



City Council

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

**Monday, June 10, 2019
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*
- CNCL-7 (1) *adopt the minutes of the Regular Council meeting held on May 27, 2019.*

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AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

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

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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.

4. *Motion to rise and report.*

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RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

PLEASE NOTE THAT ITEMS APPEARING ON THE CONSENT AGENDA WHICH PRESENT A CONFLICT OF INTEREST FOR COUNCIL MEMBERS MUST BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Proposed Tidally Influenced Terra Nova Slough Update
- 2019 Child Care Grants – Second Intake
- Affordable Housing Strategy (2017–2027) – 2018 Update
- Building Our Social Future – A Social Development Strategy for Richmond (2013–2022): Progress Report for 2017 and 2018
- Land use applications for first reading (to be further considered at the Public Hearing on July 15, 2019):
 - 7391 Moffatt Road – Rezone from RAM1 to RTH1 (Matthew Cheng Architect Inc. – applicant)
 - 10200/10220 Railway Avenue – Rezone from RD1 to RCH1 (Raman Kooner – applicant)
- Farming First: Proposed Update to Richmond’s 2003 Agricultural Viability Strategy (AVS)

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

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6. **COMMITTEE MINUTES**

CNCL-23

*That the minutes of the **Parks, Recreation and Cultural Services Committee** meeting held on May 28, 2019 be received for information.*

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Council Agenda – Monday, June 10, 2019

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Consent
Agenda
Item

7. **PROPOSED TIDALLY INFLUENCED TERRA NOVA SLOUGH UPDATE**

(File Ref. No. 06-2345-20-TNOV4) (REDMS No. 6160886 v. 10)

CNCL-43

See Page CNCL-43 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

- (1) *That Option 2: Create a Tidally Influenced Terra Nova Slough, as outlined in the staff report titled “Proposed Tidally Influenced Terra Nova Slough Update” dated April 5, 2019 for the Director, Parks Services, be endorsed; and*
- (2) *That staff be directed to explore (i) design options for the tidally influenced Terra Nova slough, including the original plan, and (ii) additional funding sources.*



Consent
Agenda
Item

8. **2019 CHILD CARE GRANTS – SECOND INTAKE**

(File Ref. No. 03-0185-01) (REDMS No. 6178419 v. 4)

CNCL-74

See Page CNCL-74 for full report

Recommendations will be considered at the Open General Purposes Committee meeting.

Consent
Agenda
Item

9. **AFFORDABLE HOUSING STRATEGY (2017–2027) – 2018 UPDATE**

(File Ref. No. 01-0095-20-5006) (REDMS No. 6090737 v. 4; 6189949)

CNCL-105

See Page CNCL-105 for full report

PLANNING COMMITTEE RECOMMENDATION

Recommendations will be considered at the Open Planning Committee meeting.

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Consent
Agenda
Item

10. **BUILDING OUR SOCIAL FUTURE – A SOCIAL DEVELOPMENT STRATEGY FOR RICHMOND (2013–2022): PROGRESS REPORT FOR 2017 AND 2018**

(File Ref. No. 07-3375-01) (REDMS No. 5805953 v. 16)

CNCL-143

[See Page CNCL-143 for full report](#)

PLANNING COMMITTEE RECOMMENDATION

Recommendations will be considered at the Open Planning Committee meeting.

Consent
Agenda
Item

11. **APPLICATION BY MATTHEW CHENG ARCHITECT INC. FOR REZONING AT 7391 MOFFATT ROAD FROM THE “MEDIUM DENSITY LOW RISE APARTMENTS (RAM1)” ZONE TO THE “HIGH DENSITY TOWNHOUSES (RTH1)” ZONE**

(File Ref. No. 12-8060-20-009894; RZ 17-777664) (REDMS No. 6162857; 5881819)

CNCL-194

[See Page CNCL-194 for full report](#)

PLANNING COMMITTEE RECOMMENDATION

Recommendations will be considered at the Open Planning Committee meeting.

Consent
Agenda
Item

12. **APPLICATION BY RAMAN KOONER FOR REZONING AT 10200/10220 RAILWAY AVENUE FROM THE “TWO-UNIT DWELLINGS (RD1)” ZONE TO THE “COACH HOUSES (RCH1)” ZONE**

(File Ref. No. 12-8060-20-010035; RZ 17-784927) (REDMS No. 5997730; 6182914)

CNCL-226

[See Page CNCL-226 for full report](#)

PLANNING COMMITTEE RECOMMENDATION

Recommendations will be considered at the Open Planning Committee meeting.

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Consent
Agenda
Item

13. **FARMING FIRST: PROPOSED UPDATE TO RICHMOND’S 2003 AGRICULTURAL VIABILITY STRATEGY (AVS)**
(File Ref. No. 08-4050-10) (REDMS No. 6061053 v. 5; 919127)

CNCL-267

See Page CNCL-267 for full report

PLANNING COMMITTEE RECOMMENDATION

Recommendations will be considered at the Open Planning Committee meeting.

CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

14. *Motion to resolve into Committee of the Whole to hear delegations on non-agenda items.*

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- CNCL-391 (1) Annie Lai, Richmond resident, to speak on a proposal for the implementation of a Youth City Council.

- CNCL-404 (2) Kim Jensen, President, Richmond Tennis Club, to speak on a proposal to upgrade current facilities.

15. *Motion to rise and report.*

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RATIFICATION OF COMMITTEE ACTION

☐

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

- CNCL-422** Parking (Off-Street) Regulation Bylaw No. 7403, Amendment
Bylaw No. 10002
Opposed at 1st/2nd/3rd Readings – None.

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- CNCL-423** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9646**
(9051 & 9071 Steveston Highway, RZ 16-728719)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

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- CNCL-424** Richmond Official Community Plan Bylaw 7100, Amendment
Bylaw No. 9062
(4020, 4080, 4100, 4180, 4280 and 4300 Bayview Street, RZ 13-633927)
Opposed at 1st Reading – Cllrs. Day and Steves.
Opposed at 2nd/3rd Readings – Cllrs. Day and Steves.

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- CNCL-425** Richmond Zoning Bylaw 8500, Amendment **Bylaw No. 9063**
(4020, 4080, 4100, 4180, 4280 and 4300 Bayview Street, RZ 13-633927)
Opposed at 1st Reading – Cllrs. Day and Steves.
Opposed at 2nd Reading – Cllrs. Au, Day, and Steves.
Opposed at 3rd Reading – Cllrs. Day and Steves.

☐

ADJOURNMENT

☐



Regular Council

Monday, May 27, 2019

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Chak Au
Councillor Carol Day (entered at 8:52 p.m.)
Councillor Kelly Greene
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves
Councillor Michael Wolfe

Acting Corporate Officer – Claudia Jesson

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

RES NO. ITEM

MINUTES

- R19/9-1 1. It was moved and seconded
That:
- (1) *the minutes of the Regular Council meeting held on May 13, 2019, be adopted as circulated;*
 - (2) *the minutes of the Special Council meeting held on May 21, 2019, be adopted as circulated; and*
 - (3) *the minutes of the Regular Council meeting for Public Hearings held on May 21, 2019, be adopted as circulated.*

CARRIED

1.



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COMMITTEE OF THE WHOLE

- R19/9-2 2. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on agenda items (7:03 p.m.).

CARRIED

3. Delegations from the floor on Agenda items.

Item No. 18 – Richmond Lawn Bowling Clubhouse Program Options

Ken McClennan, Richmond resident, spoke in opposition to the proposal, expressing that a new facility will only benefit a small portion of Richmond's population and that the City should seek funding support from senior levels of government.

Item No. 12 – Richmond Community Services Advisory Committee Non-Profit Social Service Agency Space Needs Review

De Whalen and Katheryn McCreary, Richmond Poverty Response Committee, referenced a submission (attached to and forming part of these minutes as Schedule 1), and expressed that there is a shortage of affordable and accessible space for non-profit organizations and encouraged the City to work with the developer community to increase space availability.

Item No. 12 – Richmond Community Services Advisory Committee Non-Profit Social Service Agency Space Needs Review

Heather McDonald, Richmond resident, commented on the need to develop affordable and accessible space for non-profit organizations in the city in a timely manner and suggested that a task force be developed to address the matter.

Item No. 12 – Richmond Community Services Advisory Committee Non-Profit Social Service Agency Space Needs Review

George Pope, Richmond resident, spoke on space needs for non-profit organizations and expressed that the City should work with developers to secure space in proposed developments in the Landsdowne area.



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Item No. 18 – Richmond Lawn Bowling Clubhouse Program Options

Kion Wong, President, Richmond Lawn Bowling Club (RLBC), expressed support for the proposal, noting that the current clubhouse is over 50 years old and is inadequate for the Club's current needs and future growth. He added that the RLBC's preference is that the proposed new facility would be prioritized for its members; however the RLBC supports use by other community groups. Furthermore, he noted that the RLBC is open to all Richmond residents.

Item No. 18 – Richmond Lawn Bowling Clubhouse Program Options

Niti Sharma, Richmond resident, expressed that the proposed RLBC clubhouse should be optimized to accommodate additional storeys and other uses such as affordable senior housing.

Item No. 18 – Richmond Lawn Bowling Clubhouse Program Options

Don Flintoff, 6071 Dover Road, expressed opposition to the proposal and spoke on the potential high cost to expand and replace the current building. He suggested that the Club utilize other City facilities, such as the Minoru Centre for Active Living, for Club events.

Item No. 12 – Richmond Community Services Advisory Committee Non-Profit Social Service Agency Space Needs Review

Lynne Fader and Sherri Barkoff, The Kehila Society of Richmond, spoke on food aid to low income individuals and the need to secure space for non-profit organizations in accessible areas of the city.

Item No. 12 – Richmond Community Services Advisory Committee Non-Profit Social Service Agency Space Needs Review

Rick Dubras, Richmond Addiction Services Society, spoke on development of affordable space for non-profit organizations in accessible areas of the city and reducing barriers for non-profit organizations to secure space.

Item No. 18 – Richmond Lawn Bowling Clubhouse Program Options

Amy Lao, 6451 No. 2 Road, expressed her support for the development of a new clubhouse but was opposed to a multiple storey design.



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Item No. 18 – Richmond Lawn Bowling Clubhouse Program Options

Judie Schneider, Richmond resident, commented that the City should consider a multiple storey design for the proposed new facility and that it be built to accommodate other uses such as affordable housing.

Item No. 18 – Richmond Lawn Bowling Clubhouse Program Options

Marion Smith, 6580 Mayflower Drive, noted her opposition to development of a new clubhouse and expressed that a new facility will only benefit a small portion of Richmond's population. She added that should the development proceed, a multi-storey design should be incorporated to accommodate other community uses.

Item No. 18 – Richmond Lawn Bowling Clubhouse Program Options

Erika Koenig-Workman, 12500 Trites Road, expressed that space for other community uses should be incorporated into the proposed clubhouse's design.

- R19/9-3 4. It was moved and seconded
That Committee rise and report (8:01 p.m.).

CARRIED

CONSENT AGENDA

- R19/9-4 5. It was moved and seconded
That Items No. 6 through No. 13 and Items No. 15 through No. 16 be adopted by general consent.

CARRIED

6. COMMITTEE MINUTES

That the minutes of:

- (1) *the Community Safety Committee meeting held on May 14, 2019;*
- (2) *the General Purposes Committee meeting held on May 21, 2019;*
- (3) *the Special Finance Committee meeting held on May 21, 2019;*



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- (4) *the Planning Committee meeting held on May 22, 2019; and*
 - (5) *the Public Works and Transportation Committee meeting held on May 23, 2019;*
- be received for information.*

ADOPTED ON CONSENT

7. POTENTIAL FOR RICHMOND FIRE-RESCUE PERSONNEL TO PERFORM BASIC PARAMEDIC DUTIES

(File Ref. No. 09-5140-01) (REDMS No. 6156213 v. 3)

- (1) *That the staff report titled “Potential for Richmond Fire-Rescue Personnel to Perform Basic Paramedic Duties” dated April 23, 2019 be received for information; and*
- (2) *That a letter be written to the Province, requesting an update be provided on the Auditor General’s audit regarding “Access to Emergency Health Services Within the Province of British Columbia.”*

ADOPTED ON CONSENT

8. 2019 – 2020 RICHMOND RCMP DETACHMENT ANNUAL PERFORMANCE PLAN – COMMUNITY PRIORITIES

(File Ref. No. 09-5000-01; 01-0340-35-LCSA1) (REDMS No. 6154208 v. 3)

That the following priorities listed in the staff report titled “2019-2020 Richmond RCMP Detachment Annual Performance Plan – Community Priorities”, dated April 11, 2019, from the Officer in Charge, Richmond RCMP:

- (1) *Property Crime;*
- (2) *Organized Crime-Drug Offenses;*
- (3) *Vulnerable Persons Unit (Mental Health, High Risk Missing Persons, and Domestic Violence); and*
- (4) *Road Safety;*

be endorsed for inclusion in the Richmond Detachment Fiscal Year 2019-2020 (April 1, 2019 to March 31, 2020) RCMP Annual Performance Plan.

ADOPTED ON CONSENT



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9. **2018 CLIMATE ACTION REVENUE INCENTIVE PROGRAM AND CORPORATE CARBON NEUTRAL PROGRESS REPORT**
(File Ref. No. 10-6125-01; 01-0340-03-01; 6125-07-01) (REDMS No. 6171365 v. 2; 6177585; 6177589)

That, in accordance with Provincial requirements, the Climate Action Revenue Incentive Program Report and Carbon Neutral Progress Report be posted on the City's website for public information.

ADOPTED ON CONSENT

10. **INTEGRATING CIRCULAR ECONOMY CRITERIA INTO CITY PROCUREMENTS**
(File Ref. No. 10-6000-00; 01-0095-20-3104; 02-0745-00) (REDMS No. 6167654 v.6)

- (1) *That the work plan outlined in the staff report titled, "Integrating Circular Economy Criteria into City Procurements", dated March 20, 2019 from the Senior Manager, Sustainability and District Energy, be endorsed; and*
- (2) *That expenditures in the amount of \$150,000 be approved, with funding from the Carbon Tax provision, and that the 5-Year Financial Plan (2019-2023) be amended accordingly.*

ADOPTED ON CONSENT

11. **SPECULATION AND VACANCY TAX**
(File Ref. No. 03-1240-02-06; 12-8080-05) (REDMS No. 6198352)

That a letter be written to the Premier, appropriate ministers, Leader of the Opposition, Leader of the Third Party and local MLAs, requesting that the Province remit the money collected from the Speculation and Vacancy Tax to the cities for the sole purpose of affordable housing.

ADOPTED ON CONSENT



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**12. RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE
NON-PROFIT SOCIAL SERVICE AGENCY SPACE NEEDS REVIEW**

(File Ref. No. 01-0100-30-RCSA1-01) (REDMS No. 6126961 v. 5; 6050296; 6157361; 6175957; 6175741)

- (1) *That support be extended for the RCSAC to develop a database on space needs of non-profit social service agencies, to be updated and maintained biannually through surveys of agencies; and*
- (2) *That staff investigate potential options available to increase the supply of affordable non-profit social service agency space in the City Centre and other appropriate locations and report back.*

ADOPTED ON CONSENT

13. APPLICATION BY 1132865 BC LTD FOR REZONING AT 7464, 7480, 7500, 7520, 7540, 7560/7580 AND 7600 NO. 1 ROAD FROM “SINGLE FAMILY DETACHED (RS1/E)” AND “TWO UNIT DWELLING (RD1)” TO “MEDIUM DENSITY TOWNHOUSE (RTM2)”

(File Ref. No. RZ 17-794287; 12-8060-20-009983) (REDMS No. 6065565 v. 3; 6067594)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9983, for the rezoning of 7464, 7480, 7500, 7520, 7540, 7560/7580 and 7600 No. 1 Road from “Single Family Detached (RS1/E)” and “Two Unit Dwelling (RD1)” to “Medium Density Townhouse (RTM2)” to permit the development of 30 townhouse units, be introduced and given first reading.

ADOPTED ON CONSENT

14. APPLICATION BY GURSHER S. RANDHAWA FOR REZONING AT 5428 CHEMAINUS DRIVE FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “SINGLE DETACHED (RS2/B)” ZONE

(File Ref. No. RZ 19-850544; 12-8060-20-010028) (REDMS No. 6159780; 6161302)

Please see Page 9 for action on this item.

15. VANCOUVER FRASER PORT AUTHORITY APPLICATIONS TO NATIONAL TRADE CORRIDORS FUND

(File Ref. No. 01-0140-20-PMVA1; 03-1090-01) (REDMS No. 6148884 v. 3; 5494978)



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That the City provide a letter of support for the Vancouver Fraser Port Authority's submission of the following three projects for consideration of cost-share funding from the Government of Canada's National Trade Corridors Fund, as described in the report titled "Vancouver Fraser Port Authority Applications to National Trade Corridors Fund" dated April 12, 2019 from the Director, Transportation:

- (1) Supply chain visibility program;*
- (2) Short sea shipping concept development; and*
- (3) Portside Road-Blundell Road overpass and upgrade, subject to:*
 - (a) No capital costs to be borne by the City of Richmond;*
 - (b) No operating, maintenance, rehabilitation and replacement costs of the Portside Road-Blundell Road overpass including any raised portions of City roadway and No. 7 Road canal crossing structures to be borne by the City of Richmond;*
 - (c) Continued City involvement in all aspects of the design process including adherence to the City's design standards; and*
 - (d) Retention and accommodation of local community access for motorists, pedestrians and cyclists.*

ADOPTED ON CONSENT

**16. AMENDMENT TO PARKING (OFF-STREET) REGULATION
BYLAW NO. 7403 TO REVISE DEFINITION OF CITY PROPERTY**

(File Ref. No. 12-8060-20-010002) (REDMS No. 6157470 v. 4; 6139378)

That Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10002, to revise the definition of City property, be introduced and given first, second and third readings.

ADOPTED ON CONSENT

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



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14. **APPLICATION BY GURSHER S. RANDHAWA FOR REZONING AT 5428 CHEMAINUS DRIVE FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “SINGLE DETACHED (RS2/B)” ZONE**
(File Ref. No. RZ 19-850544; 12-8060-20-010028) (REDMS No. 6159780; 6161302)

R19/9-5

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10028, for the rezoning of 5428 Chemainus Drive from the “Single Detached (RS1/E)” zone to the “Single Detached (RS2/B)” zone, be introduced and given First Reading.

CARRIED

Opposed: Cllrs. Greene
Wolfe

NON-CONSENT AGENDA ITEMS

COMMUNITY SAFETY COMMITTEE

Councillor Bill McNulty, Chair

17. **COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – MARCH 2019**

(File Ref. No. 12-8375-02) (REDMS No. 6165081)

R19/9-6

It was moved and seconded

- (1) *That the staff report titled “Community Bylaws Monthly Activity Report – March 2019”, dated April 18, 2019, from the General Manager, Community Safety, be received for information;*
- (2) *That the City conduct more assertive enforcement of short-term rentals, including issuance of multiple tickets, and proactive enforcement; and*
- (3) *That staff explore hiring additional Bylaw staff to:*
 - (a) *actively investigate every short-term rental and bed and breakfast listing in Richmond;*
 - (b) *increase parking enforcement; and*



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*(c) increase dog enforcement;
and report back.*

Cllr. Day entered the meeting (8:52 p.m.).

The question on the motion was not called as discussion ensued with regard to (i) active short-term rental listings on internet and social media platforms, (ii) options to add additional bylaw officers and potential cost, and (iii) enforcement of parking, illegal ride share and dog offenses.

In reply to queries from Committee, staff noted that active short-term rental listings have been reduced by approximately 50% since regulations were introduced in 2018.

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

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

18. **RICHMOND LAWN BOWLING CLUBHOUSE PROGRAM OPTIONS**
(File Ref. No. 06-2052-25-LBOW1) (REDMS No. 6168707 v. 41; 6176013; 6176912; 6177911; 6177916; 6184946)

Correspondence received regarding the proposed Richmond Lawn Bowling Clubhouse was distributed (copy on-file, City Clerk's Office).

R19/9-7

It was moved and seconded

- (1) That Program Option 3 be approved, as outlined in the staff report titled "Richmond Lawn Bowling Clubhouse Program Options," dated April 26, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities;*



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- (2) *That the additional amount of \$1.30 million, as described in the staff report titled “Richmond Lawn Bowling Clubhouse Program Options,” dated April 26, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities, be funded by the Rate Stabilization Fund (\$1.21 million) and the Richmond Lawn Bowling Club (\$90,000), and the Consolidated 5 Year Financial Plan (2019-2023) be amended accordingly; and*
- (3) *That staff be directed to work with the Richmond Lawn Bowling Club to discuss arrangements with other groups for community needs for the new building.*

The question on the motion was not called as discussion ensued with regard to (i) estimating the construction costs for a multi-storey building, (ii) avoiding incremental development on parkland, (iii) including other uses such as affordable housing and community group space in the proposed development, and (iv) utilizing other City facilities for Richmond Lawn Bowling Club events.

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

R19/9-8

It was moved and seconded

That the staff report titled “Richmond Lawn Bowling Clubhouse Program Options”, dated April 26, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities, be referred back to staff to explore alternative options, including utilizing the airspace.

DEFEATED

Opposed: Mayor Brodie

Cllrs. Au

Loo

McNulty

McPhail

The question on the main motion was then called and it was **CARRIED** with Cllrs. Day, Greene, Steves and Wolfe opposed.



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PUBLIC ANNOUNCEMENTS

Cllr. Day left the meeting (9:40 p.m.) and did not return.

Mayor Brodie announced that Wayne Duzita, Andrew Hobbs and Robert Thurlow were recommended for re-appointment to the Richmond Tourism Association Board of Directors for a two year term at the Association's upcoming 2019 Annual General Meeting.

BYLAWS FOR ADOPTION

R19/9-9

It was moved and seconded

That the following bylaws be adopted:

Unsightly Premises Regulation Bylaw No. 7162, Amendment Bylaw No. 9819

Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9820

Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9821

Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273, Amendment Bylaw No. 10031

CARRIED

ADJOURNMENT

R19/9-10

It was moved and seconded

That the meeting adjourn (9:43 p.m.).

CARRIED



**City of
Richmond**

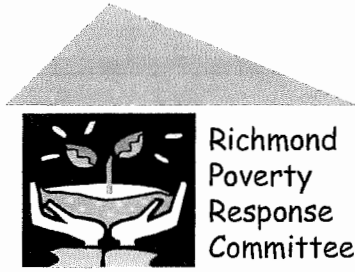
Minutes

Regular Council Monday, May 27, 2019

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 27, 2019.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer (Claudia Jesson)



April 9, 2019

City of Richmond
6911 No. 3 Road
Richmond V6Y 2C1

Dear Mayor and Councillors,

Re: Non-Profit Organizations (NPO) Space Needs Survey and Report

This is a letter on behalf of the Richmond Poverty Response Committee (PRC) regarding the above noted report commissioned by the Richmond Community Services Advisory Committee (RCSAC).

For your interest, members of the Richmond PRC include the Richmond Food Bank Society, Richmond Women's Resource Centre, Richmond Food Security Society, Richmond Family Place, Chimo Community Services, Richmond Centre for Disability, Richmond Health Services, Family Services of Greater Vancouver, Turning Point Recovery Society, ISS of BC and representatives of various Faith Groups, among others.

Please see below, a number of recommendations from the Richmond PRC to Richmond City Council on Actions the City should pursue on this vitally important issue:

- Provide some tax relief or less onerous lease rates for NPOs;
- Apply best practices of other Metro cities that provide city-owned spaces at below-market rent;
- Action the **Council Referral** dated September 22, 2015 re: city owned inventory;
- Implement the findings of the City's Social Infrastructure **"Building our Social Future 2013-2022" Report Action 29.2** re: policy, administration and rezoning of community amenities;
- Action the **Council Referral** dated June 19, 2018 re: non-profit spaces replacement/ accommodation policy for properties undergoing development;
- Establish policy to compel developers seeking rezoning to provide NPO space or a community amenity contribution to be used to construct NPO space; and
- Explore opportunities to secure more NPO space in such developments as:
 - the redevelopment of Lansdowne Mall,
 - the expansion of the Caring Place at its current location,
 - the repurposing of the Minoru Aquatic Center, and
 - the redevelopment of Steveston Community Centre.

Please refer to the Richmond PRC's research and reasoning as follows.

Non-Profit Organizations (NPOs) are essential to the health of any community and the programs they offer contribute to the quality of life for all residents. Unfortunately, many NPOs are facing challenges

in finding and maintaining secure, appropriate and affordable space for their programs, services and offices in Richmond and Metro Vancouver, often due to developmental pressures in the community.

For instance, some areas in Richmond where NPOs are located, have been pre-zoned or will be rezoned, likely for condos or other redevelopment. As a result, many NPOs face increasing difficulty in paying the taxes or leases on their existing space or the higher lease rates of a brand-new space.

Other cities in Metro Vancouver are addressing NPOs space needs issues by providing city owned space at reduced or nominal rates. Some examples are listed below:

- Burnaby – lease to NPOs, eg. ‘full lease support,’ which equates to 50% of full lease rate for those non-profit community service agencies whose programs or services are directed to recipients (where at least 75% of which are Burnaby residents);
- Vancouver – city owned NPO space, eg. space secured through larger developments such as North East False Creek under the Public Benefits Strategy;
- North Vancouver District – rents out city owned facilities to cover operating costs to NPOs, also has extensive policy around long-term community facility leases;
- Surrey – grant program, free use of space at City Hall by NPOs;
- Richmond – The Caring place, community hub, owned by the City of Richmond and leased to twelve different NPOs;
- New Westminster – Aunt Leah’s Place Youth Resource Hub, owned by Central City Foundation and leased to Aunt Leah’s Foundation subsidized > 50% below market. Space is used of Community/Social Services, Healthcare and Employment/Training.

The City of Richmond has reviewed NPO space needs issues in a variety of reports such as:

- Council Referral dated September 22, 2015 – “That staff examine the availability of space for use by non-profit community organization within the City’s inventory of buildings, and report back. City owned spaces that NPOs could potentially occupy community facilities.”
- City of Richmond Social Infrastructure “Building our Social Future 2013-2022” Report Action 29 states – “Prepare an enhanced policy framework for securing community amenities (e.g. space for city services, space for lease to community) through the rezoning process for new developments.” Action 29.1 states – “Developing an administrative structure (e.g. Senior Staff review team) and criteria for assessing community amenity options for recommendations to Council on specific rezoning applications. Short term (0-3 years).”
- Action 29 also states: “Establishment of a Community Amenity Reserve Policy and Fund, similar to those for affordable housing and child care, to secure cash contributions from developers for future amenity development in lieu of the provision of build amenity space. Long term (7-10 year).”
- Council Referral dated June 19, 2018 – “That staff explore the introduction of a Replacement/ Accommodation Policy for commercial, recreational, non-profit and industrial businesses for properties undergoing the development and report back. “
- Phase II Richmond Non-profit Social Purpose Space Needs Review Report (completed 2018).

We would encourage Richmond City Council to commit to providing and securing City owned spaces for NPOs. We understand these actions would likely require new policies to be enacted. But City Council has already received staff reports that show what needs to be done.

As an example, developers seeking rezoning could provide NPO space as part of their redevelopment. Or they could contribute to a community amenity fund that would be used to construct NPO space. Similar policies already exist with regard to developers providing child care facilities or affordable housing units. They can be easily adapted to apply to developers so they would be compelled to build NPO spaces that would be owned by the City and leased to NPOs at below market rates.

Finally, we would like to point out that there are current opportunities in Richmond which could be explored in order to secure more NPO space. These redevelopments would include:

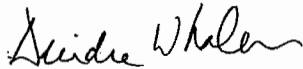
- the redevelopment of Lansdowne Mall,
- the expansion of the Caring Place at its current location,
- the repurposing of the Minoru Aquatic Center, and
- the redevelopment of Steveston Community Centre.

We hope that the Richmond City Council and Staff move forward with new policy and resources to assist NPOs in securing City owned space in Richmond. Also, please give us assurance that new policy will be in place very soon so we can start to see positive change in the City!

As the Richmond PRC would like to present a delegation on this issue, would you kindly inform the undersigned when the NPOS space Needs Survey and Report is coming back to Council?

Thank you for your consideration of this matter. We look forward to your response to our recommendations.

Sincerely,



De Whalen
Chair, Richmond PRC

cc. PRC Executive Committee
Kathryn McCreary



Parks, Recreation and Cultural Services Committee

Date: Tuesday, May 28, 2019

Place: Anderson Room
Richmond City Hall

Present: Councillor Harold Steves, Chair
Councillor Chak Au – entered at 4:03 p.m.
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Michael Wolfe

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on April 24, 2019, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

June 25, 2019, (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATIONS

1. Dr. Rebecca Harbut, Chair, Department of Sustainable Agriculture and Food Systems, accompanied by Dr. Michael Bomford, Faculty, Sustainable Agriculture and Food Systems, presented an annual report (attached to and forming part of these minutes as Schedule 1) on the Kwantlen Polytechnic University (KPU) research and teaching farm on the Garden City Lands and highlighted the following:
 - south half of the parcel had mineral soil deposited to be up above the contaminated native soil to allow for planting and the north half the field is yet to be developed;

Parks, Recreation & Cultural Services Committee

Tuesday, May 28, 2019

- the southern half has been divided into two sections, the market garden and three high tunnels and above that the cover crops;

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

- a wide variety of cover crop has been planted in the cover crop area and different cropping combinations are being utilized to increase diversity within the cover crops;
- the KPU farm is in the process of being certified organic and are currently in year two of the three year transition process;
- the geodesic passive solar dome was built in five days last fall as a part of a kit and can operate completely off the grid, which is aligned with the KPU values of demonstrating agricultural practices that are conscientious of climate change concerns;
- final inspection of the dome is set for June 16th and once complete, will be finishing the perimeter beds and planting the interior of the space but the inside space will mostly be left open to be used for transplant production;
- striving to find long term ways to benefit all farmers in the community through the testing and development of agricultural technologies and high tunnels are valuable tools that extend the growing season with no additional energy use;
- once permits are granted for the other two tunnels, hoping to do a community building event for farmers to participate in the construction;
- will be developing a processing area with all stainless steel tables and sinks to go between the two shipping containers to provide a covered area to clean crops to take to market;

Councillor Au left the meeting (4:09 p.m.) and returned (4:11 p.m.).

- ongoing weekly farmers market as of this week will accept debit and credit payments;
- a twilight tour of the farm will be held the first Monday of every month from June to October to provide education to the community about the site;
- a sorghum plant labyrinth has been planted for the Farm Fest event on August 10th in the shape of the KPU “k” and the event will also include tractor and equipment demonstrations; and
- one student assigned every week to post about the farm on social media.

Parks, Recreation & Cultural Services Committee

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In reply to questions from Committee, Dr. Harbut and Dr. Bomford further noted that:

- the July 1 twilight tour will most likely be held on the Tuesday to account for Canada Day;
- the moveable high tunnel can be moved manually with three or four people and there are strap anchors, which anchor to its track and also bearing lock blocks will be installed to anchor to the soil;
- soil samples were collected at one point in time from various locations, the test results over the agricultural threshold in appendix b are highlighted in red and generally these elements are not terribly mobile through the soil;
- the twilight tour length will be approximately one hour and large groups should be able to be accommodated;
- different activities are planned for Farm Fest including kids' activities, guided tours, and demonstrations on weed management; and
- one of KPU's environmental protection technology students is monitoring water quality on the site and KPU is looking to expand the scope it.

COMMUNITY SERVICES DIVISION

2. UPDATE ON SUSTAINABLE FOOD SERVICE AT CITY FACILITIES AND EVENTS

(File Ref. No. 11-7000-10-00) (REDMS No. 6167334 v. 4)

In response to queries from Committee, Gregg Wheeler, Manager, Sport and Community Events advised that (i) staff work with various food vendors for City events to promote the use of wax paper for food wraps as it is compostable, (ii) the largest events are held by the City and staff work to encourage various smaller events to provide various compostable materials and disposal containers to mitigate waste, (iii) staff are aware of the neighbourhood grants events program and can approach groups regarding sustainable food service at their events, and (iv) the cafeteria at City Hall does provide water jugs for various meetings and staff can work to encourage subcommittees and various groups who hold meetings at City Hall to avoid the use of water bottles.

It was moved and seconded

That the staff report titled "Update on Sustainable Food Service at City Facilities and Events," dated April 30, 2019, from the Director, Recreation and Sport Services be received for information.

CARRIED

3.

Parks, Recreation & Cultural Services Committee
Tuesday, May 28, 2019

3. PROPOSED TIDALLY INFLUENCED TERRA NOVA SLOUGH UPDATE

(File Ref. No. 06-2345-20-TNOV4) (REDMS No. 6160886 v. 10)

In reply to queries from Committee, Milton Chan, Acting Director, Engineering and Jason Ho, Manager, Engineering Planning, provided further information on the hydrology of the existing freshwater pond and water-flow management.

In response to additional questions from Committee, Alexander Kurnicki, Research Planner 2, and Jamie Esko, Manager, Parks Planning, Design and Construction remarked that when this report was originally updated a year ago it was reviewed by a biologist and engineer and the 2007 design was updated with cost estimate and reengineered to current standards. Staff further noted that the original plan was to have it open to the river and option 1 in the staff report would retain the slough as a fresh water pond.

Discussion then took place on (i) the potential for creating a destination site for salmon and sturgeon migration, (ii) reviewing options for implementing the original plan, and (iii) referring the matter back to staff to explore additional design options and sources of funding including federal.

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

It was moved and seconded

- (1) *That Option 2: Create a Tidally Influenced Terra Nova Slough, as outlined in the staff report titled “Proposed Tidally Influenced Terra Nova Slough Update” dated April 5, 2019 for the Director, Parks Services, be endorsed; and*
- (2) *That staff be directed to explore (i) design options for the tidally influenced Terra Nova slough, including the original plan, and (ii) additional funding sources.*

CARRIED

In accordance with Section 100 of the *Community Charter*, Councillor Linda McPhail declared a conflict of interest as her husband’s family owns a memorial bench, and Councillor Linda McPhail left the meeting – 4:47 p.m.

In accordance with Section 100 of the *Community Charter*, Councillor Harold Steves declared a conflict of interest as his family owns a memorial bench, and Councillor Harold Steves left the meeting – 4:47 p.m.

Councillor Chak Au assumed the role of Vice-Chair.

Parks, Recreation & Cultural Services Committee
Tuesday, May 28, 2019

4. **TREE, BENCH, AND PICNIC TABLE DEDICATION PROGRAM REVIEW**

(File Ref. No. 11-7200-30-ADON1) (REDMS No. 6158916 v. 20)

Paul Brar, Manager, Parks Programs, in response to questions from Committee advised that:

- staff would work with program participants who experience financial hardship to set up payment plan for renewal fees or provide options for sharing a bench or table to reduce cost;
- staff have been in contact with as many of the 357 existing program participants as possible, some indicated that they would like to exit the program, others wish to continue and some are waiting to see how the process will be finalized;
- lifespan of a bench is approximately 10-15 years so many of the originally installed benches would have been replaced and a vast majority of those installed prior to 2003 would have been refurbished especially prior to the Olympics in 2010;
- the dedication program began in specific areas of the city but has expanded and any bench or picnic table in the city is available for dedication;
- the program was originally created to fund the installation of benches and picnic tables at new parks however, benches and picnic tables are now installed as a part of the construction of new parks; and
- when the program began there was no operating budget set aside for bench and picnic table repairs or replacement.

Discussion then took place on (i) grandfathering the 357 existing program participants with a renewal exemption with the option of a ten year extension or in perpetuity, (ii) creating a fixed term basis of 10, 20, or 30 years for new participants in the program and potential increase in dedication fees, and (iii) placement of new dedication benches and tables in newer areas and creating a list of available spaces.

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

It was moved and seconded

That Option 2: 10-Year Renewal Exemption for Pre-2003 Program Participants as outlined in the staff report titled "Tree, Bench, and Picnic Table Dedication Program Review," dated May 1, 2019, from the Director, Parks Services be referred back to staff for further clarification and revision including:

- (1) options for fixed term lengths and renewal;***
- (2) a list of available spaces; and***

5.

Parks, Recreation & Cultural Services Committee
Tuesday, May 28, 2019

- (3) *a review of the maximum number of plaques permitted per bench and picnic table.*

CARRIED

Councillor McPhail and Councillor Steves returned to the meeting – 5:17 p.m.
Councillor Steves resumed the role of Chair.

5. **MANAGER'S REPORT**

(i) *Update on Seniors Age Change Pricing*

David Ince, Manager, Community Recreation Services, provided an update to the change in seniors' age pricing and noted that promotion of the change started on May 17 and beginning June 1 current pass holders aged 55-64 can renew their passes as well as visit cards up to a year at the current rate. Mr. Ince further noted that seniors programming remains at 55 years plus.

Discussion took place on the option of implementing free admission to community recreation centres for seniors over the age of 80 or 90 and the following **referral motion** was introduced:

It was moved and seconded

That staff review options for an appropriate age for free admission to community recreation centres.

CARRIED

(ii) *ParticipACTION Community Better Challenge*

Gregg Wheeler, Manager, Sport and Community Events, advised of the ParticipACTION event running May 31 to June 16 to encourage more activity in the community. Mr. Wheeler noted that (i) individuals can sign-up online, through the application, and at various community centres, (ii) the challenge is meant to compare activity between cities and prize money will be granted at \$25,000 for most active community in BC and \$150,000 for most active in Canada, and (iii) the event will kick off this Friday night at Minoru Park with a free yoga class.

(iii) *Update on Doors Open and the Nikkei Memorial Public Art Project Unveiling*

Marie Fenwick, Senior Manager, Arts, Culture and Heritage, provided a reminder of two upcoming events, (i) Doors Open Richmond this Saturday and Sunday from 10 a.m. to 4 p.m., and (ii) on June 2 the Nikkei Memorial Public Art Project unveiling in front of the tram building followed by a reception.

6.

Parks, Recreation & Cultural Services Committee
Tuesday, May 28, 2019

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:27 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Tuesday, May 28, 2019.

Councillor Harold Steves
Chair

Amanda Welby
Legislative Services Coordinator

Councillor Chak Au
Vice-Chair (Item 4 Exclusively)

Kwantlen Polytechnic University

Department of Sustainable Agriculture & Food Systems

ANNUAL REPORT

City of Richmond, Parks, Recreation and Cultural Services Committee
May 28, 2019



Introduction

KPU is now in our second growing season on the Garden City Lands and we are excited to share the work that has occurred over the last year! We are extremely grateful for the ongoing support that we have received from the City of Richmond Council and take every opportunity to share our story. We are proud of what we have been able to accomplish through collaboration with the community and we look forward to our continued work with the City of Richmond and community partners to foster an innovative, sustainable food system future!

As we have been developing the site over the last year, we have had many opportunities to interact with community members that visit the site. We have been thrilled to discover that many people are finding the farm to be a place of inspiration, learning, reflection and, in several cases, the farm has brought back fond memories of growing up on a farm and providing a reconnection with agriculture. We are currently working with students from the KPU Wilson School of Design to develop a plan that will ensure the space is designed in a way that is inclusive and welcoming to the community while ensuring their safety on an active farm. The community fence was the first community project that we did and we are looking forward to the many ways this farm will become part of the daily lives of our community.

We are humbled by the privilege and responsibility of stewarding this land and are committed to developing a truly unique and innovative space that represents our community and a deep commitment to fostering a sustainable food system in our region.

This report highlights some of the major developments that have occurred on the Garden City Lands this past year including ongoing soil remediation, crop establishment and infrastructure development. We once again express our deep gratitude to The City of Richmond Council and staff and encourage you to come and visit the site.

Please do not hesitate to reach out to anyone on our team with any questions, concerns or ideas.

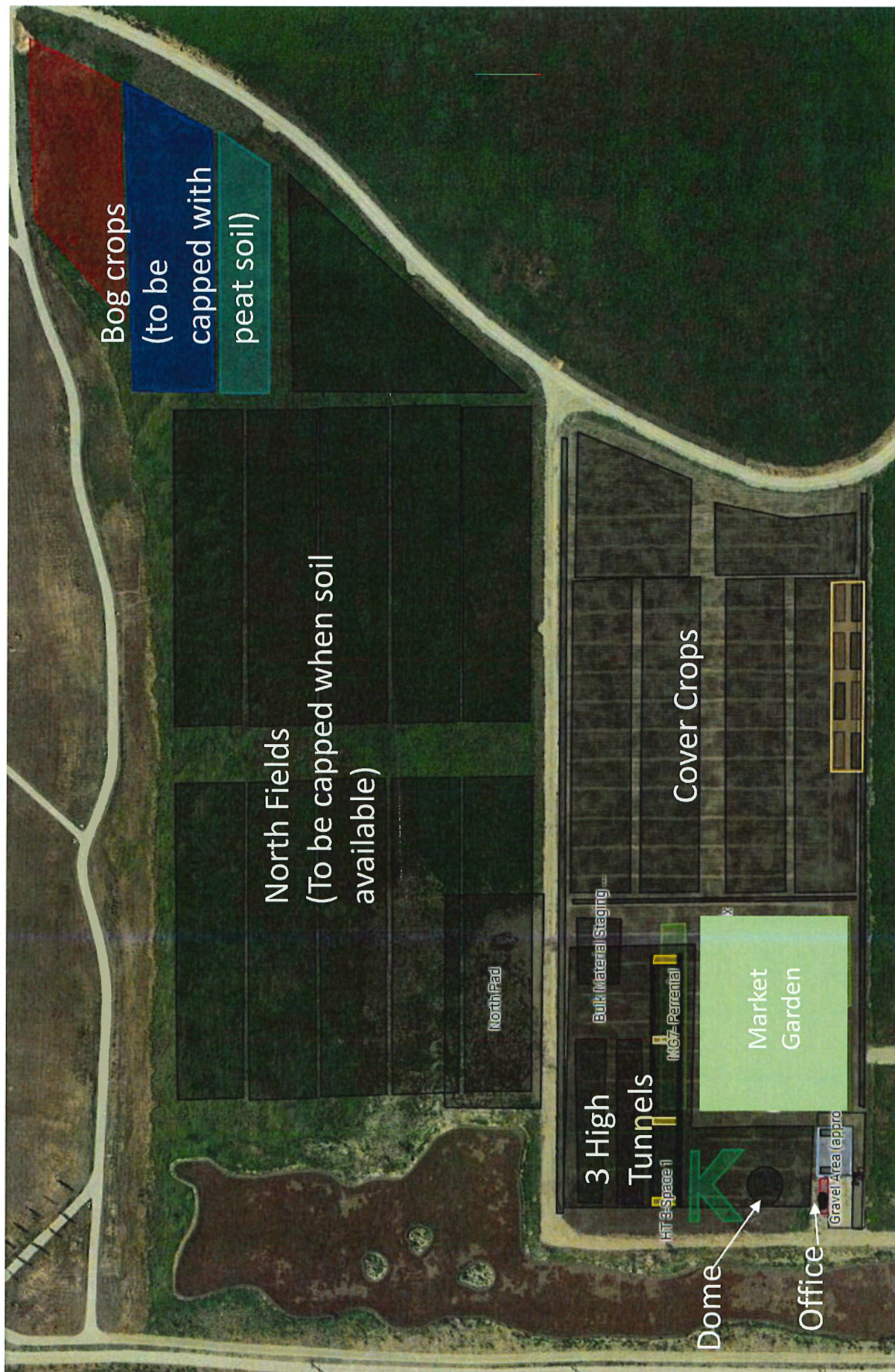
Sincerely,

Dr. Rebecca Harbut
Chair, Department of Sustainable Agriculture
& Food Systems

www.kpu.ca/agriculture



Farm Map



Soil Management

Site Preparation and Soil Management

When KPU explored the possibility of establishing a Research and Teaching Farm on the Garden City Lands, we carried out soil testing in collaboration with the City of Richmond staff. The results of this analysis revealed that there were several locations on the site that had concentrations of metals that were above agricultural thresholds (Appendix A, B and C). This eliminated the possibility of growing crops directly in the soil. To address this issue, the City of Richmond proceeded to implement the recommendation put forward by consultants to cap the contaminated native soil with imported mineral soil. This was followed up with the addition of soil amendments to meet minimum standards for the imported soils that were defined by KPU.

