on May 3, 2022; and*
- (5) *the Council/School Board Liaison Committee meeting held on April 13, 2022*

be received for information.

7. **YEAR OF THE SALISH SEA INITIATIVE**

(File Ref. No10-6150-06-01, 01-0152-01, 01-0160-05, 01-0185-04.) (REDMS No. 6895153)

- a. *THAT the City of Richmond support the SFU Fall 2021 Semester in Dialogue cohort recommendation to proclaim June 8, 2022 to June 7, 2023 as the “Year of the Salish Sea”, thereby joining other governing bodies, organisations, and community groups in a collective effort to improve the health and management of the Salish Sea; and*
- b. *THAT the City of Richmond direct staff to explore opportunities to collaborate with local organisations, networks, and individuals taking part in the Year of the Salish Sea to raise public awareness about the importance of a revitalized and healthy Salish Sea; and*



**Regular Council
Monday, May 9, 2022**

- c. *THAT the City of Richmond direct staff to learn from the lived experiences and knowledge of the Indigenous Nations of the Salish Sea on how to improve the health and management of the Salish Sea for the benefit of future generations; and*
- d. *THAT during the year of the Salish Sea, Richmond Council emphasize projects that provide educational opportunities and benefit the Salish Sea and the adjoining Fraser River Estuary, and that the City work to re-establish past advocacy groups, stewardship groups, and other means of protecting the Fraser River Estuary.*

ADOPTED ON CONSENT

**8. AGRICULTURAL LAND COMMISSION NON-FARM USE
APPLICATION BY THE CITY OF RICHMOND FOR THE GARDEN
CITY LANDS COMMUNITY FARM AND CONSERVATION BOG
AREA AT 5560 GARDEN CITY ROAD**

(File Ref. No. 06-2345-20-GCIT1, 08-4105-20- AG 18-837641, 08-4105-04-04) (REDMS No. 68487566865073, 6865408, 6843391, 6865414, 6865421, 6865429, 6865432, 6865436)

That the Agricultural Land Commission Non-Farm Use Application by the City of Richmond for the Garden City Lands Community Farm and Conservation Bog Area at 5560 Garden City Road, be endorsed and forwarded to the Agricultural Land Commission for approval.

Please see Page 8 for action on this item.

9. MUSEUM AND HERITAGE SERVICES YEAR IN REVIEW 2021

(File Ref. No. 11-7141-01) (REDMS No. 6850047)

That the staff report titled, "Museum and Heritage Services Year in Review 2021," dated March 21, 2022, from the Director, Arts, Culture and Heritage Services, be circulated to Community Partners and Funders for their information.

ADOPTED ON CONSENT



Regular Council
Monday, May 9, 2022

10. CALL FOR A GLOBAL FOSSIL FUEL NON-PROLIFERATION TREATY

(File Ref. No. 10-6125-07-02, 01-0060-20-UBCM1-08) (REDMS No. 6871598)

(1) That, as described in the report titled “Call for a Global Fossil Fuel Non-Proliferation Treaty”, from the Director, Sustainability & District Energy, dated April 19, 2022:

- (a) The resolution in support of the call for a global fossil fuel non-proliferation treaty, as outlined in Attachment 1, be endorsed;*
- (b) The resolution calling on the BC Government to put in place a fossil fuel production cap, and to end subsidies for fossil fuel production and consumption, be forwarded to the Union of British Columbia Municipalities for consideration during their 2022 Convention, as outlined in Attachment 2; and,*
- (c) Letters be sent to Richmond MLAs and MPs, the Premier of British Columbia and the Prime Minister of Canada, asking them to support the call for a Fossil Fuel Non-Proliferation Treaty and take necessary actions to initiate, negotiate and implement such a treaty.*

ADOPTED ON CONSENT

11. 2021 CONSOLIDATED FINANCIAL STATEMENTS

(File Ref. No. 03-1200-02) (REDMS No. 6877541, 6877546, 6877547, 6878373)

That the 2021 City of Richmond Consolidated Financial Statements as presented in Attachment 2 be approved.

ADOPTED ON CONSENT

12. MUNICIPAL SECURITY ISSUING RESOLUTION

(File Ref. No. 03-0900-01, 03-1040-01, 01-0150-20-MFAU1, 01-0157-01, 06-2052-25-SCCR1; XR: 12-8060-20-010334) (REDMS No. 6850735)

- (1) That a 20-year term \$96 million borrowing with a 20-year amortization period from the Municipal Finance Authority of British Columbia’s (MFA’s) 2022 Fall Borrowing Session, as authorized through Steveston Community Centre and Branch Library Loan Authorization Bylaw No. 10334, be approved;*



**Regular Council
Monday, May 9, 2022**

- (2) *That the Metro Vancouver Regional District (MVRD) be requested to consent and to include the City of Richmond's 20-year term \$96 million borrowing with a 20-year amortization period in MVRD's Security Issuing Bylaw; and*
- (3) *That the Consolidated 5-Year Financial Plan (2022-2026) be amended accordingly.*

ADOPTED ON CONSENT

13. SOCIAL DEVELOPMENT STRATEGY (2013–2022): PROGRESS REPORT FOR 2021

(File Ref. No. 08-4055-20-SPST1) (REDMS No. 6823194, 6822293, 6895253)

- (1) *That the Building our Social Future – Social Development Strategy (2013–2022): Progress Report for 2021, as outlined in the staff report titled “Social Development Strategy (2013–2022): Progress Report for 2021”, dated March 28, 2022, from the Director, Community Social Development, be received for information; and*
- (2) *That the Building our Social Future - Social Development Strategy (2013–2022): Progress Report for 2021, be distributed to key stakeholders, local Members of Parliament, local Members of the Legislative Assembly and posted on the City website.*

ADOPTED ON CONSENT

14. HOMELESSNESS STRATEGY (2019–2029): 2021 UPDATE

(File Ref. No. 08-4057-11-03, 12-8060-20-009784, RZ 16-738953; 12-8060-20-009510, RZ 14-678448; 12-8060-20-007992, RZ 05-301611) (REDMS No. 6823341, 6802418, 6895604, 5391660, 5391663, 6336913)

- (1) *That the Homelessness Strategy 2019–2029: 2021 Update (Attachment 1), as outlined in the staff report titled “Homelessness Strategy 2019–2029: 2021 Update”, dated April 8, 2022, from the Director, Community Social Development, be received for information;*



**Regular Council
Monday, May 9, 2022**

- (2) *That the Homelessness Strategy 2019–2029: 2021 Update be distributed to key stakeholders, local Members of Parliament, local Members of the Legislative Assembly and posted on the City website; and*
- (3) *That Council write to the Provincial and Federal governments asking for more permanent subsidies for people at extreme risk of becoming homeless.*

ADOPTED ON CONSENT

15. HOUSEKEEPING REQUEST - ABANDONMENT OF UNADOPTED BYLAWS

(File Ref. No. 12-8060-01) (REDMS No. 6880422)

That the unadopted Zoning and OCP Amendment Bylaws, as outlined in Attachment 1 of the staff report titled “Housekeeping Request – Abandonment of Unadopted Bylaws”, dated April 19, 2021, from the Director, City Clerk’s Office, be abandoned.

ADOPTED ON CONSENT

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

**PARKS, RECREATION AND CULTURAL SERVICES
COMMITTEE**

Councillor Harold Steves, Chair



**Regular Council
Monday, May 9, 2022**

**8. AGRICULTURAL LAND COMMISSION NON-FARM USE
APPLICATION BY THE CITY OF RICHMOND FOR THE GARDEN
CITY LANDS COMMUNITY FARM AND CONSERVATION BOG
AREA AT 5560 GARDEN CITY ROAD**

(File Ref. No. 06-2345-20-GCIT1, 08-4105-20- AG 18-837641, 08-4105-04-04) (REDMS No. 68487566865073, 6865408, 6843391, 6865414, 6865421, 6865429, 6865432, 6865436)

R22/9-6

It was moved and seconded

That the Agricultural Land Commission Non-Farm Use Application by the City of Richmond for the Garden City Lands Community Farm and Conservation Bog Area at 5560 Garden City Road, be endorsed and forwarded to the Agricultural Land Commission for approval.

The question on the motion was not called as discussion ensued regarding (i) the Agricultural Land Commission's (ALC) support for the project (ii) the footprint of the project, and (iii) the parking allocation.

In response to queries from Council, staff advised that (i) the ALC has been very supportive of the concept of the project and that staff have communicated with them throughout the conception of the plan, (ii) the Food Security and Agricultural Advisory Committee have also supported the project, (iii) the concept for the food hub is to support the activities on the lands including urban agricultural, (iv) this plan is consistent with the concept plans that council has approved and (v) the garden city lands is providing a green space that is consistent with the parks open space policy.

In response to the discussion the following **referral motion** was introduced

R22/9-7

It was moved and seconded

That staff report "Agricultural Land Commission Non-Farm Use Application by the City of Richmond for the Garden City Lands Community Farm and Conservation Bog Area at 5560 Garden City Road" be referred back to staff to examine ways to condense the project and reduce the parking and footprint of the proposal and report back.

The question on the referral motion was not called as discussion ensued regarding the parking plan for 90 parking spaces, and the amount of washrooms included in the proposal.

The question on the referral motion was then called and **DEFEATED** with Mayor Brodie and Cllrs. Au, Hobbs, Loo, McNulty and McPhail, Steves opposed.



**Regular Council
Monday, May 9, 2022**

The question on the main motion was then called and **CARRIED**

PUBLIC ANNOUNCEMENTS AND EVENTS

Mayor Brodie advised that the Wednesday, May 11, 2022 Development Permit Panel meeting has been cancelled.

BYLAWS FOR ADOPTION

R22/9-8

It was moved and seconded

That the following bylaws be adopted:

Richmond Official Community Plan Bylaw 7100, Amendment Bylaw No. 9676

Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9677

City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10112

Traffic Bylaw No. 5870, Amendment Bylaw No. 10301

Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10361

Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10373

Annual Property Tax Rates (2022), Bylaw No. 10374

CARRIED

16. **DEVELOPMENT PERMIT PANEL**

R22/9-9

It was moved and seconded

- (1) *That the minutes of the Development Permit Panel meeting held on April 27, 2022, and the Chair's reports for the Development Permit Panel meetings held on March 11, 2020, June 16, 2021 and April 28, 2021, be received for information; and*



**Regular Council
Monday, May 9, 2022**

- (2) *That the recommendations of the Panel to authorize the issuance of:*
- (a) *a Development Permit (DP 18-835723) for the property located at 9500 Finn Road;*
 - (b) *a Development Permit (DP 16-747620) for the property located at 10333 River Drive; and*
 - (c) *a Development Permit (DP 15-699652) for the property located at 8091 Capstan Way*
- be endorsed, and the Permits so issued.*

CARRIED

ADJOURNMENT

R22/9-10

It was moved and seconded
That the meeting adjourn (8:46 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, May 9, 2022.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)



**Special Council
Monday, May 16, 2022**

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Chak Au
Councillor Carol Day
Councillor Andy Hobbs
Councillor Alexa Loo (by teleconference)
Councillor Bill McNulty
Councillor Linda McPhail (by teleconference)
Councillor Harold Steves (by teleconference)
Councillor Michael Wolfe (by teleconference)
Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 4:00 p.m.

RES NO. ITEM

RICHMOND OLYMPIC OVAL CORPORATION

1. **CONSENT RESOLUTIONS OF THE SHAREHOLDER OF RICHMOND OLYMPIC OVAL CORPORATION**
(File Ref. No. 01-0060-20-ROVA1; 03-1200-09) (REDMS No.)

SP22/1-1 A brief discussion ensued with respect to the director election process.
It was moved and seconded

RESOLVED THAT:

- (1) *The Shareholder acknowledges and confirms the previous receipt of financial statements of the Company for the period from January 1, 2021 to December 31, 2021, together with the auditor's report on such financial statements, which financial statements were approved by the Company's board of directors on April 20, 2022 and presented to the Shareholder at the Finance Committee meeting of Richmond City Council on May 2, 2022;*



Special Council
Monday, May 16, 2022

RES NO. ITEM

- (2) *In accordance with the Company's Articles, the following persons are hereby elected as directors of the Company, to hold office for the term ending immediately prior to the annual general meeting of the Company held in 2024:*

<u>Name</u>	<u>Term</u>
i. <i>George Duncan;</i>	<i>2024</i>
ii. <i>Peter German;</i>	<i>2024</i>
iii. <i>Gail Terry;</i>	<i>2024</i>
iv. <i>Walter Soo; and</i>	<i>2024</i>
v. <i>Gary Collinge;</i>	<i>2024</i>

- (3) *KPMG LLP be appointed as auditors of the Company until the next annual reference date of the Company or until a successor is appointed, at a remuneration to be fixed by the directors;*
- (4) *The 2021 Annual Report of the Company is hereby received; and*
- (5) *May 16, 2022 be and is hereby selected as the annual reference date for the Company for its current annual reference period.*

CARRIED

Opposed: Cllr. Day

LULU ISLAND ENERGY COMPANY

2. CONSENT RESOLUTIONS OF THE SHAREHOLDER OF LULU ISLAND ENERGY COMPANY LTD.

(File Ref. No.: 01-0060-20-LIEC1; 03-1200-08) (REDMS No. 6886565)

A brief discussion ensued with respect to a previous request to appoint a Council Liaison to the Lulu Island Energy Company Ltd. Staff noted there was a request and will follow up.



Special Council
Monday, May 16, 2022

RES NO. ITEM

SP22/1-2

It was moved and seconded

RESOLVED THAT:

- (1) *the shareholder acknowledges that the financial statements of the Company for the period ended December 31, 2021, and the report of the auditors thereon, have been provided to the shareholder in accordance with the requirements of the British Columbia Business Corporations Act;*
- (2) *all lawful acts, contracts, proceedings, appointments and payments of money by the directors of the Company since the last annual reference date of the Company, and which have previously been disclosed to the shareholder, are hereby adopted, ratified and confirmed;*
- (3) *the number of directors of the Company is hereby fixed at 6;*
- (4) *the following persons, each of whom has consented in writing to act as a director, are hereby elected as directors of the Company, to hold office until the next annual general meeting of the Company or unanimous resolutions consented to in lieu of holding an annual general meeting, or until their successors are appointed:*
 - i. *Cecilia Maria Achiam;*
 - ii. *Jerry Ming Chong;*
 - iii. *John David Irving;*
 - iv. *Joseph Erceg;*
 - v. *Kirk Taylor; and*
 - vi. *Anthony Capuccinello Iraci;*
- (5) *KPMG LLP be appointed as auditors of the Company until the next annual reference date of the Company or until a successor is appointed, at a remuneration to be fixed by the directors; and*
- (6) *May 16, 2022 is hereby selected as the annual reference date for the Company for its current annual reference period.*

CARRIED

3.



Special Council
Monday, May 16, 2022

RES NO. ITEM

ADJOURNMENT

SP22/1-3

It was moved and seconded
That the meeting adjourn (4:08 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the Special meeting of the
Council of the City of Richmond held on
Monday, May 16, 2022.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)



**Regular Council meeting for Public Hearings
Monday, May 16, 2022**

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves (by teleconference)
Councillor Michael Wolfe

Claudia Jesson, Corporate Officer

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

1. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10001
(RZ 18 829337)**
(Location: 8031/8051/8071 No. 2 Road and 5760/5780/5786 Blundell Road; Applicant:
Zhao XD Architect Ltd.)
Applicant's Comments:
The applicant was available to respond to queries.
Written Submissions:
Laura Gillanders (Schedule 1)
Submissions from the floor:
Barry Kwok, Richmond resident, expressed concern regarding the proposed
shared driveway and the traffic congestion on No. 2 Road. He suggested that a
separate entry or driveway on Blundell Road would alleviate any traffic
concerns.
John Cameron, Richmond resident, requested information regarding the
timing of the development.



**Regular Council meeting for Public Hearings
Monday, May 16, 2022**

In response to the query from the floor, staff advised they will speak to the resident regarding future development in the vicinity.

In response to the query from the floor, the applicant advised that upon approval, construction will begin within a year.

Eric Chung, Property Manager, 8091 No. 2 Road, expressed concerns regarding:

- the speed of vehicles and high traffic volume on No. 2 Road;
- the safety and security of a shared driveway;
- increased parking demands; and
- the importance of an agreement regarding driveway maintenance and shared costs between the properties.

In response to queries from Council, staff advised:

- there is an existing statutory right of way (SRW) for the driveway at 8091 No. 2 Road allowing for access and widening;
- a driveway on Blundell Road was not considered due to the proximity to the intersection;
- median delineators on No. 2 Road allow for right turn only access to the shared driveway;
- the strata boards of the two properties will be required to create a cost sharing and operating agreement and agree upon terms for visitor parking;
- adjustment of the development to house a six-storey condominium would require rezoning and redesign;
- the current application complies with the arterial road designation in the Official Community Plan (OCP); and
- improvements include sidewalk widening, boulevard landscaping, and traffic signal upgrades to enhance pedestrian safety.

In response, Mr. Kwok confirmed that vehicles do not back out onto No. 2 Road, but instead, turn around in the complex to enter No. 2 Road in a forward motion. He expressed concern that the development and shared driveway would result in congestion within the complex and present parking challenges.

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

PH22/5-1

It was moved and seconded



**Regular Council meeting for Public Hearings
Monday, May 16, 2022**

That the Richmond Zoning Bylaw 8500, amendment bylaw 1001 (RZ 18 829337) be referred back to staff to work with the developer, Zhao XD Architect Ltd. to review the option of developing a high-density condominium complex with an entrance on Blundell Road.

DEFEATED

Opposed: Mayor Brodie
Cllrs: Hobbs
Loo
McNulty
McPhail

PH22/5-2

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10001, be amended to update the bylaw number and citation to Richmond Zoning Bylaw 8500, Amendment Bylaw 10378.

CARRIED

Opposed: Cllrs. Au
Day
Steeves
Wolfe

PH22/5-3

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10378 be given second and third readings.

CARRIED

Opposed: Cllrs. Au
Day
Steeves
Wolfe



**Regular Council meeting for Public Hearings
Monday, May 16, 2022**

2. **APPLICATION BY PRAISE DESIGN & CONSTRUCTION INC. FOR REZONING AT 7420/7440 LANGTON ROAD FROM THE “TWO-UNIT DWELLINGS (RD1)” ZONE TO THE “SINGLE DETACHED (RS2/B)” ZONE – RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10369**

(RZ 18 829337)

(Location: 7420/7440 Langton Road; Applicant: Praise Design & Construction Inc. (Paul Sih))

Applicant's Comments:

The applicant advised that demolition on the property has been completed.

Written Submissions:

None

Submissions from the floor:

None.

PH22/5-4

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10369 be given second and third readings.

CARRIED

3. **APPLICATION BY DOUG LOEWEN FOR REZONING AT 4880 GARRY STREET FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “SINGLE DETACHED (RS2/A)” ZONE – RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10370**

(RZ 18 829337)

(Location: 4880 Garry Street; Applicant: Doug Loewen)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH22/5-5

It was moved and seconded



**Regular Council meeting for Public Hearings
Monday, May 16, 2022**

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10370 be given second and third readings.

CARRIED

4. **PROPOSED ONGOING CITY OF RICHMOND PATIO PROGRAM –
RICHMOND OFFICIAL COMMUNITY PLAN BYLAW 7100,
AMENDMENT BYLAW 10362**

(File Ref. No. 08-4150-01) (REDMS No. 6784481)

Councillor McPhail declared a conflict of interest as a family member participated in the Richmond patio program, left the meeting at 8:24 p.m. and did not return.

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

In discussion, Council noted that the patios have reflected positively on the City.

PH22/5-6

It was moved and seconded

That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10362 be given second and third readings.

CARRIED

PH22/5-7

It was moved and seconded

That Richmond Official Community Plan 7100 Amendment Bylaw 10362 be adopted.

CARRIED

PH22/5-8

It was moved and seconded

Public Space Patio Regulation Bylaw 10350 be adopted.

CARRIED



**Regular Council meeting for Public Hearings
Monday, May 16, 2022**

PH22/5-9 It was moved and seconded
*Temporary Commercial and Industrial Use Permit Procedure Bylaw 7273,
Amendment Bylaw 10366. adopted.*

CARRIED

PH22/5-10 It was moved and seconded
*Adoption of Consolidated Fees Bylaw 8636, Amendment Bylaw 10367 be
adopted.*

CARRIED

PH22/5-11 It was moved and seconded
Heritage Procedures Bylaw 8400, Amendment Bylaw 10363 be adopted.

CARRIED

ADJOURNMENT

PH22/5-12 It was moved and seconded
That the meeting adjourn (8:26 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the Regular meeting for Public
Hearings of the City of Richmond held on
Monday, May 16, 2022.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

ON TABLE ITEM

Date: May 16 2022
Meeting: Public Hearing
Item: 41

Schedule 1 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Monday, May 16, 2022.

From: Laura Gillanders <lauragillanders@gmail.com>

Sent: Monday, 16 May 2022 15:08

To: Mayor and Councillors <MayorandCouncillors@richmond.ca>; City Clerk <CityClerk@richmond.ca>

Subject: Submission - Public Hearing May 16, Item 1

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

Dear Mayor and Councillors,

I am writing to express my opposition to Item 1 of the May 16 Public Hearing for 25 Townhouses at No 2 rd and Blundell Road.

Currently, the 6 homes on this site are being rented and the properties contain some significant trees. This proposed development is right across from the Blundell Mall on the corner of two main roads, "kitty corner" to another commercial property.

I was speaking to councillors of other municipalities such as Port Moody and they stopped approving townhouses many years ago because they are not affordable and do not meet the requirements of the housing needs assessment. Vancouver is approving developments that are 70% rental and 30% strata. Other municipalities are acting faster than Richmond on housing; we are falling far behind and displacing long-time residents in the process.

Councillors speak about needing supply, but more townhouses are not the supply we need. 95% of Richmond residents cannot afford a townhouse. What we see with these rezonings is often a reselling of the approved land assembly, the houses get torn down and then the property can remain empty or resold and this can go on for years. Especially with the market on a down-turn, it's likely this project could stall. I would much rather see renters be able to stay in the home they rent and wildlife be able to use these trees until a more progressive, current and thoughtful proposal comes forward for these properties. These could be multi-story, mixed commercial, rental, strata - much like the property in development at Number 3 road and Williams. It could be stacked one level apartments with the significant trees retained as shared yard space; there are many options that could be proposed if council could have the willingness to ask for better.

If Richmond city council is at all serious about developing the city to be a liveable, affordable and desirable place for all of our residents and wage earners, you would say no to new townhouses which start at \$1.5 - \$1.7 million dollars.

Thank you,
Laura Gillanders
9611 Desmond Road
Richmond, BC V7E 1R1

PHOTOCOPIED

MAY 16 2022

& DISTRIBUTED





Community Safety Committee

Date: May 10, 2022

Place: Council Chambers
Richmond City Hall

Present: Councillor Linda McPhail, Chair
Councillor Carol Day, Vice-Chair
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Harold Steves (by teleconference)

Also Present: Councillor Au (by teleconference)
Councillor Wolfe (by teleconference)

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Community Safety Committee held on April 12, 2022, be adopted.

CARRIED

COMMUNITY SAFETY DIVISION

1. **COMMUNITY BYLAWS ANIMAL PROTECTION SERVICES MONTHLY ACTIVITY REPORT – MARCH 2022**

(File Ref. No. 12-8060-01) (REDMS No. 6867465)

A brief discussion ensued with respect to opportunities for volunteers from the homeless shelter to help out at the City's new animal shelter.

Community Safety Committee

Tuesday, May 10, 2022

It was moved and seconded

That the staff report titled “Community Bylaws Animal Protection Services Monthly Activity Report – March 2022”, dated April 12, 2022, from the General Manager, Community Safety, be received for information.

CARRIED

2. **PROPERTY USE AND PARKING ENFORCEMENT MONTHLY ACTIVITY REPORT - MARCH 2022**

(File Ref. No. 12-8060-00) (REDMS No. 6870654)

A brief discussion ensued with respect to calls for service (e.g. unsightly premises), complaint vs. proactive enforcement of the bylaws, and the process for lodging a complaint.

Discussion regarding the use/misuse of boulevards ensued. Staff noted the distinction between properties with a boulevard or a shoulder, where parking is permitted on the shoulder, but a boulevard has a curb and parking is not permitted.

It was suggested that the statistical reports received regarding bylaws include information on warnings issued.

It was moved and seconded

That the staff report titled “Property Use and Parking Enforcement Monthly Activity Report – March 2022”, dated April 13, 2022, from the Director, Community Bylaws & Licencing, be received for information.

CARRIED

3. **BUSINESS LICENCE ACTIVITY REPORT – FIRST QUARTER 2022**

(File Ref. No. 12-8060-00) (REDMS No. 6870658)

A brief discussion ensued with respect to ride hailing and the administration of fines. It was further noted that there needs to be a broader educational campaign to address illegal ride hailing.

It was moved and seconded

That the staff report titled “Business Licence Activity Report – First Quarter 2022”, dated April 19, 2022, from the Director, Community Bylaws & Licencing, be received for information.

CARRIED

4. **TOUCHSTONE FAMILY ASSOCIATION RESTORATIVE JUSTICE CONTRACT RENEWAL 2023-2025 AND ANNUAL PERFORMANCE OUTCOME EVALUATION REPORT**

(File Ref. No. 03-1000-05-069) (REDMS No. 6867340)

Judy Valsonis, Executive Director, Touchstone Family Association, was in attendance to address any questions with respect to the report.

Community Safety Committee

Tuesday, May 10, 2022

Discussion ensued with respect to the ongoing services that could be provided, any new programming offered, and the challenges experienced as a result of the COVID-19 pandemic. The Committee expressed their appreciation for the partnership with Touchstone and the continued benefit to the community.

It was moved and seconded

- (1) *That Council approve the contract renewal with Touchstone Family Association for the provision of Restorative Justice for three-years (2023-2025) as outlined in the staff report titled "Touchstone Family Association Restorative Justice Contract Renewal 2023-2025 and Annual Performance Outcome Evaluation Report", dated April 4, 2022, from the General Manager, Community Safety; and*
- (2) *That the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the renewal of the contract with Touchstone Family Association under the terms and conditions described in this report.*

CARRIED

5. **RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – MARCH 2022**

(File Ref. No. 09-5375-01) (REDMS No. 6872037)

It was moved and seconded

That the staff report titled "Richmond Fire-Rescue Monthly Activity Report – March 2022", dated April 11, 2022, from the Fire Chief, be received for information.

CARRIED

6. **FIRE CHIEF BRIEFING**

(Verbal Report)

Chief Wishlove noted the following:

- (i) In recognition of Emergency Preparedness Week, Fire Hall No. 1, together with many emergency services partners, hosted an Emergency Programs Open House on May 7th, receiving 800-1,000 residents throughout the course of the afternoon.
- (ii) Richmond Fire-Rescue Services will be participating in the upcoming Richmond Doors Open Event, June 4th and 5th at Fire Hall No. 1, providing opportunities to visit the fire hall, see the apparatus, tour the fire trucks, etc.

Community Safety Committee

Tuesday, May 10, 2022

7. **RCMP MONTHLY ACTIVITY REPORT - MARCH 2022**

(File Ref. No. 09-5000-01) (REDMS No. 6859060)

Chief Supt. Chauhan provided a brief review of the report noting that the number of cases in most categories had increased in March, however no specific trends or patterns have been identified. It was further noted that these numbers do fluctuate on a weekly/monthly basis, and that the latest CompStat reports will be reviewed to identify the hot spot areas to address any public safety concerns with a measured response.

It was moved and seconded

That the staff report titled "RCMP Monthly Activity Report - March 2022", dated April 11, 2022, from the Acting Officer in Charge, Richmond RCMP Detachment, be received for information.

CARRIED

8. **RCMP/OIC BRIEFING**

(Verbal Report)

Chief Supt. Chauhan noted the following:

- (i) In March 2022, of the four largest municipalities policed by the RCMP in the lower mainland, Richmond had the lowest violent crime rate and the second lowest property crime rate.
- (ii) RCMP volunteer events are ongoing with volunteers and members recently participating in the Emergency Preparedness event at Richmond Fire Hall No.1, volunteer participation for the Speed Watch Campaign this week, and many other events planned for the coming weeks and months.

COUNCILLOR CAROL DAY

9. **CAR HAILING FINES FOR PASSENGERS**

(File Ref. No.)

Staff noted that enforcement of illegal ride hailing is principally done by the PTB, which would require a legislative change at the provincial level. It was further noted that an educational program to the public would be beneficial.

It was moved and seconded

- (1) *That a letter be written to the Province requesting an examination of penalties for passengers using illegal ride-hailing services; and*

Community Safety Committee

Tuesday, May 10, 2022

- (2) *That staff be directed to raise the possibility of penalties for passengers using illegal ride-hailing service to the Inter-Municipal Business Licence advisory working group.*

The question on the motion was called and **DEFEATED** with Cllrs. Hobbs, Loo, McNulty and McPhail opposed.

The following motion was then introduced:

It moved and seconded

- (1) *That a letter be written to the Province and the Passenger Transportation Board (PTB) requesting an examination of penalties for illegal ride-hailing services;*
- (2) *That staff be directed to raise the possibility of penalties regarding illegal ride-hailing services to the Inter-Municipal Business Licence advisory working group; and*
- (3) *Encourage the PTB to consider an educational program.*

CARRIED

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

It was moved and seconded

That staff reach out to YVR Council Liaison, Dan Nomura, and ask him to raise the issue of illegal ride-hailing services that are operating out of YVR, and that YVR respond to Council.

CARRIED

10. MANAGER'S REPORT

None.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:03 p.m.).

CARRIED

Community Safety Committee
Tuesday, May 10, 2022

Certified a true and correct copy of the Minutes of the meeting of the Community Safety Committee of the Council of the City of Richmond held on Tuesday, May 10, 2022.

Councillor Linda McPhail
Chair

Lorraine Anderson
Legislative Services Associate



General Purposes Committee

Date: Monday, May 16, 2022

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Andy Hobbs
Councillor Alexa Loo (by teleconference)
Councillor Bill McNulty
Councillor Linda McPhail (by teleconference)
Councillor Harold Steves (by teleconference)
Councillor Michael Wolfe (by teleconference)

Call to Order: The Chair called the meeting to order at 4:09 p.m.

AGENDA ADDITION

It was moved and seconded

That Federal Electoral Boundaries be added to the agenda as Item No. 4.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on May 2, 2022, be adopted as circulated.

CARRIED

General Purposes Committee

Monday, May 16, 2022

DELEGATIONS

1. Kevin Quinn, CEO, and Sarah Ross, Vice President of Planning, TransLink, provided a PowerPoint presentation (copy on file) and an overview of the Transport 2050: 10-Year Priorities, anticipated to go to the Mayors and Board for approval in summer 2022.

The presentation outlined the prioritization of the first decade of projects identified in the Regional Transportation Strategy and relevant investments, made or proposed, to make progress toward Transport 2050 targets, including the goal to achieve a majority fully electrified fleet by 2033. In particular, growth of the bus service overall with significant improvements to passenger safety, the doubling of local bus service, and a reliable and fast transit network, were noted.

In response to comments and questions from the Committee, the delegation noted the difficulty with bus operating needs and providing safe and effective bus layover locations, and reported that their staff are working closely with the City's Engineering Division to assess and evaluate options. It was further noted there is a high level of communication, both with the Port and with the Province, with respect to plans to achieve the highest quality bus service for the Highway 91 corridor.

2. Scott Macintosh, Senior Project Manager, TransLink, provided an update on the Capstan Canada Line Station.

It was noted that construction on the Capstan Station (the first infill station to be constructed on the Canada Line) began in 2021, with the majority of the work to date happening underground. It was further noted that construction activities are progressing for the station's structural foundation, with installation of the building's services now underway, and the station remains on track to open in 2023.

It was also noted that the temporary public art installed on the fencing around the site was commissioned from Richmond based artists, and that a video featuring the local artists and their art pieces was produced, has been extensively promoted on social media and, as part of Doors Open Richmond, the artwork will be featured on the Richmond Public Art Walking Tour on June 5, 2022. Details of the permanent public art piece for the station will be shared once finalized.

General Purposes Committee
Monday, May 16, 2022

LAW AND LEGISLATIVE SERVICES DIVISION

3. ELECTION PROCEDURE AMENDMENT BYLAW FOR MAIL BALLOT VOTING

(File Ref. No. 12-8125-90) (REDMS No. 6874788)

It was moved and seconded

That “Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 10349” be introduced and given first, second, and third readings.

CARRIED

COUNCILLOR DAY

4. FEDERAL ELECTORAL BOUNDARIES

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

The Federal Electoral Boundaries Commission of British Columbia proposed change to the district boundary of Steveston-Richmond East, was discussed. In particular, it was noted that the change includes a small section of Delta. Further discussion ensued with respect to providing the City’s comments and feedback. As a result of the discussion, the following **referral motion** was introduced:

It was moved and seconded

That staff take a look at the proposed changes to British Columbia’s federal electoral district boundaries with respect to Steveston-Richmond East, and provide comments.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:43 p.m.).

CARRIED

General Purposes Committee
Monday, May 16, 2022

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 16, 2022.

Mayor Malcolm D. Brodie
Chair

Lorraine Anderson
Legislative Services Associate



Planning Committee

Date: Tuesday, May 17, 2022

Place: Council Chambers
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Alexa Loo
Councillor Chak Au
Councillor Carol Day
Councillor Andy Hobbs
Councillor Harold Steves (by teleconference)

Also Present: Councillor Linda McPhail (by teleconference) left at 4:28 pm
Councillor Michael Wolfe (by teleconference)

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on May 3, 2022, be adopted as circulated.

CARRIED

Planning Committee
Tuesday, May 17, 2022

1. **REQUEST TO REVISE REZONING CONSIDERATIONS FOR THE APPLICATION BY BENE (NO. 3) ROAD DEVELOPMENT LTD. FOR REZONING OF THE PROPERTY AT 4700 NO. 3 ROAD FROM THE “AUTO-ORIENTED COMMERCIAL (CA)” ZONE TO A NEW “HIGH RISE OFFICE COMMERCIAL (ZC44) – ABERDEEN VILLAGE” ZONE (ITEM DEFERRED FROM MAY 3, 2022 PLANNING COMMITTEE)**
(File Ref. No. RZ 14-672055) (REDMS No. 6822556)

Staff advised that they engaged Real Estate Evaluators to review the value generated by the proposed additional office space and the value that would be generated by allowing stratification of office space. The value is calculated at \$1,204,324 through the addition of floor area alone. They were not able to quantify value created by allowing stratification. The applicant has agreed to make a voluntary contribution of \$357, 044.61 towards Affordable Housing, which together with the currently required contribution amount of \$847,279.32 towards City Facility development represents the approximate value the additional 0.5 FAR density bonus is anticipated to generate. Staff recommend the proposal be denied as the applicant’s revised proposal does not comply with City Policy

Discussion ensued regarding (i) the community amenity fund, (ii) the Council’s policy is based on providing additional density as an incentive for achieving the City’s objective for large floor plate leasable office space, (iii) there is limited incentive for other developers to take this route because of the costs associated to it, (v) this is a unique and site specific approach difficult to replicate on other sites. (vi) vacancy rates for office space in the downtown City Centre is about 5 percent, and (vii) with more people working from home whether there will be a need for large office spaces.

In response to queries from Committee, staff advised (i) the additional \$347,000 would capture the land lift that is created by the additional density, (ii) it is difficult to quantify demand for large office space, (iii) employees and businesses are looking for amenity rich office locations near rapid transit, (iv) large office space is important to attract large businesses to continue to serve local residents and businesses and to contribute to a resilient and diversified economy, (v) foreign buyer tax does not apply to commercial office space, and (vii) the only ability for the City to request large floor plate office space is through the incentive based policy.

It was moved and seconded

That the request to revise the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the creation of a new “High Rise Office Commercial (ZC44) – Aberdeen Village” zone, and for the rezoning of 4700 No. 3 Road from the “Auto-Oriented Commercial (CA)” zone to the new “High Rise Office Commercial (ZC44) – Aberdeen Village” zone, to remove the rezoning consideration limiting the subdivision of office space, be approved, and

2.

Planning Committee
Tuesday, May 17, 2022

That the rezoning consideration be revised limiting subdivision of office space within the building (item #7 of the rezoning considerations) to the following: Registration of a legal agreement on title, limiting subdivision (including stratification and/or air space parcels) of the office space:

- *For the 9th and 10th floors, the top two floors of the building, no more than one strata lot or air space parcel per storey (single owner per storey of office space);*
- *For the 6th, 7th and 8th floors, no more than 12 strata lots or air space parcels per storey, and a minimum 60.4 m² (650 ft²) strata lot size;*
- *For the 5th floor, no more than two strata lots or air space parcels per storey, and a minimum 334.5 m² (3,600 ft²) strata lot size; and*

That a new rezoning consideration be added stating: “City acceptance of the developer’s voluntary contribution in the amount of \$357,044.61 to the City’s Affordable Housing Reserve.”

The question on the motion was not called as discussion ensued regarding the amenity contribution by the applicant, and that the applicant’s proposal being a reasonable compromise in this unique situation.

The question on the motion was called and **CARRIED** with Cllr’s Day and Steves opposed.

Cllr. McPhail left the meeting (4:28 p.m.) and did not return.

2. **APPLICATION BY PAKLAND PROPERTIES FOR REZONING AT 3660/3662 WILLIAMS ROAD FROM THE “TWO-UNIT DWELLINGS (RD1)” ZONE TO THE “SINGLE DETACHED (RS2/B)” ZONE**

(File Ref. No. RZ 21-936512) (REDMS No. 6886845)

Staff highlighted that the application is to permit the property to be subdivided into two single-family detached lots with each new lot providing a one bedroom secondary suite. The applicant will provide a \$10,000 tree survival security for the retention of two trees.

Discussion ensued regarding (i) affordable housing contributions for all rezoning applications, (ii) application complies with the Official Community Plan, (iii) relocation of current tenants of the property, and (iv) options to build something other than two single-family homes.

The Committee Chair referred to a submission by Laura Gillanders (attached to and forming part of these minutes as Schedule 1)

It was moved and seconded

3.

Planning Committee
Tuesday, May 17, 2022

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10383, for the rezoning of 3660/3662 Williams Road from the “Two-Unit Dwellings (RD1)” zone to the “Single Detached (RS2/B)” zone, be introduced and given first reading.

CARRIED

Opposed: Cllrs: Day
Steves

3. REFERRAL RESPONSE: PROPOSED MANDATORY MARKET RENTAL HOUSING POLICY AND PROPOSED RENTAL HOUSING PARKING CHANGES

(File Ref. No. 08-4057-08) (REDMS No. 6852754)

Staff highlighted the proposed amendments which are to secure 15 percent of the habitable floor area in a new development for market rental housing in apartment developments with more than 60 units. This recommendation is city wide. Townhouses and apartment developments that are less than 60 units would have the option to contribute cash in lieu or make use of an associated density bonus and lower parking rate to construct market rental units. Developments within 800 m of the Canada Line Station will have up to a 50 percent parking reduction. In stream applications would have 1 year from adoption of this policy to have their application receive first reading and then a year following Public Hearing to obtain final adoption in order to be considered under the existing policy. All other applications would have to adhere to the new market rental housing policy.

Discussion ensued regarding (i) this policy if adopted would be a mandatory requirement, not incentive based, (ii) there needs to be more emphasis on 100 percent purpose built rentals, (iii) the proposed 15 percent is the minimum amount of rental that would need to be provided through townhouse and apartment developments, (iv) increasing the minimum requirement too quickly may push developers to build in other municipalities, (v) a targeted Official Community Plan review is underway, (vi) there is a two year time line for grandfathering in stream applications, (vii) providing more incentives to developers to build 100 percent purpose built rental developments and (viii) reviewing this policy in the context of the Official Community Plan review.

In response to queries from Committee, staff advised that (i) there is existing policies in place that encourage 100 percent purpose built rental, (ii) 100 percent purpose built rental applications are reviewed on a priority basis, (iii) pre zoning of areas specific for 100 percent purpose built market rentals may have an effect on land values and (iv) the 15% contribution rate should be considered the floor, not the ceiling.

4.

Planning Committee
Tuesday, May 17, 2022

John Roston, Rental Housing Advocacy Group, referred to his submission (attached to and forming part of these minutes as Schedule 2) and spoke about land values and the need for strategies to get 100 percent rental developments.

It was moved and seconded

The staff report “Referral Response: Proposed Mandatory Market Rental Housing Policy and Proposed Rental Housing Parking Changes” report be incorporated in the ongoing Official Community Plan review process

Discussion ensued that there is an affordable housing crisis and waiting for the Official Community Plan review will take too long as action needs to be taken now.

Question on the motion was called and **DEFEATED** with Cllrs Au, Day, McNulty, and Steves opposed.

It was moved and seconded

(1) That Richmond Official Community Plan Bylaw 7100 and Bylaw 9000 Amendment Bylaw 10375, which proposes to amend the following:

- (a) in Schedule 1 of Richmond Official Community Plan Bylaw 9000, amend Section 3.3 “Diverse Range of Housing Types, Tenure and Affordability” by introducing City-wide market rental housing provisions for new development including:***
 - (i) inserting language to secure a minimum of 15% of residential floor area as market rental units in new development that includes more than 60 apartment units;***
 - (ii) inserting language to establish that for townhouse development with 5 or more units and apartment development with 60 or less units, a community amenity contribution may be accepted or voluntary construction of market rental units with an associated density bonus may be supported through a rezoning application; and***
 - (iii) inserting language to clarify further parking reductions for secured rental housing.***
- (b) in Schedule 2.2A (Thompson Area Dover Crossing Sub-Area Plan), Schedule 2.4 (Steveston Area Plan), Schedule 2.10C (McLennan North Sub-Area Plan), Schedule 2.12 (Bridgeport Area Plan), and Schedule 2.14 (Hamilton Area Plan) of Richmond Official Community Plan Bylaw 9000, insert language to support density bonus provisions with respect to the Official Community Plan Market Rental Housing Policy, be introduced and given first reading.***

Planning Committee
Tuesday, May 17, 2022

- (2) *That Richmond Official Community Plan Bylaw 7100 and Bylaw 9000, Amendment Bylaw 10375, 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 Management Plans;*

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

- (3) *That Richmond Official Community Plan Bylaw 7100 and Bylaw 9000, Amendment Bylaw 10375, 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.*

- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10376, which proposes to update existing multi-family zones to reflect changes to the Official Community Plan Market Rental Housing Policy that introduce a mandatory market rental requirement be introduced and given first reading.*

- (5) *That the following provisions apply to instream applications that are received prior to adoption of Richmond Official Community Plan Bylaw 7100 and Bylaw 9000, Amendment Bylaw 10375 and Richmond Zoning Bylaw 8500, Amendment Bylaw 10376:*

- (a) *Instream rezoning applications may be exempt from the mandatory provision of market rental housing provided the application achieves first reading within one year of the amendment bylaws being adopted and final adoption and issuance of a Development Permit within one year following the associated Public Hearing; and*
- (b) *Instream Development Permit applications may be exempt from the mandatory provision of market rental housing provided the Development Permit is issued within one year of the amendment bylaws being adopted.*

Instream applications that are unable to comply with the timeline may be required to redesign to construct market rental housing.

Planning Committee
Tuesday, May 17, 2022

- (6) *That staff report back to Council regarding key findings related to the implementation of updates to the Official Community Plan Market Rental Housing Policy after the program provisions are in place for two years.*
- (7) *That Council review the policy annually.*

The question on the motion was not called as discussion ensued regarding reviewing the policy annually and applying an escalated mandatory market rental construction requirement approach if needed.

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

The following **referral motion** was introduced:

It was moved and seconded

That staff prepare a report on the best methods to attract 100 percent purpose built rental projects including the use of residential rental tenure zoning for suitable areas.

The question on the referral motion was not called as staff advised of other on going related referrals. Staff advised that they would incorporate this referral with the ongoing referrals when they report back to Committee.

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

4. **MANAGER'S REPORT**

(i) *Lot Size Policy*

Staff advised that they are preparing to send out consultation letters in early June regarding a proposed lot size policy amendment on Gilbert Road near Blundell Rd.

(ii) *Homelessness Dialogues*

Staff advised that a series of community homelessness dialogue sessions will be beginning in early June. Council will receive a memo later this week regarding the sessions and advertising will done through social media, the city website and a news release.

(iii) *Heritage Commission*

Staff advised that there are five recipients that were selected by the Heritage Commission for the 2022 heritage awards. This year the awards will be presented at the June 13 Council meeting.

Planning Committee
Tuesday, May 17, 2022

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (6:16 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 17, 2022.

Councillor Bill McNulty
Chair

Raman Grewal
Legislative Services Associate

Schedule 1 to the Minutes of the
Planning Committee meeting of
Richmond City Council held on
Tuesday, May 17, 2022.

From: [rs@gmail.com](#)

Sent: Friday 10, 2022 2:15 PM

To: CityClerk <CityClerk@richmond.ca>; MayorandCouncillors <MayorandCouncillors@richmond.ca>

Subject: Item 2 - Planning May 17

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

Dear Councillor McNulty,

I am submitting comments and concerns regarding Item 2 of the Planning Meeting scheduled for May 17, 2022. The proposal is for a duplex "two-unit dwelling (RD1)" at 3660/3662 Williams Road be rezoned to "single detached (RS2/B) zone.

This property is not only a duplex but is actually four separate dwellings. I know this because the mother of my stepsons lived there, renting one of the four units so we could all be close together in the same neighbourhood. This was an affordable rental unit close to Dixon, Manoah Steves, and Hugh Boyd schools and walking distance from Safeway, the West Dike, and Steveston.

These older duplexes and four-plexes house multiple families whereas a new single family home will sell for millions. Why is Richmond allowing rezoning (upzoning) from something more densified and affordable (two unit dwelling) to the least affordable zone (single detached)?

This is in my neighbourhood and close to our cozy corner where all the neighbours know each other and help each other out. The only reason my area of the 'Monds' is fairly occupied is because of the duplexes - we have 8 of them all together and they are occupied with families, empty-nesters, and seniors. Other areas of this grid are all single family homes and many of them large unoccupied mansions. Most families have been pushed out of the area, with the exception of a few older homes, and the duplexes and older townhouse complexes nearby. Duplexes are a great safeguard for housing as they don't get redeveloped into unaffordable mansions, and they are a more entry-level opportunity to move into housing with a yard. We even have one newer duplex development two doors down from us where an older duplex was redeveloped into a new duplex. The units are big enough for large families but remain much more affordable to purchase than a single family home.

We need to look at densifying our residential neighbourhoods where statistics are showing fewer and fewer families. This application is removing a more affordable type of housing and replacing it with the least affordable; it is the opposite of what we should be doing during a housing crisis.

Laura Gillanders
9611 Desmond Road
Richmond, BC V7E1R1
604-273-0078



Schedule 2 to the Minutes of the
Planning Committee meeting of
Richmond City Council held on
Tuesday, May 17, 2022.

From: John Roston, Mr <john.roston@mcgill.ca>
Sent: May 12, 2022 4:48 PM
To: McNulty,Bill; Steves,Harold; Day,Carol; Au,Chak; Loo,Alexa; Hobbs,Andy
Cc: Brodie, Malcolm; McPhail,Linda; Wolfe,Michael; CityClerk; Hopkins,John; Erceg,Joe
Subject: Planning Committee Meeting on May 17

Follow Up Flag: Follow up
Flag Status: Completed

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

Dear Councillor McNulty,
I would like to delegate remotely on Agenda Item 3 at the May 17 meeting and would also like my letter below to John Hopkins to be attached to the minutes as my written submission.

Thanks for your continuing cooperation on housing issues.
John Roston

john.roston@mcgill.ca
12262 Ewen Avenue
Richmond, BC V7E 6S8
Phone: 604-274-2726

From: John Roston, Mr
Sent: May 12, 2022 4:35 PM
To: Hopkins,John <JHopkins@richmond.ca>
Subject: Report for the May 17 Planning Committee

Hi John,
Comments and questions on your report for the May 17 Planning Committee:

The overall strategy envisioned by both your report and the Rollo consultants' report is to have a couple of floors of rental units in every high-rise strata condo building. This results in building hundreds of rental units and thousands of strata condo units, the latter for sale to investors. This is the exact opposite of what is needed – thousands of rental units and hundreds of strata condos. Worse than that, the rental units are managed by the strata condo developer that doesn't want to be in the rental business, can't get its money out quickly, relies on expensive bank financing and doesn't have enough rental units to benefit from economies of scale. The entire Rollo report is written from the point of view of this strata condo developer and how the rental units are a drag on the profitability of the project.

Contrast that strategy with projects that are 100% rental, owned by a pension plan or other entity that wants to be in the rental business, isn't looking to get its money out quickly, relies on cheap federal CMHC financing and benefits from economies of scale.

HOW DO WE GET THESE 100% RENTAL PROJECTS AND STOP TALKING ABOUT TOKEN 15% RENTAL??

Rental housing developers all say that the financial viability of their rental projects depends largely on their cost for the land. They point out that in many cases, rental is being built for landowners who have owned the land for many years,

so the current assessed value of the land is irrelevant to the profitability of the project. The huge Lansdowne Centre project is an excellent example. Why is no mention made of this scenario in the report?

For projects where the developer is going out to buy the land, the report refers to land values provided by city staff. What are those values? The report mentions that they have increased. "This increase in value appears to be driven by speculation on either density increases or more likely in pricing increases for strata units in the future." In other words, the increased price is based on the assumption that the land will be rezoned for strata condos rather than rental units. The report also mentions that land values may well decrease if the city requires more rental units. What is the assessed value of land currently used for already built single family housing, for townhouses, for 100% rental, for 100% strata condo? If the city rezones single family land for 100% rental will that not limit the increase in land value and enable profitable rental development?

The other major cost factor which figures prominently in the report is financing. Again, it is written from the point of view of the strata developer with a couple of floors of rental rather than the 100% rental developer. "The viability of increasing market rental requirements on larger parcels generally declined quite quickly, due to the combination of the increased assessed value for land and the increased interest and carrying costs with larger developments, with many costs being incurred up front, but revenue being deferred for up to 10 years." ... "Generally financiers and banks view projects that are going to take a long time to develop to be a greater risk than projects to be completed in a relatively short time and make greater demands from the developer in terms of lending and financing costs." The strata condo developer has to wait 10 years to get his money back from monthly rental payments by tenants. The 100% rental developer finances the construction very cheaply through CMHC's Rental Construction Financing Initiative ([Rental Construction Financing Initiative | CMHC \(cmhc-schl.gc.ca\)](#)) then sells the project to a pension fund and gets the money back immediately. Why is no mention made of this scenario in the report?

THERE IS HUGE DEMAND FROM PENSION PLANS AND OTHERS FOR LARGE 100% RENTAL PROJECTS. THEY ARE A PRIORITY FOR THE FEDERAL AND BC GOVERNMENTS. WHY ARE WE NOT GETTING REPORTS ON HOW TO ATTRACT THESE PROJECTS?? Because the Mayor and councillors don't ask for them and instead look for token gestures toward rental while continuing to build far larger amounts of strata condos for sale to investors. I will share these comments with them.

Many thanks to you and your staff for the huge effort you put into answering questions from Council. Obviously, I believe that you are being asked the wrong questions.

Best.
John

john.roston@mcgill.ca
John Roston
12262 Ewen Avenue
Richmond, BC V7E 6S8
Phone: 604-274-2726
Fax: 604-241-4254



City of Richmond

Report to Committee

To: Community Safety Committee
From: Cecilia Achiam
General Manager, Community Safety
Date: April 4, 2022
File: 03-1000-05-069/Vol
01
Re: **Touchstone Family Association Restorative Justice Contract Renewal
2023-2025 and Annual Performance Outcome Evaluation Report**

Staff Recommendation

1. That Council approve the contract renewal with Touchstone Family Association for the provision of Restorative Justice for three-years (2023-2025) as outlined in the staff report titled "Touchstone Family Association Restorative Justice Contract Renewal 2023-2025 and Annual Performance Outcome Evaluation Report", dated April 4, 2022, from the General Manager, Community Safety; and
2. That the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the renewal of the contract with Touchstone Family Association under the terms and conditions described in this report.

Cecilia Achiam
General Manager, Community Safety
(604-276-4122)

Att. 1

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
Finance Department	<input checked="" type="checkbox"/>
Purchasing	<input checked="" type="checkbox"/>
Law	<input checked="" type="checkbox"/>
RCMP	<input checked="" type="checkbox"/>
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

The City first entered into a three-year agreement with Touchstone Family Association (Touchstone) in 2008 for the provision of restorative justice services in Richmond. Since then, the City has renewed the contract four times in 2011, 2014, 2017 and 2020. The current Touchstone contract will expire on December 31, 2022. Therefore, this report seeks Council approval on the renewal of the Touchstone contract for another three-year term.

As part of Touchstone's annual commitment, the following will be presented to Council:

- a) the restorative justice budget for the upcoming year;
- b) restorative justice revenues and expenditures from the previous year;
- c) performance indicators including the number of referrals, processes and completed resolution agreements;
- d) milestones and achievements; and
- e) participants' satisfaction surveys.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.1 Enhance safety services and strategies to meet community needs.