This unconventional approach of capping the native soil with imported mineral soil was desirable to KPU for two reasons: 1) It provided adequate soil depth above the native soil to ensure that the crops do not interact with the native contaminated soil and 2) it presented an opportunity to sequester the carbon in the native peat soils while still allowing the production of food crops on the site.

The southern half of our lease area has been filled and we are looking forward to completing the north side of our fields when suitable imported soil is identified.



Crop Production

Organic Certification

The KPU farm has begun the three year process to attain organic certification. This certification process sets out requirements related to soil management, pest management, farm inputs as well as ecological consideration for the farm.

Cover Crops

A critical component of sustainable crop production is the use of cover crops. The use of cover crops contributes to improving soil health, pest management, water quality and minimizing soil erosion. During the 2019 season, approximately 5 acres of our site have been planted to cover crops. These cover crops will be evaluated for different characteristics such as biomass production, root density, weed suppression and soil health.



Market Garden

The south-western portion of the KPU Lease area where our greenhouse, high tunnels and market garden plots are located. The market garden is primarily dedicated to vegetable crop production which requires intensive management. All the plots are irrigated using drip irrigation to optimize efficiency.



Infrastructure Development

Geodesic Passive Solar Dome



During the fall of 2018 we began the construction of our geodesic passive solar dome. This is a prefabricated kit that provides greenhouse space that can facilitate year round production without the input of fossil fuel energy. This greenhouse does not require any supplemental energy input. It captures solar radiation and relies on the design to facilitate efficient year-round heating and cooling.

This dome has several features that allow it to function completely off the power grid:

- Geodesic shape optimizes interception of solar energy throughout the day
- A large water tank inside the dome facilitates the storage of heat energy during the day and releases it at night to moderate the temperature in the dome
- Air vents are opened and closed by wax-packed cylinders that respond to the temperature – as the wax heats up it expands and opens the vents and as the wax cools it contracts and closes the vents.
- Solar powered fans facilitate the movement of air throughout the structure to ensure even temperatures.
- The planting beds around the perimeter will have an air vent installed that will draw air from one end of the dome to the other to ensure even temperatures and provide insulation.

This energy-efficient house allows for solar-powered, year-round growing that will be used for early season seedling starts and mid-winter production

As there is a large water tank in the dome, there is a possibility to integrate fish production in the dome at a future date.



Movable High Tunnels

High tunnels have three main components:

1. Steel hoops covered by greenhouse plastic
2. Roll-up sides to facilitate passive ventilation
3. Built directly over soil to allow for in-ground production

These high tunnels are passively heated structures that harness the energy of the sun to increase the length of the growing season by allowing growers to start production earlier in the spring and carry on later into the fall.

The high tunnels that are being built on the Garden City Lands are also moveable along a track which allows for sustainable soil management as tunnel can be moved to expose soil to natural processes such as precipitation, freezing temperatures and direct sunlight. It also allows growers to optimize the production cycle and ensure cropping rotations can be followed.

KPU is currently working with the permit department to ensure that permit requirements for these structures meet engineering requirements without placing onerous demands on farmers. There will be three 30'x 70' tunnels constructed on the farm.



Shipping Containers and Processing Area

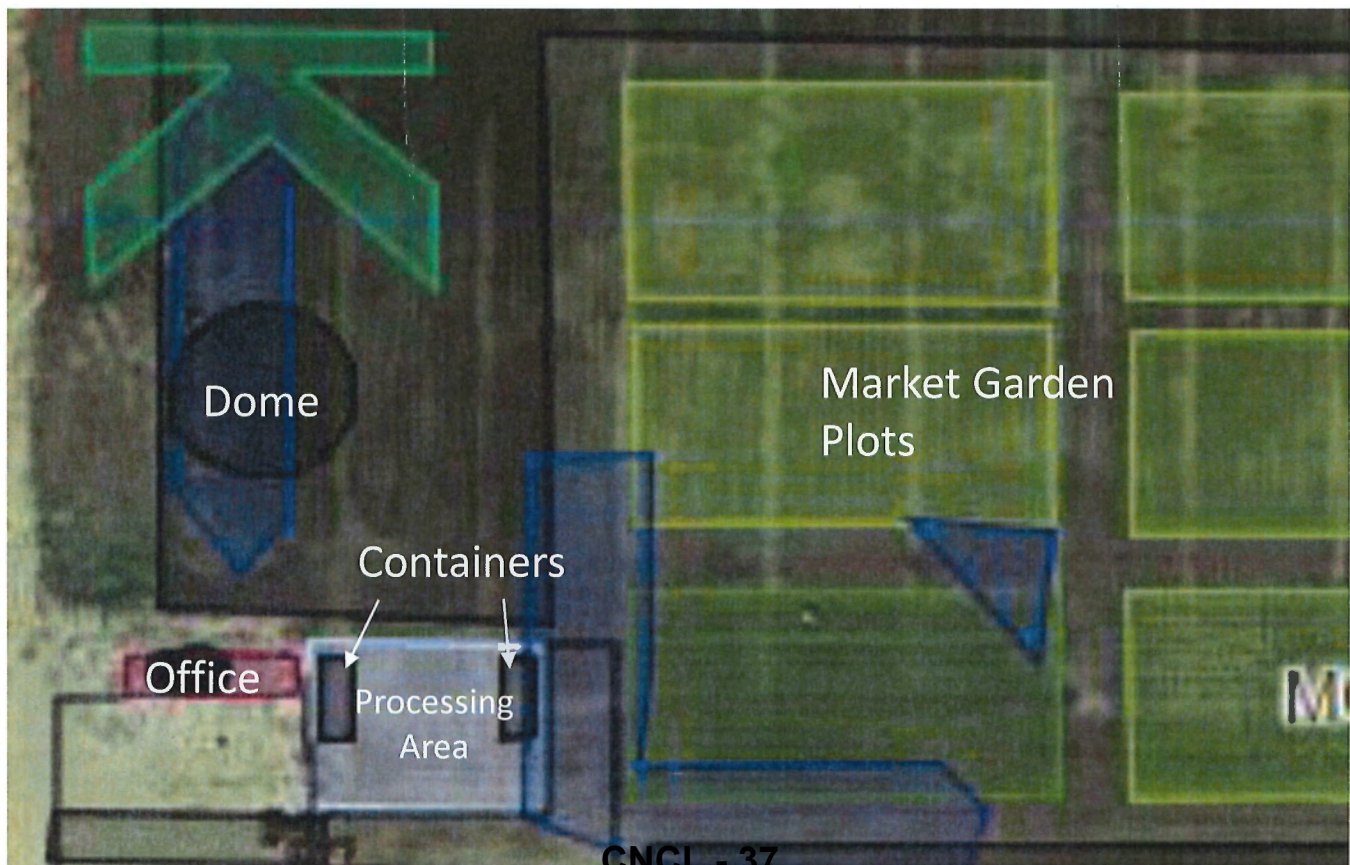
Shipping containers provide a good option for storage of farm equipment such as our walk behind tractor and its implements as well as storage of hand tools.

In-between the containers, there will be a covered processing area with stainless steel sinks and counters for washing produce.



Farm Office

KPU is currently in the process of procuring and securing permits for a mobile office to provide an office space for the farm. The office will be located on the main gravel pad. The office building is 10' x 40'.



Community Engagement

Farmers Market at Minoru Plaza

Our program continues to sell our produce at the weekly Tuesday market (12-4pm). This market has been an important connection with community and has facilitated many learning opportunities for both our students and community members.

School Group Tours

We have recently begun providing tours for school groups and have had a diversity of students visit the farm. We have had several schools that have expressed interest in bringing their classes to the farm and will be exploring the development of experiential learning opportunities for Richmond elementary and high school students.

Informal Conversations with Neighbours

As the community is increasingly using the trails on the Garden City Lands, there have been many conversations with neighbours about what is happening on the farm. There is a great deal of interest in the activities on the farm.

Small Farm Sessions

On March 2nd KPU cohosted a 'Small Farm Session' which was focused on policy and practices that are relevant to small farmers and provided all attendees with a tour of the farm.

Polytechnics Canada

On May 16th KPU Richmond hosted the annual Polytechnics Canada Conference and the Sustainable Agriculture Degree program was highlighted as an outstanding example of the type of unique programming that a community-embedded, Polytechnic University can provide. It was a wonderful opportunity to share the story of the partnership with the City of Richmond.



Community Engagement

Upcoming Events:

Twilight Tours

From June – October, the community will be welcome to join one of the faculty on a twilight tour of the farm. These tours will be an opportunity for the community to learn about the different activities occurring on the farm as well as providing an opportunity for asking questions and having discussion about food production.

Tours will occur the first Monday of every month @ 7:00pm

BC Seed Gathering

November 8 and 9th we will be co-hosting the BC Seed Gathering and will be highlighting the seed lab and the farm.

Farm Fest

We are looking forward to contributing to another successful Farm Fest on August 11, 2019.

Let's Connect!

Follow us on social media to stay up to date about what is happening at the farm!

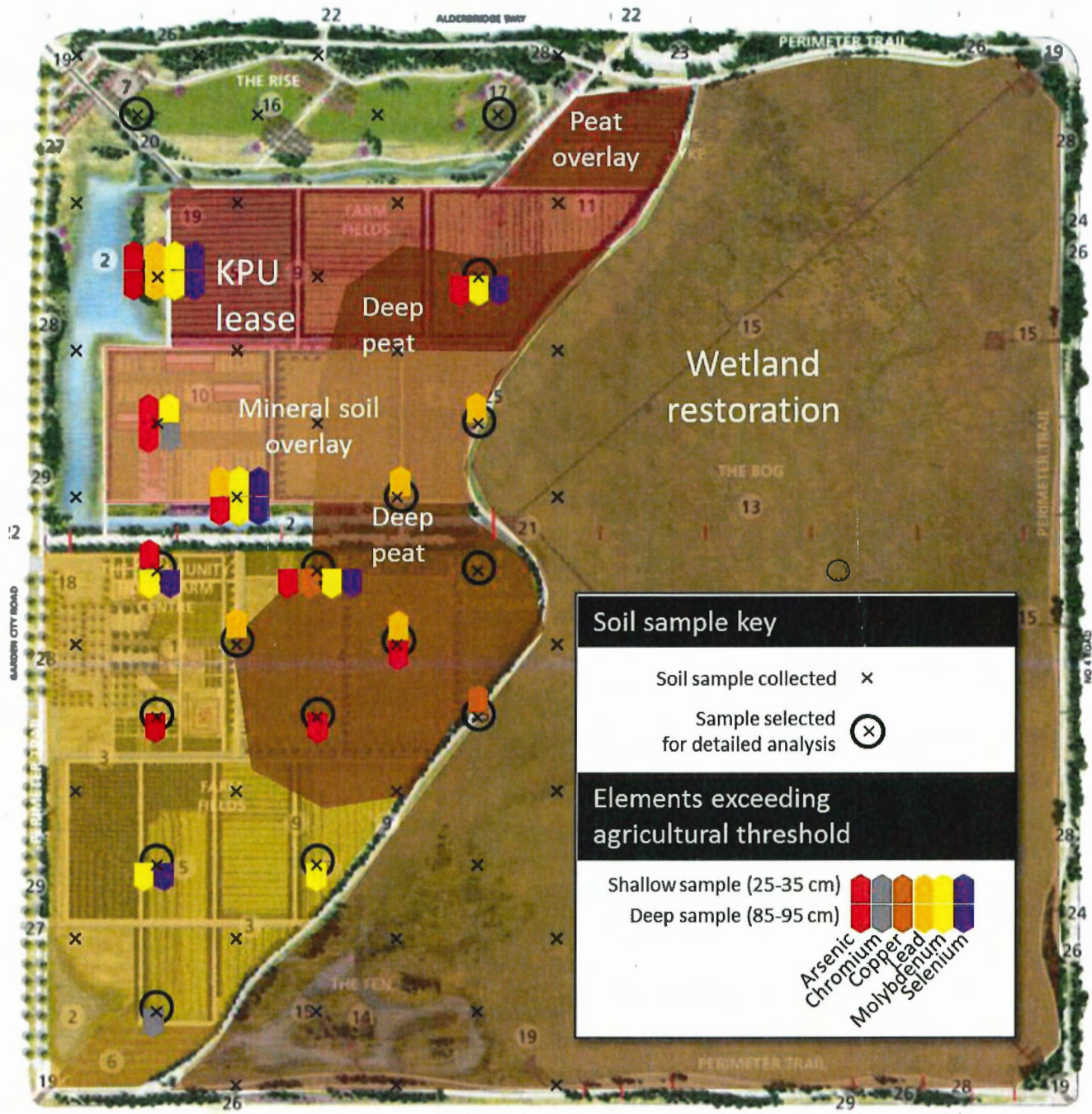


@KPUAGRICULTURE



APPENDIX A

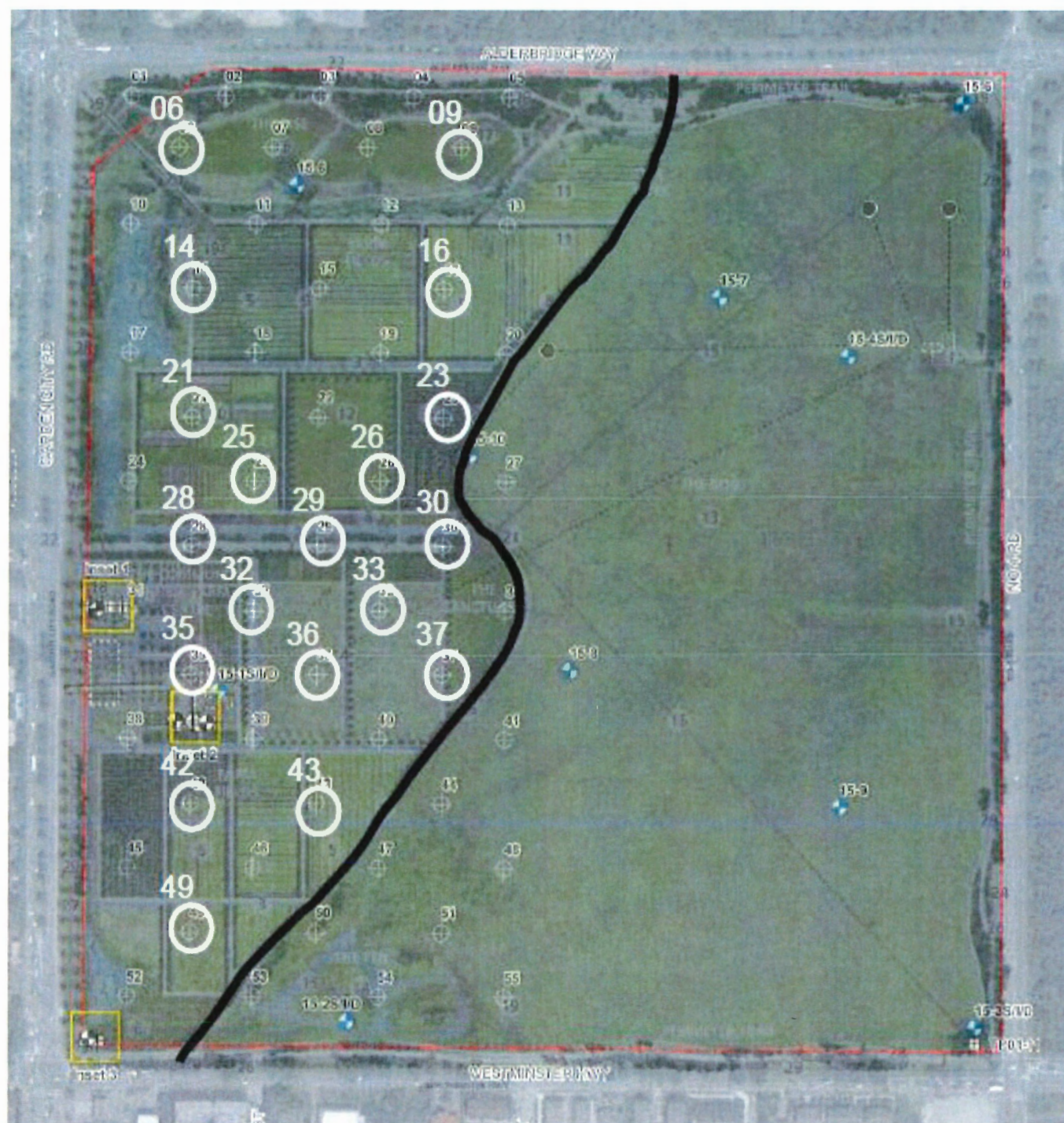
Map of the Garden City Lands with the KPU Lease area outlined in red. The x indicates a soil sample location and x indicates locations where detailed analysis for metals was carried out. Samples were collected at 25-35cm and 85-95cm. Coloured bars at sample locations indicate sample locations where elements were found to exceed agricultural thresholds.



Appendix B: Soil Test Results for metal analysis on Garden City Lands.
(Sample number refers to location on map in appendix B)

Metal	Agr threshold	Detection limit	GCL 6	GCL 9	GCL 14	GCL 16	GCL 21	GCL 23	GCL 25	GCL 26	GCL 28	GCL 29	GCL 30	GCL 32	GCL 33	GCL 35	GCL 36	GCL 37	GCL 42-1	GCL 43	GCL 49
Antimony	20	0.025	0.2	0.1	13.6	0.86	0.4	0.58	1.1	0.74	0.59	1.2	0.75	0.5	1	0.3	0.51	0.51	0.65	0.5	0.4
Arsenic	12	0.05	8.7	3.8	19	27.5	12.8	1.7	12.6	7.78	13.5	33.7	1.7	11.4	12.8	13.3	14.5	11.6	9.59	9.6	11.8
Barium	750	0.05	49.1	63.6	88	59.2	83.7	12.7	82.5	67.3	80.3	51.8	19.3	67.7	69.3	62.1	76.9	79	67.7	91.7	72.7
Beryllium	4	0.05	0.2	0.2	0.3	0.3	0.4	0.05	0.4	0.5	0.4	0.3	0.08	0.4	0.2	0.3	0.4	0.4	0.3	0.5	0.52
Cadmium	1.4	0.005	0.0872	0.124	0.123	0.755	0.116	0.125	0.291	0.236	0.179	0.288	0.071	0.184	0.185	0.139	0.194	0.271	0.193	0.249	0.179
Chromium	64	0.05	46.6	17.7	59.3	34.7	67.2	1.6	51.3	47.4	60.9	38.1	8.1	60.6	41.8	56.9	55.2	48.2	40.9	53.3	64.1
Cobalt	40	0.05	5.83	8.09	7.64	17.8	10.1	0.7	9.49	7.5	9.08	5.83	0.76	10.1	7.56	9.24	8.95	9.26	5.82	8.24	21.7
Copper	63	0.1	26.1	17.7	48.1	61.5	41.1	6.28	51.8	37.9	47.8	71	7.69	44.3	28.7	44.2	40.3	48.5	47.1	48.2	42.6
Lead	70	0.01	7.99	14	803	13	10.8	32.1	34.2	28.6	15.7	20.8	23.7	17.6	25	9.77	11.2	12.6	15.3	11.2	10
Lithium	?	0.25	11.4	8.11	20.9	9.31	19.3	0.25	22.5	24.8	20.4	9.34	0.66	21.8	16.2	20.3	24.9	19.2	20.6	26.3	19.8
Manganese	?	0.5	173	481	194	88.7	224	16	192	197	220	78.4	11.9	237	166	229	226	174	136	192	233
Mercury	6.6	0.01	0.0427	0.0347	0.0425	0.0435	0.0559	0.0231	0.0412	0.0356	0.0478	0.0545	0.0221	0.0421	0.0352	0.0432	0.0413	0.0351	0.0376	0.0408	0.0457
Molybdenum	5	0.05	1.52	0.495	4.73	14.3	3.32	1.79	5.58	4.81	3.67	18.3	1.28	3.11	3.45	1.94	3.81	3.41	7.96	5.27	1.93
Nickel	45	0.1	21.8	14.1	28.9	40.9	33.6	2.7	33.1	29.4	34	27.1	3.4	34.9	25.4	31.6	31.5	32.5	24.4	32.4	58.9
Selenium	1	0.1	0.5	0.3	1.1	1.5	0.84	0.57	1.2	0.84	0.85	1.6	0.5	0.78	0.74	0.1	0.74	0.7	1.2	0.88	0.6
Silver	20	0.025	0.08	0.05	0.1	0.1	0.09	0.03	0.1	0.07	0.1	0.2	0.03	0.09	0.07	0.08	0.09	0.07	0.08	0.1	0.1
Strontium	?	0.05	36.4	22.9	29.8	20.8	36.8	38.6	29.9	36.6	31.4	22.9	24.3	35.9	28.8	36.7	31.5	33.7	23.9	41.7	48.2
Thallium	1	0.01	0.09	0.06	0.1	0.3	0.1	0.01	0.1	0.1	0.1	0.1	0.02	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1
Tin	5	0.05	0.95	0.75	0.53	0.4	0.5	0.16	0.56	0.43	0.62	0.41	0.2	0.48	0.46	0.41	0.46	0.47	0.46	0.48	0.48
Uranium	23	0.01	0.81	0.4	4.3	5.22	3.5	0.2	4.6	3.8	3.8	4.2	0.3	3.2	2.1	2.9	2.6	2.5	4.1	4	1.8
Vanadium	130	0.05	68.5	48.8	75.6	60.9	95.3	2.5	67.5	55.6	77.1	74.3	7.48	71.3	46	80.4	63.5	56.9	51.8	67	84.2
Zinc	200	0.25	46.1	77.2	67.2	44.6	82	14	73.8	77.5	85.5	43.6	23.6	90	60.1	81.9	76.8	76.9	52.6	68.3	105
pH			4.3	6.1	4.1	3.2	4.6	3.9	3.6	3.9	4.3	3.5	3.9	3.5	3.7	4.5	3.8	3.6	4.1	3.9	4.2

Appendix C: Soil sample locations





City of Richmond

Report to Committee

TO PRCS - APRIL 24, 2019
Deferred to May 28, 2019 PRCS

To: Parks, Recreation and Cultural Services
Committee

Date: April 5, 2019

From: Todd Gross
Director, Parks Services

File: 06-2345-20-
TNOV4/Vol 01

Re: Proposed Tidally Influenced Terra Nova Slough Update

Staff Recommendation

1. That Option 1: Enhance the Existing Freshwater Pond, as outlined in the staff report titled "Proposed Tidally Influenced Terra Nova Slough Update" dated April 5, 2019 for the Director, Parks Services, be endorsed; and
2. The funding of \$225,000 for the proposed habitat enhancement and management plans be considered in the 2020 Budget process.

Todd Gross
Director, Park Services
(604-247-4942)

Att. 6

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

CNCL - 43

Staff Report

Origin

At the Parks, Recreation and Cultural Services Committee meeting on April 24, 2018, staff received the following referral:

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

Staff presented information regarding the functional requirements which would see the existing freshwater pond habitat converted into a tidally influenced habitat supporting migrating Fraser River salmonids. In the ensuing discussion, staff were directed to consider converting the slough back to agricultural land, should modifying the existing slough be found to be unfeasible.

The purpose of this report is to provide an update on the ongoing efforts by staff to address the referral.

Background

In 2004, the Terra Nova Rural Park Plan called for development of a functional estuary slough with an outlet to the Middle Arm of the Fraser River to support salmonids within the park. The first phase of the project was implemented in 2007 with the construction of the slough channel.

The second phase entailed engineering design and costing for a flood control gate and connecting pipe to link the slough to the Fraser River (Attachment 1). Costs to breach the dike and install an outlet structure were assessed in 2009; at that time, cost estimates exceeded the City's expectations and budget, and the project was put on hold. The slough has been functioning as a freshwater pond since 2007.

A review of the project was conducted in 2018. In the intervening years since the original work was completed, there have been updates to the City's Dike Master Plan, alterations to the pond and updated engineering standards.

The project review included:

- Reviewing the design drawings to connect the pond to the estuary completed in 2009;
- Reviewing the ecological value and function of the existing freshwater pond compared to the potential value and function of a tidally influenced slough;
- Updating the risk assessment for placing an opening in the dike at this location in the context of the City's Dike Master Plan;
- Providing an updated project cost estimate; and
- Consideration of daylighting or enhancing other sloughs.

Analysis

Converting the existing approximately 7,000 m² of freshwater aquatic and riparian habitat (pond) into an estuarine marsh habitat (slough) would involve:

- Construction of a dike box culvert connecting the pond to the Fraser River;
- Installation of a tide gate to regulate the flow of water;
- Modifications to the dike and a portion of River Road; and
- Modifications to the existing pond to create a tidally influenced slough.

This proposed project would impact portions of the existing park and alter the ecological function of the existing pond. There are a number of habitat and engineering benefits as well as challenges with this potential project.

Proposed Terra Nova Tidal Slough

The original design proposes one entry and exit point at the Fraser River to the existing pond. The proposed tide gate structure would regulate the slough's water level, changing with the daily natural tide cycle. The tide gate structure would be designed to protect the slough during King Tide and storms.

The purpose of the tidally influenced slough is to provide habitat for juvenile salmonids and other fish species that utilize estuarine habitats. Salmonid species would not use this habitat for spawning purposes (Attachment 2). The salmonid habitat value would be limited by the single entry and exit point. This single opening will limit tidal flushing and will also likely result in sediment accumulation, requiring ongoing maintenance. In addition, the presence of fish would likely be limited in the warmer months, as increased inland water temperatures have the potential to exceed acceptable levels.

There are three primary considerations in the review of the potential project in Terra Nova Park:

1. Flood Risk Assessment;
2. Habitat Value Assessment; and
3. Conversion to Agricultural Land.

1. Flood Risk Assessment

If the pond is connected to the Fraser River by breaching the dike at this location, the flood risk would increase. The flood risk could be mitigated with the construction of a secondary dike to isolate the pond. Two possible dike options are:

- a) A dike around the slough's perimeter (Attachment 3).

The current mean elevation of the park area surrounding the pond is approximately 0.7 m; the proposed crest of dike grade is an elevation of 4.7 m, with the targeted future elevation at 5.5 m. The length of the proposed dike to be built around the slough's perimeter will be approximately 700 m long. The approximate 4 m elevation gain and inclusion of the standard dike crest design would result in an approximate dike foot print of 1.96 hectares (ha) (4.8 acres). The estimated cost for this dike option is approximately \$5,200,000 (+/-40%).

- b) A dike running through a portion of Terra Nova Park, as conceptually planned in the City's Dike Master Plan (Attachment 4).

The dike as envisioned in the City's Dike Master Plan is approximately 510 m long with an approximate dike foot print of 1.43 ha (3.5 acres). To install the envisioned dike, the estimated cost for this option is approximately \$3,800,000 (+/-40%). This option would potentially result in the western third of the park being occasionally flooded.

Existing park features impacted by both proposed dike options include walking paths, bridges and boardwalks, plantings (including mature trees), the Terra Nova Play Experience, and areas of high habitat value, such as old-field foraging areas for resident barn owls.

2. Habitat Value Assessment

To improve the tidal flushing action of the proposed tidal slough, channelization of the slough through the creation of a secondary entry and exit point should be considered; the slough would thus be connected to tidally influenced water sources at each end. Creation of a secondary access point would require additional study with respect to potential size, alignment, grading, cost and impact on the park. The recently restored Grauer Lands is an example of a connected intertidal channel; a 127 acre area of enhanced salmon rearing habitat was created in 2013 (Attachment 5), just south of Terra Nova Park. The area is flushed with each tide cycle, providing protected habitat to rearing juvenile Chinook and Chum salmon.

The existing pond is currently a freshwater body; however, it was originally designed to function as a tidally influenced slough. It is currently fed only by ground and surface fresh water, and flows, for the most part, are isolated from the surrounding inland drainage system.

Current management practices include mowing some of the riparian areas around the pond in order to manage invasive plant and animal species and facilitate public access. If these current management practices were enhanced, the overall ecological function and interpretive value of the pond are expected to increase.

In 2018, the existing pond was reviewed by a certified biologist. The pond and surrounding riparian zone are a functioning habitat for various species of amphibians, birds, freshwater fish and wildlife. A number of observations and recommendations were provided for both the existing pond and the proposed tidally influenced slough (Attachment 6).

The following proposed habitat enhancements and management measures would improve the fresh water pond and associated riparian habitat values:

- Creation of ephemeral wetlands to provide breeding habitat for native birds;
- Fencing around the trunks of significant trees and shrubs to prevent damage caused by beavers;
- Develop and implement a pond specific Invasive Species Management Plan for the riparian and aquatic habitat;
- Habitat enhancements such as planting and other measures to improve bird and bat habitats; and
- Introduce a water flow system to address the pond's low oxygen levels.

Staff estimate an approximate cost of \$75,000 to fully assess the current function of the pond, develop a habitat management strategy, and provide a planting plan. The combined cost to implement the above list of recommended improvements in addition to the assessment and plan is approximately \$150,000.

3. Conversion to Agricultural Land

At the April 2018, Parks, Recreation and Cultural Services Committee meeting discussion, there was a suggestion to fill in the existing freshwater pond to create farm land to address food security needs in the City.

Fill for the pond could come from the mound located in the southwestern section of the Terra Nova Adventure Play Environment or material could be imported. The mound, created in 2007 with the material excavated from the pond, currently supports a slide and path leading up to view point. Removal of the mound would require a redesign and repurposing of the Play Environment in that area. Overall, the project would require the removal of existing plant material, foot bridges and paths, as well as relocating aquatic and amphibian species from the pond.

This proposal would need to follow all applicable senior and local government environmental regulations. The estimated volume of fill required is 8,700 m³ (+/- 20%), and the estimated project design and management costs would be approximately \$75,000 with the overall construction costs estimated at approximately \$300,000 (+/- 50%). If soil were imported to fill the pond, overall project expenses could be offset however to what extent cannot be determined at this time.

Should the City need to further expand its farming and food production capabilities, 39.3 ha of open space in Terra Nova could be converted into agricultural land with relatively little effort. The Richmond Sharing Farm Society actively farms 3.6 ha in the Terra Nova Rural Park. Otherwise, the remaining areas in both Terra Nova Rural Park and Natural Area are predominantly managed by the City as old-field, hedgerow and natural forest habitat. Should these areas become farmland, the impact on these habitat areas would be significant. In the Natural Area, the area is managed as compensatory habitat for Vancouver International Airport (YVR); should it be converted to farmland, other areas of equal habitat value would need to be identified elsewhere in Richmond.

On a City-wide level, the City owns and manages 242 ha of land within the Agriculture Land Reserve (ALR), including the 55 ha at the Garden City Lands and approximately 24 ha at the South Dike Agricultural Lands (along the South Arm of the Fraser River, between Gilbert and No.3 Road). By implementing the Garden City Lands' Park Development Plan and farming the South Dike Agricultural Lands site more intensively, these areas provide a cost-efficient opportunity to increase food production on City-owned land. Activation of these areas could be potentially achieved through the existing partnerships the City has with Kwantlen Polytechnic University (KPU) and Richmond Food Security Society.

Options For Consideration

Staff reviewed the proposed project at Terra Nova on the basis of:

- Flood risk management;
- Costing of the proposed design;
- Review of the original design;
- Habitat value factors of both the existing pond and the proposed slough;
- The impact on the Terra Nova's open space if the existing pond were removed; and
- Current inventory of agriculture land owned by the City of Richmond.

As a result of this evaluation, the following options are proposed for Council's consideration:

Option 1: Enhance the Existing Freshwater Pond (Recommended)

Estimated total cost: \$225,000.

Enhance the current freshwater habitat and introduce enhanced management strategies to increase its ecological value.

Table 1: Pros and Cons of Enhancing the Existing Freshwater Pond

Pros:	Cons:
<ul style="list-style-type: none"> • Existing ecological function could be enhanced to provide a richer park visitor experience, increasing nature interpretation and education opportunities. 	<ul style="list-style-type: none"> • Additional study to provide a specific plan would be required to be developed prior to implementation.
<ul style="list-style-type: none"> • Modest investment of resources would result in an enhanced freshwater habitat. 	<ul style="list-style-type: none"> • No salmonid rearing habitat will be created.
<ul style="list-style-type: none"> • A high level of flood protection would be maintained without having to construct a secondary dike. 	

Option 2: Create a Tidally Influenced Terra Nova Slough

Estimated total cost: \$6,090,000 to \$7,490,000 (depending on which dike routing option is chosen).

Update and implement flood box plans to open the pond to the tidal influence from the Fraser River Estuary and initiate the design process to construct a secondary dike in Terra Nova Park.

Table 2: Pros and Cons of Creating a Tidally Influenced Terra Nova Slough

Pros:	Cons:
<ul style="list-style-type: none"> • Achieve the original plan for the pond to be a tidally influenced slough. 	<ul style="list-style-type: none"> • Increased risk of flooding due to breaching the dike to create this feature. Mitigation measures (i.e., secondary dike) will be required to maintain a high level of flood protection.

Pros:	Cons:
<ul style="list-style-type: none"> Provide habitat opportunities for a number of fish species. 	<ul style="list-style-type: none"> The estimated flood gate structure construction cost with design updates and modifications would be approximately \$2,290,000 (+/- 50%), representing a prorated increase of approximately \$480,000 over the original design.
<ul style="list-style-type: none"> Create a unique natural feature, providing opportunities for nature interpretation and education. 	<ul style="list-style-type: none"> The cost of building the associated dike structures range from \$3,800,000 (+/- 40%) to \$5,200,000 (+/- 40%).
	<ul style="list-style-type: none"> Adverse impacts to the existing freshwater aquatic and terrestrial species by displacing them from the area. Potential benefits to salmonid and estuarine fish species are unknown at this time.
	<ul style="list-style-type: none"> Additional maintenance costs due to the current slough configuration which restrict flushing action and allowing for the accumulation of debris and sediment.
	<ul style="list-style-type: none"> Existing park features will be impacted by the installation of a secondary dike.
	<ul style="list-style-type: none"> The original design requires updating to reflect the City's target 4.7m dike elevation.

Option 3: Converting the Existing Freshwater Pond to Agriculturally Productive Farm Land.

Estimated total cost: \$375,000 (subject to confirmation).

Fill the existing freshwater pond to establish agriculturally productive farm land.

Table 3: Pros and Cons of Converting the Existing Freshwater Pond to Agriculturally Productive Farm Land.

Pros:	Cons:
<ul style="list-style-type: none"> Decommissioning the pond would reduce the maintenance and management costs associated with it. 	<ul style="list-style-type: none"> Removing the pond would negatively impact a currently viable and thriving freshwater habitat including the removal of several significant trees and the displacement of various resident animals.

Pros:	Cons:
<ul style="list-style-type: none"> Approximately 1.25 ha of new farm land would be created. 	<ul style="list-style-type: none"> Other (larger) areas in Terra Nova Rural Park could be converted to farm production for a fraction of the cost and through a much less complex process.
<ul style="list-style-type: none"> Creation of new farm land would increase the City's food security. 	<ul style="list-style-type: none"> Food security could be effectively addressed at number of currently underutilized, City-owned sites, including the Garden City Lands.
	<ul style="list-style-type: none"> Removal of the existing pond would reduce the natural interpretation and recreation values that Park visitors currently experience.
	<ul style="list-style-type: none"> The estimated cost of construction would be approximately \$375,000 (+/- 50%) and would entail moving or importing approximately 8,700 m³ (+/- 20%) of fill.

Financial Impact

Funding for Option 1 will be considered in the 2020 Budget process.

Conclusion

Staff have reviewed the original Terra Nova design, and updated the flood risk and habitat value assessment for the proposed conversion of the existing pond to a tidally influenced slough. The necessity for and cost of a secondary dike was not considered in the original project.

The estimated total project cost for Option 2: Create a Tidally Influenced Terra Nova Slough is between \$6,090,000 and \$7,490,000. The impact on Terra Nova Rural Park to convert the existing pond to a tidally influenced slough would be high, creating flood risks and displacing park amenities. In addition, implementing a suggested additional channel to connect a secondary entry and exit point would add additional cost and scope to the project. If implemented, a rearing habitat for a broad range of fish species may be created that could include a number of migrating salmonid species. It is recommended that efforts be focused on taking advantage of opportunities to partner with other key stakeholders to enhance fish rearing habitat in the Fraser River Estuary, outside of the City's dike system.

Converting the existing freshwater pond to farm land would minimally address Richmond's food security issues and cost an estimated \$375,000 to complete. It would also remove a functioning freshwater habitat area. The City's local food security concerns could be better addressed through the more intensive utilization of land owned by the City which is currently used for agriculture.

Therefore, staff recommend the adoption of Option 1: Enhance the Existing Freshwater Pond. This option would result in a modest investment of time and resources to increase the habitat value of the existing freshwater pond, above its present day function.

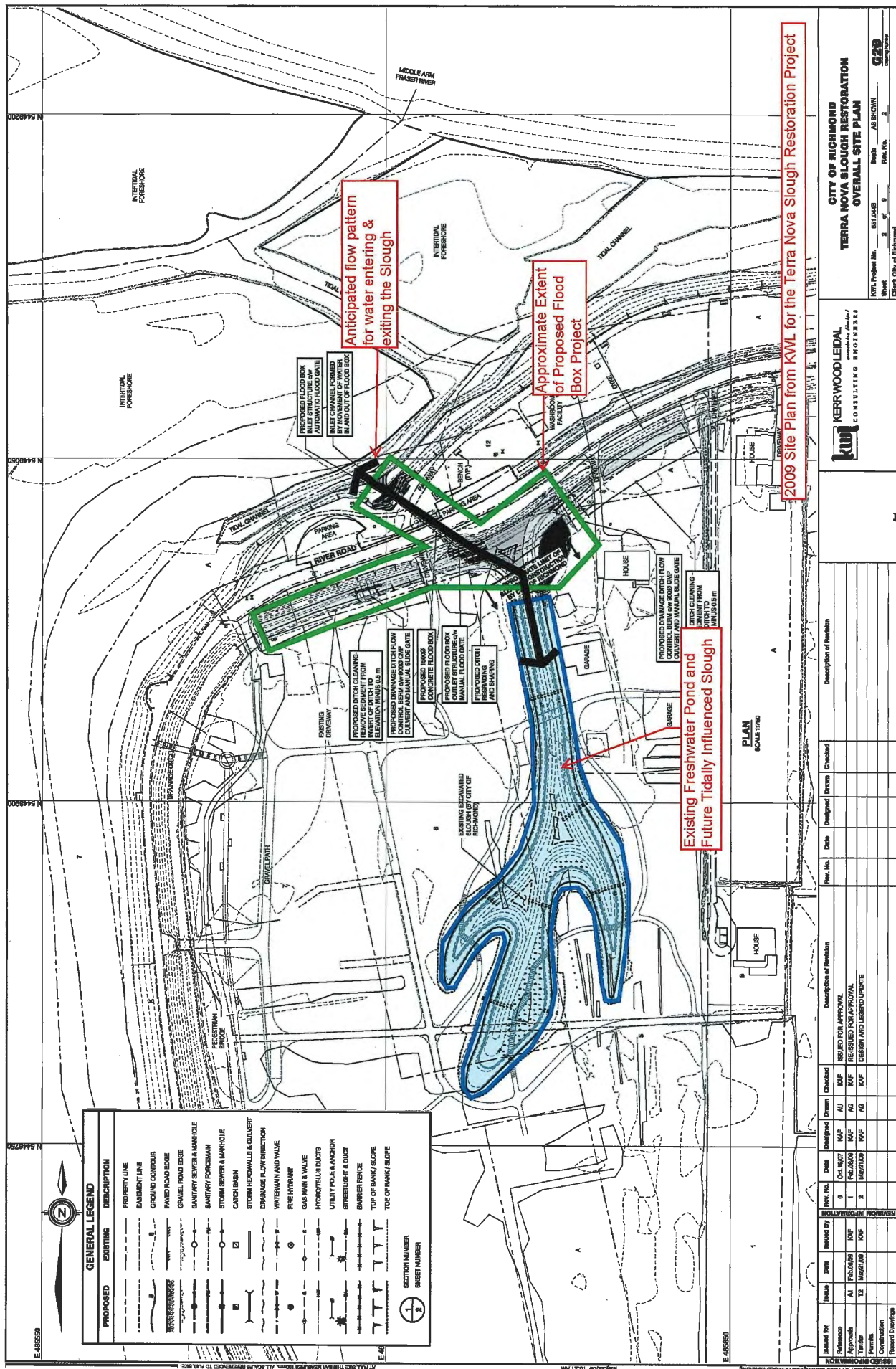


Alexander Kurnicki
Research Planner 2
(604-276-4099)



Jamie Esko
Manager, Parks Planning, Design
and Construction
(604-233-3341)

- Att. 1: 2009 KWL Terra Nova Slough Restoration Project Site Plan
2: Terra Nova Chum Salmon Slough Update- November 23, 2017
3: Conceptual Dike Design Around Proposed Slough
4: Page 24, Figure 8: Secondary Dike Alignment through Terra Nova- Lulu Island Dike
Master Plan Phase 2- Draft Report
5: Grauer Lands Map
6: PGL Feasibility Review Report: Tidally Influenced Slough at Terra Nova Park
(total 16 pages, not including Appendix 1)





City of Richmond

Memorandum Community Services Division Parks Planning and Design

To: Mayor and Councillors
From: Alexander Kurnicki
Research Planner 2
Re: Terra Nova Chum Salmon Slough Update

Date: November 23, 2017
File: 06-2345-20-TNOV4/Vol 01

At the Parks, Recreation and Cultural Services Committee meeting on the March 24, 2015, staff received the following referral:

- (1) That staff explore the establishing of a salmon spawning slough at Terra Nova and stocking it with Chum Salmon fry as planned, and further, consider what other sloughs have the potential for day lighting and stocking with Chum Salmon; and*
- (2) That the information and videos provided by Metro Vancouver on how the Still Creek salmon run was established be referred to staff.*

The purpose of this memo is to provide an update on the ongoing efforts by staff to address the above referral.