1.4 Foster a safe, caring and resilient environment.

Analysis

Touchstone has operated in Richmond since 1983, providing a spectrum of children and family services to the community. The City and the Richmond RCMP has partnered with Touchstone to provide restorative justice (RJ) for offenders that are eligible for extrajudicial measures¹.

There are two extrajudicial measures programs in Richmond:

1. *Youth Intervention Program (YIP)*, which is a police-based diversion and counselling program offered by municipal staff, under the direction of the Richmond RCMP; and
2. *Restorative Justice Program (RJ Program)*, which emphasises accountability and problem solving as a way of addressing the harm that takes place when a crime or incident occurs.

The principle of the RJ Program is to divert low-risk offenders outside of the judicial system – as the court process could be viewed as retributive and guilt finding. In contrast, the RJ process

¹ The Criminal Code, under Section 717 "Alternative Measures" allows Crown Council to implement measures other than judicial proceedings for adults who have committed an offence. Similarly, the Youth Criminal Justice Act under Section 10 "Extrajudicial Sanctions" allows for both Crown and police officers to recommend extrajudicial measures that would divert the offender from the traditional justice system.

holds the offender accountable for their actions and allows the victim and offender to constructively come to a resolution agreement. To be eligible for the RJ Program, the offender must first accept guilt. When an offender is accepted into the RJ Program, police and Crown cannot impose further court sanctions or threat of a criminal charge against the offender. The RJ Program's objective is to have the offender acknowledge the harm done (rather than punishment) and to provide the offender opportunities to correct their behaviour, acknowledge the pain and suffering of those who they have harmed and take responsibility for their actions. The RJ process would include all those involved in the offence, such as families of the victim and offender, property owners and business owners. Touchstone staff assess each referral and determine the best RJ process to proceed, such as non-scripted comprehensive victim-offender conferencing (VOC) for complicated cases or a scripted community justice forum (CJF) for less serious cases.

Touchstone Restorative Justice Performance

The Touchstone RJ Program is a volunteer driven program staffed by a full-time coordinator. The performance and effectiveness of the program is provided in the Restorative Justice Outcome Evaluation Report (Attachment 1).

According to Touchstone's annual report, there were a total of 175 offenders that entered the RJ Program in the last five years. In 2021, there were a total of 20 referrals and 28 offenders that went through the program. Referrals fluctuate from year to year based on the number of youth cases suitable for a referral, which is determined by the lead investigator of the file at the Richmond RCMP Detachment. Overall, the referrals for 2020 and 2021 were impacted by the global pandemic and substantially lower than in some previous years.

Touchstone staff confirmed that the RJ Program has sufficient resources and volunteers to continue to support the volume of referrals. Touchstone staff frequently provide training and information sessions at Detachment briefings to maintain relationships and to drive referrals. Building community awareness is a Touchstone strategic priority. Table 1 below highlights the statistics of the Touchstone RJ Program in the Richmond from 2017 to 2021.

Table 1: Touchstone Performance Outcome Summary Statistics²

Total Number of:	2017	2018	2019	2020	2021	Total
Offenders	44	43	39	21	28	175
Referrals	36	34	27	17	20	134
RJ Process	34	38	26	15	23	136
Resolution Agreements	41	39	31	15	26	152
Completed Resolution Agreement	37	38	31	13	22	141

Most of the referrals to the RJ program were from the Richmond RCMP Detachment on low-risk offences such as theft and mischief. In 2021, the RJ Program saw slightly fewer big box store

² One referral can have more than one offender. RJ Processes can include conferencing between victims and offenders, community justice forums (less serious cases), and healing circles (often used in schools).

referrals with four stores (Home Depot, the Hudson's Bay Company, Save-on-Foods, and The Real Canadian Superstore) that had referred files for the RJ Program.

The program saw a substantial improvement in the length of time for the RJ process in 2021. As noted in the annual report, 67 per cent of the cases were processed between five to 15 workdays, compared with 29 percent the year prior. This is an important aspect, as resolution should happen as quickly as possible for the participants to remain vested in the RJ process.

According to a three-year recidivism analysis conducted by the Richmond RCMP Detachment, those who completed the RJ program had a recidivism³ rate of approximately 11 per cent; and for those who did not complete or canceled had a recidivism rate of approximately 35 to 50 per cent.

Other research points to a report published by the BC Justice and Public Safety Council where the recidivism rate is approximately 50 per cent for youth clients (ages 12 to 17), within five years of receiving a community sentence⁴, for 2005 to 2010. Research on recidivism varies widely in scope and there are limited empirical studies on alternative and extrajudicial measures. There are no updated youth recidivism statistics from the BC Justice and Public Safety Council.

Touchstone Restorative Justice Proposed Contract

Staff recommend renewing the contract with Touchstone with the same terms and conditions as previous contracts. The following are the pertinent details of the terms on Touchstone's RJ Program and services.

Scope of Work

Touchstone will provide a full-time coordinator and shall recruit and train all volunteers required to perform the RJ services, to the satisfaction of the City.

Reporting

Touchstone and the City will meet biannually during the term of the agreement. Each report will detail work completed during the months of the invoice covered. The City will have the ability to seek clarification if requested.

Funding

Funding will remain unchanged (no cost increase) from the 2020 term contract, at \$100,700 per year. The contract will include all disbursements. The contract period will be the same three-year term from January 1, 2023 to December 31, 2025.

As noted in the attached report by Touchstone, sustainable funding continues to be a challenge as the Provincial and Federal government provides only a small amount of funding to restorative

³ The rate where the offender re-offended in 3 years.

⁴ BC Justice and Public Safety Council, "Performance Measures Update for the Justice and Public Safety Sector (2016-2017)", pg. 21. <https://www.justicebc.ca/app/uploads/sites/11/2016/03/pm-2016-2017.pdf>

justice programs. Favourably, Touchstone was able to secure a new funding source from the BC Civil Forfeiture grants that supplemented Touchstone's operations which resulted in no cost increases to the City. However, the BC Civil Forfeiture grants are approved by the Province on a year-by-year basis and there is no guarantee that Touchstone will receive funding for subsequent years. City staff will work Touchstone to ensure funding sufficiency for the term of the proposed contract.

Separately, the City is a strong supporter of the program and has continually advocated for increased funding for restorative justice services. The Federal government recently announced a new Building Safer Communities Fund⁵ (BSCF) to address the conditions that contribute to a young person falling in with crime. The City's long-established youth oriented crime prevention initiatives, such as the Restorative Justice Program, Youth Intervention Program, DARE Program and the RCMP Youth Section, certainly fits into this criteria. The City has received information from Public Safety Canada that the City of Richmond would be eligible for federal BSCF funding. The details of the funding have not been announced. Staff will advise Council when more information is available.

Financial Impact

None, as the \$100,700 funding exists within the operating budget. Staff recommend a three-year term contract renewal at \$100,700 per year, with no cost increases, from January 1, 2023 to December 31, 2025. There will be no proposed material changes to the *Touchstone Fee For Services Agreement* contract.

Conclusion

Restorative justice is a cost-effective way of providing a necessary service to address youth and social issues in the community. The contract with Touchstone Family Association to administer Richmond's Restorative Justice Program is a service delivery model that considers the rights and needs of victims, the community and the offender. The Touchstone contract will expire on December 31, 2022. Therefore, staff recommend the renewal of the restorative justice service contract with Touchstone Family Association for another three-year term with no change in cost, at \$100,700 per year.



Douglas Liu
Acting Manager, Community Safety Policy and Programs
(604-276-4004)

Att. 1: Restorative Justice Outcome Evaluation Report January 1, 2021 – December 31, 2021

⁵ <https://www.canada.ca/en/public-safety-canada/news/2022/03/government-takes-action-to-prevent-gun-violence-with-250-million-building-safer-communities-fund.html>



Touchstone Family Association

Strengthening Family • Building Community

Restorative Justice Outcome Evaluation Report

January 1, 2021 to December 31, 2021



TOUCHSTONE AT A GLANCE

Touchstone Family Association is a non-profit society that has been providing services to children, youth and families in Richmond since 1983. Our services have primarily focused on preserving and enhancing family relationships and we offer a variety of services designed to meet the needs of children to ensure their optimum development.

Over 3000
Children, youth and
their families benefit
from our services on
an annual basis!



2021

Association of the Year

In 2021, Touchstone Family Association was awarded Association of the Year from the Richmond Chamber of Commerce at their Business Excellence Awards.

The Mission of the Association is:

"strengthening the social health and independence of families and children through effective intervention and support services."

The Vision of the Association is:

"Strong, self-reliant families, youth and children."

Our Objectives are:

- to establish and operate preventative services to children, youth and their families in the City of Richmond and surrounding Municipalities;
- to inform the residents of Richmond as to the importance of the services being provided to families.

Our overall objective is to strengthen families by building community.



Touchstone has been
CARF Accredited
since 2002!



Restorative Justice

Executive Summary

At **Touchstone Family Association**, we pride ourselves on our responsiveness to the needs and wants of the community we serve. This comprehensive **Performance Outcome Evaluation Report** examines and demonstrates the performance and quality of services provided by our **Restorative Justice (RJ) Program** throughout 2021. It will also touch upon the impact the ongoing global pandemic has had on services.

This RJ program is built upon the principle of **Restorative Practice** - a social science that studies how to improve and repair relationships between people and communities. The purpose is to build healthy communities, increase social capital, decrease crime and most importantly, repair harm and mend relationships.

In 2004, the Restorative Justice Program was launched in partnership with the **Richmond RCMP**. In 2008, the **City of Richmond** provided funding for a full-time Restorative Justice Coordinator.

It is important to note that the **core funding** for Restorative Justice comes from the **City of Richmond** through the **Community Safety** operating budget. Touchstone continues to engage other levels of government regarding not only the need, but also the responsibility in cost-sharing this program across the three levels of government.

Restorative Justice receives \$4000 from the **Community Accountability Program (CAP)** funded by the province which is an increase of \$1500 effective 2020. This provides some funds for volunteer training and recruitment.

Touchstone was also successful again this year in obtaining funding from the province's **Civil Forfeiture** fund. Eligible Restorative Justice organizations currently receiving funding from the CAP program were invited to apply for \$30,000 to complement an existing RJ program. Touchstone was successful in receiving this grant for the second year in a row and thus has been able to continue offering **1:1 mentorship service** to youth participating in the RJ Program.

Touchstone continues to raise the profile of this extremely cost-effective alternative to court and is continuously seeking out funding partners and grant opportunities. Funding continues to be an ongoing challenge; however, we are very appreciative to the **City of Richmond** for not only its financial support but also for believing in the **Restorative Philosophy** of understanding how it creates a safer and healthier community for everyone.

What is Restorative Justice?



Restorative Justice is an alternative approach to our court system. Restorative Justice is a philosophy built on the cornerstone of community healing. Like community policing, it's a way of doing business differently. While our court system is adversarial and focused on punishment restorative justice encourages dialogue and responsibility for past behavior, while focusing on problem-solving and offender accountability.



Through this approach, victims and offenders are not marginalized as they are in the court system. Rather, both are invited to come together, so that the offender can be held accountable and the victim can receive reparation.



Through the restorative justice process, volunteer facilitators help offenders take responsibility for their crimes. Offenders are given the opportunity to recognize the people that they harmed and they are able to learn how others have been affected by their behavior. Furthermore, the offender can work with the victim to find ways to repair the damage that has been done.



Victims benefit greatly from a process, unlike court, where they can sit together with the offender and speak directly to him/her about the pain that they have endured. Through restorative justice, victims can get answers to their questions about the incident, and they can learn why it happened. Furthermore, they can share with the offender what needs to be addressed for healing to begin to take place.

While restorative justice provides everyone affected by crime the opportunity to gain closure from the incident, it also gives the community the chance to become closer and grow together through understanding, compassion and healing.

Communities become healthier and safer as a result.

Program Features

“One of the greatest gifts you can give is your time. ”

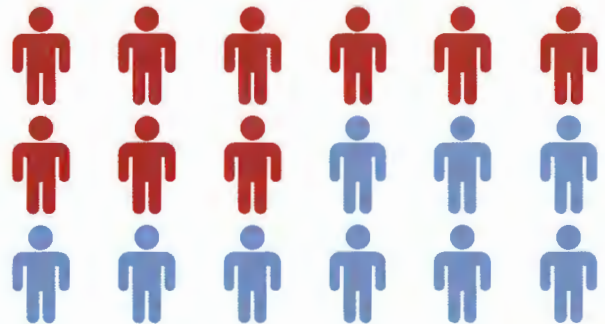


Touchstone Family Association's Restorative Justice program is a **volunteer-driven program**, staffed by one permanent, full-time coordinator.

Recruitment, retention and training of volunteers are crucial to the success of the Restorative Justice Program.

The Restorative Justice coordinator engages all volunteer applicants in a formal interview process which includes a criminal record check and two reference checks and also takes into account several key criteria that may include, but are not limited to:

- Life experience
- Professional employment history
- Education
- Commitment to the program
- Experience / Confidence in leading a group discussion
- Flexibility
- Knowledge of Restorative Justice
- Experience/comfort level with conflict
- Oral and written skills



Given the intensity of the training and the role of the facilitator, it is important to recruit solid, committed individuals. Once the intensive interview process and reference checks are complete, volunteer applicants must successfully train in various restorative justice processes or applications. This includes community justice forums, where the volunteer applicants attend an intense 3-day training program. Once the volunteer applicant has achieved a certificate of training, he or she must earn accreditation by co-facilitating a minimum of five forums alongside and under the supervision of a certified mentor/facilitator. This is an approach that increases the volunteer's level of confidence and competency and enhances the program's commitment to quality assurance.

In 2021, the Restorative Justice program was supported by 7 volunteers, in both facilitator and translation roles.

Touchstone recognizes the commitments and contributions of its Restorative Justice Volunteers on a yearly basis, at our Annual General Meeting!

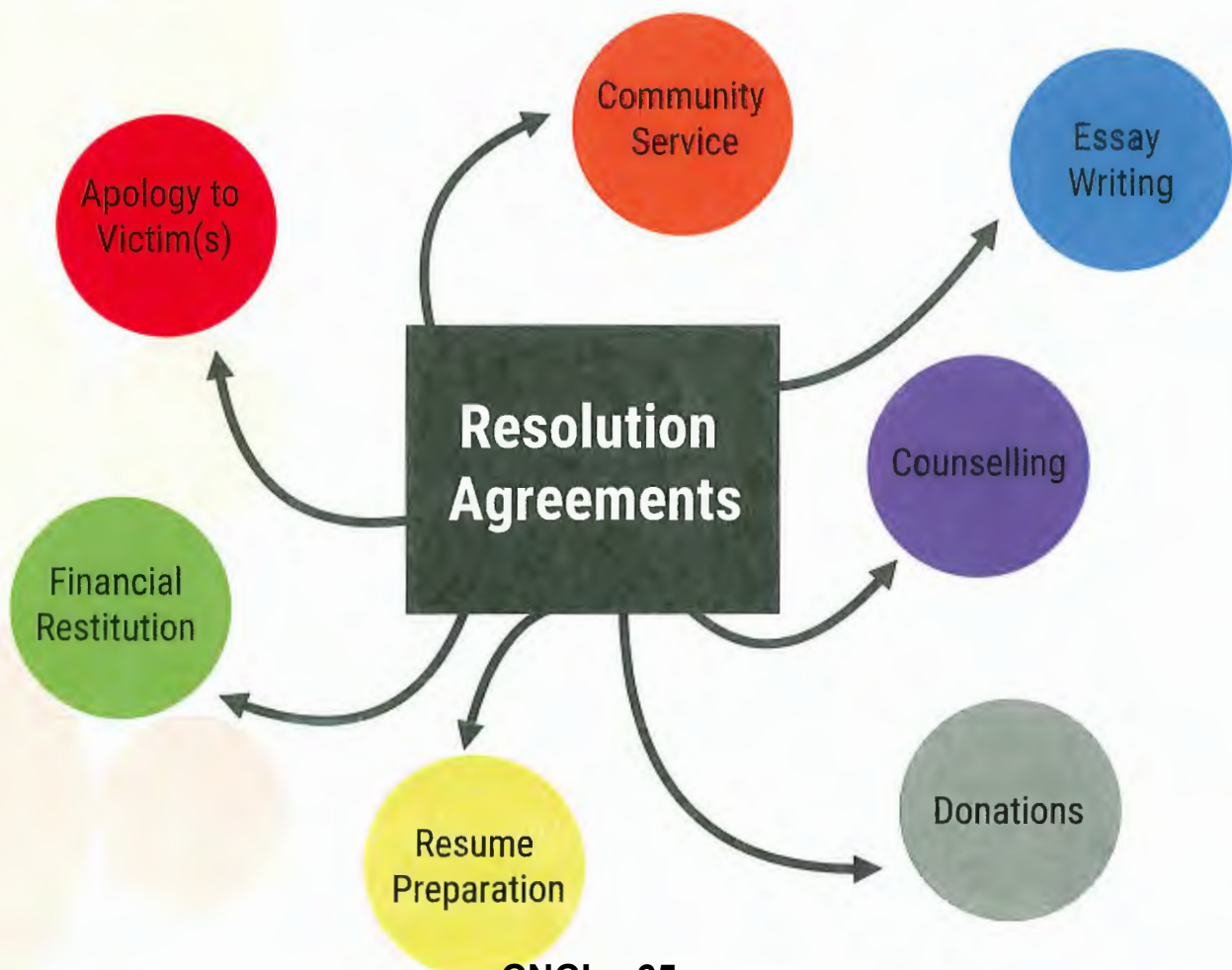
Restorative Approaches & Outcomes

At the heart of **Restorative Justice** are its underlying values and principles, which propagate a variety of processes designed to meet the unique needs and circumstances of victims, first and foremost, followed by the rest of the community and, of course, the offender. This recognition requires that we carefully consider the process that will have the most benefit and the greatest chance of success.

Volunteers will continue to expand their knowledge and skills by applying different applications of restorative justice dictated by the specified needs of the affected parties and/or community. A few examples include: a **non-scripted, comprehensive victim-offender conferencing (VOC)** process in complicated cases; a **scripted community justice forum (CJF)** process in less serious cases; a separate conference (Conference) process in cases where a direct victim and offender encounter proves less beneficial; as well as numerous types of Circles in community and school settings.

In each case assigned to restorative justice facilitators, the most suitable type of process can only be determined after exploring the needs of the participants and investigating the circumstances surrounding each case. It is important to understand that restorative justice is a process, where each case evolves from the first point of examination, takes shape through exploratory discussions with the affected parties, and involves everyone's consideration of an appropriate process to address what happened.

Resolutions Agreements are a direct result of this process, where the participants work together to determine reparations. These agreements can include one or more of the following:



Case Example

- Below is a case example involving a real case from the our Restorative Justice Program in 2021, which illustrates the benefits of a restorative circle process.
- This story illuminates the power of dialogue when facilitated with care inside a safe and respectful process suited to the participants.

In October of 2021 an Elementary School was the target of hateful graffiti. The walls and doors were covered with anti-LGBTQ2 markings. Two High School girls were identified and arrested for the crime of mischief. The school and the offenders, along with their parents, agreed to participate in restorative justice to address the harm that was done.

The two teens, Wilma (15) and Lina (14), attended separate meetings, each having her own restorative justice circle with the school, which was represented by the Vice Principal, Mandy, and Sexual Orientation and Gender Identity (SOGI) Lead, Deborah. Wilma and Lina were both supported by their fathers in their respective meetings.

On the day of their meeting, Wilma and her father Steve sat down with Mandy and Deborah for their restorative justice circle inside the elementary school's library. Each of the participants had their own preliminary meetings with the restorative justice facilitator leading up to this day.

The facilitator began the meeting by introducing everyone to one another and then informed the participants that each of them would have a chance to share their perspective on the incident. The facilitator emphasized the importance of having a respectful and safe space for dialogue.

Wilma apologized to Mandy and Deborah for what she did that day. She admitted to using markers to draw the homophobic images on the school's property. She explained how she and Lina were bored and had come to hang out on the school property. She claimed they had no intent on vandalizing the school; rather it was a spontaneous response to their boredom. She admitted that she became agitated when a parent approached them and asked them to stop and she continued to mark up the school, ignoring the parent, who had her children in the school's playground. Wilma shared how she became filled with regret soon after leaving, recognizing what she and Lina did was wrong. She was also nervous that she would be caught. She told Mandy and Deborah that she understood how her actions had probably affected the school, especially its young students, as well as the parent that confronted them that day. She also wanted them to know that she had a friend in the LGBTQ2 community and was not acting out of hate. She read out a letter of apology that she had prepared and expressed her remorse.

Mandy accepted Wilma's apology. She wanted Wilma to know that she spoke to both the police and the parent who had confronted the girls. Mandy explained how upsetting the experience was for the parent to witness the school vandalized, and to be defied when protesting the girls' wrongful actions that day. The parent, she said, was forced to explain to her own children what had happened and how to make sense of it. Mandy further explained that maintenance had to come in the next day to clean up the graffiti and how difficult it was to remove. Wilma admitted that she didn't realize how overwhelming the level of graffiti was and acknowledged the difficulty she had caused to the maintenance crew.

Deborah questioned Wilma about the type of graffiti she decided to draw on the school. She explained to Wilma that hateful messages, intentional or not, can have a traumatic affect on members of the LGBTQ2 community. She explained how members of the LGBTQ2 community already feel very vulnerable and events like this exacerbate matters for them. Wilma expressed her deep remorse at having unintentionally caused harm and she acknowledged the pain it must have caused.

Steve, Wilma's father, explained how he did not want to make any excuses for Wilma, but wanted the school to know the context under which his daughter may have become involved. He informed them that she had recently undergone medical testing and was diagnosed with a neurological deficit. In addition, she suffers from severe anxiety. He stated that this was not an excuse for Wilma to do what she did; rather, he was only sharing this information to provide some context around the time of the incident. He apologized for his daughter's behaviour and said he would support her in taking responsibility and repairing the harm she did.

Finally, all of the participants discussed what Wilma could do to repair the harm that she did. They all, including Wilma, decided that she would meet with Deborah, exclusively, to receive information on Sexual Orientation and Gender Identity (SOGI). Wilma also agreed to do an art project for the school, which captures the importance of diversity. She agreed to have her anonymous apology letter accompany the art project to help educate students. Everyone was satisfied with these Agreement obligations, which were reached through consensus.

Lina would later have her restorative justice circle with Mandy and Deborah. She admitted to her mistake and took responsibility for her role in writing a lot of the hateful messages. She admitted that the first names in some of those comments belonged to real people that were at one time friends. None of those people belonged to the LGBTQ2 community. Nevertheless, Deborah wanted Lina to understand that it was still not right to use homophobic language to express her anger or disappointment. Lina's father, Michael, expressed his shock as he thought he had instilled the right values in Lina and as immigrants to this country, nothing was more important to him than respecting the law. He was grateful that Lina was being given an opportunity to participate in restorative justice, something she would not have had the chance to experience in their former homeland. Lina agreed to SOGI orientation with Deborah, writing a reflection letter that could be used as a teaching tool for intermediate students and volunteer work with the school's maintenance crew, so she can see first hand the work involved in removing graffiti.

2021 Program Highlights

April



April 6th - Restorative Justice Presentation #1: McRoberts Secondary School
Carried out a Mock Circle with class

April 7th - Restorative Justice Presentation #2: McRoberts Secondary School
Carried out a Mock Circle with class

May



May 26th - Envisioning Anti-Racism Strategy in Restorative Justice Conference

June



June 15th - Touchstone Family Association's Annual General Meeting
Restorative Justice Volunteer Recognition

September 16th - Restorative Action Coordinators Network Meeting regarding Restorative Practices in Schools

September



September 21st - Community Dialogue with RJ Practitioners: Policy & Standards for Potential Memorandum of Understanding with BC Prosecution Service

September 23rd - Restorative Justice Coordinators of British Columbia Network Meeting

September 27th - Exploratory Meeting with McMath Secondary regarding Restorative Practices in Schools

October



October 7th - Meeting with the RCMP Youth Section regarding Referrals, Collaboration and Coordination

October 7th - Restorative Justice Coordinators Lower Mainland Network Meeting

October 14, 19, 21 & 25th - Delivered Restorative Justice Orientation/Training to RCMP Watches

November



November 7th - Restorative Justice Orientation/Training to Security at Richmond Centre Mall

November 17th - Restorative Action Presentation to McMath Secondary administrative and teaching staff

November 22-23rd - National Restorative Justice Symposium – RJ Week

November 29th - Restorative Justice Association of British Columbia Annual General Meeting

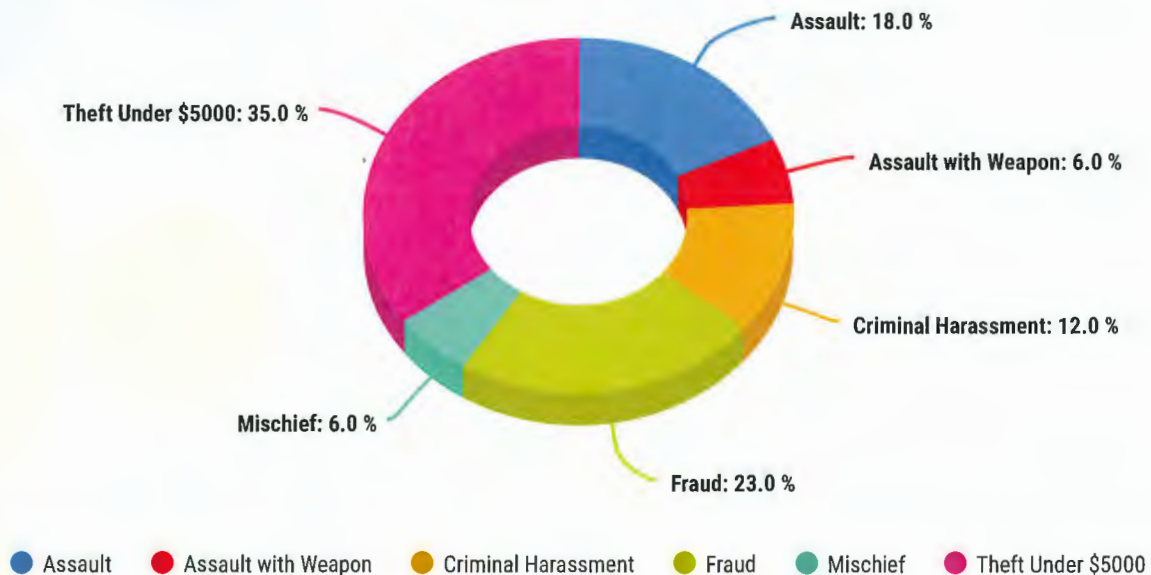
Program Statistics

In 2021, there were **20** referrals to Touchstone's **Restorative Justice Program**, which is a slight increase from the 17 referrals in 2020. Both 2020 and 2021 were substantially impacted by the global pandemic. There were **23** restorative processes held this year, compared to 15 the year prior. Each year brings a slight fluctuation in referrals based often on youth crime and new members to the RCMP.

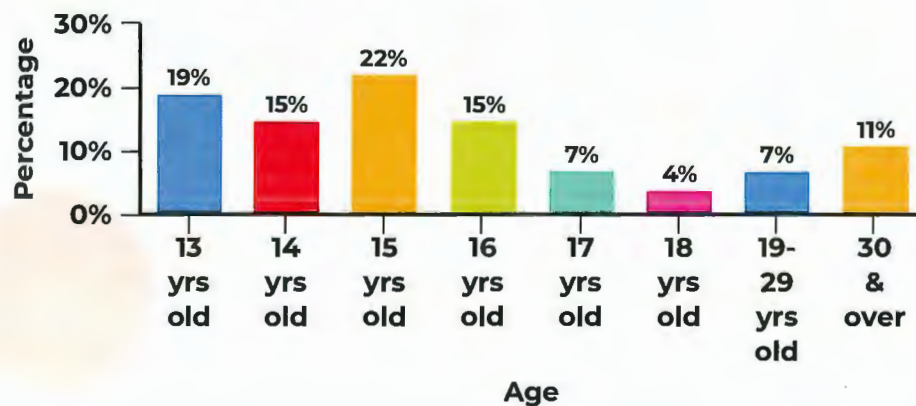


The following are graphic representations of Touchstone's Restorative Justice Program's demographics gathered from January 1, 2021 to December 31st 2021.

Types Of Offenses



Age of Offenders Referred



Program Statistics

As in previous years, the percentage of referrals with an identified male offender, outnumbers the referrals received for identified female offenders.

Gender of Offenders Referred

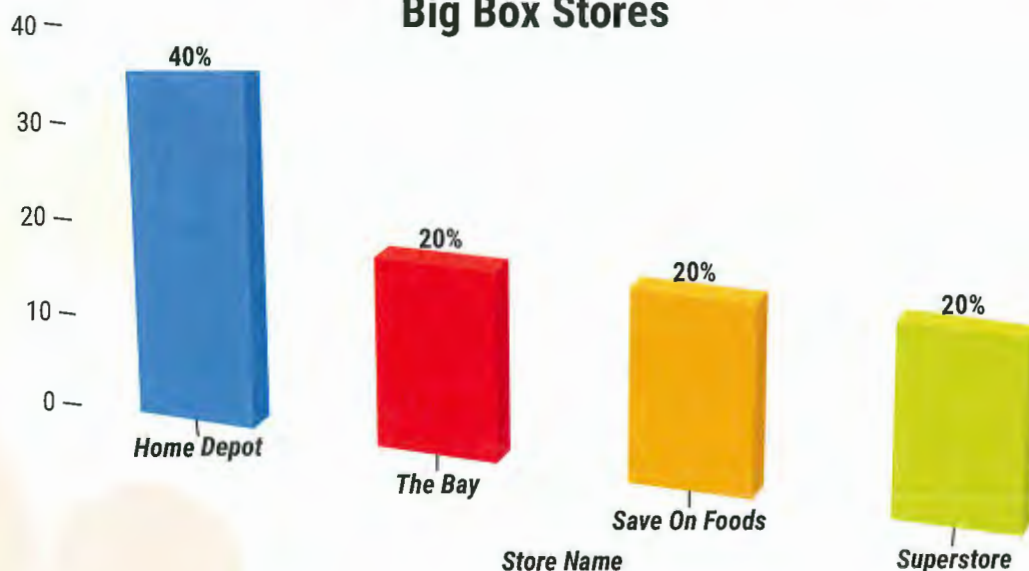


82 Percent of the Offenders referred identified as **Male**.

18 Percent of the Offenders referred identified as **Female**.

In 2021, the program saw slightly fewer big box stores referring cases to the Restorative Justice Program. **Four** stores, as indicated below referred to the program, whereas 2020 saw Six different big box referral sources.

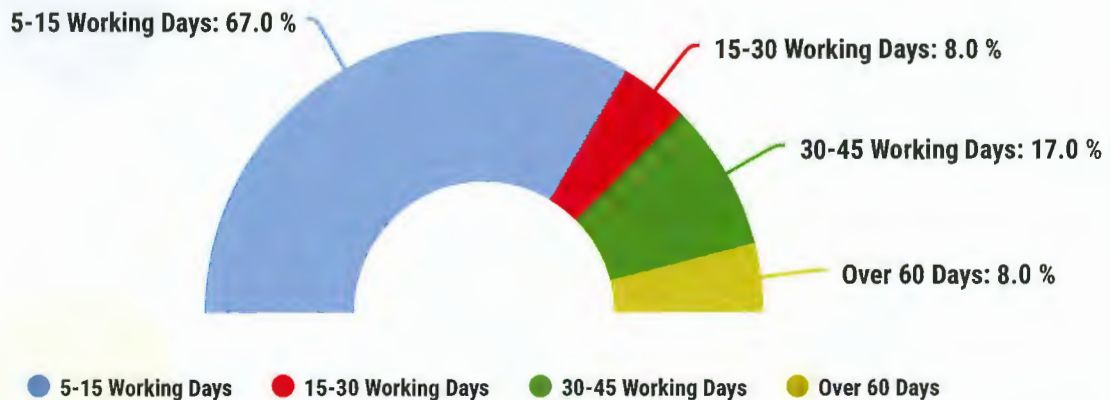
Big Box Stores



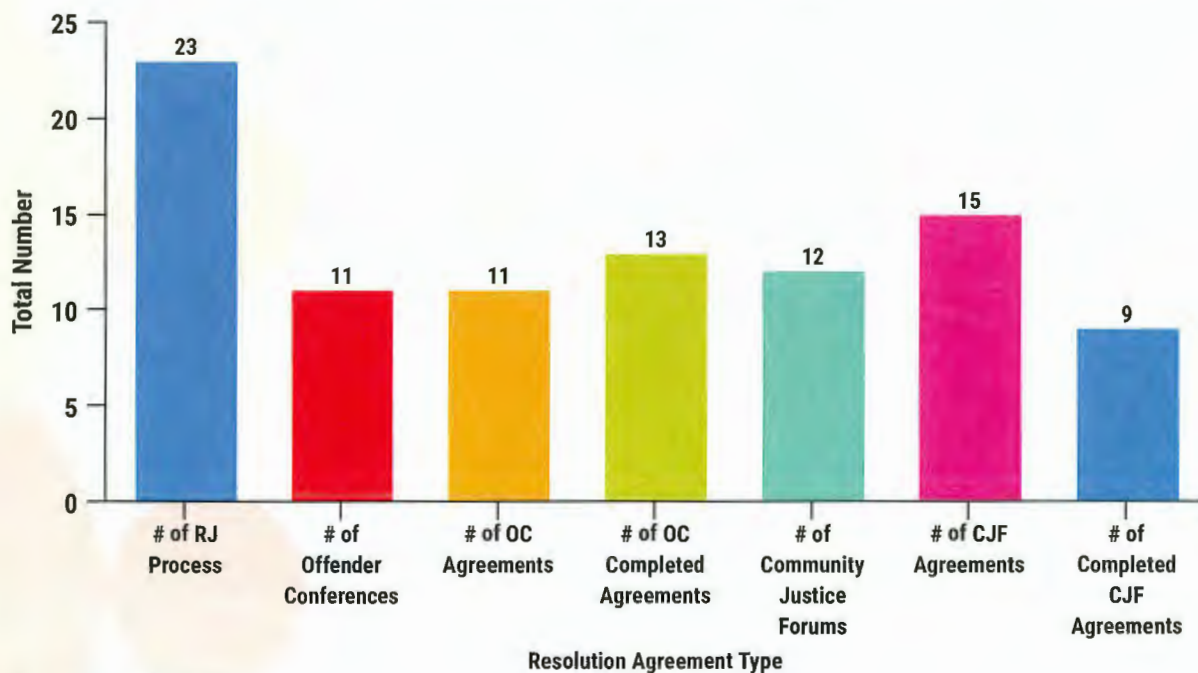
Program Statistics

In 2021 the program saw a substantial improvement from 2020 in the length of time it took to have a matter brought forward for a community process. As indicated below **67%** of the cases were processed between **5 to 15 work days**, compared with 29% the year prior. This is important as resolution should happen as quickly as possible for the greatest amount of impact and for the participants to remain invested in the process.

Length of Time Between Referral and Forum



Resolution Agreements



CJF = Community Justice Forum
OC = Offender Conference

Participant Feedback

Consumer Feedback Evaluation

Touchstone is committed to utilizing consumer feedback to contribute to the development of high quality and responsive services. Our staff seek feedback from clients and other service providers as the services are being provided to continuously develop and enhance services to address any special needs and referral issues of the clients served.

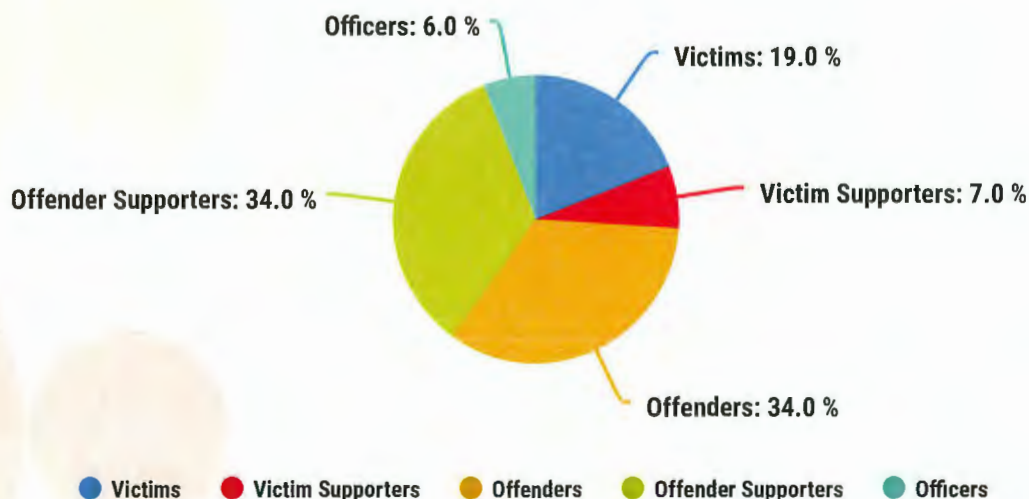
Evaluating Quality of Impact

Touchstone's Consumer Feedback evaluation process is intended to help us see what kind and quality of impact we are having on the population we serve. Surveys are designed to measure both quantitative and qualitative factors, giving the Association a balanced set of statistical responses. We then use this data to analyze and identify trends and consider the implications of these findings to plan adjustments and improvements in our programs. At Touchstone, we strive to deliver client-centered services, making participants own experiences and goals our top priority. Ongoing consumer feedback is essential to this process.

Restorative Justice Participant Feedback

Touchstone Family Association invites all participants involved in the Restorative Justice process to evaluate their experience. In 2021, **67** people participated in a Restorative Justice process. The next sections will graphically summarize the data captured from the participant surveys.

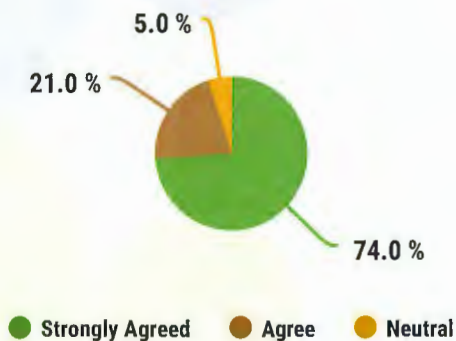
Roles of Participants in Forums



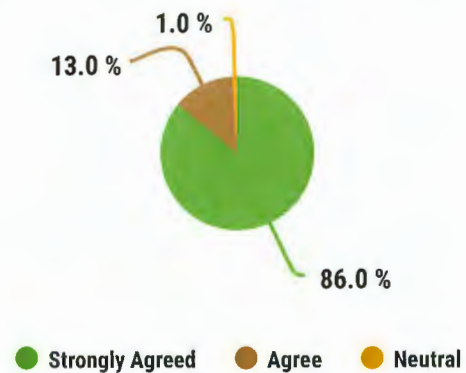
Participant Feedback

The following are graphic depictions of participant feedback, based off of questions in the **Restorative Justice Participant Survey**.

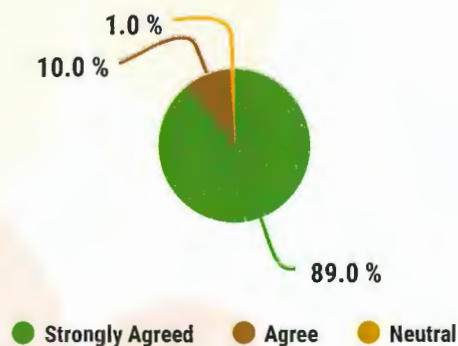
"I received adequate preparation and support from the facilitators."



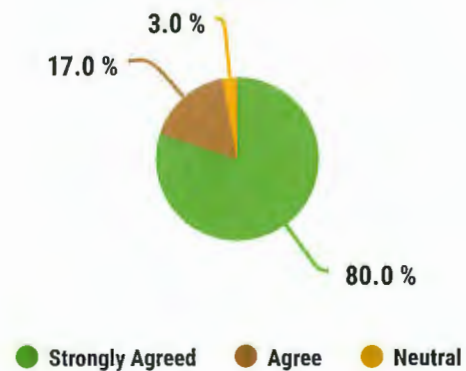
"I felt safe and was treated with respect."



"I felt I was able to have my say, allowing me to participate in a meaningful way."



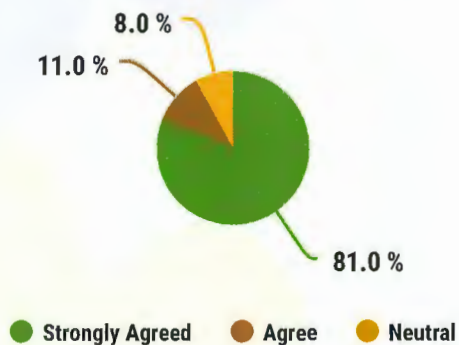
"My questions, concerns and issues were addressed."



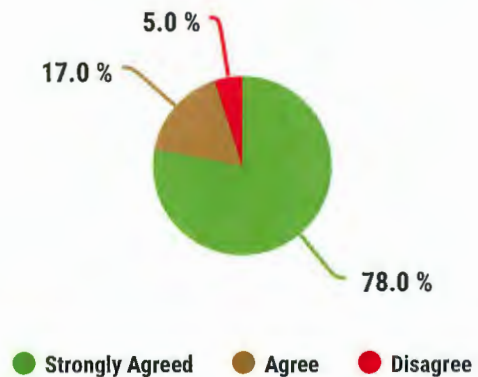
Participant Feedback

The following are graphic depictions of participant feedback, based off of questions in the Restorative Justice participant Survey.

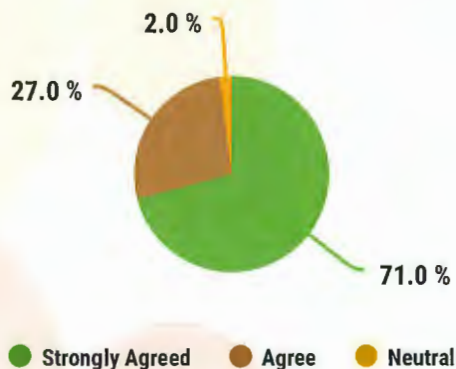
"Listening to everyone helped me gain a better understanding of what happened."



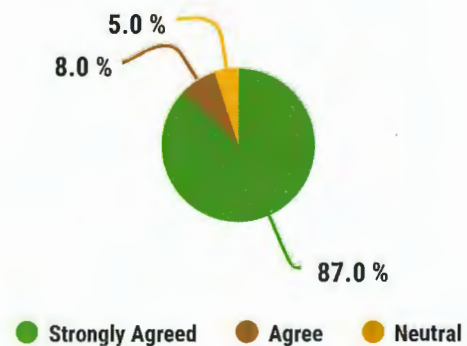
"I am satisfied with the resolution agreement."



"I believe the process has helped me find closure."



"I would recommend Restorative Justice to others facing similar situations"



Participant Feedback

In addition to the previous rating questions, each survey has room for comments regarding any of the aforementioned questions. The following are the responses (verbatim). The role of the individual making the response is in parenthesis.

- "This Restorative Justice program session was well organized and well run by facilitator, allowing all an opportunity to speak to their lived experience during this process." (*officer*)
- "Haroon and his team were very kind and respectful. They've helped us prepare for the meeting." (*offender supporter*)
- "Thank you for providing this as an alternative to a more severe consequence and allowing youth to recognize and correct the mistakes they make." (*offender supporter*)
- "The service was nice and helpful. It showed me who and how many people were actually affected. It showed me how supportive the community was and let me tell them my part of the story." (*offender*)
- "Haroon was very good at leading the conversation and getting to a resolution." (*offender supporter*)
- "I felt respected when I spoke and understood." (*offender*)
- "I feel neutral for the statements provided because it is my first time doing the meetings and I don't know how I feel about them yet." (*offender*)
- "I have deep appreciation for this process." (*victim*)
- "Excellent process. Thank you." (*victim*)
- "The staff at Touchstone consistently treated me with respect, compassion, and kindness. The Restorative Justice process was explained thoroughly to me, and I was allowed the time I needed to process information. There are many resources available through the staff there, allowing me to get the support I need. The only reason this process has not helped me find closure is because it is ongoing due to the fact the person who harmed me was my son. We are continuing to work at Touchstone to achieve this goal though." (*victim*)
- "This is a very important program to our community and the information we have learned." (*offender supporter*)
- "Haroon was respectful and managed the whole process. Having the police officer present was very informative and helped our son and ourselves understand more fully the consequence of his behavior." (*victim*)
- "I believe this program is really good by giving another opportunity to the accused to understand how it affected everyone else." (*officer*)
- "Took too long (translation). Not sure if sufficient remorse was shown." (*victim*)
- "Haroon, Thank you for your professional demeanor during this process. You showed such kindness and support to everyone involved. Thank you for facilitating." (*victim*)
- "A great process for students to experience with the focus on positive growth and learning for all involved." (*victim*)
- "Haroon did a great job. He has been working hard and very supportive when I had communication difficulties with other participants that he used very clear English to explain to me with patience." (*offender supporter*)

Participant Feedback

Participants are asked to share their comments on **Accessibility**. Below are their comments verbatim.

How can Touchstone make it easier for you to access our services?

"We did not have difficulty accessing the services."
(Victim)

"Thank you for allowing the meeting to take place here at my school."
(Victim)

"It's been good. I could not have foreseen a much better genuine resolution as the one today. Only thing I can suggest is nothing. It was perfect."
(Officer)

"The services were very helpful and easy to follow. Nothing seemed to hard, only for the parking, it was confusing on which parking we were able to use."
(Officer)

"Touchstone is working hard to accommodate us to this program, we are luck here in Richmond that we have this kind of program"
(Offender Supporter)

"It was pretty easy to find, but I feel like some people will not want to meet face to face. So maybe if you had an app where you could have some type of way to communicate from home that would help"
(Offender)

"The meeting was a bit long and far away."
(Offender)

"All easy, thank you."
(Offender Supporter)

"Maybe more parking."
(Officer)



"Haroon gave us very good directions. Thank you."
(Offender supporter)

"We had no problems getting here."
(Offender)

"Directions given were very detailed."
(Victim)

"Time and location were made easy."
(Offender)



Participant Feedback

Participants were asked if they had any **Additional Comments** to share. The following are verbatim of those comments from the final section of the feedback survey.

"Keep doing good work." (*Offender Supporter*)

"No, thank you!" (*Offender*)

"I am sincerely sorry for my actions and I just want to say thanks to all for helping us through this and a special thank you to The Bay for not pressing any charges that really helped me and my future." (*Offender*)

"Thank you for organizing. We appreciate the opportunity to learn and connect with all people involved today." (*Offender Supporter*)

"Haroon did an amazing job facilitating the RJ forum." (*Offender*)

"Thank you for all the help and support." (*Victim*)

"This process made it possible for both sides to meet and discover or reveal the positives in each other's lives to allow for healing to take place. I am grateful to have been given the opportunity to participate in this process and it has a very positive effect on me. This was an opportunity for people to speak from the heart in a safe environment." (*Offender*)

"First time attending this meeting. Great to have a conversation with all the parties and to know how everybody felt during and after." (*Officer*)

"We greatly appreciate having the service available to us." (*Victim*)

"Thank you for helping us resolve this situation. It feels better after everyone has learned or have done something to solve this act." (*Victim*)

"Thank you for inviting me to be part of this process!" (*Victim*)

Example of a
Feedback Survey!

Thrushington Family Association
PARTICIPANT FOLLOW UP SURVEY

Dear Participant:

Thank you for attending the meeting. We hope you found it helpful and informative. Please take the time to complete this survey so we can improve our services.

1. How did you feel about the meeting?

2. How did you feel about the facilitator?

3. How did you feel about the topics discussed?

4. How did you feel about the time spent?

5. How did you feel about the location?

6. How did you feel about the overall experience?

7. How did you feel about the support provided?

8. How did you feel about the outcome of the meeting?

9. How did you feel about the follow-up actions?

10. How did you feel about the meeting in general?

Referral Trends

Summarized below is a comparison of data from 2014 through 2021.

	2014	2105	2016	2017	2018	2019	2020	2021
Total # of Offenders	56	57	74	44	43	39	21	28
Total # of Referrals	41	49	49	36	34	27	17	20
Total # of RJ Process	43	47	52	34	38	26	15	23
Total # of Resolution Agreements	47	50	67	41	39	31	15	26
Total # of Completed Resolution Agreements	46	45	67	37	38	31	13	22

As indicated by the chart above, the Restorative Justice Program has had **362** offenders participate in the program over the past 8 years. This averages **45** offenders per year who have been supported by restorative practice.

It is important to note that the above statistics are only talking about offenders; it is not capturing the total number of people participating in the program.

In 2021, **67** individuals participated in a restorative justice process either as a victim, an offender, an officer, a victim supporter, or an offender supporter. The more participants involved, the more groundwork that needs to be done by the facilitator before undergoing the RJ process with all involved parties. This translates to more time for interviewing all participants involved. It is important that everyone participating understands the process and what the expected outcomes may be.

It is evident when comparing the data from 2020 and 2021 to years prior that the ongoing global pandemic has had an impact on services. The year 2020 saw the program's lowest amount of referrals as the world dealt with the many unknowns of Covid-19. 2021 saw a slight increase in referrals and we look forward to the program picking up again in 2022, as systems learn to adapt and function within this new normal.

Strategic Plan

Touchstone's Restorative Justice Program 2020 to 2022 Strategic Plan is outlined below.

Strategic Priority 1:

To secure a sustainable level of funding for the restorative justice program from all levels of government, including municipal, provincial and federal

1. To carry out both independent and collective lobbying through the newly formed Restorative Justice Association of British Columbia (RJABC), representing restorative justice programs throughout British Columbia
2. To continue to apply for relevant Civil Forfeiture or National Crime Prevention funding that may become available

Strategic Priority 2:

To maintain and strengthen a partnership between RCMP and the Richmond Restorative Justice Program

1. To collaborate with RCMP representatives on issues related to police referrals and service delivery of the restorative justice program
2. To provide restorative justice orientation to new RCMP members whenever opportunities arise, including potential member testimonies for education purposes
3. To collaborate with RCMP Youth Section on potential school-based referrals

Strategic Priority 3:

To promote and/or implement restorative practices inside schools

1. To deliver restorative practices education to schools
2. To partner with one or more schools in running a pilot project in restorative practices
3. To service referrals for restorative action upon request from schools

Strategic Priority 4:

To provide education and promotion of the Richmond Restorative Justice Program in the community

1. To deliver presentations and/or information to community members, groups and organizations when opportunities arise

Summary

The Pandemic's Impact on Service Delivery:

In March 2020, the *global pandemic* forced the Restorative Justice Program to become more innovative and creative in how it provides services. Staff and volunteers rose to the occasion and have done an exemplary job over the past almost two years of meeting participant need; whether it is hosting interviews and forums online or putting in enhanced safety features for in-person gatherings. New protocols and procedures were put in place and have been continually updated as Provincial Health directives change over time. The safety of our staff and clients is paramount and Touchstone and the Restorative Justice Program will continue to meet Work Safe standards and monitor and adapt our processes as required.

The impact of the global pandemic continues to challenge the Restorative Justice Program in all areas of operations. Although slightly up from 2020, the number of new referrals for the program in 2021 was still significantly lower than pre-pandemic years. Nevertheless, the program has continued to engage with the RCMP and community partners to strengthen the program's foundation and reach.

It is important to note that when given the choice of holding a Circle, victims and offenders have elected to meet in person, satisfied that the Program has taken the necessary precautions and has addressed any concerns they may have in regards to safety. The philosophy of care, welfare, safety and security for all continues to guide our practice as we navigate the many unknowns of Covid-19.

Concluding Thoughts

Restorative Justice is about giving all parties involved in a conflict the opportunity to take an active role in a safe and respectful process that allows open dialogue between the victim, offender and the community. For the **offenders**, it is about taking responsibility and being held accountable for the harm caused. For the **victims**, it provides an opportunity to talk about the harm caused and ask questions that may be necessary as a part of the healing process. For **communities** surrounding the victim and offender, it provides an understanding of the root causes of conflict.



Community involvement in **Restorative Justice** is one of the core components of the approach thus the feedback is an integral part of understanding the effectiveness of the overall restorative experience.

As evident in this outcome report, program participants indicated a high satisfaction rating. The **Restorative Justice Program** responds to the needs of young people and the community by repairing harm, restoring the moral bond of the community and teaching responsibility and accountability to the young person.

We look forward to continuing our restorative practice programming into 2022.

Statement of Income

Restorative Justice Statement of Income for 2021:

	Jan to Mar 2021	Apr to Jun 2021	Jul to Sept 2021	Oct to Dec 2021	Total 2021	YTD Budget 2021	Variance	Annual Budget
Revenue								
Grant from City of Richmond	25,175	25,175	25,175	25,175	100,700	100,700	0	100,700
Community Accountability Grant	1,000	1,000	1,000	1,000	4,000	4,000	0	4,000
Expenses								
Wages & Benefits	20,636	20,636	20,636	20,636	82,544	82,544	0	82,544
Rent	4,155	4,155	4,155	4,155	16,620	16,620	0	16,620
Mileage	34	34	34	34	136	136	0	136
Telephone	0	0	0	0	0	0	0	0
Office Supplies	0	0	0	0	0	0	0	0
Supervision	1,350	1,350	1,350	1,350	5,400	5,400	0	5,400
	26,175	26,175	26,175	26,175	104,700	104,700		104,700
Net Surplus (Deficit)	0	0	0	0	0	0		

Restorative Justice Budget for \$100,700 Contract to cover 2022:

January 1 - December 31, 2022			
	Annual	Monthly	Quarterly
Wages & Benefits	\$84,246	\$7,020.50	\$21,061.50
Rent	\$12,000	\$1,000.00	\$3,000.00
Mileage	0	0	0
Cell Phones	0	0	0
Office Expense	0	0	0
Supervision	\$4,454	\$371.17	\$1,113.50
	\$100,700.00	\$8,391.67	\$25,175.00

Motion: Carol Day

Car Hailing fines for passengers

Resolution

- (1) That a letter be written to the Province requesting an examination of penalties for passengers using illegal ride-hailing services; and
- (2) That staff be directed to raise the possibility of penalties for passengers using illegal ride-hailing service the Inter-Municipal Business Licence advisory working group.