In 2009, staff went through a design process and issued a tender for the floodgate construction for breaching the dike and creating a fish habitat in the Terra Nova Slough. The costs of this project exceeded the City's expectations by a considerable amount and the project was put on hold.

Since time has passed, a review of the project is being conducted. The review is focusing on the following tasks:

- Review of the design drawings completed in 2009;
- Review the ecological value and function of the existing slough compared to the value and function of a salt water and tidally influenced slough;
- Updating the risk assessment for placing an opening in the dike at this location in the context of the City's Dike Master Plan-Phase 2; and
- Providing an updated project cost estimate.

A review of the project by staff would be required with respect to the City's Dike Master Plan and the overall flood protection strategy for this portion of the dike system. An initial review by staff indicates that connecting the slough to the Fraser River by breaching the dike creates an inherent and significant flood risk at this location. A possible strategy to mitigate this risk and maintain flood protection would be to build a secondary dike around the slough. The potential

impacts of a secondary dike and other contemplated flood mitigation measures may have on the park, the project's scope and expense will be provided in a forthcoming report to Council.

The slough is currently a fresh water body supporting associated aquatic and riparian flora, and fauna. A review of the potential habitat benefits of an altered slough will be conducted in the current context of existing salmonid habitat in the area. Preliminary research indicates there is historical data suggesting the areas around Sturgeon Banks and the North Arm of the Fraser River have provided juvenile rearing habitat for chinook, chum, coho salmon, migratory habitat for adult salmon, and resident habitat for and various forage fish species. An altered slough would not function as a spawning habitat, which commonly occurs in the upper reaches of the Fraser River. Assessment of the value of an altered slough as a rearing habitat will be summarized in a forthcoming report to Council.

The expected completion date for the feasibility study is early 2018. Staff will provide a further project update at that time.

If you require additional information on this matter, please do not hesitate to contact me directly at 604-276-4099.

Alexander Kurnicki
Research Planner 2

pc: SMT
Serena Lusk, Interim Director, Parks and Recreation
Jamie Esko, Manager, Parks Planning, Design and Construction

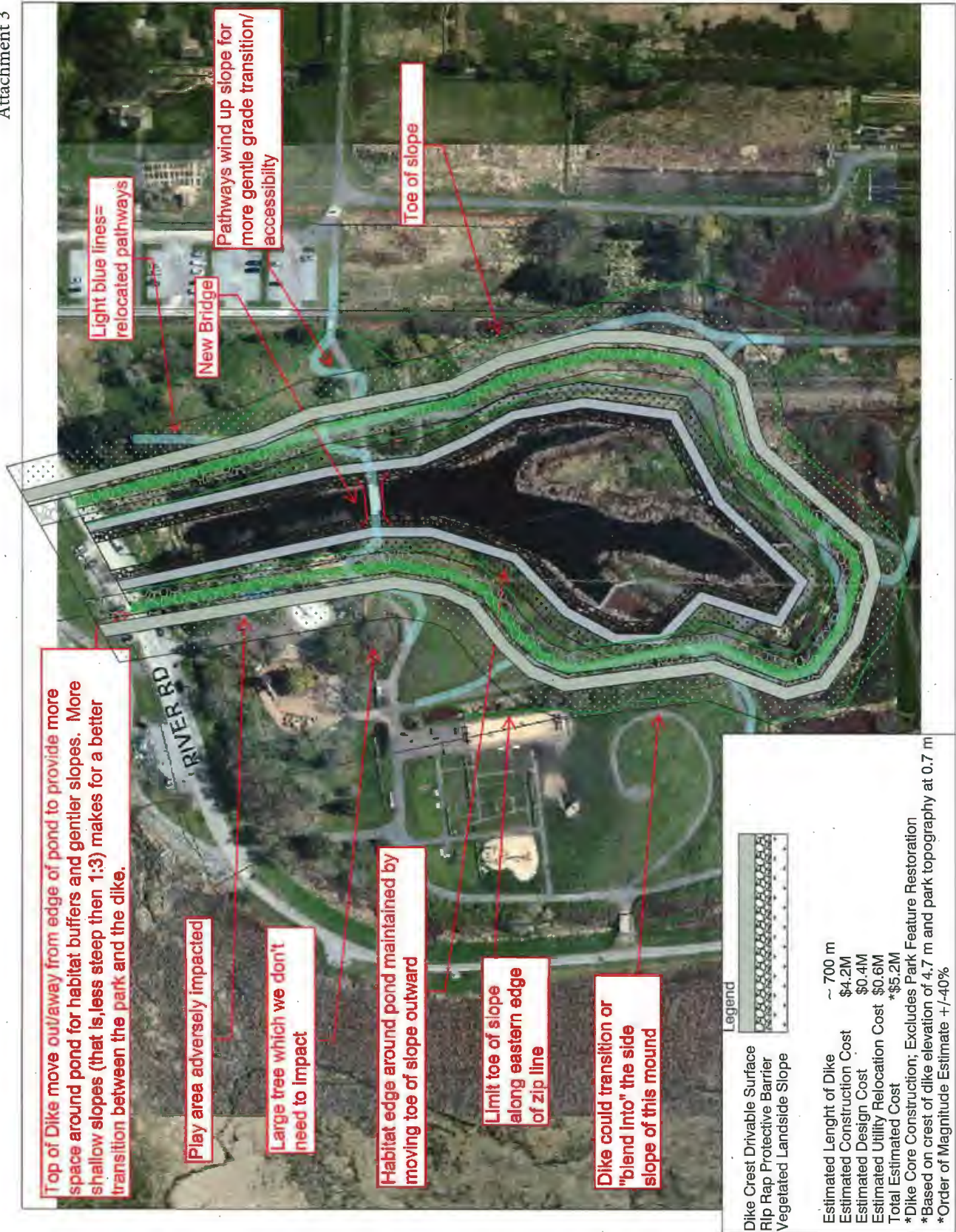


Figure 8: Secondary Dike Alignment through Terra Nova



4.2 AREA SPECIFIC ADAPTATIONS

For the purposes of the master plan, an area specific adaptation is a structural adaptation that can achieve the target 4.7 m crest height, with consideration for a future increase to 5.5 m. This section outlines the preferred area specific adaptation measures for each of the thirteen design areas.

The recommended approaches to area specific adaptations includes: widen footprint to land or water side; raise in place / constrained dike; permanent floodwall; demountable floodwall.

Widen Footprint to Land or Water Side

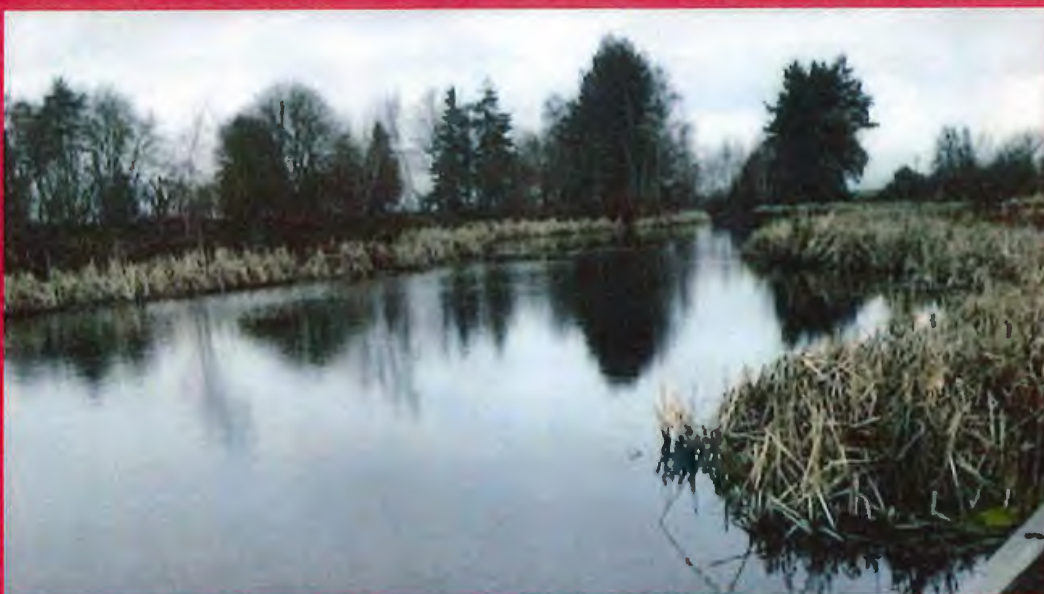
Dikes are the most common form of structural flood protection. Lulu Island is currently protected by a perimeter ring dike, with floodwalls or alternative protections at some sites. In the Study Area, improvements to the existing dike should be pursued wherever possible.

Grauer Property Monitoring Report – 2016

Figure 1. Location and boundary of the Grauer property in Richmond, BC.

**Terra Nova Park
Richmond, BC**

Feasibility Review: Tidally Influenced Slough at Terra Nova Park



PREPARED FOR:

City of Richmond
5599 Lynas Lane
Richmond, BC V7C 5B2

PREPARED BY:

PGL Environmental Consultants
#1500 – 1185 West Georgia Street
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PGL File: 831-01.05

February 2018



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LIST OF APPENDICES

Appendix 1	Terra Nova Wildlife Habitat Enhancement Strategy, PGL 2014	- Not referenced within
Appendix 2	Site Photographs	body of Attachment 6



1.0 INTRODUCTION

PGL Environmental Consultants (PGL) is pleased to provide you with a feasibility assessment of plans to breach the Terra Nova dyke to create a tidally influenced slough to support juvenile salmonid species.

2.0 BACKGROUND

In 2004, the City of Richmond (the City) developed a master plan for the Terra Nova Rural Park, which is roughly defined by the north half of the Terra Nova Park area. This plan included creating a functional estuarine slough with an outlet to the Middle Arm of the Fraser River. The primary objective of the slough feature was to maximize biodiversity and offer opportunities to support fish and amphibians, including salmonids where feasible. It was intended that the City would also pursue educational interpretation as a secondary objective.

The City retained PWL Partnership Landscape Architects Inc. (PWL) to develop a concept plan to upgrade the overall park. Kerr Wood Leidal Associates (KWL) was subcontracted to prepare the engineering drawings for the slough and design the dyke breach flood structure. PGL was also retained as a subconsultant to provide input on environmental aspects of the design and implementation and to explore regulatory expectations and approval requirements.

The City constructed the slough channel in 2007. However, for several reasons, the installation of the outlet structure and subsequent dyke breach was never implemented. As such, the slough has functioned as a freshwater habitat ecosystem for the ten years since its construction.

2.1 Wildlife Enhancement/Management Strategy

In 2010, The City retained PGL to prepare a wildlife habitat enhancement/management strategy for the Terra Nova Rural Park and Terra Nova Natural Area, collectively referred to as the Park. This project involved a thorough review of historical data and designs, a review of current conditions, and field surveys to fill data gaps.

Based on the work completed, PGL identified a water feature which it labelled and referred to as "Aquatic Habitat Management Unit 01" (AHMU-01). The study concluded that there was moderate to good ecological diversity associated with AHMU-01: a variety of plants and bird species were observed in and around the feature and healthy populations of Threespine Stickleback (*Gasterosteus aculeatus*) and several amphibian species had established themselves in AHMU-01.

It was noted at the time, that portions of the riparian habitat were at risk from invasive plant populations and PGL recommended and prepared a restoration plan to avoid destabilization of the slough ecosystem by invasive species. A final copy of the strategy report was submitted to the City in 2014 and is attached to this report as Appendix 1. PGL is unaware if any parts of the restoration plan were implemented.

3.0 CURRENT SCOPE OF WORK

City staff have been directed by Council to review the ecological value and function of the freshwater slough (AHMU-01) as-is, relative to the value and function of a salt-water and tidally influenced slough.

PGL has been retained to assist staff in developing a report. The scope of PGL's report included a site visit to assess current habitat function, followed by provision of an opinion on the feasibility or rationale of creating a tidally influenced slough and potential salmon rearing habitat vs. enhancing existing habitats at nearby locations. This report represents that opinion.

4.0 SITE VISIT

PGL conducted a site visit with KWL and City representatives on February 7, 2018. In attendance were: Alex Kurnicki (City of Richmond); Andrew Szojka (KWL Calgary); Kimberly Armour (City of Richmond); Kevin Fraser (City of Richmond); and Bruce Nidle (PGL).

4.1 Site Conditions and Observations

During the site visit, PGL senior fisheries biologist, Bruce Nidle, made the following observations:

- The slough water level was up to the level of the boardwalk and had flooded some grassy areas (Photograph 1);
- A beaver lodge was present in the middle of the slough (Photograph 2). Beavers had felled most small trees adjacent to the slough;
- A variety of waterfowl species were in and adjacent to the slough;
- Eagles and hawks were perching in trees adjacent to the slough;
- Vegetation around the perimeter of the slough consisted of common cattail (*Typha latifolia*) and the non-native reed canarygrass (*Phalaris arundinacea*) (Photograph 3);
- Riparian vegetation consisted of invasive, non-native Himalayan blackberry (*Rubus armeniacus*) and an assortment of native shrubs and small trees including hardhack (*Spirea douglasii*), red-osier dogwood (*Cornus stolonifera*) and paper birch (*Betula papyrifera*) (Photograph 4);
- The grass areas had been mown to create lawns in many locations; and
- Suggestions from the previous PGL 2014 report—notably invasive species management protocols—had not been incorporated into the park.

It should be noted that fish and water quality sampling have not been undertaken since the PGL 2014 report.

5.0 DISCUSSION

The Terra Nova Wildlife Habitat Enhancement Strategy (PGL 2014) described Aquatic Habitat Management Units (AHMUs) for the aquatic features at the Site. Recapping that report, a water feature identified as AHMU-01 is present in the north half of the park. It is not connected to any of the perimeter ditches on the site.

It is this feature that was considered in 2007 for connection to the Fraser River via a flood-control box to create a brackish, tidally refreshed slough, but the connection was not established. As a result, AHMU-01 has been isolated from both brackish tidal flow and other freshwater sources. Hydrologically speaking, therefore, it has been functioning as a freshwater "pond" rather than a "slough" for the past decade.

It is this pond that is again under consideration for connection to the estuary.

5.1 Present Pond Conditions

AHMU-01 provides habitat for several amphibian species (unidentified) and for Threespine stickleback, a small coarse freshwater fish species.

Vegetation surrounding AHMU-01 includes common cattail, hardhack, non-native reed canarygrass, invasive non-native Himalayan blackberry, and other shrubs and trees. Manicured lawns are also present. The riparian habitat values currently are low. Non-native and invasive species are pervasive, limiting diversity and wildlife habitat functionality. The upland habitat is further impacted by frequent mowing and use by the public.

The existing habitat at AHMU-01 is suitable for some wildlife, but fish habitat is limited due to the isolated nature of the watercourse. Waterfowl use of AHMU-01 has been observed, and the bench of land between the middle- and east-fingers of the pond has been identified as a potential Killdeer (*Charadrius vociferus*) nesting location. A small Great Blue Heron colony at the park (PGL 2007) may also use this pond as a source of food.

American beaver (*Castor canadensis*) activity at the AHMU-01 pond has resulted in lost trees and the development of a beaver lodge within the pond.

Amphibian presence has been noted; however, species have not been confirmed. Literature suggests that native amphibians that may use the pond include Northwestern salamander (*Ambystoma gracile*), Pacific chorus frog (*Pseudacris regilla*), western toad (*Anaxyrus boreas*), and northern red-legged frog (*Rana aurora*) are not likely to be associated with AHMU-01 as there is a lack of forested upland habitat in close proximity to the pond.

Given the presence of invasive American bullfrog (*Lithobates catesbeianus*) in the south half of the park at AHMU-02 and the lack of upland forest vegetation around the AHMU-01 pond, it is possible that American bullfrog are present in AHMU-01. This species is a voracious predator of native amphibians (BC MoELP 2018a). Non-native green frogs (*Lithobates clamitans*) may also be present in the pond because they, like American bullfrogs, also require permanent waterbodies for tadpole development. While green frogs are not as aggressive as American bullfrogs, they are competitors for resources with our native amphibians (BC MOELP 2018b) and the presence of either species may be compromising the health and survival of native amphibians in the pond.

5.2 Potential Project Benefits

Breaching the dyke would result in the conversion of approximately 7,000m² of freshwater aquatic habitat and riparian habitat to estuarine marsh habitat (PGL 2007).

At present, there is no access for fish in or out of the pond. Tidally influenced sloughs may provide habitat for a greater number of fish species than are currently residing in the pond. A tidal connection to the estuary would allow fish species such as out-migrating juvenile Pink Salmon (*Oncorhynchus gorbuscha*), juvenile Chinook Salmon (*Oncorhynchus tshawytscha*), and juvenile Coho Salmon (*Oncorhynchus kisutch*) to find shelter on their way out to the ocean. Other fish species including Starry Flounder (*Platichthys stellatus*), Prickly Sculpin (*Cottus asper*), Staghorn Sculpin (*Leptocottus armatus*), Peamouth Chub (*Mylocheilus caurinus*), Northern Pikeminnow (*Ptychocheilus oregonensis*), Redside Shiner (*Richardsonius balteatus*), and Largescale Sucker (*Catostomus macrocheilus*) might also use a tidally influenced slough.

The resident Threespine Stickleback can withstand brackish conditions and would, therefore, not be displaced.

Conversion to an estuarine slough could provide a small but productive habitat for a variety of species, but it would require that significant additional and ongoing work, such as clearing and managing invasive plants, planting appropriate marsh vegetation, and conversion of the bench between the middle- and east-fingers of the pond/slough for Killdeer nesting habitat be required.

Habitat values might be further increased with the addition of a second tidal entrance/exit point. While the technical details of this approach are unclear, a connection to channels currently existing to the south, such as the Grauer tidal wetland channels, would allow increased opportunities for fish access and species diversity, potential benefits for water quality with increased flushing, and a more estuarine habitat.

5.3 Project Challenges

Several drawbacks or difficulties are associated with converting the pond to a tidally influenced estuarine habitat.

- With only one entrance and one exit point for the slough, complete flushing of the waterbody is extremely unlikely. While this isn't necessarily a concern for fish, it does mean that any debris or contaminants washed into the slough may not flush back out. This may also lead to sediment deposition, requiring regular – likely annual – maintenance in the form of dredging to keep water depths in the slough adequate for fish habitat.
- During low water periods of the tidal cycle, decreased water volume in the converted pond may be prone to solar warming, particularly if the conversion is not coupled with riparian plantings that provide adequate overwater shading. High water temperatures can be lethal to fish, particularly salmonids and, while current water temperature regimes in the pond are unknown, it is quite possible that the shallow depth and low volume would result in temperatures dangerous to salmonids.
- Developing estuarine habitat would eliminate amphibian habitat. Amphibians require freshwater for egg laying and tadpole/larvae development. This would prevent future development of the habitat for native amphibians.

- Salt water conditions can make beavers ill but they will tolerate it. They will not, however, tolerate fluctuating water levels associated with the conversion to a tidally influenced system. They can be expected to work to block the flow of water, potentially constructing dams in front of the tide gate(s). While trapping of the beaver(s) and relocating them to another habitat prior to flood gate operation can be considered, it will not prevent them from returning or new beavers from entering the area and attempting to dam the system into a permanent water feature.

The flow-through design option (connecting the slough to the tidal wetland channels to the south to create one point of entry and one point of exit) presents its own set of challenges:

- If the south end of the channel is open on incoming tides, potential for an increased saline environment exists. Fluctuating salinity levels will influence the species that inhabit the slough. Some species may not tolerate a high salinity environment, limiting the use of the slough as year-round or rearing habitat;
- Increased flow may increase sediment inflow and deposition and/or deposition of log debris and detritus. This may result in the potential for debris and detritus to block either or both tidal gates. The former will require regular clearing and dredging to maintain suitable water depths, the latter will require regular tidal gate inspection to prevent blockages that could either starve the slough of water (if located at the inlet) or lead to internal flooding (if the blockage is located at the outlet); and
- Significant modelling and engineering challenges in developing a tidally influenced slough also exist that are beyond the scope of this report.
 - To create a flow-through design where water flows in one end, and exits the other, the north entrance point would have to open on an incoming tide, while the south exit would open on the outgoing tide. Significant hydrological modelling would be required to determine the best approach to allow water to flow through the Site rather than stagnate or move convergently on the centre of the channel.

5.4 Project Permitting Requirements and Environmental Considerations

Breaching of the dike and installation of a flood control structure would require significant time and effort to be spent to secure permits under the following pieces of legislation:

- **The federal *Fisheries Act*:** While it is anticipated the project could result in a net benefit to fish, the project will nevertheless require that a Request for Review be made pursuant to the legislation. The application cannot be made without detailed (engineered) design drawings, hydrological modelling to prove the concept, a calculus of habitat types lost and gained, detailed planting plans, a construction management plan, and a plan for ongoing performance monitoring. Once submitted to Fisheries and Oceans Canada, a request for review may take up to six months;
- **The provincial *Water Sustainability Act*:** This piece of legislation requires a Notification or Change Approval for any changes to surface or subsurface water resources and includes temporary dewatering for construction and any types of work that affect water flows. While the application process is relatively straightforward, it may take between five to eight months to secure provincial approval; and

- **The provincial *Dyke Maintenance Act*:** Any alteration to the provincial dyke system must receive approval from the provincial Inspector of Dykes. Given increasing concerns regarding increased flooding resulting from climate change, the Inspector will require that breaching the dyke be coupled with increasing dyke freeboard or providing other protection mechanisms to prevent flooding within the new slough feature from affecting infrastructure.

Richmond may also require its own works be subject to a Phase 1 Environmental Site Investigation to ensure that works will not remobilize historical contaminants present within the park; it will also need so ensure design compliance with its own *Ecological Network Management Strategy*.

6.0 OPINION

It is our opinion that the loss of freshwater habitat coupled with the uncertainty of a successful conversion to a brackish slough suggests that retention of the existing habitat features is a more ecologically appropriate option for the slough. It is our further opinion that significant improvements to the function of the freshwater system can be achieved at a fraction of the cost of the conversion to a tidally influenced slough.

7.0 RECOMMENDATIONS

In light of our opinion in Section 6.0, we would recommend that the City consider the following projects to enhance the freshwater system present at Terra Nova Park.

7.1 Collecting Information to Guide Enhancement Efforts

- **Water sampling:** Water quality sampling should be undertaken during each season to determine the ecological conditions in the pond. Baseline water quality information can help guide planning processes for future habitat enhancement work.
- **Amphibian surveys:** Understanding the species present can inform future remediation work to improve habitat. Invasive species control may be necessary to promote healthy native amphibian populations.

7.2 Enhancement Works

- **Building vernal features:** Native amphibian species would benefit from the creation of a vernal feature at the Park. Vernal features essentially create areas without sufficient year-round standing water needed by the invasive American Bullfrog and Green Frog to breed, yet would create suitable breeding habitat for native amphibians such as Pacific Chorus Frog, Northern Red-Legged Frog and Western Toad. This vernal habitat should be situated adjacent upland forest habitat to provide ideal year-round conditions for all life stages. *A Guide to Creating Vernal Ponds* (Bieblghauser 2002) is a valuable resource for vernal pond construction.
- **Fencing to protect trees:** Wire fencing around the base of trees will limit the damage caused by beavers and will preserve the mature trees around the pond. Conifer species are also less desirable for beavers to harvest, and may be planted to replace the damaged trees if ecologically appropriate for the location.
- **Managing invasive species:** Developing and implementing an Invasive Plant Management Plan to remove and maintain invasive plants coupled with replanting of native plant species will stabilize the system, exclude recolonization by non-native species, and allow for the continued development of a robust native ecosystem. Suitable marsh species such as sedges and rushes should be planted in shallow marsh zones.

- Installing bird nesting boxes and perching poles: Boxes for a variety of species, including swallows, Wood Ducks (*Aix sponsa*), and owls will increase species diversity in the area. Coordination with qualified biologists to develop a nest box plan with appropriate box design and installation locations is recommended. Perching poles for raptors along the perimeter of Old Field habitat is also recommended.
- Encouraging the redevelopment of Old Field habitat: The PGL 2014 report recommends that regular mowing in a number of locations (referred to as Old Field Habitat Management units in the 2014 report) be replaced with a five-year mowing/plowing rotation, with re-seeding using the appropriate seed mix. Old Field habitat is important for the production of small mammals such as voles, mice and shrews that are hunted by raptors, including diurnal owls and Great Blue Herons.
- Installing bat boxes: Inclusion of bat habitat will increase the ecological diversity of the Site and help control insect populations.
- Enforcing dog leash and cleanup bylaws: Education and enforcement will help reduce wildlife disturbance and fecal contamination.
- Establishing a Killdeer nesting beach: Recommendations and details are available in the PGL 2014 report.

8.0 LIMITATIONS

PGL prepared this report for our client and its agents exclusively. PGL accepts no responsibility for any damages that may be suffered by third parties as a result of decisions or actions based on this report.

The findings and conclusions are site-specific and were developed in a manner consistent with that level of care and skill normally exercised by environmental professionals currently practicing under similar conditions in the area. Changing assessment techniques, regulations, and site conditions means that environmental investigations and their conclusions can quickly become dated, so this report is for use now. The report should not be used after that without PGL review/approval.

The project has been conducted according to our instructions and work program. Additional conditions, and limitations on our liability are set forth in our work program/contract. No warranty, expressed or implied, is made.

9.0 CLOSURE

We trust that this meets your needs. If you have any questions or require clarification, please contact Katharine Scotton or Bruce Nidle at 604-235-8021 and 604-895-7609, respectively.



10.0 REFERENCES

BC Ministry of Environment, Lands and Parks. 2018a. BC Frogwatch Factsheet 7: Bullfrog *Rana catesbeiana*. Available at: <http://a100.gov.bc.ca/pub/eirs/finishDownloadDocument.do?subdocumentId=667>. Accessed February 2018.

BC Ministry of Environment, Lands and Parks. 2018b. BC Frogwatch Factsheet 9: Green Frog *Rana clamitans*. Available at: <http://a100.gov.bc.ca/pub/eirs/finishDownloadDocument.do?subdocumentId=861>. Accessed February 2018.

Biebighauser, T.R. 2002. A Guide to Creating Vernal Ponds: All the Information You Need to Build and Maintain an Ephemeral Wetland. US Forest Service. 34pp.

Pottinger Gaherty Environmental Consultants Ltd. 2007. Environmental Review Committee Application: Terra Nova Slough Construction and Dyke Breach, Richmond, BC. 6pp + Appendices.

Pottinger Gaherty Environmental Consultants Ltd. 2014. *Terra Nova Wildlife Habitat Enhancement Strategy (Draft)*. Vancouver, BC. 35pp + Appendices.

Respectfully submitted,

PGL ENVIRONMENTAL CONSULTANTS

Per:



Katharine Scotton, B.Sc., R.P.Bio.
Environmental Consultant



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Senior Environmental Consultant



for Leslie M. Beckmann, M.A.
Senior Environmental Consultant

KKS/BHN/LMB/slr
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Appendix 2
Site Photographs





Photograph 1:

**Looking north from south end
of slough, with high water
levels evident, February 7,
2018**



Photograph 2:

**Beaver lodge in the middle of
the slough, February 7, 2018**



Photograph 3:

**Looking south from dike
toward slough, with reed
canarygrass prominent,
February 7, 2018**



Photograph 4:

**Typical riparian vegetation
around the perimeter of the
slough, February 7, 2018**



City of Richmond

Report to Committee

To: General Purposes Committee
From: Kim Somerville
Manager, Community Social Development
Re: 2019 Child Care Grants – Second Intake

Date: May 7, 2019
File: 03-1085-01/2019-Vol
01

Staff Recommendation

That the Child Care Capital Grants, as outlined in the staff report titled “2019 Child Care Grants – Second Intake,” dated May 7, 2019, from the Manager of Community Social Development, be awarded for the recommended amounts and cheques be disbursed for a total of \$25,720.

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

Att. 5

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

Staff Report

Origin

In 2006, the City adopted the Child Care Development Policy 4017 (Attachment 3) which acknowledges that child care is an essential service in the community for residents, employers and employees. Policy 4017 directs staff to plan, partner and, as resources and budgets become available, support a range of quality, accessible and affordable child care including facilities, spaces, programming, equipment and support resources. The Child Care Development Statutory Reserve and the Child Care Operating Statutory Reserve were established to financially assist non-profit societies with providing child care grants for minor capital improvements and supportive resources for child care providers.

This report supports the City's Social Development Strategy Action #10 - Support the establishment of high quality, safe child care services in Richmond through:

Administering the City's Child Care Grant Program to support the provision of quality, affordable, accessible child care in Richmond.

This report also supports the 2017–2022 Richmond Child Care Needs Assessment and Strategy:

Strategic Direction 2 – Creating and supporting child care spaces.

Findings of Fact

2019 Child Care Grants Budget

The City has two Child Care Reserve Funds that are used as a source of funding for the two types of child care grants:

- Child Care Capital Grants are funded from the Child Care Development Reserve (Bylaw No. 6367), established in 1994, for capital expenses including grants to non-profit societies for capital purchases and improvements (e.g. equipment, furnishings, renovations and playground development); and
- Child Care Professional and Program Development Grants are funded from the Child Care Operating Reserve Fund (Bylaw No. 8877), established in May 2012, to assist with non-capital expenses including grants to non-profit societies to support child care professional and program development within Richmond.

Following the approval and distribution of the 2019 Child Care Capital Grants there was an additional \$25,720 remaining. City Council approved an additional Child Care Capital Grant Intake for 2019 to utilize the balance of unspent capital funds.

To identify potential changes to better support child care providers to access these funds within a single intake process in future years, staff will undertake a review in the third quarter of 2019.

This will include gathering information directly from previous grant recipients regarding the timing and communication of this valuable funding opportunity.

Notice Given and Applications Received

On March 4, 2019, the second intake for the Child Care Grant Program was opened on the City's website. The availability of the grants was promoted through the City's social media channels and news releases. In addition, notices were forwarded to the Vancouver Coastal Health Community Care Facilities Licensing and to the Richmond Child Care Resource and Referral to share with their child care provider contacts. The deadline for submissions was April 15, 2019. A total of eight applications were received for the second intake of the Child Care Capital Grants.

Analysis

Application Review Process

The Child Care Development Advisory Committee (CCDAC) convened a Child Care Grants Subcommittee to review the 2019 Child Care Grant–Second Intake applications and supporting materials. The subcommittee met on April 23, 2019 with the Program Manager, Child Care (CCDAC staff liaison) and Child Care Planner to prepare recommendations for consideration by the CCDAC voting members. The subcommittee assessed each application for compliance with the Child Care Grant Guidelines (Attachment 4) and used a rating form (Attachment 5) to score the applications from the following organizations:

Table 1: 2019 Child Care Capital Grant – Second Intake Applicants and Requests

2019 Child Care Grant – Second Intake - Applicants and Requests		Requested Amount	Recommended Amount
Capital Grant Applicants and Requests			
1.	Atira Women's Resource Society	\$1,249.29	\$1,249.00
2.	Family Services of Greater Vancouver	\$3,522.00	\$3,477.00
3.	Little Wings Daycare Society	\$6,905.00	\$5,734.00
4.	Richmond Youth Services Agency/Community Connections	\$2,146.58	\$2,147.00
5.	Richmond Society for Community Living	\$5,000.00	\$5,000.00
6.	Society of Richmond Children's Centres	\$2,100.00	\$1,880.00
7.	Thompson Community Association	\$7,195.00	\$5,733.00
8.	True Light School of British Columbia	\$4,000.00	\$500.00

2019 Child Care Grant – Second Intake - Applicants and Requests	Requested Amount	Recommended Amount
Total Amounts for Capital Grants	\$32,117.87	\$25,720.00

The Child Care Grants Subcommittee summarized their review of the 2019 Child Care Grants–Second Intake applications received and outlined their recommendations to the CCDAC. CCDAC approved the recommendations of the subcommittee which is reflected in the minutes of the meeting on May 1, 2019. The total requests for the 2019 Child Care Grants–Second Intake amount to \$32,117.87.

The CCDAC is recommending that the following eight Child Care Capital Grants applicants be funded for a total amount of \$25,720 as outlined in Table 1: Atira Women’s Resource Society, Family Services of Greater Vancouver, Little Wings Daycare Society, Community Connections, Richmond Society for Community Living, Society of Richmond Children’s Centres, Thompson Community Association and True Light School of British Columbia.

Staff support the CCDAC recommendations as proposed in the list of 2019 Child Care Grants–Second Intake (Attachment 1). Six of the applicants are recommended for a reduced amount than originally requested. Reasons for this include additional information being provided after the application was submitted, recalculation of quotes provided resulting in reduced funds needed and the total amount requested exceeded the budget available. Additional details on the specific recommendations and the rationale for them is contained in Attachment 1 for reference.

For reference, summaries of the 2019 Child Care Grant–Second Intake applications are included with this report (Attachment 2). As the content of the summary sheets are taken verbatim from the applicants submissions, they will replicate any errors or omissions made by the applicants.

Financial Impact

The 2019 Child Care Grants budget of \$60,000 was requested as part of the City’s 2019 Capital Budget and to support the two grant streams: the Child Care Capital Grants and the Child Care Professional and Program Development Grants. This was supplemented by an additional \$19,907 carried forward from the City’s 2018 Child Care Grants for a total of \$79,907. In January 2019, \$54,187 was approved and distributed. Following the approval and distribution of the 2019 Child Care Capital Grants, \$25,720 of remaining funds was available for a second intake of the Child Care Capital Grants for 2019. A total of \$25,720 in allocations is being recommended for the 2019 Child Care Grants second intake, subject to City Council’s approval.

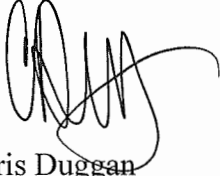
Conclusion

The Child Care Grants will assist with enhancing the provision of quality, affordable and accessible child care in Richmond. These grants support sustaining priority types of child care programs and enhancing the quality of child care in Richmond. This is consistent with the 2017–2022 Richmond Child Care Needs and Assessment Strategy.

May 7, 2019

- 5 -

Staff recommend approval of the proposed recommendations for the City's 2019 Child Care Grants-Second Intake amounting to \$25,720 be allocated to the eight organizations requesting Child Care Capital Grants.

A handwritten signature in black ink, appearing to read 'Chris Duggan', with a stylized, looping flourish at the end.

Chris Duggan
Program Manager, Child Care
(604-204-8621)

- Att. 1: 2019 Child Care Grant Requests – Second Intake
2: 2019 Child Care Grants – Second Intake, Summary Reports
3: Child Care Development Policy 4017
4: Child Care Grants Program Guidelines
5: Child Care Development Advisory Committee Grant Review Rating Form

2019 CHILD CARE GRANT REQUESTS - Second Intake

CCDAC Recommended Grant Allocations and Comments

SOCIETY	GRANT OPTION	PURPOSE OF GRANT/DESCRIPTION OF GRANT PURPOSE	REQUESTED AMOUNT	RECOMMENDED AMOUNT	COMMENTS / CONDITIONS	SEE ATT. 2 PAGE NO.
Atira Women's Resource Society	Child Care Capital Grant	Furniture - staff desk The purpose of this grant application is to provide us with a staff desk for each of the classrooms (3) of the new River Run ECLC. This grant application has since been revised to request only one staff desk.	\$5,000.00 Revised to \$1,249.29	\$1,249.00	- Three originally requested, only one needed now. - Recommended amount sufficient to provide items needed in revised request.	1
Family Services of Greater Vancouver	Child Care Capital Grant	Furniture - Replacement of 6 cribs Our cribs are in a state where they either need repairs or total replacement. This budget is for a crib model that is designed for use in a daycare facility.	\$3,522.00	\$3,477.00	- Quotes provided add up to revised total. - Recommended amount sufficient to provide all items requested.	2
Little Wings Daycare Society	Child Care Capital Grant	Furniture - lifecycle replacement of items The purpose of this grant is to purchase new and durable equipment and furnishings for the expansion of our 3-5 program. New furnishings and equipment include: 12 chairs, 2 tables, 2 shelves, 20 mat dividers, 12 mats and 1 couch.	\$6,905.00	\$5,734.00	- All items eligible but insufficient funds available to fund full request.	4
Richmond Youth Services Agency/ Community Connections	Child Care Capital Grant	Furniture and Equipment – dishwasher, chairs, tables, rug, storage To update old and unsafe furnishings and equipment to keep childcare more safe, clean and hygienic. Including purchase of a countertop dishwasher, 20 chairs, 2 tables, a rug, a book and toy storage units. Community Connections is contributing \$500 towards these items.	\$2,146.58	\$2,147.00	- Recommended amount sufficient to provide all items requested.	5

2019 CHILD CARE GRANT REQUESTS - Second Intake

SOCIETY	GRANT OPTION	PURPOSE OF GRANT/DESCRIPTION OF GRANT PURPOSE	REQUESTED AMOUNT	RECOMMENDED AMOUNT	COMMENTS / CONDITIONS	SEE ATT. 2 PAGE NO.
Richmond Society for Community Living	Child Care Capital Grant	Lifecycle replacement - counters, cabinets, cabinet doors The purpose of this grant is to make replacements and repairs to the Treehouse including replacing countertops, cabinets and cabinet doors in the entrance cubbies, bathroom, kitchen, art area and nap room to ensure safety and improve the overall appearance.	\$5,000.00	\$5,000.00	- Request combined with Child Care BC Maintenance Fund application and contribution from RSCL. - Recommended amount sufficient to provide all items requested.	7
Society of Richmond Children's Centres	Child Care Capital Grant	Furniture - replacement of 3 sensory tables All three programs at West Cambie need new sensory tables for the children to use.	\$2,100.00	\$1,880.00	- Quotes provided add up to revised total. - Recommended amount sufficient to provide all items requested.	9
Thompson Community Association	Child Care Capital Grant	Furniture and Equipment The funds will enhance the indoor and outdoor learning experiences. Equipment includes an outdoor easel, outdoor art panel, outdoor musical drum set, water table, library rack, and shelving.	\$7,195.00	\$5,733.00	- All items eligible but insufficient funds available to fund full request.	10
True Light School of British Columbia	Child Care Capital Grant	Furniture and Computers Original grant application was modified. Revised request includes two new MacBook laptops that will be used in the classroom to enhance essential teaching.	\$4,000.00	\$500.00	- Furniture requested in original submission has already been purchased and no second quote provided, not eligible for grant. Program requested substitution of second Mac laptop in lieu of furniture. - Recommended amount sufficient to provide one comparable laptop computer.	12
TOTAL 2019 CHILD CARE GRANTS REQUESTS & RECOMMENDED			\$32,117.87	\$25,720.00		
			AMOUNT AVAILABLE	\$25,720.00		
			BALANCE REMAINING	\$0.00		



Capital Assistance Application for 2019 Childcare Grants Program

6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Atira Women's Resource Society

Title: River Run Early Care & Learning Centre

Amount: \$5,000.00

Purpose: Furnishings

The purpose of this grant application is to provide us with a staff desk for each of the classrooms of the new River Run ECLC.

Service Delivery Benefits:

This is an essential piece of furniture for the classroom as it will provide the staff a space to contain their work related documentation for licensing purposes; it will be placed below the video entrance phone and will have the classroom phone on top of it.

Beneficiaries:

All of the educators and children in the River Run ECLC.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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GRANT RECOMMENDATIONS

**Recommended
Amount:** \$1,249.00

Recommendation: That Atira Women's Resource Society be funded for \$1,249.00 for a Child Care Capital Grant.

Staff Comments/Conditions:

Request reduced by Atira after submission to \$1249 as only one desk needed.



Capital Assistance Application for 2019

Childcare Grants Program

6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Family Services of Greater Vancouver

Title: Good sleep for babies

Amount: \$3,522.00

Purpose: Equipment

The Colt Daycare provides quality on-site daycare for young parents attending Richmond Secondary and working to complete their highschool education. The babies and toddlers at the Colt daycare need a restful and restorative nap each day. The cribs in our daycare are very old, suffering heavy wear and tear after years of regular use. Our cribs are in a state where they either need repairs, or total replacement. HealthLink BC advises against doing any repairs to cribs, but rather says replacement is necessary to ensure the safety of children using the cribs.

Service Delivery Benefits:

Family Services of Greater Vancouver is in partnership with the Richmond School District No. 38 since 1991 to provide the Colt Daycare and Young Parents program. Through this program Young parents have the opportunity to upgrade and complete their high school education while their children are cared for in the daycare on the school site of Richmond Secondary School.

The Colt Daycare provides quality on-site daycare for young parents attending school. The daycare staff are qualified and licensed with the Provincial Community Care facilities licensing board. They are trained early childhood educators and are knowledgeable in all areas of child growth and development. The daycare serves children under the age of 3 years old and the staff plan and implement the daily program to meet the changing needs of the children which will enhance their total growth and development. The daycare is an essential element of this program because it allows the young parents to focus on their school work while knowing that their children are safely cared for, happy and close by.

The funds provided by the City of Richmond will be used to replace six cribs at the daycare. Cribs are necessary for a daycare that serves very young children because each child will need time to sleep as they become fatigued throughout the day. Safe, sturdy and comfortable cribs allow us to provide the environment each child needs so that they can comfortably recharge their energy. This also allows us to return the children to their parents happy, healthy and ready for quality time with their family.

We have chosen a crib model designed to be used in daycare facilities.

Capital Assistance for 2019

Family Services of Greater Vancouver

Summary Page 2

Beneficiaries:

The babies and toddlers at the Colt daycare will directly benefit from this grant. The babies and toddlers use the cribs every day. They are in poor condition and are in great need of replacement.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$46600.00	Health, Social & Safety
2012	\$46600.00	Health, Social & Safety
2011	\$45675.00	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$3,477.00

Recommendation:

That Family Services of Greater Vancouver be funded for \$3,477.00 for a Child Care Capital Grant.

Staff Comments/Conditions:

Quote provided to purchase 6 cribs totals \$3,477.



**Capital Assistance Application for 2019
Childcare Grants Program**

6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Little Wings Day Care Centre Society

Title: 3-5 Room Expansion

Amount: \$6,905.00

Purpose: Furnishings

The purpose of this grant is to purchase new and durable equipment and furnishings for the expansion of our 3-5 program. We will be adding an additional 10 childcare spots to our centre and would like to provide quality furnishings for the 3-5 year olds to use on a daily basis. We believe these new furnishings and equipment will allow the 3-5 program to offer an inviting and stimulating environment for children to socialize and play in.

Service Delivery Benefits:

These grant funds will allow Little Wings Daycare Society to provide an engaging and fun environment that is welcoming, safe, and meets licensing regulations for children. New tables, chairs and shelving units will help us deliver a program that meets specific developmental needs and size requirements.

Beneficiaries:

Funds received from this grant will directly benefit 49 children between the ages of 12 months to 5 years as well as 14 teachers. Current parents and future families will be pleased with the new, sturdy furnishings their children will be using on a daily basis.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$5000.00	Child Care Capital
2016	\$5103.22	Child Care Capital

Capital Assistance for 2019

Little Wings Day Care Centre Society

Summary Page 2

GRANT RECOMMENDATIONS

Recommended

Amount: \$5,734.00

Recommendation: That Little Wings Day Care Centre Society be funded for \$5,734.00 for a Child Care Capital Grant.

Staff Comments/Conditions:

None



**Capital Assistance Application for 2019
Childcare Grants Program**

6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Richmond Youth Service Agency

Title: Connections Kids Club

Amount: \$2,146.58

Purpose: Furnishings

To update old and unsafe furnishings and equipment to keep our childcare more safe, clean and hygenic.

Service Delivery Benefits:

These funds will be used to improve the quality of service at our daycare centres by ensuring furnishing and equipment is safe, clean and hygenic.

Beneficiaries:

The children in the program will be most benefitted by having a cleaner and safer environment. It will also help our child care staff to do their jobs more efficiently.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2016	\$5000.00	Professional and Program Development
2013	\$12500.00	Health, Social & Safety
2012	\$12500.00	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$2,147.00

Recommendation:

That Richmond Youth Services Agency/Community Connections be funded for \$2147.00 for a Child Care Capital Grant.

Staff Comments/Conditions:

None



**Capital Assistance Application for 2019
Childcare Grants Program**

6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Richmond Society for Community Living

Title: Treehouse early Learning Centre Refurbishment

Amount: \$5,000.00

Purpose: Other

The purpose of this grant is to make capital refurbishments, replacements and repairs to Treehouse early Learning Centre.

Service Delivery Benefits:

Funds received from the City of Richmond Child Care Capital Grant will allow RSCL to replace broken cabinet doors in the entrance cubbies, bathroom, kitchen, art area and nap room to ensure safety and improve the overall appearance of a centre that has received no major renovations in the past two decades. RSCL has also submitted an application to BC Maintenance Fund in support of this project which will also include the replacement of worn and damaged counter tops in the bathroom, nap room and kitchen and the necessary replacement of sinks and faucets.

Lastly, RSCL will commit funds raised through our annual Drive for Ability to purchase adjustable tables and chairs, most of which were purchased 20 years ago and are in need of replacement and to install additional electrical outlets in program areas to improve accessibility and program delivery.

The result will be a refreshed and safe learning environment for the children and families with improved accessibility for children with disabilities attending the program.

Beneficiaries:

Beneficiaries of this grant will be the children currently enrolled at Treehouse early Learning Centre and their families, as well as those who will attend the program in the future. Treehouse is a community child care centre with dedicated spots for children with disabilities or additional support needs. The proposed equipment purchase takes into consideration accessibility for children with varying abilities to ensure full participation for all children.

Capital Assistance for 2019

Richmond Society for Community Living

Summary Page 2

Partners (if applicable):

RSCL has submitted a grant application to the BC Maintenance Fund in support of this project. In addition, funds raised through the Drive for Ability fundraiser will be directed to this project.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$5892.49	Child Care Capital
2014	\$2161.00	Child Care Capital
2014	\$828.00	Child Care Capital

GRANT RECOMMENDATIONS

Recommended

Amount: \$5,000.00

Recommendation:

That the Richmond Society for Community Living be funded for \$5,000 for a Child Care Capital Grant.

Staff Comments/Conditions:

None



Capital Assistance Application for 2019
Childcare Grants Program

6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Society of Richmond Children's Centres

Title: 3 Sensory Tables

Amount: \$2,100.00

Purpose: Equipment

All three programs at West Cambie need new sensory tables for the children to use. The Infant/Toddler program needs one sized to their needs.

Service Delivery Benefits:

Sensory play is an important component of a quality child care program and is used every day with a variety of materials. These 3 new sensory tables will replace ones that are showing significant wear and tear and are becoming less functional as a result.

Beneficiaries:

All the West Cambie children from infants to preschoolers.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$5104.34	Child Care Capital
2014	\$9639.00	Child Care Capital
2015	\$4000.00	Child Care Capital

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$1,880.00

Recommendation: That the Society of Richmond Children's Centres be funded for \$1,880.00 for a Child Care Capital Grant.

Staff Comments/Conditions:

Quote provided to purchase 3 sensory tables totals \$1880.00



Capital Assistance Application for 2019

Childcare Grants Program

6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Thompson Community Association

Title: Terra Nova Nature School - Classroom and Outdoor Equipment

Amount: \$7,195.00

Purpose: Equipment

Terra Nova Nature School employs a philosophy of place-based education valuing connecting children to the natural world. Through frequent and repeated visits to the same outdoor environment, children develop a better understanding of themselves in relation to their surroundings.

Service Delivery Benefits:

The chosen equipment supports learning in all developmental domains (i.e. intellectual, physical, spiritual, emotional and creative).

Some of the equipment includes an outdoor easel, outdoor acrylic art panel, outdoor musical drum set, shelving and racks to house educational materials.

Beneficiaries:

The funds will enhance the indoor and outdoor learning experiences for preschool-aged children, the educators and the families.

Through offering an emergent, responsive and reflective program, we strive to grow a community that shares a foundation in ecological awareness. We want the next generation to be caring stewards of their planet!

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$10040.00	Child Care Capital
2015	\$10000.00	Child Care Capital
2015	\$8000.00	Child Care Capital

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$5,733.00

Recommendation:

That Thompson Community Association be funded for \$5,733.00 for a Child Care Capital Grant.
--

Staff Comments/Conditions:

None



**Capital Assistance Application for 2019
Childcare Grants Program**

6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: True Light School Of British Columbia

Title: Upgrade classroom materials and furniture and upgrade laptop

Amount: \$4,000.00

Purpose: Equipment

Our upstairs classroom furniture and materials have been in used for the past 15 years. We need to replace the existing unsafe furniture. Also the desk top we have been using for the past 12 years is getting very slow and it's time to upgrade for more efficient use.

Service Delivery Benefits:

The proposed furniture will be saver and more workable for children.

The new laptop will be used more often in the classroom to enhance essential teaching.

Beneficiaries:

Children

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
------	--------	---------------

GRANT RECOMMENDATIONS

Recommended

Amount: \$500.00

Recommendation:

That True Light School of British Columbia be funded for \$500.00 for a Child Care Capital Grant.

Staff Comments/Conditions:

Requested furniture has already been purchased and is not eligible. Funds approved for purchase of laptop.



Adopted by Council: January 24, 2006

Amended by Council: April 10, 2012, December 8, 2014, September 14, 2015

POLICY 4017:

It is Council policy that:

1. GENERAL

- 1.1 The City of Richmond acknowledges that quality and affordable child care is an essential service in the community for residents, employers and employees.

2. PLANNING

- 2.1 To address child care needs, the City will: plan, partner and, as resources and budgets become available, support a range of quality, affordable child care.

3. PARTNERSHIPS

- 3.1 The City of Richmond is committed to:

- (a) Being an active partner with senior governments, stakeholders, parents, the private and non-profit sectors, and the community, to plan, develop and maintain a quality and affordable comprehensive child care system in Richmond.

Working with the following organizations and groups to facilitate quality child care in Richmond:

- (i) Community Associations and Societies - to assess whether or not child care services can be improved in community centres, and new spaces added to existing and future community centres.
- (ii) Developers - to encourage developers to provide land and facilities for child care programs throughout the City.
- (iii) Employers - to encourage employers' involvement in advocating and planning for child care.
- (iv) Intercultural Advisory Committee - to investigate and report on child care concerns, needs and problems facing ethno cultural groups in the City.
- (v) School Board – to continue providing space for child care programs on school sites; to co-locate child care spaces with schools where appropriate, and to liaise with the Child Care Development Advisory Committee,



Adopted by Council: January 24, 2006

Amended by Council: April 10, 2012, December 8, 2014, September 14, 2015

- (b) Monitoring the need for new child care spaces to support Richmond residents, employee and student populations.
- (c) Providing, when appropriate, new child care spaces and/or facilities to meet existing needs and future population growth.
- (d) Requesting senior governments and other stakeholders to provide ongoing funding for affordable child care facilities, spaces, operations and programming.

4. RICHMOND CHILD CARE DEVELOPMENT ADVISORY COMMITTEE (CCDAC)

- 4.1 The City will establish and support the Richmond Child Care Development Advisory Committee.

5. CHILD CARE RESERVE FUNDS

- 5.1 The City has established two Child Care Reserve Funds as described below.

- (a) Child Care Development Reserve Fund (established by Reserve Fund Establishment Bylaw No. 7812)

The City will administer the Child Care Development Reserve Fund to financially assist with the following capital expenses:

- (i) Establishing child care facilities and spaces in:
 - City buildings and on City land.
 - Private developments.
 - Senior government projects.
 - Community partner projects.
- (ii) Acquiring sites for lease to non-profit societies for child care; and
- (iii) Providing grants to non-profit societies for capital purchases and improvements, such as equipment, furnishings, renovations and playground improvements.

- (b) Child Care Operating Reserve Fund (established by Child Care Operating Reserve Fund Establishment Bylaw No. 8827)

- (i) The City will administer the Child Care Operating Reserve Fund to financially assist with non-capital expenses relating to child care within the City, including the following:
 - Grants to non-profit societies to support child care professional and program development within the City;



Adopted by Council: January 24, 2006

Amended by Council: April 10, 2012, December 8, 2014, September 14, 2015

- Studies, research and production of reports and other information in relation to child care issues within the City; and
- Remuneration and costs, including without limitation expenses and travel costs, for consultants and City personnel to support the development and quality of child care within the City.

- 5.2 Developer cash contributions and child care density bonus contributions to the City's Child Care Reserve Funds will be allocated as follows:
- (a) 90% of the amount will be deposited to the Child Care Development Reserve Fund, and
 - (b) 10% of the amount will be deposited to the Child Care Operating Reserve Fund, unless Council directs otherwise prior to the date of the developer's payment, in which case the payment will be deposited as directed by Council.
- 5.3 All expenditures from the Child Care Reserve Funds must be authorized by Council.

6. DEVELOPMENT OF CHILD CARE FACILITIES

- 6.1 To facilitate consistent, transparent and sound planning, the City will:
- (a) Undertake periodic child care needs assessments to update its child care strategy.
 - (b) Use its powers through the rezoning and development approval processes to achieve child care targets and objectives.
 - (c) Prepare Child Care Design Guidelines which articulate the City's expectations for the design and development of City-owned or leased child care facilities, whether they are built as City capital projects or by developers as community amenity contributions.
 - (d) Make the Child Care Design Guidelines available to members of the public as a resource, and to City staff, developers, and architects as a guide for planning child care spaces in City-owned or leased facilities or developer-built community amenities being contributed to the City.
- 6.2 The City will further facilitate the establishment of child care facilities by:
- (a) Encouraging adequate child care centre facilities throughout the City where needed, particularly in each new community.



Adopted by Council: January 24, 2006

Amended by Council: April 10, 2012, December 8, 2014, September 14, 2015

- (b) Providing City land and facilities for child care programs in locations throughout the City.
- (c) Encouraging child care program expansion through the enhancement of existing community facilities.

7. CHILD CARE GRANTS POLICY

7.1 Through City child care grants, support child care:

- (a) Facilities.
- (b) Spaces.
- (c) Programming.
- (d) Equipment and furnishings.
- (e) Professional and program development support.

8. PROFESSIONAL CHILD CARE SUPPORT RESOURCES

8.1 Support resources for child care providers as advised by the Child Care Development Advisory Committee and as the need requires and budgets become available.

9. POLICY REVIEWS

9.1 From time to time, the City will:

- (a) Review child care policies, regulations and procedures to ensure that no undue barriers exist to the development of child care.
- (b) As appropriate, develop targets for the required number, type and location of child care services in Richmond.

10. AREA PLANS

10.1 The City will ensure that area plans contain effective child care policies.

11. INFORMATION

11.1 The City will, with advice from the Child Care Development Advisory Committee:

- (a) Generate, consolidate and analyze information to facilitate the development of child care facilities, programs and non-profit child care agencies;



Adopted by Council: January 24, 2006

Amended by Council: April 10, 2012, December 8, 2014, September 14, 2015

- (b) Determine if any City land holdings are appropriate to be made available for immediate use as child care facilities;
- (c) Review, update and distribute City produced public information material to the public on child care.

12. PROMOTION

12.1 The City will:

- (a) Declare the month of May "Child Care Month" and support awareness and fund-raising activities during that month.



Child Care Grants Program Guidelines

City of Richmond - Community Services
Community Social Development
August, 2018

Child Care Grants - Program Guidelines

Introduction

The City of Richmond provides grants to non-profit societies who provide child care services within the City's geographic boundaries. Child Care grants are funded by voluntary community amenity contributions from developers. These funds are held in the Child Care Development Reserve or the Child Care Operating Reserve. The ability to provide grants is subject to available funding and there may be years when the grant program(s) are not offered. For more information about the City of Richmond's approach to supporting child care services, please see the attached *City of Richmond's Child Care Development Policy*.

Eligibility

Non-profit societies that either (1) provide child care services or (2) support the provision of child care services are eligible. Applicants may be either non-profit child care providers seeking to improve the quality or capacity of care in their facility, or non-profit societies supporting quality programming and/or providing professional development opportunities for the broader child care community in Richmond.

Purpose

Child care grants are available for both: (1) capital and (2) professional and program development expenses. These purposes are outlined below.

(1) Capital

Capital grants are provided to acquire or upgrade physical assets such as property, buildings and equipment. Funding is available for a **one-time capital expense** that will improve the quality, availability and accessibility of child care in Richmond, such as: equipment, furnishings, renovations, playground improvements. For equipment to qualify as a capital expenditure, it must be of long-term use and durability (e.g., an easel would qualify; art supplies would not).

(2) Professional and Program Development

Non-profit societies developing or providing professional and program development opportunities (e.g., training, workshops) are eligible to apply for funding. The initiatives must be of benefit to the broader child care community in Richmond, rather than to a few specific centres. The need for and benefit to the child care community must be demonstrated.

Priorities

Priority will be given to applications supporting infant/toddler and school-age care, identified as priorities in the 2009 – 2016 Richmond Child Care Needs Assessment and Strategy.

Online Grant Application Process

The City of Richmond has moved to an online grant application process. Please refer to the *City of Richmond Child Care Grant Program - City Grants Web-based System Grant Applicant User Guide* which is posted on the City's web site. The guide provides tips and illustrations for all sections of the grant application. In preparation for submitting an application, please have electronic documents in a location on your computer so they can be attached as requested. The user guide lists the preferred file formats for documents, spreadsheets and pictures. There are also forms posted on the City's web site that you can use to provide information on licensed capacity, project budgets and project timelines. If your Society previously received a child care grant, you will need to submit a grant use report to explain how the funds were used. This information must be submitted in order to be considered for a new grant. Here is a list of the items to have ready for attaching to your application:

- Society Incorporation Certificate, Contact List for the Society's Board of Directors, Officers and Executive Director, Most Recent Annual General Meeting Minutes, Provincial Child Care License(s), Last Year's Financial Statements or Audited Statement, Current Year Operating Budget, Itemized Project Budget, Project Timeline, and Support Letters; and
- If you received a grant in the previous year, you will need to submit a grant-use report documenting how the awarded funds were used and to what benefit. This is required in order to be eligible to apply for a grant in the current funding year.

Applications are to include the following:

Step 1 - Applicant Contacts:

- a) Society name
- b) Society number issued by the BC Registry Services at the time of incorporation
- c) Society web site if applicable
- d) Contact names for the Society, e.g., an executive director, program manager or Board member
- e) Contact members role in the Society
- f) Society's address, postal code, phone number, and e-mail address

Step 2 - Applicant Information:

- a) Briefly outline the Society's history, mandate, goals and objectives of your organization.
- b) Describe the programs and services provided in the last 5 years.
- c) If the Society delivers licensed child care programs provide the licensed capacity and current enrolment by type for each program offered, referred to in the Society's Provincial Child Care License(s).
- d) Attach a copy of the Society's Provincial Child Care License(s) as issued by Vancouver Coastal Health Community Care Facilities Licensing.
- e) Attach a list of the Society's Board of Directors, Officers, and Executive Director, including their addresses and contact information.
- f) Attach minutes of the most recent annual general meeting.
- g) Attach Last Year's Financial Statements or Audited Statement including balance sheet for the recently completed fiscal year, including the auditor's report signed by external auditors, or one of the following alternatives:
 - If audited financial statements are not available, submit the financial statements reviewed by the external auditors for the most recent completed fiscal year along with the review engagement report signed by the external auditors;
 - If neither audited nor reviewed financial statements are available, submit the compiled financial statements for the most recent completed fiscal year along with a compilation report signed by the external auditors; or
 - If none of the above are available, financial statements for the most recently completed fiscal year endorsed by two signing officers of the Board of Directors.
- h) Attach an operating budget for the current year.

Step 3 - Grant Program:

Capital Grants or Professional and Program Development Grants

Capital Grants:

- a) Purpose of the grant - what is the intent of the proposed grant (e.g., for equipment, furnishings, playground improvements, other?). If you select "other" please provide a description of what capital project you wish to undertake.
- b) Provide a detailed description of how the funds would be used to enhance the delivery of Richmond child care services (e.g., improve quality, availability, accessibility).
- c) Describe who will benefit from the grant if received, e.g., for Capital Grants: the number and age groups of children who will benefit.

Professional and Program Development Grants:

- d) Purpose of the grant – Describe how the funds will be used to enhance the child care service delivery, support skill development of early childhood educators, and benefit the broader Richmond child care community.
- e) Describe who will benefit from the grant, if received (e.g., child care educators).

For both Grants Programs:

- f) List any partners who will be assisting with the project (e.g., any other funders, volunteers, or companies who will be money, services, in-kind assistance or other contributions).
- g) Provide a dollar figure for the requested grant amount.

Supporting Documents:

- h) Provide supporting documents - you will be asked to attach copies of the following:
 - An itemized budget for how grant funds will be used;
 - Additional supporting information for the projected costs (e.g., workshop presenters quotes or 3 quotes from suppliers/trades for Capital projects); and
 - Additional sources of funding or contributions that will be used to complete the grant project.
 - A timeline for completing the project and using the grant funds.
- i) Documentation to demonstrate the need for funds (this could be a letter from the Board, a letter from a building consultant/inspector or an inspection report from Child Care Facilities Licensing).
- j) Letters of support if applicable.

Terms and Conditions

The Terms and Conditions section of the grant application discusses the following expectations for grant applicants:

- Any grant applicant who has awarded funds previously by the City must, if not already provided, submit a report documenting use of those funds and describe the benefits received before their current application can be considered.
- Funds must be used within one year of receipt by successful applicants.
- All grant recipients must provide a photo (for capital grants only) and a report documenting the use of the funds and the benefits received, as soon as complete (at the latest, one year following receipt) to the Child Care Development Advisory Committee.
- In addition, the grant received should be mentioned in any newsletter published by the organization and the City of Richmond logo included in any related publicity.

Consent to these terms will be requested as part of the application process.

Review Process and Approval Process

Grant submissions are first reviewed by City staff from the Community Social Development Division to determine eligibility and completeness. The City of Richmond's Child Care Development Advisory Committee reviews the grant applications and makes recommendations to City Council. These are summarized by staff into a report that is presented to Council for their consideration. All decisions concerning the approval of Child Care grants are made by Council. These decisions are final and there is no appeal process.

Submit an Application

The City of Richmond has an online web based grant application. The *Child Care Grants Program Guidelines* and the *Child Care Web-based System Grant Applicant User Guide* are useful resources to assist you with filing an online grant application. Only electronic applications will be accepted.

Application Deadlines and Decisions

The deadline for submitting a grant application will be determined annually. Late applications are not accepted. Please visit the City's grants web site for more information on the grant program and important application deadlines:
www.richmond.ca/citygrants

If you have questions about applying for a child care grant, please contact:

Chris Duggan
Child Care Coordinator
City of Richmond – Community Social Development
Phone: 604-204-8621
E-mail: cduggan@richmond.ca

Child Care Development Advisory Committee

*input rating score in yellow box

Child Care Capital Grants Rating Sheet - 2019

		Applicant 1		Applicant 2		Applicant 3		Applicant 4	
		Rating	Comments	Rating	Comments	Rating	Comments	Rating	Comments
Eligibility									
Grant use report for previous year submitted (City Grant Administrator to complete)	yes/no/na								
Applicant is a registered non-profit BC Society (Soc. #, certificate of incorporation, constitution and bylaws provided)	0-5								
Authorized Signatures of Board Executive Members submitted	0-5								
Application is complete (e.g. all sections are filled out and supporting documents provided)	0-5								
Delivers a licensed child care program (copies of current licenses included or an application for a license in process is provided)	0-5								
List of Society Board of Directors, Officers and Executive Directors provided	0-5								
Minutes of AGM attached	0-5								
Project will primarily serve Richmond residents	0-5								
Eligibility rating	<i>max pts = 35</i>	/35		/35		/35		/35	
Purpose of Proposal									
Grant request fits the grant guidelines eligibility criteria	0-5								
Demonstrated need for the proposal	0-5								
Information is provided on who will benefit (must benefit Richmond ECE's re: professional dev't.)	0-5								
A timeline for completing the project is included	0-5								
Supporting documents provided (e.g. quotes, letters of support)									
Purpose of Proposal rating	<i>max pts = 25</i>	/25		/25		/25		/25	
Financial Criteria									
Financial Statement for Last Year provided	0-5								
Current and proposed year Operating budget attached	0-5								
Project budget has been completed (e.g. revenue and expenses balance, some funding from other sources is shown)	0-5								
Society is financially stable (i.e. not showing significant deficits)	0-5								
Financial need for the project is demonstrated	0-5								
Financial rating	<i>max pts = 25</i>	/25		/25		/25		/25	
FINAL RATING SCORE	<i>max pts = 85</i>	/85		/85		/85		/85	

* 0= Not sufficient/ Ineligible

* 5= Sufficient/ qualified



City of Richmond

Report to Committee

To: Planning Committee **Date:** May 8, 2019
From: Kim Somerville **File:** 01-0095-20-5006/Vol
Manager, Community Social Development 01
Re: **Affordable Housing Strategy (2017–2027) – 2018 Update**

Staff Recommendation

That the Affordable Housing Strategy (2017–2027) – 2018 Update be distributed to key stakeholders and posted on the City website.

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

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Real Estate	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Corporate Communications	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

In March 2018, City Council approved the City of Richmond Affordable Housing Strategy (2017–2027), an action-oriented framework that guides the City response to creating and maintaining safe, suitable and affordable housing options for Richmond’s current and future residents. To accomplish this, the Strategy defines five strategic directions and over 60 actions for implementation over a 10 year period (2017–2027).

This report provides an update on the implementation of the Affordable Housing Strategy (2017–2027) for 2018, with particular emphasis on the progress made on short term and ongoing actions (Attachment 1).

This report supports the Social Development Strategy Goal #1: Enhance Social Equity and Inclusion:

Strategic Direction #1: Expand Housing Choices

Action 1 – Implement, monitor, and enhance the Richmond Affordable Housing Strategy.

This report also supports the Affordable Housing Strategy’s Strategic Direction #5, Building Awareness and Information Sharing:

Action 5.2: Monitoring and Reporting:

- (a) Publish an updated annual report (housing report card) on affordable housing targets and track progress achieved to date; and*
- (b) Continue to update the City’s affordable housing website reporting out on projects and initiatives.*

Analysis

Housing affordability continues to be a critical challenge for many households in Richmond. This impacts a diverse mix of households, including individuals living alone, families, youth, seniors and individuals experiencing or at risk of homelessness.

Within this context, the City of Richmond is committed to playing a leadership role within the affordable housing sector. Since 2017, the City has used a range of tools, including policies, City funding, land contributions and partnerships, to secure more than 2,000 new affordable housing units comprised of:

- 799 Low-End Market Rental units;
- 37 ARTS units, affordable housing units for artists in Richmond;
- 726 market rental units;
- 535 non-market housing units;
- 304 secondary suites secured through rezoning; and
- 25 entry level home ownership units.

As of 2019, the City is involved in meeting a range of housing needs at most points along the housing continuum, including emergency shelters, supportive housing, non-market housing, low-end market rental and market rental (Table 1).

Table 1: City of Richmond Housing Continuum

Subsidized Short-Term Accommodation		Affordable Housing				Market Housing	
Emergency Shelter (including Extreme Weather Response Shelters)	Transitional Housing	Supportive Housing	Non-Market/ Social Housing	Low-End Market Rental Housing	Affordable Homeownership	Market Rental (including purpose built and secondary market)	Market Homeownership

Note: this Housing Continuum was updated in April 2019 to include Supportive Housing.

Affordable Housing Strategy 2017–2027

A significant milestone achieved in 2018 was City Council’s adoption of the City’s Affordable Housing Strategy 2017–2027. The purpose of this updated Strategy is to ensure that the City’s response to housing affordability challenges remains relevant and reflects the key priority groups in need and housing gaps. To provide long-term focus, the Strategy is guided by the following vision statement:

Ensure that Richmond remains a liveable, sustainable community and that the City continues to take an active role to maintain, create, and facilitate diverse and affordable housing choices for current and future residents.

To carry out this vision, five strategic directions with more than 60 specific actions have been developed. The five strategic directions are as follows:

1. Use the City’s regulatory tools to encourage a diverse mix of housing types;
2. Maximize use of the City resources and financial tools;
3. Build capacity with non-profit housing and service providers;
4. Facilitate and strengthen partnership opportunities; and
5. Increase advocacy, awareness and education roles.

2018 Highlights

The Affordable Housing Strategy (2017–2027) – 2018 Update (Attachment 1) highlights a variety of achievements made during the Strategy’s first year of implementation. Through collaborative actions with a range of local stakeholders and the provincial government, significant progress has been made in achieving a number of the actions identified in the Strategy. Highlights of 2018 achievements include the following:

- Throughout 2018, the City worked with BC Housing and The Salvation Army to support the renovation of a building to provide a new emergency shelter at 12040 Horseshoe Way. This shelter will provide 30 accessible beds for men and women experiencing homelessness in Richmond. The City continues to work with project partners on the development of the shelter, which is expected to open in mid-2019;
- The City worked with BC Housing to support the development of the Temporary Modular Supportive Housing, a 40-unit building that provides both housing and on-site services for individuals experiencing homelessness in Richmond. This type of housing fills a significant housing gap for individuals seeking to exit the shelter system or streets, and move towards housing independence and improved quality of life;
- The Storeys development was awarded the Canadian Planning Institute Award for Planning Excellence in Social Planning. The Storeys development exemplifies a unique partnership between all three levels of government and five non-profit housing providers to create 129 units of supportive and affordable housing units. This national award recognizes Richmond's continued innovation in addressing housing affordability needs;
- City Council approved updates to the Low-End Market Rental program. These updates included increasing the built affordable housing contribution for the Low-End Market Rental program from 5 percent to 10 percent of a development's total residential floor area. From 2007–2017, on average the City secured 45 affordable housing units annually. In contrast, the City secured 168 units in 2018;
- The City increased the Cash-in-Lieu contributions associated with the Low End Market Rental program. The Affordable Housing Strategy 2017–2027 sets a target of \$1.5 million in annual cash-in-lieu contributions. In 2018, the City exceeded this goal and secured a total of \$1.8 million; and
- In 2018, the City initiated a process to update the Richmond Homelessness Strategy. Updating the Strategy will include a series of steps, including analysis of statistics, best practice research, meetings with a Steering Committee created for the project, and public engagement activities. The Strategy, which will guide the work of the City and key stakeholders over the next ten years, is anticipated to be completed in summer 2019.

Next Steps

The Affordable Housing Strategy (2017–2027) – 2018 Update will be used to inform the public and key stakeholders about the City's affordable housing achievements. Following City Council approval, staff will distribute the report to key stakeholders and post the 2018 Update document on the City's website.

Financial Impact

None.

Conclusion

In 2018, the City worked proactively with its partners to advance several key affordable housing initiatives, including policy updates and the Temporary Modular Supportive Housing project. The City also continues to play a leadership role in securing Low-End Market Rental units, working with non-profit organizations to develop stand-alone affordable housing buildings and working with other levels of government to advocate for increased affordable housing in Richmond.

Through these and other actions, the City of Richmond remains committed to increasing housing choices for Richmond residents. In addition to numerous social benefits, affordable housing provides direct and indirect benefits to the local economy by catalyzing construction activity, and providing a crucial supply of workforce housing, which supports a healthy business mix in the city. In total, investments in affordable housing are crucial to creating a diverse, inclusive and strong community in Richmond.



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- Att. 1: Affordable Housing Strategy 2017–2027: 2018 Update
- Att. 2: Status of Actions (2018)



CITY OF RICHMOND
**AFFORDABLE
HOUSING STRATEGY**

2017–2027
2018 UPDATE

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Introduction

Affordable housing is fundamental to the physical, economic and social well-being of individuals and families, and is an important component of diverse and inclusive communities. The City of Richmond is known as a leader in addressing affordable housing issues. After being the first municipality in Metro Vancouver to establish an Affordable Housing Reserve Fund in the mid-1990s, the City has consistently used a range of tools to facilitate the development of affordable housing for a range of social and demographic groups.

This 2018 Update report provides a high-level summary of what the City and community partners achieved regarding affordable housing in 2018. Work accomplished in 2018 was guided by the *Affordable Housing Strategy 2017–2027*, an action-oriented framework that guides the City's actions to maintain and create safe, suitable and affordable housing options for Richmond's residents. Since the Strategy was adopted by City Council in March 2018, there has been significant progress in addressing short-term (1-3 years) and ongoing actions.

In particular, the City continued to demonstrate its leadership role in the affordable housing sector through:

- Partnering with senior levels of government, the private and non-profit sectors on the development of much needed affordable housing options in Richmond;
- Various financial contributions, such as the use of municipal land, direct funding, and relief from various development fees (e.g. development cost charges);
- Regulatory policies to mandate affordable housing, specifically the Inclusionary Housing Policy; and
- Education and advocacy to help raise community awareness of local affordable housing issues, and to encourage an increased role and greater support by senior levels of government.

Through these and other actions, the City of Richmond remains committed to increasing housing choices for Richmond residents. In addition to numerous social benefits, affordable housing provides direct and indirect benefits to the local economy by catalyzing construction activity, and providing a crucial supply of workforce housing, which supports a healthy business mix in the city. In total, investments in affordable housing are crucial to creating a diverse, inclusive and strong community in Richmond.



About the Strategy

A significant milestone achieved in 2018 was City Council's adoption of the City's *Affordable Housing Strategy 2017–2027*. The Strategy is an action-oriented framework that guides the City's response to create and maintain safe, suitable and affordable housing options for Richmond's current and future residents. The Strategy is the result of a multi-phase process, which included a review of former policies and practices in Richmond, best practice research from other cities, economic analysis, and comprehensive stakeholder and public engagement.

The purpose of the *Affordable Housing Strategy 2017–2027* is to ensure that the City's response to housing affordability challenges remains relevant and reflects the key priority groups in need, as well as housing gaps. As defined in the *Affordable Housing Strategy 2017–2027*, the priority groups in need of affordable housing are as follows:

- Families, including lone-parent families, families with children, and multigenerational families;
- Low and moderate income earners, including seniors, families, singles, couples, and students;
- Persons with disabilities;
- Low and moderate-income seniors; and
- Vulnerable populations, including households on fixed incomes, persons experiencing homelessness, women and children experiencing family violence, individuals with mental health or addiction issues, and indigenous people.

In combination with the City's Social Development Strategy, the Market Rental Housing Policy, and the Richmond Homelessness Strategy, the *Affordable Housing Strategy 2017–2027* enables the City to use a range of tools and approaches to increase the supply of affordable housing for Richmond residents.

To provide long-term focus, the Strategy is guided by the following vision statement:

Ensure that Richmond remains a liveable, sustainable community and that the City continues to take an active role to maintain, create, and facilitate diverse and affordable housing choices for current and future residents.

To carry out this vision, five strategic directions with more than 60 specific actions have been developed. The five strategic directions are as follows:

1. Use the City's regulatory tools to encourage a diverse mix of housing types;
2. Maximize use of the City resources and financial tools;
3. Build capacity with non-profit housing and service providers;
4. Facilitate and strengthen partnership opportunities; and
5. Increase advocacy, awareness and education roles.

The following sections of this report supplement the information provided in the Strategy, with greater emphasis on the City's overall role in affordable housing, current funding programs, the affordable housing needs of Richmond residents, and a summary of achievements completed in 2018.

For a glossary of Richmond affordable housing terms, see Appendix A.

City Role in Affordable Housing

Housing affordability continues to be a critical challenge facing Richmond and Metro Vancouver. Solutions to housing affordability are complex and cannot be solved by any single organization or level of government. Collaboration and partnerships among many partners, including all levels of government, the private and non-profit sectors, is essential for the creation of affordable housing units in Richmond.

Within this context, the City of Richmond is committed to playing a leadership role to increase the supply of affordable housing in Richmond. Over the past 10 years, the City has used a range of tools, including policies, City funding, land contributions, and partnerships, to secure more than 2,000 new affordable housing units comprised of Low-End Market Rental, non-market housing, secondary suites, market rental units, and entry level home ownership units. The City also works proactively to lead research, planning, and communication initiatives to ensure all residents and stakeholders are informed about affordable housing best practices and local housing needs.

Increasing the supply of affordable housing requires dedicated, sustainable sources of funding, which must be provided by all levels of government. Accordingly, the City works to provide land and capital contributions, which are intended to leverage significant levels of funding from the provincial and federal governments. On an ongoing basis, City staff work with BC Housing and staff from the Government of Canada to advocate for sources of funding for affordable housing developments in Richmond.

As guided by the Affordable Housing Strategy and the Social Development Strategy, the City acknowledges that a broad range of housing choices are required to meet the needs of Richmond residents. As of 2018, the City is involved in housing projects along the housing continuum—from emergency shelters to supportive housing and market rental housing—to help ensure that all residents have access to housing that meets their unique needs (see Figure 1).



Figure 1: City of Richmond Housing Continuum

Subsidized Short-Term Accommodation		Affordable Housing				Market Housing	
Emergency Shelter (including Extreme Weather Response Shelters)	Transitional Housing	Supportive Housing	Non-Market/ Social Housing	Low-End Market Rental Housing	Affordable Homeownership	Market Rental (including purpose built and secondary market)	Market Homeownership

Note: This Housing Continuum was updated in April 2019 to include Supportive Housing.

A Changing Funding Climate

Since 2017, the federal and provincial governments have launched both new housing strategies and affordable housing funding programs. For example, in November 2017, the federal government released *A Place to Call Home: Canada's National Housing Strategy*, the first strategy to focus on housing affordability needs at the national level. The Strategy introduced several new grant funding programs and established a target of developing 60,000 new affordable housing units across the country over a ten-year period.

In 2018, the provincial government released *Homes for B.C.: A 30-Point Plan for Housing Affordability in British Columbia*. In support of this plan, BC Housing announced funding for the development of more affordable housing with a focus on supportive housing, women's transition housing, and Indigenous housing. All funding opportunities are centred on a partnership model and municipalities are encouraged to provide available land.

The City continues to work with other levels of government to advocate for increased affordable housing investments that meet the needs of Richmond residents. The City also continues to monitor new provincial and federal funding programs to identify opportunities to partner with local organizations to increase the supply of affordable housing in Richmond.

Richmond Housing Affordability Profile

Housing affordability is a relative term that associates housing costs to a household's total income. Housing affordability guidelines established by the federal government through the Canadian Mortgage and Housing Corporation state that housing costs should not exceed 30 percent of a household's annual before-tax income. In 2016, 8,870 renter households in Richmond spent more than 30 percent of their household income on shelter costs. Of these households, 5,060 spent more than 50 percent of their income on housing, meaning they likely experienced "severe" housing affordability challenges.

The 8,870 renter households experiencing housing affordability challenges in Richmond are comprised of a diverse mix of social and demographic groups. Based on 2016 Census data, key trends for these renter households include:

- All household types are experiencing housing affordability issues. For example, 41% of the 8,870 households are one-person households (individuals living alone), while 20% are couple families with children, and 14% are lone-parent families with children. These statistics suggest that a balanced mix of unit sizes (1 bedroom, 2 bedrooms, 3 bedrooms, etc.) is required;
- The majority of households experiencing housing affordability issues have low or very low incomes. In 2016, 40% of these households earned less than \$20,000 and 36% earned between \$20,000 and \$40,000. These numbers suggest that there is significant need for additional non-market housing units in Richmond, with additional demand for low-end market rental and market rental units; and
- All age groups, including youth and seniors, are experiencing housing affordability challenges. 11% of the identified households are youth between the ages of 15 and 24; 50% are between 25 and 55; and 39% are 55 years and over.

Other key housing affordability trends include:

- In 2018, 858 Richmond households were waiting for affordable housing units managed by BC Housing. Households often wait between 5-7 years before receiving affordable housing;
- According to the Metro Vancouver Homeless Count, there were 70 Richmond residents experiencing homelessness in 2017. This number represents an 84% increase compared to the data from the 2014 Homeless Count. In 2018, local services providers estimated that over 120 residents are experiencing homelessness;
- Richmond's rental market continues to be challenging for renter households. For example, average market rent in Richmond increased by 25% over the past five years—from \$1,060 a month in 2013 to \$1,323 in 2018; and
- In 2018, the private-market rental vacancy rate in Richmond was 0.7%. A vacancy rate of 3% is considered the minimum for a balanced or healthy rental market where renter households have sufficient choice in housing types and price points.





Progress and Key Achievements

The *Affordable Housing Strategy 2017–2027* outlines over 60 actions to be implemented over a ten year period. The purpose of this section is to provide an overview of accomplished highlights in short-term (1-3 years) and ongoing actions that have occurred in 2018.

Strategic Direction 1: Use the City's Regulatory Tools to Encourage a Diverse Mix of Housing Types

Why is this direction important?

The City's most effective tool within its legislative authority to address housing affordability is long-term land use planning and the review of development applications to ensure a diverse mix of housing types are built. Under the Provincial Municipal Government Act, cities can require developers to make affordable housing contributions in exchange for additional density beyond what is permitted under the Zoning Bylaw (e.g. Inclusionary Zoning Policy). This is an important tool as it helps to create mixed income and socially inclusive communities.

Highlighted Achievements:

- On July 24, 2017, City Council approved updates to the Low-End Market Rental program. Units secured through this program are intended to provide rental housing option for low-moderate families and individuals earning between \$34,000-\$58,000 annually. Program updates included increasing the built affordable housing contribution for the Low-End Market Rental program from 5% to 10% of a development's total residential floor area. From 2007–2017, on average the City secured 45 affordable housing units annually. In contrast, the City secured 168 units in 2018. Since the City's previous Affordable housing Strategy was adopted in 2007 until 2018, the City secured 620 Low-End Market Rental units through development.
- The City continues to require the inclusion of family-friendly housing units in Low-End Market Rental developer contributions. This policy helps ensure that family appropriate housing continues to be available in Richmond so that households can remain within their community as they grow. In 2018, the City secured 100 family-friendly 2 and 3 bedroom units through the Low-End Market Rental program. This number represents almost 60% of the total Low-End Market Rental units secured in 2018.
- The City continues to monitor program requirements for Low-End Market Rental units through a regular Statutory Declaration process. Through this process, the City works with property managers of the Low-End Market Rental units to ensure that the units are tenanted by qualifying households and that they are rented at affordable rates as per the direction provided in the *Affordable Housing Strategy 2017–2027*.



- On July 24, 2017, the City updated the Cash-in Lieu contribution rates for the Low-End Market Rental Program. The *Affordable Housing Strategy 2017–2027* sets a target to secure \$1.5 million annually through developer contributions. In 2018, the City exceeded this goal and secured a total of \$1.8 million. Cash-in lieu contributions are vital to the City's ability to support innovative affordable housing projects, such as the Storeys project (129 affordable rental units for vulnerable families and individuals) and the Kiwanis Towers (296 affordable rental units for low-income seniors). In total, the City has supported the development of 575 non-market housing units between 2007 and 2018.
- The Affordable Housing Strategy establishes a target of securing 85% of all Low-End Market Rental units as Basic Universal Housing. In 2018, the City exceeded this target—98% of all Low-End Market Rental units were secured as Basic Universal Housing. This housing standard enables apartment units to be visited or occupied by a person with accessibility requirements. Basic Universal Housing also enables individuals to remain in their homes as they age.
- The City continues to accept secondary suites in single-family developments as part of an applicant's affordable housing contribution. The purpose of secondary suites is to create rental options in neighbourhoods where homeownership is the primary housing tenure. In 2018, 24 secondary suites were secured through this process.
- The City's Market Rental Housing Policy was adopted by Council in September 2018. This policy aims to protect and enhance Richmond's market rental housing stock by providing incentives to the private sector for the development of market rental units. This policy complements the *Affordable Housing Strategy 2017–2027*, as it works to ensure this market rental housing remains part of Richmond's housing options.

Strategic Direction 2: Maximize Use of City Resources and Financial Tools

Why is this direction important?

Currently, the most challenging barrier to the development of affordable housing is the high cost of land. The City makes use of its resources, including land and cash contributions gained through development, to best address the housing needs of Richmond's residents and partner with other stakeholders to build innovative affordable housing developments. In addition, the City can utilize financial tools within the municipal jurisdiction to mitigate costs associated with development of affordable housing, such as waiving permit fees and development cost charges.

Highlighted Achievements:

- Throughout 2017 and 2018, the City acquired the property at 12040 Horseshoe Way and worked with BC Housing and the Salvation Army to support the renovation of a new emergency shelter. This shelter will provide 30 accessible beds for men and women experiencing homelessness in Richmond. The shelter will help address a significant shortage of shelter

beds, and will significantly increase the resources available to women experiencing homelessness in the community. The new emergency shelter is anticipated to open in June 2019.