Rational:

As reported by staff and the Richmond News people are using illegal ride hailing cars and subsequently large fines are issued to the drivers.

Ride-hailing drivers need to have a Class 4 driver's licence and undergo a vulnerable-persons criminal record check. Illegal car ride companies do not follow the rules and are fined thousands of dollars but until there is a penalty for passengers this policy is proactive instead of reactive.

Fines for passengers would force people to insure the companies they hire are in fact licenced.

<https://www.richmond-news.com/local-news/illegal-ride-hailing-sting-in-richmond-nets-18000-in-fines-5299474>



City of Richmond

Report to Committee

To: General Purposes Committee

Date: April 6, 2022

From: Claudia Jesson
Director, City Clerk's Office

File: 12-8125-90

Re: **Election Procedure Amendment Bylaw for Mail Ballot Voting**

Staff Recommendation

That "Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 10349" be introduced and given first, second, and third readings.

Claudia Jesson
Director, City Clerk's Office
(604-276-4006)

CJ: mo

Att. 1

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

Staff Report

Origin

At its regular meeting held December 6, 2021 Council adopted the following resolution:

- (1) *That a divisional-voting approach to the 2022 election, which is consistent with the current Civic Election Administration and Procedure Bylaw No. 7244, and as generally described in the staff report dated November 4, 2021 from the Director, City Clerk's Office, be approved; and*
- (2) *That mail ballot eligibility be expanded to all electors in Richmond, as noted in Option 2 of the staff report titled, "Advance Planning for the 2022 Election", dated November 4, 2021, from the Director, City Clerk's Office.*

This report supports Council's Strategic Plan 2018-2022 Strategy #8 An Engaged and Informed Community:

Ensure that the citizenry of Richmond is well-informed and engaged about City business and decision-making.

Findings of Fact

The next General Local and School Elections will be held in all local jurisdictions across BC on October 15, 2022. Council adopted the 2022 election budget in December, 2021 with funding to support mail ballot voting for all electors.

In accordance with part (2) of the above resolution endorsed by Council, staff have prepared an amendment to Civic Election Administration and Procedure Bylaw No. 7244. Proposed bylaw No. 10349 also includes a number of procedural updates to accommodate an increase in mail ballot turnout.

Recent amendments to the *Local Government Act* under Bill 10 – 2021: Municipal Affairs Statutes Amendment Act, 2021 gave municipalities the option to expand mail ballot voting to all voters by amending their respective election bylaws.

Analysis

The City of Richmond has for many years offered mail ballot voting to electors who met the previous criteria under the *Local Government Act*, having either a physical disability that affected their ability to vote in-person, or with an expectation to be absent from the municipality on voting days.

In the City's 2018 General Local Elections 360 mail ballots were cast, amounting to less than 1% of total ballots. By comparison, the turnout for mail ballot voting in the 2021 By-Election was 1,895

mail ballots, out of 12,984 votes overall, representing 14.5% of the total. The option was made available in 2021 to all voters under Ministerial Order M148, which was a temporary measure to make voting more accessible in light of the COVID-19 pandemic. Mail ballot voting also increased significantly during the 2020 provincial election and the 2021 federal election, where all voters were similarly provided with the option for the first time. These increases suggest that voters will continue to use mail ballot voting in the future.

Proposed amendment Bylaw No. 10349 would effectively establish the same procedures as used in the 2021 By-Election. The intention of the amendments is to enable all voters the opportunity to vote by mail, outline clear procedures for the processing of mail ballots, and to provide necessary flexibility to ensure timely reporting of the unofficial election results. The bylaw includes the following updates:

1. Expanded eligibility for all electors to vote by mail, in accordance with the recent amendments to the *Local Government Act*.
 - This change occurs under subsection 5.1.2. Requirements for a physical disability, illness, injury, or absence from the municipality are removed in accordance with the *LGA*, enabling any elector to vote by mail.
2. Authorization for Chief Election Officer to establish time limits in relation to mail ballot voting.
 - This update under subsection 5.1.3 fulfills the authority in the *Local Government Act* for the Chief Election Officer to establish time limits. Such wording is typically included in local government election bylaws.
 - Time limits established by the Chief Election Officer would apply to procedural aspects of mail ballot voting, such as the deadline to request a mail ballot package, or the deadline to request a package using the City's online portal, rather than in-person or via telephone.
 - This does not affect the final deadline of 8:00 pm, General Voting Day, for voters to deliver a completed mail ballot package, which is established under the *Local Government Act* and reiterated in the City's bylaw.
3. Updated procedures enabling mail ballots received prior to the close of voting on General Voting Day to be tabulated by a vote counting unit.
 - Due to the expanded availability of mail ballot voting, staff must prepare for an unprecedented mail ballot turnout of at least 7000-8000 electors, based on existing data.
 - To accommodate the increase in the 2021 By-Election, the Chief Election Officer established a series of mail ballot advance tabulation sessions, under the authority of Ministerial Order M148, and consistent with the practice used by other local governments during the COVID-19 pandemic.

- These procedures would be included in Section 5.5 of the City's bylaw. The wording replicates the process for advance voting, where ballots are tabulated and secured until 8:00 pm, General Voting Day. The process is also open for scrutineers to observe in the same manner as any voting opportunity.
 - In the absence of this process, staff would be required to open thousands of sealed envelopes and tabulate all mail ballots after the close of voting on General Voting Day, which would significantly delay the preliminary election results.
4. Updated mail ballot procedures for the close of voting.
- These updates under sections 5.6 and 5.7 provide extensive clarity for how the mail ballot results are to be generated after the close of voting on general voting day.
5. Updated definitions regarding mail ballot procedures.
- For clarity, the proposed bylaw includes new definitions for "Mail Ballot" and "Mail Ballot Advance Tabulation Session".

Other Jurisdictions

Staff have confirmed that several neighboring local governments will also consider expanded access to mail ballot voting. In particular, the City of Vancouver recently amended its Election Bylaw (pursuant to similar recent changes in the *Vancouver Charter*) to provide mail ballot voting for all electors, and to establish advance tabulation of mail ballots.

Financial Impact

There is no financial impact. The 2022 election budget includes funding for mail ballot voting to be expanded to all electors.

Next Steps

Should Amendment Bylaw No. 10349 receive the required readings and eventual final adoption, the City's Election website will be updated to outline the mail ballot voting process and associated deadlines. Similar to the 2021 By-Election, at the appropriate time an online mail ballot application module will be launched enabling voters to request mail ballot packages. As with all election-related initiatives, public messaging will be undertaken to ensure the public is fully informed on all voting options.

Conclusion

In accordance with Council direction, staff have prepared an amendment to Civic Election Administration and Procedure Bylaw No. 7244. The proposed bylaw also includes a number of procedural updates to accommodate an increase in mail ballot turnout.

April 6, 2022

- 5 -

A handwritten signature in black ink, appearing to read "Matt O'Halloran".

Matt O'Halloran
Manager, Legislative Services
(604-276-4098)

MO



**Civic Election Administration and Procedure Bylaw No. 7244,
Amendment Bylaw No. 10349**

The Council of the City of Richmond enacts as follows:

1. Civic Election Administration and Procedure Bylaw No. 7244, as amended, is hereby amended as follows:
 - a) Delete subsection 4.6.2 (b).
 - b) Delete subsection 4.6.3 and replace it with a new subsection 4.6.3 as follows:

4.6.3 Upon the fulfilment of the provisions of subsections 4.6.1 and 4.6.2, and sections 5.6 and 5.7, the Chief Election Officer must, to obtain the election results, direct an election official to insert the **memory packs** from each **vote counting unit** into the **memory pack receiver (accumulator)** in order to obtain the totals of the votes.
 - c) Delete Section 5.1.2 and replace it with a new subsection 5.1.2 as follows:

5.1.2 In accordance with the *Local Government Act* and this bylaw all electors are permitted to vote by **mail ballot** and to register by mail in conjunction with **mail ballot** voting.
 - d) Insert a new subsection 5.1.3 as follows:

5.1.3 The Chief Election Officer is authorized to establish time limits in relation to voting by **mail ballot**.
 - e) Delete subsection 5.2.1 and replace it with a new subsection 5.2.1 as follows:

5.2.1 A person wishing to vote by **mail ballot** must apply to the Chief Election Officer in writing, using the form and providing the information required by the Chief Election Officer.
 - f) Delete subsection 5.2.2 (a) and replace it with a new subsection 5.2.2 (a) as follows:
 - a) Make available to the applicant a **mail ballot** package; and

- g) Delete subsection 5.3.2 (d) and replace it with a new subsection 5.3.2 (d) as follows:
 - (d) mail, or have delivered, the outer envelope and its contents to the Chief Election Officer at the address specified by the Chief Election Officer so that it is received no later than the close of voting on General Voting Day.
- h) Delete subsections 5.5.4 and 5.5.5 and replace with new subsections 5.5.4 and 5.5.5 as follows:
 - 5.5.4 The Chief Election Officer is authorized to establish one or more **mail ballot advance tabulation sessions**, to be held no earlier than 9 a.m on the twelfth day before General Voting Day, where certification envelopes accepted under subsection 5.5.1 are to be opened, and the secrecy envelopes contained within the certification envelopes are also to be opened, under the supervision of the presiding election official for mail ballot voting, and in the presence of at least one other person present, where:
 - (a) such certification envelopes were received from persons whose right to vote using a mail ballot has not been challenged; or
 - (b) such challenge has been resolved, and the challenged person has been permitted to vote.
 - 5.5.5 **Vote counting units** are to be used for all **mail ballot advance tabulation sessions**, and the **mail ballots** contained within the secrecy envelopes must be inserted into a **vote counting unit** designated for such purpose.
- i) Insert new subsections 5.5.6, 5.5.7, 5.5.8, 5.5.9 and 5.5.10 as follows.
 - 5.5.6 Any **mail ballot** accepted by the **vote counting unit** is valid, and any acceptable marks contained on such **ballots** will be counted in the election, subject to any determination made under a judicial recount.
 - 5.5.7 Any **mail ballot** which is returned by the **vote counting unit** when being inserted, must, through the use of the **ballot** return over-ride procedure and under the supervision of the presiding election official for mail ballot voting, be reinserted into the **vote counting unit** to ensure that any acceptable marks are counted.
 - 5.5.8 During any period that a **vote counting unit** being used in a **mail ballot advance tabulation session** is not functioning, the provisions of subsections 4.4.1 to 4.4.3 inclusive apply, so far as applicable.
 - 5.5.9 After all **mail ballots** have been inserted into the **vote counting unit** under subsection 5.5.5 the presiding election official for mail ballot voting must ensure that the voting counting unit and election materials are secured in accordance with the requirements in subsection 4.5.3, so far as applicable.

5.5.10 The Chief Election Officer must provide written notice to all candidates and official agents of any **mail ballot advance tabulation sessions**.

j) Delete Section 5.6 and replace with a new section 5.6 as follows:

5.6 Mail Ballot Procedures After the Close of Voting – Unopened Certification Envelopes

5.6.1 As soon as possible after 8:00 pm on General Voting Day all of the unopened certification envelopes accepted under subsection 5.5.1 are to be opened, and the secrecy envelopes contained within the certification envelopes are also to be opened, under the supervision of the presiding election official for mail ballot voting, in the presence of at least one other person, where:

(a) such certification envelopes were received from persons whose right to vote using a mail ballot has not been challenged; or

(b) such challenge has been resolved, and the challenged person has been permitted to vote.

5.6.2 **Vote counting units** are to be used to tabulate **mail ballots** processed under subsection 5.6.1, and the mail ballots contained within the secrecy envelopes must be inserted into a **vote counting unit** designated for such purpose.

5.6.3 Any **mail ballot** accepted by the **vote counting unit** is valid, and any acceptable marks contained on such **ballots** will be counted in the election, subject to any determination made under a judicial recount.

5.6.4 Any mail ballot which is returned by the **vote counting unit** when being inserted, must, through the use of the **ballot** return over-ride procedure and under the supervision of the presiding election official for mail ballot voting, be reinserted into the **vote counting unit** to ensure that any acceptable marks are counted.

5.6.5 During any period that a **vote counting unit** being used to tabulate mail ballots is not functioning, the provisions of subsections 4.4.1 to 4.4.3 inclusive apply, so far as applicable.

5.6.6 Upon the fulfilment of the provisions of subsections 5.6.1 to 5.6.5 inclusive the presiding election official for mail ballot voting must:

(a) ensure that any remaining **ballots** in the emergency ballot compartment are inserted into the vote counting unit;

- (b) secure the **vote counting unit** so that no more ballots can be inserted;
- (c) generate two copies of the **results tape** from the **vote counting unit**;
- (d) remove the **memory pack** from the **vote counting unit** and deliver it, along with one copy of the **results tape**, to the Chief Election Officer at **election headquarters**;
- (e) complete the ballot account to account for the voted ballots, unused ballots, spoiled ballots and unaccounted for ballots, and place ballot account in the election night returns envelope;
- (f) place the voted ballots into the election materials transfer box;
- (g) place any spoiled ballots in a sealed envelope and place the envelope into the election materials transfer box;
- (h) seal the election materials transfer box;
- (i) place one copy of the **results tape** into the Chief Election Officer envelope; and
- (j) deliver:
 - (i) the sealed election materials transfer box
 - (ii) the **vote counting unit**;
 - (iii) the election night returns envelope; and
 - (iv) the Chief Election Officer envelope,

to the Chief Election Officer at election headquarters.

- k) Delete Sections 5.7 and 5.8 and replace with new Sections 5.7, 5.8 and 5.9 as follows:

5.7 Mail Ballot Procedures After the Close of Voting – Mail Ballot Advance Tabulation Sessions

- 5.7.1 As soon as possible after 8:00 pm on General Voting Day, the Chief Election Officer must direct the presiding election official for mail ballot voting to generate the **results tape** and secure the voting materials for all **mail ballot advance tabulation sessions** in accordance with the provisions of clauses (a) to (j) inclusive of subsection 5.6.6.

5.8 Challenge of Elector

5.8.1 A person exercising the right to vote by mail ballot may be challenged in accordance with, and on the grounds specified in, the *Local Government Act*.

5.9 Elector's Name Already Used

5.9.1 Where, upon receiving a request for a mail ballot, the Chief Election Officer determines that another person has voted or has already been issued a mail ballot in that elector's name, the provisions of the Local Government Act apply, so far as applicable.

1) Amend Subsection 9.1 as follows:

i) Delete the following definition:

PORTABLE BALLOT BOX

means a **ballot** box which is used in the election where a **vote counting unit** is not being used at the time of voting.

ii) Insert the following definition and re-order the remaining definitions accordingly:

MAIL BALLOT

means a **ballot** used for mail ballot voting.

**MAIL BALLOT
ADVANCE ADVANCE
TABULATION SESSION**

means an event established by the Chief Election Officer in which **mail ballot** certification envelopes and secrecy envelopes are opened and inserted into **vote counting units** to be tabulated, without a results tape generated.

2. This Bylaw is cited as "Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 10349".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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



To:	Planning Committee	Date:	May 5, 2022
From:	John Hopkins Director, Policy Planning	File:	08-4057-08/2022-Vol 01
Re:	Referral Response: Proposed Mandatory Market Rental Housing Policy and Proposed Rental Housing Parking Changes		

Staff Recommendation

1. That Richmond Official Community Plan Bylaw 7100 and Bylaw 9000 Amendment Bylaw 10375, which proposes to amend the following:
 - a) in Schedule 1 of Richmond Official Community Plan Bylaw 9000, amend Section 3.3 “Diverse Range of Housing Types, Tenure and Affordability” by introducing City-wide market rental housing provisions for new development including:
 - i) inserting language to secure a minimum of 15% of residential floor area as market rental units in new development that includes more than 60 apartment units;
 - ii) inserting language to establish that for townhouse development with 5 or more units and apartment development with 60 or less units, a community amenity contribution may be accepted or voluntary construction of market rental units with an associated density bonus may be supported through a rezoning application; and
 - iii) inserting language to clarify further parking reductions for secured rental housing.
 - b) in Schedule 2.2A (Thompson Area Dover Crossing Sub-Area Plan), Schedule 2.4 (Steveston Area Plan), Schedule 2.10C (McLennan North Sub-Area Plan), Schedule 2.12 (Bridgeport Area Plan), and Schedule 2.14 (Hamilton Area Plan) of Richmond Official Community Plan Bylaw 9000, insert language to support density bonus provisions with respect to the Official Community Plan Market Rental Housing Policy,

be introduced and given first reading.
2. That Richmond Official Community Plan Bylaw 7100 and Bylaw 9000, Amendment Bylaw 10375, 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 Management Plans;

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

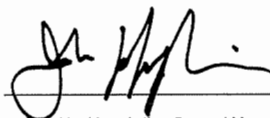

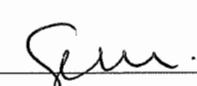
3. That Richmond Official Community Plan Bylaw 7100 and Bylaw 9000, Amendment Bylaw 10375, having been considered in accordance with Section 475 of the *Local Government Act* and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation.
4. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10376, which proposes to update existing multi-family zones to reflect changes to the Official Community Plan Market Rental Housing Policy that introduce a mandatory market rental requirement be introduced and given first reading.
5. That the following provisions apply to instream applications that are received prior to adoption of Richmond Official Community Plan Bylaw 7100 and Bylaw 9000, Amendment Bylaw 10375 and Richmond Zoning Bylaw 8500, Amendment Bylaw 10376:
 - a) Instream rezoning applications may be exempt from the mandatory provision of market rental housing provided the application achieves first reading within one year of the amendment bylaws being adopted and final adoption and issuance of a Development Permit within one year following the associated Public Hearing; and
 - b) Instream Development Permit applications may be exempt from the mandatory provision of market rental housing provided the Development Permit is issued within one year of the amendment bylaws being adopted.

Instream applications that are unable to comply with the timeline may be required to redesign to construct market rental housing.

6. That staff report back to Council regarding key findings related to the implementation of updates to the Official Community Plan Market Rental Housing Policy after the program provisions are in place for two years.



John Hopkins
 Director, Policy Planning
 (604-276-4279)
 Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	<input checked="" type="checkbox"/>	 John Hopkins, Acting General Manager, Planning and Development
Development Applications	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO <i>- Acting</i> 

Staff Report

Origin

At the October 12, 2021 Council meeting, the following referral motions were passed:

- *That Resolutions 3 and 6, as well as the provisions of Resolution 7 as it relates to market rentals be referred back to staff to study and report back on the proportional approach to securing market rental units, exploring the inclusion of a higher construction threshold, and including an analysis of the number of market rental units that would be required. (Resolutions 3, 6 and 7 relate to recommendations to introduce a mandatory market rental requirement in new development.); and*
- *That a new Recommendation 10 be inserted to direct staff to review the required parking ratios for 100% market rental buildings and report back.*

In response to Council's direction to staff to review the feasibility of an escalating mandatory market rental policy, staff revisited the analysis framework that was applied to develop a proposed mandatory market rental requirement in new development with more than 60 apartment units and a cash-in-lieu contribution for smaller apartment and townhouse development. In addition, an economic development consultant was retained to undertake supplementary economic feasibility analysis.

To expedite staff's response to the Council referral, staff recommend that public consultation regarding the policy and bylaw changes discussed in this report occur as part of Council's consideration of the proposed amendment bylaws. The statutory bylaw amendment process will provide stakeholders with multiple opportunities to share their views with City Council.

This report supports Council's Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

Leadership in effective and sustainable growth that supports Richmond's physical and social needs.

6.1 Ensure an effective OCP and ensure development aligns with it.

6.5 Ensure diverse housing options are available and accessible across the housing continuum.

Background

A targeted review of the Official Community Plan (OCP) is underway and includes exploring bold solutions and new tools to provide housing that is most needed in the City. The initial stages of the housing review will study factors affecting housing affordability and explore options to improve housing supply and affordability in the City. While a systematic work plan has been endorsed by Council, where feasible, staff will bring forward policy options for Council's consideration as it is developed (i.e., in advance of the targeted OCP review timeline).

Consistent with this approach, the policy and zoning bylaw amendments proposed in this report are being brought forward at the earliest opportunity and are consistent with the two key objectives for the OCP housing affordability update: fostering housing affordability through innovation and promoting affordable living.

Analysis

Summary of Recommendations

The amendment bylaws attached to this report propose to introduce a mandatory market rental requirement to increase the supply of secured market rental housing in the City. The proposed approach includes carrying over an existing density bonus that is included in the voluntary market rental housing policy approach for mixed rental/strata proposals and “carving out” residential floor area to be secured as market rental housing. Market rental housing is not subject to rental rate or household income thresholds and would be secured using rental tenure zoning. Further, the proposed approach maintains existing land use designations.

Whereas the originally proposed amendments to introduce a mandatory market rental policy (outlined in “Proposed Market Rental Housing Policy Changes and Low End Market Rental (LEMR) Program Updates” from the Director Policy Planning and Director Community Social Development, dated September 16, 2021) suggested securing 10% of the residential floor area as market rental housing in apartment development with more than 60 units, the recommendations included in this report suggest increasing the requirement to 15% of the residential floor area. The 15% market rental requirement would be in addition to the required 15% Low End Market Rental (LEMR) requirements for projects inside of the City Centre Area Plan (CCAP) and the required 10% LEMR requirement for projects outside of the CCAP. As a result, apartment developments with more than 60 units that are inside of the CCAP would be required to provide 30% of the residential floor area as rental housing.

Other elements of the proposed policy include the following:

- Smaller apartment and townhouse projects would either provide a cash-in-lieu contribution to the Affordable Housing Reserve at rates that are comparable with requiring construction of market rental housing or the owner may make use of a density bonus above the base density set out in the OCP or Area Plan conditional to the bonus density being used exclusively to secure habitable market rental floor area.
- Existing provisions in the OCP Market Rental Housing Policy that support density bonusing for voluntary provision of 100% market rental development would be preserved. For purpose built rental development that is associated with significant community benefit, simultaneously increasing building density and built form may be supported when neighbourhood design guidelines are preserved (e.g., townhouse development replaced with mid-rise apartment development, low-rise apartment development replaced with six storey apartment development).

The proposed amendments are supplementary to the existing voluntary OCP Market Rental Housing Policy, which is successfully securing purpose built market rental housing in the City.

Associated amendments to Zoning Bylaw 8500 are suggested to secure construction of market rental housing units in new apartment development that includes more than 60 units.

Amendments to the following zoning districts are proposed:

- Low Density Low Rise Apartments (RAL1, RAL2)
- Medium Density Low Rise Apartments (RAM1, RAM2, RAM3);
- High Density Low Rise Apartments (RAH1, RAH2);
- Residential/Limited Commercial (RCL1, RCL2, RCL3, RCL4, RCL5); and
- Downtown Commercial (CDT1, CDT2, CDT3).

Attachment 1 provides a summary of the proposed OCP and Zoning Bylaw amendments.

Amendments to the OCP Market Rental Housing Policy

Rental Housing Supply and Affordability Context

Since the feasibility of a mandatory market rental requirement was initially reviewed and a policy approach recommended in May 2021 (“Options to Secure Market Rental Housing in New Development and Options to Increase Low End Market Rental (LEMR) Contributions” from the Director, Policy Planning dated April 19, 2021), there have been changes in the housing context, and bylaw requirements for rental housing, including the following:

- On November 15, 2021, Council adopted changes to the LEMR program which include increasing the construction obligation from 10% to a minimum of 15% of the residential floor area for development sites inside of the CCAP and increasing the cash-in-lieu rates applied to smaller developments to reflect current economic conditions.
- On December 15, 2021, Council received for information a Housing Needs Report. The report finds there is significant need to increase the supply of all forms of rental housing and to introduce policy changes to stabilize and re-balance the housing market.
- On February 22, 2022, Council adopted zoning bylaw amendments to use residential rental tenure legislation to preserve 60 existing rental properties as rental housing sites. The zoning amendments protect the existing rental housing stock in case the property owner redevelops the site under existing zoning.
- On February 28, 2022, Council endorsed the scope of work for a targeted OCP update, which proposes to apply an unconventional approach to develop “policies, programs and housing delivery models that move beyond traditional or standard land use planning approaches”.

Based on these changes and in response to the Council referral, staff recommend a mandatory market rental policy that strikes a balance between maintaining feasibility for many sites acquired at or below 2020 land value prices and some sites acquired at higher land values, and incentivizes change to stabilize and/or reduce land value escalation.

In addition to land prices, economic feasibility is affected by the scale of development. An economic feasibility analysis prepared by an experienced economic development consultant, G.P. Rollo & Associates, finds that large sites are not as viable when density is constant as larger development sites take more time to build and sell, which increases risk and carrying costs, including lending and financing costs. Based on the advice from the economic development

consultant, which is summarized in Attachment 2, variable market rental construction requirements that escalate as the scale of development increases is not recommended.

The proposed approach of securing a minimum of 15% of residential floor area as market rental units in apartment development with more than 60 units intends to balance maximizing the amount of market rental housing secured in new development and reducing speculation and unsustainable land value escalation in the City. Staff recommend monitoring implementation of the proposed policy and reporting back to Council regarding the key findings after the proposed provisions are in place for two years with an intention to adjust the policy if development activity appreciatively declines. In addition, provisions for instream applications are recommended and are discussed in a subsequent section of this report.

Parking Reductions for Rental Housing

Parking reductions are among the levers that may be applied by a local government to improve the economic feasibility of a rental development. Recently proposed changes to Zoning Bylaw 8500 parking rates are discussed in Attachment 3.

Proposed OCP Amendment to Clarify Parking Rate Reductions for Rental Housing

In response to Council's referral to staff to examine parking reductions for 100% rental buildings, staff recommend amendments to the OCP Market Rental Housing Policy that would clarify further parking reductions that may apply to rental housing (i.e., provisions may apply to market rental units and/or LEMR units in a 100% rental building or a mixed tenure strata development). Staff suggest inserting clarification that conditional to exhausting the full Transportation Demand Management (TDM) reduction permitted by the Zoning Bylaw, rental housing may be eligible for the following parking reduction:

- Up to a total 50% parking reduction on sites that are within 800 m (10 minute walking distance) of a Canada Line Station.
- Up to a total 30% parking reduction on all other sites.
- The parking requirement may be further reduced on a site specific basis for projects that provide rental housing that is in addition to the provisions outlined in the OCP Market Rental Housing Policy, as determined by Council.

Site specific consideration of parking reductions for rental housing may include, but is not limited to assessing parking utilization rates related to unit types, risk assessment of parking spilling over into nearby neighbourhoods, proximity to transit, and implementation of measures to maximize parking use efficiency (e.g., requiring rental parking to be managed as a shared pool of parking to provide more flexibility and use on a first-come, first-served basis rather than assigning parking to individual units).

Recommendations

The policy recommendations included in this report propose to introduce a mandatory market rental housing construction requirement in apartment development with more than 60 units and to secure either a cash-in-lieu contribution or voluntary construction of market rental units from townhouse development with more than five units and small apartment development. The

recommendations respond to the Housing Needs Report finding that there is strong demand for market rental housing and intend to curb escalating land values.

Staff Recommendation #1:

Recommended: Introduce a mandatory market rental construction requirement (secure a minimum of 15% of residential floor area as market rental units in apartment development with more than 60 units and cash-in-lieu or voluntary construction of market rental units in smaller development) and clarify parking reductions for rental housing

The proposed approach is outlined in detail in Attachment 1 and is characterized by the following:

- Potential to curb escalating land value: Adopting a mandatory market rental policy that is financially feasible for many but not all properties may result in offer prices for land settling at an amount that reflects the policy requirement and less speculation that drives up land prices.
- Reallocate residential density to increase the supply of secure market rental units: The proposed approach would carry over the existing density bonus that is included in the voluntary market rental housing policy approach for mixed rental/strata proposals and “carve out” a minimum of 15% of the residential floor area to be secured as market rental housing in apartment development with more than 60 units. The proposed approach would maintain existing land use designations. Amendments to Zoning Bylaw 8500 are proposed to secure an equivalent construction contribution from sites that do not require rezoning.
- Include smaller developments in rental housing initiatives: A cash-in-lieu contribution from a townhouse development with more than 5 units or an apartment development with 60 or less units would be accepted. Alternatively, the owner may make use of an associated density bonus conditional to the bonus density being used exclusively to secure habitable market rental floor area.
- Preserve density bonusing provisions for 100% market rental development: The recommendations included in this report preserve existing density bonusing provisions for 100% market rental development, as well as associated incentives including exemption from public art and community planning contributions and an expedited application review process.
- Clarify parking rate reductions for secure rental housing: While Zoning Bylaw 8500 applies already reduced parking rates for secure rental housing, the proposed OCP amendment would clarify the range of possible further parking rate reductions that may apply to new rental housing units based on site specific considerations.

The proposed amendments to the OCP and Zoning Bylaw are summarized in Attachment 1.

Alternative Approach/Not Recommended: Apply an escalating mandatory market rental construction requirement (i.e., 15% mandatory market rental requirement applied to development with 60 to 199 units, 17.5% mandatory market rental requirement applied to development with 60 to 499 units, and 20% mandatory market rental requirement applied to development with 60 to 500+ units)

While an escalating construction requirement would secure a progressively greater percent of residential floor area from developments that include 200 or more units, the approach is not recommended. Increasing the mandatory market rental requirement to greater than 15% of the

residential floor area for development with 200 or more units would be financially very challenging for many to most developments as indicated by the economic consultant. The development community could potentially work-around the policy by limiting individual developments to less than 200 residential units resulting in a trend toward smaller consolidations and subdivision of larger sites to keep unit yield below the thresholds associated with a greater mandatory market rental requirement.

Larger development sites provide opportunities to maximize site planning and building massing options and secure ultimate road/land connections and servicing upgrades. Further, existing density bonusing provisions in the CCAP are used to secure construction of on-site community amenity space, which is transferred to the City at no cost to the City. The size of the community amenity space obligation is proportional to the scale of the development. Large community amenity spaces are preferred, which are feasibly accommodated only within large scale developments, to maximize co-location opportunities and realize operational efficiencies. A policy that is contrary to existing policies to encourage minimum development parcel sizes is not recommended.

Staff Recommendation #2:

Recommended: Introduce provisions for instream applications and monitoring

While the recommended instream provisions acknowledge that the development community applies current policies to plan a project's design, programming and funding, it also establishes a schedule to encourage timely completion of instream applications, which may otherwise continue to be brought forward for Council consideration/approval for years into the future.

Instream rezoning applications may be exempt from mandatory provision of market rental housing provided the project achieves the following:

- first reading within one year of the proposed amendment bylaws being adopted; and
- final adoption of the rezoning bylaw within one year of the associated Public Hearing.

For an instream rezoning application that does not meet the schedule outlined above, a report would be brought forward for consideration by Council. The report would consider the following options:

- Allow additional time for the project to be completed based on circumstances that have affected the timeline for a project that has been actively working to advance and achieve final adoption of the rezoning bylaw and issuance of the Development Permit; or
- Rescind third reading of the rezoning bylaw and require the project to be redesigned to include the required market rental housing.

Richmond Zoning Bylaw 8500, Amendment Bylaw 10376 includes provisions for two instream Development Permit applications that are zoned Downtown Commercial (CDT1) to permit the applications to advance without redesigning to include market rental housing provided the Development Permit is issued within one year of the proposed amendment bylaws being adopted.

Conditional to Council's adoption of the proposed Zoning Bylaw amendments, a property owner that applies for a Development Permit to develop a site that is zoned Low Density Low Rise Apartments (RAL1, RAL2), Medium Density Low Rise Apartments (RAM1, RAM2, RAM3), High Density Low Rise Apartments (RAH1, RAH2), Residential/Limited Commercial (RCL1, RCL2, RCL3, RCL4, RCL5), and/or Downtown Commercial (CDT1, CDT2, CDT3) and includes more than 60 apartment units, would be required to construct market rental housing units.

Recognizing the degree of variability in the housing development industry (e.g., recent increase in the annual inflation rate, predicted rate increases by the Bank of Canada, etc.), staff recommend that the implementation of a mandatory market rental policy is monitored and that staff report back to Council regarding the key findings after the proposed provisions are in place for two years.

Alternative Approach/Not Recommended: Decline, reduce or extend provisions for instream applications and monitoring

Alternative approaches to managing instream development applications include the following options:

- Decline to support the recommendation to introduce grandfathering provisions for instream rezoning and Development Permit applications; or
- Reduce or extend the duration of the instream provisions.

Public Consultation

Attachment 4 includes a summary of consultation with respect to the *Local Government Act* and the City's OCP Bylaw Preparation Consultation Policy No. 5043 requirements, as well as a summary of consultation with key stakeholders that was undertaken in May 2021 regarding the introduction of a mandatory market rental requirement. Should Planning Committee endorse the amendment bylaws, the bylaws will be forwarded to the next open Council meeting for consideration by City Council. Should City Council grant first reading to the amendment bylaws, the amendment bylaws will be forwarded to a Public Hearing. Public notification for the Public Hearing will be provided in accordance with the *Local Government Act*.

Financial Impact

None.

Conclusion

The OCP Market Rental Housing Policy is an important addition to the City's approach to providing residents with rental housing options. The recommendations in this report include the following:

- Secure a minimum of 15% of residential floor area as market rental housing units in apartment developments with more than 60 units, which would increase the rental component to 30% for projects inside of the CCAP, and to 25% for projects outside of the CCAP.

- Include smaller developments in rental housing initiatives by including options to:
 - Accept a cash-in-lieu contribution to balance a developer's rental housing contribution between developments of various type and size; or
 - Permit an associated density bonus, provided it is used exclusively to construct market rental units in townhouse and small apartment developments.
- Amend standard multi-family zones that permit apartment development to secure construction of market rental units in strata developments.
- Clarify parking reductions for rental housing beyond those included in the Zoning Bylaw.

The recommended approach would increase the availability of secure rental housing and may reduce speculation. An economic feasibility analysis that was undertaken by an experienced economic development consultant finds that the proposed approach would be financially viable for many developments. To minimize risks and unintended outcomes associated with implementation (e.g., impacts of inflation and higher interest rates, appreciative decline in development activity, smaller development sites, etc.), staff recommend that implementation of the revised OCP Market Rental Housing Policy is monitored and that staff report back to Council regarding the key findings after the proposed bylaw amendments are in place for two years.

It is recommended that Richmond Official Community Plan Bylaw 7100 and Bylaw 9000, Amendment Bylaw 10375, and Richmond Zoning Bylaw No.8500, Amendment Bylaw 10376 be introduced and given first reading.



Diana Nikolic, MCIP
Program Manager, Policy Planning
(604-276-4040)

DN:cas

Attachment 1: Summary of Proposed Official Community Plan (OCP) and Zoning Bylaw Amendments

Attachment 2: Economic Feasibility Executive Summary (G.P. Rollo & Associates)

Attachment 3: Recent Zoning Bylaw 8500 Parking Rate Reductions for Rental Housing

Attachment 4: OCP Consultation Policy & Summary of Consultation with Key Stakeholders

Summary of Proposed Official Community Plan (OCP) and Zoning Bylaw Amendments

Amendment Bylaw 10375: OCP Amendments

1. Amendments to the OCP Market Rental Housing Policy to introduce a mandatory approach to secure market rental housing in development with more than 60 apartment units.

Amendment Bylaw 10375 proposes the following amendments:

- a) Delete the existing provisions for voluntary development of market rental housing units in a mixed market rental and strata building.
- b) Introduce a mandatory, rather than a voluntary, approach to securing market rental housing within development with more than 60 apartment units that includes the following:
 - Secure a minimum of 15% of the residential floor area, excluding residential floor area secured as affordable housing, as purpose-built market rental housing units.
 - Apply 0.10 FAR density bonus above the base density set out in the OCP to the site.
- c) Insert language to establish that for townhouse development with 5 or more units and apartment developments with 60 or less units:
 - A community amenity contribution may be accepted through a rezoning application; or
 - The owner may make use of up to 0.10 FAR bonus density conditional to the density bonus applying only to the portion of the development that contains habitable market rental floor area. The habitable floor area secured as market rental housing is exempt from affordable housing contribution requirements.
- d) Insert language to clarify the following:
 - Residential rental tenure zoning should be used to secure rental units.
 - Market rental housing units should incorporate basic universal housing features.
 - Stratification of new market rental housing units is restricted.
 - The secured market rental housing component in the development is eligible for exemption from public art and community planning contributions.
 - For 100% market rental housing project, exemption from affordable housing contribution requirements and density bonusing provisions are preserved.
- e) Insert language to clarify parking reductions for rental housing beyond those included in the Zoning Bylaw, as determined by Council.

2. Amendments to Arterial Road Land Use Policy. Amendment Bylaw 10375 would clarify additional density (0.1 FAR) may be considered along arterial roads when the additional density is used exclusively to secure market rental units. The bylaw would also clarify potential incentives including exemption of the secured market rental housing component from the affordable housing contribution requirement.

3. Amendments to Thompson Area Dover Crossing Sub-Area Plan, Steveston Area Plan, McLennan North Sub-Area Plan, Bridgeport Area Plan, and Hamilton Area Plan. Amendment Bylaw 10255 would clarify existing sub-area plan maximum density references to align provisions with the requirements of the OCP Market Rental Housing Policy. The bylaw would also update a reference to the LEMR program in the Hamilton Area Plan.

Amendment Bylaw 10376: Zoning Bylaw Amendments

1. Amendments to Zoning Bylaw 8500 to five existing residential and mixed use zones to reflect the recommended OCP Market Rental Housing Policy. The affected zones include the following:
 - Low Density Low Rise Apartments (RAL1, RAL2);
 - Medium Density Low Rise Apartments (RAM1, RAM2, RAM3);
 - High Density Low Rise Apartments (RAH1, RAH2);
 - Residential/Limited Commercial (RCL1 RCL2, RCL3, RCL4, RCL5); and
 - Downtown Commercial (CDT1, CDT2, CDT3).

The amendment bylaw includes instream provisions for Development Permit applications that do not require rezoning and would be affected by changes to the zones listed above.

Economic Feasibility Executive Summary (G.P. Rollo & Associates)**Re: Richmond Mandatory Market Rental Financial Analysis Executive Summary**

G. P. Rollo & Associates (GPRA) was retained to prepare a financial analysis to respond to a referral by Richmond City Council to evaluate the financial feasibility of a proposed market rental housing program, which would require a minimum floor area allocation for market rental as part of private market condominium developments using a tiered obligation based on the size of the development. These analyses build upon previous work completed by GPRA this year and reflect updated Low End Market Rental (LEMR) requirements and lower LEMR parking rates.

GPRA has undertaken this analysis and has the following to report:

1. **General Assumptions Update:** GPRA updated estimates for revenues and costs for development of strata and rental in both wood frame and concrete construction both outside and inside the City Centre Area Plan (CCAP). For our analysis GPRA has updated the estimated range of values for raw land provided last year by City Staff by 30% for City Centre and by 15% outside City Centre. The significant increases in assessed land value from last year to this year have outpaced market pricing increases for strata and rentals over the same time, which have had the effect of reducing the viability of development in some cases. This increase in value appears to be driven by speculation on either density increases or more likely in pricing increases for strata units in the future. We have also introduced a discounted cash flow analysis for larger developments to properly address the time value of money and increased risk in larger projects and switches some metrics for evaluation as compared to smaller developments. As such the analysis may indicate more difficulty for developers acquiring parcel for current assessed values and still being able to have an economically viable development, but policies introduced may be a way to cool land speculation in the future in the City.
2. **Economic Analysis:** GPRA found that it should be generally feasible to require 15% Market Rentals in addition to LEMR requirements in some new developments. This conclusion is based on the supported land value of scenarios including 15% Market Rentals exceeding the base land value estimate for land meeting the respective zoning densities for concrete and wood frame in City Centre and wood frame outside City Centre. For all three scenarios increasing the requirement to 20% Market Rental reduced the supported land value below that base market value for land. The same would hold true for increasing density commensurate to the gross area on 1 acre that would be achievable on a 2 acre site. The primary factor we determined having an impact is simply the additional time assumed for development and the interest costs associated with this additional time.

Although this does not mean all development parcels in the City will work with the 15% requirement today, it does illustrate that there are properties for which it will work and that once the policy requirement is adopted the bid price for land will come down to reflect this requirement and settle closer to the base amount indicated. Additional analysis was done escalating requirements from 15% to 17.5%, to 20% and above but the viability of increasing market rental requirements on larger parcels generally declined quite quickly, due to the combination of the increased assessed value for land and the increased interest and carrying costs with larger developments, with many costs being incurred up front, but revenue being deferred for up to 10 years.

3. **Options for Improving Viability:** Analysis indicates that the introduction of a 30% and a 50% reduction in parking requirements for rental units has a measured impact on improving viability, particularly on projects on 2+ acres and may be a useful tool for making the inclusion of market rentals on larger sites economically viable.
4. **Cash-In-Lieu:** Assuming the City were to proceed with a 15% requirement for Market Rentals GPRA estimates an appropriate Cash-in-Lieu value that would be the financial equivalent of providing built market rentals for a developer would be as follows:
 - **Townhouse:** \$2.65 per square foot GBA/\$28.52 per square metre
 - **Wood Frame Outside CCAP:** \$3.00 per square foot GBA/\$32.29 per square metre
 - **Apartments Inside CCAP:** \$5.25 per square foot GBA/\$56.51 per square metre

This assumes that the square footage is retained and used for strata apartments instead of rentals, excluding the 0.1 FAR density bonus which would no longer be available to the developer.

5. **Economies of Scale:** GPRA prepared analyses looking at increased market rental requirements as sites got larger and thus produced more units overall and found that increased requirements were generally unfeasible. In reviewing potential causes for this GPRA is of the opinion that the primary factor is additional time for construction and the associated increase in carrying costs. Generally financiers and banks view projects that are going to take a long time to develop to be a greater risk than projects to be completed in a relatively short time and make greater demands from the developer in terms of lending and financing costs
6. **Key Takeaways:**
 - General findings are that a 15% requirement for built market rentals should be feasible for most properties that were purchased prior to 2020 and many of those purchased more recently
 - The City saw an increase in land cost of 30% in the CCAP and 15% outside in a year
 - sales prices and rents have increased, but not by the same amount as land, and are offset by comparable increases in hard costs
 - land prices likely reflect significant speculative value and make development increasingly risky
 - larger projects with more units take more time to build and sell, which in turn increases risk and carrying costs, and may be subject to higher scrutiny from lenders
 - Economies of scale are not generally found in projects of the sizes being examined; rather savings on materials and labour are more likely going from say 20 units to 100, rather than 200 to 400 units.
 - As such, increased expectations from larger projects to provide a higher percentage of market rentals is not proven out from the financial analysis
 - Large projects that require several years (3+) to build and market will attract a different developer that use different metrics for measuring project viability and rely on forecasts of future growth in pricing outstripping rising costs for projects being viable. Even then there is significantly increased risk that the market could take a downturn due to any number of factors.

Recent Zoning Bylaw 8500 Parking Rate Reductions for Rental Housing

Parking reductions are among the levers that may be applied by a local government to improve the economic feasibility of a rental development. The following summarizes changes to Zoning Bylaw 8500 parking rates that were adopted on March 21, 2022:

- The Transportation Demand Management (TDM) off-street parking reduction, which may be applied to the already lower residential parking rates that apply to rental housing, was increased from a maximum 10% to 20% reduction.
- The minimum parking spaces requirement for affordable housing units in areas within the City Centre that benefit from the highest level of transit service was reduced to 0.8 spaces per unit and are eligible for the further 20% parking reduction with TDM measures.

The Zoning Bylaw parking rates for market rental and affordable housing units are a starting point for review and provisions for reductions are embedded in the Zoning Bylaw.

OCP Consultation Policy & Summary of Consultation with Key Stakeholders*OCP Consultation Policy*

Staff have reviewed the proposed OCP amendments, with respect to the *Local Government Act* and the City's OCP Bylaw Preparation Consultation Policy No. 5043 requirements and recommend that this report does not require referral to external stakeholders. The table below clarifies this recommendation as it relates to the proposed OCP amendment.

Stakeholder	Referral Comment (No Referral necessary)
Agricultural Land Commission (ALC)	No referral necessary because the Land Reserve is not affected.
Richmond School Board	No referral necessary; however, staff met with School District staff to discuss the proposed amendments.
The Board of Metro Vancouver	No referral necessary because the Regional District is not affected.
The Councils of adjacent Municipalities	No referral necessary because adjacent municipalities are not affected.
First Nations (e.g. Sto:lo, Tsawwassen, Musqueam)	No referral necessary because First Nations are not affected.
TransLink	No referral necessary because the proposed amendments will not result in road network changes.
Port Authorities (Vancouver Port Authority and Steveston Harbour Authority)	No referral necessary because the Port is not affected.
Vancouver International Airport Authority (VIAA) (Federal Government Agency)	No referral necessary because the proposed amendments do not affect Transport Canada's maximum permitted building height or the OCP Aircraft Noise Sensitive Development (ANSND) Policy.
Vancouver Coastal Health Authority	No referral necessary because the Health Authority is not affected.
Community Groups and Neighbours	Key stakeholders were consulted. Further, community groups including the Urban Development Institute and Richmond Community Services Advisory Committee (RCSAC) will have the opportunity to comment on the proposed OCP amendment at Planning Committee and at a Public Hearing.
All relevant Federal and Provincial Government Agencies	No referral necessary because Federal and Provincial Government Agencies are not affected.

Summary of Consultation with Key Stakeholders

At the Planning Committee meeting on May 4, 2021, staff were directed to consult with key stakeholders. Comments from key stakeholder groups are summarized below:

- Richmond Community Services Advisory Committee (RCSAC)
 - Support for the existing LEMR program and the proposed amendments to the LEMR program and OCP Market Rental Housing Policy.
- Richmond Small Home Builders Group
 - Encourage parking requirement reductions and support other incentives for construction of rental housing.
 - Support provisions for instream applications.
- Urban Development Institute (UDI) Representatives
 - Encourage the City to be aggressive with parking reductions. Establish a menu/checklist to guide parking relaxations rather than site specific consideration of lower parking rates.
 - Increase density bonus rates.
 - Certainty is critical for the development community. Concern that, in practice, expectations related to amenities and rental housing is greater than outlined in the proposed policy.
 - Consider extending instream provisions from one year to at least two years.



**Richmond Official Community Plan Bylaw 7100 and 9000,
Amendment Bylaw 10375
(Market Rental Housing Amendments)**

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 Schedule 1 (Official Community Plan), Section 3.3, Objective 4 [Encourage the development of new purpose-built market rental housing units] by:
 - a) Deleting subsection a) and replacing it with the following:
 - “a) support the provision of new market rental housing units and replacement market rental housing units, where relevant, and secure all rental units in perpetuity by utilizing residential rental tenure zoning, where applicable, one or more legal agreements, and/or an alternative approach to the satisfaction of the City;”;
 - b) Deleting subsections c), d), e) and f) and replacing them with the following:
 - “c) a minimum of 40% of market rental housing units in a development should include two or more bedrooms that are suitable for families with children and market rental housing units should incorporate basic universal housing features;
 - d) stratification of individual market rental housing units is prohibited unless otherwise approved by Council;
 - e) for new development, City-wide market rental provisions include the following:
 - for new development that includes more than 60 apartment units, the owner shall provide purpose-built market rental housing units in the building. The combined habitable space of the market rental housing units will comprise at least 15% of the total residential floor area ratio in the building, excluding residential floor area secured as affordable housing, and will be secured by utilising residential rental tenure zoning, where applicable. The associated density bonus is 0.10 floor area ratio above the base density set out in the OCP or Area Plan, which is applied

- to the site and included for the purpose of calculating the affordable housing built contribution;
- for new townhouse development with 5 or more townhouse units, and for new apartment development with 60 or less units:
 - a community amenity contribution may be accepted through a rezoning application. Community amenity contributions will be collected in the Affordable Housing Reserve Fund and calculated on the total residential floor area of the development, excluding habitable residential floor area secured as affordable housing, as follows:
 - for townhouse development: \$28.52 per buildable m² (\$2.65 per buildable ft²);
 - for apartment development inside of the City Centre Area Plan: \$56.51 per buildable m² (\$5.25 per buildable ft²); and
 - for apartment development outside of the City Centre Area Plan: \$32.29 per buildable m² (\$3.00 per buildable ft²); or
 - the owner may make use of up to 0.10 FAR above the base density set out in the OCP or Area Plan conditional to the density bonus being used exclusively to secure habitable market rental floor area secured by utilizing residential rental tenure zoning. The secured market rental housing units are exempt from the affordable housing contribution requirement;
 - by February 28, 2023, and then every two years thereafter, the community amenity contribution rates are to be revised by adding the annual inflation for the preceding two calendar years by using the Statistics Canada *Vancouver Consumer Price Index – All Items* inflation rate; with revised rates published in a City Bulletin;
 - for new mixed tenure development that provides additional rental housing to address community need, the density bonus may be increased on a site-specific basis;
 - the secured market rental housing component in the development is eligible for exemption from public art and community planning contributions.
- f) for new development that provides 100% of the residential use at the site as secured market rental housing, the following considerations apply:
- the following density bonusing provisions may apply:
 - for ground oriented townhouses and wood frame apartment (inside or outside of the City Centre Area Plan): 0.20 FAR above the base density set out in the OCP or Area Plan;
 - for concrete buildings (inside or outside) of the City Centre Area Plan: 0.25 above the base density set out in the OCP or Area Plan;

- for new development that provides additional rental housing to address community need, the density bonus may be increased on a site-specific basis.
 - new developments are subject to the following:
 - priority locations include sites that are located inside of the City Centre Area Plan or within the neighbourhood centres identified in the OCP. Other locations may be considered on a case by case basis;
 - developments meet or exceed the City's sustainability objectives related to building energy and emissions performance;
 - proposed developments demonstrate that they would integrate well with the neighbourhood and comply with OCP Development Permit Guidelines;
 - community consultation is undertaken.
 - new developments are eligible for the following incentives:
 - exemption from affordable housing requirements in recognition of the significant community benefit provided by the market rental housing units;
 - exemption from public art and community planning contributions;
 - expedited rezoning and development permit application review ahead of in-stream applications.
- g) conditional to exhausting all parking rate reduction provisions in the Zoning Bylaw, and subject to staff review of site specific considerations, new market rental units and/or Low End Market Rental units in a 100% rental building or a mixed tenure strata development may be eligible for the following parking reduction:
- up to a total 50% parking reduction on sites that are within 800 m (10 minute walking distance) of a Canada Line Station;
 - up to a total 30% parking reduction on all other sites;
 - the parking requirement may be further reduced, as determined by Council, on a site specific basis for projects that provide additional rental housing to address community need.”
2. Richmond Official Community Plan Bylaw 9000, as amended, is further amended at Schedule 1 (Official Community Plan), Section 3.6.1 [Arterial Road Land Use Policy], Arterial Road Townhouse Development Requirements, by inserting the following as a new Section 12 and Section 13 under the heading “Additional Density” and renumbering the subsequent section accordingly:
- “12. Additional density, up to 0.10 FAR above the base density set out in the OCP, may also be considered for the provision of secured market rental housing units provided that:

- a) the additional density is used exclusively to secure market rental units;
 - b) where applicable, the purpose-built market rental housing units are secured by utilizing residential rental tenure zoning;
 - c) the proposed development demonstrates it integrates well with the neighbourhood and complies with OCP policies for the provision of market rental housing units.
- 13. The secured market rental housing component in a townhouse development is eligible for the following incentives:
 - o exemption from the affordable housing contribution requirement;
 - o reduced parking requirements; and
 - o exemption from public art contributions.”.
- 3. Richmond Official Community Plan Bylaw 9000, as amended, is further amended at Schedule 2.14 (Hamilton Area Plan) by:
 - a) At Section 3.3, Objective 12: Density Bonusing and Community Amenities, Provision of Community Amenities at the second bullet under Section a) deleting the words “5% of the gross residential floor area of apartment and mixed-use developments with over 80 units” and replacing them with “10% of the gross residential floor area of apartment and mixed-use developments with over 60 units”;
 - b) At Section 3.3, Objective 12: Density Bonusing and Community Amenities, Provision of Community Amenities adding the following as a new bullet under subsection a):
 - “ • A density bonus approach will apply to new development that includes market rental housing that satisfies the requirements of the OCP market rental housing density bonus provisions, over and above that permitted by the development site’s designation in the Land Use Map.”; and
 - c) Deleting the notation that is included in the Land Use Map on page 12-4, “The densities (in FAR) for each land use designation below are the maximums permitted based on the net parcel area and including any density bonus that may be permitted under the Plan’s policies.”, and replacing it with the following text:

“The densities (in FAR) for each land use designation below are the maximums permitted based on the net parcel area including any density bonus that may be permitted under the Plan’s policies, except any density bonus for market rental housing in a new development that satisfies the requirements of the OCP market rental housing density bonus provisions.”.
- 4. Richmond Official Community Plan Bylaw 7100, as amended, is further amended at Schedule 2.2A (Thompson Area Dover Crossing Sub-Area Plan) by inserting the following footnote on the Land Use Map on page 21:

“A density bonus approach will apply to new development that includes market rental housing that satisfies the requirements of the OCP market rental housing density bonus provisions.”.

5. Richmond Official Community Plan Bylaw 7100, as amended, is further amended at Schedule 2.4 (Steveston Area Plan) by inserting the following footnote on the Steveston Village Land Use Density and Building Height Map on page 9-69:

“A density bonus approach will apply to new development that satisfies the requirements of the OCP market rental housing density bonus provisions.”.

6. Richmond Official Community Plan Bylaw 7100, as amended, is further amended at Schedule 2.10C (McLennan North Sub-Area Plan) by inserting the following footnote on the Land Use Map on page 23:

“A density bonus approach will apply to new development that satisfies the requirements of the OCP market rental housing density bonus provisions.”.

7. Richmond Official Community Plan Bylaw 7100, as amended, is further amended at Schedule 2.12 (Bridgeport Area Plan) by inserting the following footnote on the Land Use Map – Bridgeport on page 27:

“For area designated Residential Mixed-Use, a density bonus approach will apply to new development that satisfies the requirements of the OCP market rental housing density bonus provisions.”.

8. This Bylaw may be cited as “**Richmond Official Community Plan Bylaw 7100 and Bylaw 9000, Amendment Bylaw 10375**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10376 (Market Rental Housing Requirements)**

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 8.10 [Low Density Low Rise Apartments (RAL1, RAL2)] by:

- a) deleting Section 8.10.1 and replacing it with the following:

“8.10.1 Purpose

The **zone** provides for 3 to 4 **storey** apartments outside the **City Centre**, plus compatible **uses**. The **zone** is divided into 2 sub-**zones**, RAL1 and RAL2. The zone includes **density bonus** provisions in order to help achieve the **City’s affordable housing and market rental housing objectives.”**;

- b) inserting the following as a new Section 8.10.4 and renumbering the remaining sections accordingly:

“8.10.4 Residential Rental Tenure

1. **Residential rental tenure** may be located anywhere in this zone.
 2. For **apartment housing** including more than 60 **dwelling units**:
 - a) **residential rental tenure** shall apply to **dwelling units**, being **market rental units**, on the **site** with a combined **habitable space** equal to at least 15% of the total residential **floor area** of the **buildings**, excluding residential **floor area** secured as **affordable housing units**; and
 - b) in addition to section 8.10.4.2(a) above, if **affordable housing units** are provided on the **site** in compliance with Section 8.10.5.3 below, **residential rental tenure** shall also apply to those **dwelling units.”**;
 3. For **development** consisting of 5 or more **town housing** units or 60 or less **apartment housing** units, if **market rental units** are provided on the **site** in compliance with Section 8.10.5.1(b) or 8.10.5.2(b), **residential rental tenure** shall apply to those **dwelling units**.
- c) deleting Sections 8.10.5.1 and 8.10.5.2 from the now renumbered Section 8.10.5 [Permitted Density] and replacing them with the following:

- “1. For **apartment housing** and **town housing** zoned RAL1, the maximum **floor area ratio** is 0.80, together with an additional:
 - a) 0.10 **floor area ratio** provided that it is entirely used to accommodate **amenity space**; and
 - b) 0.10 **floor area ratio** provided that **market rental units** are provided:
 - i) pursuant to Section 8.10.4.2(a); or
 - ii) for **development** consisting of 5 or more **town housing** units or 60 or less **apartment housing** units, utilizing no less than the entire 0.10 **floor area ratio** as **market rental unit habitable space**.
2. For **apartment housing** zoned RAL2, the maximum **floor area ratio** is 0.80, together with an additional:
 - a) 0.10 **floor area ratio** provided that it is entirely used to accommodate **amenity space**; and
 - b) 0.10 **floor area ratio** if **market rental units** are provided:
 - i) pursuant to Section 8.10.4.2(a); or
 - ii) for development consisting of 5 or more **town housing** units or 60 or less **apartment housing** units, utilizing no less than the entire 0.10 **floor area ratio** as **market rental unit habitable space**.”; and
 - d) at now renumbered Section 8.10.12.2, deleting the reference to “Section 8.10.11.1.” and replacing it with “Section 8.10.12.1”.
2. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 8.11 [Medium Density Low Rise Apartments (RAM1, RAM2, RAM3)] by:
 - a) deleting Section 8.11.1 and replacing it with the following:

“8.11.1 Purpose

The **zone** provides for 4 to 5 **storey** apartments within and outside the **City Centre**, plus compatible **uses**. The **zone** is divided into 3 sub-zones, RAM1, RAM2 and RAM3. The zone includes **density bonus** provisions in order to help achieve the **City’s affordable housing** and **market rental** housing objectives.”;
 - b) inserting the following as a new Section 8.11.4 and renumbering the remaining sections accordingly:

“8.11.4 Residential Rental Tenure

 1. **Residential rental tenure** may be located anywhere in this zone.
 2. For **apartment housing** including more than 60 **dwelling units**:
 - a) If the **site** is located in the **City Centre**:

- i) **residential rental tenure** shall apply to **dwelling units**, being **market rental units**, on the **site** with a combined **habitable space** equal to at least 15% of the total residential **floor area** of the **buildings**, excluding residential **floor area** secured as **affordable housing units**; and
 - ii) in addition to section 8.11.4.2(a)(i) above, if **affordable housing units** are provided on the **site** in compliance with Section 8.11.5.3 below, **residential rental tenure** shall also apply to those **dwelling units**.
 - b) If the **site** is located outside the **City Centre**:
 - i) **residential rental tenure** shall apply to **dwelling units**, being **market rental units**, on the **site** with a combined **habitable space** equal to at least 15% of the total residential **floor area** of the **buildings**, excluding residential **floor area** secured as **affordable housing units**; and
 - ii) in addition to section 8.11.4.2(b)(i) above, if **affordable housing units** are provided on the **site** in compliance with Section 8.11.5.3 below, **residential rental tenure** shall also apply to those **dwelling units**.
- 3. For **development** consisting of consisting of 5 or more **town housing** units or 60 or less apartment housing units, if **market rental units** are provided on the site in compliance with Section 8.11.5.1(c) or 8.11.5.2(b), **residential rental tenure** shall apply to those **dwelling units**.”;
- c) deleting Sections 8.11.5.1 and 8.11.5.2 from the now renumbered Section 8.11.5 [Permitted Density] and replacing them with the following:
 - “1. For **apartment housing** and **town housing** zoned RAM1, the maximum **floor area ratio** is:
 - a) 0.60 for the first 3,000.0 m² of **lot area**;
 - b) 0.9 for the next 6,000.0 m² of **lot area**; and
 - c) for portions of the **lot area** over 9,000.0 m², together with an additional:
 - i) 0.10 **floor area ratio** provided that it is entirely used to accommodate **amenity space**; and
 - ii) 0.10 **floor area ratio** provided that **market rental units** are provided:
 - a. pursuant to Section 8.11.4.2(a)(i) or Section 8.11.4.2(b)(i); or

- b. for **development** consisting of 5 or more **town housing** units or 60 or less **apartment housing** units, utilizing no less than the entire 0.10 **floor area ratio** as **market rental unit habitable space**.
 - 2. For **apartment housing** zoned RAM2 or RAM3, the maximum **floor area ratio** is 1.2, together with an additional:
 - a) 0.10 **floor area ratio** provided that it is entirely used to accommodate **amenity space**; and
 - b) 0.10 **floor area ratio** provided that **market rental units** are provided:
 - i. pursuant to Section 8.11.4.2(a)(i) or Section 8.11.4.2(b)(i); or
 - ii. for **development** consisting of 5 or more **town housing** units or 60 or less **apartment housing** units, utilizing no less than the entire 0.10 **floor area ratio** as **market rental unit habitable space**”;
 - d) at now renumbered Section 8.11.5.3, deleting the reference to “Section 8.11.4.2” and replacing it with “Section 8.11.5.2”; and
 - e) at now renumbered Section 8.11.12.2, deleting the reference to “Section 8.11.11.1” and replacing it with “Section 8.11.12.1”.
- 3. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 8.12 [High Density Low Rise Apartments (RAH1,RAH2)] by:
 - a) deleting Section 8.12.1 and replacing it with the following:

“8.12.1 Purpose

The **zone** provides for 4 to 6 **storey** apartments within and outside the **City Centre**, plus compatible **uses**. The **zone** is divided into 2 sub-**zones**, each provides for **density bonus** that would be used in order to help achieve the **City’s affordable housing** and **market rental** housing objectives.”;
 - b) inserting the following as a new Section 8.12.4 and renumbering the remaining sections accordingly:

“8.12.4 Residential Rental Tenure

 - 1. **Residential rental tenure** may be located anywhere in this zone.
 - 2. For **apartment housing** including more than 60 **dwelling units**:
 - a) If the **site** is located in the **City Centre**:
 - i) **residential rental tenure** shall apply to **dwelling units**, being **market rental units**, on the **site** with a combined **habitable space** equal to at least 15% of the total

- residential **floor area** of the **buildings**, excluding residential **floor area** secured as **affordable housing units**; and
- ii) in addition to section 8.12.4.2(a)(i) above, if **affordable housing units** are provided on the **site** in compliance with Section 8.12.5.2 below, **residential rental tenure** shall also apply to those **dwelling units**.
- b) If the **site** is located outside the **City Centre**:
- i) **residential rental tenure** shall apply to **dwelling units**, being **market rental units**, on the **site** with a combined **habitable space** equal to at least 15% of the total residential **floor area** of the **buildings**, excluding residential **floor area** secured as **affordable housing units**; and
 - ii) in addition to section 8.12.4.2(b)(i) above, if **affordable housing units** are provided on the **site** in compliance with Section 8.12.5.2 below, **residential rental tenure** shall also apply to those **dwelling units**.
3. For **development** consisting of 60 or less **apartment housing unit**, if **market rental units** are provided on the site in compliance with Section 8.12.5.1(b), **residential rental tenure** shall apply to those **dwelling units**.”;
- c) deleting Section 8.12.5.1 from the now renumbered Section 8.12.5 [Permitted Density] and replacing it with the following:
- “1. The maximum **floor area ratio** is 1.2, together with an additional:
- a) 0.10 **floor area ratio** provided that it is entirely used to accommodate **amenity space**.
 - b) 0.10 **floor area ratio** provided that **market rental units** are provided:
 - i. pursuant to Section 8.12.4.2(a)(i) or Section 8.12.4.2(b)(i); or
 - ii. for **development** consisting of 60 or less **apartment housing units**, utilizing no less than the entire 0.10 **floor area ratio** as **market rental unit habitable space**.”;
- d) at now renumbered Section 8.12.5.2, deleting the reference to “Section 8.12.4.1” and replacing it with “Section 8.12.5.1”;
- e) at now renumbered Section 8.12.5.3, deleting the reference to “Section 8.12.4.2” and replacing it with “Section 8.12.5.2”; and

- f) at now renumbered Section 8.12.5.3(a), deleting the reference to “Section 8.12.4.2 a)” and replacing it with “Section 8.12.5.2 a)”, and deleting the reference to “Section 8.12.4.2 b)” and replacing it with “Section 8.12.5.2 b)”.
- 4. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 9.3 [Downtown Commercial (CDT1, CDT2, CDT3)] by:
 - a) deleting Section 9.3.1 and replacing it with the following”

“9.3.1 Purpose

The **zone** provides for a broad range of commercial, service, **business**, entertainment and residential needs typical of a **City Centre**. The **zone** is divided into 3 sub-zones, CDT1, CDT2 and CDT3. Each provides for a **density bonus** that would be used in order to help achieve the **City’s affordable housing** and **market rental** housing objectives. CDT3 provides an additional **density bonus** that would be used for rezoning applications in the Village Centre Bonus Area of the **City Centre** in order to achieve the **City’s** other objectives.”;

- b) inserting the following as a new Section 9.3.4 and renumbering the remaining sections accordingly:

“9.3.4 Residential Rental Tenure

1. **Residential rental tenure** may be located anywhere in this zone.
2. For **apartment housing** including more than 60 **dwelling units**:
 - a) **residential rental tenure** shall apply to **dwelling units**, being **market rental units**, on the **site** with a combined **habitable space** equal to at least 15% of the total residential **floor area** of the **buildings**, excluding residential **floor area** secured as **affordable housing units**; and
 - b) in addition to Section 9.3.4.2(a) above, if **affordable housing units** are provided on the **site** in compliance with Section 9.3.5.4, Section 9.3.5.5, and/or Section 9.3.5.8 below, **residential rental tenure** shall also apply to those **dwelling units**.”;
- c) deleting Sections 9.3.5.2 and 9.3.5.3 from the now renumbered Section 9.3.5 [Permitted Density] and replacing it with the following:
 - “2. For downtown commercial **sites** zoned CDT1, the maximum **floor area ratio** is 3.0 together with an additional:
 - a) 0.10 **floor area ratio** provided that it is entirely used to accommodate **amenity space**.

- b) 0.20 **floor area ratio** provided that it is entirely used to accommodate **community amenity space**.
 - c) 0.10 **floor area ratio** if **market rental units** are provided pursuant to Section 9.3.4.2(a).
 - 3. For downtown commercial **sites** zoned CDT2 and CDT3, the maximum **floor area ratio** is 2.0 together with an additional:
 - a) 0.10 **floor area ratio** provided that it is entirely used to accommodate **amenity space**.
 - b) 0.20 **floor area ratio** provided that it is entirely used to accommodate **community amenity space**.
 - c) 0.10 **floor area ratio** if **market rental units** are provided pursuant to Section 9.3.4.2(a).”;
 - d) at now renumbered Section 9.3.5.4, deleting the reference to “Section 9.3.4.2” and replacing it with “Section 9.3.5.2”;
 - f) at now renumbered Section 9.3.5.5, deleting the reference to “Section 9.3.4.2” and replacing it with “Section 9.3.5.2”;
 - e) at now renumbered Section 9.3.5.6, deleting the reference to “Section 9.3.4.4” and replacing it with “Section 9.3.5.4”;
 - f) at now renumbered Section 9.3.5.7, deleting the reference to “Section 9.3.4.5” and replacing it with “Section 9.3.5.5”;
 - g) at now renumbered Section 9.3.5.8, deleting the reference to “Section 9.3.4.3” and replacing it with “Section 9.3.5.3”;
 - h) at now renumbered Section 9.3.5.9, deleting the reference to “Section 9.3.4.6” and replacing it with “Section 9.3.5.8”; and
 - i) at now renumbered Section 9.3.5.10, deleting the reference to “Section 9.3.4.7a)” and replacing it with “Section 9.3.5.9 a)”.
5. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 9.4 [Residential/Limited Commercial (RCL1, RCL2, RCL3, RCL4, RCL5)] by:
- a) deleting Section 9.4.1 and replacing it with the following:

“9.4.1 Purpose

The **zone** accommodates mid- to high-rise apartments within the **City Centre**, plus a limited amount of **commercial use** and compatible **secondary uses**. The **zone** is divided into 5 sub-zones, RCL1, RCL2, RCL3, RCL4 and RCL5. Each provides for a **density bonus** that would be used in order to help achieve the

City's affordable housing and market rental housing objectives. RCL3 provides for an additional **density bonus** that would be used for rezoning applications in the Village Centre Bonus Map area of the **City Centre** in the **City Centre Area Plan** to achieve **City** objectives for **child care**, amenity, and **commercial use**. RCL4 and RCL5 provide for a **density bonus** that would be used for rezoning applications in the Capstan Station Bonus Map area designated by the **City Centre Area Plan** to achieve, among other things, **City** objectives in respect to the Capstan Canada Line station.”;

- b) inserting the following as a new Section 9.4.4 and renumbering the remaining sections accordingly:

“9.4.4 Residential Rental Tenure

1. **Residential rental tenure** may be located anywhere in this zone.
2. For **apartment housing sites** including more than 60 **dwelling units**:
 - a) **residential rental tenure** shall apply to **dwelling units**, being **market rental units**, on the **site** with a combined **habitable space** equal to at least 15% of the total residential **floor area** of the **buildings**, excluding residential **floor area** secured as **affordable housing units**; and
 - b) in addition to Section 9.4.4.2(a) above, if **affordable housing units** are provided on the **site** in compliance with Section 9.4.5.3 and/or Section 9.4.5.4 below, **residential rental tenure** shall also apply to those **dwelling units**.”;
- c) deleting Sections 9.4.5.1 and 9.4.5.2 from the now renumbered Section 9.4.5 [Permitted Density] and replacing them with the following:
 - “1. For residential/limited commercial **sites** zoned RCL1, the maximum **floor area ratio** is:
 - a) 0.70 for **lots** less than 3,000.0 m² in **lot area**;
 - b) for **lots** between 3,000.0 m² and 6,000.0 m² in **lot area**; and
 - c) for **lots** 6,000.0 m² or larger in **lot area**,
 together with an additional:
 - i) 0.10 **floor area ratio** provided that it is entirely used to accommodate **amenity space**.
 - ii) 0.10 **floor area ratio** provided that is entirely used to accommodate **community amenity space**.
 - iii) 0.10 **floor area ratio** if **market rental units** are provided pursuant to Section 9.4.4.2(a).

2. For residential/limited commercial **sites** zoned RCL2, RCL3, RCL4, or RCL5, the maximum **floor area ratio** is 1.2, together with an additional:
 - a) 0.10 **floor area ratio** provided that it is entirely used to accommodate **amenity space**.
 - b) 0.10 **floor area ratio** provided that it is entirely used to accommodate **community amenity space**.
 - c) 0.10 **floor area ratio** provided that **market rental units** are provided as outlined in Section 9.4.4.2(a).”;
 - d) at now renumbered Section 9.4.5.3, deleting the reference to “9.4.4.2” and replacing it with “9.4.5.2”;
 - e) at now renumbered Section 9.4.5.4, deleting the reference to “Section 9.4.4.2” and replacing it with “Section 9.4.5.2”;
 - f) at now renumbered Section 9.4.5.5, deleting reference to “Section 9.4.4.3” and replacing it with “Section 9.4.5.3”; and deleting reference to “Section 9.4.4.4” and replacing it with reference to “Section 9.4.5.4”;
 - g) at now renumbered Section 9.4.5.6, deleting reference to “Section 9.4.4.3” and replacing it with “Section 9.4.5.3”;
 - h) at now renumbered Section 9.4.5.7, deleting reference to “Section 9.4.4.3” and replacing it with “Section 9.4.5.3”;
 - i) at now renumbered Section 9.4.5.7(a), deleting reference to “Section 9.4.4.3(a) or (b)” and replacing it with “Section 9.4.5.3(a) or (b)”;
 - j) at now renumbered Section 9.4.5.8, deleting by deleting reference to “Section 9.4.4.4” and replacing it with “Section 9.4.5.4”.
 - k) at now renumbered Section 9.4.5.8(a), deleting reference to “Section 9.4.4.4” and replacing it with “Section 9.4.5.4”; and
 - l) at now renumbered Section 9.4.12.2, deleting reference to “Section 9.4.11.1” and replacing it with “Section 9.4.12.1”.

6. With respect to the following properties, this Bylaw is effective as of June 20, 2023:

8131 Westminster Highway

P.I.D. 007-168-870

Lot 67 Section 4 Block 4 North Range 6 West New Westminster District Plan 44025

8100 Westminster Highway

P.I.D. 011-316-462

Lot 3 Section 9 Block 4 North Range 6 West New Westminster District Plan 8649

8120 Westminster Highway
P.I.D. 011-316-454
Lot 2 Section 9 Block 4 North Range 6 West New Westminster District Plan 8649

8180 Westminster Highway
P.I.D. 004-060-547
Lot 1 Section 9 Block 4 North Range 6 West New Westminster District Plan 8649

7. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10376”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** March 29, 2022
From: Lloyd Bie, P.Eng.
Director, Transportation **File:** 01-0140-20-
INFR1/2022-Vol 01
Re: **Application to Government of Canada Active Transportation Fund**

Staff Recommendation

1. That the City Centre Cycling Network Expansion application for cost-sharing as described in the attached report titled "Application to Government of Canada Active Transportation Fund" dated March 29, 2022 from the Director, Transportation, be endorsed;
2. That, should the above application be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized on behalf of the City to execute the funding agreement; and
3. That the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly.

Lloyd Bie, P.Eng.
Director, Transportation
(604-276-4131)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Parks Services	<input checked="" type="checkbox"/>	 John Hopkins, Acting General Manager
Finance	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO - Acting

Staff Report

Origin

The Government of Canada's first-ever Active Transportation Fund (the Fund) will provide \$400 million over five years to support a modal shift away from cars and toward active transportation in support of [Canada's National Active Transportation Strategy](#). The Fund will invest in projects that build new and expanded networks of pathways, bike lanes, trails, and pedestrian bridges. This report presents the proposed submission from the City for consideration of cost-share funding.

This report supports Council's Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

4.2 Ensure infrastructure meets changing community needs, current trends and best practices.

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

5.4 Work cooperatively and respectfully with all levels of government and stakeholders while advocating for the best interests of Richmond.

This report supports Council's Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

Leadership in effective and sustainable growth that supports Richmond's physical and social needs.

6.3 Build on transportation and active mobility networks.

Analysis

Government of Canada Active Transportation Fund

The City is eligible for 60% cost-share funding up to a maximum of \$50 million for capital projects. Eligible projects will be evaluated against the following merit criteria:

- Improved community connectivity and accessibility
- Economic benefits
- Environmental and climate benefits
- Improved user mobility, safety and security
- Project viability

Final project selection will be undertaken with a view to balancing funding support by taking into consideration such factors as regional distribution, the type of project and equitable access.

City Centre Cycling Network Expansion

To meet the Fund application deadline of March 31, 2022, staff have submitted a package of five separate cycling projects all located within or connecting to the City Centre (Attachment 1). The chosen projects reflect the engagement results of the update of the Cycling Network Plan and identified short-term (within the next five years) cycling infrastructure priorities that can be constructed by the Fund's project completion deadline of March 31, 2026. Collectively, the projects will help build a core protected cycling network within or connecting to Richmond's City Centre. The five projects will provide a total of 4.0 km of new protected facilities that also fill in existing gaps to enhance cycling access and connectivity in the City Centre.

- Lansdowne Road Multi-use Pathway: Westward extension of a two-way off-street paved 3.0 m wide pathway for pedestrians and cyclists on the north side of Lansdowne Road between Gilbert Road and Pearson Way. Upon completion, this project will provide a westward extension of the existing pedestrian-cycling facility along Lansdowne Road from Minoru Blvd to Gilbert Road and a direct link from the Canada Line Lansdowne Station to the Richmond Olympic Oval once proposed/future development-related road improvements are implemented along the remaining sections of Lansdowne Road and Hollybridge Way. This project was approved by Council as part of the 2021 Capital Budget.
- Brownsgate Road Cycle Tracks: Provision of on-street two-way bike paths protected from the adjacent vehicle lane by a concrete median on the south side between No. 3 Road and Hazelbridge Way. When completed, the project will link the east-west Odlin Road Neighbourhood Bike Route from the east to No. 3 Road and Aberdeen Station, and will also connect to the north-south Sexsmith Road-Brown Bike Route. This project was approved by Council as part of the 2021 Capital Budget.
- River Road Multi-use Pathway: Two-way multi-use off-street paved 4.0 m pathway including lighting for pedestrians and cyclists on the south side of River Road between McCallan Road (northern terminus of Railway Greenway) and No. 2 Road (western terminus of Middle Arm Greenway) that will fill in a gap and connect the two major greenways. This project was approved by Council as part of the 2022 Capital Budget.
- Sexsmith Road-Brown Road Protected Bike Route: Through the development application process and City capital projects, cycling facilities have been established on various sections of Sexsmith Road and Brown Road. In addition, the upgrade of the Sexsmith Road-Bridgeport Road intersection to include a pedestrian signal has been secured. This project will fill in the remaining gaps to provide a continuous protected cycling facility along Sexsmith Road and Brown Road between the Bridgeport Canada Line Station and Transit Exchange and the recently completed Odlin Road Neighbourhood Bike Route. The project includes the upgrade of the existing special crosswalk on Cambie Road at Brown Road to a pedestrian signal. This project was approved by Council as part of the 2022 Capital Budget.
- Gilbert Road Protected Bike Route: Council approved design funding for a cycling facility on Gilbert Road between Granville Avenue and Elmbridge Way as part of the 2020 Capital

Budget. This project will provide construction funding for protected on- and off-street bike paths that extend existing cycling facilities on Gilbert Road south to connect to the Granville Avenue protected bike lanes. The project is currently planned for inclusion in the 2025 Capital Budget for Council's consideration. Should the Fund application be successful, staff will consider advancing the project for inclusion in a Capital Budget prior to 2025.

Public and stakeholder feedback during the Cycling Network Plan update identified several key themes: safety, connectivity, utility and convenience, network gaps, and social equity. The five projects aim to address these key themes. With respect to the social equity potential of the routes, analysis based on 2016 Canadian Census indicators (e.g., % of low income households) showed that equity deserving individuals are more likely to be living near and within the City Centre. Hence there is a strong correlation between prioritizing routes for equity seeking groups and prioritizing routes within the urban core.

Proposed Funding

Table 1 below summarizes the estimated project cost, the internal funding sources and the confirmed or requested external funding sources.

Table 1: Funding for Application to Government of Canada Active Transportation Fund

Project & Scope	Current City Portion & Funding Source ⁽¹⁾	Estimated Total Project Cost	Proposed Government of Canada Funding ⁽²⁾	Secured TransLink Funding ⁽³⁾	City Portion if AT Fund Application Successful
Lansdowne Road (Gilbert Road-Pearson Way): multi-use path	\$150,000 (2021 Capital Budget)	\$300,000	\$180,000	\$60,000 TransLink approved up to \$150,000	\$60,000
Browngate Road (Hazelbridge Way-No. 3 Road): cycle tracks	\$100,000 (2021 Active Transportation Improvement Program)	\$400,000	\$240,000	\$120,000 TransLink approved up to \$300,000	\$40,000
River Road (McCallan Road-No. 2 Road): multi-use path	\$800,000 (2022 Capital Budget)	\$1,600,000	\$960,000	TBD (2022 Program)	\$640,000
Sexsmith Road-Brown Road (Beckwith Road-Browngate Road): protected bike lanes	\$375,000 (2022 Capital Budget)	\$750,000	\$450,000	TBD (2022 Program)	\$300,000
Gilbert Road (Granville Ave-Elmbridge Way): protected bike paths	\$1,900,000 (Proposed 2025 Capital Budget)	\$3,800,000	\$2,280,000	TBD (future Program)	\$1,520,000
Total	\$3,325,000	\$6,850,000	\$4,110,000	\$180,000	\$2,560,000

(1) The City's actual portion (i.e., balance of remaining estimated cost after external grants) will be determined upon confirmation of the approved amounts to be received from external agencies.

(2) The amount shown represents the maximum funding contribution available in the grant process. The actual approved amount may be lower than requested. The actual invoiced amount follows project completion and is based on incurred costs.

(3) Should the application be successful, TransLink requires that senior government funding be deducted from the total estimated cost and the balance cost-shared with the City.

Should the Fund application be successful and Council approve construction funding for the Gilbert Road project in a subsequent Capital Budget, the City's total funding for the five projects will be reduced by \$765,000 from \$3,325,000 to \$2,560,000.

The City's costs are anticipated to be further reduced pending the outcome of the City's applications to TransLink's 2022 and future municipal cost-share programs. Any surplus funding would be returned to the Roads Development Cost Charge and be available for use in future capital projects. The City would also enter into a funding agreement with the federal government that includes indemnity and release in favour of the federal government. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the agreement on behalf of the City.

Financial Impact

Should the Fund application be successful, the City's total funding for the five projects will be reduced by \$765,000 from \$3,325,000 to \$2,560,000.

Conclusion

The package of cycling network expansion projects proposed for submission to the Government of Canada Active Transportation Fund supports numerous goals of the City to improve community mobility, reduce greenhouse gas emissions and increase physical activity by encouraging more walking, cycling and rolling trips rather than driving. The potential receipt of external funding will enable the City to enhance and expedite the provision of sustainable transportation infrastructure and improve healthy and active travel options for the community.



Joan Caravan
Transportation Planner
(604-276-4035)



Fred Lin, P.Eng., PTOE
Senior Transportation Engineer
(604-247-4627)

JC:jc

Att. 1: City Centre Cycling Network Expansion Projects

City Centre Cycling Network Expansion Projects



Legend

- City Centre Boundary
- City Centre Cycling Network Expansion Project
- Existing Cycling Facility
- Cycling Facility Secured via Development



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: April 12, 2022

From: Jim V. Young, P. Eng.
Director, Facilities and Project Development

File: 10-6000-01/2022-Vol 01

Re: Award of Contract 7214Q – On Call Roofing Contractor

Staff Recommendation

1. That Contract 7214Q – On Call Roofing Contractor be awarded to Marine Roofing and Repair Service (2003) Ltd., in the amount of \$714,010.44 for a three-year term as described in the report titled “Award of Contract 7214Q – On Call Roofing Contractor,” dated April 12, 2022 from the Director, Facilities and Project Development.
2. That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to extend the initial three-year term, up to the maximum total term of five years, for the maximum total amount of \$1,240,125.81, as described in the report titled “Award of Contract 7214Q – On Call Roofing Contractor,” dated April 12, 2022 from the Director, Facilities and Project Development.
3. That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the contract and all related documentation with Marine Roofing and Repair Service (2003) Ltd.

Jim V. Young, P. Eng.
Director, Facilities and Project Development
(604-247-4610)

REPORT CONCURRENCE		
ROUTED TO: Finance Department	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO - Acting

Staff Report

Origin

The City requires an on call roofing contractor to complete semi-annual inspections, cleaning and repairs to the roofs of approximately 170 City buildings. This service is to maximize life expectancy of roofs, protect the buildings from the elements, and provide comfortable and efficient interior space.

The City's current contract for on call roofing is with Marine Roofing and Repair Service (2003) Ltd. (Marine Roofing), and will expire in May 2022.

This report summarizes the public tendering process for the Contract 7214Q and provides a recommendation for the on call roofing contractor.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.2 Future-proof and maintain city infrastructure to keep the community safe.

1.3 Ensure Richmond is prepared for emergencies, both human-made and natural disasters.

1.4 Foster a safe, caring and resilient environment.

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

5.2 Clear accountability through transparent budgeting practices and effective public communication.

Analysis

Scope of Work

The scope of work for this contract includes, but is not limited to:

- semi-annual inspection and repairs;
- emergency repairs;
- non-emergency repairs on a call-out basis;
- emergency extensive repairs; and
- providing temporary anchor points and or safety lines for City staff to access and inspect roofs.

It is anticipated that approximately 90 percent of the required work will be performed during regular hours and at regular rates, with the remainder of work occurring outside of regular business hours and therefore to be charged at overtime rates.

Public Tendering

A Request for Quotation (RFQ) 7214Q was posted to the City of Richmond Bids and Tenders on February 18, 2022. The RFQ also advised bidders that the City would retain the right to extend the scope of work to other City facilities should there be a need in the future.

To validate the bids, bidders were requested to provide quotes for standard roof inspections and for small repairs. Bidders were also asked to commit to a two-hour response time for emergency repairs.

The bids were evaluated based on:

- each bidder's proposed billable rates for work performed during regular business hours and outside regular business hours, multiplied by the estimated total number of hours (based on historical usage over a three-year time period);
- each bidder's proposed costs to undertake roof inspections over the three-year initial contract period multiplied by 170 City facilities; and
- estimated costs for parts and materials.

Award Recommendation

The bid summary results of the RFQ are summarized in Table 1 below.

Table 1: Bid Summary Results

Company	Estimated Annual Contract Value (based on historical usage, excluding GST) 2022-2024
Marine Roofing and Repair Service (2003) Ltd.	\$183,079.60
Atlas-Apex Roofing (BC) Inc.	\$333,000.00

The City's designated representatives reviewed the submitted bids to confirm:

- each bidder's understanding of objectives and outcomes;
- capacity to complete the work;
- ability to meet required deadlines;
- previous experience;
- quality of references; and
- pricing.

The previous On Call Roofing contract was awarded to Marine Roofing in July 2018 in competition with two other bids. The hourly rate increase on this contract is 3.60 per cent for the initial three years over the previous contract, and then rising 4.98 per cent in year four and 9.85 per cent in year 5, upon optional extension.

Given the current construction cost escalation environment, locking in low-cost certainty with the Marine Roofing proposal for a possible five-year term represents great value for the City.

Marine Roofing has provided roofing services to the City for over 25 years and have typically completed all assigned projects on time and on budget, even with tight deadlines.

Financial Impact

Based on historical expenditures for the work under this contract, it is estimated that the total value of the proposed contract over a three-year term will be approximately \$561,235.20, plus contingency as summarized below in Table 2. A 30 percent contingency is required to budget for escalating cost of materials and parts, environmental impacts such as atmospheric rivers, extensive or unplanned emergency repairs and to allow for future additional buildings that may fall under the City's responsibility.

Table 2: Total Three-Year Term Cost

Year 2022	\$183,079.60
Year 2023	\$183,079.60
Year 2024	<u>\$183,079.60</u>
Subtotal	\$549,238.80
Contingency (30%)	<u>\$164,771.64</u>
Total (3 Years)	<u>\$714,010.44</u>

The City, with mutual agreement with Marine Roofing, has the option to extend the proposed contract by an additional two years. The estimated cost associated with this extension is summarized below in Table 3.

Table 3: Contract Extension Cost

Year 2025	\$195,029.09
Year 2026	<u>\$209,675.04</u>
Subtotal	\$404,704.13
Contingency (30%)	<u>\$121,411.24</u>
Total (2 Years)	<u>\$526,115.37</u>

The total amount for a five-year term is \$1,240,125.81. The decision to extend the contract by an additional two years would be based on Marine Roofing's performance over the initial term.

The contract will be executed upon mutual consent of all parties. The Facility Services annual operating budget account will fund the contract, which is subject to yearly approval by Council. The actual expenditures of the contract for On Call Roofing Contractor will be according to Council approved budgets. Upon contract expiration, excess funding shall be returned to the originating budget source.

Conclusion

The City is responsible for approximately 170 roofs. Inspection and upkeep of these roofs is an essential part of the preventative maintenance program, which will extend the service life of all roofs and buildings. The previous contract for On Call Roofing Contractor will expire in May 2022, necessitating the need for a new contract to be in place.

Staff recommend that contract 7214Q be awarded to Marine Roofing and Repair Service (2003) Ltd. for a three-year fixed term with two optional one-year extensions, as their lowest priced bid was determined to be the most responsible and responsive bidder according to the City's requirements.

This contract offers good long term value and certainty on labour costs in an inflationary and volatile market condition.



Jeff Lee, CEM, RPA, FMA
Manager, Facility Services
(604-276-4027)

JL:cc



City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** April 14, 2022
From: Suzanne Bycraft
Director, Public Works Operations **File:** 02-0780-01/2022-Vol 01
Re: **Change Order Approval - Contract 6503P - EV Charging Infrastructure and Management Provider**

Staff Recommendation

That staff be authorized to issue a change order to increase the value of the current contract between the City of Richmond and Foreseeson Technology by \$2,290,663 bringing the new maximum contract value to \$3,796,985 over the initial five-year contract term as detailed in the staff report titled "Change Order Approval – Contract 6503P – EV Charging Infrastructure and Management Provider", dated April 14, 2022, from the Director, Public Works Operations.

Suzanne Bycraft
Director, Public Works Operations
(604-233-3338)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Purchasing	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
Sustainability & District Energy	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO - Acting

Staff Report

Origin

At the October 28, 2019 Council meeting, the award of contract 6503P – EV Charging Infrastructure and Management Provider was approved as follows:

That Contract 6503P – Electric Vehicle Charging Infrastructure and Management Provider be awarded to Forseeon Technology for a five-year term for an estimated total value of \$1,506,322, and the Chief Administrative Officer and Acting General Manager, Engineering & Public Works be authorized to negotiate and execute a service contract with Forseeon Technology incorporating the key terms outlined in the staff report dated October 9, 2019.

The contract commenced on January 17, 2020 for a five-year term with the option to renew for an additional five-year term upon Council approval. In projecting the initial contract value, the degree of capital work required for electrical supply to many stations has exceeded expectations. In addition, the adoption rate of electric vehicles and the need to support this growth by providing public charging station infrastructure is growing at a faster pace than anticipated.

To meet this growth, this report provides further details and seeks approval to increase the contract value to \$3,796,985 with Forseeon Technology over the initial five-year term.

This report supports Council's Strategic Plan 2018-2022 Strategy #2 A Sustainable and Environmentally Conscious City:

2.1 Continued leadership in addressing climate change and promoting circular economic principles.

2.2 Policies and practices support Richmond's sustainability goals.

This report supports Council's Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

4. 2 Ensure infrastructure meets changing community needs, current trends and best practices.

Analysis

The City has installed 75 public and corporate electric vehicle chargers to date. Current approved capital projects, supported with grant funding, will increase the number of chargers to 135 over the next year exceeding the current approved value of the contract. The BC government's Low Carbon Fuel Standard has introduced a new requirement to report ownership and location of electric vehicle chargers as well as energy consumed. The associated sale of carbon credits, which are allowed to be sold to the market, will incent further growth in electric vehicle charging infrastructure overall.

Key factors influencing growth in the City's charging infrastructure requirements include:

- Success in obtaining senior government grant funding, allowing additional public chargers to be installed. The City is able to capitalize on these opportunities and meet funding deadlines and tight turnaround timelines by having this vendor contract in place.
- Growth of the City's corporate electric vehicle fleet as part of the Green Fleet Action Plan. The City recently joined the West Coast Electric Fleets Diamond Lane pledge, which sets out a commitment to replace above 10% of all new corporate passenger fleet vehicle procurements as zero emission vehicles. To date, the City has installed 24 chargers to support growth in its corporate electric vehicle fleet.
- Expanding charging infrastructure in association with new construction or major upgrades of City facilities and parks.

Forseeson Technology was selected through competitive tendering process 6503P – EV Charging Infrastructure and Management Provider. Forseeson Technology offered overall best value to the City as well as provided the type of chargers consistent with that currently used. This approach supports more efficient administration management due to consistency in parts and management subscription services.

Current and projected costs through the remainder of the initial five-year term are outlined in Table 1, below.

Table 1: Cost Comparison – Current Costs vs. Estimated Five-Year Term

Services	Current Costs (Jan 17, 2020 – Jan 17, 2022)	Estimated Costs (2020-2025)
Capital Costs	\$965,391	\$3,137,520
Installation/Activation Costs	\$2,950	\$9,587
Existing Software Subscription Fees	\$31,548	\$102,531
Planned and Future Software Subscription Fees	\$45,346	\$147,347
Contingency - Grant Funding Opportunities		\$400,000
Total	\$1,045,235	\$3,796,985

Based on the total approved contract value of \$1,506,322, it is projected that additional funds amounting to \$2,290,663 will be required, bringing the total contract value to \$3,796,985 through January 17, 2025 (initial five-year term).

Alternatives

There were three other vendors who submitted bids under Contract 6503P – Electric Vehicle Charging Infrastructure and Management Provider. Two of the respondents did not provide the full scope of services outlined in the request for proposals. The third vendor submitted unit costs that were more than double that of Forseeson Technology. Forseeson Technology's product

offering is for ChargePoint chargers, which are consistent with the design currently used at all City provided chargers. This approach allows for economies of scale for parts, management subscription services, as well as allows for robust tracking data and usage analysis. The data tracking aspect is not only important for the City's purposes, but will also become a mandatory reporting requirement under the BC Low Carbon Fuel Standards Act. The submission by Forseeon Technology represented overall best value and met the City's objectives for product design consistency.

Financial Impact

The total maximum contract value for the five (5) year contract term is estimated to be \$3,796,985. The proposed change order will be funded from the existing Council approved capital projects and future years' capital submissions. Funding for future years' capital submissions will be brought forward as part of the annual budget process for Council's consideration.

Conclusion

The City is promoting community electric vehicle adoption through continued expansion of public electric vehicle charging infrastructure. This aligns with the City's Community Energy and Emissions Plan 2050 reduction targets. The corporate electric vehicle fleet is also rapidly expanding to meet reduction targets outlined in the City's Green Fleet Action Plan. The demand for electric vehicle charging infrastructure and related works has exceeded projections, impacting the overall value estimate for Contract 6503P – EV Charging Infrastructure Management Provider.

Staff recommend approval for a change order to increase the value of the contract with Forseeon Technology to a maximum \$3,796,985 over the initial five-year term, through January 17, 2025. Forseeon Technology has demonstrated good performance to date.

The recommended approach allows the City to continue its growth trajectory in electric vehicle charging infrastructure expansion in an expedited manner, and maintains the ability to capitalize on grant funding opportunities and meet associated deadline requirements.



Brandon Olson
Acting Manager, Fleet Operations
(604-233-3301)

BO:dr



To: Planning Committee
From: Wayne Craig
Director, Development

Date: May 12, 2022
File: RZ 14-672055

**Re: Request to Revise Rezoning Considerations for the Application by
Bene (No. 3) Road Development Ltd. for Rezoning of the Property at
4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" Zone to a New "High
Rise Office Commercial (ZC44) – Aberdeen Village" Zone**

The purpose of this memo is to provide additional information for the above referenced rezoning application regarding the value of the additional 0.5 FAR density bonus included in the project and to present a revised proposal from the applicant. Additional information regarding office vacancy in the City Centre is also provided in Attachment 1.

Valuation of Additional Density Bonus and Subdivision

In response to Planning Committee discussion on April 20, 2022, staff were directed to determine the value generated through the provision of the additional 0.5 FAR density bonus. To assess this, staff with the assistance of a professional land appraiser, looked at:

1. The value generated by the additional density; and
2. The value generated by allowing the office space to be subdivided through stratification into multiple strata lots.

Real Estate Services researched a number of other properties within the City Centre Area Plan (CCAP) with similar land use designations and residential restrictions. In general terms, the buildable price per square foot has seen an upwards trend over the past year although it is worth noting that construction costs have also increased significantly over the same time period.

The City engaged Real Estate Evaluators Johnson, Ross & Cheng Ltd. to review the current value of the proposed office development. They advise that office development in the northern City Centre area is currently valued in the range of \$85 to \$130 per buildable square foot and for the purposes of determining a potential community amenity contribution, the mid point of this range could be considered. Using the mid-point value of \$107.50 per buildable square foot, the additional 0.5 FAR density bonus is approximated to provide the project with the added value of \$1,204,324.

With regards to additional value generated by allowing a developer to further subdivide floors through stratification into multiple strata lots, while this would typically lead to a higher sales price per square foot, this also comes with increased construction costs to demise and service each strata lot unit individually versus one large floor plate. It is therefore challenging to quantify a value without having the detail required to conduct a comprehensive financial study which includes all

parameters including construction costs to then determine some sort of meaningful net value information. Smaller sized strata lot units are more likely to sell more quickly, which allows the developer to recover their investment in a shorter time frame. Given the above, staff have not been able to quantify the specific value of allowing a portion of the office space to be subdivided into smaller strata lots.

At the time of writing the original rezoning staff report, staff recognized that the additional 0.5 FAR density bonus would generate additional value for the developer. In order to ensure that the City received a proportionate share of the value generated while still providing the developer with an incentive for providing large floor plate leasable office space, the rezoning considerations include the requirement for the applicant to provide a community amenity contribution to the City's City Centre Facility Development Fund. The contribution associated with the additional 0.5 FAR density bonus was established at \$728,196.47. When the rezoning considerations were amended in January 2018, the contribution rate was adjusted to account for annual inflationary increases. The currently required contribution is \$847,279.32.

The applicant has agreed to provide a voluntary contribution in the amount of \$357,044.61 towards Affordable Housing, which together with the currently required contribution amount of \$847,279.32, represents the approximate value the additional 0.5 FAR density bonus is anticipated to generate.

Revised Proposal

In response to discussion at the Planning Committee meeting held on April 20, 2022, the applicant increased the proposed community amenity contribution and submitted attached revised proposal letter (Attachment 1) for consideration. The revised proposal includes the following:

- The top two floors which includes approximately 1,060 m² (approximately 11,440 ft²) for each floor of the building will be retained as leasable office space, as previously proposed.
- The 5th floor which includes approximately 690 m² (approximately 7,440 ft²) of floor area will be restricted to a maximum of two strata lots with a minimum strata lot size of 334.5 m² (3,600 ft²), as previously proposed.
- The remaining three floors which includes approximately 900 m² (approximately 9,660 ft²) for each floor of the building will be restricted to a maximum of 12 strata lots per floor with a minimum strata lot size of 60.4 m² (650 ft²), as previously proposed.
- The provision of a voluntary cash contribution in the amount of \$357,044.61 to the City's Affordable Housing Reserve.

In the revised proposal, the applicant continues to request the ability to keep the additional density granted in exchange for providing two floors of large floorplate leasable office space and allowing a range of strata lot sizes (e.g., 60.4 m² to 334.5 m², or 650 ft² to 3,600 ft²) on the other four floors of office space and offers an increased community amenity contribution to offset the value of the additional 0.5 FAR density bonus.

The applicant's revised proposal continues to be contrary to Council's incentive based policy for achieving leasable office space in exchange for additional density therefore, staff still recommend that the applicant request to revise rezoning considerations be denied.

Next Steps

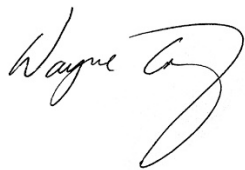
Should Council wish to proceed in accordance with the applicant's revised proposal, Council must provide direction to staff to amend the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9216 by:

- Revising the rezoning consideration limiting subdivision of office space within the building (item #7 of the rezoning considerations) to the following: Registration of a legal agreement on title, limiting subdivision (including stratification and/or air space parcels) of the office space:
 - For the 9th and 10th floors, the top two floors of the building, no more than one strata lot or air space parcel per storey (single owner per storey of office space).
 - For the 6th, 7th and 8th floors, no more than 12 strata lots or air space parcels per storey, and a minimum 60.4 m² (650 ft²) strata lot size.
 - For the 5th floor, no more than two strata lots or air space parcels per storey, and a minimum 334.5 m² (3,600 ft²) strata lot size.
- Adding a new rezoning consideration: City acceptance of the developer's voluntary contribution in the amount of \$357,044.61 to the City's Affordable Housing Reserve.

An additional Public Hearing would not be required, as there is no proposed change to land use or density. The applicant would be required to satisfy the revised rezoning considerations prior to final adoption of the rezoning bylaw.

Conclusion

The rezoning consideration revision requested by the applicant is not consistent with OCP Policy. On this basis, it is recommended that the applicant request to amend rezoning considerations be denied.



Wayne Craig
Director, Development
(604-247-4625)

WC/SB:sb

Attachments:

Attachment 1: Office Space Market Data and Trends

Attachment 2: Letter from Applicant dated May 10, 2022

Office Space Market Data and Trends

- In the Richmond City Centre, there is a limited supply of office space, especially Class A office space and office space near transit, which is generally in greater demand. The vacancy rate for transit-oriented office space dropped from 4.8% in Q4 2021 to 4.1% in Q1 2022 (Jones Lang LaSalle).
- As regional context for Richmond's office vacancy rate, in Table 1 below, CBRE illustrates average office vacancy rates in Metro Vancouver over the past 20 years. Vancouver continues to have the lowest downtown office vacancy rate in North America (CBRE).
- In addition to low vacancy rates, increasing lease prices are also an important indicator of strong market demand for office space. In Q1 2022, there were increases in asking rent charges, especially for higher classes of office space (Class A and AAA). In Richmond, there was a 5.2% increase in asking rent charges, resulting from a limited supply of Class A office space in the City Centre (Cushman & Wakefield).

Table 1: Historical Office Vacancy Rates in Metro Vancouver (Source: CBRE Research, Q4 2021)

Metro Vancouver Overall Historical Vacancy Rates



May 10, 2022

Dear Mayor and Councillors,

On behalf of my client and property owner, we would like to thank you all for allowing us to resubmit a revised proposal in response to the discussion at the April 17th planning committee meeting.

Our propose is as follows:

- Levels 9 & 10 will be retained as one strata per floor lease/sale space, subdivided into floor size strata lots of approximately 11,480 sf and 11,440 sf, representing approximately 40% of the total office strata lot area.
- Level 5 will be retained for large strata lots, subdivided into no more than two strata lots with a minimum size of 3,600 sf each.
- The remaining 3 floors on level 6, 7 and 8 will be strata-titled into no more than 12 strata lots per floor with a minimum size of 650 sf each.
- A voluntary cash contribution is offered to City's Affordable Housing Reserve in the amount of \$357,044.61

Your kind consideration on the above is appreciated.

Yours Sincerely,



Danny Leung

Encl.



To: Planning Committee
From: Wayne Craig
Director, Development
Date: April 14, 2022
File: RZ 14-672055
Re: **Request to Revise Rezoning Considerations for the Application by Bene (No. 3) Road Development Ltd. for Rezoning of the Property at 4700 No. 3 Road from the “Auto-Oriented Commercial (CA)” Zone to a New “High Rise Office Commercial (ZC44) – Aberdeen Village” Zone**

The purpose of this memo is to provide additional information for the above referenced rezoning application, which was considered at the Planning Committee meeting held on April 5, 2022 and deferred to the Planning Committee meeting of April 20, 2022. This memo includes additional information regarding large floorplate leasable office space and a revised proposal from the applicant.

Office Space Policy Context

At the previous Planning Committee meeting, there was discussion about the need for large floorplate office space, the rationale for providing such space and anticipated demands for office space in the City Centre. Large floorplate leasable office space is desirable to support a diversified economy. When looking at the readily available office space in the City Centre there is a lack of large floorplate leasable office space. To encourage the provision of leasable office space, the current incentive based policy was added to the City Centre Area Plan.

The goals of the City’s Resilient Economy Strategy are to retain and attract economic generating businesses, ensure a diversified economy, and maintain a higher proportion of regional employment as compared to regional population.

Ensuring the appropriate type of employment space available is needed to continue capturing a share of regional employment and business growth. The Strategy identified the opportunity for Richmond to increase its appeal as a regional office center by providing Class A office space in the City Centre near transit-oriented, amenity rich locations that are in demand by businesses and their employees.

The following research contributed to the recommendation in the Strategy to enable the development of additional office space in the City Centre:

- Existing office space inventory in Richmond does not match current market demand. There is significant demand for transit-oriented Class A office space in the region. However, most Class A office vacancy in Richmond is in business parks and stand-alone office complexes located outside the City Centre and away from rapid transit.

- The tenant mix in the Richmond City Centre transit-oriented offices is mainly composed of small firms and business units. There are very few large corporate or institutional office tenants in the Richmond City Centre.
- Large floorplate leasable office spaces is desirable to accommodate the needs of larger firms who need to accommodate a larger number of employees and future growth potential.
- Larger firms typically export products and services to a broader market and create additional spin-off economic benefits in the community, including generating additional demand for businesses support services. These type of economic generators also typically involve skilled labour jobs that pay higher wages which are recirculated in the community.

Office Space Market Data and Trends

While the varying impacts of COVID-19 on office space demand continues to cause uncertainty in the market, recent reports have shown signs of continued strong demand. In their Q4 2021 Vancouver Office Report, commercial real estate brokerage firm Cushman & Wakefield advised that market analysis continues to show significant interest in available space in downtown Vancouver with approximately 60% of that coming from tech-related companies. They note that most suburban markets remained in high demand and that Richmond City Centre has a tight supply of leasable Class A office space that is expected to become further constrained with limited leasable space under construction. Through further conversation with Cushman & Wakefield representatives, the following information was provided to staff specific to the Richmond office market context:

- Much of the office units in the City's commercial core are smaller sized office units. There are very few larger employers situated in the core.
- The structural impacts of work-from-home trends will be offset by factors such as economic growth, office-using job growth, and other factors, which means demand for offices will continue to grow over the 10-year forecast horizon.
- Canada's office sector is expected to fully recover in 2024 (i.e., when vacancy and rents begin to resemble pre-crisis levels) although there is expected to be some local market fluctuations (some markets will recover sooner, some later).
- From 2022-2030, net office demand is expected to grow by 5 million square meters (53.9 million square feet) in Canada, despite a 14.5% drag due to the impact of work from home. The work from home impact essentially means that, on average, each job created will not yield the same level of demand as it did pre-pandemic, but it will still yield a healthy amount of demand for space.

Revised Proposal

The staff report dated March 16, 2022 reviewed the applicant's request to remove the rezoning consideration limiting subdivision of the office space which was secured in exchange for additional office density. The applicant was requesting the ability to allow any form of subdivision of the proposed office space within the proposed building. Effectively, the applicant was requesting the ability to keep the additional density granted without having to fulfill the primary condition (i.e., creation of large floorplate leasable office space) that was secured in exchange for the increase in density.