- The City worked in partnership with BC Housing to support the development of the Temporary Modular Supportive Housing on City-owned land at 6999 Alderbridge Way, a 40-unit building that provides housing and on-site services for individuals experiencing homelessness in Richmond. This type of housing fills a significant housing gap for individuals seeking to exit the shelter system or streets and move towards housing independence and improved quality of life. The Temporary Modular Supportive Housing opened in April 2019, and is managed by RainCity Housing, an experienced supportive housing operator.
- In 2018, the City partnered with BC Housing and The Salvation Army to use the South Arm Outdoor Pool facility for an Extreme Weather Response Shelter from November 2018 to March 2019. Extreme Weather Response Shelters are operated in communities across BC and are activated when weather conditions are deemed severe enough to present a substantial threat to the health of residents experiencing homelessness. During the 2018-2019 season, the extreme weather shelter was activated a total of 105 nights, averaging 20 individuals a night and received a total of 1,417 nightly visits. Note these numbers reflect the total clients served and not individual clients.
- The City continues to meet regularly with the Urban Development Institute and other representatives of the development community to explore opportunities to further enhance the impact of affordable housing developer contributions. These meetings enable opportunities to explore innovative options related to meet the housing affordability needs of Richmond residents.

Strategic Direction 3: Build Capacity with Non-profit Housing and Service Providers

Why is this direction important?

Non-profit organizations play a critical role in meeting the needs of groups or households that may experience barriers to housing. Non-profit housing providers have expertise in development, tenant selection, as well as ongoing occupancy management. Further, wraparound services such as employment training, education, addictions recovery and immigration services can be integrated into housing projects that are managed by non-profit housing providers. Actions under this direction ensure that the City supports non-profit housing and social service providers to ensure they have the right tools and resources to meet the needs of their clients.



Highlighted Achievements:

- On an ongoing basis, the City encourages developers to partner with non-profit housing providers for the management of Low-End Market Rental units. This partnership arrangement benefits tenants living in these units, as non-profit housing providers bring expertise in working with low-to-moderate income households. In 2018, 21 Low-End Market Rental units secured through development will be managed by non-profit housing providers.
- Annually, the City provides funding to non-profit organizations for programs that improve the quality of life for Richmond residents through the Health, Social & Safety Grant Programs. In 2018, the City provided \$598,464 to local programs that support services for vulnerable households, including outreach support. For example, the Parish of St. Alban's received a grant to support homeless individuals by providing a community meal, shower program, and information and referral services. Turning Point Recovery Society received a grant to support Drop-in Centre clients with outreach support and continuing after-care for those transitioning to housing at Storeys.
- In 2018, the City partnered with non-profit organizations to form a steering committee to support the development of the City's draft *Homelessness Strategy 2019–2029*. The draft Strategy, brought forward for Council consideration in May 2019, is intended to guide the collaborative work within the homeless-serving system in Richmond over the next ten years. The steering committee was fundamental in shaping the general direction of the Strategy by highlighting current needs and potential gaps, and discussing opportunities to enhance existing local services.
- The City continues to enhance its practices for providing compassionate services at community facilities to residents experiencing homelessness. This includes exploring options to expand service provision (e.g. access to showers for people who are experiencing homelessness) to helping City facilities remain inclusive and provide opportunities for healthy, active living for all Richmond residents. In addition, the City is currently exploring opportunities to train frontline workers about homelessness and poverty. This training may include skills to interact with persons experiencing homelessness and an understanding of self-care for frontline workers.

Strategic Direction 4: Facilitate and Strengthen Partnership Opportunities

Why is this direction important?

A partnership approach is essential to address the complexity of housing affordability. As a leader, the City is well-positioned to facilitate collaboration among key stakeholders to encourage the development of affordable housing. This strategic direction guides the City to capitalize on partnership opportunities ensuring that additional affordable housing options for priority groups in need are available, in addition to units secured through development contributions.

Highlighted Achievements:

- In 2018, the City played a key role in two partnership projects for the development of affordable housing (e.g. Emergency Shelter at 12040 Horseshoe Way and Temporary Supportive Modular Housing at 6999 Alderbridge Way). The City also played a key role in facilitating collaborative efforts among a variety of partners (e.g. non-profit housing and service providers, BC Housing, Vancouver Coastal Health and the Richmond RCMP) to enable successful outcomes for the tenants living in the supportive housing. The City continues to take a leadership role in coordinating and facilitating community engagement regarding affordable housing developments.
- In 2016, City Council approved funding to hire a contract Homelessness Liaison in Richmond. In 2018, the Homelessness Liaison, hired through the British Columbia Non-Profit Housing Association, worked with local agencies that serve individuals experiencing homelessness. Primarily, this work focused on collaborative local data collection of residents experiencing homelessness. This data collection will support decision making regarding service provision to ensure that services are meeting the needs of the community. By expanding on the information collected through the Metro Vancouver Homeless Count, the City and its partners will be able to make effective, evidence-based decisions that best address housing affordability issues for Richmond residents.
- In 2018, the City continued to meet with local non-profit housing and service providers to learn about the changing needs of the community and to discuss opportunities to build capacity among existing services, including the Drop-in Centre and other outreach based support services. These meetings helped inform the development of the draft Richmond Homelessness Strategy, and will support future work with local housing providers.
- In 2018, the City continued to work in partnership with outreach workers and service providers to evaluate and respond to the needs of residents experiencing homelessness throughout the community. The City's Joint Operations Team meets regularly to discuss vulnerable individuals in Richmond that may have complex needs and require a number of supports. This team is made up of individuals from the City, Richmond RCMP, Richmond Fire Rescue, BC Ambulance and Vancouver Coastal Health.



Strategic Direction 5: Increase Advocacy, Awareness and Education Roles

Why is this direction important?

The City of Richmond is well-positioned to understand the housing needs of Richmond residents. Accordingly, the City has prioritized working with the provincial and federal governments to advocate for increased funding for affordable housing developments in Richmond. The City also has the expertise and resources to play a primary role in educating and informing all Richmond residents about the importance of affordable housing for low-income residents and the community as a whole.

Highlighted Achievements:

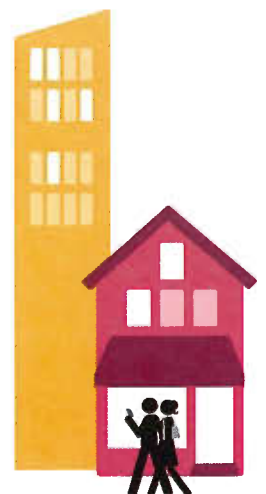
- In 2018, the Storeys development was awarded the Canadian Planning Institute Award for Planning Excellence in Social Planning. The Storeys development exemplifies a unique partnership between all three levels of government and five non-profit housing providers with the creation of 129 units of supportive and affordable housing units. This national award recognizes Richmond's continued innovation in addressing housing affordability needs.
- The City continued to provide public engagement opportunities to inform the community about specific policies, program and projects and the benefits of providing affordable housing in an inclusive community. In 2018, the City facilitated four public open houses, 10 public forums, and two Let's Talk Richmond public surveys regarding affordable housing and homelessness. The majority of these events were coordinated to support the Richmond Temporary Modular Supportive Housing engagement process.
- The City continued to provide accurate information to the public regarding affordable housing options in Richmond. In 2018, the City updated the Richmond Affordable Housing Guide, which provides a listing of all affordable housing options in Richmond, and all related website content to ensure that Richmond residents have accurate information when searching for housing that meets their needs.
- In 2018, the City continued to meet with key stakeholders to evaluate local affordable housing and service provision needs. These meetings help ensure that City policies and programs are effective and adaptive to meeting changing community needs. The City also continued to maintain a detailed list of affordable housing units secured through development to ensure that information is accurately communicated to stakeholders and the public. On an ongoing basis, the City tracks information regarding the housing types, bedroom sizes, date of occupancy and other characteristics for these units.
- In 2018, the City continued to prioritize building partnerships and advocate to other levels of government. For example, the City participated in two Metro Vancouver committees regarding affordable housing and homelessness to share information about the housing affordability needs of Richmond residents. These committees provide an opportunity for the City to highlight innovative Richmond based programs and to learn about emerging regional practices that may help increase the affordable housing

supply in Richmond. The City also participated in various workshops hosted by the federal and provincial governments to advocate for more affordable housing funding and to share information on how senior government housing policies and funding initiatives can be refined to better meet the needs of Richmond residents.

- In 2018, The City continued to research best practices regarding affordable housing development and homeless service provision to ensure that Richmond's programs and practices are effective to meeting the changing needs of the community. Specifically in 2018, the City provided background research on co-operative housing models and the expiration of federal operating agreements. This research was used to support the Rental Tenure Zoning work, which was brought forward for Council review in April 2019.



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Next Steps

Affordable housing benefits the entire community, offering both social and economic benefits. With continued leadership from the City of Richmond, and a commitment from the provincial and federal governments, the development of diverse affordable housing options will continue to ensure that Richmond remains a liveable community.

To further the work done to date, the City will continue to work on actions identified in the *Affordable Housing Strategy 2017–2027*'s Implementation Plan. Priority work for 2019–2020 includes:

- Regularly monitoring existing units secured through the Low-End Market Rental program to ensure compliance with City policies and that the units are meeting the needs of low-moderate income households;
- Reviewing the Low-End Market Rental program requirements as directed by the Affordable Housing Strategy;
- Partnering with BC Housing and non-profit housing providers to continue to develop affordable housing for the identified priority groups in need;
- Initiating a public awareness campaign to inform Richmond residents about housing affordability issues, as well as the importance of providing affordable housing to low and moderate income households; and
- Undertaking financial analysis regarding the potential to implement new types of incentives to secure additional affordable housing units in Richmond.

Conclusion

Guided by the *Affordable Housing Strategy 2017–2027*, the City of Richmond remains committed to meeting the diverse housing needs of Richmond residents. In 2018, innovative short-term actions (1–3 years) and ongoing actions were taken to increase the opportunities for Richmond residents to access a variety of affordable housing options. Some of these highlights include securing 168 low-end market rental units for low-moderate income households through development; securing \$1.8 million in cash-in-lieu contributions through development to direct towards future affordable housing projects; initiating two partnership projects that will lead to the creation of 30 inclusive and accessible shelter beds and 40 units of temporary supportive housing; and collaborating with key stakeholders to provide affordable housing options and services to Richmond low-income residents.

Moving forward, the City and its community partners will continue to work in collaboration to increase the supply of affordable housing in Richmond, educate Richmond residents about local housing issues, and work with the provincial and federal governments to advocate for additional funding to meet the needs of low-and-moderate income households.

Appendix A: Glossary of Richmond Affordable Housing Terms

The following definitions have been developed based on standards set by the Canada Mortgage and Housing Corporation, BC Housing, and previous work completed by the City of Richmond.

Affordable Housing Continuum

Affordable Housing is defined as rental or homeownership housing that requires up-front and/or ongoing direct government funding to meet the housing needs of households who are not able to find suitable housing in the market. Government funding ensures that affordable housing options have rental or mortgage payments below average market costs and are intended for households with very low, low or moderate incomes.

Subsidized Short-Term Accommodation		Affordable Housing				Market Housing	
Emergency Shelter (including Extreme Weather Response Shelters)	Transitional Housing	Supportive Housing	Non-Market/ Social Housing	Low-End Market Rental Housing	Affordable Homeownership	Market Rental (including purpose built and secondary market)	Market Homeownership

Note: This housing continuum was updated in April 2019 to include Supportive Housing.

Definitions

The City of Richmond uses the following definitions to refer to affordable housing options available in the community.

Subsidized Short-Term Accommodation

Emergency Shelters: Emergency shelter spaces provide temporary accommodation to residents experiencing homelessness. Emergency shelters provide programming, such as hot meals and referrals to physical and mental health supports, and are generally managed by non-profit service providers. During the winter months, additional Extreme Weather Response Shelter beds are activated in Richmond when weather conditions are deemed severe enough to present a substantial threat to the health of residents sleeping outdoors.

Transitional Housing: Transitional housing buildings provide temporary housing units and may provide various types of on-site supports. This type of housing is intended for individuals who require affordable housing to achieve stability in their lives but are expected to transition to other forms of housing, such as affordable housing or market rental housing. Examples of transitional housing include short-term accommodation provided to victims of domestic violence.



Affordable Housing

Supportive Housing: Supportive housing provides self-contained housing units and on-site supports including daily meals, life-skills training and access to health services, and is intended for people who are very-low income and have experienced homelessness or periods of housing instability. Unlike transitional housing, supportive housing does not have a maximum length of stay and tenants are generally able to remain as long as needed. Although many supportive housing tenants will transition to other housing types, others will require on-site supports on a long-term basis to maintain housing stability.

Non-market or Social Housing: Long-term rental housing for residents who have low incomes. Monthly rents are generally charged at rent-geared-to-income rates (30% of a households income) or at 75% of average market rent. Non-market buildings generally do not provide on-site supports, although tenants can often access off-site programming and services. This housing type is also known as social housing community housing, and public housing.

Low-End Market Rental Housing: Low-End Market Rental Housing units are secured by the City of Richmond through an exchange for a density bonus through the Rezoning process. These units provide rents 10% below the average Canada Mortgage and Housing Corporation rents for Richmond and are intended for long-term occupancy for low-moderate income households that earn a maximum of 10% below the Housing Income Limits established by BC Housing.

Affordable Homeownership: Affordable homeownership refers to modest housing that is affordable for households who are independent and have earnings which are less than the median income and who are not otherwise able to purchase a housing unit in the market. These types of units do not require an ongoing government subsidy and mortgage payments can be made affordable with flexible lending terms, longer loan periods, or enforced caps placed on the selling price of the housing unit.

Market Housing

Market Rental: Rental units provided by the private market with no direct government capital grant funding. Richmond's supply of market rental includes purpose-built rental buildings, secondary suites provided in single-detached houses, and condominium units rented by individual owners.

Market Homeownership: Ownership units provided by the private market with no direct government capital grant funding.



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Affordable Housing Strategy (2017–2027) - Status of Actions (2018)

The following table provides a status update on the actions defined in the Affordable Housing Strategy 2017–2027 as of December 31, 2018.

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
1. Use regulation tools to encourage a diverse mix of housing types and tenures	1.1 Low-End of Market (LEMR) unit contribution	<ul style="list-style-type: none"> Amend the LEMR policy to include: increase the built affordable contribution from 5% to 10% of total residential floor area, decrease in the threshold from 80 units to 60 units, flexibility to cluster or disperse LEMR units, and set minimum unit size targets so the LEMR units are not smaller than the average size of a comparable market unit in the development (Short-term) Undertake further analysis on occupancy management practices and review potential LEMR policy changes (Short-term) Work with other municipalities in Metro Vancouver to explore a coordinated approach to incentivize non-profit management of units secured through development (Short-term) Review bi-annually the LEMR program (Ongoing) Review occupancy management challenges and opportunities as they arise, and review policies regularly to ensure issues are addressed (Ongoing) 	<p>Completed</p> <p>In progress</p> <p>Not yet complete. To be initiated in 2020</p> <p>In progress</p> <p>In progress</p>
	1.2 Cash-in Lieu Contribution	<ul style="list-style-type: none"> Increase the cash-in-lieu contributions (Short-term) Continue to accept cash contributions for all townhouse developments and multi-family developments below 	<p>Completed</p> <p>In progress</p>

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
		<p>the 60 unit threshold (Ongoing)</p> <ul style="list-style-type: none"> Review bi-annually cash-in lieu contributions and assess with changing market conditions (Ongoing) Work collaboratively with partners to help ensure other levels of government funding is directed towards non-market housing development, lowering the rents of LEMR units, or creating additional units above the 10% City requirement (Ongoing) 	<p>In progress</p> <p>In progress</p>
	1.3 Family-Friendly Housing	<ul style="list-style-type: none"> Adopt policy to require a minimum of 15% two bedrooms and 5% three plus bedrooms for all units secured through development to accommodate low-to-moderate income families (Short-term) Review family-friendly targets for developments providing 30+ LEMR units and adjust if necessary (Short-term) Continue with the practice of negotiating the follow unit breakdowns: 10% studio; 30% one-bedroom; 30% two-bedroom; 30% three-bedroom (Short-term) Monitor the success of the policy and consider applying the same percentages of family-friendly units in all market developments (Medium-term) Review bi-annually the family-friendly policy for LEMR units secured through development and assess with changing market 	<p>Completed</p> <p>Completed</p> <p>In progress</p> <p>Not yet complete</p> <p>In progress</p>

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
		conditions (Ongoing)	
	1.4 Secondary Suites	<ul style="list-style-type: none"> For single-family rezonings, continue to review development applications and secure one of the following: (a) secondary suites on 100% of new lots developed, (b) secondary suites on 50% of new lots developed and a cash contribution on the remaining 50% of new lots created, or (c) a cash contribution on 100% of the new lots developed (Short-term) 	In progress
		<ul style="list-style-type: none"> As part of the forthcoming Market Rental Policy, consider implementing a policy to facilitate “lock-off suites,” or secondary suites, in townhouse developments (Short-term) 	Completed
		<ul style="list-style-type: none"> Track data on secondary suites that are lost through redevelopment, and continue to track suites gained through rezoning or sub 	In progress
		<ul style="list-style-type: none"> division (Short-term) 	
	1.5 Market Rental Housing	<ul style="list-style-type: none"> As per the Market Rental Policy, continue to require replacement of existing market rental housing lost through redevelopment or stratification as LEMR units (Short-term) 	Completed
		<ul style="list-style-type: none"> As per the Market Rental Policy, consider policy options to protect existing market rental housing stock and tenants from displacement due to renovation/redevelopment (Short-term) 	Completed
		<ul style="list-style-type: none"> As per the Market Rental Policy, consider policy options to increase the supply of market rental units in Richmond (Short-term) 	Completed

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
	1.6 Basic Universal Housing	<ul style="list-style-type: none"> Set a target of securing 85% of all LEMR and non-market units as Basic Universal Housing (Short-term) Secure LEMR and non-market units with Basic Universal Housing features (Ongoing) Encourage market developments to be built with Basic Universal Housing features (Ongoing) Facilitate potential partnerships with non-profit housing providers and developers in the pre-application/rezoning stage of development to ensure that some LEMR units are designed with adaptable features to support the priority groups in need (i.e. persons with disabilities) (Ongoing) 	<p>Completed</p> <p>In progress</p> <p>In progress</p> <p>In progress</p>
	1.7 Micro-Unit Rental Housing (Compact Living Rental Units)	<ul style="list-style-type: none"> Develop policy to determine appropriate locations, livability regulations and any other requirements for micro-units in Richmond (Short-term) Look at best practices where micro-units have been implemented successfully in developments in other jurisdictions (Short-term) Explore a potential pilot project involving micro-units in Richmond (Short-term) 	<p>Not yet complete. To be initiated in 2020</p> <p>Not yet complete. To be initiated in 2020</p> <p>Not yet complete. To be initiated in 2020</p>
	1.8 Transit-Oriented Affordable Housing Development	<ul style="list-style-type: none"> Revisit parking requirements for LEMR units located along the Frequent Transit Network (Short-term) 	<p>Not yet complete. To be initiated in 2020</p>

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
		<ul style="list-style-type: none"> Explore opportunities to acquire land along the Frequent Transit Network (e.g. close proximity to the Canada Line) for an affordable housing project (Long-term) Continue to encourage diverse forms of housing along the Frequent Transit Network (Ongoing) Through the development applications process, consider further parking relaxations for non-profit owned projects along transit corridors that are oriented towards priority group households based on further traffic studies (Ongoing) 	<p>Not yet complete</p> <p>In progress</p> <p>In progress</p>
2. Maximize use of City Resources and Financial Tools	2.1 Maximize use of City resources and financial tools	<ul style="list-style-type: none"> Review affordable housing land acquisition needs during the annual review of the City's Strategic Real Estate Investment Plan (Short-term) Explore opportunities to secure a site for a transitional housing project (bridging the gap between the emergency shelter and permanent supportive housing) (Medium-term) Work with senior levels of government and non-profit housing providers to develop an affordable family-friendly housing project on City-owned land (Long-term) Prioritize opportunities with City-owned land to secure a site for a permanent supportive housing project (Long-term) Seek opportunities to allocate City-owned land specifically for the use of affordable housing development (Ongoing) 	<p>In progress</p> <p>Not yet complete</p> <p>Not yet complete</p> <p>Not yet complete</p> <p>In progress</p>

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
		<ul style="list-style-type: none"> Review practices around use of City-owned land to achieve affordable housing objectives (Ongoing) 	In progress
	2.2 Affordable Housing Reserve Fund	<ul style="list-style-type: none"> Set a target of securing \$1.5 million in developer cash contributions annually in order to support affordable housing projects and leverage partnership opportunities (Short-term) 	Completed
		<ul style="list-style-type: none"> Review the Affordable Housing Reserve Fund Policy to determine if criteria still allows the City to meaningfully respond to partnership opportunities and housing needs (Medium-term) 	Not yet complete
		<ul style="list-style-type: none"> Utilize cash-in-lieu contributions in the Affordable Housing Reserve Fund for affordable housing land acquisition (Long-term) 	Not yet complete
		<ul style="list-style-type: none"> Continue to use the Affordable Housing Reserve Fund for capital contributions towards innovative non-market housing projects that involve partnerships with other levels of government, and includes supportive programming, to meet the requirements of the identified priority groups in need (Ongoing) 	In progress
	2.3 Financial Incentives	<ul style="list-style-type: none"> Undertake an analysis on best practices to waive development cost charges and municipal permit fees for new affordable housing developments that are owned/operated by a non-profit and where affordability is secured in perpetuity (Short-term) 	Underway, completion anticipated 2019
		<ul style="list-style-type: none"> Explore various opportunities for the City to provide capital funding contributions towards standalone 	Not yet complete

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
		<p>non-profit housing developments (Medium-term)</p> <ul style="list-style-type: none"> Undertake a best practice analysis of waiving development cost charges for low-end market rental units purchased by non-profit housing provider to incentivize non-profit ownership (Short-term) 	In progress
	2.4 Special Development Circumstances and Value Transfer	<ul style="list-style-type: none"> Use the Affordable Housing Reserve Fund for capital contributions when partnership opportunities become available (Ongoing) 	In progress
		<ul style="list-style-type: none"> Allow flexibility for large scale developments (or combination of developments) to cluster LEMR units in one, stand-alone building if a partnership with a non-profit housing provider is established (Ongoing) 	In progress
		<ul style="list-style-type: none"> Encourage innovation (i.e. rental structure that allows a variety of subsidized rents) in clustered projects that are 100% rental and non-profit driven (Ongoing) 	In progress
	2.5 Rent Bank Initiatives	<ul style="list-style-type: none"> Facilitate potential partnerships with non-profit housing providers and developers in the pre-application/rezoning stage of development (Ongoing) 	In progress
		<ul style="list-style-type: none"> Undertake a review and best practice analysis of opportunities to support local rent bank initiatives (Short-term) 	Not yet complete. To be initiated in 2019
		<ul style="list-style-type: none"> Connect with local financial institutions to determine how a rent bank initiative could be supported and remain financially sustainable (Short-term) 	Not yet complete. To be initiated in 2019

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
		<ul style="list-style-type: none"> Determine the feasibility of implementing a rent bank initiative (Medium-term) 	Not yet complete
3. Build capacity with non-profit housing and service providers	3.1 Non-profit housing development	<ul style="list-style-type: none"> Adopt criteria for reviewing and fast-tracking City-supported non-profit housing projects (i.e. federal and provincial government funding, partnerships, the ability to offer rents close to the shelter/income assistance rate and programming to support the priority groups in housing need) (Short-term) In non-profit driven standalone projects with 100% affordable rental, permit flexibility for non-profit housing providers to implement a mix of rents (e.g. non-market, low-end market, near market) to allow cross-subsidization of units and more opportunities to offer lower rents (Short-term) Review City incentives, such as reduced parking requirements and municipal fees for non-profit driven affordable housing projects (Medium-term) Undertake best practice research on non-profit housing development in other jurisdictions, and determine the municipal role (Long-term) Work with non-profit organizations to determine the feasibility of developing an integrated housing model (e.g. a combination of emergency shelter spaces and supportive housing with wraparound services on one site) (Long-term) 	<p>Not yet complete. To be initiated in 2019</p> <p>Complete</p> <p>Not yet complete</p> <p>Not yet complete</p> <p>Not yet complete</p>

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
		<ul style="list-style-type: none"> Build relationships with established non-profit housing providers throughout Richmond and Metro Vancouver that have expertise in housing the Strategy's priority groups in need (Ongoing) 	In progress
		<ul style="list-style-type: none"> Permit greater flexibility for innovative rent structures that support a mix of affordable rental rates (Ongoing) 	In progress
	3.2 Facilitating stakeholder partnerships	<ul style="list-style-type: none"> Develop a list of pre-qualified non-profit housing providers for partnering on potential housing projects (Short-term) 	In progress
		<ul style="list-style-type: none"> Consider waiving development cost charges for low-end market rental units purchased by a non-profit housing provider to incentivize non-profit ownership if feasible (Short-term) 	In progress
		<ul style="list-style-type: none"> Work with other municipalities and stakeholders to examine management practices of units secured through development (Short-term) 	Not yet complete
		<ul style="list-style-type: none"> Review and update pre-qualified list of non-profit housing providers (Ongoing) 	Ongoing
		<ul style="list-style-type: none"> Identify potential opportunities for partnership with the private sector to facilitate the development of affordable housing (e.g. Kiwanis Towers) (Ongoing) 	Ongoing
	3.3. Renew Non-profit housing	<ul style="list-style-type: none"> Track non-profit agencies and co-op organizations that have expiring operating agreements (Short-term) 	Not yet complete

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
		<ul style="list-style-type: none"> Identify options and mechanisms to preserve affordable housing units throughout future redevelopment opportunities (Short-term) Review research undertaken by BC Housing and BC Non-Profit Housing Association regarding the expiry of operating agreements and identify opportunities to partner (Short-term) Develop a set of guidelines to support faith-based organizations to redevelop lands with a component of affordable housing (Medium-term) Develop a set of guidelines to support co-op and non-profit organizations considering redevelopment upon expiry of operating agreements (Medium-term) At the time of agreement expiry, continue working with organizations to preserve and potentially increase the number of affordable housing units through redevelopment (Long-term) 	<p>Not yet complete</p> <p>Completed</p> <p>Not yet complete</p> <p>Not yet complete</p> <p>Not yet complete</p>
	3.4 Encourage Accessible Housing	<ul style="list-style-type: none"> Build relationships with non-profit organizations to obtain input into housing needs and design for program clients that require accessibility features (Ongoing) Facilitate potential partnerships with non-profit housing providers and developers in the pre-application/rezoning stage of development to ensure that some LEMR units are designed with adaptable features to accommodate people with disabilities (Ongoing) 	<p>In progress</p> <p>In progress</p>

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
4. Facilitate and strengthen partnership opportunities	4.1 Co-location of non-market and community assets	<ul style="list-style-type: none"> Consider the needs of non-profit supportive services (i.e. amenity space for programming) within co-location opportunities to accommodate the Strategy's priority groups in need (Short-term) Review successful examples of co-location in other jurisdictions and develop a set of guidelines for co-locating affordable housing and community amenities (Medium-term) Explore project opportunities to co-locate affordable housing with community assets (existing or new) and facilitate potential partnerships with non-profit housing providers (Ongoing) 	<p>In progress</p> <p>Not yet complete</p> <p>In progress</p>
	4.2 Community Land Trust	<ul style="list-style-type: none"> Review best practices of community land trusts in other jurisdictions and determine municipal involvement (Short-term) Consider conducting a feasibility study for the purpose of initiating a Richmond-based community land trust (Short-term) Explore opportunities to maintain land affordability and projects involving community land trusts (Ongoing) 	<p>Not yet complete</p> <p>Not yet complete</p> <p>In progress</p>
5. Increasing advocacy, awareness and education roles	5.1 Building Awareness and Information Sharing	<ul style="list-style-type: none"> Advocate to senior levels of government to request funding or resources to meet the housing needs of the community (Ongoing) Communicate the needs of non-profit housing and service providers to federal and provincial governments, 	<p>In progress</p> <p>In progress</p>

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
		<p>key stakeholders, and Richmond's residents (Ongoing)</p> <ul style="list-style-type: none"> Participate at regional, provincial and national housing tables and conferences to bring awareness to Richmond's work in affordable housing (Ongoing) Submit applications for awards to recognize Richmond's continued innovation in addressing housing affordability (Ongoing) Organize and/or support housing-related events and workshops to encourage information sharing and building awareness of housing issues in Richmond (Ongoing) Advocate to senior levels of government to implement policies and actions regarding foreign ownership, speculation, and empty homes which may contribute to increasing home purchase prices and low vacancy rates (Ongoing) 	<p>In progress</p> <p>In progress</p> <p>In progress</p> <p>In progress</p>
	5.2 Monitoring and reporting	<ul style="list-style-type: none"> Publish an updated annual report (housing report card) on affordable housing targets and track progress achieved to date (Ongoing) Continue to update the City's affordable housing website reporting out on projects and initiatives (Ongoing) 	<p>In progress</p> <p>In progress</p>
	5.3 Prepare position papers	<ul style="list-style-type: none"> Draft position papers on housing affordability issues to send to senior levels of government, and communicate through forums such as the Federation of Canadian Municipalities (FCM) or Union of 	In progress

Strategic Direction	Policy	Recommended short-term and ongoing actions	Status
		BC Municipalities (UBCM) (Ongoing)	



City of Richmond

Report to Committee

To: Planning Committee **Date:** May 9, 2019
From: Kim Somerville **File:** 07-3375-01/2019-Vol
Manager, Community Social Development 01
Re: **Building Our Social Future – A Social Development Strategy for Richmond
(2013–2022): Progress Report for 2017 and 2018**

Staff Recommendation

That the Building Our Social Future – A Social Development Strategy for Richmond (2013–2022): Progress Report for 2017 and 2018 be distributed to key stakeholders and posted on the City website.

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

Att. 2

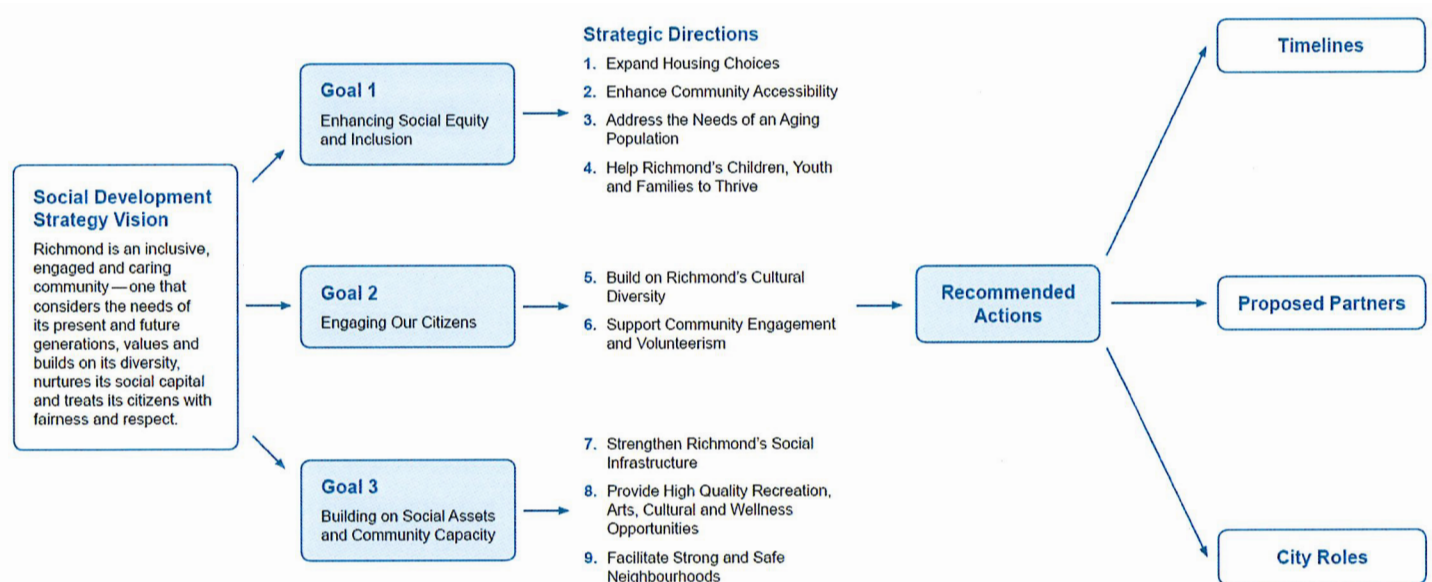
REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Recreation Services	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Library Services	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

Building Our Social Future – A Social Development Strategy (2013–2022) for Richmond was adopted by Council on September 9, 2013. The Social Development Strategy guides the City on social development matters, is a resource for external stakeholders and is in effect from 2013 to 2022. The Strategy consists of a vision, three goals, nine strategic directions and 53 recommended actions. The City's role with respect to each action is defined in the Strategy, as are timelines and proposed partners.

Social Development Strategy Framework



The purpose of this report is to provide an update on the implementation of the Social Development Strategy for 2017 and 2018.

This report supports the 2013–2022 Social Development Strategy's commitment to:

Measure progress in achieving goals with an annual report featuring progress on the nine Strategic Directions.

This report also supports the 2018–2023 Community Wellness Strategy's Focus Areas:

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

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

Analysis

Since the Social Development Strategy was adopted in late 2013, the City, Community Partners, residents and other stakeholders have used it as a roadmap to improve the quality of life for residents in Richmond. Achievements over the first three years (2014, 2015, and 2016) of implementation were detailed in an initial progress report received by Council in Fall 2017. This report provides a high-level summary of the City and community achievements in meeting the goals, directions and actions of the Social Development Strategy in 2017 and 2018. It is important to note that, as the Social Development Strategy is implemented, some actions have timelines that, due to community context, may no longer be considered short-term and are better suited to be ongoing actions.

Highlighted Achievements for 2017 and 2018

The following are some of the highlighted achievements in implementing Building Our Social Future – A Social Development Strategy for Richmond (2013–2022) in 2017 and 2018:

Goal 1: Enhancing Social Equity and Inclusion

Strategic Direction 1: Expand Housing Choices

- The City purchased 12040 Horseshoe Way in 2017 for use as an emergency shelter in a joint partnership with BC Housing and The Salvation Army (to open June 2019);
- City Council adopted the new Affordable Housing Strategy (2017–2027) in 2018 confirming the City’s commitment to meeting the affordable housing needs of Richmond residents; and
- City Council approved a temporary modular supportive housing project in 2018, in partnership with BC Housing and RainCity Housing Society, which provides 40 units with on-site supports for individuals experiencing homelessness in Richmond (opened April 2019).

Strategic Direction 2: Enhance Community Accessibility

- In 2017, the City received the national Accessible Cities Award from the Rick Hansen Foundation (RHF) and the Richmond Olympic Oval was inducted into the RHF Accessible Cities’ Circle of Excellence as a “best in class” example of an accessible community space;
- An updated and more inclusive Recreation Fee Subsidy Program for Richmond residents of all ages who are experiencing financial hardship was adopted in 2017 by City Council; and
- The Enhanced Accessibility Design Guidelines and Technical Specifications, which provide City staff and the development community a standard to incorporate accessibility features into public buildings, were adopted in 2018 by City Council.

Strategic Direction 3: Address the Needs of an Aging Population

- Over 500 at-risk, isolated and frail seniors (245 in 2017 and 291 in 2018) participated in outreach programming delivered by the City and Community Partners at various community centres;

- In 2017, the City was awarded an Age-Friendly BC grant from the Union of BC Municipalities to prepare a Dementia-Friendly Community Action Plan that will facilitate the creation of a more age-friendly and inclusive community; and
- Unveiled in 2018, the Minoru Seniors Legacy Stories Public Art Project – *Looking Back, Looking Forward* gathered stories, created collages, art and digital media that documented the history and impact of the Minoru Seniors Society as told by its members.

Strategic Direction 4: Help Richmond's Children, Youth and Families to Thrive

- In 2017, City Council adopted the Child Care Needs Assessment and Strategy (2017–2022) confirming the City's commitment to addressing the need for quality, affordable and accessible child care spaces in Richmond;
- In 2017, the City acquired the Willow Early Care and Learning Centre and in 2018, the City received the Gardens Children's Centre and the Seasong Child Care Centre, each providing 37 new childcare spaces (12 infant/toddler and 25 of 3–5 year care); and
- In 2018, the Youth U-ROC (Richmond Outstanding Community) Awards celebrated its 20th Anniversary recognizing outstanding youth for their mentorship, leadership and teamwork and adult asset champions, who mentor, support and make a difference in the lives of youth.

Goal 2: Engaging Our Citizens

Strategic Direction 5: Build on Richmond's Cultural Diversity

- Community events and festivals such as the World Festival showcased the City's cultural diversity, connected residents and attracted over 523,035 people (306,517 in 2017 and 216,518 in 2018);
- The Richmond Intercultural Advisory Committee's Intercultural Strategic Plan (2017–2022) was updated with the vision "for Richmond to be the most welcoming, inclusive and harmonious community in Canada"; and
- The Annual Diversity Symposium provided the opportunity for over 250 professionals and community leaders (101 in 2017 and 168 in 2018) to explore best practices in reducing barriers to involvement and promoting a shared sense of community.

Strategic Direction 6: Support Community Engagement and Volunteerism

- Through the City's LetsTalkRichmond community engagement web portal, Richmond residents completed 5,972 surveys (2,660 in 2017 and 3,312 in 2018) providing valuable input on numerous Council and City initiatives;
- The Youth at the Booth initiative created 88 positions for youth (15 to 18 years) to serve as election officials for the 2018 Richmond Municipal and School Board Elections; and
- City Council adopted the Volunteer Management Strategy (2018–2021) in 2018, confirming the City's commitment to supporting volunteers and those who work with volunteers.

Goal 3: Building on Social Assets and Community Capacity

Strategic Direction 7: Strengthen Richmond's Social Infrastructure

- The City received the 2017 Bill Woycik Outstanding Facility Award from the Recreation Facilities Association of BC for City Centre Community Centre;
- The City of Richmond was announced as a finalist in the Government of Canada's nation-wide Smart Cities Challenge and received a \$250,000 grant to further develop ideas into a final proposal to compete for the \$10 million prize; and
- City Council approved the distribution of over \$1.7 million in community grants (\$882,229 in 2017 and \$858,851 in 2018) to Richmond organizations in the areas of Health, Social and Safety; Child Care; Arts and Culture; and Parks, Recreation and Community Events.

Strategic Direction 8: Provide High Quality Recreation, Arts, Cultural and Wellness Opportunities

- City Council adopted the Community Wellness Strategy (2018–2023) in 2018, confirming the City's commitment in improving wellness outcomes for residents. The Strategy was developed in partnership with Vancouver Coastal Health and the Richmond School District;
- The Recreation and Sport Strategy (2019–2024) was adopted by City Council in 2018 with the aim to encourage Richmond citizens of every age to enjoy the benefits of an active lifestyle; and
- Richmond won the bid for the 2020 Canadian Adult Recreational Hockey Association (CARHA) World Cup, the largest amateur hockey tournament in the world. Planning is currently underway.

Strategic Direction 9: Facilitate Strong and Safe Neighbourhoods

- The City of Richmond was designated a World Leisure Community of Excellence for 2017 by the World Leisure Organization (WLO) recognizing Richmond's innovative and successful use of leisure to improve its citizens' quality of life;
- In 2018, the City was recognized in the inaugural Global Active Cities designation recognizing Richmond's commitment in offering all residents the opportunity to have active and healthy lifestyles; and
- In 2017, the Richmond Canada 150 Community Celebration Grant Program awarded \$146,300 to 47 projects delivered by Richmond-based non-profit organizations, Community Partners and neighbourhood groups for activities and events that created lasting memories of Canada 150.

The 2017 and 2018 highlights above showcase the progress towards the achievement of actions outlined in the Social Development Strategy. Within the Strategy, nine strategic directions continue to provide a framework that guide the City's decisions and resource allocations on social matters.

Additional details on the highlights noted above are available in Attachment 1. A summary of the progress made on all of the Social Development Strategy's actions is available in Attachment 2.

Financial Impact

None.

Next Steps

Building Our Social Future – A Social Development Strategy for Richmond (2013–2022): Progress Report for 2017 and 2018 highlights the City's progress on the Social Development Strategy's actions during these two years. The Progress Report will be used to inform the public and key stakeholders about what has been achieved and will be distributed through a variety of communication channels including the City's website, social media channels and distributed to key stakeholders.

Conclusion

Since its adoption in 2013, the Social Development Strategy has proven to be an effective resource in guiding the City's approach to social development priorities in the community. Implementation of the Strategy is at the midpoint of its anticipated timeline and there has been significant progress in the list of actions. As social development priorities in the community are addressed, the quality of life in Richmond continues to be enriched and the City further realizes the Social Development Strategy's vision for Richmond to be an inclusive, engaged and caring community.



Heather Muter
Program Manager, Community Social Development
(604-204-8599)

- Att. 1: Building Our Social Future – A Social Development Strategy for Richmond (2013–2022): Progress Report for 2017 and 2018
2: Social Development Strategy (2013–2022): All Actions – Current Status

City of Richmond

Building Our Social Future A Social Development Strategy for Richmond (2013–2022)

Progress Report for 2017 and 2018



Introduction

The City of Richmond's vision is to be the most appealing, livable, and well-managed community in Canada. To realize this vision, the City has developed policies and strategies that provide guidance for Council, staff, and the community. The purpose of Building Our Social Future – A Social Development Strategy for Richmond (2013–2022) is to:

1. Identify social development priorities for attention;
2. Clarify the roles of the City and other stakeholders; and
3. Provide a foundation for more integrated, coordinated, and sustainable approaches to social development issues for the future.