In response to discussion at the Planning Committee meeting held on April 5, 2022, the applicant submitted the attached revised proposal letter (Attachment 1) and draft strata plan sketches (Attachment 2) for consideration. The revised proposal includes the following:

- The top two floors approximately 1,060 m² (approximately 11,440 ft²) each of the building will be retained as leasable office space.
- The 5th floor approximately 690 m² (approximately 7,440 ft²) will be restricted to a maximum of two strata lots and minimum strata lot size of 334.5 m² (3,600 ft²).
- The remaining three floors approximately 900 m² (approximately 9,660 ft²) each will be restricted to a maximum of 12 strata lots per floor and minimum strata lot size 60.4 m² (650 ft²).
- The provision of a voluntary cash contribution in the amount of \$80,000.00 to the City's Affordable Housing Reserve to off-set re-design cost savings.

In the revised proposal, the applicant continues to request the ability to keep the additional density granted in exchange for providing two floors of large floorplate leasable office space and allowing a range of strata lot sizes (e.g., 60.4 m² to 334.5 m², or 650 ft² to 3,600 ft²) on the other four floors of office space and a community amenity contribution to offset the costs the applicant would incur if they were to redesign the building to remove the additional density bonus.

The applicant's revised proposal continues to be contrary to Council's incentive based policy for achieving leasable office space in exchange for additional density therefore, staff still recommend that the applicant request to revise rezoning considerations be denied.

Next Steps

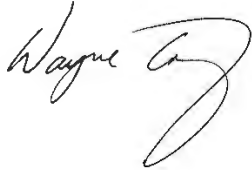
Should Council wish to proceed in accordance with the applicant's revised proposal, Council must provide direction to staff direction to amend the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9216 by:

- Revising the rezoning consideration limiting subdivision of office space within the building (item #7 of the rezoning considerations) to the following: Registration of a legal agreement on title, limiting subdivision (including stratification and/or air space parcels) of the office space:
 - For the 9th and 10th floors, the top two floors of the building, no more than one strata lot or air space parcel per storey (single owner for per storey of office space).
 - For the 6th, 7th and 8th floors, no more than 12 strata lots or air space parcels per storey, and minimum 60.4 m² (650 ft²) strata lot size.
 - For the 5th floor, no more than two strata lots or air space parcels per storey, and minimum 334.5 m² (3,600 ft²) strata lot size.
- Adding a new rezoning consideration: City acceptance of the developer's voluntary contribution in the amount of \$80,000.00 to the City's Affordable Housing Reserve.

An additional Public Hearing would not be required, as there is no proposed change to land use or density. The applicant would be required to satisfy the revised rezoning considerations prior to final adoption of the rezoning bylaw.

Conclusion

The rezoning consideration revision requested by the applicant is not consistent with OCP Policy. On this basis, it is recommended that the applicant request to amend rezoning considerations be denied.

A handwritten signature in black ink, appearing to read "Wayne Craig". The signature is fluid and cursive, with the first name "Wayne" written in a larger, more prominent script than the last name "Craig".

Wayne Craig
Director, Development
(604-247-4625)

WC/SB:blg

Attachments:

Attachment 1: Letter from Applicant dated April 12, 2022

Attachment 2: Draft Strata Subdivision Sketches dated April 13, 2022

April 12, 2022

Dear Mayor and Councillors,

On behalf of my client and property owner, we would like to thank you all for allowing us to resubmit a revised proposal in response to the discussion at the April 5th planning committee meeting.

Our propose is as follows:

- Levels 9 & 10 will be retained as one strata per floor lease/sale space, subdivided into floor size strata lots of approximately 11,476 sf and 11,439 sf, representing approximately 40% of the total office strata lot area.
- Level 5 will be retained for large strata lots, subdivided into no more than two strata lots with a minimum size of 3,600 sf each.
- The remaining 3 floors on level 6, 7 and 8 will be strata-titled into no more than 12 strata lots per floor with a minimum size of 650 sf each.
- A voluntary cash contribution is offered to City's Affordable Housing Reserve in the amount of \$80,000 to off-set redesign cost saving.

Your kind consideration on the above is appreciated.

Yours Sincerely,



Danny Leung

Encl.

FIFTH FLOOR

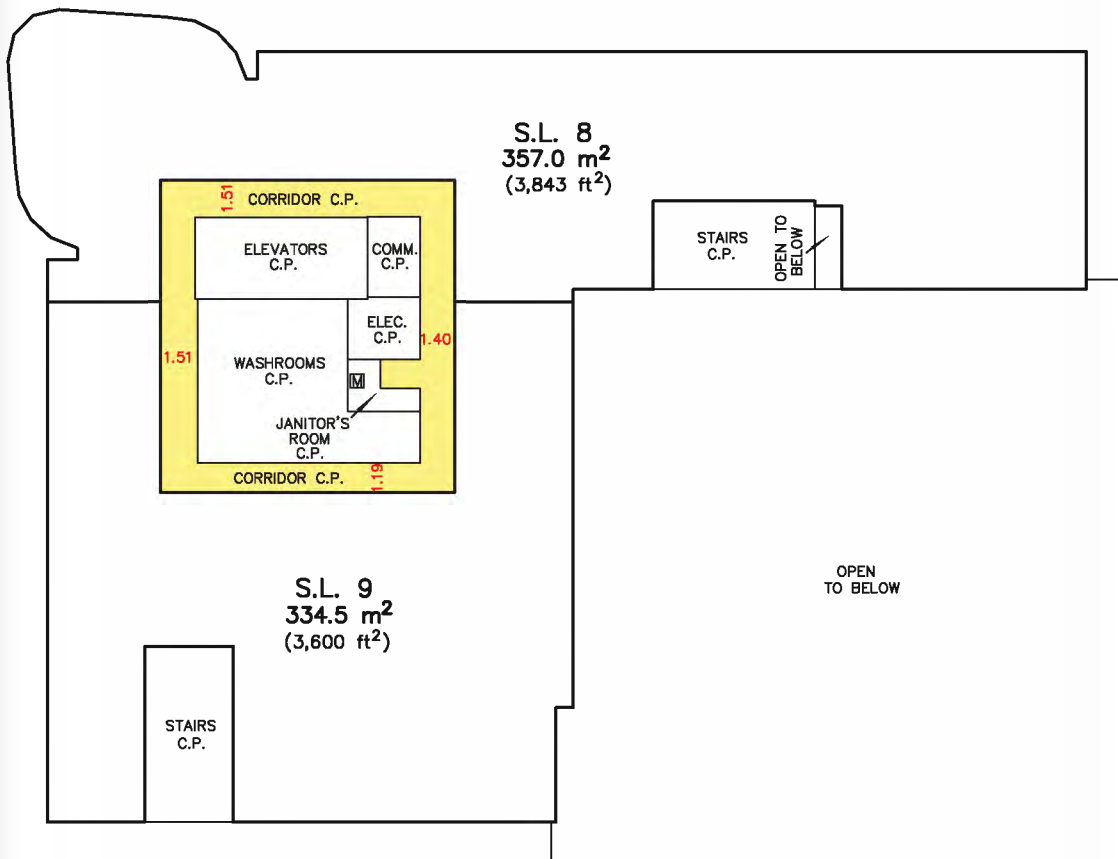
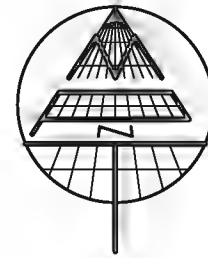
SHEET 7 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS

Attachment 2



TOTAL PROPOSED STRATA LOT AREA= 691.5 m²
(7,443 ft²)

TOTAL PROPOSED CORRIDOR AREA= 63.2 m²
(680 ft²)

© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA-V9.DWG

NOTE:

AREAS ARE APPROXIMATE ONLY.

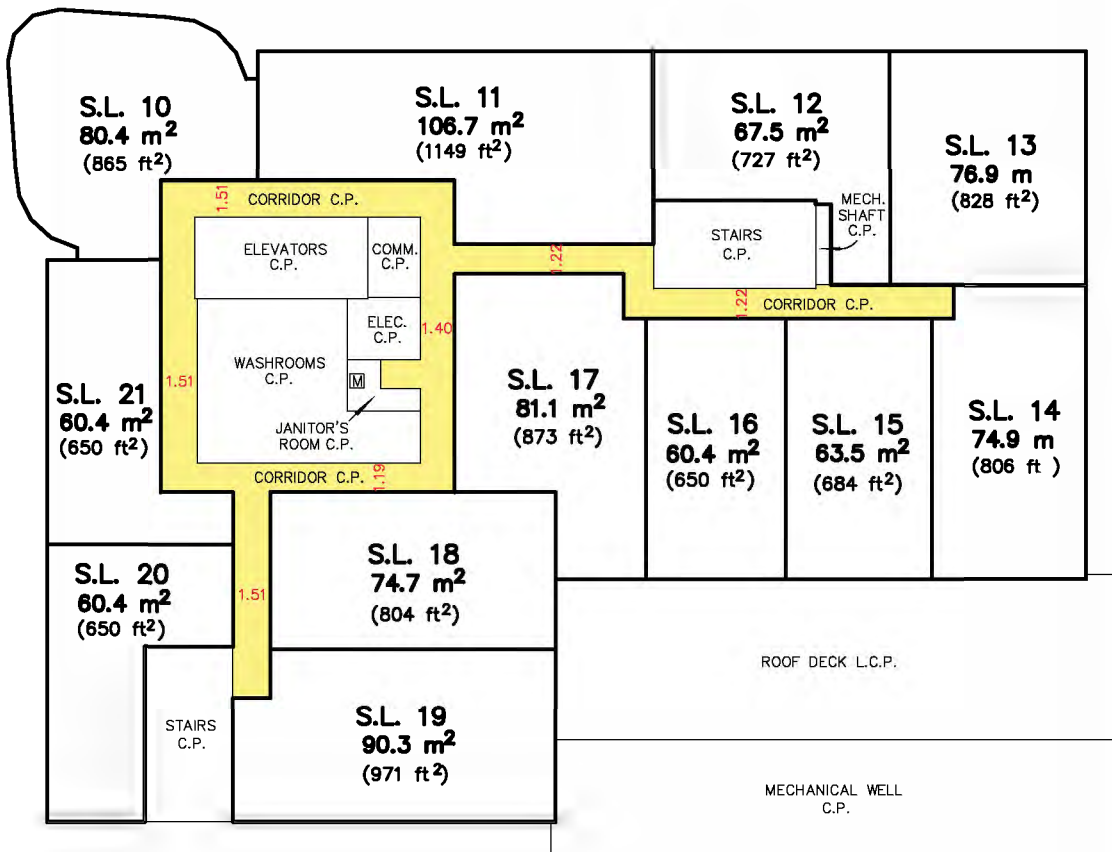
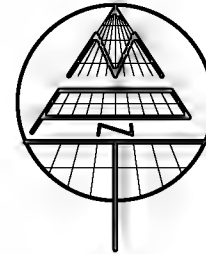
SIXTH FLOOR

SHEET 8 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS



TOTAL PROPOSED STRATA LOT AREA= 897.2 m²
(9,657 ft²)

TOTAL PROPOSED CORRIDOR AREA= 103.8 m²
(1,117 ft²)

© COPYRIGHT

MATSON PECK & TOPLISS
SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY
RICHMOND, B.C., V7A 5H7
PH: 604-270-9331
FAX: 604-270-4137
CADFILE: 17551-PRO-STRATA-V8.DWG

NOTE:

AREAS ARE APPROXIMATE ONLY.

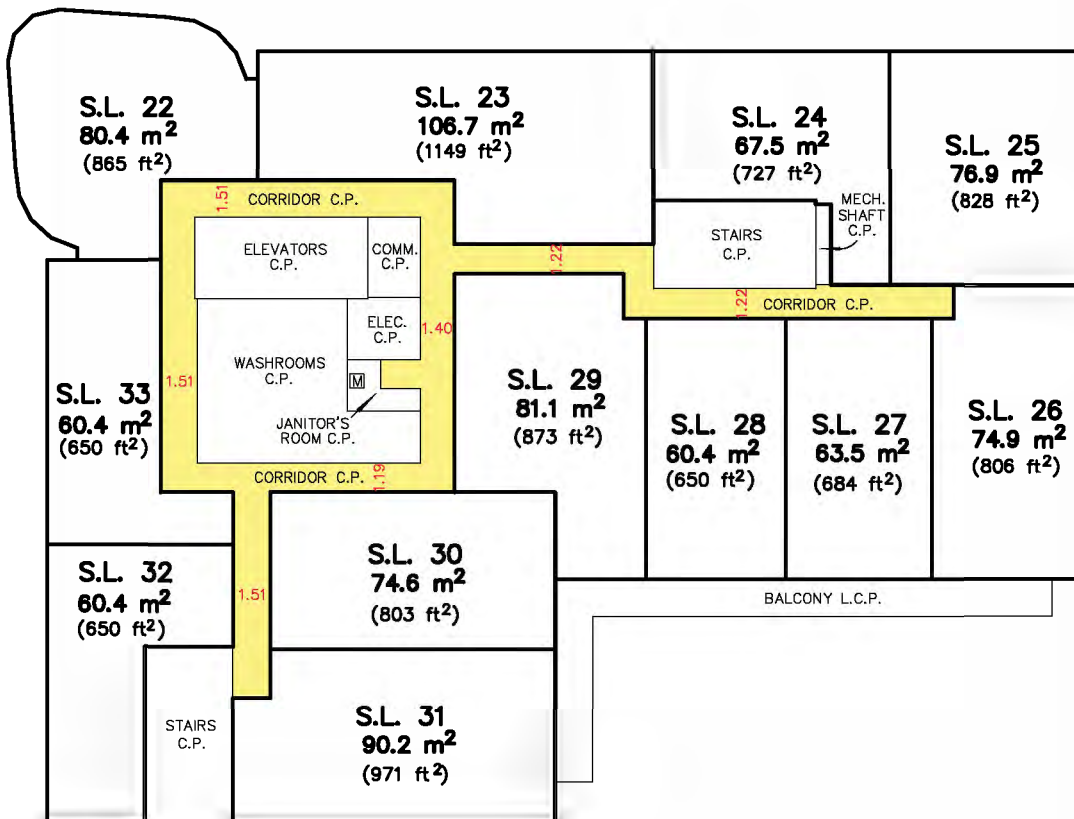
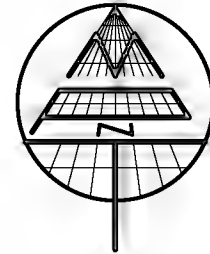
SEVENTH FLOOR

SHEET 9 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS



TOTAL PROPOSED STRATA LOT AREA=897.0 m²
(9,655 ft²)

TOTAL PROPOSED CORRIDOR AREA=103.8 m²
(1,117 ft²)

© COPYRIGHT

MATSON PECK & TOPLISS
SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY
RICHMOND, B.C., V7A 5H7
PH: 604-270-9331
FAX: 604-270-4137
CADFILE: 17551-PRO-STRATA-V8.DWG

NOTE:

AREAS ARE APPROXIMATE ONLY.

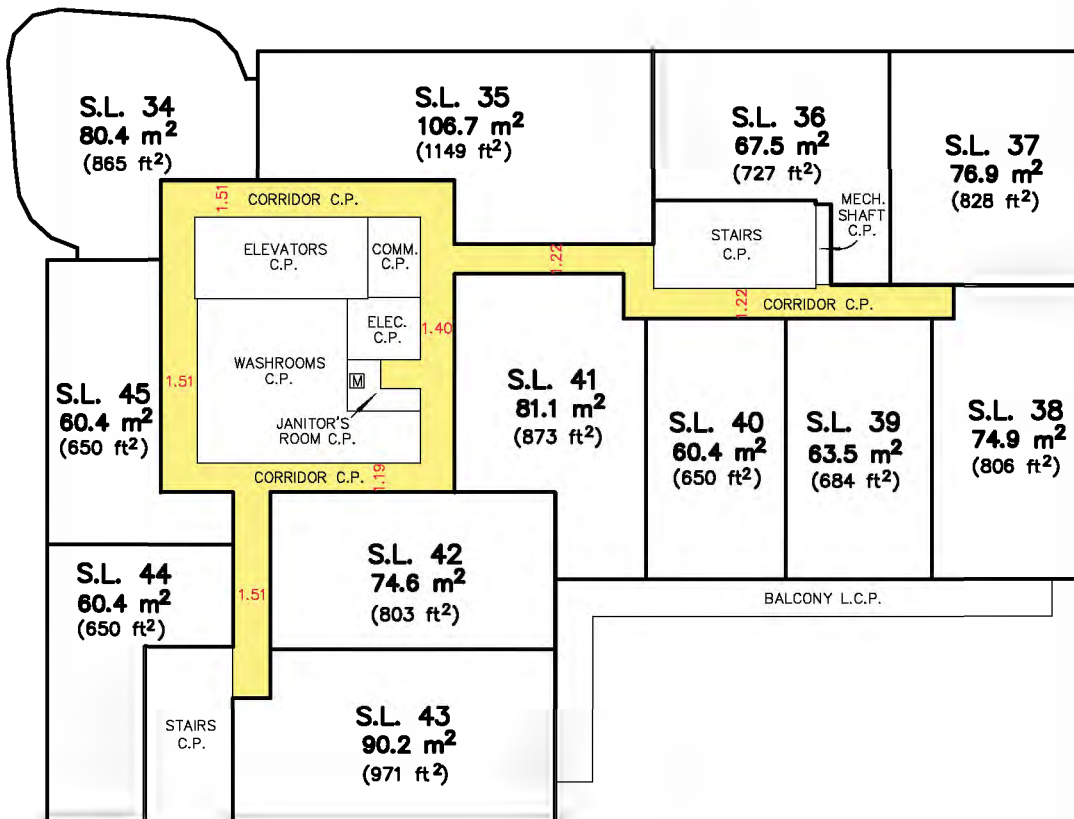
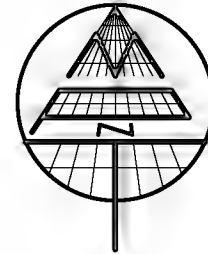
EIGHTH FLOOR

SHEET 10 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS



TOTAL PROPOSED STRATA LOT AREA=897.0 m²
(9,655 ft²)

TOTAL PROPOSED CORRIDOR AREA=103.8 m²
(1,117 ft²)

© COPYRIGHT

MATSON PECK & TOPLISS
SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY
RICHMOND, B.C., V7A 5H7
PH: 604-270-9331
FAX: 604-270-4137
CADFILE: 17551-PRO-STRATA-V8.DWG

NOTE:

AREAS ARE APPROXIMATE ONLY.

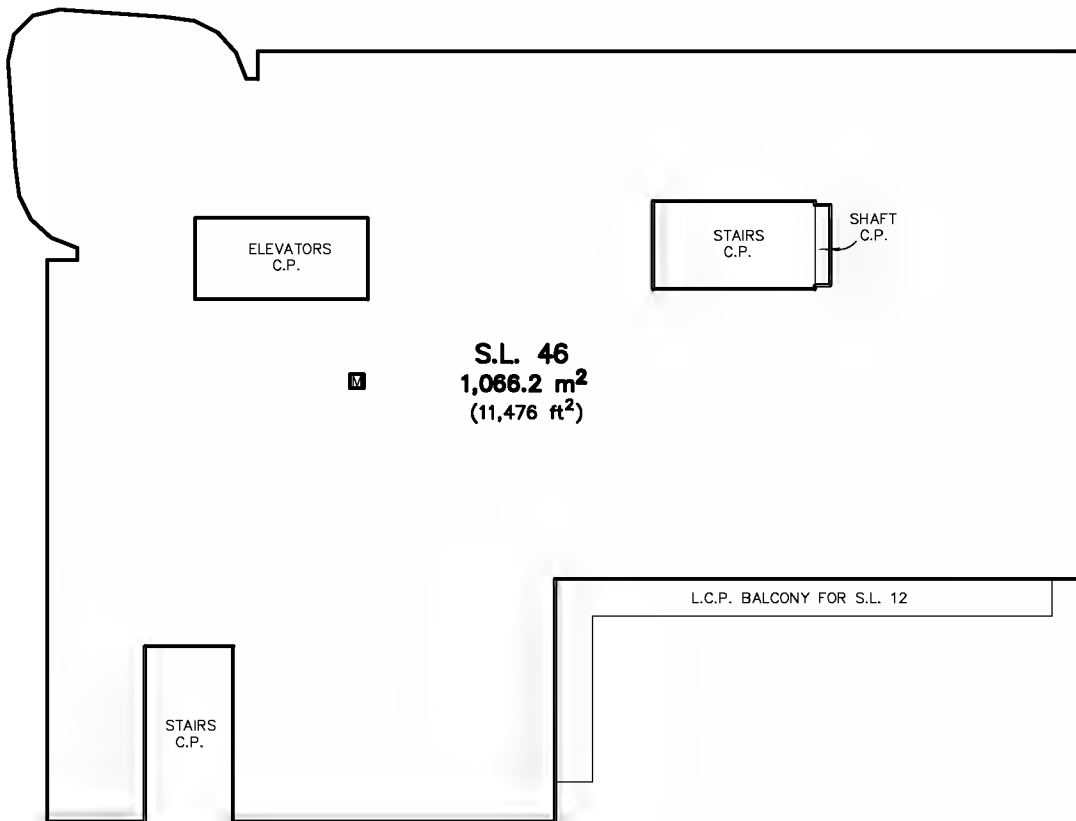
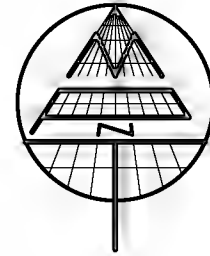
NINETH FLOOR

SHEET 11 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS
SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY
RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA-V8.DWG

R-22-17551-PRO-STRATA

CNCL - 154

APRIL 12, 2022

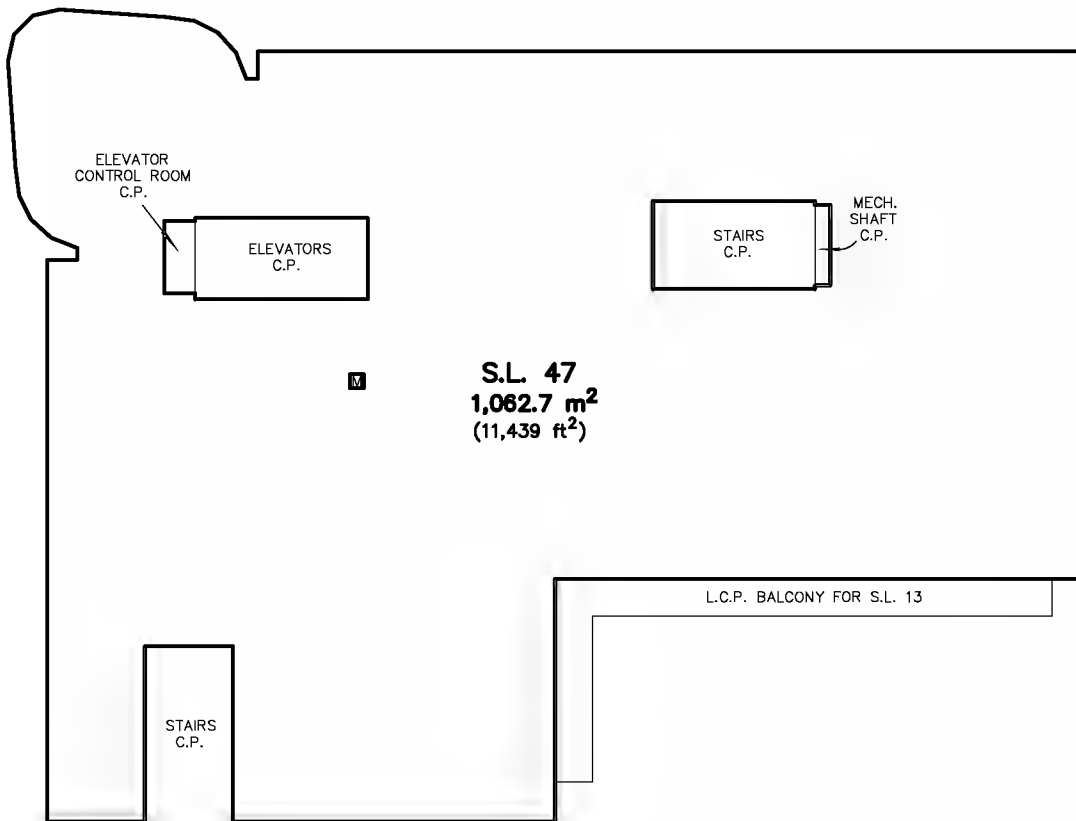
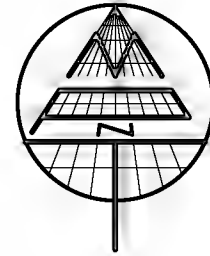
TENTH FLOOR

SHEET 12 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS



© COPYRIGHT

MATSON PECK & TOPLISS
SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA-V8.DWG

R-22-17551-PRO-STRATA

CNCL - 155

APRIL 12, 2022



City of Richmond

Report to Committee

To: Planning Committee
From: Wayne Craig
Director, Development

Date: March 16, 2022
File: RZ 14-672055

Re: Request to Revise Rezoning Considerations for the Application by Bene (No. 3) Road Development Ltd. for Rezoning of the Property at 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" Zone to a New "High Rise Office Commercial (ZC44) – Aberdeen Village" Zone

Staff Recommendation

That the request to revise the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the creation of a new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone and for the rezoning of 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" zone to the new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone, to remove the rezoning consideration limiting the subdivision of office space, be denied.

Wayne Craig
Director, Development
(604-247-4625)

WC/SB:js
Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Policy Planning	<input checked="" type="checkbox"/>	

Staff Report

Origin

Bene (No. 3) Road Development Ltd. has requested a revision to the rezoning considerations associated with the rezoning of 4700 No. 3 Road from the “Auto-oriented Commercial (CA)” zone to a new site-specific zone, “High Rise Office Commercial (ZC44) – Aberdeen Village”. The rezoning is to facilitate development of a 10-storey commercial and office mixed use building on a property in the Aberdeen Village of the City Centre Area Plan (CCAP). The rezoning included the provision of additional density in exchange for ensuring the development would provide large floorplate leasable office space. The rezoning considerations include registration of a legal agreement limiting subdivision (including stratification and/or air space parcels) of the office floor area within the proposed building to not more than one strata lot or one air space parcel per storey.

The applicant is requesting the rezoning consideration limiting subdivision be removed to allow office floor area to be subdivided. If this restriction is removed, the applicant would be permitted to subdivide the office space into distinct legal lots of any area (strata lot or air space parcel) without any City input. Effectively, the applicant is requesting the ability to keep the additional density granted without having to fulfill the primary condition (i.e. creation of large floorplate leasable office space) that was secured in exchange for the increase in density.

Findings of Fact

Background

On December 11, 2017, Council granted First Reading to Official Community Plan (OCP) Bylaw 7100, Amendment Bylaw 9215, and Richmond Zoning Bylaw 8500, Amendment Bylaw 9216 associated with the subject rezoning application. The purpose of the OCP and Zoning Amendment Bylaw is to increase the Village Centre Bonus (VCB) permitted density bonus allowed on the subject site to facilitate the creation of large floorplate leasable office space. The bylaws were granted Second and Third Reading at the Public Hearing on January 22, 2018. The original Report to Council, dated November 20, 2017, is provided (Attachment AA – Attachment A).

The applicant was required to enter into a legal agreement prohibiting any form of subdivision (including stratification and/or air space parcels) of office space within the proposed building as a consideration of rezoning in exchange for the additional density granted through the VCB increase. Maintaining the office floor area as a single real estate entity was secured to facilitate large floorplate leasable office space in close proximity to transit and amenities. Leasable office space is well-suited to the needs of both large and small businesses as the space is easily adjusted to suit tenant needs and is thus attractive to firms looking to minimize capital investment and accommodate future growth. Firms in key City economic sectors such as Information Technology, Clean Tech and Digital Creatives are examples of industries that seek leasable office space in close proximity to transit. Providing large floorplate leasable office space in the City Centre can help to ensure a diversified and resilient local economy by facilitating the attraction, retention and expansion of a wide range of businesses with varying space needs.

On June 17, 2019, Council adopted OCP Bylaw 7100, Amendment Bylaw 10034, which amended the VCB provisions in the City Centre Area Plan. This policy requires that subdivision of office use within the VCB area be limited to one strata lot or one air space parcel per storey or a minimum floor area of 1,858 m² (20,000 ft²) where the VCB is increased beyond the 1.0 floor area ratio (FAR) allowed or when the VCB is added to a site that does not currently have this designation. This restriction is applied on sites that benefit from the provision of additional density as a way of encouraging the creation of large floorplate leasable office space close to transit and city centre amenities.

In light of adoption of the above referenced OCP Bylaw (Bylaw 10034), the applicant requested that the original rezoning consideration be amended to be consistent with the newly adopted OCP Policy. On July 22, 2019, Council approved the revision of the rezoning consideration from prohibiting any form of subdivision (stratification and/or air space parcels) of office space within the proposed building to limiting the subdivision of the office space to no more than one strata lot or one air space parcel per storey. The Report to Council regarding the revision request, dated June 24, 2019, is provided (Attachment AA).

The Development Permit application (DP 16-754766) associated with the rezoning application was endorsed by Development Permit Panel on January 29, 2020.

The applicant is now requesting a further revision to the rezoning considerations to allow any form of subdivision of the proposed office space within the proposed building (Attachment BB). No modifications are proposed to the development design as a result of the request.

Recently, on January 24, 2022, Council reaffirmed the existing OCP Policy limiting the subdivision of office space in situations where additional density is provided as part of the consideration of the report titled “Referral Response: Review of Office Stratification Regulations” and dated December 18, 2021. The Report indicated that within the City Centre, office space in close proximity to the Canada Line provides attractive and viable opportunities for leased office space. Council endorsed the staff recommendations that no further restrictions on the stratification and airspace subdivision of office space be considered at this time and that staff continue to monitor the effectiveness of the existing incentive based Office Stratification Policy and report back in two years. The applicant’s request is in direct contradiction to the incentive based policy for achieving leasable office space in exchange for additional density.

Related Policies & Studies

Official Community Plan/City Centre Area Plan

The CCAP includes an incentive based density bonus approach to encourage the creation of large floorplate leasable office space close to transit and city centre amenities by limiting subdivision of all office use to one strata lot or one air space parcel per storey or a minimum floor area of 1,858 m² (20,000 ft²) where the VCB is increased beyond 1.0 FAR or when the VCB is added to a site that does not currently have this designation.

The request to remove office space subdivision limitations while maintaining the additional density granted through the rezoning application is inconsistent with the CCAP as the proposed development involves increasing the VCB from 1.0 FAR to 1.5 FAR.

Should the applicant wish to pursue the development without the limitations on subdivision of the office space they should remove the additional density permitted by the additional 0.5 FAR density bonus (1,041 m² [11,205 ft²]) to comply with the requirements of the CCAP.

Analysis

As noted in the original Staff Report (Attachment AA – Attachment A), the CCAP amendment and rezoning propose a total density of 3.5 FAR, including a VCB of 1.5 FAR limited to office floor area only. The development proposal includes total floor area of approximately 7,285 m² (78,416 ft²) comprised of commercial space on the bottom two floors and 5,897.4 m² (63,478.5 ft²) office space on the top six floors. The upper floor plate sizes are approximately 799 m² (8,600 ft²) on the 5th floor, and 1,002 m² (10,791 ft²) on the 6th to 10th floors.

Applicant Requested Change

The applicant submitted a letter, dated August 18, 2021 (Attachment BB) requesting the removal of the rezoning consideration limiting subdivision of office space (item #7 of the rezoning considerations).

The applicant advises that in the midst of the Covid-19 pandemic, they have not been able to secure sales for the current floor size office units and construction costs have further increased.

The applicant also advises that in response to market demand for smaller office units, the rezoning consideration change is requested to provide smaller office units and conceptual draft strata subdivision sketches (Attachment CC) have been provided. The proposed office space is located on the 5th to 10th floor levels and the applicant proposes to create office space strata lots with approximate sizes of between 58.1 m² (625 ft²) and 173.6 m² (1,869 ft²).

Next Steps

In response to the applicant request, staff provide the following three options for Council consideration:

1. That the applicant's request to amend the rezoning considerations be denied (recommended). This option is consistent with the OCP incentive based policy to secure large floorplate leasable office space close to rapid transit and city centre amenities when additional density is granted. The applicant would be required to satisfy the rezoning considerations prior to final adoption of the rezoning bylaw.
2. Remove the additional 0.5 FAR density bonus from the project. Without the provision of bonus density, there is no policy basis to limit subdivision of the office floor area. This option is consistent with the CCAP. The proposed zoning and OCP bylaws, rezoning considerations and proposed Development Permit would need to be amended accordingly. A new Public Hearing would be required on the revised rezoning bylaw and the Development Permit would need to be revised and represented to the Development Permit Panel for their consideration.

3. Amend the rezoning considerations to remove the limitation on the subdivision of office space while maintaining the currently proposed density. This option is not recommended as it is inconsistent with the CCAP. Proceeding in this fashion will undermine the current incentive based office stratification policy and likely generate similar requests from other developments that are proceeding in accordance with the policy. There are currently two other rezoning applications in the City Centre (RZ 18-807640 and RZ 18-821103) that could seek similar amendments to their rezoning considerations should the applicant's request be approved. In order to proceed in accordance with this option, Council must provide direction to staff direction to amend the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9216 by removing the rezoning consideration limiting subdivision of office space within the building (item #7 of the rezoning considerations). An additional Public Hearing would not be required, as this option would not change land use or density. The applicant would be required to satisfy the revised rezoning considerations prior to final adoption of the rezoning bylaw.

Conclusion

Bene (No. 3) Road Development Ltd. has requested to revise the rezoning considerations associated with the application to rezone the property at 4700 No. 3 Road from the "Auto-oriented Commercial (CA)" zone to a new site-specific zone, "High Rise Office Commercial (ZC44) – Aberdeen Village", in order to remove limitations on the subdivision (including stratification and/or air space parcels) of office floor area, and proceed with the development of a high-density, mixed commercial and office use building in City Centre's Aberdeen Village.

Council granted Second and Third Reading to the Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, associated with the subject application, at the Public Hearing on January 22, 2018.

The rezoning consideration revision requested by the applicant is not consistent with OCP Policy, which requires that subdivision of office use within the VCB area be limited to one strata lot or one air space parcel per storey or a minimum floor area of 1,858 m² (20,000 ft²) where the VCB is increased beyond the 1.0 FAR allowed or when the VCB is added to a site that does not currently have this designation. On this basis, it is recommended that the applicant request to amend rezoning considerations be denied.



Sara Badyal
Planner 3
(604-276-4282)

SB:js

Attachments:

- Attachment AA: Report to Council dated June 24, 2019 (including Original Staff Report, dated November 20, 2017, Location Map, Aerial Photo)
- Attachment BB: Letter from Applicant dated August 18, 2021
- Attachment CC: Draft Strata Subdivision Sketches dated January 10, 2022



City of Richmond

Report to Committee

To: Planning Committee

Date: June 24, 2019


From: Wayne Craig
Director, Development

File: RZ 14-672055

Re: Revised Rezoning Considerations for the Application by Bene (No. 3) Road Development Ltd. for Rezoning of the Property at 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" Zone to a New "High Rise Office Commercial (ZC44) – Aberdeen Village" Zone

Staff Recommendation

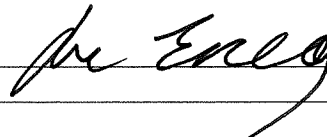
That the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the creation of a new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone and for the rezoning of 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" zone to the new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone, be revised to change the rezoning consideration from prohibiting subdivision (including stratification and/or air space parcels) of office space within the proposed building to limiting the subdivision of office space to no more than one strata lot or one air space parcel per storey.


Wayne Craig
Director, Development
(604-247-4625)

WC:sb
Att. 2

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER



Staff Report

Origin

Bene (No. 3) Road Development Ltd. has requested to revise the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the rezoning of 4700 No. 3 Road from “Auto-oriented Commercial (CA)” to a new site-specific zone, “High Rise Office Commercial (ZC44) – Aberdeen Village”. The rezoning is to facilitate development of a 10-storey commercial and office mixed use building on a property in the City Centre’s Aberdeen Village. The rezoning considerations include a restriction prohibiting subdivision (including stratification and/or air space parcels) of office floor area (single owner for office space). The applicant is requesting the rezoning consideration be revised to allow office floor area to be subdivided to no more than one strata lot or one air space parcel per storey.

On December 11, 2017, Council granted first reading to Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, to rezone the subject property to permit the development of a high-density, mixed commercial and office use building. Amendment Bylaw 9216 was subsequently granted Second and Third Reading at the Public Hearing on January 22, 2018. The original Report to Council, dated November 20, 2017, is provided (Attachment B). The Development Permit application (DP 16-754766) associated with the rezoning application is currently being reviewed by staff.

As a consideration of rezoning, the applicant was required to enter into a legal agreement prohibiting subdivision (including stratification and/or air space parcels) of the office space. However, the City Centre Area Plan was subsequently recently revised on June 17, 2019, allowing limited subdivision of office use within the higher density Village Centre Bonus area and construction costs have increased, resulting in the applicant requesting revised rezoning considerations to allow limited subdivision of the proposed office space. No modifications are proposed to the development design as a result of the request.

The applicant has requested that Council revise the original rezoning considerations prior to the rezoning application proceeding to final adoption. Due to the proposed changes being minor and not impacting land use or density, the revised proposal does not require a new Public Hearing.

Findings of Fact

Please refer to the original Staff Report dated November 20, 2017 (Attachment A) for detailed information regarding the rezoning application.

Analysis

Original Proposal

As noted in the original Staff Report (Attachment A), the City Centre Area Plan (CCAP) amendment and rezoning include a total density of 3.5 floor area ratio (FAR), including a Village Centre Bonus of 1.5 FAR limited to office floor area only. The development proposal includes total floor area of approximately 7,285.4 m² (78,415.5 ft²) comprised of approximately 1,387.7 m² (14,937 ft²) or 0.67 FAR of commercial space and 5,897.4 m² (63,478.5 ft²) or 2.83 FAR of office space. The office space is proposed over six storeys on the 5th to 10th floors, with floor plate sizes of approximately 799 m² (8,600 ft²) on the 5th floor, and 1,002 m² (10,791 ft²) on the 6th to 10th floors.

The original rezoning considerations included the requirement to enter into a legal agreement prohibiting subdivision of the office floor area (including stratification and/or air space parcels).

Proposed Changes

Subsequent to the Public Hearing for the subject rezoning application, the City Centre Area Plan was amended. On June 17, 2019, Council adopted Official Community Plan Bylaw 7100, Amendment Bylaw 10034, which amended the “Village Centre Bonus” definition, requiring that subdivision of all office use within the Village Centre Bonus (VCB) area be limited to one strata lot or one air space parcel per storey or a minimum floor area of 1,858 m² (20,000 ft²) where the VCB exceeds 1.0 FAR.

As the City Centre Area Plan has recently changed, and construction costs have increased significantly, the applicant has requested the rezoning considerations be amended to allow for limited subdivision of the proposed office floor area to one strata lot or one air space parcel per storey (Attachment B). A red-lined version of the proposed revised rezoning considerations is provided in Attachment C, which revises the office floor area subdivision prohibition requirement (item #7 of the rezoning considerations) to allow limited office floor area subdivision to no more than one strata lot or one air space parcel per storey, consistent with the City Centre Area Plan.

In order to move forward with the development, the applicant has requested to revise the rezoning considerations. An additional Public Hearing is not required, as the revised proposal does not impact land use or density and is relatively minor. No additional conditions from the previous rezoning considerations are proposed to change, other than that identified in this Report and the revised rezoning considerations provided in Attachment C.

Next Steps

Should Council wish to proceed with the revised rezoning considerations, the applicant would be required to satisfy the revised rezoning considerations prior to final adoption of the Rezoning Bylaw.

The Development Permit application (DP 16-754766) associated with the rezoning application is currently being reviewed by staff. A Staff Report will be forwarded to the Development Permit Panel in the future and public notification, consistent with City procedures, will be provided through the Development Permit process to notify surrounding residents of the Development Permit application.

Conclusion

Bene (No. 3) Road Development Ltd. has requested to revise the rezoning considerations associated with the application to rezone the property at 4700 No. 3 Road from “Auto-oriented Commercial (CA)” to a new site-specific zone, “High Rise Office Commercial (ZC44) – Aberdeen Village”, in order to allow limited subdivision (including stratification and/or air space parcels) of office floor area, and proceed with the development of a high-density, mixed commercial and office use building in City Centre’s Aberdeen Village.

Council granted Second and Third Reading to the Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, associated with the subject application, at the Public Hearing on January 22, 2018.

The revised rezoning considerations are consistent with recent amendments to the City Centre Area Plan to allow limited subdivision of all office use within the Village Centre Bonus (VCB) area.

On this basis, it is recommended the rezoning considerations be amended.



Sara Badyal, M. Arch, MCIP, RPP
Planner 2
(604-276-4282)

SB:blg

Attachment A: Original Report to Council dated November 20, 2017

Attachment B: Letter from Applicant dated July 3, 2019

Attachment C: Red-lined Version of the Revised Rezoning Considerations




Report to Committee
Planning and Development Division

To: Planning Committee **Date:** November 20, 2017
From: Wayne Craig **File:** RZ 14-672055
Director, Development
Re: **Application by Bene (No. 3) Road Development Ltd. for Rezoning of the Property at 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" Zone to a New "High Rise Office Commercial (ZC44) – Aberdeen Village" Zone**

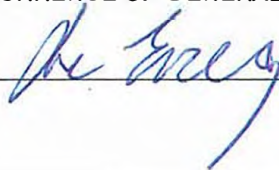
Staff Recommendation

1. That Official Community Plan Bylaw 7100, Amendment Bylaw 9215, to amend the Schedule 2.10 (City Centre Area Plan) by:
 - a) Amending the Overlay Boundary - Village Centre Bonus Map (2031) to allow for an additional 0.5 FAR Village Centre Bonus on the subject site; and
 - b) Amending the Aberdeen Village – Detailed Transect Descriptions to allow for an additional 0.5 FAR Village Centre Bonus on the subject site;be introduced and given first reading.
2. That Bylaw 9215, 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 Management Plans;is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the *Local Government Act*.
3. That Bylaw 9215, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation.

4. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the creation of a new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone and for the rezoning of 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" zone to the new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone, be introduced and given first reading.


Wayne Craig
Director, Development
(604-247-4625)

SB:blg
Att. 5

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	

Staff Report

Origin

Bene (No. 3) Road Development Ltd. has applied to the City of Richmond for permission to rezone 4700 No 3 Road from “Auto-oriented Commercial (CA)” to a new site-specific zone; “High Rise Office Commercial (ZC44) – Aberdeen Village” (Attachment 1), in order to permit the development of a high-density commercial and office use development on a property in the City Centre’s Aberdeen Village. Key components of the proposal (Attachment 2) include:

- A single 10-storey tower with two floors of commercial retail units, six floors of office space and four levels of parking.
- A total floor area of approximately 7,285.4 m² (78,415.5 ft²) comprised of approximately:
 - 1,387.7 m² (14,937 ft²) of commercial space.
 - 5,897.4 m² (63,478.5 ft²) of office space.
- LEED Silver equivalent building designed and constructed to connect to a future district energy utility (DEU) system.
- Replacement of the City’s Leslie sanitary sewer pump station located on the Leslie Road frontage, including required equipment inside the proposed building in a required Statutory Right-of-Way (SRW).

Associated Official Community Plan (OCP) bylaw amendments are proposed to facilitate inclusion of additional transit oriented office use on the subject site.

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.

Site and Surrounding Development

The subject site is located in Aberdeen Village (Attachment 4) at the corner of No. 3 Road and Leslie Road, and is comprised of a single lot.

The site is currently vacant and was previously occupied by a single-storey restaurant building surrounded by surface paving.

Surrounding development includes:

To the North: Across Leslie Road, an existing two-storey auto repair building.

To the South: An existing commercial development with one and two-storey buildings.

To the East: A surface parking area, and further east, an existing two storey commercial building.

To the West: Across No. 3 Road, an existing commercial development with one and two-storey buildings.

Related Policies & Studies

1. Official Community Plan/City Centre Area Plan

Official Community Plan: The Official Community Plan (OCP) designates the site as “Commercial”. The proposed OCP amendment and proposed rezoning are consistent with this designation.

City Centre Area Plan: The City Centre Area Plan (CCAP) Aberdeen Village Specific Land Use Map designates the site as “Urban Centre T5 (35 m)”. The proposed rezoning is generally consistent with this designation, except that OCP amendments are required to accommodate:

- The proposed 0.5 FAR additional Village Centre Bonus (VCB) which is not currently included in the plan.
- Utilization of the entire additional Village Centre Bonus for office use. A legal agreement will be secured through the rezoning to maximize flexibility through single ownership, prohibiting strata-titling of the office area.

The proposed OCP amendments are further discussed in the Analysis section of this report.

2. Other Policies, Strategies and Bylaws

Flood Protection Management 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 is required prior to final adoption of the rezoning bylaw.

Aircraft Noise Sensitive Development Policy: The proposed development is located in Area 1A (new aircraft noise sensitive land uses prohibited) on the Aircraft Noise Sensitive Development Map. The proposed rezoning and associated OCP amendment are consistent with this Policy. Registration of an aircraft noise covenant on title is required prior to rezoning adoption.

Ambient and Commercial Noise: The proposed development must address additional OCP Noise Management Policies, specifically ambient noise and commercial noise. Requirements include registration of a noise covenant on title before final adoption of the rezoning bylaw.

District Energy Utility Policy and Bylaws: The proposed development will be designed to utilize energy from a District Energy Utility (DEU) when a neighbourhood DEU is implemented. Connection to the future DEU system will be secured with a legal agreement registered on title prior to final adoption of the rezoning bylaw.

Consultation

1. OCP Amendment

General Public: Development Application signage has been installed on the subject site. Staff have not received any comments from the public in response to the sign. Should the Planning Committee endorse this application and Council grant first reading to the 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*.

External Agencies: Staff have reviewed the proposed OCP amendments with respect to the *Local Government Act* and the City's OCP Consultation Policy No. 5043 requirements. A referral was made to TransLink through the rezoning process. Since no residential use is included in the subject proposal, a referral was not made to the Richmond School Board in accordance with Council policy. Consultation with other stakeholders was deemed unnecessary. Consultation with external stakeholders is summarized below.

OCP Consultation Summary

Stakeholder	Referral Comment (No Referral necessary)
BC Land Reserve Co.	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
Richmond School Board	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only. As residential uses are not permitted, there will be no impacts on School Board operation.
The Board of the Greater Vancouver Regional District (GVRD)	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
The Councils of adjacent Municipalities	No referral necessary, as adjacent municipalities are not affected, and the proposed amendment refers to density bonusing for additional office use on the subject site only.
First Nations (e.g., Sto:lo, Tsawwassen, Musqueam)	No referral necessary; the proposed amendment refers to density bonusing for additional office use on the subject site only.
TransLink	The proposed amendment refers to density bonusing for additional office use on the subject site only; no transportation road network changes are proposed. The proposal was referred to TransLink through the associated rezoning application.
Port Authorities (Vancouver Port Authority and Steveston Harbour Authority)	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
Vancouver International Airport Authority (VIAA) (Federal Government Agency)	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
Richmond Coastal Health Authority	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
Community Groups and Neighbours	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
All relevant Federal and Provincial Government Agencies	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.

2. Rezoning

General Public: A rezoning application sign has been installed on the subject site. Staff have not received any comments from the public in response to the sign. Should the Planning Committee endorse this application and Council grant first reading to the 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*.

External Agencies: The rezoning application was referred to the following external agency.

- South Coast British Columbia Transportation Authority (TransLink): Staff referred the proposed OCP amendment and rezoning to TransLink due to proximity to the Canada Line guideway. Further, the property owner has entered into an agreement with TransLink for formal review through the Adjacent and Integrated Development (AID) program. TransLink has provided staff with preliminary comments regarding the development proposal, advising that TransLink is not opposed to an OCP amendment and rezoning staff report being advanced to Council for consideration. The proposal is not expected to impact transit operations, goods movement, the Major Road Network, or regional cycling facilities. At the AID consent level, TransLink staff have stated that they are not at the point in the review to provide final comment, but expect that the applicant will work cooperatively to address all concerns, as well as obtain TransLink consent prior to any site work or construction. Staff note that the proposed development meets the CCAP 6.0 m Canada Line setback requirement established with TransLink's input. Further, the rezoning considerations require the registration of a legal agreement restricting Building Permit issuance prior to final approval being received from TransLink.

Analysis

Staff have reviewed the proposed rezoning and proposed associated OCP (CCAP) amendments and find that they are generally consistent with City objectives including, but not limited to: public and private infrastructure, land use, density, height, siting conditions, and community amenities.

1. Proposed OCP and Zoning Bylaw Amendments

Proposed OCP (CCAP) Amendment

Land Use: The proposed office and commercial uses are permitted by the CCAP. The OCP (CCAP) amendments will allow additional transit-oriented office uses on the subject site.

Density: The proposed amendments are structured to permit an additional 0.5 FAR of office floor area as a component of the Village Centre Bonus (VCB) floor area (increasing the VCB from 1.0 FAR to 1.5 FAR for the subject site). This is intended to ensure that the site is developed primarily with transit oriented office use.

There is an increasing demand for office space around rapid transit stations as companies seek amenity rich locations that aid in their talent attraction and retention efforts. Large contiguous spaces are especially difficult to find in these locations. The office vacancy rate along the Canada Line is at a low critical level of 2.3% and no substantial large floor plate product has been added in all of Richmond, including in the City Centre, for nearly a decade.

The subject site benefits from bus service along it's No. 3 Road frontage and the site is within walking distance of the Aberdeen Canada Line station (within approximately 450 m).

The proposed OCP amendment would increase the existing Village Centre Bonus incentive to develop office uses on the subject site to respond to the demand for transit oriented office space. The proposal would also increase employment opportunities, enhance the City's fiscal sustainability by expanding and diversifying the tax base, while also expanding the range of services offered to the City's residents and businesses. Staff note that the applicant has agreed to maintain the office floor area under a single owner so that it can be easily converted to large tenant office space to accommodate a wider range of future potential office tenants. Registration of a legal agreement on title to prohibit subdivision of the office space on the upper floors of the building into either strata lots or air space parcels is a requirement of rezoning.

The proposed increase in density is for transit oriented office uses in a village centre, so would not impact the CCAP population target and would provide additional services for residents and additional employment opportunities in the City. The proposed office density increase would not generate the same demands on City utilities and City community amenities that additional residential floor area would (including park space, libraries, art facilities, emergency services, health care facilities, etc.).

On the basis of the benefits that additional transit oriented office uses provides to the City, staff support the proposed density increase for additional non-residential floor area. However, staff do not generally support density increases for additional residential floor area as the resulting additional population would strain access to City amenities and health services, and stress existing city and private infrastructure, including the transportation network. If the residential population increased within the City Centre, projections based on the existing CCAP framework would no longer be valid. Strategic plans, such as the City Centre Transportation Plan, the Parks and Open Space Plan and the City's Development Cost Charges program would require revision and expensive upgrades would be required.

Proposed Rezoning

The proposed rezoning is consistent with the Aberdeen Village Specific Land Use Map, Urban Centre T5 (35 m) transect (except for the additional office use as proposed in the applicant's requested OCP amendment). A new site-specific zone is proposed, "High Rise Office Commercial (ZC44) – Aberdeen Village". The proposed new ZC44 zone includes provisions regulating the permitted land uses, maximum floor area, density bonus for office floor area, maximum building height, siting parameters and parking. Rezoning considerations are provided (Attachment 5).

2. Community Amenities

The proposed rezoning includes the following contributions in support of City Centre densification and the associated increased demand for community amenities.

Community Amenity Space: The proposed rezoning is located in the “Village Centre Bonus (VCB)” area shown on the CCAP Aberdeen Village Specific Land Use Map. The applicant proposes to take advantage of the following available density bonus provisions:

- VCB density increase of 1.0 FAR with 5% of this area expected to be provided back to the City in the form of floor area for a community amenity (104 m^2 calculated using the proposed floor area $[1.0 \times 0.05 \times 2,082 \text{ m}^2]$).
- VCB additional density increase of 0.5 FAR with 10% of this area expected to be provided back to the City in the form of floor area for a community amenity (104 m^2 calculated using the proposed floor area $[0.05 \times 0.1 \times 2,082 \text{ m}^2]$).

Community Services staff have reviewed the property location, and limited amount of community amenity floor area that would be generated (208 m^2 or $2,241.6 \text{ ft}^2$) against neighbourhood needs and recommend that the City accept a cash-in-lieu contribution to the City Centre Facility Development Fund for the finished value of the space (\$1,456,392.94 calculated using the proposed floor area $[2,241.6 \text{ ft}^2 \times \$650 / \text{ft}^2]$). Should the contribution not be provided within one year of the application receiving third reading, the construction value multiplier ($\$650 / \text{ft}^2$) will be adjusted annually thereafter based on the Statistics Canada “Non-residential Building Construction Price Index” yearly quarter to quarter change for Vancouver, where the change is positive.

Community Planning: The proposed rezoning is subject to a community planning implementation contribution for future community planning, in accordance with the CCAP Implementation Strategy ($\$19,605.29$ calculated using the proposed floor area $[78,421.16 \text{ ft}^2 \times \$0.25 / \text{ft}^2]$).

Public Art: The proposed development is subject to the Richmond Public Art Policy. As the project is of a modest size and there are limited opportunities for locating Public Art on the site, the applicant is proposing to provide a voluntary contribution to the Public Art Reserve for City-wide projects on City lands. The contribution will be secured before rezoning adoption, based on the current contribution rate ($\$34,505.31$ calculated using the proposed floor area $[78,421.16 \text{ ft}^2 \times \$0.44 / \text{ft}^2]$).

3. Utility Infrastructure

City Utilities: The developer is required to enter into a Servicing Agreement for the design and construction of a variety of water, storm water drainage and sanitary sewer frontage works. Included are:

- Water main upgrade on Leslie Road frontage.
- Storm sewer upgrade on Leslie Road frontage.
- Sanitary sewer upgrade, pump station and force main replacement on Leslie Road frontage and east edge of site, including new equipment in a SRW inside the building, and force main in a SRW along the east edge of the site.
- Various frontage improvements including street lighting.

A more detailed description of infrastructure improvements is included in the Rezoning Considerations (Attachment 5).

Private Utilities: Undergrounding of private utility lines and location of private utility equipment on-site are required.

4. Transportation

Transportation Network: The CCAP encourages completion and enhancement of the City street network. The following frontage and intersection improvements are required.

- Leslie Road: Leslie Road will be widened to accommodate a left-turn lane. The back-of-curb cross-section will be improved to accommodate a grass boulevard with street trees and a sidewalk. A property dedication is required across the frontage and at the corner.
- Traffic Signals: The existing traffic signal at the No. 3 Road and Leslie Road intersection is required to be upgraded to accommodate the road widening.

A more detailed description of road improvements is included in the Rezoning Considerations (Attachment 5). Road enhancements along Leslie Road will be eligible for DCC credits. Road dedication and all other works will be the sole responsibility of the developer and are not eligible for DCC credits.

Site Access On-site: Vehicular access will be provided via a single driveway connecting to Leslie Road. Truck access and loading will be provided, and will be the subject of further review during the Development Permit review process.

Vehicle Parking On-site: Transportation Department staff support the parking proposal.

The proposed parking rate is consistent with the parking provisions of the Richmond Zoning Bylaw (City Centre Zone 1).

In accordance with the Zoning Bylaw 8500, the parking proposal includes a 10 percent reduction with the provision of the following Transportation Demand Management (TDM) measures as requirements of rezoning:

- Voluntary contribution of \$50,000 towards the provision of two transit shelters at existing bus stops nearby along No. 3 Road.
- Provision of two electric vehicle (EV) quick-charge (240V) charging stations on-site for the use of units and visitors. The charging stations should be located to provide for convenient use by vehicles parked in any of four parking spaces. The provision of the charging stations for the shared use of units and visitors will be secured with a legal agreement registered on title prior to final adoption of the rezoning bylaw.

The proposed new ZC44 site specific zone has been drafted to allow for the provision of a maximum of sixteen tandem parking spaces located in the upper parking levels (third and fourth floor) for employee parking only and each pair of the tandem parking spaces are to be assigned to a single tenant/unit. The eight parking spaces that do not have direct access to a drive aisle represent 7.6% of the total 106 proposed parking spaces. The tandem parking would be for office space under single ownership, which is characterized with regular office hours and parking use that the applicant believes will work for tandem parking. As the office space will be required to remain under single ownership, property management will manage the tandem parking.

Similarly, the provision of some tandem parking spaces restricted to employee use only was also approved for the stratified Aberdeen expansion for retail and office space (DP 09-494545) and staff are not aware of any issues with the arrangement. The detailed parking design will be the subject of further review during the Development Permit review process.

Truck Loading On-site: The Richmond Zoning Bylaw requires two medium size loading spaces and one large size loading space for the proposed development. The applicant is proposing to provide two medium size loading spaces. The provision of loading spaces for the shared use of all units will be secured with a legal agreement registered on title prior to final adoption of the rezoning bylaw. Transportation Department staff support the variance request to not provide one large truck loading space, as the proposed retail and office uses would not typically involve deliveries with large semi-trailers. The variance request will be the subject of further review during the Development Permit review process.

Bicycle Parking On-site: The proposed bicycle parking rates are consistent with the parking provisions of the Richmond Zoning Bylaw. The detailed design of secure class 1 storage and short-term class 2 bicycle racks will be the subject of further review during the Development Permit review process. Provision of class 1 bicycle storage for the shared use of all units will be secured with a legal agreement registered on title prior to final adoption of the rezoning bylaw.

5. Development Concept Review

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 applicable to the development concept at the rezoning stage are reviewed below.

Massing Strategy: The massing of the proposed development is generally consistent with the urban design objectives of the CCAP and is arranged to address the site's configuration, specific constraints (proximity to the Canada Line and requirement for the City sanitary pump station replacement), urban design opportunities (corner location) and combination of uses (commercial and office). There is one full height main tower element and a lower height podium element.

Adjacencies: The relationship of the proposed development to adjacent public and private properties is assessed with the intent that negative impacts are reduced and positive ones enhanced. The proposed development is surrounded on two sides by No. 3 Road and Leslie Road, which mitigates potential impacts on both the surrounding public realm and surrounding private development. On the other two sides, the subject site abuts an adjacent commercial site and the applicant has provided conceptual drawings demonstrating its potential for future redevelopment.

Living Landscape: The CCAP looks to development to support ecological function in City Centre through the creation of an interconnected landscape system. Further review of the landscape design will occur through the Development Permit and Servicing Agreement processes and is anticipated to contribute to the ecological network, including:

- Retention of existing street trees on the No. 3 Road frontage.
- Provision of street trees on the Leslie Road frontage.
- Provision of landscaped roof area.

There are no on-site trees. On the advice of Parks Department staff, the two existing street trees in the Leslie Road frontage will be removed. A contribution of \$2,600 (2 trees x \$1,300) to the Tree Compensation Fund is required before rezoning adoption. Tree protection is required for the three existing street trees in the No. 3 Road frontage. Confirmation of a contract with an arborist and installation of tree protection fencing are required before rezoning adoption.

Greening of the Built Environment: The proposed development will be designed to achieve a sustainability level equivalent to the Canada Green Building Council LEED Silver certification.

Development Permit: Through the Development Permit Application process, the form and character of the proposed development is assessed against the expectations of the Development Permit Guidelines, City bylaws and policies. The detailed building and landscape design will be the subject of further review during the Development Permit review process, including the following features.

- Form and Character: The design will be further detailed to provide massing, height and façade expression, and active street frontages.
- Parking and Loading: A draft functional plan, showing truck manoeuvring, has been provided and will be further developed within the Development Permit process.
- Waste Management: A draft waste management plan has been submitted and will be further developed within the Development Permit process.
- Rooftop Equipment: Rooftop mechanical equipment and building mounted telecom equipment can be unsightly when viewed from the ground and from surrounding buildings. To prevent diminishment of both the architectural character and the skyline, a more detailed design strategy for rooftop equipment/enclosures is required will be reviewed within the Development Permit process.
- Crime Prevention through Environmental Design (CPTED): The City has adopted policies intended to minimize opportunities for crime and promote a sense of security. A CPTED checklist and plans demonstrating natural access, natural surveillance, defensible space and maintenance measures will be reviewed within the Development Permit process.
- Accessibility: The proposed development will be required to provide good site and building accessibility. Design implementation will be reviewed within the Development Permit and Building Permit processes.
- Sustainability: Integration of sustainability features into the site, building, and landscape design will be reviewed within the Development Permit process.

Financial Impact or Economic Impact

As a result of the proposed development, the City will take ownership of developer-contributed assets such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals. The anticipated Operating Budget Impact (OBI) for the ongoing maintenance of these assets is estimated to be \$6,000, this will be considered as part of the 2018 Operating Budget.

Conclusion

The application by Bene (No. 3) Road Development Ltd. to amend the OCP and to rezone the property at 4700 No. 3 Road in order to develop a high-density, mixed commercial and office building is consistent with City objectives as set out in the OCP, CCAP and other City policies, strategies and bylaws. The proposed office use will contribute towards addressing the need for transit-oriented office space in the City Centre. The proposed commercial uses will activate both street frontages and both uses will support future development in Aberdeen Village. The built form will provide a strong identity for the site's corner location, and public realm enhancements will improve the pedestrian experience at this high traffic location. Engineering and transportation improvements, along with voluntary contributions for Public Art, community planning, bus shelters and cash-in-lieu density bonusing, will help to address a variety of community development needs.

On this basis, it is recommended that Official Community Plan Bylaw 7100, Amendment Bylaw 9215 and Zoning Bylaw 8500, Amendment Bylaw 9216, be introduced and given first reading.



Sara Badyal
Planner 2
(604-276-4282)

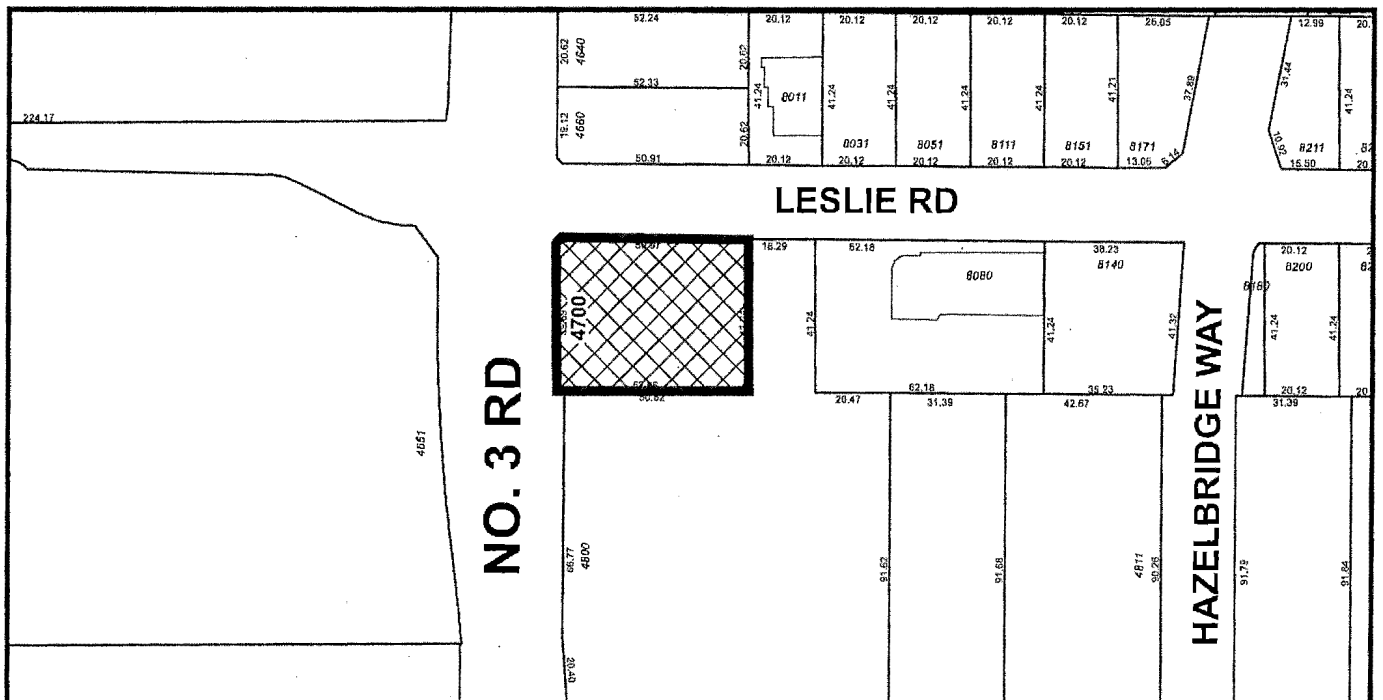
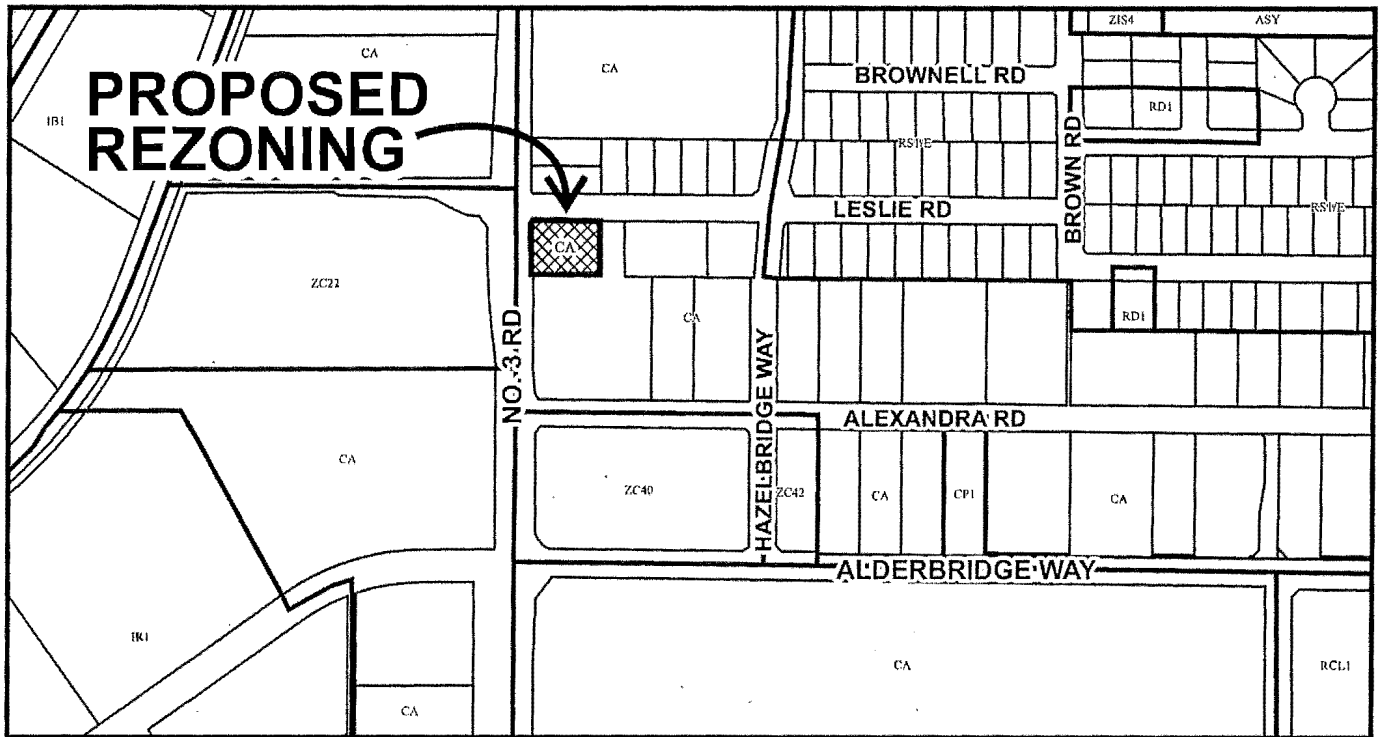
SB:blg

Attachments:

- Attachment 1: Rezoning Location Map and Aerial Photograph
- Attachment 2: Rezoning Proposal Conceptual Plans
- Attachment 3: Development Application Data
- Attachment 4: City Centre Aberdeen Village Specific Land Use Map
- Attachment 5: Rezoning Considerations



City of
Richmond



RZ 14-672055

Original Date: 09/15/14

Revision Date: 11/20/17

Note: Dimensions are in METRES



City of
Richmond



RZ 14-672055

Original Date: 09/17/14

Revision Date:

Note: Dimensions are in METRES



Development Application (RZ)
Data Summary

RZ 14-672055	
Address:	4700 No. 3 Road
Applicant:	Bene (No. 3) Road Development Ltd.
Planning Area(s):	City Centre Area Plan – Aberdeen Village – Urban Centre T5 (35m) – VCB Overlay – DPG Sub-Area A.4
Other Areas(s):	Aircraft Noise Sensitive Use Area 1A – Flood Construction Level Area A

	Existing	Proposed
OCP Designation:	Commercial	Complies
Land Uses:	Vacant	Office/Retail Mixed Use
Zoning:	Auto-Oriented Commercial (CA)	High Rise Office Commercial (ZC44) – Aberdeen Village
Site Area (before and after dedications):	2,167.2 m ²	2,081.6 m ²
Net Development Site Area (for floor area calculation):	N/A	2,081.6 m ²
Number of Residential Units:	0	0

	Bylaw Requirement	Proposed	Variance
Base FAR (Max.):	2.0	2.0	
Village Centre Bonus (VCB) (Max.):	1.5	1.5	
Total FAR (Max.):	3.5	3.5	
Commercial FAR (Max.):	2.0	0.67	
Office FAR (Max.):	3.5	2.83	
Commercial (Max.):	4,163.2 m ²	1,388 m ²	
Office (Max.):	7,285.6 m ²	5,897.4 m ²	
Floor Area (Max.):	7,285.6 m ²	7,285.4 m ²	
Lot Coverage (Max.):	90 %	57 %	
Setback – No. 3 Road (Min.):	6 m	3.3 m	
Setback – Leslie Road (Min.):	3 m	3 m	
Setback – Interior Side Yard (Min.):	0 m	0 m	
Setback – Rear Yard (Min.):	0 m	3 m	
Height Dimensional (Max.):	35 m	35 m	
Height Accessory (Max.):	5 m	N/A	
Subdivision/Lot Size (Min.):	2,000 m ²	2,081.5 m ²	
Off-street Parking – City Centre Zone 1 (Min.):	101	106	See note 1

	Bylaw Requirement	Proposed	Variance
TDM Reduction (Max.):	10%	10%	
Tandem Parking Spaces (Max.):	None permitted	16	16 tandem parking spaces
Class 1 Bicycle Parking (Min.):	19	19	
Class 2 Bicycle Parking (Min.):	28	28	
Loading Space – Medium (Min.):	2	2	
Loading Space – Large (Min.):	1	0	No WB-17 loading space

General Note: All figures are based on the preliminary site survey site area and are subject to change with final survey dimensions. Further, the proposed development figures above have been modified to reflect the preliminary site survey site area and may differ slightly from the figures provided on the conceptual architectural drawings.

Note 1: Parking figures are based on the calculation methodology provided in the Transportation Study. Where base information changes (e.g. floor areas), final parking requirements will be determined using the same methodology at the time of Development Permit approval.

July 3, 2019

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

Attn: Ms. Sara Badyal

Re: 4700 No.3 Road Strata Proposal Rationale Request

Dear Sara,

We request that the Mayor and City Councillors to revise the rezoning considerations for our project at 4700 No. 3 Road to allow the proposed six floors of office space to be subdivided by floor into six floor-size office spaces.

The City of Richmond and its region have been growing tremendously over the past decade. Such growth also led to a rapid increase in construction costs. According to the budget received from Graham construction, the construction cost for the proposed building has increased by 40% from 2014 proforma estimates, which represents a \$9M cost increase. The current estimate of the construction cost has yet to include off-site work.

Cost added by Translink required a \$1.2M letter of credit, which has been provided to Translink. That is for the costs for service agreements and monitoring during the preload and construction stages, which may take 36 months to complete.

Per our rezoning requirement, Developer is required to obtain approval from the Engineering Department before preload. The City's engineers ensured the sewage pipes and storm sewer would not have an impact on the future pump station and the neighbors, which has been approved. However, the cost of these works has incurred up-to-date, before preload, an additional of \$750,000.00 (no DCC recoverable).

The new pump station that city required inside the future building is underway. Our architect and the pump station consultants has worked studiously to provide additional space required for the generator in order to have the generator located separately from the pump station.

Due to the fact that we are facing dramatic changes in the market, we would like to emphasize that it is extremely difficult, if not infeasible, to market an office building under one strata title without the flexibility of subdividing the office space into several strata lots.

Both CBRE and Colliers commercial realtors advise that Richmond is traditionally an office market where tenants want to inspect completed buildings before executing leases and both recommend that the proposed building be subdivided on a floor by floor basis.

When we submitted the rezoning application in 2014, the owner of the property had the building very close to being able to be fully leased. However, the length of time required in the application process resulted in those prospective tenants making other arrangements. Although no pre-construction office leases have been secured, we have received interest from purchasers for office space. There are currently two Richmond companies who would like to purchase a floor each in the building to own their own office space.

The City Centre Area Plan has recently changed, restricting subdivision of office space in higher density village centre bonus area. In compliance with the revised City Centre Area Plan, this recent change provides an opportunity for the proposed office space in this project to be subdivided on a floor by floor basis into six floor-size office spaces.

Based on the challenges we anticipate and are facing, we sincerely and gratefully hope that the city will allow the rezoning considerations to be amended to allow the office space to be subdivided into six separate floor sized strata lots.

Yours Sincerely,



Danny Leung



Address: 4700 No. 3 Road

File No.: RZ 14-672055

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, the developer is required to complete the following:

1. Final Adoption of OCP Amendment Bylaw 9215.
2. Road dedication of 1.5 m along the entire Leslie Road frontage and 4 m x 4 m corner cut measured from the new property lines.
3. Granting of an approximately 114 m² (1,227 ft²) statutory right-of-way (SRW) public-rights-of-passage (PROP) and utilities for the purposes of a sanitary pump station, including equipment, underground structures and pipes, and required clearances, access and working areas (see Appendix A). The right-of-way (ROW) for the pump station equipment and underground structures and pipes shall be minimum 15.8 m long, measured from the new north property line and 8.0 m wide, less a 7.4 m by 2.8 m notch for the building's stairwell at the southwest corner of the right-of-way. The right-of-way shall have minimum 5.0 m of vertical clearance above grade. Any works essential for public access and utilities within the required statutory right-of-way (SRW) are to be included in the Servicing Agreement (SA) and the maintenance & liability responsibility is to be clearly noted. The design must be prepared in accordance with City specifications & standards and the construction of the works will be inspected by the City concurrently with all other Servicing Agreement related works. Works to be secured via Servicing Agreement (see SA requirements below).
4. Registration of a flood indemnity covenant on Title (Area A).
5. Registration of an aircraft noise restrictive covenant on Title suitable for Area 1A (new aircraft noise sensitive land uses prohibited) and granting of a Statutory Right-of-Way in favour of the Airport Authority.
6. Registration of a legal agreement on Title, stipulating that the mixed use commercial/office development is subject to potential impacts due to other development that may be approved within the City Centre including without limitation, loss of views in any direction, increased shading, increased overlook and reduced privacy, increased ambient noise and increased levels of night-time ambient light, and requiring that the owner provide written notification of this through the disclosure statement to all initial purchasers, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
7. Registration of a legal agreement on Title, **prohibiting limiting** subdivision (including stratification and/or air space parcels) of the office space to no more than one strata lot or one air space parcel per storey (single owner ~~for~~ per storey of office space).
8. Registration of a legal agreement on Title, ensuring that no more than 16 parking spaces are provided in a tandem arrangement and are limited to employee parking use only, any pair of tandem parking spaces must be assigned to the same tenant/unit and conversion of tandem parking area into habitable space is prohibited.
9. Registration of a legal agreement on Title, ensuring that all parking spaces (except tandem parking spaces) are provided for the shared use of all tenants/units and are not permitted to be assigned to specific tenants/units. This includes four parking spaces provided with two electric vehicle quick-charge (240V) charging stations provided as a Transportation Demand Management (TDM) measure. The charging stations should be located to provide for convenient use by vehicles parked in any of the four spaces.
10. Registration of a legal agreement on Title, ensuring the loading spaces are provided for the shared use of all tenants/units and are not permitted to be assigned to specific tenants/units.
11. Registration of a legal agreement on Title, ensuring bicycle storage is provided for the shared use of all tenants/units and is not permitted to be used for habitable space (e.g., other storage uses).

12. Registration of a legal agreement on Title, stipulating that no Building Permit for all or any part of the development shall be issued until the applicant has provided the City with satisfactory written confirmation that all terms required by the South Coast British Columbia Transportation Authority (TransLink) as a condition of issuance of any Building Permit for the development have been addressed and met, including for the following items to ensure protection of transit infrastructure:
- Applicant to submit preload, excavation and shoring plans and associated mitigation plan for the development for TransLink's review and acceptance;
 - Applicant to conduct a precision survey of the existing Canada Line track geometry prior to any site preloading/construction work, undertake a settlement monitoring program (as established by a qualified geotechnical engineer) and conduct a repeat of the survey post development construction;
 - Applicant to submit final (detailed) design drawings of the development for TransLink's review and acceptance; and
 - Applicant to address TransLink's guideway protection requirement, which is TransLink's response to concerns related to trespass and debris on the guideway. The applicant and TransLink will work together to identify a suitable response. Any option that affects the public realm and/or building form and character must also be approved by the City. Options are not limited to the following:
 - Option 1: Introduction of a physical canopy. The canopy may be self-supported or fixed to the proposed building. In these scenarios, the public realm and/or building design would be affected; thereby affecting the Development Permit. The applicant would be responsible for proposing a design solution that is supported by the City and would be required to seek reconsideration by the Development Permit Panel.
 - Option 2: Registration of an agreement between the owner and TransLink to assign responsibility for intentional or unintentional damage to the guideway to the owner/strata corporation. The City is not a party to this agreement. The agreement would be a private agreement between TransLink and the owner/strata corporation.
13. Registration of a restrictive covenant and/or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to connect to District Energy Utility (DEU), which covenant and/or legal agreement(s) will include, at minimum, the following terms and conditions:
- 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.
 - If a DEU is available for connection, no final building inspection permitting occupancy of a building will be granted until:
 - The building is connected to the DEU, which may include the owner's supplied and installed central energy plant to provide heating and cooling to the building, at no cost to the City, or the City's DEU service provider, Lulu Island Energy Company, on the subject site satisfactory to the City.
 - If the City so elects, the owner transfers ownership of the central energy plant on the site, if any, at no cost to the City, or City's DEU service provider, Lulu Island Energy Company, to the City and/or the City's DEU service provider, Lulu Island Energy Company, on terms and conditions satisfactory to the City.
 - The owner enters into a Service Provider Agreement with the City and/or the City's DEU service provider, Lulu Island Energy Company, on terms and conditions satisfactory to the City.
 - The owner grants or acquires the Statutory Right-of-Way(s) and/or easements necessary for supplying the DEU services to the building and the operation of the central energy plant, if any, by the City and/or the City's DEU service provider, Lulu Island Energy Company.
 - If a DEU is not available for connection, no final building inspection permitting occupancy of a building will be granted until:
 - The City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU.
 - The owner enters into a covenant and/or other legal agreement to require that the building connect to a DEU when a DEU is in operation.

- iii) The owner grants or acquires the statutory right-of-way(s) and/or easements necessary for supplying DEU services to the building.
 - iv) The owner provides to the City, a Letter of Credit, in an amount satisfactory to the City, for costs associated with acquiring any further statutory right-of-way(s) and/or easement(s) and preparing and registering legal agreements and other documents required to facilitate the building connecting to a DEU when it is in operation.
- 14. City acceptance of the developer's voluntary contribution in the amount of \$1,456,392.94 towards City Centre Community Services facilities (e.g. \$650.00 per square foot of 5% of the 1.0 FAR village centre bonus and 10% of the additional 0.5 FAR village centre bonus). Should the contribution not be provided within one year of the application receiving third reading, the construction value multiplier (\$650 /ft²) will be adjusted annually thereafter based on the Statistics Canada "Non-residential Building Construction Price Index" yearly quarter to quarter change for Vancouver, where the change is positive.
 - 15. City acceptance of the developer's voluntary contribution in the amount of \$19,605.29 (i.e. \$0.25 per buildable square foot) to future City community planning studies, as set out in the City Centre Area Plan.
 - 16. City acceptance of the developer's voluntary contribution in the amount of \$34,505.31 (i.e. \$0.44 per buildable square foot of commercial/office space) to the City's Public Art Program.
 - 17. City acceptance of the developer's offer to voluntarily contribute \$50,000 towards the provision of two transit shelters at existing bus stops nearby along No. 3 Road as a Transportation Demand Management (TDM) measure.
 - 18. City acceptance of the developer's offer to voluntarily contribute \$2,600 to the City's Tree Compensation Fund for the planting of replacement trees within the City in compensation for the removal of two street trees along the Leslie Road frontage.
 - 19. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of trees to be retained along No. 3 Road. 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.
 - 20. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities; including building demolition, occurring on-site.
 - 21. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
 - 22. Enter into a Servicing Agreement* for the design and construction of road and infrastructure works. Works include, but may not be limited to:
 - a) Road Works:

Note: Leslie Road works are on the Roads DCC program and would be eligible for Roads DCC credits.

 - i. Leslie Road frontage improvements (measured from north to south):
 - Maintain existing centre line and widen road southward to provide a total driving surface of (minimum) 7.4 m wide for eastbound traffic, east of No. 3 Road, and new 0.15 m wide curb and gutter.
 - New 1.5 m wide boulevard planted with grass and street trees.
 - New 2.0 m wide concrete sidewalk.
 - ii. No. 3 Road frontage improvements:
 - Remove existing driveway letdown.
 - iii. Traffic Signal improvements:
 - Upgrade the existing traffic signal at the No. 3 Road/Leslie Road intersection to accommodate the road widening noted above to include, but not limited to: upgrade and/or replace signal pole, controller, base and hardware, pole base, detection, conduits (electrical & communications), signal indications, communications cable, electrical wiring, service conductors, APS (Accessible Pedestrian Signals) and illuminated street name sign(s) as necessary.
 - b) Water Works:

Using the OCP Model, there is 169.7 L/s of water available at a 20 psi residual at the Leslie Road frontage. Based on your proposed development, your site requires a minimum fire flow of 200 L/s.

- i. The Developer is required to:
 - Upgrade the watermain along Leslie Road from 150 mm to 300 mm from approximately the developments east property line to the existing 300 mm watermain on No. 3 Rd, complete with additional hydrants to achieve City spacing requirements.
 - ii. Developer's cost, the City is to:
 - Cut and cap the existing water service connection at the watermain along No. 3 Road frontage, and complete all water main tie-ins.
- c) Storm Sewer Works:
- i. The Developer is required to:
 - Install a new 750 mm storm sewer within the centre of the road from the developments east property line tying into the No. 3 Road box culvert and remove the existing adjacent sewer. Tie-in to the existing storm sewer to the east is required. Tie-in all existing storm service connections and catch-basin leads to the new main.
 - Cut and cap the existing storm service connections along the No. 3 Road frontage. The northern connection shall be capped at main and its inspection chamber removed, the southern connection shall be capped at inspection chamber.
 - Provide, at no cost to the City, a 1.5 m wide SRW (perpendicular to No. 3 Road) at the southwest corner of the development site, extending 1.0 m past the existing inspection chamber.
 - Install a new storm service connection, complete with inspection chamber, off of the proposed 750 mm storm sewer along the Leslie Road frontage.
 - ii. At Developer's cost, the City is to:
 - Complete all tie-ins of the proposed works to existing City infrastructure.
- d) Sanitary Sewer Works:
- i. The Developer has requested to place a driveway entrance in the same alignment as the existing sanitary pump station; to achieve this, the Developer has agreed to relocate/replace the pump station through the Servicing Agreement works. The City will pay for the sanitary pump station and force main design and construction; however, costs incurred above and beyond a regular pump station replacement project will be the Developer's responsibility (e.g. the need to extend gravity pipework to accommodate the development's driveway access and the need to remove sections of gravity sewer and forcemain).
 - ii. The decommissioning of the existing pump station and construction of the new pump station and all associated sanitary sewer realignments shall be complete prior to driveway construction.
 - iii. The Developer is required to provide the following at the City's cost:
 - Design and build the sanitary pump station through the Servicing Agreement to meet location specific engineering specifications. The location will be generally as per the attached sketch and will be finalized through the Servicing Agreement process.
 - Design and build the required pump station kiosk, BC Hydro PMT, and back-up generator, and locate them such that they meet operational requirements and are appropriate for the streetscape.
 - Design and build the required valve chamber; complete with flow meter and related appurtenances for the pump station and access chambers for the forcemain for maintenance purposes.
 - In conjunction with the pump station works, replace the existing 350 mm sanitary forcemain from the proposed pump station into and across the No. 3 Road/Leslie Road intersection (approximately 62 m) into the Leslie Road travel lane. If the forcemain is damaged by site preparation or construction works, the replacement of the forcemain into the Leslie Road travel lane shall be at the Developer's cost.
 - iv. The Developer is required to provide the following at the Developer's cost:
 - Design the proposed development to accommodate future sanitary sewer maintenance or replacement without causing undue cost to the City. Building designs should consider how temporary access will be provided during future construction works.

- Provide a clear and competitive tendering process to ensure that the work paid for by the City represents good value for money. This process must be agreed to by the City prior to tendering or else the City may not be able to fund the works.
- Provide right-of-way(s) for the pump station and related structures, to be refined through the Servicing Agreement drawings and provided to the City at no cost. The right-of-way for the pump station equipment and underground structures and pipes shall be minimum 15.8 m long measured from the new north property line and 8.0 m wide, less a 7.4 m by 2.8 m notch for the building's stairwell at the southwest corner of the right-of-way (see appendix A). The right-of-way shall be on grade and have minimum 5.0 m of vertical clearance, and be accessible by a 7.5 x 2.5 m service truck with 1.3 m stabilizers. Both the SRW and the parking area for the truck shall be flat. The SRW shall be designed to accommodate:
 - A BC Hydro transformer with minimum 3.0 m clearance between the PMT and any other electrical components such as the generator or kiosk. The SRW for the PMT shall be designed to BC Hydro's specifications.
 - An approximately 1.5 x 2.6 m kiosk. There shall be minimum 1.0 m clearance on the short sides of the kiosk and 2.0 m clearance on the long sides, or as required to allow for safe access of the doors located on all four faces of the kiosk. A line-of-sight must be maintained between the kiosk and the wet well hatches.
 - An approximately 3.0 x 1.5 m emergency generator with minimum 1.0 m clearance on all sides.
 - Any other equipment or utilities required to service the pump station, including underground conduits and water service connection.
- Provide additional SRW for the 10.0 m-tall SCADA antenna, unless located within the boulevard. The antenna SRW shall be on grade and have no overhanging structures.
- Provide enough space for a 7.5 x 2.5 m service truck with 1.3 m stabilizers to access the pump station hatch for removal of the pump during servicing, usually once per year, while maintaining pedestrian movement around the working area. The parking area for the truck shall be flat and paved with broom-finished concrete with expansion/contraction joints.
- Provide and maintain a removable enclosure around the pump station equipment. The detailed design of the enclosure will be done through the Servicing Agreement, however the enclosure itself is considered to be part of the building design and will be maintained by the Owner. The enclosure must:
 - Exhaust the generator.
 - Not obstruct any equipment access doors (e.g., doors on all sides of the kiosk).
 - Exclude fixed structures (i.e. walls, columns, etc.).
 - Enable a single operator to easily access and use all the equipment within the enclosure under all conditions (including during power outages).
 - Enable an equipment operator to maintain a line of sight with the pump station from every portion of the pump station equipment.
 - Be durable and low-maintenance.
 - Provide for the convenient, cost-effective removal, repair, replacement, and installation of equipment (e.g., PMT, generator, and kiosk) and related features within the enclosure.
- Protect the existing sanitary sewers during the development's construction. Pre- and post- ground improvement and construction surveys and CCTV will be required. Any damage to be repaired and any required replacement shall be at the Developer's sole cost.
- Extend the existing 450 mm Sanitary main at Leslie Road from existing manhole SMH57098 approximately 26 m to the west, complete with a new manhole at the west end of the new main and at the tie-in to the existing north-south aligned 350 mm sanitary sewer.
- Provide a 450 mm sanitary main going south from the new manhole at Leslie Road and tie-in to the new Leslie sanitary pump station.
- Tie-in the existing 350 mm FRP sanitary main aligned north-south along the east property line of 4660 No. 3 Road to the proposed 450 mm sanitary main along Leslie Road via a new manhole.

- Convert the existing Leslie sanitary pump station wet well into a manhole and extend north the existing 200 mm sanitary main aligned north-south along the east property line of 4700 No 3 Road and connect it to the new manhole just north of the existing Leslie sanitary pump station.
- Install a new sanitary service connection, complete with inspection chamber.

v. At Developers cost, the City is to:

- Complete all tie-ins of the proposed works to existing City infrastructure.

e) General Items:

- As the geotechnical report provided by the Developer indicates there will be significant settlement caused by preload, resulting in an unacceptable level of risk to critical infrastructure, preloading of the site will only be permitted if:
 - Physical mitigation measures to the satisfaction of the GM of Engineering and Public Works are implemented to protect City infrastructure.
 - Approval is provided by the GM of Engineering and Public Works.
- The Developer is required to:
 - Review street lighting levels along the No. 3 Road and Leslie Road frontage and upgrade lighting as required.
 - Building overhangs above SRW will be permitted but must accommodate machinery movements to excavate existing mains. Consultant assessment will be required.
 - Coordinate with BC Hydro, Telus and other private communication service providers:
 - 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 all above-ground utility cabinets and kiosks required to service the proposed development within the development 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 above-ground structures. If a private utility company does not require an above-ground 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 in the functional plan and registered prior to Servicing Agreement design approval:

BC Hydro PMT	4 m x 5 m	(width x depth)
--------------	-----------	-----------------

BC Hydro LPT	3.5 m x 3.5 m	
--------------	---------------	--

Street light kiosk	1.5 m x 1.5 m	
--------------------	---------------	--

Traffic signal kiosk	1 m x 1 m	
----------------------	-----------	--

Traffic signal UPS	2 m x 1.5 m	
--------------------	-------------	--

Shaw cable kiosk	1 m x 1 m	show possible location in functional plan
------------------	-----------	---

Telus FDH cabinet	1.1 m x 1 m	show possible location in functional plan
-------------------	-------------	---

- 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, ground improvements or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Prior to Building Permit Issuance, the developer must complete the following requirements:

23. Incorporation of special features in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes (e.g., accessibility, sustainability, TDMs).
24. The applicant is required to demonstrate to the City that approval from TransLink has been granted in writing, including for the items listed in item #12 above to ensure protection of transit infrastructure.
25. 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.
26. If applicable, payment of Latecomer Agreement charges, plus applicable interest associated with eligible latecomer works.
27. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner, but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

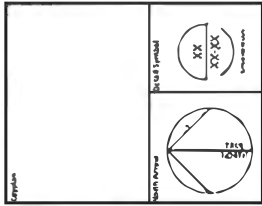
- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

[Signed original on file]

Signed

Date

DATE	ISSUED FOR	REV
2018-01-11	FOR CITY REVIEW	1
2018-01-11	FOR CITY REVIEW	2
2018-01-11	FOR CITY REVIEW	3
2018-01-11	FOR CITY REVIEW	4
2018-01-11	FOR CITY REVIEW	5
2018-01-11	FOR CITY REVIEW	6
2018-01-11	FOR CITY REVIEW	7
2018-01-11	FOR CITY REVIEW	8
2018-01-11	FOR CITY REVIEW	9
2018-01-11	FOR CITY REVIEW	10
2018-01-11	FOR CITY REVIEW	11
2018-01-11	FOR CITY REVIEW	12
2018-01-11	FOR CITY REVIEW	13
2018-01-11	FOR CITY REVIEW	14
2018-01-11	FOR CITY REVIEW	15
2018-01-11	FOR CITY REVIEW	16
2018-01-11	FOR CITY REVIEW	17
2018-01-11	FOR CITY REVIEW	18
2018-01-11	FOR CITY REVIEW	19
2018-01-11	FOR CITY REVIEW	20
2018-01-11	FOR CITY REVIEW	21
2018-01-11	FOR CITY REVIEW	22
2018-01-11	FOR CITY REVIEW	23
2018-01-11	FOR CITY REVIEW	24
2018-01-11	FOR CITY REVIEW	25
2018-01-11	FOR CITY REVIEW	26
2018-01-11	FOR CITY REVIEW	27
2018-01-11	FOR CITY REVIEW	28
2018-01-11	FOR CITY REVIEW	29
2018-01-11	FOR CITY REVIEW	30
2018-01-11	FOR CITY REVIEW	31
2018-01-11	FOR CITY REVIEW	32
2018-01-11	FOR CITY REVIEW	33
2018-01-11	FOR CITY REVIEW	34
2018-01-11	FOR CITY REVIEW	35
2018-01-11	FOR CITY REVIEW	36
2018-01-11	FOR CITY REVIEW	37
2018-01-11	FOR CITY REVIEW	38
2018-01-11	FOR CITY REVIEW	39
2018-01-11	FOR CITY REVIEW	40
2018-01-11	FOR CITY REVIEW	41
2018-01-11	FOR CITY REVIEW	42
2018-01-11	FOR CITY REVIEW	43
2018-01-11	FOR CITY REVIEW	44
2018-01-11	FOR CITY REVIEW	45
2018-01-11	FOR CITY REVIEW	46
2018-01-11	FOR CITY REVIEW	47
2018-01-11	FOR CITY REVIEW	48
2018-01-11	FOR CITY REVIEW	49
2018-01-11	FOR CITY REVIEW	50
2018-01-11	FOR CITY REVIEW	51
2018-01-11	FOR CITY REVIEW	52
2018-01-11	FOR CITY REVIEW	53
2018-01-11	FOR CITY REVIEW	54
2018-01-11	FOR CITY REVIEW	55
2018-01-11	FOR CITY REVIEW	56
2018-01-11	FOR CITY REVIEW	57
2018-01-11	FOR CITY REVIEW	58
2018-01-11	FOR CITY REVIEW	59
2018-01-11	FOR CITY REVIEW	60
2018-01-11	FOR CITY REVIEW	61
2018-01-11	FOR CITY REVIEW	62
2018-01-11	FOR CITY REVIEW	63
2018-01-11	FOR CITY REVIEW	64
2018-01-11	FOR CITY REVIEW	65
2018-01-11	FOR CITY REVIEW	66
2018-01-11	FOR CITY REVIEW	67
2018-01-11	FOR CITY REVIEW	68
2018-01-11	FOR CITY REVIEW	69
2018-01-11	FOR CITY REVIEW	70
2018-01-11	FOR CITY REVIEW	71
2018-01-11	FOR CITY REVIEW	72
2018-01-11	FOR CITY REVIEW	73
2018-01-11	FOR CITY REVIEW	74
2018-01-11	FOR CITY REVIEW	75
2018-01-11	FOR CITY REVIEW	76
2018-01-11	FOR CITY REVIEW	77
2018-01-11	FOR CITY REVIEW	78
2018-01-11	FOR CITY REVIEW	79
2018-01-11	FOR CITY REVIEW	80
2018-01-11	FOR CITY REVIEW	81
2018-01-11	FOR CITY REVIEW	82
2018-01-11	FOR CITY REVIEW	83
2018-01-11	FOR CITY REVIEW	84
2018-01-11	FOR CITY REVIEW	85
2018-01-11	FOR CITY REVIEW	86
2018-01-11	FOR CITY REVIEW	87
2018-01-11	FOR CITY REVIEW	88
2018-01-11	FOR CITY REVIEW	89
2018-01-11	FOR CITY REVIEW	90
2018-01-11	FOR CITY REVIEW	91
2018-01-11	FOR CITY REVIEW	92
2018-01-11	FOR CITY REVIEW	93
2018-01-11	FOR CITY REVIEW	94
2018-01-11	FOR CITY REVIEW	95
2018-01-11	FOR CITY REVIEW	96
2018-01-11	FOR CITY REVIEW	97
2018-01-11	FOR CITY REVIEW	98
2018-01-11	FOR CITY REVIEW	99
2018-01-11	FOR CITY REVIEW	100

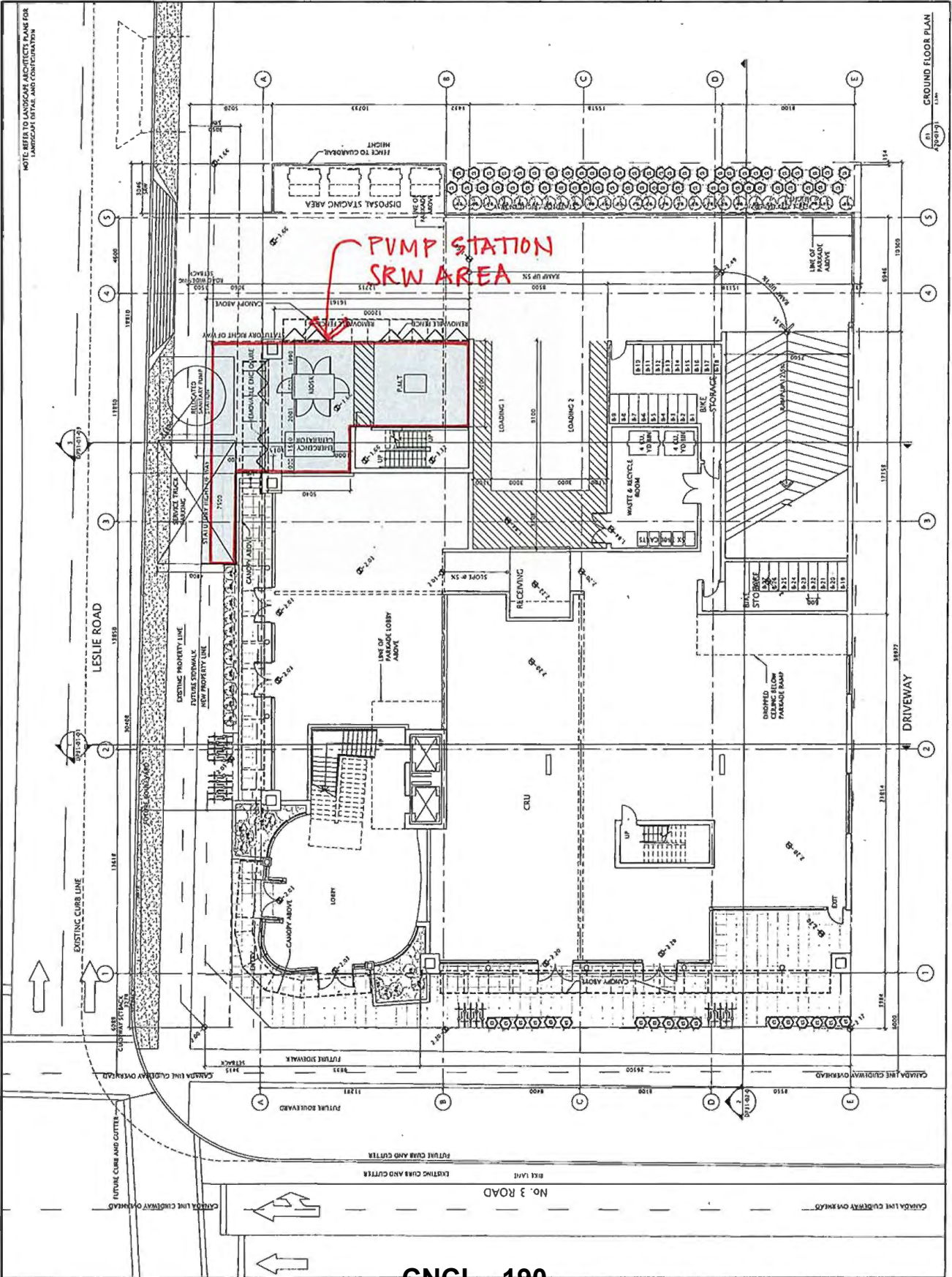


Consultants:
Civil
Architectural
Mechanical
Electrical



4700 No. 3 Road
Office Building
Kamloops, BC
V2C 1A1
Tel: (250) 833-1111
Fax: (250) 833-1112
Email: info@norr.ca
Website: www.norr.ca

Appendix A
GROUND FLOOR PLAN
Drawing No. 100-01-01
Scale: 1/8" = 1'-0"





August 18, 2021

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

Attn: Ms. Sara Badyal

Re: 4700 No.3 Road Removal of the RZC#7

Dear Sara,

We request that the Mayor and City Councillors to revisit the rezoning consideration for our project at 4700 No.3 Road to remove the rezoning consideration item #7.

The COVID-19 pandemic has revealed an economic divide among Canadians when it comes to working from home.

Due to the fact that we are facing dramatic changes in the market, we would like to emphasize that it is extremely difficult, in not infeasible, to market an office building under one strata title per floor.

My client, the property owner, wishes to proceed with a request to maintain the proposed density at 3.5 FAR but remove the RZ consideration legal agreement restricting office subdivision (RZC#7). We understand this does not comply with the current office stratification policy for the department to recommended.

We have anticipated more difficulty after the COVID-19, in the fall of 2019. Today the construction cost/ labour/ material/ shipping, there has been 5% increase from our last budget, which is an additional \$4.5 million CDN Dollars.

My client has also spent over \$1.3 million CDN Dollars on marketing and rental display space costs for the showroom since the Fall of 2019. The COVID-19 has made them shut down the sales centre, which is all the funding they spent is non-recoverable.

I have also enclosed several surveys from news article for your reference on the office market today.

If you would like to discuss or have any questions or concerns, please feel free to contact me on my cellular phone at 604-813-2828.

Regards,

A handwritten signature in black ink, appearing to read 'Danny Leung', with a long horizontal flourish extending to the right.

Danny Leung

Enclosed.

Many Canadians want to keep working from home after pandemic: poll

BY JOHN ACKERMANN

Posted Dec 11, 2020 1:11 pm PST

Last Updated Dec 11, 2020 at 1:12 pm PST



(iStock Photo)

SUMMARY



Most Canadians working from home don't want to come back to the office, even after pandemic passes



But British Columbians lead the country in missing their co-workers

VANCOUVER (NEWS 1130) – Working from home is easier than we thought, according to a new Research Co. survey. It finds the vast majority of Canadians would prefer not to return to the office, even after COVID-19 passes.

"This definitely has great connotations for whatever is going to be happening with the future of the office," explains Mario Canseco, president of Research Co. "When you have four out of five people saying, 'I want to continue to do this' even on a part-time basis from home, because we have seen over the past few months that is possible to work and not be at your specific office."

"Even if you miss specific aspects of office life, and we do see people who say that they miss the camaraderie of the workplace, talking to people, there's even some who say they miss their commute, but you still have four out of five who say, 'I would like to work from home as much possible once the pandemic is over.'"

Two-thirds of those surveyed admit to missing their colleagues, a proportion that is much higher here in B.C.

RELATED: Many Canadians embrace work-from-home lifestyle, want to see more flexibility going forward

"It has the largest proportion of people who say that they miss going to the office because of their workmates. We have 86 per cent of those who are working in British Columbia who say that they miss their co-workers, the highest number in the country by far."

The poll also found those aged 55-plus preferred working from home compared to their younger colleagues, who admitted to being prone to distractions around the house.

CORONAVIRUS|COVID-19|PANDEMIC|POLL|RESEARCH CO.|WORK FROM HOME

Many British Columbians want to keep working from home post-COVID-19, poll finds

BY TARNJIT PARMAR AND DENISE WONG

Posted Mar 23, 2021 3:26 pm PDT

Last Updated Mar 23, 2021 at 9:12 pm EDT

VANCOUVER (NEWS 1130) – Do you prefer working from home during this pandemic? It appears many British Columbians want the change to be permanent even when life gets back to normal.

Mario Canseco with Research Co. says a ~~new~~ poll suggests people aren't in a rush to get back into the office.

"There was an expectation that people would be clamoring to be going back to the office and, essentially, have the same life we had back in 2019. The numbers haven't really supported that. Thirty-three per cent of British Columbians who have worked from home believe they will be able to keep doing this once or twice a week when the pandemic ends," he said.

Another 18 per cent of those asked in the poll expect they will be able to work from home three or four times a week, while 20 per cent believe they can do it five days a week.

The poll suggests many British Columbians expect fewer in-person meetings (47 per cent) or less business travel (44 per cent) even after the pandemic is behind us. It also finds half of those who are currently employed think their companies will continue to hold virtual staff meetings.

Canseco says many people are even considering finding another job, if they have to start going back into the office.

"The biggest difference that we have here is the willingness from younger British Columbians to switch jobs if they are not able to work from home. We have 66 per cent of

them who say that they would be likely to switch to a different job that can be performed from home," he said.

However, most employers haven't informed employees of plans around a return to work, or whether a continuation of working from home is an option.

The results of this poll are based on an online study conducted on March 8 and March 9, 2021 among 700 adults who work in B.C. Research Co. says the data has been statistically weighted according to Canadian census figures for age, gender and region. The margin of error is +/- 3.7 percentage points, 19 times out of 20.

Working from home reveals economic divide among Canadians

BY AMANDA WAWRYK AND HANA MAE NASSAR

Posted Apr 13, 2021 2:44 pm PDT

Last Updated Apr 13, 2021 at 2:45 pm PDT

VANCOUVER (NEWS 1130) — The COVID-19 pandemic has revealed an economic divide among Canadians when it comes to working from home.

Office workers and professionals can work remotely, while more economically vulnerable employees often show up in person at work. That, in turn, makes them more vulnerable to the coronavirus and to financial stress, according to a new survey from the Environics Institute.

"The inequalities that were there before the pandemic are now reproduced as inequalities in terms of ability to protect yourself from the virus," explained Andrew Parkin, Environics Institute executive director.

He adds some people worry working from home will negatively impact their career. That is especially true for young workers (56 per cent), immigrants (44 per cent), racialized workers (46 per cent), and Indigenous workers (60 per cent).