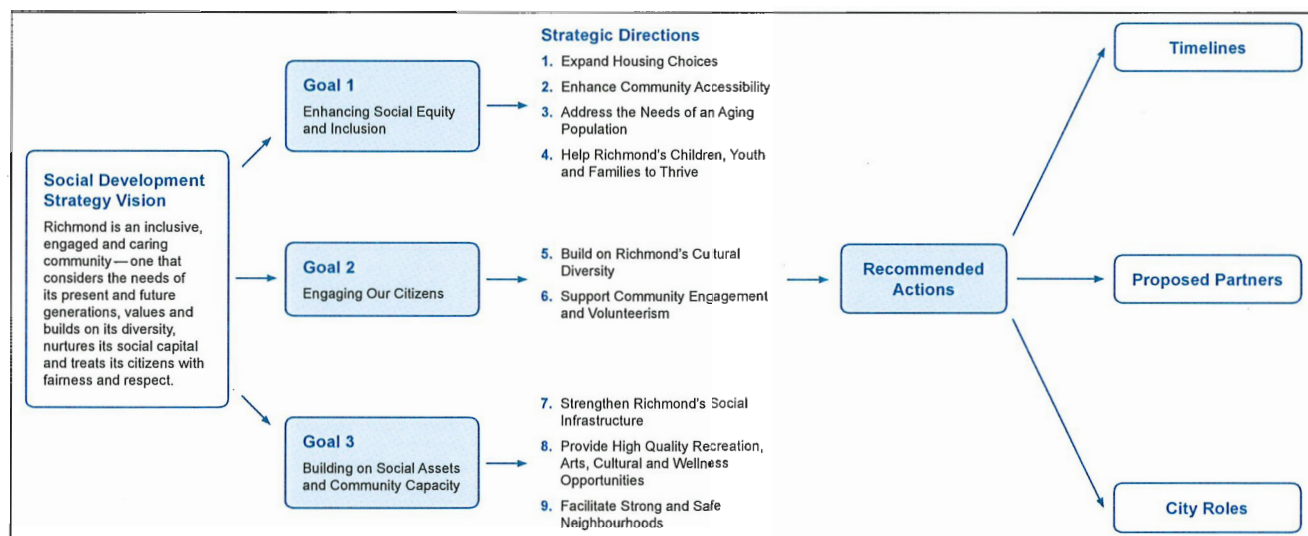
Adopted by Richmond City Council on September 9, 2013, the Social Development Strategy was prepared following broad-based engagement with residents and stakeholders. The Strategy consists of a vision, three major goals, nine strategic directions, and recommended actions. The actions are divided into short term, medium term, long term, and ongoing timelines. City roles are specified for each action, and opportunities for collaboration with Community Partners are also identified. The concept of partnerships is critical as many of the challenges addressed in the Social Development Strategy can only be approached in collaboration with the community, including residents, non-profit agencies, senior levels of government and other stakeholders.

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About the Strategy

Social Development Strategy Framework



Guiding Principles

The following principles were adopted to guide the Strategy and its implementation:

1. **Support the City's Corporate Vision:** Taken collectively, the Strategy's policies will contribute to Richmond's corporate vision: for the City of Richmond to be the most appealing, livable, and well-managed community in Canada.
2. **Enhance Social Sustainability:** The Strategy will reflect sustainability principles, and address current and future social needs while also being financially viable and environmentally friendly. It will also clarify the social component of the City's broader Sustainability Framework.
3. **Engage the Community:** Both in developing and implementing the Strategy, diverse and targeted approaches have and will continue to be used to actively engage and solicit views from a broad cross section of the community.
4. **Complement interests, policies, programs, services and funding priorities:** In addition to setting the social development direction for Richmond, the Strategy will aim to complement other key City and non-City interests, policies, programs, services and funding priorities (e.g. OCP, sustainability initiatives, School District, Vancouver Coastal Health, BC Housing)—in short, it will seek synergies and build on existing efforts and initiatives.
5. **Be strategic, visionary and realistic:** While being progressive and setting a strategic and visionary social development direction for Richmond, the Strategy will also be pragmatic—identifying appropriate, realistic, and cost effective roles for the City (and its partners) for addressing social issues.
6. **Focus on assets and recognize social capital:** Rather than merely identifying the challenges or problems confronting Richmond, the Strategy will build on the City's and community's social capital, strengths, and initiatives (e.g. residents' knowledge and capabilities and connections within and among social networks).
7. **Be flexible and resilient:** While providing a progressive and sustainable social direction for Richmond, the Strategy will also recognize that unforeseen circumstances may arise, hence requiring flexibility and adaptability as implementation proceeds.
8. **Provide benefits to Richmond residents and external stakeholders:** In addition to assisting the City with its social development efforts, the Strategy will also provide a useful resource and planning tool for Richmond residents and external stakeholders.

Implementation Priorities

When the Strategy was adopted it recognized that all of the recommended actions were important, however five key areas were a priority for the future:

1. Cultural Diversity
2. Aging of the Population
3. Social Capital and Infrastructure
4. Children, Families and Youth
5. Affordable Housing and Affordable Living

These areas are as much of a priority today as they were upon the Strategy's adoption and remain a focus for implementation. A summary of all of the Social Development Strategy Actions are presented in Appendix A.

Since the Social Development Strategy was adopted, there has been significant progress in addressing its actions. Achievements over the first three years of implementation were detailed in an Initial Progress report that is available on the City's website. This report provides a high-level summary of what the City and community have been able to achieve in advancing the Goals, Directions and Actions of the Social Development Strategy in 2017 and 2018.



Building Our Social Future – Progress Snapshot 2017 and 2018

Strategic Direction	Indicator	2017	2018
1. Expand Housing Choices	Number of Low-end Market Rental (LEMR) Units Secured with Housing Agreements	20	168
	New Cash-in-Lieu Contributions to the Affordable Housing Reserve Fund	\$1,129,319	\$1,846,049
2. Enhance Community Accessibility	Number of Individuals Receiving Subsidy in the Recreation Fee Subsidy Program ¹	446	1,013
	Number of Accessible Pedestrian Features added to Traffic Signals and Special Crosswalks (New and Retrofit)	34	66
	Number of Positions in the City's Customized Employment Program for People with Disabilities	12	15
3. Address the Needs of an Aging Population	Number of Participants in 55+ Recreation and Sport Registered Programs	14,432	15,036
	Number of 55+ Fitness, Sports, and Game Room Passes Scanned at Community Centres	251,663	271,387
	Number of 55+ Wellness Clinic Participants	5,425	5,592
4. Help Richmond's Children, Youth and Families to Thrive	Number of Operational Licensed Child Care Spaces in Purpose Built City-Owned Child Care Facilities	233	307
	Number of Youth Week Participants	1,200	1,300
5. Building on Richmond's Cultural Diversity	Number of Diversity Symposium Participants	101	168
	Attendance at City Festivals that Showcased Richmond's Cultural Diversity ²	46,000	58,000
6. Support Community Engagement and Volunteerism	Number of Hours of Volunteer Service Contributed Through the "I Can Help" Volunteer Database	96,016	82,246
	Number of People Engaged on LetsTalkRichmond.ca on the City Website	2,660	3,100
7. Strengthen Richmond's Social Infrastructure	Value of Health, Social and Safety Grants	\$586,095	\$598,464
	Value of Child Care Grants	\$83,130	\$40,093
	Value of Parks, Recreation, and Community Event Grants	\$103,250	\$108,235
	Value of Arts & Culture Grants	\$109,754	\$112,059

¹ The revised Recreation Fee Subsidy Program expanded to all ages effective July 2018.

² Includes the Cherry Blossom Festival and World Festival Events.

Strategic Direction	Indicator	2017	2018
8. Provide High Quality Recreation, Arts, Cultural and Wellness Opportunities	Participation in Recreation ³	2,391,959	2,441,227
	Attendance at City Festivals ⁴	306,517	216,518
	Participation in Arts Education Programs ⁵	85,467	89,966
	Number of New Permanent Public Art Installations	15	18
	Number of Library Visits	1,468,967	1,445,150
	Number of Pop-up Library Interactions with Community Members	3,418	4,590
	Public Swim Attendance	655,593	639,747
9. Facilitation of Strong and Safe Neighbourhoods	Total Kilometres of Bike Routes	72.6	74.5
	Number of Community Policing Volunteers	228	229



³ Includes participation in registered and drop-in programs; fitness, sports and games room passes; swimming pool pass visits; and skating pass visits for all ages.

⁴ Includes Children's Arts Festival, Cherry Blossom Festival, Doors Open, Ships to Shore, Salmon Festival, Maritime Festival, Farm Fest, World Festival and Public Works Open House.

⁵ Includes participation in registered arts programs; dance, music, performing and visual arts for all ages.

Social Development Strategy Highlights 2017 and 2018

Goal 1: Enhancing Social Equity and Inclusion

Strategic Direction 1: Expand Housing Choices

Shelter is an essential human need and local governments can play a critical role in ensuring that the right mix of affordable housing options are available to meet the needs of a diverse population. The City acknowledges that every household should have access to housing that is affordable, adequate, and suitable for their needs.

Housing affordability remains a significant issue across Metro Vancouver and in Richmond. Some of the trends that continue to impact housing affordability in Richmond include persistently low vacancy rates, aging rental buildings and a significant and increasing gap between housing prices and household incomes. Expanding housing choices in a constrained rental and ownership market becomes increasingly important, and offers opportunities, as well as challenges, to:

- Create diversity with different housing forms and sizes to accommodate growing families, seniors, and the workforce;
- Encourage social diversity by creating options for all income levels and housing with supports for households in need;
- Support economic growth by providing local workers and residents with appropriate local housing options; and
- Reduce pressure on urban sprawl and traffic congestion to support sustainability goals.

The City continues to work in partnership with senior levels of government, non-profit agencies, for profit organizations and the community to deliver innovative projects that meet local needs in the context of limited resources.

Highlighted Achievements

- Fifteen units of non-market housing for female-led, lone-parent families were approved for occupancy in Summer 2017 in the Cressey Cadence development. The project was a partnership between the City, Atira Women's Resource Society, and Cressey Developments. In exchange for an increase in density, the developer was permitted to cluster the affordable

housing on site, which provided an opportunity for Atira to manage the units and provide additional supports to a priority group in need—single-parent, female-led families. Atira was also awarded the management of the adjacent City-owned child care facility in the same development (Willow Early Care and Learning Centre), where families living in the affordable housing development have priority access to child care.

- The City of Richmond purchased 12040 Horseshoe Way in September 2017 for use as an emergency shelter in a joint partnership between the City, BC Housing, and The Salvation Army. When the shelter opens, it will provide safe and secure spaces in a supportive environment for up to 30 of Richmond's most vulnerable residents, tripling the number of shelter spaces currently available in the community. The shelter will be physically accessible, low-barrier in its approach to service delivery, and inclusive of men and women.
- The Storeys development opened in 2017 featuring 129 units of affordable rental units that house some of the City's most vulnerable residents. Storeys is a partnership between the City of Richmond, BC Housing, and a consortium of five non-profit agencies (Coast Mental Health, Pathways Clubhouse, SUCCESS, Tikva Housing Society, and Turning Point Recovery Society). Groups served include low-income families, female-led families, individuals at-risk of homelessness, individuals with mental health and/or addictions challenges and low-income seniors. In 2018, Storeys was awarded the Canadian Planning Institute Award for Planning Excellence in Social Planning. This national award recognizes Richmond's continued innovation in addressing housing affordability needs.
- Advocacy with senior government for necessary programs and funding to address priority affordable housing needs continued in 2017 and 2018. In addition to participating in consultations regarding the National Housing Strategy, staff continue to monitor funding opportunities and work with senior levels of government and the non-profit and private sectors on the development of additional affordable housing projects.

- In March 2018, City Council approved the City of Richmond Affordable Housing Strategy (2017–2027). The Strategy provides a set of actions to guide City involvement in affordable housing over the next 10 years. The Strategy helps the City respond to local housing affordability challenges, reflects key priority groups in need, and addresses identified housing gaps, emerging socio-economic trends, market conditions, and the evolving role of senior government. This document confirms the City's commitment to meeting the affordable housing needs of Richmond's current and future residents.
 - In May 2018, City Council approved a temporary modular supportive housing project at 6999 Alderbridge Way. This project, a partnership with BC Housing and RainCity Housing Society, provides 40 individual units with on-site supports for individuals experiencing homelessness in Richmond.
 - During the 2018–2019 winter season (November 1 to March 31), the City of Richmond provided the use of the South Arm Outdoor Pool facility for the community's Extreme Weather Response Shelter. The shelter was managed by The Salvation Army and funded by BC Housing. It provided warm shelter to men and women experiencing homelessness on nights when weather is deemed to pose a health and safety risk to those individuals who are living outdoors.
 - As of December 2018, 2,071 dwelling units were secured through the Affordable Housing Strategy since 2007. This includes 620 low-end market rental units, 606 non-market rental units*, 526 market rental units, 270 secondary suites and coach houses, and 19 affordable homeownership units. In 2017 and 2018, the City also made significant cash and land contributions to assist in the realization of some of these projects.
- *This includes units secured in Kiwanis Towers, Storeys, Cadence, Pathways housing project, RainCity Supportive Housing and the ARTS units located in Concord Gardens and Pinnacle Living developments.*



Strategic Direction 2: Enhance Community Accessibility

The hallmark of all civil societies is the extent to which they include and engage all members of their communities. In many instances this requires a critical analysis of past practices, awareness and consideration of new approaches, and the flexibility to adapt when change is required. Municipalities continually seek innovative ways to be socially inclusive of all of their members.

The City of Richmond has been a regional and national leader in the ways that it works to be inclusive and to build a community that is accessible to all. The City's efforts have focused on eliminating physical, financial and/or attitudinal barriers to accessing services, programs, and facilities. Community accessibility is an evolving area with opportunities for innovation and improvement based on changes in technology and societal attitudes. The City will continue to seize upon these opportunities and to ensure that Richmond is a place where every resident is able to participate in their community to the greatest extent possible.

Highlighted Achievements

- The City continues to play a leadership role in physical accessibility, and consults people living with disabilities and other partners to develop and implement responsive policies and practices. The City has a strong collaborative relationship with the Richmond Centre for Disability (RCD) whereby RCD identifies accessibility issues in Richmond and brings them to the attention of the City for resolution. In 2017 and 2018, RCD participated on the City's Advisory Design Panel by providing comments on the accessibility features of specific developments and collaborate with the City or the Event Accessibility Audits by identifying barriers to participation for events including Ships to Shore, Richmond World Fest, and the Harvest Festival.
- In 2017 and 2018, 28 City-owned facilities were rated through the Rick Hansen Foundation Accessibility Certification (RHFAC) program. The RHFAC evaluates the accessibility of facilities based on the identified needs of those living with physical, visual, hearing, and cognitive impairments. RHFAC auditors assess each facility and identify areas demonstrating best practices as well as areas for improvement. All assessments are reviewed by the City to identify, prioritize and coordinate potential facility enhancements.
- In 2017, the City's efforts to increase accessibility were nationally recognized when Richmond was one of three communities across Canada to receive the Rick Hansen Foundation Accessible Cities Award. The award recognized municipalities that are leaders in planning accessibility into their built environments and encourage their communities to be more inclusive. Also in 2017, the Rick Hansen Foundation inducted the Richmond Olympic Oval into the Accessible Cities' Circle of Excellence as a "best in class" example of an accessible and inclusive community space.
- In 2018, City Council adopted the City's Enhanced Accessibility Design Guidelines and Technical Specifications. The Guidelines assist City staff and the development community in the incorporation of accessibility features in City-owned or City leased premises that go beyond the requirements of the BC Building Code for accessibility in public buildings.
- The City of Richmond works in partnership with specialized employment service organizations from the community to create employment placements for individuals with disabilities at various City operations. In 2017 and 2018, the City hired and placed individuals into 15 positions through the City's Customized Employment Program. In addition to the City's Customized Employment Program, Richmond's Community Associations/Societies have long been employing individuals with disabilities and continue to do so.
- In 2017, the City won the Employer of the Year award from Jobs West for developing a successful inclusive employment environment. Jobs West, an employment division of the Developmental Disabilities Association, is one of the many community organizations that the City partners with in order to match individuals with disabilities to employment opportunities.
- An updated and more inclusive Recreation Fee Subsidy Program (RFSP) was adopted by City Council in 2017 and launched in July 2018. Program eligibility was expanded from children and youth to include Richmond residents of all ages who are experiencing financial hardship. The updated RFSP enables greater choice in accessing recreation opportunities and allows for greater participation for the community. With the expanded eligibility, there was a 50 per cent increase in individuals accessing the Program from 446 in 2017 to 1,013 in 2018.

Strategic Direction 3: Address the Needs of an Aging Population

Today's seniors are increasingly diverse and can no longer be considered as a homogenous group. Some are healthier later in life and want to be more involved in their community. Others face challenges that can limit their ability to participate and engage in the community to the same extent that they had experienced earlier in their lives. The challenge for local governments is to develop a range of services, programs, and facilities that can accommodate the needs of a diverse population.

The City of Richmond and its Community Partners offer a variety of recreational, wellness, cultural, and educational programming, as well as social opportunities for those 55 years and older. Programming reflects the changing needs and diversity of seniors and aims to keep the community healthy, active, and productive. The focus is on making the community as age-friendly as possible so that seniors can continue to contribute to society and have the best quality of life possible.

Highlighted Achievements

- Music and wellness outreach programs reached over 500 at-risk, isolated and frail seniors (245 seniors in 2017 and 291 in 2018) living in Richmond through outreach programming for vulnerable and hard to reach seniors. The programming is a partnership between the City and several Community Partners including West Richmond, Steveston, Minoru, South Arm and East Richmond community associations. To reduce barriers, some programs were offered in Japanese and Chinese languages and each program was supported by several volunteers, who together contributed over 1,400 hours annually.
- Activate Wellness Fair 55+ was held in 2017, with a theme of *Sharing Stories to Improve Health*. The Biennial Fair featured more than 40 local agencies representing programs and services for seniors, 16 free workshops and health and wellness services sponsored by local businesses. The event attracted over 400 participants and was delivered in partnership between the City, Richmond Public Library, and Minoru Seniors Society.
- With a goal of reducing stereotypes, the Positive Aging Campaign showcased positive images of seniors focussing on their talents, contributions and participation in the community. Each year, the Campaign was launched during National Seniors Day (October 1) and included themes (2017: *Talents and Contributions* and 2018: *Positive Aging through an Intergenerational Lens*) that raised awareness about seniors' contributions and the important role they play in Canadian society. Campaign images were displayed at City Hall, Minoru Place Activity Centre and various community centres in Richmond.
- The Pioneer Luncheon, hosted by the City in 2017, was a special celebration to recognize the contributions of Richmond's longtime residents who helped shape the community. Individuals, who lived in Richmond for 50 years or longer, were invited to the luncheon which took place under tents on Richmond City Hall's north plaza. Approximately 720 guests, some who had lived in Richmond for more than 90 years, enjoyed a catered lunch, live entertainment and words from the Mayor and Richmond pioneers.
- Aging in place will be further enhanced in Richmond through the development of a Dementia-Friendly Community Action Plan. In 2017, Richmond was awarded a Union of BC Municipalities Age-Friendly BC Grant for \$25,000 to prepare an Action Plan that will enable seniors to age in place and facilitate the creation of a more age-friendly community. Project activities focussed on: Outdoor Spaces and Buildings; Respect and Social Inclusion; Social Participation; and Community Support and Health Services. The draft Dementia-Friendly Community Action Plan will be presented to City Council in 2019.
- In 2018, Minoru Seniors Legacy Stories Public Art Project entitled *Looking Back, Looking Forward* was unveiled to the public showcasing a 30 minute digital film that included 9 digital stories and over 60 portraits and biographies that were captured through the year-long Artist-in-Residence. Artist, Catrina Megumi Longmuir, gathered stories from past and current members of the Minoru Seniors Society through workshops and one to one sessions creating collages, art, and digital media/film pieces.

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- Planning for the new Minoru Centre for Active Living facility, a centre of excellence for active living and wellness, continued through 2017 and 2018. This innovative 110,000 sq. ft. multipurpose complex features services for seniors, aquatics and fitness and amenities to support the Minoru Park sports fields. As a service delivery partner with the City of Richmond, the Minoru Seniors Society provides a comprehensive and expanded range of programs and services for seniors at the new facility. With six bodies of water, including Canada's largest hot tub, the aquatics centre

at Minoru Centre provides 60 per cent more surface water area than the current Minoru Aquatic Centre. The new facility also includes an 8,500 sq. ft. fitness centre, support spaces for the sports community, full service cafeteria and bistro, commercial kitchen, three new outdoor public plazas and two public art installations. The seniors centre and events centre within the facility opened to the public in March 2019 with the aquatics and fitness centres within Minoru Centre to be opened at a later date.



Strategic Direction 4: Help Richmond's Children, Youth and Families to Thrive

The future of any community rests with its children and youth. Children and youth that are supported from infancy to adulthood have a far greater opportunity to thrive and contribute to the community in which they live. Parents and caregivers are the foundation of family and they can be supported in raising their children with programs, services, and facilities that enhance their knowledge, abilities, and opportunities.

The City of Richmond recognizes that investments made at every stage of a child and youth's development will pay substantial dividends in the years ahead. The City continues to invest in its youngest residents in multiple ways including the development of child care facilities and services, the provision of services for youth and support for family programming. Activity in these and other focus areas demonstrate the City's dedication to ensuring that Richmond's children and youth are afforded every opportunity to succeed.

Highlighted Achievements

- Actions to support the establishment of high quality, safe, and affordable child care services in Richmond were articulated in the 2017–2022 Richmond Child Care Needs Assessment and Strategy that was adopted by Council in July 2017. The Child Care Needs Assessment and Strategy recommends the City and other stakeholders work together to address the need for quality, affordable, and accessible child care spaces in Richmond.
- The City continues to pursue the development and acquisition of new child care facilities. In 2017, the City acquired the Willow Early Care and Learning Centre which is part of the new Cressey Cadence development. In 2018, the City received the Gardens Children's Centre and the Seasong Child Care Centre, each providing 37 new childcare spaces (12 infant/toddler and 25 of 3–5 year care).
- The City provided support for children and families through a variety of initiatives. Through Richmond Children First, the City supported the University of British Columbia's Human Early Learning Partnership research proposals to build community partnerships and to develop a Toddler Development Instrument. The City also participated in the United Way of the Lower Mainland's "Avenues of Change" project, administered by Touchstone Family Association, with the goal of increasing community connections for low income families residing in Richmond City Centre.
- In 2017, the province announced Vancouver Coastal Health (VCH) and lead agency, Richmond Addiction Services Society (RASS) secured funding for a Foundry Youth Centre in Richmond. Foundry centres provide a one-stop-shop for young people to access mental health care, substance use services, primary care, youth and family peer supports in addition to other local service services. As a stakeholder and partner of the Foundry Project, the City participates on the Leadership Advisory Council (LAC), planning and working group meetings to provide advice and support to VCH and RASS.
- Youth Week, held annually from May 1–7, offered multiple opportunities to engage youth throughout the Community. In 2018, the UROC (Richmond Outstanding Community) Awards celebrated its 20th Anniversary awarding outstanding youth recognized for their mentorship, leadership and teamwork and adult asset champions, who mentor, support and make a difference in the lives of youth.
- In 2017 and 2018, over 350 City and Community Association/Society staff and volunteers participated annually in the Search Institute's 40 Developmental Assets training delivered by the City Youth Services as a part of summer leader training. The 40 Developmental Assets are positive supports and strengths that young people need to succeed and is the framework Richmond has adopted for working with youth. Half of the assets focus on relationships and opportunities youth need in their families, schools, and communities (external assets). The remaining assets focus on the social-emotional strengths, values, and commitments that are nurtured within young people (internal assets).
- The annual ERASE (Expect, Respect, and a Safe Education) anti-bullying campaign, also known as Pink Shirt Day, runs in collaboration with the Richmond School District. The campaign increased awareness and education in efforts to reduce the prevalence of bullying amongst children and youth. In 2017 and 2018, the City worked closely with Community Associations/Societies and the School District to promote the event through a poster and video campaign (2017 only) created by students, social media, media releases, and in-house promotions at all City facilities.

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- Arts programming for youth included the Richmond Art Gallery's "Beyond the Horizon" exhibition in 2017 featuring works from the Youth Mentorship Program. The goal of the program is to enable youth aged 14–19 years to build their skills and focus their talents by working with artists and gallery professionals in an intensive eight-month program.
- The Richmond Media Lab's signature program, the Richmond Youth Media Program (RYMP), continued to flourish with youth members learning marketable skills

and receiving mentorship and volunteer opportunities. Youth participants learned media literacy skills relevant to their interests in a supportive environment. The Program runs in partnership with Richmond Addiction Services Society, who secured a \$5,000 Vancouver Coastal Health grant in 2017 to fund a new "Artrepreneur" project to help RYMP participants create a business model and website to offer their services in Media Arts to the general public.



Goal 2: Engaging Our Citizens

Strategic Direction 5: Build on Richmond's Cultural Diversity

Valuing diversity recognizes differences between people and acknowledges that these differences are a valued asset. It respects individuality while promoting respect for others. Diversity extends far beyond race and culture to include a number of dimensions of differences. They include age, ethnicity, gender, income, physical ability and sexual orientation.

Richmond is one of the most ethnically and culturally diverse communities in Canada. According to the 2016 national Census, 36.5 per cent of Richmond residents were Canadian by birth, 60.2 per cent were immigrants, and the remaining 3.3 per cent were non-permanent residents. However, Richmond's diversity is more than ethnicity and its approaches to accessibility and inclusion address a wide range of factors from age to income to ability. The City continues to explore new ways to effectively serve all of its residents and to support opportunities for different population groups to interact and engage with each other and their community.

Highlighted Achievements

- The Richmond Intercultural Advisory Committee (RIAC) is appointed by City Council and has the mandate to enhance intercultural harmony and strengthen intercultural cooperation in Richmond. The committee's Intercultural Strategic Plan was updated in 2017 and has the vision "for Richmond to be the most welcoming, inclusive, and harmonious community in Canada." The 2017–2022 Intercultural Strategic Plan identifies six strategic focus areas: Coordination; Partnerships; Research; Education and Training; Promotion and Information; and Project Management and Planning.
- A new initiative in 2017 specifically addressed the barriers faced by new immigrant artists. The Richmond Art Gallery received a grant from the City to identify and mentor immigrant artists to introduce the Canadian art system. The \$4,000 grant funded seven professional development programs for artists provided by professional artists and curators, and served more than 150 participants in 2017 and 252 participants in 2018.
- Community events and festivals create opportunities to showcase Richmond's cultural diversity, connect residents, and celebrate all that Richmond has to

offer. The City produced six annual festivals including the Children's Arts Festival, Cherry Blossom Festival, Canada Day, Maritime Festival, Farm Fest, and World Festival. In addition, the City also hosted Doors Open, Ships to Shore and the Public Works Open House events. Over 500,000 people took part in events in Richmond throughout 2017 and 2018.

- The City's facilitation of intercultural dialogue included the Annual Diversity Symposium which provided comprehensive cultural diversity training for City and community partner staff. The Symposium provided the opportunity for community leaders (101 participants in 2017 and 168 in 2018) to share best practices in the field of community building and to promote education, awareness and networking on intercultural issues. New for 2018, 18 agencies hosted community resource tables which facilitated networking and dialogue among event participants.
- The City's diversity was showcased through the "Our Journeys Here" exhibit at the Richmond Museum from July 2017 to September 2018. Research, planning, writing, and preparations were completed for the heritage exhibit which incorporated stories from oral histories and tells of Western Canada's migration history. Visitors were invited to the Museum to participate in a conversation about what it means to be Canadian in Richmond and to tell the story of their journeys.
- The City worked with the local First Nations and the urban Aboriginal community in Richmond on opportunities for collaboration. Annually in June, in celebration of National Indigenous Peoples Day, urban Aboriginal artists connected the newcomer community and longstanding Richmond residents at City Centre Community Centre through a series of cultural exchanges and artistic expressions. The celebrations included a greeting from Elders, traditional and contemporary First Nations drumming, singing, storytelling, dancing and a community engagement art project.
- Richmond Public Library reviewed their Aboriginal services and collections which resulted in the creation of a Draft Indigenous Services Plan that provides a framework which will assist the library to better support public awareness and education on Indigenous issues and culture and make the library a welcoming place to the Indigenous community.

- In 2017 and 2018, initiatives in support of Richmond's LGBTQ2S community were focused on Pride Week in July. City and Community Associate/Society staff, at eighteen of the City's community facilities participated in celebrations to acknowledge LGBTQ2S communities and to promote a welcoming and inclusive environment. The Richmond Youth Media Program participants painted the Richmond Cultural Centre stairs in rainbow colours for Pride Week sparking community interest.
- The City is an active member of the Organizing Against Racism and Hatred (OARH) Committee. In 2017,

OARH began to develop a protocol that will guide a coordinated and cross sectorial response approach to incidents of racism and discrimination in the community by organizations across Richmond. The committee includes representatives from the City, Richmond Public Library, RCMP, Richmond School District, Richmond Multicultural Community Services and other community stakeholders. In 2018, the draft protocol was presented to delegates at the City's Diversity Symposium for feedback and input. The final version of the protocol is expected to be completed in 2019.



Strategic Direction 6: Support Community Engagement and Volunteerism

Many people recognize that their local government has a significant impact on their day-to-day lives. Individuals get involved with their municipality in a variety of ways including volunteerism and community engagement. Volunteers are motivated to give something back, to make a difference in the lives of others, or to assist others less fortunate than themselves or those without a voice. They want to feel valued and part of a team, to spend quality time away from work, a busy lifestyle or to gain experience. Those seeking community engagement opportunities want to be involved in how their community is evolving and to participate in decisions on issues of importance to them, to their families and to their neighbours.

The City of Richmond recognizes both volunteering and community engagement as building blocks of the community. Volunteers are critical in supporting activities throughout the City and are valued for their dedication to community. Volunteers are critical in supporting activities throughout the City and are fostered with dedicated staff and financial resources. Community engagement leads to good decision making, and the City has intentionally created opportunities for consultation, removed barriers to engagement, and developed resources to ensure that those who want to be involved with their City can do so.

Highlighted Achievements

- In 2018, City Council endorsed the Volunteer Management Strategy (2018–2021) which focuses on supporting volunteers in their development and achievement of their personal goals, as well as further supporting City, partner and affiliate staff who work closely with volunteers. Much of the coordination of volunteers occurs through the “I Can Help” database which effectively matches volunteers to volunteer opportunities. Volunteers are recognized at multiple events including the annual civic Volunteer Appreciation event at City Hall and other recognition events organized by the City’s Community Partners.
- Volunteers with the City’s Community Partners were supported with a series of informational workshops in 2017 to assist in the transition of partner Associations and Societies to the new BC Societies Act as required by the province. Workshops were delivered to over 30 Community Association and Society Board members and 15 City staff who work closely with them.
- Through the City’s [LetsTalkRichmond.ca](https://lets.talkrichmond.ca) community engagement web portal, the City has increased participation in various public consultation and engagement activities by providing online access for people to learn about and provide input on Council and City initiatives. In 2017, the City offered 14 engagement projects on [LetsTalkRichmond.ca](https://lets.talkrichmond.ca). Of those, there were 8,835 project visits and 2,660 surveys completed. In 2018, the City utilized [LetsTalkRichmond.ca](https://lets.talkrichmond.ca) for 21 engagement projects, each with its own survey. Of those, there were a total of 11,704 project visits and 3,312 surveys completed. With over 3,000 active registered users on [LetsTalkRichmond.ca](https://lets.talkrichmond.ca), the City offered a 33 per cent increase in online engagement opportunities from 2017 to 2018.
- Significant changes in Minoru Park, such as the new multi-use sports fields and Minoru Centre for Active Living facility, along with the rapid increase in residential population in the City Centre, sparked the need for the development of the Minoru Park Vision Plan to guide future park renewal and ensure that it remains a vibrant destination park for current and future generations. The vision and guiding principles for the Minoru Park Vision Plan were approved by Council in May 2017. Stakeholders included the Richmond Community Services Advisory Committee, Richmond Caring Place, and the Richmond Centre for Disability.
- In 2018, the City initiated the Youth on Council Appointed Advisory Committees initiative that provided opportunities for youth (aged 18–24 years) to serve on Council Appointed Advisory Committees. The two youth who were appointed to committees were given an orientation and paired with a staff liaison that provided coaching and mentoring. This youth engagement initiative provides youth with exposure to civic life and the ability to develop leadership and employment skills, which will help to serve them in the future.
- The Youth at the Booth initiative created 88 positions for youth (aged 15–18 years) to serve as Election Workers for the Richmond Municipal Local and School Election in Fall 2018. Successful youth applicants assisted voters with way finding and provided general information inside each voting facility. Recruitment for the program was launched at a Job Fair, drawing 120 interested youth applicants. Youth at the Booth participants gained valuable employment experience and provided early exposure to the democratic process with the intention of increasing youth voting interest.

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- The City's New Canadian Tours are an opportunity to assist and engage newcomers to Richmond by helping them to gain an understanding of the City and its programs and services through guided tours of City Hall and other City facilities. Translators were made

available by immigrant-serving organizations, if and when needed. In 2017, 241 newcomers participated in 14 separate tours and in 2018, 10 tours were offered with 179 participants.



Goal 3: Building on Social Assets and Community Capacity

Strategic Direction 7: Strengthen Richmond's Social Infrastructure

Infrastructure typically refers to roads, sewers, and a water supply that support basic human needs. However, a community is more than the sum of its capital investments. There also needs to be social infrastructure that supports residents through the delivery of services that improve quality of life. Often a municipality's social infrastructure is delivered in partnership with non-profit organizations that have specialized expertise and dedicated facilities. The same agencies also work with local government to ensure that the voices of their clients are heard.

The City of Richmond collaborates with a wide array of non-profit agencies that provide direct social services to Richmond residents. Collaboration takes many forms including staff support, grant programs and partnering on planning and service delivery. Many of the agencies the City works with are represented on the Richmond Community Services Advisory Committee (RCSAC), an advisory body to City Council on social, health, and community matters. It is a voice for the non-profit sector and the clients they serve, and assists the City in ensuring that Richmond's social infrastructure is meeting community needs.

Highlighted Achievements

- The RCSAC received funding from the Richmond Community Foundation and the City to develop and conduct a survey about non-profit space needs in Richmond. A preliminary report summarizing the policy context, work done to date, key issues, and next steps was submitted to Council in July 2017. In December 2017, Council approved a Council Community Initiatives one-time expenditure of \$13,000 to support the survey. In 2018, the RCSAC's Non-Profit Social Purpose Space Needs survey was prepared and hosted on [LetsTalkRichmond.ca](https://lets.talkrichmond.ca) with a total of 39 organizations responding. Results were analyzed and the RCSAC presented a report to Planning Committee in January 2019. The report was referred to staff for analysis and a report back is anticipated in mid-2019.
- The City received the 2017 Bill Woycik Outstanding Facility Award for the City Centre Community Centre from the Recreation Facilities Association of BC. Each year, the award goes to one outstanding new or newly renovated recreation, sport, or leisure facility in British Columbia that exemplifies innovation in design, energy management, operations, revenue generation, and services. Located within the Quintet residential development and connected to Trinity Western University, City Centre Community Centre is the cornerstone for activities for residents and students alike in the city's growing downtown core.
- In 2018, the City was announced as a finalist, receiving a \$250,000 grant, in the Government of Canada's nation-wide Smart Cities Challenge. Richmond's proposed Intelligent Operations Hub would link existing and new data streams and asset management platforms across jurisdictions to effectively respond to incidents that could be as small as traffic congestion due to a rain event or as big as a major earthquake. The proposal focuses on improving service delivery for all citizens, bridging communication barriers and creating a safer Richmond. As a finalist, the City is vying for a \$10 million prize in the competition that will be announced in Spring 2019.
- In 2017, the City secured the Brighthouse Village Early Childhood Development (ECD) Hub through a rezoning application within the city's core. The facility will be licensed for 87 child care spaces and will also offer child development and family strengthening services. In Fall 2018, the Richmond Society for Community Living was selected as the successful operator and will operate the licensed child care spaces and wrap-around services and programming. The Brighthouse Village ECD Hub is expected to complete construction and become operational in early 2022.
- The City's strong collaborative relationship with Vancouver Coastal Health (VCH) resulted in a series of free Healthy Aging Workshops delivered to 122 seniors in English and 100 seniors in Chinese languages through a partnership with the City, Richmond Public Library and Richmond Community Associations/Societies. The City, VCH, and other community stakeholders also collaborated on Richmond Children First, the Opioid Prevention and Education Network, the Resilient Streets Project, and on an Active Communities Project Grant that was secured in 2018 that explored and enhanced physical activity initiatives in the City Centre Neighbourhood.

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- The City and School District partnered on multiple initiatives including Richmond Children First, Resilient Streets Project, the Aboriginal Educational Enhancement Agreement and the annual ERASE anti-bullying campaign.
- The City and the Richmond Public Library partnered on many community engagement initiatives and programs. The Pop Up Library interacted with over 8,000 community members of all ages (3,418 in 2017 and 4,590 in 2018) at schools, faith centres, seniors' residences, and City facilities, bringing the library to residents who may not be close to a library branch or familiar with library services. With over 400 participants (45 in 2017 and 387 in 2018), the StoryWalks Program combined reading, physical and digital literacy, and recreational programming delivered at low-income housing complexes, community centres, the Richmond Nature Park and libraries in Richmond.
- The City's grant programs are reviewed annually to identify improvements for the following year. Recent changes to the program included adding a cross-referral to the Richmond Community Foundation program on the City's web page to ensure that applicants are aware of other funding opportunities available in the community. In 2017, Council approved a total of \$882,229 in funds to 73 organizations and in 2018, \$858,851 to 68 organizations from the following grant programs: Health, Social and Safety; Child Care; Arts and Culture; and Parks, Recreation and Community Events.
- The City's advocacy with senior levels of government included providing input on the province's new BC Child Care Plan, the need for a new acute care tower at Richmond Hospital and for the province to introduce a BC Poverty Reduction Strategy. Details include:
 - In 2017, the City hosted a roundtable meeting for staff working in Metro Vancouver municipalities on the topic of child care policy and planning sharing the results with the BC Child Care and Inclusion Policy Branch.
 - In order to support the Provincial Government with the implementation and further development of a comprehensive child care system in BC, City Staff facilitated a meeting with the Minister of State for Child Care and Richmond child care providers in 2018. This event provided an opportunity to educate and inform child care providers about recent provincial initiatives and an opportunity for the Provincial Government to gain critical perspectives of child care providers.
- In 2017, City Council sent a letter to the Premier, the BC Minister of Health, and BC Minister of Finance, with copies to the Leader of the Opposition, Leader of the BC Green Party, Richmond MLAs, and the Richmond Hospital Foundation, stressing the urgency of a new acute care tower for the Richmond Hospital including the funding commitment in 2018.
- In February 2017, City Council wrote to the Premier, Leader of the Opposition, Richmond Members of Parliament, Richmond Members of the Legislative Assembly, and Richmond Members of the Legislative Assembly candidates, providing them with the Richmond Community Services Advisory Committee Report, "*Municipal Responses to Child and Youth Poverty*" and requested that the Province introduce a BC Poverty Reduction Strategy.

Strategic Direction 8: Provide High Quality Recreation, Arts, Cultural and Wellness Opportunities

Arts, cultural and wellness activities have wide ranging benefits in the areas of health and well-being, skill development, social capital and economic strength. There is an extensive body of research identifying that participation in both cultural and recreational programs has been found to promote social connectedness in communities and shape civic behaviour later in life. Culture and recreation also make important economic contributions to communities that come both from direct jobs and through indirect spin-offs.

The City of Richmond's pursuit of high quality recreation, arts, cultural and wellness opportunities occurs through the implementation of a number of key plans and strategies including the Community Wellness Strategy, the Richmond Arts Strategy, the Museum and Heritage Strategy, Recreation and Sport Strategy, Parks and Open Space Strategy and the Richmond Food Charter. Working closely with Community Associations/Societies, the City implements these and other plans and strategies to provide Richmond residents with multiple opportunities to improve their physical and mental health and to develop better connections with their neighbours and their community.

Highlighted Achievements

- The Recreation and Sport Strategy (2019–2024) was endorsed by City Council in January 2018. The vision guiding the strategy is “Richmond is a leader in the planning and delivery of recreation and sport opportunities, inspiring individuals and communities to be active, connected and healthy for a lifetime.” The aim of the strategy is to build on the already successful foundation present in the organization to address new and diverse interests of stakeholders and to encourage all citizens of every age to enjoy the benefits of an active lifestyle.
- The South Arm Community Centre Fitness Centre underwent a major renovation during 2017. The project, valued at over \$2 million, was jointly funded by the City, South Arm Community Association and the Government of Canada. The renovation provided repurposed program space and upgraded building infrastructure for the Fitness Centre. The project met identified community need by expanding the fitness and wellness areas and improving accessibility for all members of the community.
- The City, with Richmond Sport Hosting and Tourism Richmond, secured the bid for the 2020 Canadian Adult Recreational Hockey Association (CARHA) World Cup. Held every four years, the CARHA 2020 World Cup is the largest amateur hockey tournament in the world.
- The Community Wellness Strategy (2018–2023) was adopted by City Council in July 2018. With extensive community engagement, the Strategy was developed in partnership between the City of Richmond, Vancouver Coastal Health, and the Richmond School District with the purpose to take a collaborative and holistic approach to improve wellness for Richmond residents and to increase opportunities for individuals, neighbourhoods and communities to be active and healthy.
- An Arts Strategy Task Group was assembled in January 2018 to assist in updating the Richmond Arts Strategy (2012–2017). The Task Group was comprised of stakeholders and a diverse selection of community members and staff from a range of sectors, cultural backgrounds and generations to inform the overall development of the Arts Strategy. To engage the community in the development of the Strategy, a multi-platform promotional campaign branded as ArtWorks with a dedicated website at HowArtWorks.ca invited community participation and feedback via a range of channels and activities including interactive pop-up kiosks, public events, an online survey and social media. The updated Arts Strategy is expected to be presented to City Council for endorsement in 2019.
- The City worked with a number of Community Partners to facilitate food security in Richmond. The City provided land for use by The Sharing Farm Society for farming activities at Terra Nova Rural Park, collaborated with Kwantlen Polytechnic University Student Association to establish a weekly farmers market at the Minoru Plaza and signed an agreement with Kwantlen Polytechnic University to establish a five acre research and education farm at the Garden City Lands. Other City food security initiatives included an additional 18 new community garden plots at the Railway Community Garden to add to the complement of 340 community garden plots in the city.
- In 2017, the Richmond Olympic Oval became a participating organization in the updated Recreation Fee Subsidy Program that provides subsidized recreation opportunities for residents experiencing financial hardship. Through the Recreation Fee Subsidy Program, participants have access to free admission to holiday skates and subsidized registration fees for select children and youth programs offered by the Richmond Olympic Oval.

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- The City of Richmond was designated a World Leisure Community of Excellence for 2017 by the World Leisure Organization (WLO). This title recognizes Richmond's innovative and successful use of leisure to improve its citizens' quality of life. This award brings global attention to the excellence the City has achieved through working together with residents and many Community Partners to promote leisure as a means to enhance the human condition.
- In 2018, the City was recognized for its active and healthy environment in the inaugural Global Active Cities designation. This international award acknowledged the City as a global leader that embraced a management model that motivates people at risk of inactivity-related illnesses to take up regular physical activity and sport.

Strategic Direction 9: Facilitate Strong and Safe Neighbourhoods

Neighbourhoods are the building blocks of any community. Changes in technology and urban lifestyles have had implications on how and how often neighbours interact. Most people have a deep-seated desire to engage with their immediate community, to know the people that surround them, and to work with them to improve the quality of life for themselves and their loved ones. It is incumbent on municipalities to foster the development of neighbourhoods in the interest of enhancing social connections and community safety.

Richmond's neighbourhoods have evolved over time and have been enhanced by the City through the development of community gathering spaces, vibrant streetscapes, and a diverse range of amenities. Connections between neighbourhoods have been enhanced through the development of sidewalks, trails, and bicycle paths that promote active transportation and active living. Volunteers are engaged in public safety, planting trees, recycling and other activities that further enhance neighbourhoods as centres of the community.

Highlighted Achievements

- Land use planning has been supporting wellness through the creation of community gathering spaces, often through park development and improvements. Examples included:
 - In 2017, the perimeter trails and water management infrastructure of the Garden City Lands Legacy Landscape Plan were substantially completed. As well, 1,000 trees and 41,500 shrubs were planted in the Garden City Lands in 2018. Planning is underway for future phases with a focus on community gardens and preparation of more areas for active farming.
 - In 2017, the retrofit of Lang Park was completed featuring an interactive water spray feature, children's play area, new seating, and public art in addition to the existing trees and landscaped areas.
 - In 2018, the City's newest park, Aberdeen Park, was officially opened. The park features a plaza, water feature, numerous pathways, seating areas, lighting and an off-leash dog park.
 - Other initiatives to foster the development of community gathering places in 2017 and 2018 included planning for the development of the Steveston Community Park Playground,
- Hollybridge Pier, added amenities at London/ Steveston Neighbourhood School Park, and the development of West Cambie Park.
- Active living is supported through the development of vibrant streetscapes, bicycle networks, and walkways that encourage physical activity, decrease reliance on single occupant vehicles, and connect residents and their neighbourhoods. Projects included:
 - **Transit Shelters:** In 2017, the City replaced 48 existing transit shelters with a new design; installed 22 new transit shelters featuring an address panel; installed 360 benches at bus stops; and upgraded 15 bus stops to accessible standards. In 2018, the City added 10 new transit shelters; upgraded 23 bus stops to become accessible; and added six benches at bus stops.
 - **Bike Routes:** In 2017, 1.6 km of bike route (local roads and off-street path through Blundell Park) with the completion of Phases 1 and 2 of Crosstown Neighbourhood Bikeway from Railway Avenue to Gilbert Road and the installation of the first on-street bike corral in Steveston at No. 1 Road and Moncton Street. In 2018, 1.9 km of new bike routes were added including Great Canadian Way (Bridgeport Road-Van Horne Way) off-street multi-use pathway, Westminster Highway (No. 8 Road-Nelson Road) off-street multi-use pathway, and the substantial completion of River Drive (No. 4 Road-Van Horne Way) off-street multi-use pathway.
 - **Walkways:** Pedestrian network enhancement projects improved access to and from bus stops throughout Richmond. The 2017 and 2018 projects included a new sidewalk on the east side of No. 2 Road (Granville Avenue–Westminster Highway), a new walkway on the north side of River Road (Oval Way–Brighthouse Way) and new walkways on various roads in the Riverside Industrial Park.
- The City received funding from the BC Healthy Communities Society to participate in the Resilient Streets project, a dynamic and highly adaptable initiative with a focus on building social connectedness in communities. The City worked in partnership to develop the project with East Richmond Community Association, Vancouver Coastal Health, Richmond Public Library, Richmond Fire-Rescue, RCMP, Richmond School District,

Richmond Emergency Social Services and City Centre Community Association. In 2018, the Resilient Streets project was delivered to the East and West Cambie Areas through a combination of educational workshops/events, community resources and micro grants for neighbour-led community gatherings or projects. The project promoted inclusion and a sense of belonging and highlighted Richmond residents' strong desire to meet their neighbours and to make new connections.

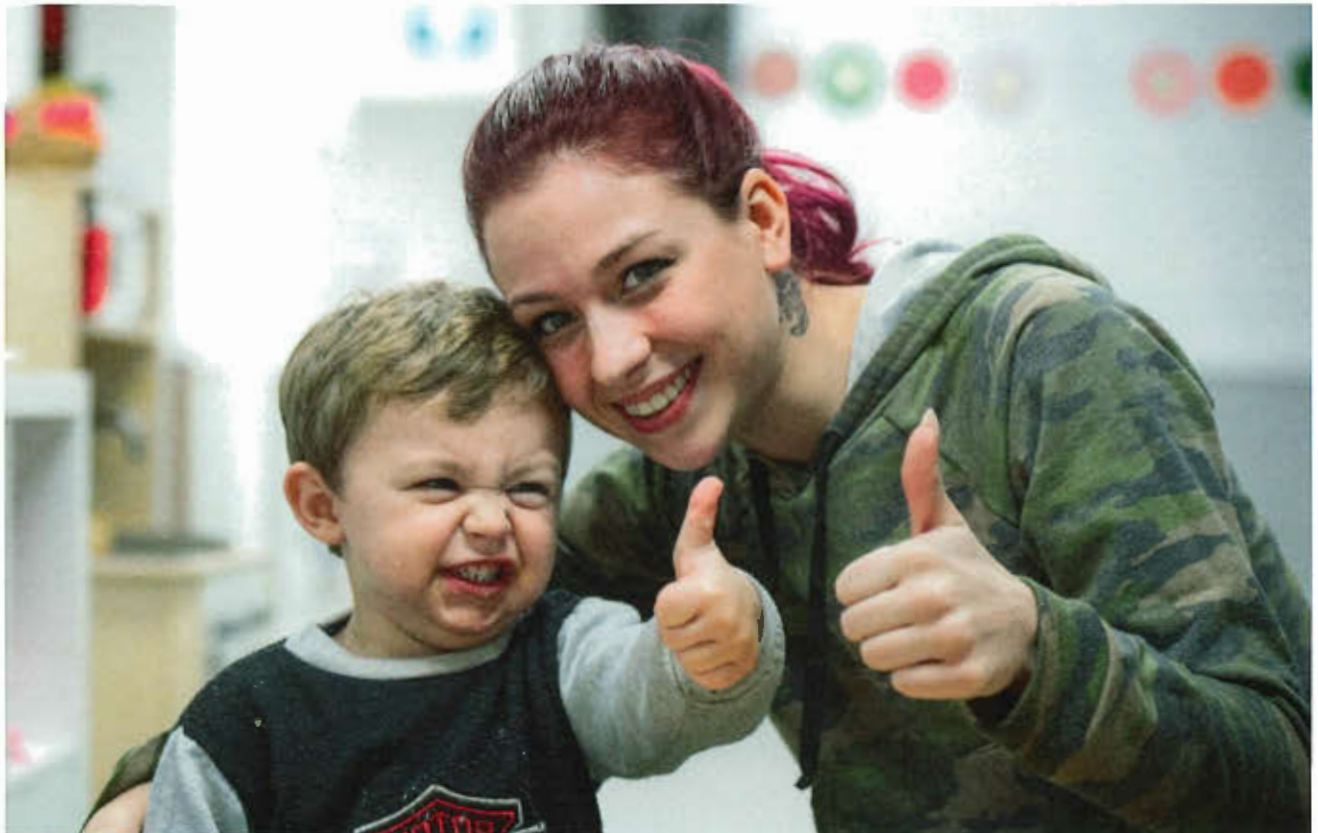
- The City's support for local community building initiatives included the Richmond Canada 150 Community Celebration Grant Program and the Richmond Neighbourhood Celebration Grant Program. The Richmond Canada 150 Community Celebration Grant Program helped Richmond-based non-profit organizations, Community Partners and neighbourhood groups plan and host activities and events to create lasting memories of Canada 150. In 2017, a total of \$146,300 was awarded to 47 projects including small festivals, Parent Advisory Committee events, neighbourhood celebrations and heritage projects. In 2018, the Richmond Neighbourhood Celebration Grant Program was designed to facilitate grassroots events such as picnics, BBQs, or block parties to create a sense of neighbourhood pride and identity. Overall, a total of \$55,103 funded 44 projects that will take place in 2019 throughout the various neighbourhoods in Richmond.
- The Partners for Beautification Program is an ongoing opportunity for community involvement in adoption programs relating to civic beautification, including the adoption of neighbourhood parks, trails, and streets. In 2017, 1,433 volunteers contributed 10,312 hours of voluntary service in activities such as community cleanups, shoreline cleanups, invasive species removal, tree plantings, and snow clearance. In 2018, 1,677 volunteers contributed 11,405 volunteer hours.
- The City also supported community building initiatives through the Richmond Event Application Coordination Team which approved 100 events over the course of 2017 and 106 in 2018. Each of the events were approved using an online application process allowing community event organizers to get approval for events taking place in public spaces, including parks.
- Actions to enhance community safety rely on the City's ongoing collaboration with Police Services through programs such as Community Policing, Block Watch, Business Link, a Joint Operations Team, and the RCMP Youth Team. Camp Courage, held in the summer at Cambie Community Centre, is an example of collaboration between the City and RCMP whereby children learn about the history of the RCMP, criminal law, physical training, marching, crime scene investigation (CSI) and fire safety through a positive, first-hand experience with members of the RCMP and Richmond Fire-Rescue.
- In 2017, the City, Vancouver Coastal Health and other key stakeholders participated in the Overdose Prevention and Education Network (OPEN), a provincially-funded initiative administered by the Richmond Addiction Services Society to plan a local response to the opioid overdose crisis. Two community forums were held to gain insights from the public and local service providers. In 2018, Vancouver Coastal Health received a provincial grant to further this work through the establishment of a Community Action Team (CAT). This multi-sectorial table identified three priority areas for action: (1) decreasing stigma about drug use, (2) enhancing peer support networks and (3) collaborating with local non-market housing providers to support the needs of drug-users. A report with recommendations will be completed in 2019.

Next Steps

Building Our Social Future, A Social Development Strategy for Richmond (2013–2022) sets a bold and ambitious plan for improving the quality of life for all Richmond residents. Since the Strategy was adopted in 2013, significant progress has been made in addressing its vision, goals, strategic directions, and actions. This report notes highlights that address the Social Development Strategy's actions in 2017 and 2018. Following approval, the Building Our Social Future – A Social Development Strategy for Richmond: Progress Report for 2017 and 2018 will be disseminated to the community and key stakeholders for their information and will be posted on the City website. Annual reports on the Social Development Strategy are a form of monitoring and evaluation that permit a thoughtful analysis of what is working well and where additional effort may be required. They are an invaluable component of the Social Development Strategy and will continue throughout its implementation. This will include a report next year that will reflect on the Social Development Strategy's highlighted achievements for 2019.

Conclusion

The City of Richmond is realizing its vision to be the most appealing, livable and well-managed community in Canada. It is through the collective efforts of the City, its Community Partners and residents that this vision is being fulfilled. The Social Development Strategy (2013–2022) provides a roadmap to a socially sustainable future. It continues to be an invaluable resource for setting City priorities, guiding the allocation of resources, and providing clear direction on how to enhance the quality of life for Richmond residents.



Appendix A: Social Development Strategy 2013–2022 Goals, Strategic Directions and Actions

Goal #1: Enhancing Social Equity and Inclusion

Strategic Direction 1: Expand Housing Choices

ACTION 1: Implement, monitor, and enhance the Richmond Affordable Housing Strategy, placing priority attention on:

- 1.1 Developing a Housing Action Plan that incorporates ongoing monitoring, revisions and housing targets for people living on limited income (e.g. older adults, people on social assistance and youth-at-risk). **Short term (0–3 years)**
- 1.2 Exploring options for increasing the supply of “workforce housing” (e.g. helping people who work in Richmond to be able to afford to live in the city). **Short term (0–3 years)**
- 1.3 Enhancing policies and mechanisms for facilitating affordable homeownership in Richmond. **Short term (0–3 years)**
- 1.4 Pursuing development of an emergency shelter for women and children. **Short term (0–3 years)**
- 1.5 Updating the Homelessness Strategy, in collaboration with other Community Partners, examining housing and support service needs and options for people who are homeless or at risk of homelessness in Richmond. **Short term (0–3 years)**
- 1.6 Exploring creative financing options, to supplement developer contributions to augment the City’s Affordable Housing Reserves. **Long term (7–10 years)**
- 1.7 Using the Affordable Housing Reserve Fund for strategic land acquisitions and other initiatives to facilitate provision of subsidized rental housing. **Ongoing**
- 1.8 Enhancing collaboration with non-profit societies, the faith community, private businesses and senior government to pursue innovation funding mechanisms, leveraged investment opportunities and other approaches for developing affordable housing with appropriate community support services. **Ongoing**

- 1.9 Continuing participation in local and regional homelessness initiatives. **Ongoing**
- 1.10 Continuing to advocate to Senior Government for necessary programs and funding to address priority affordable housing needs. **Ongoing**

ACTION 2: Support opportunities for people to remain in their neighbourhoods as they age, or personal circumstances or family status changes, through such means as:

- 2.1 Continuing to accommodate a variety of housing forms, with designs that facilitate aging in place, through the OCP, Zoning Bylaw and planning policies (e.g. secondary suites, laneway housing, townhouse units within high density developments; diverse unit sizes). **Ongoing**
- 2.2 Reviewing incentives to encourage homeowners to establish secondary suites, laneway housing and other desired housing forms in Richmond neighbourhoods. **Ongoing**
- 2.3 Encouraging development of housing and community spaces that incorporate physical, socioeconomic and cultural accessibility features that support liveability and aging in place. **Ongoing**
- 2.4 Continuing to pursue opportunities to increase the public’s understanding of housing challenges for people with addictions, physical disabilities and mental health issues. **Ongoing**

Strategic Direction 2: Enhance Community Accessibility

ACTION 3: Continue to play a leadership role with respect to physical accessibility, consulting with people with disabilities and other partners in efforts to:

- 3.1 Implement the policies specified in the 2041 OCP pertaining to adaptable and convertible housing requirements, visitability and overall housing accessibility. **Short term (0–3 years) and then Ongoing**
- 3.2 Establish cost-effective accessibility design specifications for affordable housing developments. **Short term (0–3 years)**
- 3.3 Review and refine universal accessibility guidelines for multiple family residential dwellings, and promote the incorporation of adaptable design features in new single family developments. **Medium term (4–6 years)**
- 3.4 Establish formal targeted approaches to increase employment opportunities with the City for people living with disabilities. **Medium term (4–6 years)**
- 3.5 Promote best practices in the assessment and upgrading of accessibility features in City and non-City facilities (e.g. continued participation with the Rick Hansen Foundation and others on the promotion and enhancement of the Planat online venue accessibility rating tool). **Ongoing**
- 3.6 Develop a comprehensive plan with associated budget requirements, for undertaking necessary upgrades to further increase accessibility of existing City facilities. **Long term (7–10 years)**
- 3.7 Ensure that, to the extent possible, City facilities and the public realm (e.g. parks, sidewalks) are accessible. **Ongoing**

ACTION 4: Conduct a comprehensive review of the Recreation Fee Subsidy Program to ensure it continues to address priority needs, within the City's means, with consideration being given to:

- 4.1 Exploring program expansion to assist more low income residents (e.g. adults, older adults, people with disabilities). **Short term (0–3 years)**
- 4.2 Using technological improvements to enhance customer service and program administration. **Short term (0–3 years)**

- 4.3 Increasing available opportunities for resident participation in community recreation, arts and cultural activities. **Short term (0–3 years)**
- 4.4 Developing enhanced communication and marketing approaches to facilitate maximum uptake of the Recreation Fee Subsidy Program by eligible recipients. **Short term (0–3 years)**
- 4.5 Exploring alternative mechanisms for administration of the program (e.g. through a non-profit agency, funded by the City and in accordance with City guidelines). **Short term (0–3 years)**

ACTION 5: Acknowledging that income data from Statistics Canada and other sources alone do not present a complete or fully reliable picture of poverty in Richmond, work with community-based organizations, senior governments and other partners to initiate a culturally-sensitive process to:

- 5.1 Improve understanding of the characteristics and challenges of low income residents in Richmond. **Short term (0–3 years) and then Ongoing**
- 5.2 Support initiatives to help individuals and families move out of poverty, specifying the roles that the City and other partners and jurisdictions can play in pursuing viable solutions (e.g. job readiness programs, affordable housing measures). **Short term (0–3 years) and then Ongoing**

ACTION 6: Support and encourage community-based initiatives that promote independence and reduce the cost of living for low income households (e.g. community gardens, community kitchens, low income resource directory, social enterprises, and community-based life skills workshops). Ongoing

Strategic Direction 3: Address the Needs of an Aging Population

ACTION 7: Implement, monitor and update the Older Adults Service Plan, placing priority attention on:

- 7.1 Pursuing approaches that involve planning with, not for, the older adult population. **Short term (0–3 years)**
- 7.2 Expanding the volunteer base to serve the older adult population, as well as providing meaningful volunteer opportunities for older adults. **Short term (0–3 years)**
- 7.3 Ensuring older adults and their families and caregivers are aware of available recreation, leisure, wellness and health promotion opportunities in the community. **Short term (0–3 years)**
- 7.4 Expanding recreation, leisure and wellness services and programs to frail and isolated older adults allowing them to remain in their own homes for as long as possible. **Ongoing**
- 7.5 Reviewing the pricing structure for City programs for older adults to ensure it remains equitable and sustainable, while also being affordable for those with limited incomes. **Medium term (4–6 years)**
- 7.6 Exploring partnerships with service providers, strata councils and housing providers to bring wellness outreach programs into buildings with a high concentration of older adults. **Short term (0–3 years)**
- 7.7 Connecting non-English speaking older adults with appropriate recreation, leisure and wellness services and programs (e.g. through the use of multilingual volunteers, translation services and partnerships with community groups). **Ongoing**
- 7.8 Developing a communication strategy to increase the awareness of the young-old (55–65 years) regarding health, wellness, the aging process, legislation, programs and benefits available to older adults. **Short term (0–3 years)**

ACTION 8: Build an expanded Minoru Place Activity Centre, ensuring that the new facility is adequate for meeting the needs of Richmond’s growing and diverse older adult population, while also being flexible to accommodate other groups and respond to changing needs over time. *Short term (0–3 years)*

ACTION 9: Support aging in place initiatives and the ongoing development of Richmond as an age-friendly community through such actions as:

- 9.1 Pursuing the City of Richmond’s designation as an Age-friendly City, joining the World Health Organizations Global Network of Age-friendly Cities and Communities. **Short term (0–3 years)**
- 9.2 Developing a comprehensive Aging in Place Strategy for Richmond, utilizing best practice research and an assessment of current and future community needs. **Long term (7–10 years)**
- 9.3 Collaborating with senior governments, Vancouver Coastal Health, and Community Partners in planning and delivery of programs (e.g. community wellness clinics, elder abuse prevention initiatives) which help older adults continue to live independently in their community for as long as possible. **Ongoing**
- 9.4 Collaborating with Vancouver Coastal Health and other partners to ensure that appropriate and sufficient care facilities, adult day centre spaces and other resources are available to meet the needs of older adults who are no longer able to live independently. **Ongoing**
- 9.5 Striving to ensure that City land use plans, policies and developments support aging in place (e.g. through diverse housing forms, accessible outdoor public spaces and built environments, public realm features which encourage physical activity and social connections). **Ongoing**

Strategic Direction 4: Help Richmond's Children, Youth and Families Thrive

ACTION 10: Support the establishment of high quality, safe child care services in Richmond through such means as:

- 10.1 Conducting periodic Child Care Needs Assessments, with interim monitoring to identify existing and future child care requirements, by type of care and geographic area of need. **Medium term (4–6 years)**
- 10.2 Exploring creative financing options to supplement developer contributions to augment the City's Child Care Development Reserves. **Long term (7–10 years)**
- 10.3 Securing City-owned child care facilities from private developers through the rezoning process for lease at nominal rates to non-profit providers. **Ongoing**
- 10.4 Encouraging the establishment of child care facilities near schools, parks and community centres. **Ongoing**
- 10.5 Encouraging private developers to contribute to the City's Child Care Development Reserve Fund, as appropriate. **Ongoing**
- 10.6 Consulting and collaborating with child care providers and other Community Partners on child care issues. **Ongoing**
- 10.7 Administering the City's Child Care Grant Program to support the provision of quality, affordable, accessible child care in Richmond. **Ongoing**
- 10.8 Advocating for senior governments to contribute funding and improve policies to address local child care needs. **Ongoing**

ACTION 11: Implement policies identified in the 2041 Official Community Plan to promote the establishment and maintenance of a comprehensive child care system. Ongoing

ACTION 12: Seek opportunities to provide support for children and families through:

- 12.1 Working with Richmond Children First and other partners to:
 - advance the objectives of Richmond's Children's Charter;

- develop and implement strategies to best support children and families. **Short term (0–3 years)**

- 12.2 Seeking opportunities to negotiate space for family-oriented community service hubs through the rezoning process (e.g. co-location of child care, family support and health services). **Ongoing**
- 12.3 Providing children and families with the opportunity to participate, as appropriate, in plans, policies, and programs affecting them and the community. **Ongoing**
- 12.4 Making Richmond an increasingly child and family friendly community through progressive City land use planning and design practices. **Ongoing**
- 12.5 Supporting the establishment of family-oriented affordable housing. **Ongoing**
- 12.6 Providing community grants to organizations that offer services to support children and families. **Ongoing**
- 12.7 Providing affordable and accessible child and family-friendly parks, recreation and cultural opportunities, including library programs and services. **Ongoing**
- 12.8 Supporting programs and initiatives that address domestic violence, poverty, mental health and addictions. **Ongoing**

ACTION 13: Monitor and update the Youth Service Plan, striving to create an environment that generates opportunities for Richmond's youth to have a safe and healthy journey into adulthood, placing priority attention on:

- 13.1 Expanding services for youth in the City Centre. **Short term (0–3 years)**
- 13.2 Enhancing dedicated, safe, youth-friendly spaces in various facilities throughout Richmond. **Short term (0–3 years)**
- 13.3 Engaging youth in City and community-based planning processes. **Short term (0–3 years)**
- 13.4 Promoting and applying the 40 Developmental Assets based approach to programming for youth. **Ongoing**

- 13.5 Supporting community-based initiatives to provide children and youth from diverse backgrounds with opportunities to receive common leadership training and volunteer to serve others in the community. **Ongoing**
- 13.6 Supporting efforts of community-based groups to give Richmond school children access to nutritious meals. **Ongoing**

ACTION 14: Work with Police Services, the School District, youth serving agencies and youth groups on initiatives to:

- 14.1 Increase awareness and education in efforts to reduce the prevalence of bullying. **Short term (0–3 years)**
- 14.2 Improve information and referral amongst youth serving agencies in the City. **Short term (0–3 years)**
- 14.3 Reduce the lure for young people to join gangs. **Ongoing**

Goal 2: Engaging Our Citizens

Strategic Direction 5: Build on Richmond's Cultural Diversity

ACTION 15: Implement, monitor and update the Intercultural Strategic Plan and Work Program.
Medium term (4–6 years)

ACTION 16: Improve the City's cultural competence through monitoring the intercultural sensitivity and inclusiveness of corporate policies and practices, making adjustments as necessary to:

- 16.1 Establish clear guidelines for providing translation and interpretation services to conduct City business. **Short term (0–3 years)**
- 16.2 Devise and implement a comprehensive cultural diversity training program for City and community partner staff. **Medium term (4–6 years)**
- 16.3 Undertake a comprehensive review of City policies and practices from a diversity perspective, identifying gaps and proposed improvements. **Long term (7–10 years)**
- 16.4 Recognize and reduce barriers faced by new immigrants in accessing City services. **Ongoing**

ACTION 17: Improve employment opportunities for immigrants with foreign training and credentials, focusing on:

- 17.1 Exploring opportunities to develop a pilot "apprenticeship" type program targeted at recent immigrants, for the City and stakeholders, including the business and intercultural sectors. **Medium term (4–6 years)**

ACTION 18: Increase awareness of and access to City employment opportunities by immigrant groups through:

- 18.1 Working with community agencies and other partners to publicize City employment opportunities to immigrant groups and improve mutual understanding of barriers and needs. **Medium term (4–6 years)**
- 18.2 Continuing to explore and develop outreach mechanisms to encourage individuals from cultural groups that are currently under-represented in the City workforce to apply for available employment opportunities. **Ongoing**

ACTION 19: Create opportunities to showcase Richmond's cultural diversity and facilitate intercultural dialogue by:

- 19.1 Encouraging collaborative approaches to ensure that Richmond remains a welcoming and integrated community, while respecting the desires of immigrant groups to maintain their own cultures. **Short term (0–3 years)**
- 19.2 Facilitating the development and coordination of intercultural events that provide opportunities for active learning about the traditions of different cultures. **Ongoing**
- 19.3 Researching and pursuing opportunities for community-based dialogues or forums about current issues that face the community as a whole, and that build intercultural interaction and awareness regarding shared values and goals amongst residents of Richmond. **Ongoing**

ACTION 20: Consult with local First Nations and urban Aboriginal organizations and other partners to:

- 20.1 Gain a better understanding of the needs of Richmond's urban Aboriginal population, and opportunities for future collaboration. **Short term (0–3 years)**
- 20.2 Support the Richmond National Indigenous Peoples Day event and Richmond School District Aboriginal Enhancement Agreement initiatives. **Ongoing**

ACTION 21: In conjunction with community agencies and other partners, continue to advocate to senior governments on such matters as:

- 21.1 Funding levels for settlement services and English language training. **Short term (0–3 years) then Ongoing**
- 21.2 Licensing processes and accreditation for foreign-trained professionals. **Short term (0–3 years) then Ongoing**
- 21.3 Necessary adjustments to Federal immigration policies and recruitment campaigns. **Short term (0–3 years) then Ongoing**

ACTION 22: Collaborate with Community Partners on:

- 22.1 Developing services and strategies that recognize the needs, interests and safety of Richmond's Lesbian, Gay, Bisexual, Transgender, Queer and Two-Spirit (LGBTQ2S) communities. **Short term (0–3 years)**
- 22.2 Collaborating on developing cross-agency staff awareness training programs on LGTB issues. **Medium term (4–6 years)**

ACTION 23: Establish targeted measures to prevent and respond to incidents of racism in Richmond by:

- 23.1 Participating in the establishment of media watch mechanisms with stakeholders to monitor the local media, City and community communication and work to redress misperceptions created by inaccurate or insensitive references to particular cultural groups. **Short term (0–3 years)**

- 23.2 Developing an intercultural intervention resource package and subsequent training, within City and stakeholder structures, to respond to intercultural conflicts and incidents. **Medium term (4–6 years)**
- 23.3 Collaborating with the business sector and other partners to ensure racist graffiti is removed in a timely manner both from City and non-City properties in Richmond and that any wording on business signage and/or City documentation prominently includes the English language. **Ongoing**

Strategic Direction 6 – Support Community Engagement and Volunteerism

ACTION 24: Implement, monitor and update the Richmond Community Services Volunteer Management Strategy. *Short term (0–3 years)*

ACTION 25: Develop a comprehensive communication strategy for encouraging and supporting a cross section of Richmond residents, particularly those who may face barriers to participation (e.g. recent immigrants, people with disabilities, etc.) to participate in City planning and decision making processes, whereby the City:

- 25.1 Strives to ensure that key written information is presented in plain English and in additional languages, as appropriate. ***Short term (0–3 years)***
- 25.2 Works with the media, including ethnic-specific media, to disseminate information and solicit ideas from the public. ***Short term (0–3 years)***
- 25.3 Increases the use of social media and other innovative communication/engagement tools (e.g. study circles, online discussion forums). ***Short term (0–3 years)***
- 25.4 Undertakes best practice research to develop tools to improve City community engagement practices (e.g. updating and enhancing the Public Participation Toolkit). ***Long term (7–10 years)***

ACTION 26: Review the City's advisory committee structure to determine:

- 26.1 Whether existing committee structure is the most effective for obtaining community advice on particular matters. ***Medium term (4–6 years)***

26.2 Mechanisms for ensuring that committees are best positioned to provide helpful and timely advice to City staff and elected officials including:

- clear Terms of Reference for each committee;
- clear roles of elected officials and staff;
- annual orientation program for new committee members;
- consistent reporting procedures and feedback mechanisms;
- mechanisms for information exchange amongst committees;
- work programs that reflect Council Term Goals. ***Medium term (4–6 years)***

ACTION 27: Support and encourage community-based efforts to attract and develop the leadership potential of people who live or work in Richmond and, as appropriate, coordinate these efforts with the work of municipal advisory committees. *Ongoing*

ACTION 28: Expand the City's New Canadian Tours program by:

- 28.1 Seeking corporate sponsorships and expanding the partner base of the program. ***Short term (0–3 years)***
- 28.2 Providing participants with additional information on opportunities for participation in municipal decision making processes and active involvement in civic life. ***Short term (0–3 years)***

Goal 3: Building On Social Assets and Community Capacity

Strategic Direction 7 – Strengthen Richmond’s Social Infrastructure

ACTION 29: Prepare an enhanced policy framework for securing community amenities (e.g. space for City services, space for lease to community agencies) through the rezoning process for new developments including:

- 29.1 Developing an administrative structure (e.g. senior staff review team) and criteria for assessing community amenity options for recommendation to Council on specific rezoning applications. **Short term (0–3 years)**
- 29.2 Establishment of a Community Amenity Reserve Policy and Fund, similar to those for affordable housing and child care, to secure cash contributions from developers for future amenity development in lieu of the provision of built amenity space. **Long term (7–10 years)**

ACTION 30: Develop and maintain a database on space needs of non-profit social service agencies to be updated annually through surveys of agencies. Short term (0–3 years)

ACTION 31: In consultation with community agencies and developers, establish a clear, consistent City policy framework for assisting community agencies to secure program and office space for their operations, with the framework specifying, among other things:

- eligibility requirements and criteria for support;
- application process with an emphasis on transparency, consistency and fairness;
- timing requirements
- clarification of responsibilities of participating parties (e.g. agencies, developers, City);
- examples of spaces that may be pursued (e.g. multi-service hubs, single agency spaces, strategic/specific agency groupings);
- alternative mechanisms for the securing or provision of space (e.g. lease of City premises, space secured through private rezonings as an amenity contribution, space secured for lease as part of a private development approvals process, space secured through City partnerships with other levels of government). **Short term (0–3 years)**

ACTION 32: Implement the City Centre Area Plan Policy of exploring opportunities to establish multi-use, multi-agency community service hubs in appropriate locations in the City Centre, while also pursuing other types of agency space, as appropriate, throughout Richmond. Short term (0–3 years)

ACTION 33: Develop mechanisms and guidelines to expand use of the City’s communication channels (e.g. website) to help community agencies publicize their services, programs and events. Short term (0–3 years)

ACTION 34: Strengthen the City’s already strong collaborative relationship with Vancouver Coastal Health, consulting on emerging health care issues facing the community, advocating for needed services, partnering on priority community and social development initiatives, and soliciting input in the health implications of key City planning matters. Ongoing

ACTION 35: Strengthen the City’s already strong collaborative relationship with the Richmond School District, consulting with the district on emerging children, youth and education issues facing the community, advocating for needed programs, and partnering on priority community and social development initiatives. Ongoing

ACTION 36: Encourage the Richmond School District to:

- 36.1 Expand community access and use of its schools. **Short term (0–3 years)**
- 36.2 Explore the potential for working together to establish a pilot community school in the city. **Long term (7–10 years)**

ACTION 37: Expand opportunities for partnering with Richmond Public Library on community engagement and social development initiatives. Ongoing

ACTION 38: Nurture and enhance existing communication channels and networks with community agencies (e.g. through staff support to the Richmond Community Services Advisory Committee, participation in networking groups.) Ongoing

ACTION 39: Administer, monitor and enhance the City Grant Program, undertaking reviews as required to ensure that the program continues to have adequate resources, targets priority community needs and makes efficient use of staff resources. **Ongoing**

ACTION 40: Continue to improve mechanisms and enhance timely interdepartmental collaboration to ensure that in City planning and decision making, social factors are given appropriate consideration, in conjunction with economic and environmental factors. **Ongoing**

ACTION 41: Develop and maintain strong networks and communication channels with senior government partners to seek their policy and financial assistance in addressing Richmond social issues. **Ongoing**

ACTION 42: Participate in joint planning and networking initiatives with Community Partners (e.g. Richmond School District, Vancouver Coastal Health, Metro Vancouver, non-profit agencies), working collaboratively to address social development concerns in the community. **Ongoing**

Strategic Direction 8 – Provide High Quality Recreation, Arts, Cultural and Wellness Opportunities

ACTION 43: Implement, monitor and update the Parks, Recreation and Cultural Services Master Plan, based on updated Community Needs Assessments, developing and enhancing an appropriate range of parks, recreation and cultural facilities throughout Richmond. *Ongoing*

ACTION 44: Implement, monitor and update the Community Wellness Strategy including development of community wellness indicators in partnership with Vancouver Coastal Health. *Ongoing*

ACTION 45: Implement, monitor and update the Richmond Arts Strategy recognizing that the arts can be an important social development tool with respect to:

- education (e.g. increasing public awareness of social issues through theatre or visual media);
- engagement (e.g. providing opportunities for people to become more involved in the community);
- employment (e.g. providing jobs for people in arts related fields). *Ongoing*

ACTION 46: Facilitate food security for Richmond residents by:

- 46.1 Supporting retention of agricultural lands and efforts to make these lands economically viable. *Ongoing*
- 46.2 Encouraging development of community gardens and farmers markets. *Ongoing*
- 46.3 Supporting the Richmond Farm School as an important component for the agricultural sector in the region. *Ongoing*
- 46.4 Working with the Richmond Food Security Society and Vancouver Coastal Health to facilitate food security related initiatives. *Ongoing*

ACTION 47: Explore opportunities for use of the Richmond Olympic Oval for social development initiatives. *Medium term (4-6 years)*

Strategic Direction 9 – Facilitate Strong and Safe Neighbourhoods

ACTION 48: Ensure that the City's land use planning and transportation policies and bylaws create neighbourhoods that support Richmond's active living, social development and wellness objectives through such measures as:

- 48.1 Identifying locations, funding options, and planning mechanisms for the development of community gathering spaces in various parts of the city. **Ongoing**
- 48.2 Facilitating development of vibrant streetscapes with a diverse range of uses and amenities in appropriate neighbourhood locations throughout Richmond. **Ongoing**
- 48.3 Completing a network of bike routes and walkways linking neighbourhood hubs and gathering places to one another and to regional amenities. **Ongoing**

ACTION 49: Support local community building initiatives, focusing on:

- 49.1 Developing community gardens, boulevard planting areas and other informal gathering places in local neighbourhoods through the existing Partners for Beautification Program. **Ongoing**
- 49.2 Supporting community clean up events and community arts activities. **Ongoing**

ACTION 50: Continue to co-locate recreation and other community facilities with or near school sites. **Ongoing**

ACTION 51: Encourage community agencies and faith-based groups to make spaces available in their premises at reasonable rates for local community users (e.g. meetings, drop-in programs). **Ongoing**

ACTION 52: Collaborate with Police Services and Community Partners to promote Richmond as a safe and livable community. **Ongoing**

ACTION 53: Support the efforts of government and community-based partners to address mental health, substance abuse and addiction concerns in Richmond. **Ongoing**



City of Richmond

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CNCL - 185

Building Our Social Future – A Social Development Strategy for Richmond (2013–2022)

All Actions—Current Status as of December 31, 2018

Legend:

Timeline

- *Ongoing*
- *Short Term* refers to 0–3 years.
- *Medium Term* refers to 4–6 years.
- *Long Term* refers to 7–10 years.

Status

- *Ongoing or Complete*
- *Significant Progress*: 50% or more of the work has been completed to address this Action.
- *In Progress*: There has been some progress towards addressing this Action, but more work remains.
- *Work Not Begun*: Work towards achieving this Action has not been initiated.

Note: Due to the changing community context, some Short Term Actions are better suited as Ongoing as reflected in the Status

Action	Timeline	Status
Goal #1 – Enhance Social Equity and Inclusion		
Strategic Direction #1 – Expand Housing Choices		
Action #1 – Implement, monitor, and enhance the Richmond Affordable Housing Strategy, placing priority attention on:		
1.1 Developing a Housing Action Plan that incorporates ongoing monitoring, revisions, and housing targets for people living on limited income (e.g. older adults, people on social assistance, and youth-at-risk).	Short Term	Complete
1.2 Exploring options for increasing the supply of “workforce housing” (e.g. helping people who work in Richmond to be able to afford to live in the city).	Short Term	Ongoing
1.3 Enhancing policies and mechanisms for facilitating affordable homeownership in Richmond.	Short Term	In Progress
1.4 Pursuing development of an emergency shelter for women and children.	Short Term	Complete
1.5 Updating the Homelessness Strategy, in collaboration with other Community Partners, examining housing and support service needs and options for people who are homeless or at risk of homelessness in Richmond.	Short Term	Significant Progress
1.6 Exploring creative financing options, to supplement developer contributions to augment the City’s Affordable Housing Reserves.	Long Term	Significant Progress
1.7 Using the Affordable Housing Reserve Fund for strategic land acquisitions and other initiatives to facilitate provision of subsidized rental housing.	Ongoing	Ongoing
1.8 Enhancing collaboration with non-profit societies, the faith community, private businesses and senior governments to pursue innovative funding mechanisms, leveraged investment opportunities and other approaches for developing affordable housing with appropriate community support services.	Ongoing	Ongoing
1.9 Continuing participation in local and regional homelessness initiatives.	Ongoing	Ongoing
1.10 Continuing to advocate to Senior Government for necessary programs and funding to address priority affordable housing needs.	Ongoing	Ongoing
Action #2 – Support opportunities for people to remain in their neighbourhoods as they age, or personal circumstances or family status changes, through such means as:		
2.1 Continuing to accommodate a variety of housing forms, with designs that facilitate aging in place, through the OCP, Zoning Bylaw and planning policies (e.g. secondary suites, laneway housing, townhouse units within higher density developments; diverse unit sizes).	Ongoing	Ongoing

Action	Timeline	Status
2.2 Reviewing incentives to encourage homeowners to establish secondary suites, laneway housing and other desired housing forms in Richmond neighbourhoods.	Ongoing	Ongoing
2.3 Encouraging development of housing and community spaces that incorporate physical, socioeconomic and cultural accessibility features that support livability and aging in place.	Ongoing	Ongoing
2.4 Continuing to pursue opportunities to increase the public's understanding of housing challenges for people with addictions, physical disabilities and mental health issues.	Ongoing	Ongoing
Strategic Direction #2 – Enhance Community Accessibility		
Action #3 – Continue to play a leadership role with respect to physical accessibility, consulting with people with disabilities and other partners in efforts to:		
3.1 Implement the policies specified in the 2041 OCP pertaining to adaptable and convertible housing requirements, visitability and overall housing accessibility.	Short Term then Ongoing	Significant Progress
3.2 Establish cost-effective accessibility design specifications for affordable housing developments.	Short Term	Significant Progress
3.3 Review and refine universal accessibility guidelines for multiple family residential dwellings, and promote the incorporation of adaptable design features in new single family developments.	Medium Term	In Progress
3.4 Establish formal targeted approaches to increase employment opportunities with the City for people living with disabilities.	Medium Term	Significant Progress
3.5 Promote best practices in the assessment and upgrading of accessibility features in City and non-City facilities (e.g. continued participation with the Rick Hansen Foundation and others on the promotion and enhancement of the Planat online venue accessibility rating tool).	Ongoing	Ongoing
3.6 Develop a comprehensive plan with associated budget requirements, for undertaking necessary upgrades to further increase accessibility of existing City facilities.	Long Term	In Progress
3.7 Ensure that, to the extent possible, City facilities and the public realm (e.g. parks, sidewalks) are accessible.	Ongoing	Ongoing
Action #4 – Conduct a comprehensive review of the Recreation Fee Subsidy Program to ensure it continues to address priority needs, within the City's means, with consideration being given to:		
4.1 Exploring program expansion to assist more low income residents (e.g. adults, older adults, and people with disabilities).	Short Term	Complete
4.2 Using technological improvements to enhance customer service and program administration.	Short Term	Significant Progress
4.3 Increasing available opportunities for resident participation in community recreation, arts and cultural activities.	Short Term	Ongoing
4.4 Developing enhanced communication and marketing approaches to facilitate maximum uptake of the Recreation Fee Subsidy Program by eligible recipients.	Short Term	Complete
4.5 Exploring alternative mechanisms for administration of the program (e.g. through a non-profit agency, funded by the City and in accordance with City guidelines).	Short Term	Complete
Action #5 – Acknowledging that income data from Statistics Canada and other sources alone do not present a complete or fully reliable picture of poverty in Richmond, work with community-based organizations, senior governments and other partners to initiate a culturally-sensitive process to:		
5.1 Improve understanding of the characteristics and challenges of low income residents in Richmond.	Short Term and then Ongoing	Ongoing
5.2 Support initiatives to help individuals and families move out of poverty, specifying the roles that the City and other partners and jurisdictions can play in pursuing viable solutions (e.g. job readiness programs, affordable housing measures).	Short Term and then Ongoing	Ongoing
Action #6 – Support and encourage community-based initiatives that promote independence and reduce the cost of living for low income households (e.g. community gardens, community kitchens, low income resource directory, social enterprises, and community-based life skills	Ongoing	Ongoing