"They're finding it hard to juggle, finding it hard to have time for themselves. They worry that they can't be good at their job and a good parent at the same time," Parkin said.

The survey found two out of five people were concerned about juggling their work-life responsibilities while working remotely, with respondents saying they "are constantly working with no time for themselves or their families."

While many have found challenges with working from home, Environics found more than three out of five people surveyed find it to be easier than they expected.

"Finding it actually less stressful than going into the office," Parkin said. "They say they like it better than where they used to work and they want to continue, at least a couple of days a week, after the pandemic is over."

Pandemic enabled small- and medium-sized businesses to work remotely: survey

BY SALMAAN FAROOQUI, THE CANADIAN PRESS

Posted Jun 15, 2021 3:00 am PDT

Last Updated Jun 15, 2021 at 3:03 am PDT

At Jeremy Shaki's tech education company, his workforce of around 75 people weren't always so keen on remote work.

But as the pandemic stretches on, and Lighthouse Labs invested more into the necessary infrastructure and employee programs to make remote work more enjoyable, perceptions have changed.

"As September to November of last year progressed, we started asking people 'do you want to come back to work or not?'" said Shaki, co-founder and CEO of Lighthouse Labs.

"And as we're seeing in surveys, most people wanted remote with the ability to sometimes come in."

Shaki said his business's investments in remote infrastructure and furniture allowances to improve employee workspaces were part of what made workers more comfortable at home.

In the end, it works great for the company too, Shaki said. Now he can increase his workforce without having to increase his office space and its associated costs.

A new survey from the Business Development Bank of Canada (BDC) found 74 per cent of small- and medium-sized business owners say they plan to offer employees the ability to work remotely post-pandemic.

It also found that 55 per cent of employees would prefer to continue working remotely as much as they have during the pandemic or more.

Pierre Cl  roux, chief economist at BDC, said it may seem like smaller companies would prefer a tight-knit and in-person office environment, but many of those organizations found remote work beneficial.

"They were kind of forced to do it but they realized that it's working, and there's a lot of benefits for both themselves and their employees," he said.

"Especially in large cities where people spend a lot of time commuting, the owners realized the flexibility of remote work is actually a great benefit."

The fact that employers were forced to set up remote work during the pandemic is important, Cl  roux said, because it meant they made investments in IT infrastructure and security measures.

That means small- and medium-sized businesses, which would have an even harder time making those investments because of limited capital, now have the capability to have a remote workforce.

The result is that businesses in most sectors of the economy that were surveyed plan to implement remote work post-pandemic.

There were only some sectors, such as manufacturing, where a minority of businesses considered remote work.

Tech is one sector where almost 90 per cent of businesses said they're going to give the opportunity for employees to work from home.

Shaki said while he believes remote work will be the way forward, he thinks companies like his own have a long road ahead to figure out the best balance for them.

Whether companies prefer their employees to be on-site or work remotely will often be a part of each workplace's culture. The same way he says some tech companies have Ping-Pong tables in common areas, while others are less social.

"As things come back somewhat to normal ... I think there's a lot that we're going to have to solve that everyone is willing to work with right now because it's a necessity," said Shaki.

This report by The Canadian Press was first published June 15, 2021.

Salmaan Farooqui, The Canadian Press

**PROPOSED STRATA PLAN OF LOT A
SECTION 33 BLOCK 5 NORTH
RANGE 6 WEST NWD PLAN EPP96961**

SHEET 1 OF 13 SHEETS

STRATA PLAN EPS

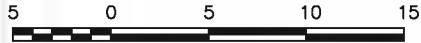
Attachment CC

BCGS 92G.015

PID: TO BE DETERMINED

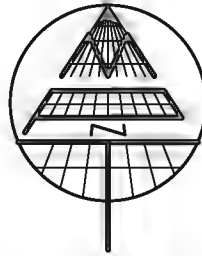
CITY OF RICHMOND

SCALE 1:250



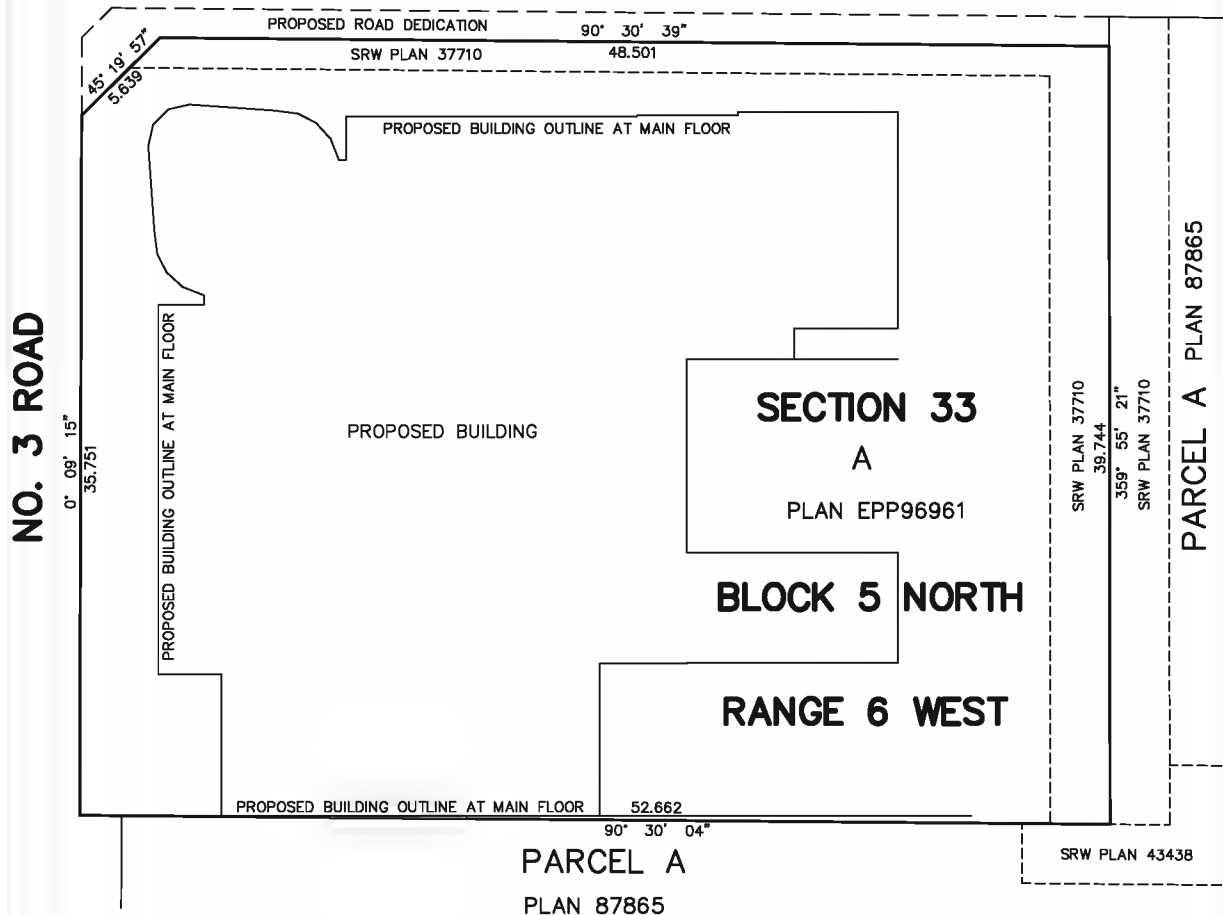
GRID BEARINGS AND LOT DIMENSIONS
ARE DERIVED FROM PLAN EPP96961.

THE INTENDED PLOT SIZE OF THIS PLAN IS 280mm
IN WIDTH BY 432mm IN HEIGHT (B-SIZE) WHEN
PLOTTED AT THE SCALE INDICATED.



DRAFT

LESLIE ROAD



NAME OF DEVELOPMENT:

LANDMARK

CIVIC ADDRESS:

#4700 NO. 3 ROAD
RICHMOND, B.C.

© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

LEGEND:

ALL DIMENSIONS ARE IN METRES.

S.L. INDICATES STRATA LOT
C.P. INDICATES COMMON PROPERTY
L.C.P. INDICATES LIMITED COMMON PROPERTY
PT. INDICATES PART
m² INDICATES SQUARE METRES
COMM. INDICATES COMMUNICATIONS ROOM
ELEC. INDICATES ELECTRICAL ROOM
ELEV. INDICATES ELEVATOR
MECH. INDICATES MECHANICAL
VEST. INDICATES VESTIBULE
M INDICATES MECHANICAL SHAFT - C.P.

NOTES:

AREA CALCULATIONS ARE APPROXIMATE AND
PRELIMINARY ONLY AND ARE BASED ON
ARCHITECTURAL DRAWINGS, DATED AUGUST 30, 2019,
AND SUBSEQUENT SKETCHES RECEIVED ON
JANUARY 6, 2022.

BALCONIES AND ROOF DECKS ARE LIMITED COMMON
PROPERTY FOR THE USE OF THE STRATA LOTS
INDICATED.

FINAL NUMERICAL VALUES IN THE STRATA
PLAN WILL BE BASED ON AS CONSTRUCTED
DIMENSIONS.

PURSUANT TO SECTION 68 OF THE
STRATA PROPERTY ACT,
STRATA LOT BOUNDARIES ARE TAKEN TO:

- (1) THE OUTSIDE FACE OF EXTERIOR
WALLS OR GLASS LINE, WHERE APPLICABLE.
- (2) THE CENTRELINE OF WALLS BETWEEN ADJACENT
STRATA LOTS.
- (3) THE COMMON PROPERTY SIDE OF WALLS
BETWEEN STRATA LOTS AND COMMON PROPERTY.
- (4) THE STRATA LOT SIDE OF LARGE CONCRETE
CORE WALLS.

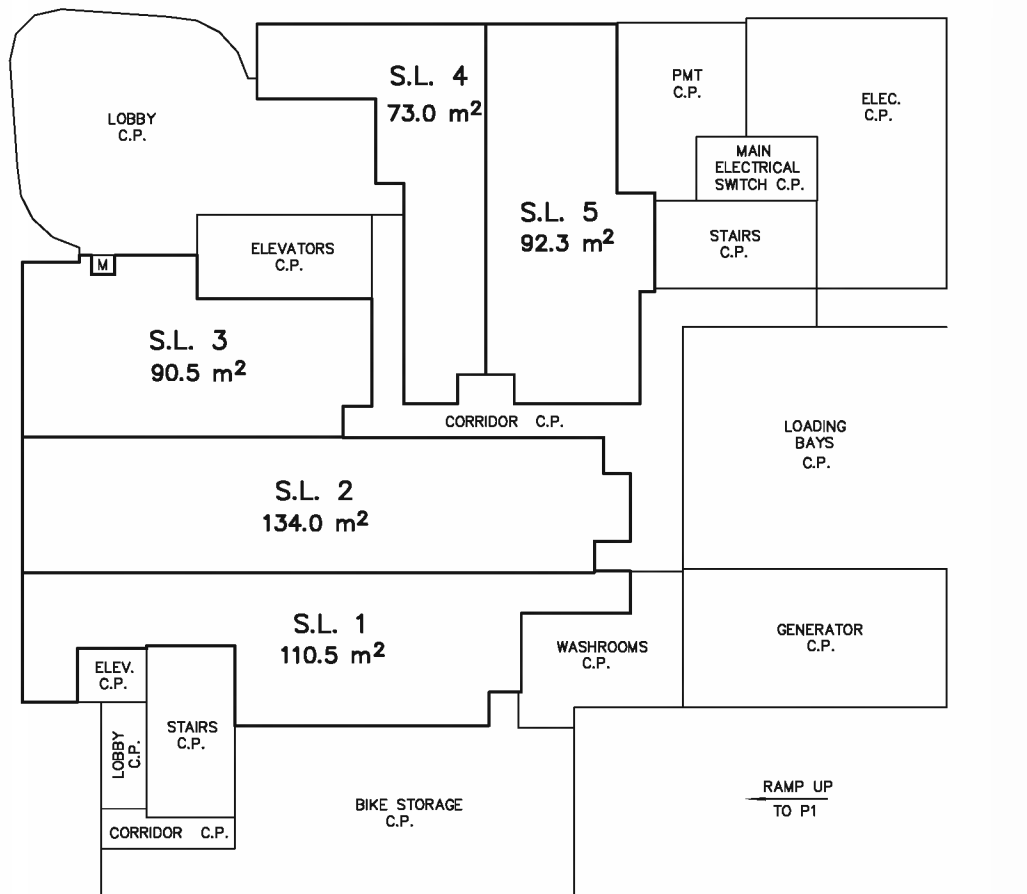
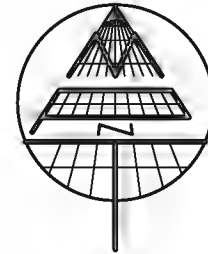
MAIN FLOOR

SHEET 2 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

R-22-17551

CNCL - 202

JANUARY 10, 2022

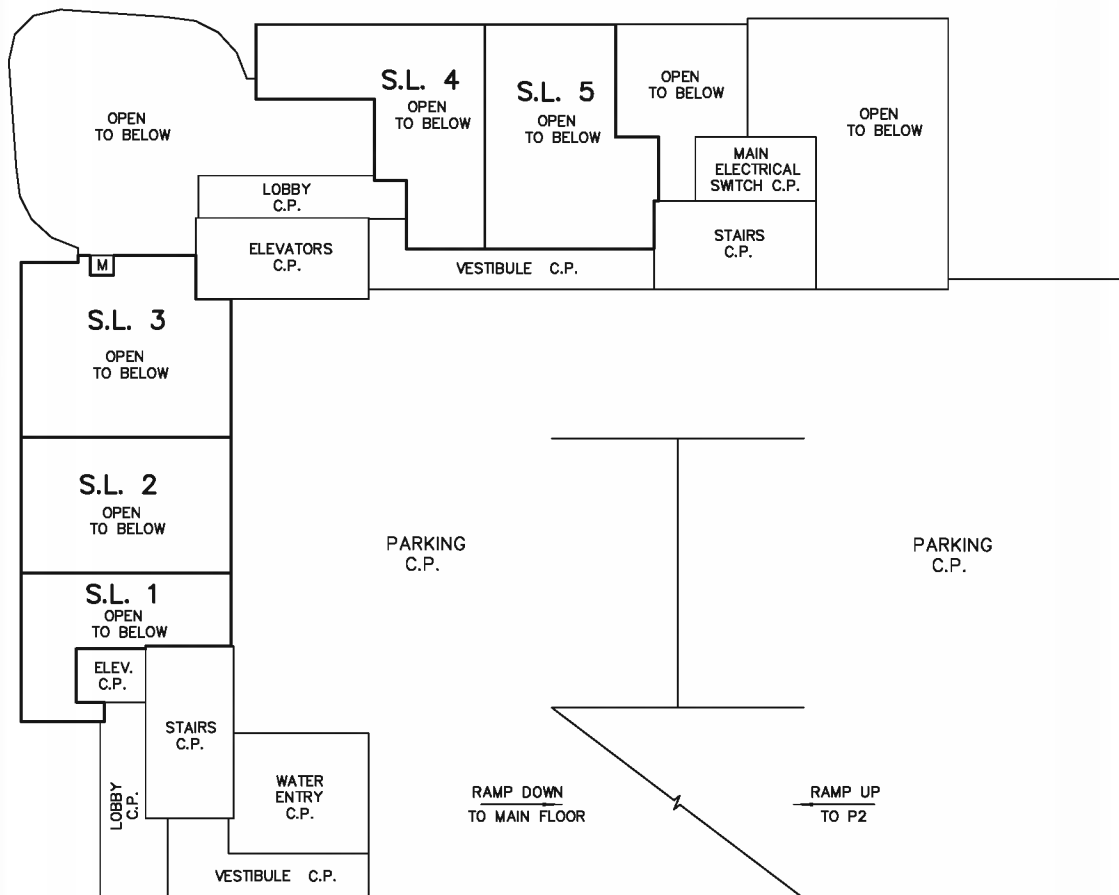
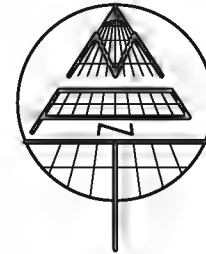
P1 INTERMEDIATE PARKADE

SHEET 3 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

R-22-17551

CNCL - 203

JANUARY 10, 2022

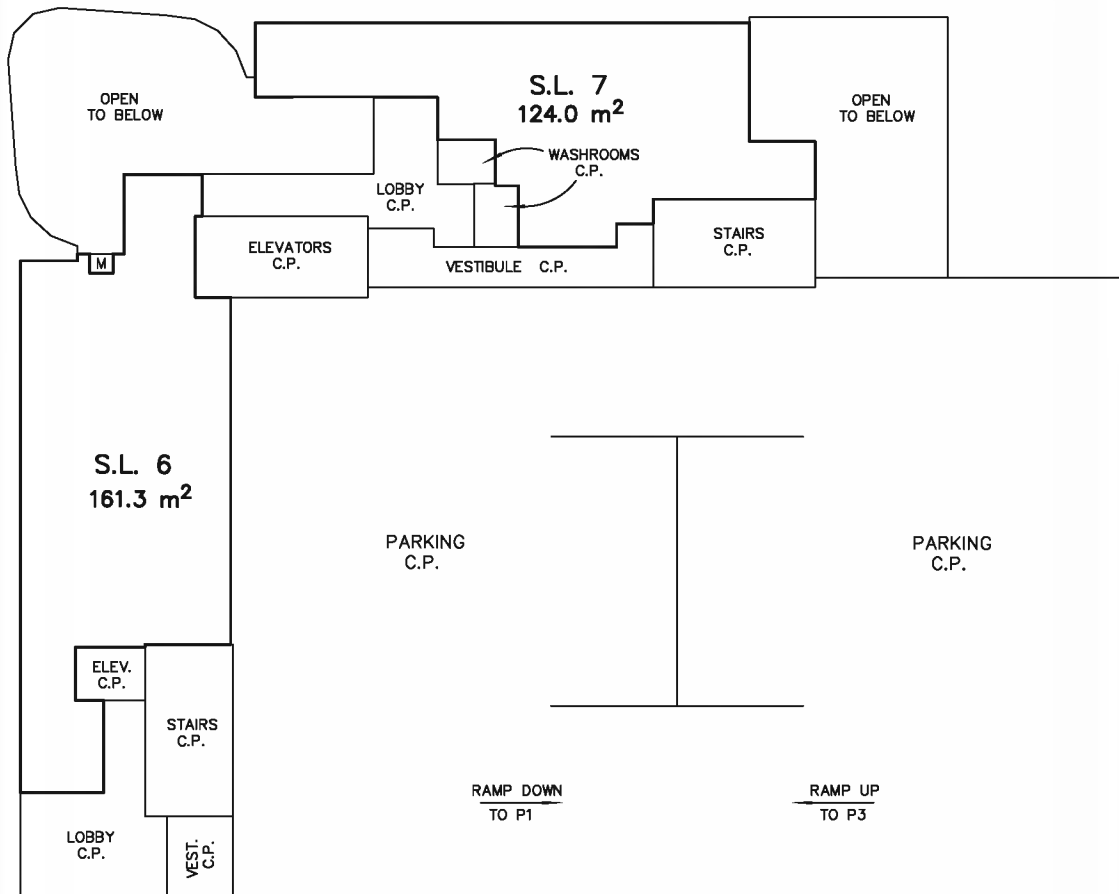
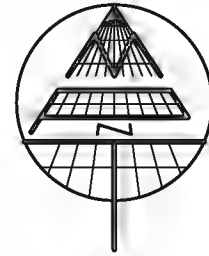
P2 SECOND FLOOR

SHEET 4 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

R-22-17551

CNCL - 204

JANUARY 10, 2022

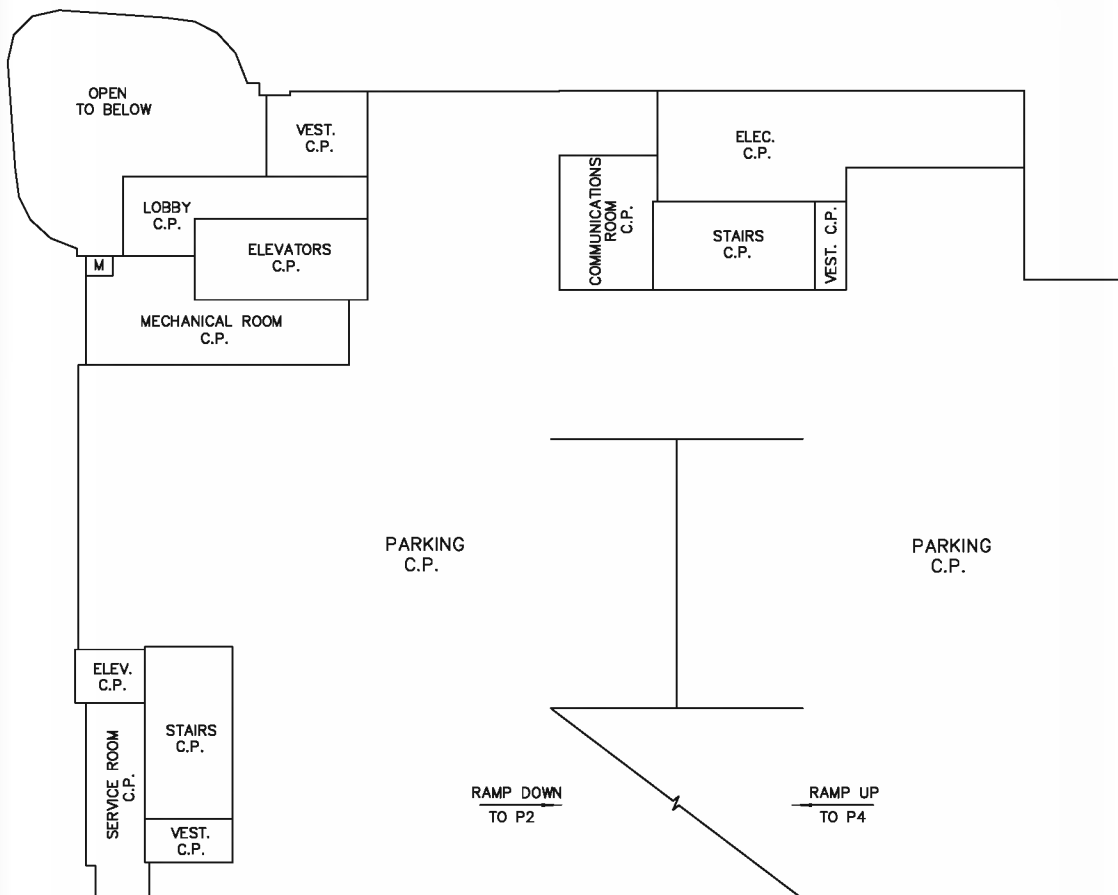
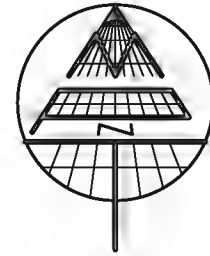
P3 THIRD FLOOR

SHEET 5 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

R-22-17551

CNCL - 205

JANUARY 10, 2022

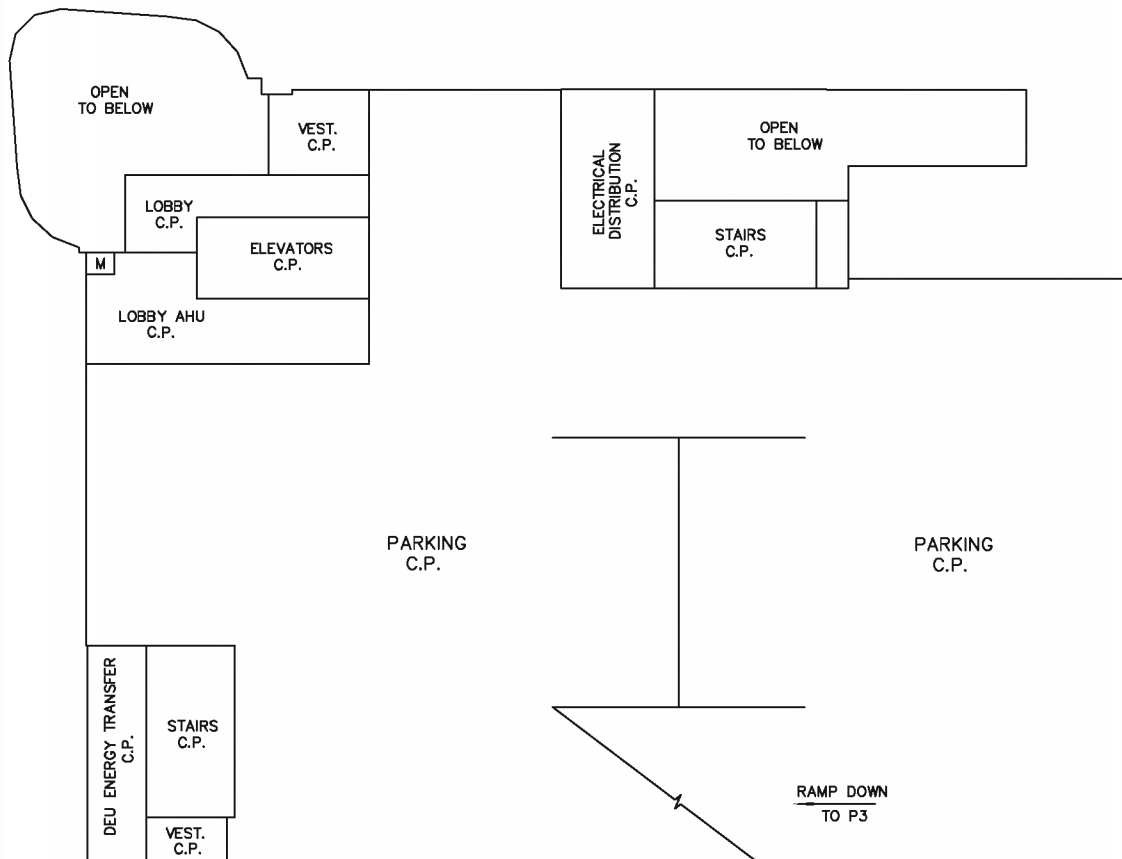
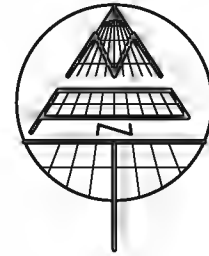
P4 FOURTH FLOOR

SHEET 6 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

R-22-17551

CNCL - 206

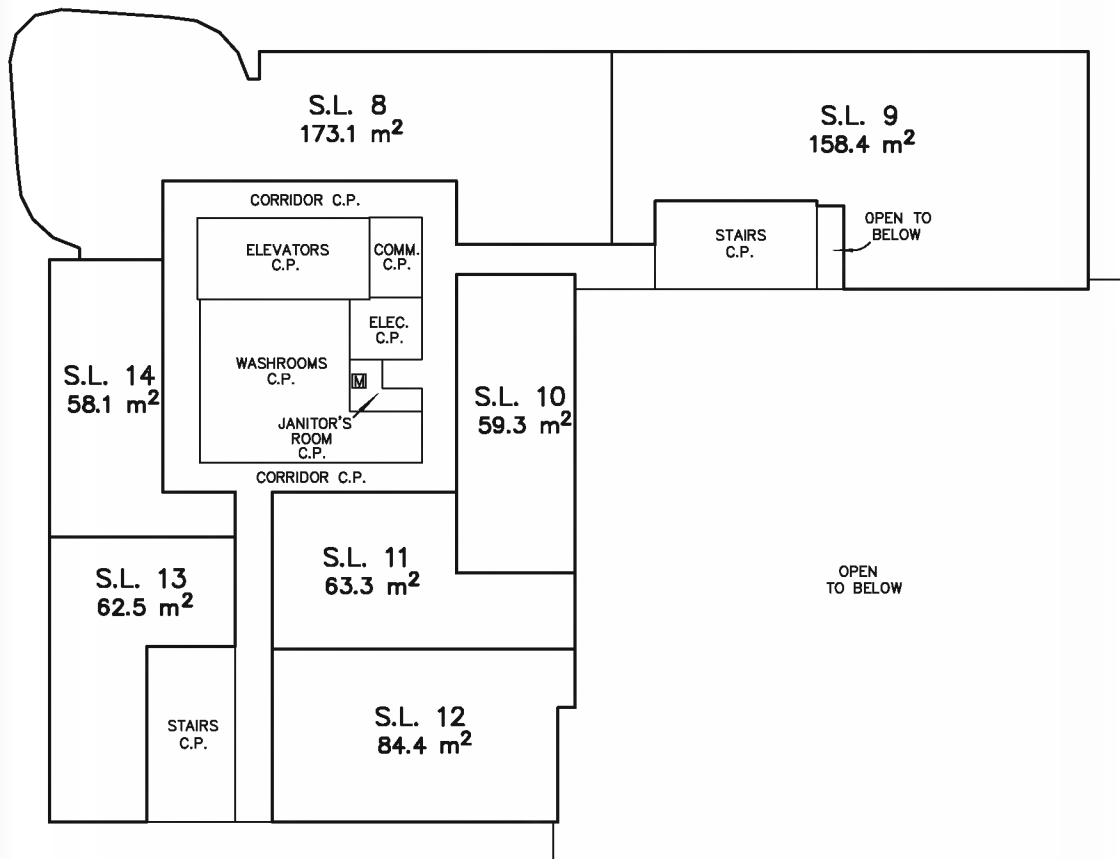
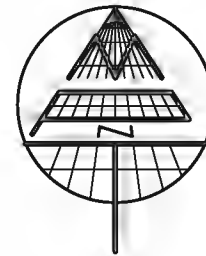
JANUARY 10, 2022

FIFTH FLOOR

SHEET 7 OF 13 SHEETS

SCALE 1:200

STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

R-22-17551

CNCL - 207

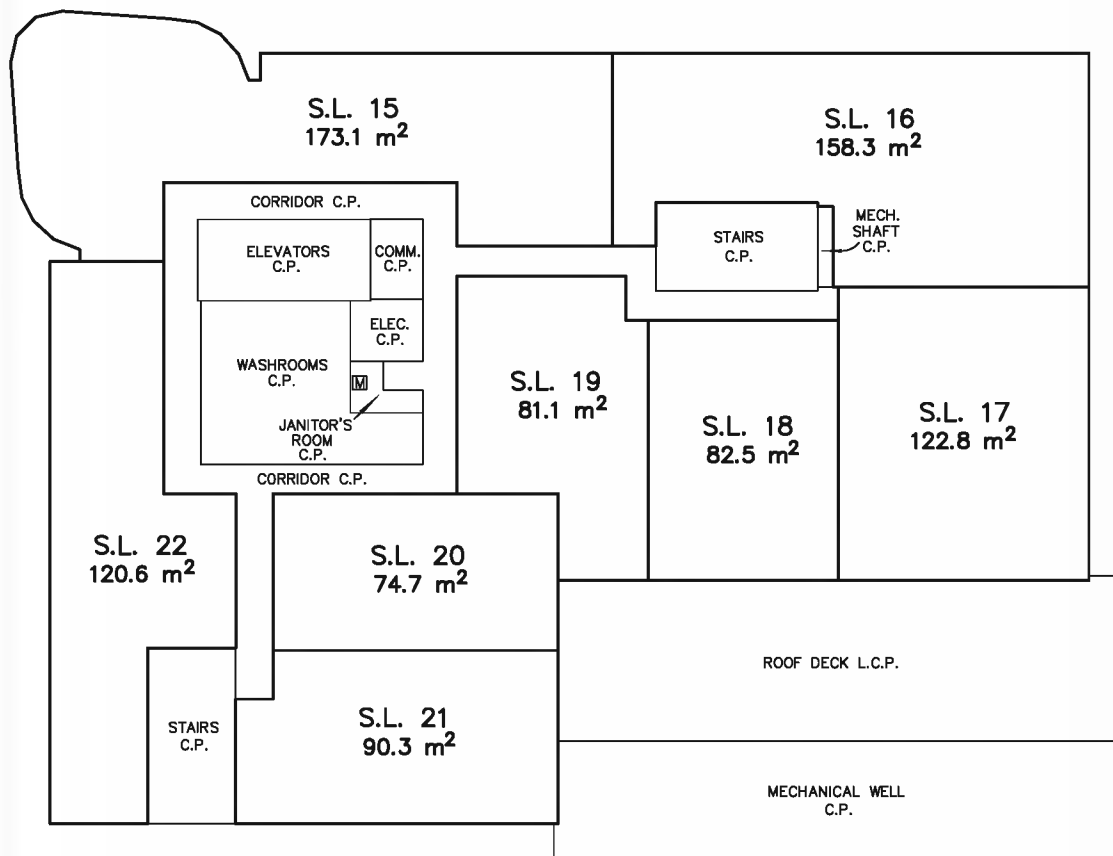
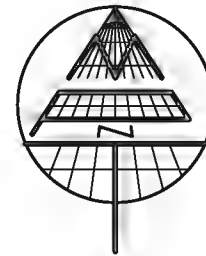
JANUARY 10, 2022

SIXTH FLOOR

SHEET 8 OF 13 SHEETS

SCALE 1:200

STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

R-22-17551

CNCL - 208

JANUARY 10, 2022

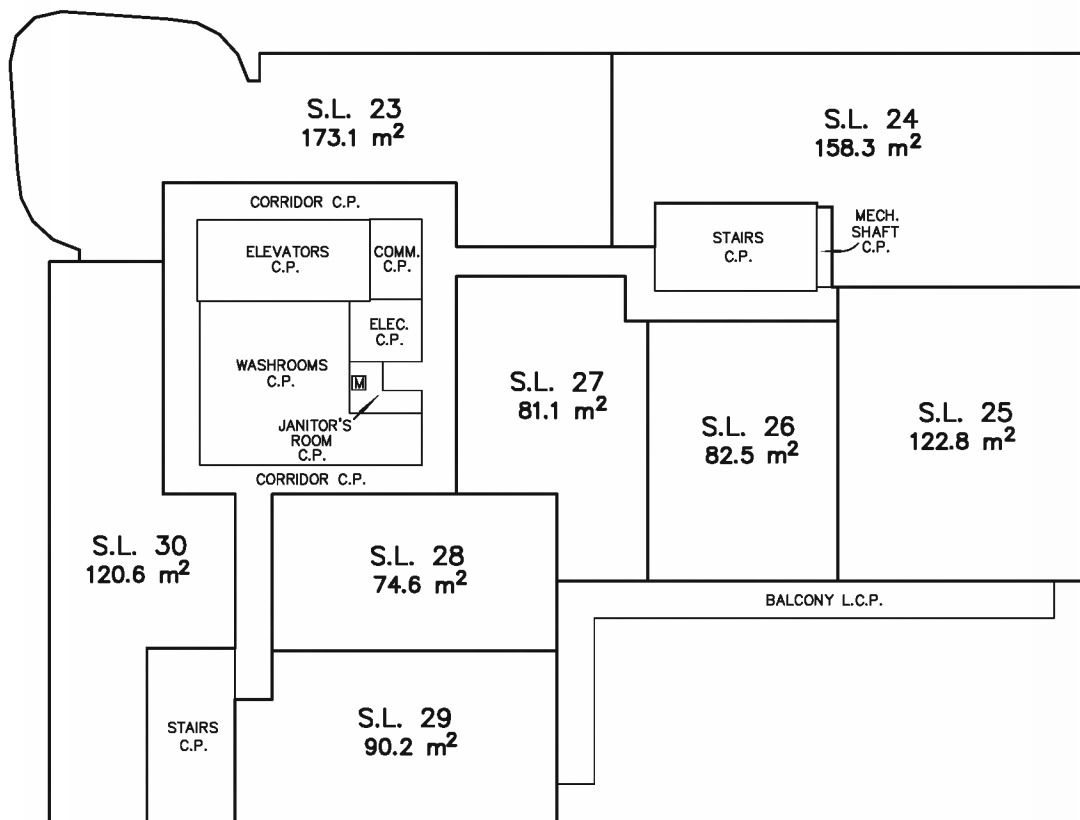
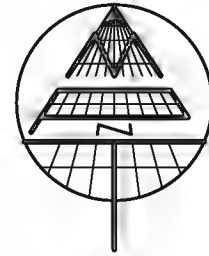
SEVENTH FLOOR

SHEET 9 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

R-22-17551

CNCL - 209

JANUARY 10, 2022

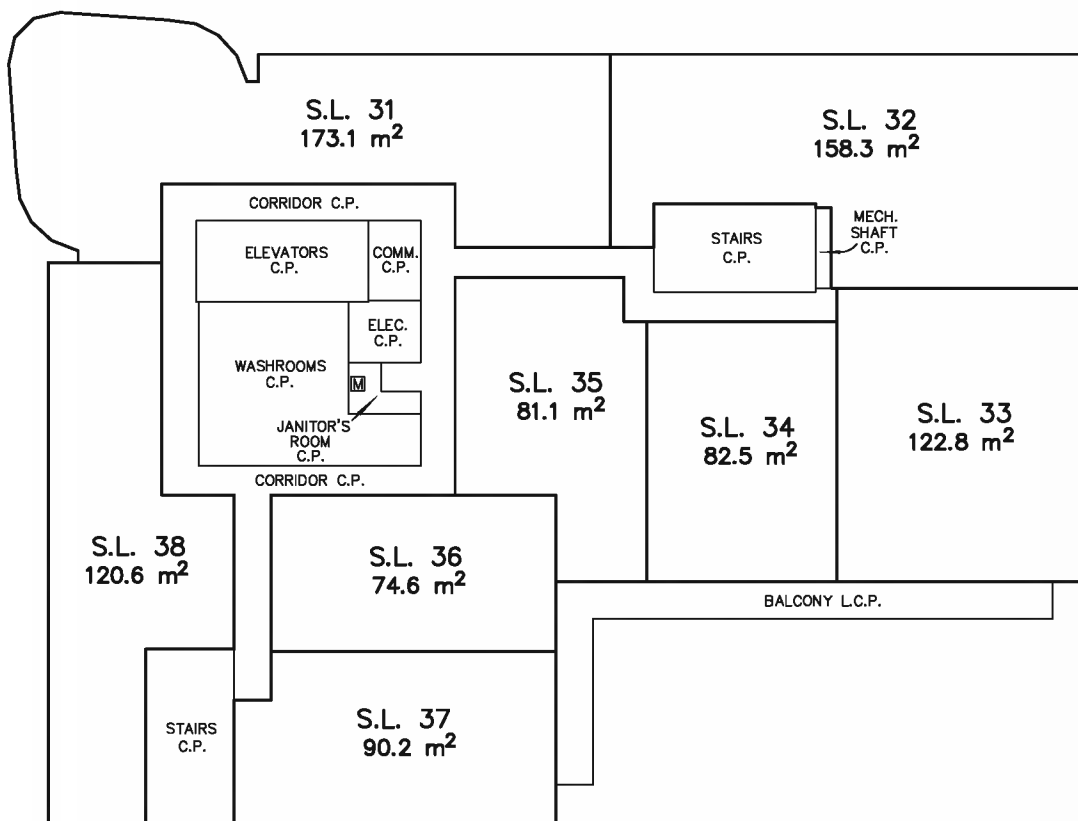
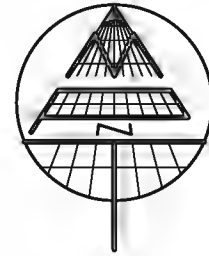
EIGHTH FLOOR

SHEET 10 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

R-22-17551

CNCL - 210

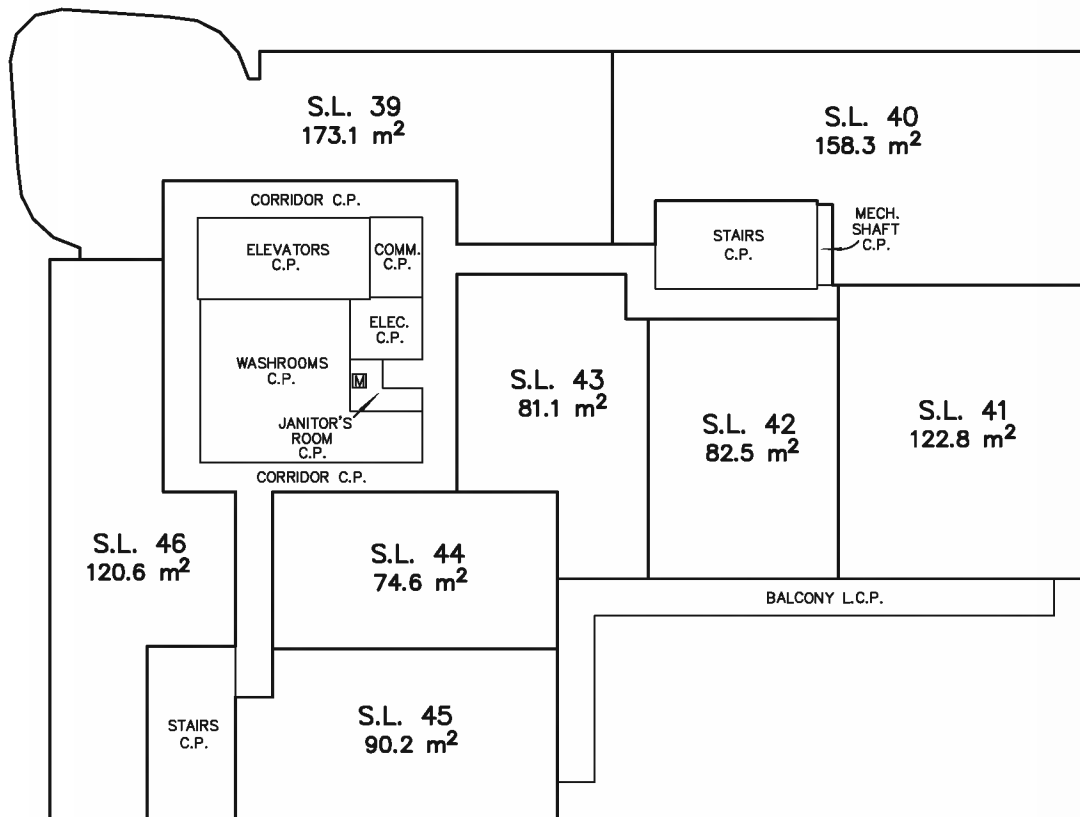
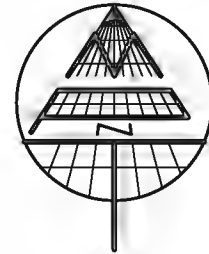
JANUARY 10, 2022

NINETH FLOOR

SHEET 11 OF 13 SHEETS

SCALE 1:200

STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

R-22-17551

CNCL - 211

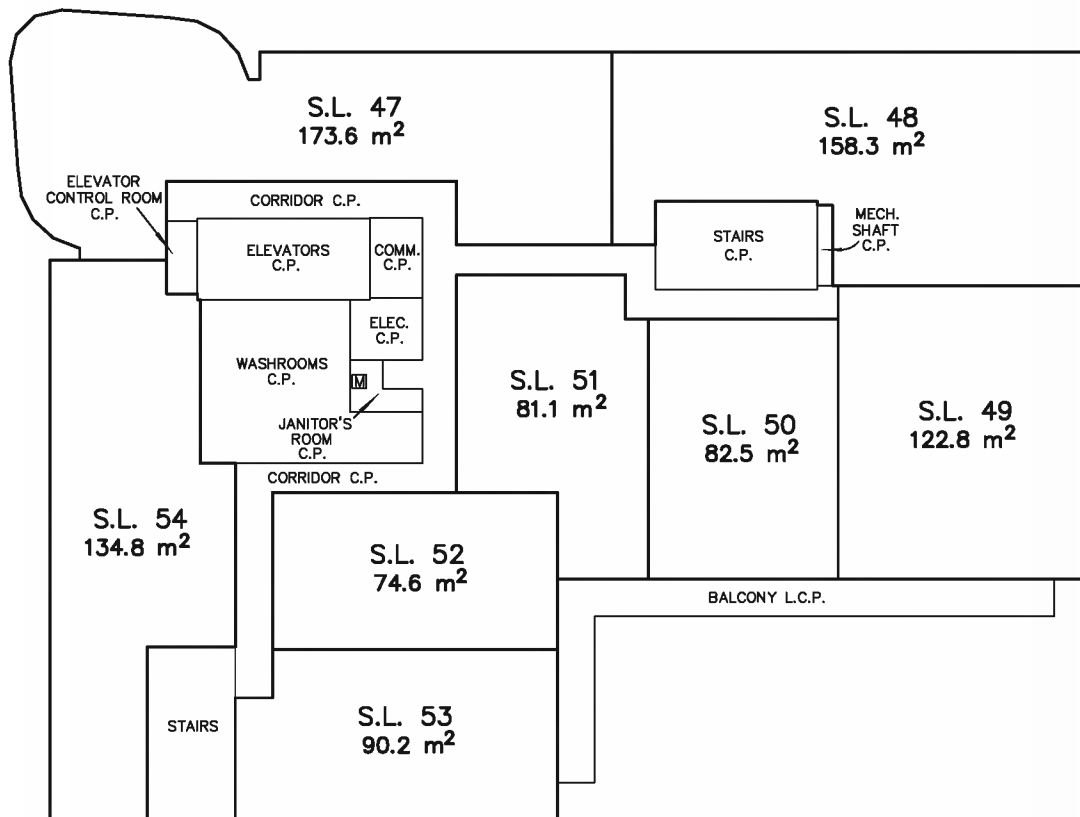
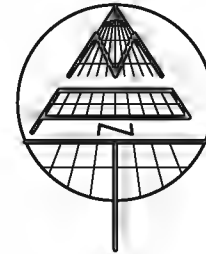
JANUARY 10, 2022

TENTH FLOOR

SHEET 12 OF 13 SHEETS

SCALE 1:200

STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

R-22-17551

CNCL - 212

JANUARY 10, 2022

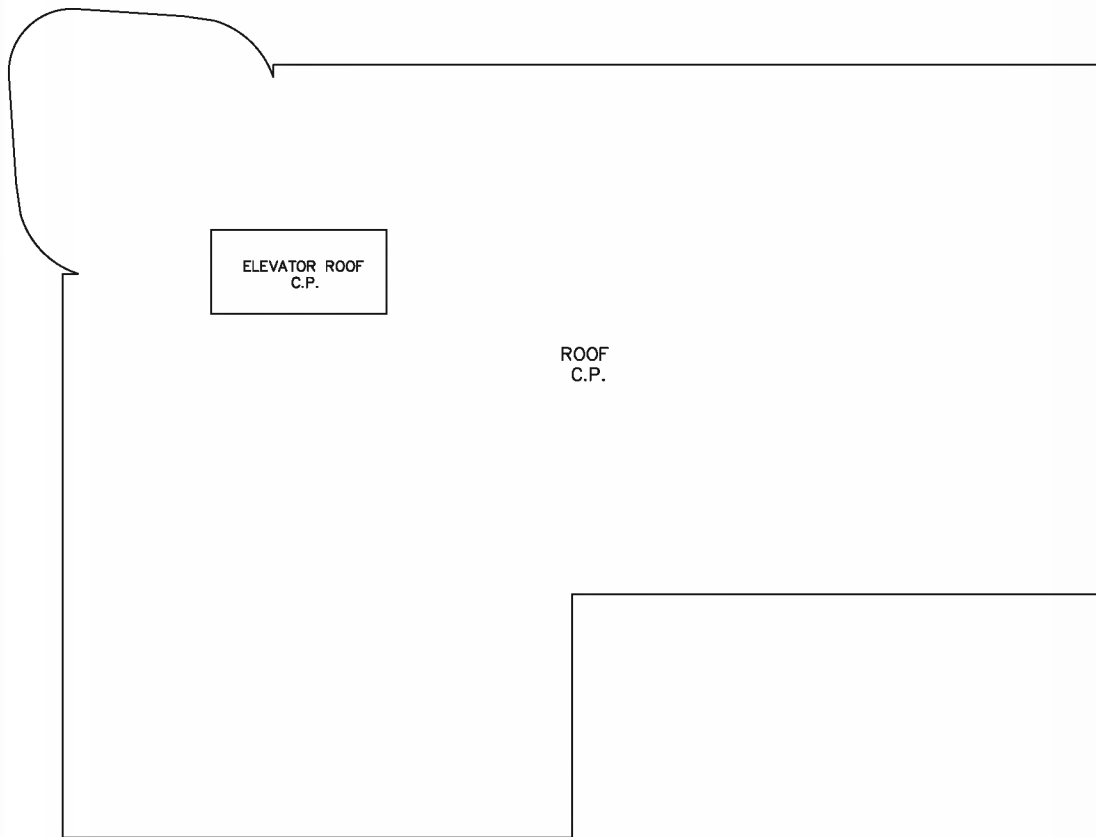
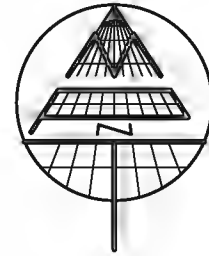
ROOF

SHEET 13 OF 13 SHEETS

SCALE 1:200



STRATA PLAN EPS _____



© COPYRIGHT

MATSON PECK & TOPLISS

SURVEYORS & ENGINEERS

#320 - 11120 HORSESHOE WAY

RICHMOND, B.C., V7A 5H7

PH: 604-270-9331

FAX: 604-270-4137

CADFILE: 17551-PRO-STRATA.DWG

R-22-17551

CNCL - 213

JANUARY 10, 2022



City of Richmond

Report to Committee

To: Planning Committee
From: Wayne Craig
Director, Development

Date: May 3, 2022
File: RZ 21-936512

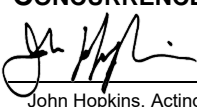
Re: **Application by Pakland Properties for Rezoning at 3660/3662 Williams Road from the "Two-Unit Dwellings (RD1)" Zone to the "Single Detached (RS2/B)" Zone**

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10383, for the rezoning of 3660/3662 Williams Road from the "Two-Unit Dwellings (RD1)" zone to the "Single Detached (RS2/B)" zone, be introduced and given first reading.

Wayne Craig
Director, Development
(604-247-4625)

WC/NA:blg
Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	<input checked="" type="checkbox"/>	 For J Erceg John Hopkins, Acting General Manager

Staff Report

Origin

Pakland Properties has applied to the City of Richmond, on behalf of the owner Pakland Investments Ltd. (Khalid Hasan), for permission to rezone 3660/3662 Williams Road from the “Two-Unit Dwellings (RD1)” zone to the “Single Detached (RS2/B)” zone in order to permit the property to be subdivided into two single-family residential lots each with vehicle access from Williams Road. A location map and aerial photo are provided in Attachment 1. A survey showing the proposed subdivision plan is provided in Attachment 2. There is currently an existing strata-titled duplex on the subject site, which will be demolished.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

Subject Site Existing Housing Profile

There is an existing stratified duplex with one secondary suite on the subject site, with each unit occupied by tenants.

Surrounding Development

The subject site is located on the southwest corner of Williams Road and 4th Avenue, in an established residential neighbourhood consisting mainly of single detached housing and duplexes.

To the North: Across Williams Road, single-family residential lots zoned “Single Detached (RS1/E)”.

To the South: Fronting 4th Avenue, single-family residential lots zoned “Single Detached (RS1/E)”.

To the East: Across 4th Avenue, single-family residential lots zoned “Single Detached (RS1/E)”. An application for rezoning at 3680 Williams Road (RZ 17-772020) to subdivide the lot into two single-family homes is currently under staff review. The rezoning application would be subject to a separate staff report.

To the West: Single-family residential lots zoned “Single Detached (RS1/E)”.

Related Policies & Studies

Official Community Plan/Steveston Area Plan

The 2041 OCP Land Use Map designation for the subject site is “Neighbourhood Residential” and the Steveston Area Plan Land Use Map designation is “Single Family” (Attachment 4). This redevelopment proposal is consistent with these designations.

Zoning Bylaw 8500

Subdivision can be considered given that the subject site contains a legal duplex. Section 2.3.7 of Richmond Zoning Bylaw 8500 provides that the Lot Size Policy does not apply to a rezoning application on a site that contains a legal duplex and that is intended to be subdivided into no more than two single detached housing lots. This redevelopment proposal would result in a subdivision to create two single-family lots; each 429.0 m² (4,617.72 ft²) and 463.9 m² (4,993.37 ft²) in area. Further, the proposed subdivision would comply with the minimum lot dimensions and size identified in the "Single Detached (RS2/B)" zone.

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 at both the Williams Road and 4th Avenue frontages of the 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

This redevelopment proposes to rezone and subdivide one existing two-unit dwelling property into two new single-family lots with vehicular access from Williams Road. Both new lots will provide a secondary suite.

In keeping with the City's urban design objectives for enhanced design on corner lots, the applicant will be required to provide a landscape plan and register a restrictive covenant on title to ensure that the development design is consistent with the approved plans. A conceptual plan is provided in Attachment 2.

Existing Legal Encumbrances

There is currently a covenant registered on the title of the subject properties, restricting the use of the site to one two-family dwelling only (charge #BH226700). Prior to final adoption of the rezoning bylaw, the Strata Plan LMS1794 must be dissolved and the Covenant (charge #BH226700) discharged.

There is an existing 3.0 m by 3.0 m statutory right-of-way (SRW) for sanitary sewer and other works registered on title within the rear yard at the southwest corner of the subject lot. This SRW will be expanded and widened to provide a 6.0 m wide SRW along the rear of proposed Lot A and extend into a portion of the proposed Lot B to facilitate an extension of the sanitary sewer. The applicant is aware that encroachment and construction works are not permitted within the SRW.

Transportation and Site Access

Vehicle access to the proposed lots will be via the two existing driveways to Williams Road. The siting of existing sidewalk, boulevard, and driveway locations along Williams Road development frontage is to be maintained. The applicant will be required to install a new sidewalk adjacent to the curb along 4th Avenue and will be secured through the Servicing Agreement which is required prior to subdivision.

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 three bylaw-sized trees (tag #65, 66, 67) and one undersized tree (tag #64) on the subject property, and one street tree on City property (tag #A) and one neighbouring tree (tag #B).

The City's Tree Preservation Coordinator and City's Parks Department has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- One tree, tag #67 (a 28 cm caliper multi-stem Fig tree) located along the 4th Avenue frontage, is in good condition and is to be retained and protected. A Tree Survival Security of \$5,000.00 for the one tree is required.
- Three trees, tag #64 (an undersized 18 cm caliper Cherry tree), tag #65 (a 26 cm caliper Cherry tree), and tag #66 (a 26 cm caliper Fig tree), located on-site are all in poor condition and in conflict with the proposed building footprints. They are to be removed and replaced.
- One tree, tag #A (a 7 cm caliper Staghorn Sumac tree) located on City property is in good condition and is to be retained and protected. A \$5,000.00 Tree Survival Security is required.
- One tree, tag #B (a 17 cm caliper Persian Ironwood) located on neighbouring property is identified for protection.
- Replacement trees are to be specified at 2:1 ratio as per the Official Community Plan (OCP).

One undersized and untagged Staghorn Sumac tree in the southeast corner of the lot (identified on the Tree Management Plan but not shown on the survey), and a hedge on the neighbouring property to the south are to also require Tree Protection Fencing as identified by the Arborist. Additional tree protection considerations for the neighbouring hedge and tree tag #B must be taken as part of the Servicing Agreement design and construction of the sanitary sewer extension.

Tree Replacement

The applicant wishes to remove three on-site trees, of which, two trees are bylaw-sized (Tree tags #65 and 66) which require replacement trees. The 2:1 replacement ratio would require a total of four replacement trees. The applicant has agreed to plant two trees on each lot proposed; for a total of four trees. Prior to final adoption of the rezoning bylaw, the applicant is required to submit a Landscape Plan for both lots prepared by a Registered Landscape Architect, along with a Landscape security based on 100% of the cost estimate provided by the Landscape Architect for the proposed works. A portion of the security will be released after construction and landscaping of the subject site is completed and a landscape inspection by City staff has been passed. The City may retain the balance of the security for a one-year maintenance period to ensure the landscaping survives. The required replacement trees are to be of the following minimum sizes and in accordance with Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
4	8 cm	4 m

Tree Protection

Two on-site trees (tag #67 and undersized untagged Sumac), two off-site trees (tag #A and B), and the neighbouring hedge are to be retained and protected. The applicant has submitted a Tree Protection Plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 5). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a certified arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to final adoption of the rezoning bylaw, submission of a Tree Survival Security in the amount of \$5,000.00 for tree tag #67 and \$5,000.00 for tree tag #A.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

Affordable Housing Strategy

Consistent with the Affordable Housing Strategy, the applicant has proposed to provide a minimum one-bedroom secondary suite in each of the dwellings to be constructed on the new lots, for a total of two suites. Prior to final adoption of the rezoning bylaw, the applicant must register a legal agreement on title to ensure that no final Building Permit inspection is granted until a minimum one-bedroom secondary suite is constructed on each of the two future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

Site Servicing and Frontage Improvements

At the subsequent subdivision stage, the applicant must enter into a Servicing Agreement for the design and construction of the required site servicing works and improvements outlined in Attachment 6, including the installation of a new sidewalk along the 4th Avenue frontage and the installation of a new sanitary line along a portion the rear of the site.

In addition, at the subdivision stage the applicant is required to pay the current year's taxes, Development Cost Charges (City, Metro Vancouver and TransLink), School Site Acquisition Charges, and Address Assignment Fees.

Financial Impact or Economic Impact

None.

Conclusion

This rezoning application to permit the subdivision of the subject site into two lots zoned "Single Detached (RS2/B)" is consistent with the applicable policies and land use designations outlined within the Official Community Plan (OCP).

The applicant has agreed to the list of rezoning considerations (signed concurrence on file) outlined in Attachment 6.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10383 be introduced and given first reading.



Nathan Andrews
Planning Technician
(604-247-4911)

NA:blg

Attachments:

Attachment 1: Location Map/Aerial Photo

Attachment 2: Site Survey and Preliminary Conceptual Plans

Attachment 3: Development Application Data Sheet

Attachment 4: Steveston Area Plan Land Use Map

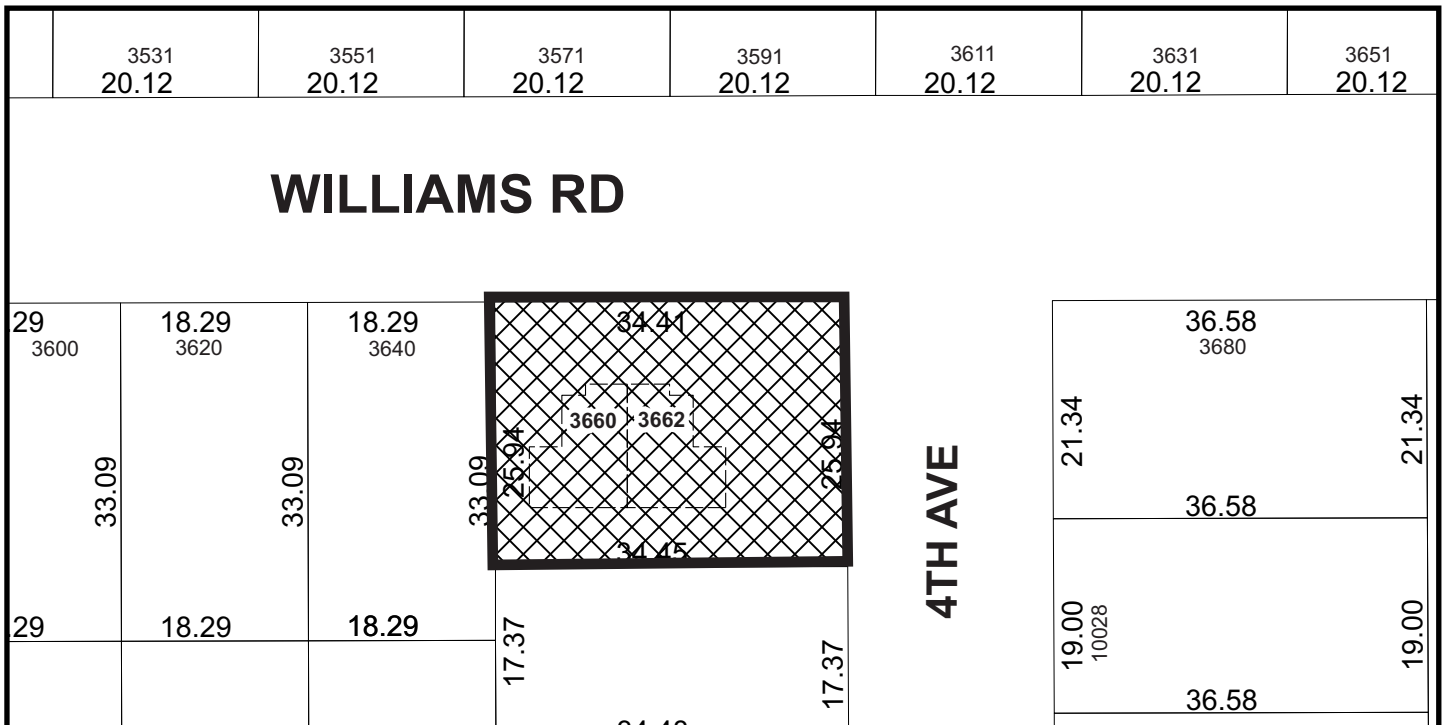
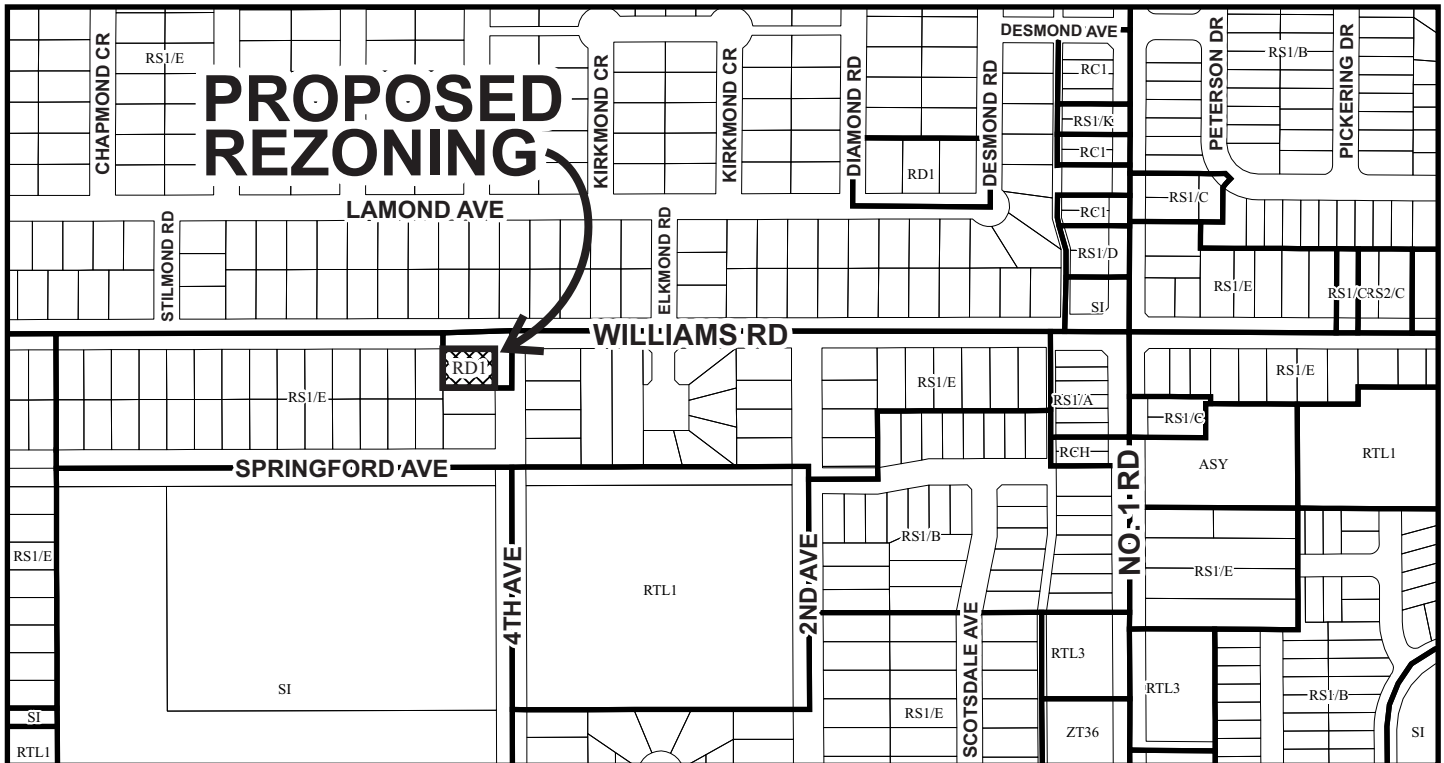
Attachment 5: Tree Retention Plan


Attachment 6: Rezoning Considerations



City of Richmond

ATTACHMENT 1





RZ 21-936512

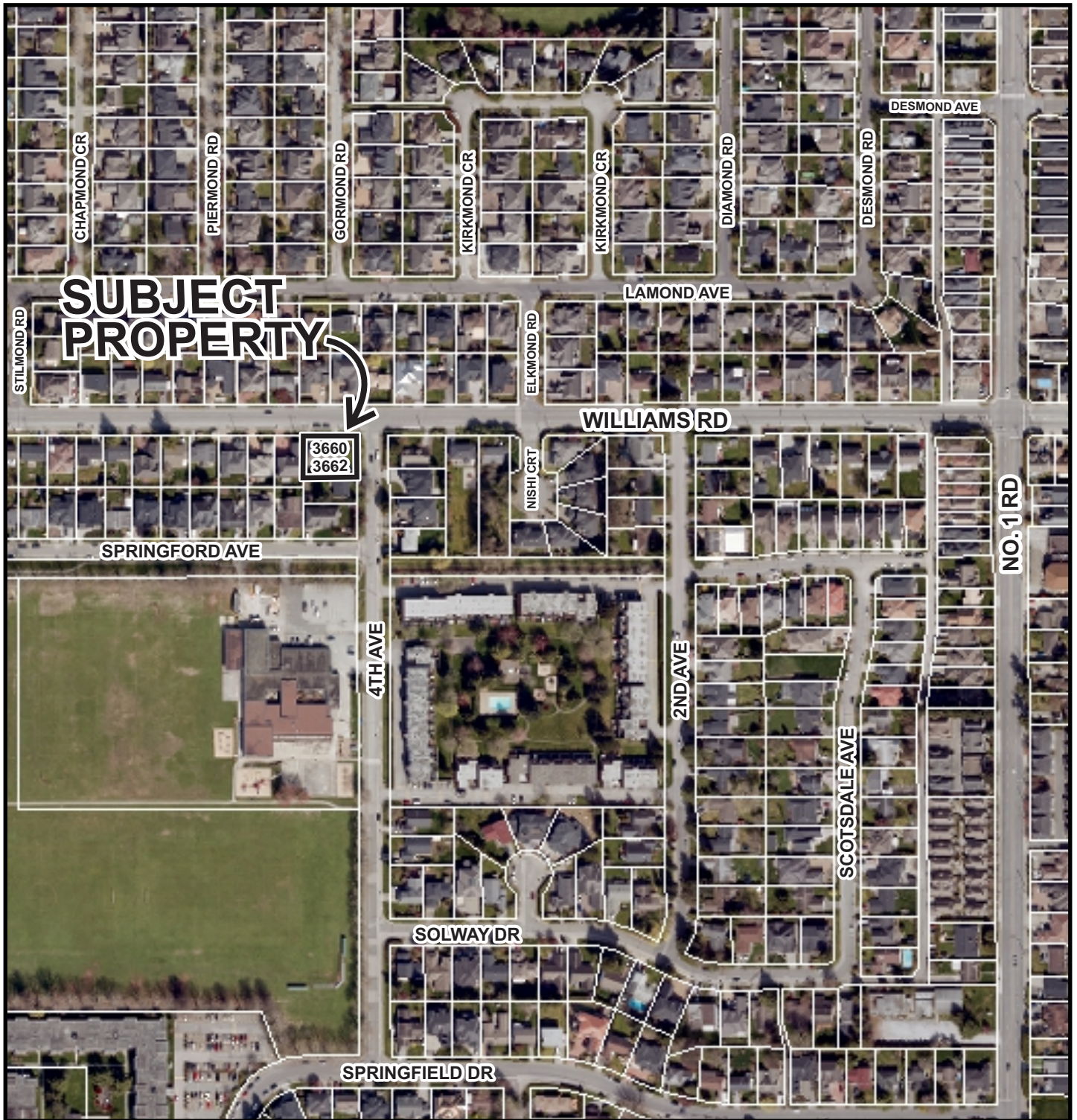
Original Date: 08/18/21

Revision Date:

Note: Dimensions are in METRES



City of Richmond



RZ 21-936512

Original Date: 08/18/21

Revision Date:

Note: Dimensions are in METRES

TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF STRATA PLAN LMS1794
SECTIONS 33 AND 34 BLOCK 4 NORTH RANGE 7 WEST NEW WESTMINSTER DISTRICT

#3660-3662 WILLIAMS ROAD,
RICHMOND, B.C.
P.I.D. 004-071-468

NOTE:

Elevations shown are based on
City of Richmond HPN
Benchmark network.
Benchmark: HPN #234
Control Monument 77H4891
Elevation: 1.125m
Benchmark: HPN #235
Control Monument 77H4885
Elevation: 1.103m

NOTE:

Use site Benchmark Tag for
construction elevation control.

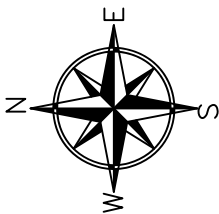
LEGEND:

- (C) denotes conifer
- (D) denotes deciduous
- ▣ denotes catch basin
- ⊙ denotes round catch basin
- ⋈ denotes water valve
- ⊠ denotes water meter
- denotes cleanout
- ⊗ denotes round inspection chamber
- ⚡ denotes lamp standard
- ⦿ denotes fire hydrant
- ⬮ denotes sign
- ⬮ denotes power post
- ← denotes guy wire anchor
- ⊠ denotes inspection chamber
- ⊠ denotes kiosk

© copyright

J. C. Tam and Associates
Canada and B.C. Land Surveyor
115 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: (604) 214-8928
Fax: (604) 214-8929
E-mail: office@jctam.com
Website: www.jctam.com
Job No. 7680
FB-400 P48-50
Drawn By: WK/KA

DWG No. 7680-Topo-02

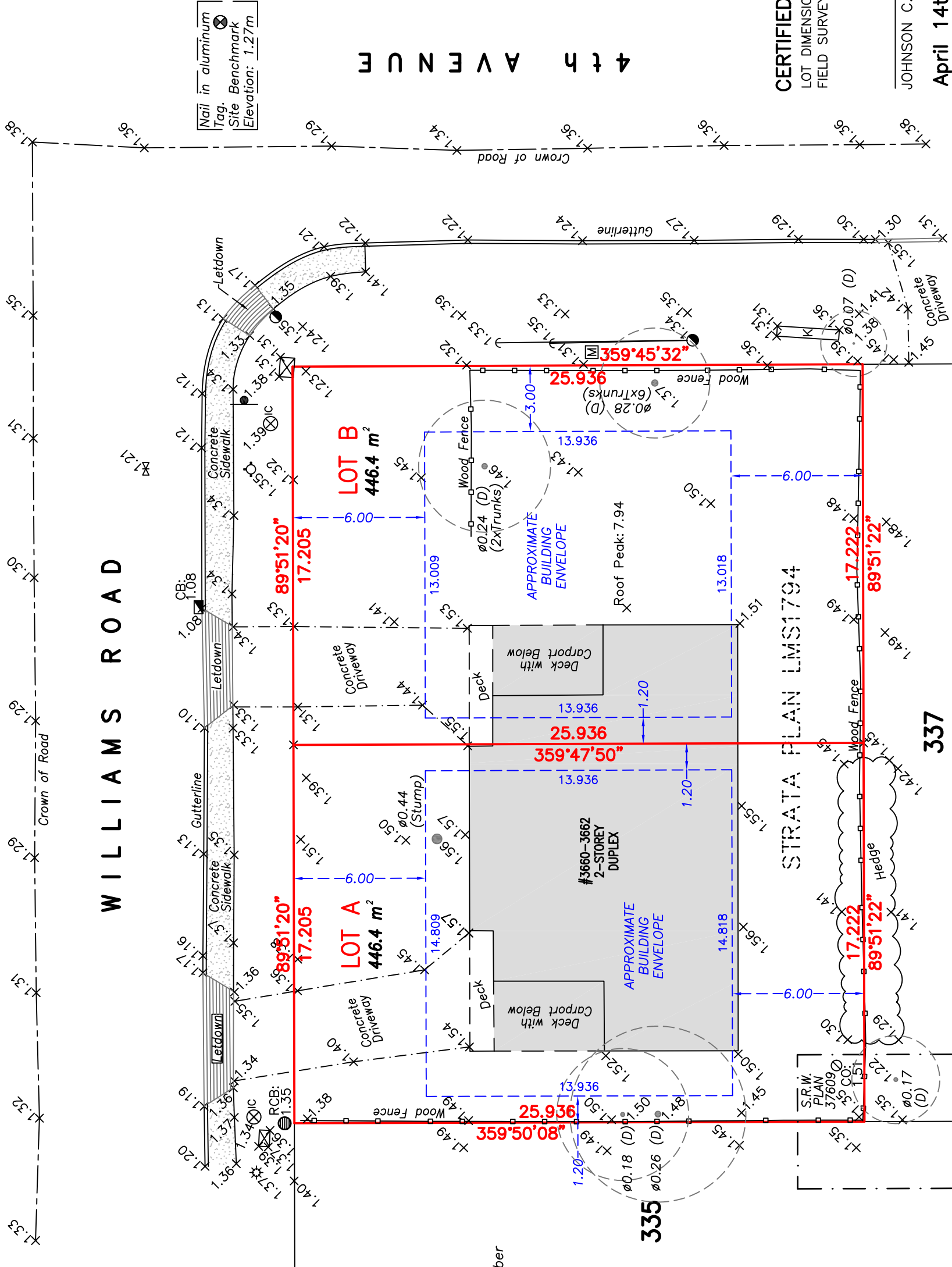


SCALE: 1:200
ALL DISTANCES ARE IN METRES AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED

CERTIFIED CORRECT:
LOT DIMENSION ACCORDING TO
FIELD SURVEY.

JOHNSON C. TAM, B.C.L.S., C.L.S.

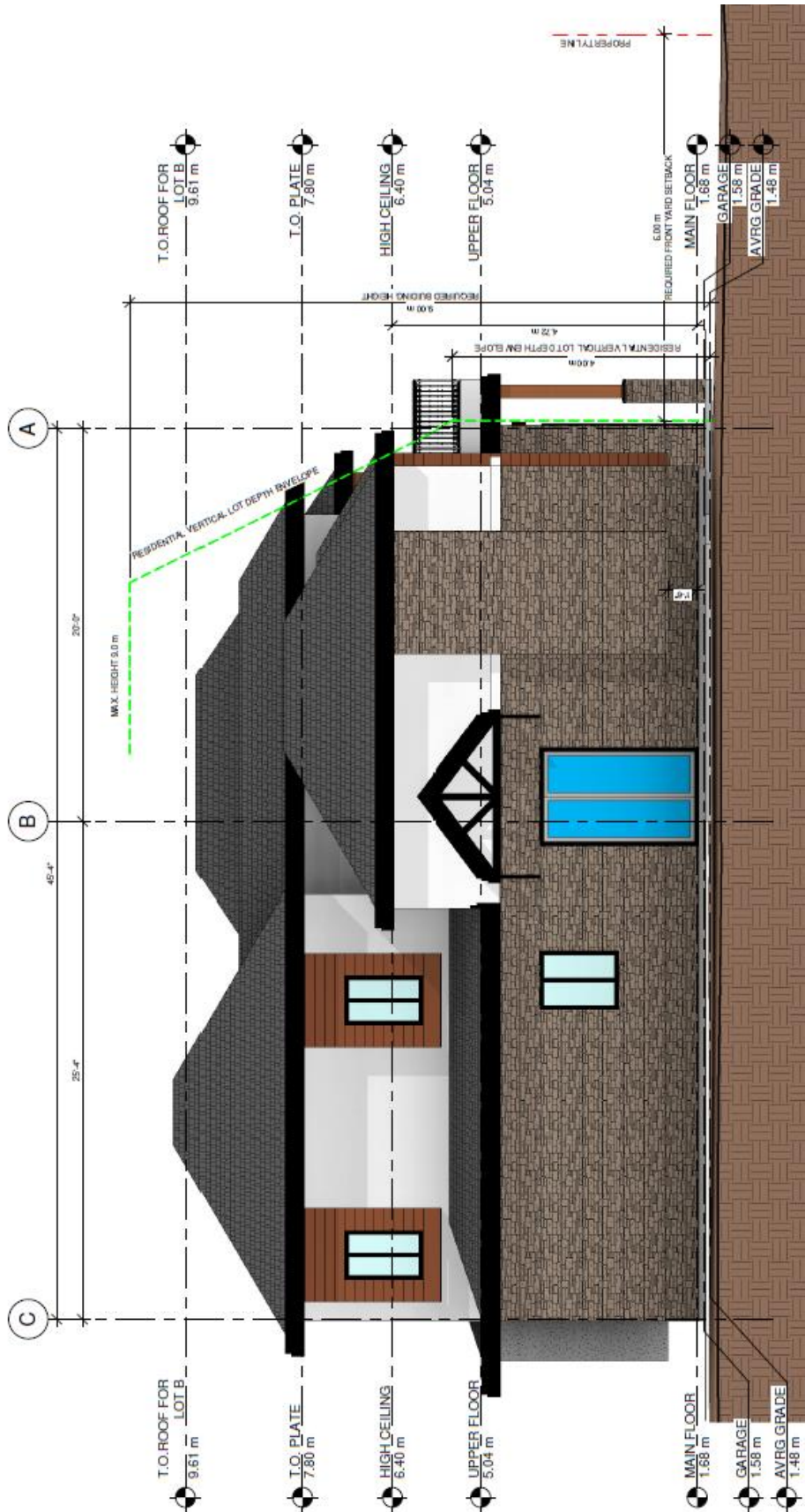
April 14th, 2021.





LOT B (CORNER LOT) – NORTH ELEVATION ALONG WILLIAMS ROAD

FOR CONCEPTUAL PURPOSES ONLY;
 AT BP STAGE, PLANS TO COMPLY
 CNCL WITH ALL CITY REGULATIONS



LOT B (CORNER LOT) – EAST ELEVATION ALONG 4TH AVENUE

FOR CONCEPTUAL PURPOSES ONLY;
 AT BP STAGE, PLANS TO COMPLY
 CNCL 225 WITH ALL CITY REGULATIONS



RZ 21-936512

Attachment 3

Address: 3660/3662 Williams Road

Applicant: Pakland Properties

Planning Area(s): Steveston

	Existing	Proposed
Owner:	Pakland Investments Ltd	No change
Site Size (m²):	893 m ²	Lot A: 429.0 m ² Lot B: 463.9 m ²
Land Uses:	Two-family residential (duplex)	Single-family residential
OCP Designation:	Neighbourhood Residential	No change
Area Plan Designation:	Single-Family	No change
Zoning:	Two-Unit Dwellings (RD1)	Single Detached (RS2/B)
Number of Units:	One duplex (two units)	Two units plus two suites
Other Designations:	N/A	No change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	Max. 0.55	none permitted
Buildable Floor Area (m ²):*	Lot A: Max. 236 m ² (2540.3 ft ²) Lot B: Max. 255.1 m ² (2746 ft ²)	Lot A: Max. 235.5 m ² (2,535 ft ²) Lot B: Max. 242.4 m ² (2,6092 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Live Landscaping Min. %: 25%	Building: Max. 45% Non-porous Surfaces: Max. 70% Live Landscaping Min. %: 25%	none
Lot Size:	Min. 360 m ²	Lot A: 429.0 m ² Lot B: 463.9 m ²	none
Lot Dimensions (m):	Width: Min. 12 m Depth: Min. 24 m	Lot A Width: 16.54 m Lot A Depth: 25.94 m Lot B Width: 17.88 m Lot B Depth: 25.94 m	none
Setbacks (m):	Front: Min. 6 m Rear: Min. 6 m Side: Min. 1.2 m Exterior Side: Min. 3 m	Front: Min. 6 m Rear: Min. 6 m Side: Min. 1.2 m Exterior Side: Min. 3 m	none

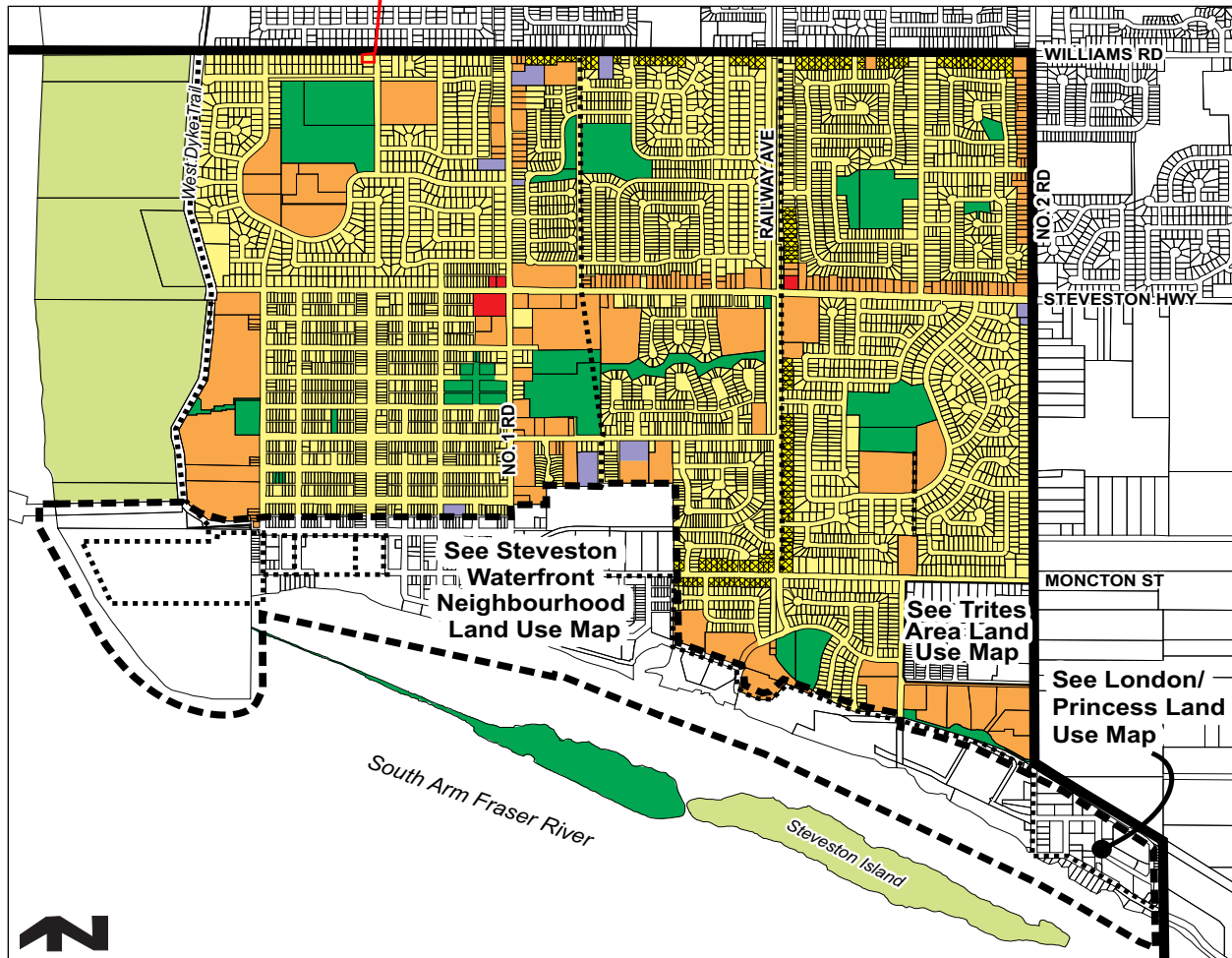
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Height (m):	2.5 storeys or 9 m	2.5 storeys or 9 m	none
Off-street Parking Spaces – Regular (R) / Suite (S):	2 (R) and 1 (S) per unit	2 (R) and 1 (S) per unit	none
Off-street Parking Spaces – Total:	3	3	none











Other: _____

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

City of Richmond

Subject Site

Steveston Area Land Use MapBylaw 9813
2019/06/24

	Single-Family		Institutional
	Single-Detached/Duplex/Triplex		Conservation Area
	Multiple-Family		Trail
	Commercial		Steveston Area Boundary
	Public Open Space		Steveston Waterfront Neighbourhood Boundary

4TH AVENUE

WILLIAMS ROAD

REFER TO TPB AND TREE
IMPACT SUMMARY TABLE
WITHIN REPORT BODY

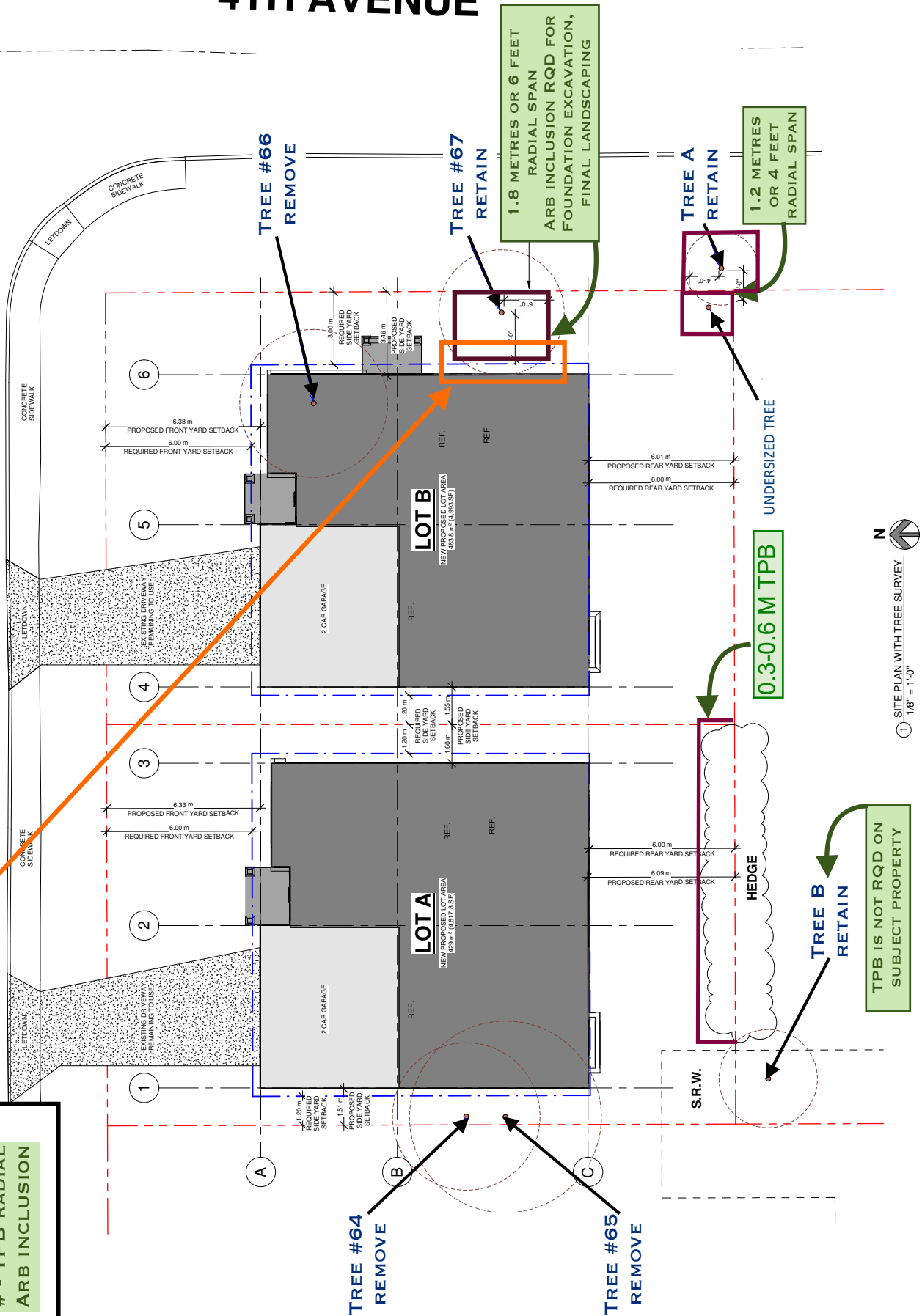
ARB INCLUSION RQD

ARBORIST LEGEND

- TREE ID

TPB AREA

- TPB RADIAL
ARB INCLUSION



1 SITE PLAN WITH TREE SURVEY
1/8" = 1'-0"



Address: 3660/3662 Williams Road

File No.: RZ 21-936512

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10383, the developer is required to complete the following:

1. Registration of a flood indemnity covenant on title (2.9m GSC – Area A).
2. Registration of a 6.0 m wide Statutory Right-of-Way along the entire south property line of Lot A and extending a minimum of 3.0 m into Lot B to provide for the required sanitary line.
3. Discharge of existing covenant BH226700 registered on title of the strata lots, which restricts the use of the property to a duplex.
4. Discharge of Strata Plan LMS1794.
5. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
 - comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line;
 - include a mix of coniferous and deciduous trees;
 - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report; and
 - include the four (4) required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
4	8 cm		4 m

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$750/tree to the City's Tree Compensation Fund for off-site planting is required.

6. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained (tree tag #67, A, B, undersized untagged Sumac, and neighbouring hedge). 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.
7. Submission of a Tree Survival Security to the City in the amount of \$10,000.00 for the two trees to be retained (one on-site tree tag# 67 (\$5,000.00) and one City tree tag # A (\$5,000.00)).
8. Registration of a legal agreement on Title to ensure that the Building Permit application and ensuing development of Lot B is generally consistent with submitted conceptual plans and that the building presents an attractive pedestrian interface to 4th Avenue.
9. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a one bedroom secondary suite is constructed on both future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

At Demolition Permit* stage, the developer must complete the following requirements:

- Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

At Subdivision* stage, the developer must complete the following requirements:

- Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to,

Water Works:

- a) Using the OCP Model, there is 474 L/s of water available at a 20 psi residual at the Williams Road frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- b) At Developer's cost, the Developer is required to:
 - i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
 - ii) Cut and cap at main the existing water connection and remove water meter on the 4th Ave. frontage.
 - iii) Install two new service connections complete with water meters per City standards on the Williams Road frontage to service Lot A and Lot B. The water meters will be located in the boulevard between the sidewalk and the property line.
- c) At Developer's cost, the City will:
 - i) Complete all tie-ins for the proposed works to existing City infrastructure.

Storm Sewer Works:

- d) At Developer's cost, the Developer is required to:
 - i) Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
 - ii) Cut and cap existing storm servicing connection at the northeast corner of the east lot.
 - iii) Install a new storm service connection complete with a type 3 IC with dual connection per City standards at the common property line and tied in to the existing 600mm storm sewer at Williams Road frontage to service Lot A and Lot B.
- e) At Developer's cost, the City will:
 - i) Complete all tie-ins for the proposed works to existing City infrastructure.

Sanitary Sewer Works:

- f) At Developer's cost, the Developer is required to:
 - i) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
 - ii) Modify or amend, as required, the utility right-of way registered at the time of rezoning (being a 6.0 m wide right-of-way along the rear of proposed Lot A and extending a minimum of 3.0 m into the rear of Lot B) consistent with the approved design for the proposed sanitary main.
 - iii) Install a new sanitary line 200mm diameter PVC aligned north-south from existing manhole SMH2390 going 9m north complete with a manhole at the southwest corner of Lot A.
 - iv) Install a new sanitary service connection tied in to the new manhole at the southwest corner of Lot A to service Lot A.
 - v) Install a new sanitary line 200mm diameter PVC aligned east-west approximately 19m complete with a manhole located at the southwest corner of Lot B.
 - vi) Install a new sanitary service connection tied in to the new manhole located at the southwest corner of Lot B.

Note: Design and construction of the sanitary sewer line requires review by the Applicant's Arborist and on-site supervision to ensure protection of the neighbouring Tree tag #B and hedge.

- g) At Developer's cost, the City will:
- i) Complete all tie-ins for the proposed works to existing City infrastructure.
 - ii) Cut and cap at main existing sanitary service connection.

General Items:

- h) At Developer's cost, the Developer is required to:
- i) Complete other frontage improvements as per Transportation requirements.

Frontage Improvements

- Williams Road:
 - Maintain the existing 1.5 m wide concrete sidewalk at the curb.
 - Landscaped boulevard between the sidewalk and the road fronting property line.
- 4th Avenue:
 - Construct a new 1.5 m wide concrete sidewalk (at the curb) along the subject site's entire 4th Avenue frontage.
 - Landscaped boulevard between the sidewalk and the road fronting property line.

Driveways

- Design standard: Reconstruct each of the two existing driveways per City Engineering Design Specifications (R-9-DS), i.e.
 - Width of driveway letdown at the property line (and at the curb) = 4.0 m.
 - Driveway letdown flares at the curb = 0.9 m.
 - Minimum separation between the driveway letdown flare at the curb to each adjoining common property line = 0.5 m.
 - Location: The driveway at 3662 Williams Road is to be located at the westerly end of the site away from the Williams Road/4th Avenue intersection.
- ii) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.
- iii) Coordinate with BC Hydro, Telus and other private communication service providers:
- To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To underground overhead service lines.
- iv) Locate/relocate all above ground utility cabinets and kiosks required to service the proposed development and proposed undergrounding works, 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 design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., 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 architectural plans/functional plan, the servicing agreement drawings, 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 – 2.0 x 1.5 m
 - Traffic signal UPS – 1.0 x 1.0 m
 - Shaw cable kiosk – 1.0 x 1.0 m
 - Telus FDH cabinet – 1.1 x 1.0 m

- v) Coordinate the servicing agreement design for this development with the servicing agreement(s) for 3680 Williams Road, both existing and in-stream. The developer's civil engineer shall submit a signed and sealed letter with each servicing agreement submission confirming that they have coordinated with civil engineer(s) of the adjacent project(s) and that the servicing agreement designs are consistent. The City will not accept the 1st submission if it is not coordinated with the adjacent developments. The coordination letter should cover, but not be limited to, the following:
- Corridors for City utilities (existing and proposed water, storm sewer and sanitary) and private utilities.
 - Pipe sizes, material and slopes.
 - Location of manholes and fire hydrants.
 - Road grades, high points and low points.
 - Alignment of ultimate and interim curbs.
 - Proposed street lights design.
- vi) 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.

Prior to Building Permit* issuance, the developer must complete the following requirements:

- 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.
- Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10383 (RZ 21-936512)
3660/3662 Williams Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **“SINGLE DETACHED (RS2/B)”**.

P.I.D. 019-142-960

Strata Lot 1 Section 34 Block 4 North Range 7 West New Westminster District Strata Plan LMS1794 Together With an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Shown on Form 1

P.I.D. 019-142-978

Strata Lot 2 Section 34 Block 4 North Range 7 West New Westminster District Strata Plan LMS1794 Together With an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Shown on Form 1

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10383”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER





**Richmond Zoning Bylaw 8500
Amendment Bylaw 10101 (RZ 19-850681)
11891 Dunavon Place**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"SINGLE DETACHED (RS2/A)"**.

P.I.D. 004-306-210

Lot 145 Section 2 Block 3 North Range 7 West New Westminster District Plan 48471

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10101"**.

FIRST READING

NOV 25 2019

A PUBLIC HEARING WAS HELD ON

DEC 16 2019

SECOND READING

DEC 16 2019

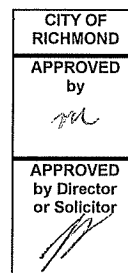
THIRD READING

DEC 16 2019

OTHER CONDITIONS SATISFIED

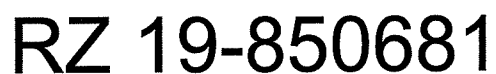
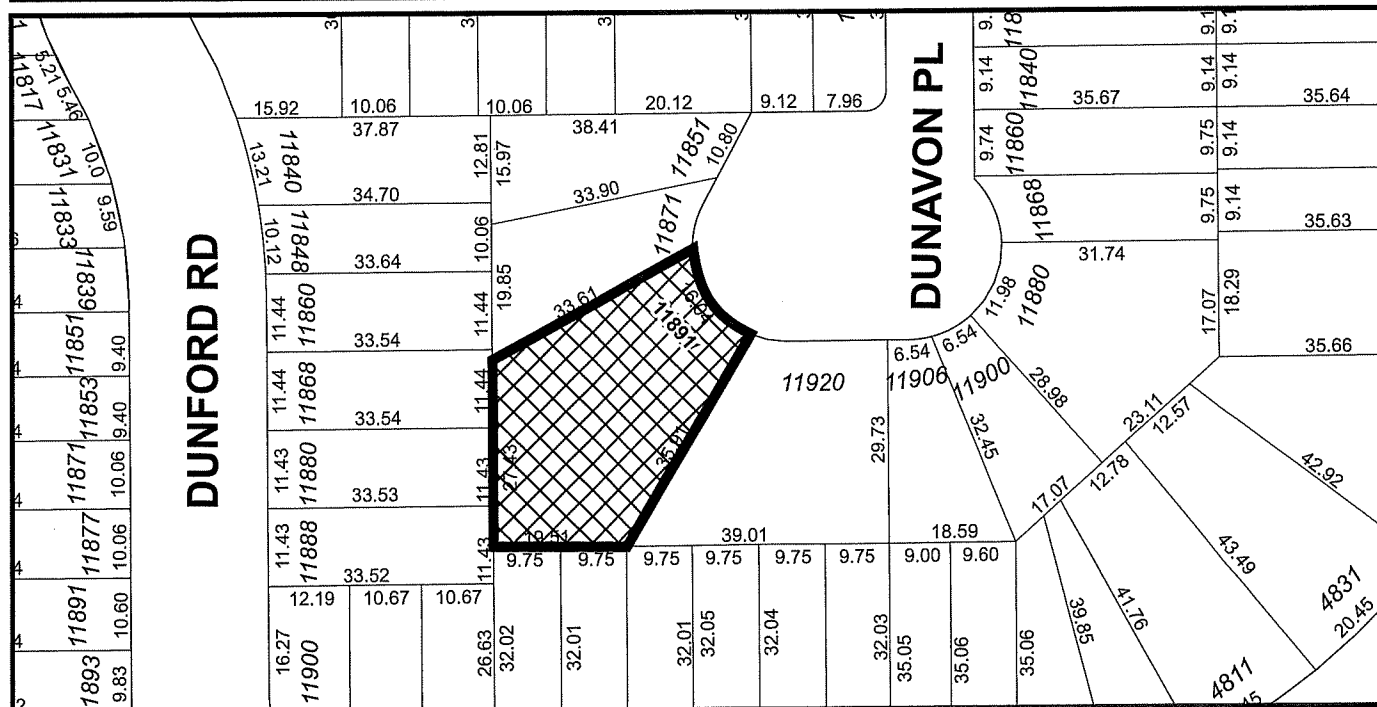
MAY 10 2022

ADOPTED



MAYOR

CORPORATE OFFICER



Note: Dimensions are in METRES



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10109 (RZ 18-825323)
6560 Granville Avenue**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"COMPACT SINGLE DETACHED (RC2)"**.

P.I.D. 004-311-892

Lot 22 except: part subdivided by Plan LMP19836, Section 18 Block 4 North Range 6 West
New Westminster District Plan LMP12891

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10109"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

JUN 08 2020

JUL 20 2020

JUL 20 2020

JUL 20 2020

MAY 11 2022

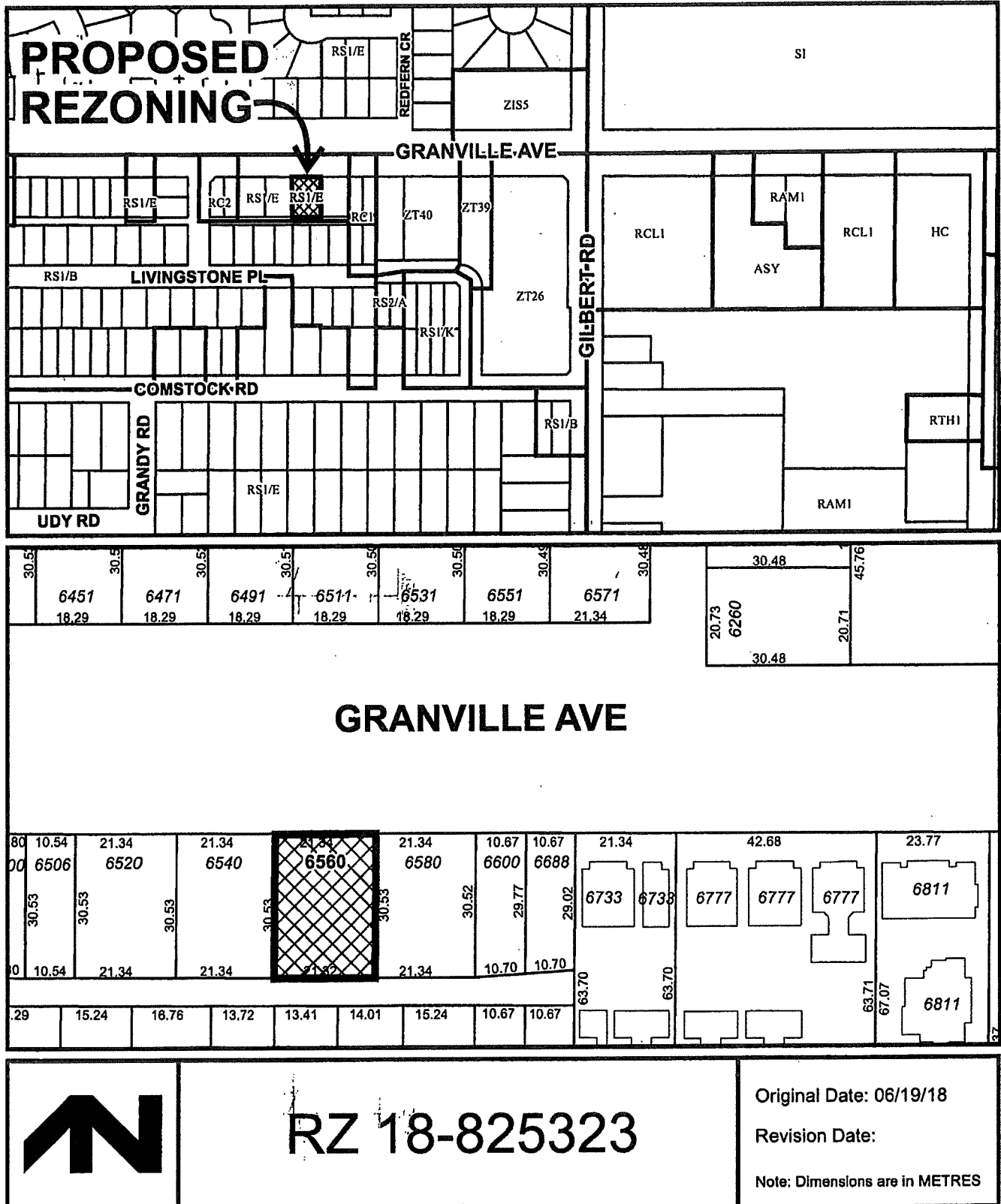
CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



City of Richmond





City of Richmond

Report to Council

To: Richmond City Council
From: Cecilia Achiam
Chair, Development Permit Panel
Date: May 10, 2022
File: DV 20-918782
Re: Development Permit Panel Meeting Held on April 13, 2022

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Variance Permit (DV 20-918782) for the property located at 6560 Granville Avenue, be endorsed and the Permit so issued.

A handwritten signature in black ink, appearing to be 'C. Achiam'.

Cecilia Achiam
Chair, Development Permit Panel
(604-276-4122)

WC/SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on April 13, 2022.

DV 20-918782 – LAND TO SKY CONSTRUCTION LTD. – 6560 GRANVILLE AVENUE
(April 13, 2022)

The Panel considered a Development Variance Permit (DV) to vary the provisions of Richmond Zoning Bylaw 8500 on proposed Lot B to reduce the rear yard setback requirement from 6.0 m to 1.7 m to facilitate on-site tree retention, and permit the required private outdoor space to be located in the front yard instead of the rear yard.

Applicant, Ivan Chen, of Land to Sky Construction Ltd., provided a brief presentation and noted that: (i) the property is being rezoned and subdivided into two new lots; (ii) the two existing trees in the front yard will be retained; (iii) the proposed variances to Lot B would facilitate the retention and protection of the two existing trees; (iv) the footprint of the proposed building on Lot B will be shifted to accommodate the tree protection zone for the existing trees to be retained; and (v) as a result, the private outdoor space will have to be relocated to the front yard.

Staff noted that: (i) the retention and protection of the two existing trees was identified at the rezoning process; (ii) the two proposed variances are consistent with the information and recommendation considered at the Public Hearing for the site rezoning; and (iii) staff support the applicant's efforts to retain the two existing trees.

Discussion ensued with regard to redesigning the roof form in the front elevation to provide more visual interest. As a result of the discussion, staff were directed to work with the applicant to investigate opportunities to redesign the lower roof form in the front elevation, prior to the application moving forward for Council consideration.

In reply to Panel queries, staff noted that: (i) the roof of the attached garage could not be converted into a patio in the future as there is no access to the garage roof; (ii) the garage must be constructed in accordance with the plans approved by Council via the Development Variance Permit; and (iii) the proposed setback for the garage from the rear lane is consistent with the existing setbacks of garages of newer developments along the lane.

No correspondence was submitted to the Panel meeting regarding the application.

The Panel expressed support for the application, noting that: (i) it supports the applicant's efforts to retain the two existing trees; and (ii) the subject development, including the proposed redesign of the roof form in the front elevation, would be a welcome addition to the neighbourhood.

Subsequent to the Panel meeting, the front elevation design was revised and improved. The hierarchy of roof forms was enhanced by changing the lower hip roof into a gable end. The front entry was enhanced with glazing and emphasized with the addition of a lower gable end roof element.

The Panel recommends the Permit be issued.