Action	Timeline	Status
Strategic Direction #3 – Address the Needs of an Aging Population		
Action #7 – Implement, monitor and update the Older Adults Service Plan, placing priority attention on:		
7.1 Pursuing approaches that involve planning with, not for, the older adult population.	Short Term	Ongoing
7.2 Expanding the volunteer base to serve the older adult population, as well as providing meaningful volunteer opportunities for older adults.	Short Term	Ongoing
7.3 Ensuring older adults and their families and caregivers are aware of available recreation, leisure, wellness and health promotion opportunities in the community.	Short Term	Ongoing
7.4 Expanding recreation, leisure and wellness services and programs to frail and isolated older adults allowing them to remain in their own homes for as long as possible.	Ongoing	Ongoing
7.5 Reviewing the pricing structure for City programs for older adults to ensure it remains equitable and sustainable, while also being affordable for those with limited incomes.	Medium Term	Significant Progress
7.6 Exploring partnerships with service providers, strata councils and housing providers to bring wellness outreach programs into buildings with a high concentration of older adults.	Short Term	Ongoing
7.7 Connecting non-English speaking older adults with appropriate recreation, leisure and wellness services and programs (e.g. through the use of multilingual volunteers, translation services and partnerships with community groups).	Ongoing	Ongoing
7.8 Developing a communication strategy to increase the awareness of the young-old (55–65 years) regarding health, wellness, the aging process, legislation, programs and benefits available to older adults.	Short Term	Significant Progress
Action #8 – Build an expanded Minoru Place Activity Centre, ensuring that the new facility is adequate for meeting the needs of Richmond’s growing and diverse older adult population, while also being flexible to accommodate other groups and respond to changing needs over time.	Short Term	Complete
Action #9 – Support aging in place initiatives and the ongoing development of Richmond as an age-friendly community through such actions as:		
9.1 Pursuing the City of Richmond’s designation as an Age-friendly City, joining the World Health Organizations Global Network of Age-friendly Cities and Communities.	Short Term	Complete
9.2 Developing a comprehensive Aging in Place Strategy for Richmond, utilizing best practice research and an assessment of current and future community needs.	Long Term	In Progress
9.3 Collaborating with senior governments, Vancouver Coastal Health, and Community Partners in planning and delivery of programs (e.g. community wellness clinics, elder abuse prevention initiatives) which help older adults continue to live independently in their community for as long as possible.	Ongoing	Ongoing
9.4 Collaborating with Vancouver Coastal Health and other partners to ensure that appropriate and sufficient care facilities, adult day centre spaces, and other resources are available to meet the needs of older adults who are no longer able to live independently.	Ongoing	Ongoing
9.5 Striving to ensure that City land use plans, policies and developments support aging in place (e.g. through diverse housing forms, accessible outdoor public spaces and built environments, public realm features which encourage physical activity and social connections).	Ongoing	Ongoing
Strategic Direction #4 – Help Richmond’s Children, Youth and Families Thrive		
Action #10 – Support the establishment of high quality, safe child care services in Richmond through such means as:		
10.1 Conducting periodic Child Care Needs Assessments, with interim monitoring to identify existing and future child care requirements, by type of care and geographic area of need.	Medium Term	Significant Progress
10.2 Exploring creative financing options to supplement developer contributions to augment the City’s Child Care Development Reserves.	Long Term	In Progress
10.3 Securing City-owned child care facilities from private developers through the rezoning process for lease at nominal rates to non-profit providers.	Ongoing	Ongoing
10.4 Encouraging the establishment of child care facilities near schools, parks and community centres.	Ongoing	Ongoing

Action	Timeline	Status
10.5 Encouraging private developers to contribute to the City's Child Care Development Reserve Fund, as appropriate.	Ongoing	Ongoing
10.6 Consulting and collaborating with child care providers and other Community Partners on child care issues.	Ongoing	Ongoing
10.7 Administering the City's Child Care Grant Program to support the provision of quality, affordable, accessible child care in Richmond.	Ongoing	Ongoing
10.8 Advocating for senior governments to contribute funding and improve policies to address local child care needs.	Ongoing	Ongoing
Action #11 – Implement policies identified in the 2041 Official Community Plan to promote the establishment and maintenance of a comprehensive child care system.	Ongoing	Ongoing
Action #12 – Seek opportunities to provide support for children and families through:		
12.1 Working with Richmond Children First and other partners to: • Advance the objectives of Richmond's Children's Charter; • Develop and implement strategies to best support children and families.	Short Term	Significant Progress
12.2 Seeking opportunities to negotiate space for family-oriented community service hubs through the rezoning process (e.g. co-location of child care, family support and health services).	Ongoing	Ongoing
12.3 Providing children and families with the opportunity to participate, as appropriate, in plans, policies, and programs affecting them and the community.	Ongoing	Ongoing
12.4 Making Richmond an increasingly child and family friendly community through progressive City land use planning and design practices.	Ongoing	Ongoing
12.5 Supporting the establishment of family-oriented affordable housing.	Ongoing	Ongoing
12.6 Providing community grants to organizations that offer services to support children and families.	Ongoing	Ongoing
12.7 Providing affordable and accessible child and family-friendly parks, recreation and cultural opportunities, including library programs and services.	Ongoing	Ongoing
12.8 Supporting programs and initiatives that address domestic violence, poverty, mental health and addictions.	Ongoing	Ongoing
Action #13 – Monitor and update the Youth Service Plan, striving to create an environment that generates opportunities for Richmond's youth to have a safe and healthy journey into adulthood, placing priority attention on:		
13.1 Expanding services for youth in the City Centre.	Short Term	Complete
13.2 Enhancing dedicated, safe, youth-friendly spaces in various facilities throughout Richmond.	Short Term	Significant Progress
13.3 Engaging youth in City and community-based planning processes.	Short Term	Significant Progress
13.4 Promoting and applying the 40 Developmental Assets based approach to programming for youth.	Ongoing	Ongoing
13.5 Supporting community-based initiatives to provide children and youth from diverse backgrounds with opportunities to receive common leadership training and volunteer to serve others in the community.	Ongoing	Ongoing
13.6 Supporting efforts of community-based groups to give Richmond school children access to nutritious meals.	Ongoing	Ongoing
Action #14 – Work with Police Services, the School District, youth serving agencies and youth groups on initiatives to:		
14.1 Increase awareness and education in efforts to reduce the prevalence of bullying.	Short Term	Significant Progress
14.2 Improve information and referral amongst youth serving agencies in the City.	Short Term	Significant Progress
14.3 Reduce the lure for young people to join gangs.	Ongoing	Ongoing
Goal #2 – Engaging Our Citizens		
Strategic Direction #5 – Build on Richmond's Cultural Diversity		
Action #15 – Implement, monitor and update the Intercultural Strategic Plan and Work Program.	Medium Term	Complete

Action	Timeline	Status
Action #16 – Improve the City’s cultural competence through monitoring the intercultural sensitivity and inclusiveness of corporate policies and practices, making adjustments as necessary to:		
16.1 Establish clear guidelines for providing translation and interpretation services to conduct City business.	Short Term	In Progress
16.2 Devise and implement a comprehensive cultural diversity training program for City and community partner staff.	Medium Term	In Progress
16.3 Undertake a comprehensive review of City policies and practices from a diversity perspective, identifying gaps and proposed improvements.	Long Term	In Progress
16.4 Recognize and reduce barriers faced by new immigrants in accessing City services.	Ongoing	Ongoing
Action #17 – Improve employment opportunities for immigrants with foreign training and credentials, focusing on:		
17.1 Exploring opportunities to develop a pilot “apprenticeship” type program targeted at recent immigrants, for the City and stakeholders, including the business and intercultural sectors.	Medium Term	Work Not Begun
Action #18 – Increase awareness of and access to City employment opportunities by immigrant groups through:		
18.1 Working with community agencies and other partners to publicize City employment opportunities to immigrant groups and improve mutual understanding of barriers and needs.	Medium Term	Work Not Begun
18.2 Continuing to explore and develop outreach mechanisms to encourage individuals from cultural groups that are currently under-represented in the City workforce to apply for available employment opportunities.	Ongoing	Ongoing
Action #19 – Create opportunities to showcase Richmond’s cultural diversity and facilitate intercultural dialogue by:		
19.1 Encouraging collaborative approaches to ensure that Richmond remains a welcoming and integrated community, while respecting the desires of immigrant groups to maintain their own cultures.	Short Term	Significant Progress
19.2 Facilitating the development and coordination of intercultural events that provide opportunities for active learning about the traditions of different cultures.	Ongoing	Ongoing
19.3 Researching and pursuing opportunities for community-based dialogues or forums about current issues that face the community as a whole, and that build intercultural interaction and awareness regarding shared values and goals amongst residents of Richmond.	Ongoing	Ongoing
Action #20 – Consult with local First Nations and urban Aboriginal organizations and other partners to:		
20.1 Gain a better understanding of the needs of Richmond’s urban Aboriginal population, and opportunities for future collaboration.	Short Term	In Progress
20.2 Support the Richmond National Indigenous Peoples Day event and Richmond School District Aboriginal Enhancement Agreement initiatives.	Ongoing	Ongoing
Action #21 – In conjunction with community agencies and other partners, continue to advocate to senior governments on such matters as:		
21.1 Funding levels for settlement services and English language training.	Short Term then Ongoing	In Progress
21.2 Licensing processes and accreditation for foreign-trained professionals.	Short Term and then Ongoing	In Progress
21.3 Necessary adjustments to Federal immigration policies and recruitment campaigns.	Short Term and then Ongoing	In Progress
Action #22 – Collaborate with Community Partners in:		
22.1 Developing services and strategies that recognize the needs, interests and safety of Richmond’s Lesbian, Gay, Bisexual, Transgender, Queer and Two-Spirit (LGBTQ2S) communities.	Short Term	In Progress
22.2 Collaborating on developing cross-agency staff awareness training programs on LGBTQ2S issues.	Medium Term	Significant Progress
Action #23 – Establish targeted measures to prevent and respond to incidents of racism in Richmond by:		
23.1 Participating in the establishment of media watch mechanisms with stakeholders to monitor the local media, City and community communication and work to redress misperceptions created by inaccurate or insensitive references to particular cultural groups.	Short Term	Complete

Action	Timeline	Status
23.2 Developing an intercultural intervention resource package and subsequent training, within City and stakeholder structures, to respond to intercultural conflicts and incidents.	Medium Term	In Progress
23.3 Collaborating with the business sector and other partners to ensure racist graffiti is removed in a timely manner both from City and non-City properties in Richmond and that any wording on <i>business signage and/or City documentation prominently includes the English language.</i>	Ongoing	Ongoing
Strategic Direction #6 – Support Community Engagement and Volunteerism		
Action #24 – Implement, monitor and update the Richmond Community Services Volunteer Management Strategy.	Short Term	Complete
Action #25 – Develop a comprehensive communication strategy for encouraging and supporting a cross section of Richmond residents, particularly those who may face barriers to participation (e.g. recent immigrants, people with disabilities, etc.) to participate in City planning and decision making processes, whereby the City:		
25.1 Strives to ensure that key written information is presented in plain English and in additional languages, as appropriate.	Short Term	Ongoing
25.2 Works with the media, including ethnic-specific media, to disseminate information and solicit ideas from the public.	Short Term	Ongoing
25.3 Increases the use of social media and other innovative communication/ engagement tools (e.g. study circles, online discussion forums).	Short Term	Ongoing
25.4 Undertakes best practice research to develop tools to improve City community engagement practices (e.g. updating and enhancing the Public Participation Toolkit).	Long Term	In Progress
Action #26 – Review the City's advisory committee structure to determine:		
26.1 Whether existing committee structure is the most effective for obtaining community advice on particular matters.	Medium Term	In Progress
26.2 Mechanisms for ensuring that committees are best positioned to provide helpful and timely advice to City staff and elected officials including: <ul style="list-style-type: none"> • clear Terms of Reference for each committee; • clear roles of elected officials and staff; • annual orientation program for new committee members; • consistent reporting procedures and feedback mechanisms; • mechanisms for information exchange amongst committees; and • work programs that reflect Council Term Goals. 	Medium Term	Significant Progress
Action #27 – Support and encourage community-based efforts to attract and develop the leadership potential of people who live or work in Richmond and, as appropriate, coordinate these efforts with the work of municipal advisory committees.	Ongoing	Ongoing
Action #28 – Expand the City's New Canadian Tours program by:		
28.1 Seeking corporate sponsorships and expanding the partner base of the program.	Short Term	Ongoing
28.2 Providing participants with additional information on opportunities for participation in <i>municipal decision making processes and active involvement in civic life.</i>	Short Term	Ongoing
Goal #3 – Building on Social Assets and Community Capacity		
Strategic Direction #7 – Strengthen Richmond's Social Infrastructure		
Action #29 – Prepare an enhanced policy framework for securing community amenities (e.g. space for City services, space for lease to community agencies) through the rezoning process for new developments including:		
29.1 Developing an administrative structure (e.g. senior staff review team) and criteria for assessing community amenity options for recommendation to Council on specific rezoning applications.	Short Term	Significant Progress
29.2 Establishment of a Community Amenity Reserve Policy and Fund, similar to those for affordable housing and child care, to secure cash contributions from developers for future amenity development in lieu of the provision of built amenity space.	Long Term	In Progress
Action #30 – Develop and maintain a database on space needs of non-profit social service agencies to be updated annually through surveys of agencies.	Short Term	Significant Progress

Action	Timeline	Status
Action #31 – In consultation with community agencies and developers, establish a clear, consistent City policy framework for assisting community agencies to secure program and office space for their operations, with the framework specifying, among other things: <ul style="list-style-type: none"> • eligibility requirements and criteria for support; • application process with an emphasis on transparency, consistency, and fairness; • timing requirements; • clarification of responsibilities of participating parties (e.g. agencies, developers, City); • examples of spaces that may be pursued (e.g. multi-service hubs, single agency spaces, strategic/specific agency groupings); • alternative mechanisms for the securing or provision of space (e.g. lease of City premises, space secured through private rezonings as an amenity contribution, space secured for lease as part of a private development approvals process, space secured through City partnerships with other levels of government). 	Short Term	In Progress
Action #32 – Implement the City Centre Area Plan Policy of exploring opportunities to establish multi-use, multi-agency community service hubs in appropriate locations in the City Centre, while also pursuing other types of agency space, as appropriate, throughout Richmond.	Short Term	Significant Progress
Action #33 – Develop mechanisms and guidelines to expand use of the City’s communication channels (e.g. website) to help community agencies publicize their services, programs and events.	Short Term	Significant Progress
Action #34 – Strengthen the City’s already strong collaborative relationship with Vancouver Coastal Health, consulting on emerging health care issues facing the community, advocating for needed services, partnering on priority community and social development initiatives, and soliciting input on the health implications of key City planning matters.	Ongoing	Ongoing
Action #35 – Strengthen the City’s already strong collaborative relationship with the Richmond School District, consulting with the district on emerging children, youth and education issues facing the community, advocating for needed programs, and partnering on priority community and social development initiatives.	Ongoing	Ongoing
Action #36 – Encourage the Richmond School District to:		
36.1 Expand community access and use of its schools.	Short Term	In Progress
36.2 Explore the potential for working together to establish a pilot community school in the City.	Long Term	In Progress
Action #37 – Expand opportunities for partnering with Richmond Public Library on community engagement and social development initiatives.	Ongoing	Ongoing
Action #38 – Nurture and enhance existing communication channels and networks with community agencies (e.g. through staff support to the Richmond Community Services Advisory Committee, participation in networking groups.)	Ongoing	Ongoing
Action #39 – Administer, monitor and enhance the City Grant Program, undertaking reviews as required to ensure that the program continues to have adequate resources, targets priority community needs and makes efficient use of staff resources.	Ongoing	Ongoing
Action #40 – Continue to improve mechanisms and enhance timely interdepartmental collaboration to ensure that in City planning and decision making social factors are given appropriate consideration, in conjunction with economic and environmental factors.	Ongoing	Ongoing
Action #41 – Develop and maintain strong networks and communication channels with senior government partners to seek their policy and financial assistance in addressing Richmond social issues.	Ongoing	Ongoing
Action #42 – Participate in joint planning and networking initiatives with Community Partners (e.g. Richmond School District, Vancouver Coastal Health, Metro Vancouver, non-profit agencies), working collaboratively to address social development concerns in the community.	Ongoing	Ongoing
Strategic Direction #8 – Provide High Quality Recreation, Arts, Culture and Wellness Opportunities		

Action	Timeline	Status
Action #43 – Implement, monitor and update the Parks, Recreation and Cultural Services Master Plan based on updated Community Needs Assessments, developing and enhancing an appropriate range of parks, recreation and cultural facilities throughout Richmond.	Ongoing	Ongoing
Action #44 – Implement, monitor and update the Community Wellness Strategy including development of community wellness indicators in partnership with Vancouver Coastal Health.	Ongoing	Ongoing
Action #45 – Implement, monitor and update the Richmond Arts Strategy recognizing that the arts can be an important social development tool with respect to: <ul style="list-style-type: none"> • education (e.g. increasing public awareness of social issues through theatre or visual media); • engagement (e.g. providing opportunities for people to become more involved in the community); • employment (e.g. providing jobs for people in arts related fields). 	Ongoing	Ongoing
Action #46 – Facilitate food security for Richmond residents by:		
46.1 Supporting retention of agricultural lands and efforts to make these lands economically viable.	Ongoing	Ongoing
46.2 Encouraging development of community gardens and farmers markets.	Ongoing	Ongoing
46.3 Supporting the Richmond Farm School as an important component for the agricultural sector in the region.	Ongoing	Ongoing
46.4 Working with the Richmond Food Security Society and Vancouver Coastal Health to facilitate food security related initiatives.	Ongoing	Ongoing
Action #47 – Explore opportunities for use of the Richmond Olympic Oval for social development initiatives.	Medium Term	In Progress
Strategic Direction #9 – Facilitate Strong and Safe Neighbourhoods		
Action #48 – Ensure that the City's land use planning and transportation policies and bylaws create neighbourhoods that support Richmond's active living, social development and wellness objectives through such measures as:		
48.1 Identifying locations, funding options, and planning mechanisms for the development of community gathering spaces in various parts of the City.	Ongoing	Ongoing
48.2 Facilitating development of vibrant streetscapes with a diverse range of uses and amenities in appropriate neighbourhood locations throughout Richmond.	Ongoing	Ongoing
48.3 Completing a network of bike routes and walkways linking neighbourhood hubs and gathering places to one another and to regional amenities.	Ongoing	Ongoing
Action #49 – Support local community building initiatives, focusing on:		
49.1 Developing community gardens, boulevard planting areas and other informal gathering places in local neighbourhoods through the existing Partners for Beautification Program.	Ongoing	Ongoing
49.2 Supporting community clean up events and community arts activities.	Ongoing	Ongoing
Action #50 – Continue to co-locate recreation and other community facilities with or near school sites.	Ongoing	Ongoing
Action #51 – Encourage community agencies and faith-based groups to make spaces available in their premises at reasonable rates for local community users (e.g. meetings, drop-in programs).	Ongoing	Ongoing
Action #52 – Collaborate with Police Services and Community Partners to promote Richmond as a safe and livable community.	Ongoing	Ongoing
Action #53 – Support the efforts of government and community-based partners to address mental health, substance abuse and addictions concerns in Richmond.	Ongoing	Ongoing



City of Richmond

Report to Committee

To: Planning Committee

Date: May 22, 2019

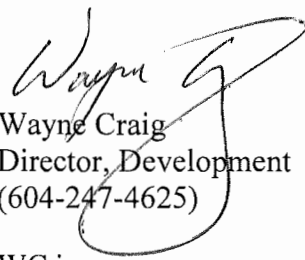
From: Wayne Craig
Director, Development

File: RZ 17-777664

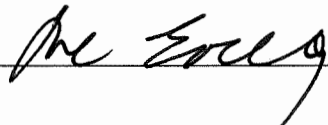
Re: Application by Matthew Cheng Architect Inc. for Rezoning at 7391 Moffatt Road from the "Medium Density Low Rise Apartments (RAM1)" Zone to the "High Density Townhouses (RTH1)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9894, for the rezoning of 7391 Moffatt Road from the "Medium Density Low Rise Apartments (RAM1)" zone to the "High Density Townhouses (RTH1)" zone, be introduced and given First Reading.


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

WC:jr
Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	

Staff Report

Origin

Matthew Cheng Architects Inc. has applied to the City of Richmond for permission to rezone 7391 Moffatt Road from the “Medium Density Low Rise Apartments (RAM1)” zone to the “High Density Townhouses (RTH1)” zone, to permit the development of six townhouse units with vehicle access from Moffatt Road, to be shared with 7411 Moffatt Road (Attachment 1). There is an existing statutory right-of-way (SRW) registered on 7411 Moffatt Road that allows vehicle access to the subject property.

Findings of Fact

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

The subject property is a residual lot resulting from the recent redevelopment of 7411 Moffatt Road (RZ 08-449233) to the south. The owner of the subject property at the time did not wish to be included in the proposed development. Consistent with previous applications, the developer of 7411 Moffatt Road was required to provide a statutory right-of-way (SRW) across the entire driveway enabling vehicle access to the subject property from Moffatt Road. Driveway access to the proposed development is discussed in greater detail in the Transportation and Site access section of this report. A preliminary site plan and conceptual development plans are contained in Attachment 3.

Subject Site Existing Housing Profile

There is an existing single-family dwelling on the subject property, which would be demolished. The dwelling was previously tenanted, and does not contain a secondary suite.

Surrounding Development

Development immediately surrounding the subject site is as follows:

- To the north: 10 two-storey and three-storey townhouse units on a property zoned “Medium Density Low Rise Apartments (RAM1)”.
- To the south: 12 three-storey townhouse units on a property zoned “High Density Townhouses (RTH4).” This property was recently redeveloped (RZ 08-449233, DP 07-363924, DP 14-678040).
- To the east: A three-storey apartment building on a property zoned “Medium Density Low Rise Apartments (RAM1)”.
- To the west: A three-storey apartment building on a property zoned “Medium Density Low Rise Apartments (RAM1)”.

Related Policies & Studies

Official Community Plan/City Centre Area Plan

The subject property is designated “Neighbourhood Residential” in the Official Community Plan (OCP), which permits low-rise residential housing, including townhouses. The proposed rezoning is consistent with this designation.

The subject property is located within the area governed by the City Centre Area Plan (CCAP). It is designated “General Urban – T4” in the CCAP, which permits low-rise residential development. It is designated “Sub-Area B.1” in the CCAP Development Permit Guidelines, which is intended for grade-oriented high-density townhouses. The lot size and density matrix suggests a maximum density of 0.75 floor area ratio (FAR) based on the site area. The proposed rezoning would result in a density of 0.75 FAR, consistent with the CCAP designation.

The application is subject to a community planning implementation contribution for future community planning initiatives. Since the application was submitted prior to February 18, 2019, the applicant will make a cash contribution of \$0.28 per buildable square foot as per the community planning implementation strategy, for a total contribution of \$2,251.20 prior, to final adoption of the rezoning bylaw.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have received two inquiries from the public about the rezoning application in response to the placement of the rezoning sign on the property. Both inquiries came from residents of 7411 Moffatt Road and expressed concern with the proposed shared driveway access. Details on the access are discussed in the Transportation and Site Access section of this report.

Should the Planning Committee endorse this application and Council grant First Reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Built Form and Architectural Character

The applicant proposes six three-storey units in two townhouse clusters oriented on either side of a central north-south drive aisle. The three units at the front of the site have pedestrian access to the sidewalk. Each of these units has a second storey balcony oriented to Moffatt Road in addition to private outdoor space at grade. One convertible unit is proposed (Unit 3).

The three units at the rear of the site have both pedestrian and vehicle access from the internal drive aisle. Private outdoor space is provided at grade in the rear yard, and each unit includes two balconies. Unit 4 has a second-storey balcony oriented to rear yard and a third-storey balcony oriented to the internal drive, and Units 5 and 6 each include two second-storey balconies oriented to the rear yard and the internal drive aisle.

The building massing and architectural features are similar to the neighbouring townhouses to the south at 4211 Moffatt Road. Pitched roofs, projecting entry features with balconies above, and secondary eaves contribute to the look and feel of a traditional residential character, consistent with the design objectives for the neighbourhood contained in the City Centre Area Plan.

Further refinement of the site plan and architectural character of the proposed development will occur through the Development Permit process.

Transportation and Site Access

Vehicle access is proposed via an existing statutory right-of-way (SRW) registered on the drive aisle of 7411 Moffatt Road, to the south. This access arrangement was secured through the rezoning and development applications for 7411 Moffatt Road, which received final adoption by Council on May 14, 2012 (RZ 08-449233).

Staff requested that the applicant discuss use of the SRW with the adjacent strata, in order to address any concerns with the shared use of the driveway as well as day-to-day issues such as maintenance and development signage. In response to this request, both the applicant and the neighbouring strata hired legal counsel to undertake discussions on their behalf. A meeting occurred on December 12, 2018, and was attended by the developer, members of the strata council, and a representative from the property management company. Based on a letter provided by the developer (Attachment 4), staff understand that these parties were unable to reach any agreement, and that the strata is opposed to the proposed shared driveway access.

Subsequent to the meeting between the developer and strata representatives, the City Solicitor wrote a letter to the strata's legal counsel, confirming the SRW in place and the City's intent to use it for the proposed shared driveway access, and offered to arrange a meeting with staff if any additional information was requested. In response to the letter, the strata's legal counsel started making arrangements to meet with staff, but ultimately no date was set and a meeting has not occurred. Staff have advised the strata's solicitor that the City intends to advance the application for consideration with driveway access via the SRW registered on Title of 7411 Moffatt Road.

Transportation staff support the proposed shared driveway access as it provides several benefits to both the development on the subject site and neighbouring properties, including:

- Consolidating driveways reduces the number of conflict points between vehicles making turns and pedestrians using the sidewalk;
- Reducing the number of driveway crossings increases the provision of on-street parking on Moffatt Road;

- The resulting T-shaped drive aisle will enable three-point turning movements on site. Presently, service vehicles must either back in to 7411 Moffatt Road or back out to the street; and
- The proposal is consistent with the vision for the redevelopment of the area established when 7411 Moffatt Road was rezoned.

Removing the proposed shared driveway access would require significant revisions to the proposed development. While this conceptual design work has not been completed, it is assumed that at least one unit would be lost in order to accommodate a driveway, and opportunities for landscaping and tree planting would be reduced.

For these reasons, staff support the proposed shared driveway access as envisioned during the redevelopment of 7411 Moffatt Road.

Registration of a legal agreement on Title prohibiting direct vehicle access to Moffatt Road and limiting access to the SRW on the driveway at 7411 Moffatt Road will be required prior to final adoption of the rezoning bylaw.

On-site Parking

The parking rate for townhouses located in Zone 3 of the City Centre is 1.4 residential spaces and 0.2 visitor spaces per dwelling unit. The proposed six-unit townhouse development requires nine on-site parking spaces and two visitor spaces. On-street parking is available on Moffatt Road, and is regulated by Richmond Traffic Control & Regulation Bylaw 5870.

Three of the proposed units will have two-car garages, and three will have one-car garages. Four parking spaces are proposed in a tandem arrangement (45% of total required residential parking spaces), which is consistent with the Richmond Zoning Bylaw 8500 requirement for a maximum 50% of spaces provided in tandem. Prior to final adoption of the rezoning bylaw, the applicant must enter in to a legal agreement prohibiting conversion of the tandem garage area into habitable space.

Bicycle parking is provided according to Richmond Zoning Bylaw 8500 inside the garage of each unit, and a bike rack is provided for visitors beside the proposed outdoor amenity space.

Amenity Space

The applicant is proposing a cash contribution in-lieu of providing the required indoor amenity space on-site, which is permitted for small sites in the Official Community Plan (OCP). As this application was received prior to February 28, 2019, the applicable cash-in-lieu rate is \$1,600 per unit, resulting in a total cash contribution of \$9,600 for this six-unit townhouse development.

Outdoor amenity space will be provided on site, and is contiguous with the outdoor amenity space provided on the neighbouring development to the south. Based on the preliminary design, the size of the proposed outdoor amenity space complies with the OCP requirement of 6 m² per unit, plus an additional 10% required by the City Centre Area Plan (i.e. 39.6 m²). Staff will work with the applicant at the Development Permit stage to ensure the configuration and design of the outdoor amenity space meets the Development Permit Guidelines in the OCP and CCAP.

Existing Legal Encumbrances

There is an existing 3.0 m wide statutory right-of-way (SRW) across the entire west (rear) property line for the sanitary sewer, which will not be impacted by the proposed development. The applicant is aware that encroachment into the SRW is not permitted.

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 29 bylaw-sized trees on the subject property; one street tree on City property. A Tree Management Plan is provided in Attachment 5.

Opportunities for tree retention are reviewed based on tree health and construction impacts, including changes to the site grade. The proposed redevelopment of the subject site includes a change to the site grade in order to meet the minimum Flood Construction Level (FCL) requirements, as well as to address the significant grade differences between the subject site and surrounding properties. The current grade of the subject site ranges from 0.54 m to 0.87 m, and the minimum FCL is 1.54 m.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- One Plum tree (Tag # 1) located on the development site is in poor condition, with multiple pruning wounds, decay, and one dead stem. This tree is not a good candidate for retention and should be removed and replaced.
- Four trees (Tag # 3, 5, 6, and 7) located on the development site are in fair condition, but are in direct conflict with the proposed driveway and/or building footprint. These trees should be removed and replaced.
- One Cedar tree (Tag # 4) located on the development site is in good condition, but is within the proposed building envelope. A significant grade change is proposed to meet the minimum Flood Construction Level requirements, which further restricts opportunities for tree retention. This tree should be removed and replaced.
- One Cedar tree (Tag # 8) located on the development site is in fair condition. This tree will not be impacted by construction activities on site and should be retained. Provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.
- Four trees (Tag # 9, 11, 12, and 30) located on the development site are in poor condition, with multiple pruning wounds, decay, dead stems, and evidence of insect boring. These trees are not good candidates for retention and should be removed and replaced.
- 18 trees (Tag # 10 and 13-29) located on the development site are in fair condition, but will be negatively impacted by excavation for the proposed townhouses and the proposed grade change. Retention of these trees would create a trench up to two feet deep along the north property line, which would likely collect water and lead to a significant decline in the trees'

health. These trees are not good candidates for retention and should be removed and replaced.

- Replacement trees should be specified at 2:1 ratio as per the OCP.

The City Parks Department has visited the site and supports the Arborist's findings, with the following comments:

- One Plum tree (Tag # 2) located in the City-owned boulevard is in poor health and condition. Compensation of \$1,300 is required to remove the tree for the City to plant two new trees at or near the development site.

Tree Protection

One tree (Tag # 8) on the development site is to be retained and protected. The applicant has submitted a tree protection plan showing the tree to be retained and the measures taken to protect them during development stage (Attachment 5). To ensure that the tree identified for retention is 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 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.
- Prior to final adoption of the rezoning bylaw, submission of a \$5,000 Tree Survival Security.

Tree Replacement

The applicant wishes to remove 28 on-site trees (Tag # 1, 37, and 7-30). The 2:1 replacement ratio would require a total of 56 replacement trees. The applicant has agreed to plant 15 trees in the proposed development. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
4	11 cm	6 m
11	10 cm	5.5 m

To satisfy the 2:1 replacement ratio established in the OCP, the applicant will contribute \$20,500 to the City's Tree Compensation Fund in lieu of the remaining 41 trees that cannot be accommodated on the subject property after redevelopment.

As part of the Development Permit application, the applicant must provide a Landscape Plan prepared by a registered Landscape Architect, which must include the agreed upon replacement trees. The City will collect a Landscape Security prior to issuance of the Development Permit based on the cost estimate for the works, including a 10% contingency, provided by the Landscape Architect.

Affordable Housing Strategy

As per the City's Affordable Housing Strategy, townhouse rezoning applications are required to provide a cash-in-lieu contribution of \$8.50 per buildable square foot towards the City's Affordable Housing Reserve Fund. The applicant proposes to make a cash-in-lieu contribution of \$68,331.50, which is consistent with the Affordable Housing Strategy.

BC Energy Step Code

On July 16, 2018, Council adopted BC Energy Step Code requirements for new residential developments. The proposed development consists of townhouses that staff anticipates would be designed and built in accordance with Part 9 of the BC Building Code. As such, this development would be expected to achieve Step 3 of the Energy Step Code for Part 9 construction (Climate Zone 4).

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the applicant is required to enter into a Servicing Agreement for the design and construction of the required site servicing and frontage improvements, as described in Attachment 6. Frontage improvements include, but may not be limited to, the following:

- Removal of the existing sidewalk and replacement with a new 1.5 m wide landscaped boulevard behind the existing curb and 2.0 m wide concrete sidewalk along the property line.
- Removal of the existing driveway and replacement with curb, gutter, boulevard, and sidewalk as described above.

The applicant is also required to pay Development Cost Charges (DCC's) (City & Metro Vancouver), School Site Acquisition Charges, Address Assignment fees, and the costs associated with the completion of the required site servicing works as described in Attachment 5.

Development Permit Application

A Development Permit application is required to be processed to a satisfactory level prior to final adoption of the rezoning bylaw. Further refinements to architectural, landscape, and urban design will be completed as part of the Development Permit application review process, including, but not limited to the following:

- Compliance with Development Permit Guidelines for multiple-family projects in the 2041 Official Community Plan, including those general and sub-area guidelines contained in the City Centre Area Plan.

- Refinement of the proposed building form, architectural character, and site landscaping, including retention of the Cedar tree in the rear yard.
- Refinement of the design of the outdoor amenity area, including choice of play equipment, to create a safe and inviting environment for children's play and social activities.
- Review of aging-in-place features and the provision of a convertible unit.
- Review of a sustainability strategy for the development proposal, including measures to achieve BC Energy Step Code requirements.

Additional issues may be identified as part of the Development Permit application review process.

Financial Impact or Economic Impact

The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

The purpose of this application is to rezone 7391 Moffatt Road from "Medium Density Low Rise Apartments (RAM1)" to "High Density Townhouses (RTH1)", in order to develop six townhouse units with vehicle access from 7411 Moffatt Road.

The proposed six-unit townhouse development is consistent with the plans and policies contained in the Official Community Plan (OCP). Further review of the project design is required to ensure a high quality project and design consistency with the existing neighbourhood context, which will be completed as part of the Development Permit application review process.

The list of rezoning considerations is included as Attachment 6, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9894 be introduced and given First Reading.



Jordan Rockerbie
Planning Technician
(604-276-4091)

JR:blg

Attachment 1: Location Map and Aerial Photo
Attachment 2: Development Application Data Sheet
Attachment 3: Conceptual Development Plans

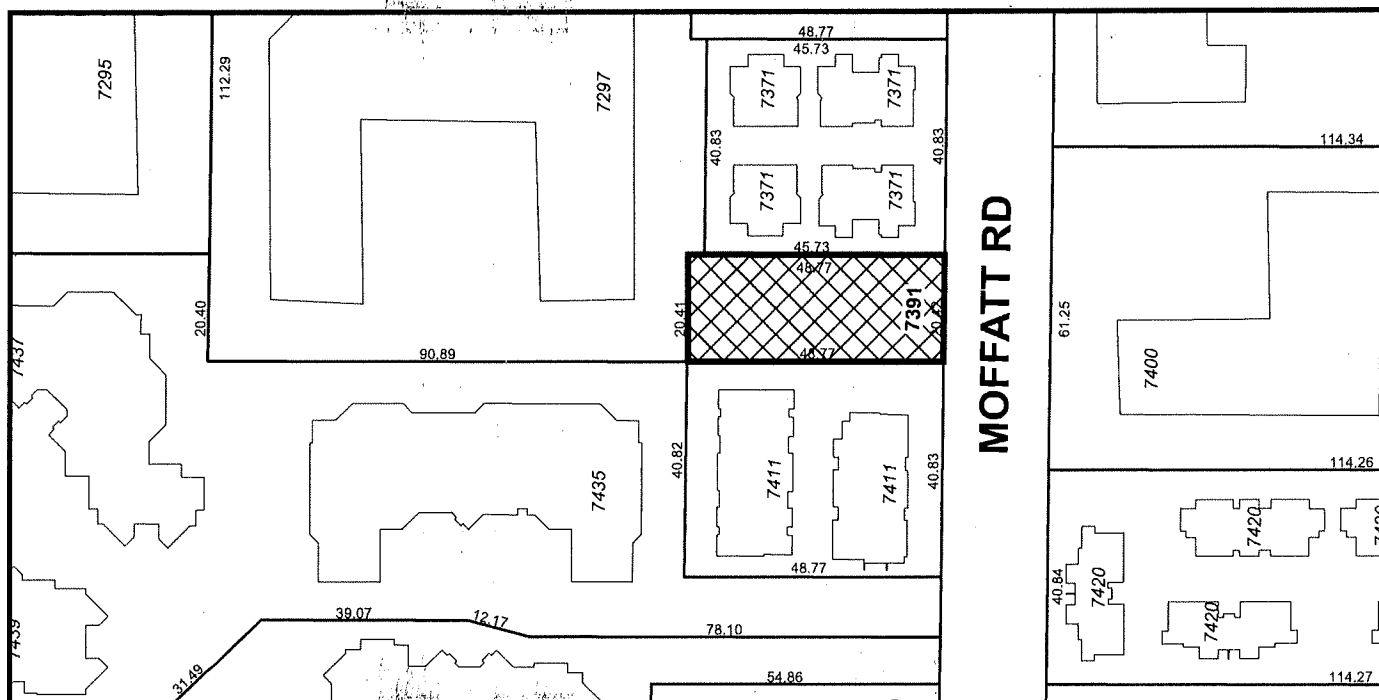
May 22, 2019

- 10 -

Attachment 4: Letter from the developer

Attachment 5: Tree Management Plan

Attachment 6: Rezoning Considerations



RZ 17-777664

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



RZ 17-777664

Original Date: 07/19/17

Revision Date:

Note: Dimensions are in METRES

CNCL - 205



RZ 17-777664

Attachment 2

Address: 7391 Moffatt Road

Applicant: Matthew Cheng Architect Inc.

Planning Area(s): City Centre

	Existing	Proposed
Owner:	Arking Development Ltd.	To be determined
Site Size (m²):	996 m ²	No change
Land Uses:	One single-family dwelling	Six townhouse units
OCP Designation:	Neighbourhood Residential	No change
CCAP Designation:	General Urban – T4	No change
Zoning:	RAM1	RTH1
Number of Units:	One	Six (plus two secondary suites)

In Future Development	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	0.75	0.75	none permitted
Buildable Floor Area (m ²):*	Max. 747 m ² (8,040 ft ²)	746.9 m ² (8,039 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70%	Building: 36.25% Non-porous Surfaces: Max. 70%	none
Lot Size:	Min. 600 m ²	996 m ²	none
Lot Dimensions (m):	Width: Min. 20.0 m Depth: Min. 30.0 m	Width: 20.4 m Depth: 48.8 m	none
Setbacks (m):	Front: Min. 4.5 m Rear: Min. 2.0 m Side: Min. 2.0 m	Front: 6.2 m Rear: 7.5 m North Side: 3.3 m South Side: 3.1 m	none
Height (m):	Max. 12.0 m	11.44 m	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	1.4 (R) and 0.2 (V) per unit, i.e. 9 (R) and 2 (V)	9 Resident and 2 Visitor	none
Tandem Parking Spaces:	Permitted – Maximum of 50% of required spaces	4 spaces, i.e. 45%	none
Amenity Space – Indoor:	Min. 36 m ² or cash-in-lieu	Cash-in-lieu (\$9,600)	none
Amenity Space – Outdoor:	Min. 39.6 m ²	58.76 m ²	none

Other: Tree replacement compensation required for loss of significant trees.

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.




CONTEXT PLAN

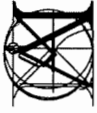


STREET VIEW - LOOKING WEST

PROJECT DATA

CIVIC ADDRESS:	7391 MOFFATT ROAD, RICHMOND, B.C.		
LEGAL DESCRIPTION:	17 SEC 17 BLK4N RG6W PL 8037 SUBURBAN BLOCK 1, PART S 1/2, EXCEPT PLAN 59725 RICHMOND KEY: 7218 ROLL: 064494005 PID: 011-300-884 AREA PLAN: 10 CITY CENTRE RIGHT OF WAY: 63956		
SITE AREA:	EXISTING:	PROPOSED:	
LAND USES:	10718.96 SF (996 SM)	10718.96 SF (996 SM)	
OCF DESIGNATION:	RESIDENTIAL	TOWNHOUSES	
ZONING:	SINGLE FAMILY	MULTI FAMILY	
NUMBER OF UNITS:	RAM 1	RTH 4	
	1	6	
FLOOR AREA RATIO:	REQUIRED/ALLOWED:	PROPOSED:	
LOT COVERAGE:	45%	0.75 (8039.22 SF)	
SETBACK-FRONT YARD:	MIN. 6m	6.18m	
SETBACK-SIDE YARD: (NORTH)	MIN. 3m	various min3.0m	
SETBACK-SIDE YARD: (SOUTH)	MIN. 3m	various min3.0m	
SETBACK-REAR YARD:	MIN. 6m	7.50m	
HEIGHT: (m)	MAX. 12m & 3 STOREY	11.44m	
LOT SIZE:	0.0995 HA (996 SM)	0.0995 HA (996 SM)	
RESIDENTIAL/VISITOR:	0.2x6=1.2	2	
OFF-STREET PARKING ACCESSIBLE:	0	0	
OFF-STREET PARKING TOTAL:	1.4x6=8.4	9	
TANDEM PARKING SPACES:		4 (44%)	
INDOOR AMENITY SPACE:	MIN. 36 SM	CASH-IN-LIEU	
OUTDOOR AMENITY SPACE:	MIN. 36 SM	56 SM	
CONVERTIBLE UNIT	MIN. 1.25 PER UNIT	1 (UNIT 3)	
BICYCLE	PROVIDED 8	MIN. 0.2 PER UNIT	
		PROVIDED 2	

 <p>MATTHEW CHENG ARCHITECT INC. 504-202-4750 (EVANS AVENUE) 100-1000 (EVANS AVENUE) Tel: (604) 731-3012 / Fax: (604) 731-3008 Cell: (604) 669-0669 / Email: mathe-w@mcia.ca</p>	7391 MOFFATT ROAD RICHMOND BC		THIS DRAWING MUST NOT BE SCALED. THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LEVELS PRIOR TO COMMENCEMENT OF WORK. ALL DIMENSIONS SHALL BE TO FACE UNLESS OTHERWISE INDICATED. TO THE ARCHITECT'S COPYRIGHT RESERVED. THIS PLAN AND DESIGN ARE AND AT ALL TIMES REMAIN THE PROPERTY OF MATTHEW CHENG ARCHITECT INC. AND MAY NOT BE USED OR REPRODUCED WITHOUT PRIOR WRITTEN CONSENT.		<table><tr><td>PW</td><td>Checked: MC</td><td>Date: DEC08-2017</td></tr><tr><td>Scale: 3/32"=1'-0"</td><td>Dwg. No. A00</td><td></td></tr><tr><td colspan="2">Project Number: PROJECT_NO</td><td></td></tr></table>	PW	Checked: MC	Date: DEC08-2017	Scale: 3/32"=1'-0"	Dwg. No. A00		Project Number: PROJECT_NO		
	PW	Checked: MC	Date: DEC08-2017											
	Scale: 3/32"=1'-0"	Dwg. No. A00												
Project Number: PROJECT_NO														
CONTEXT PLAN STREET VIEW PROJECT DATA														



**MATTHEW CHENG
ARCHITECT INC.**

Unit 202, 7391 Moffatt Road
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Cell: (604) 644-0069 Email: matthew@mcarch.com

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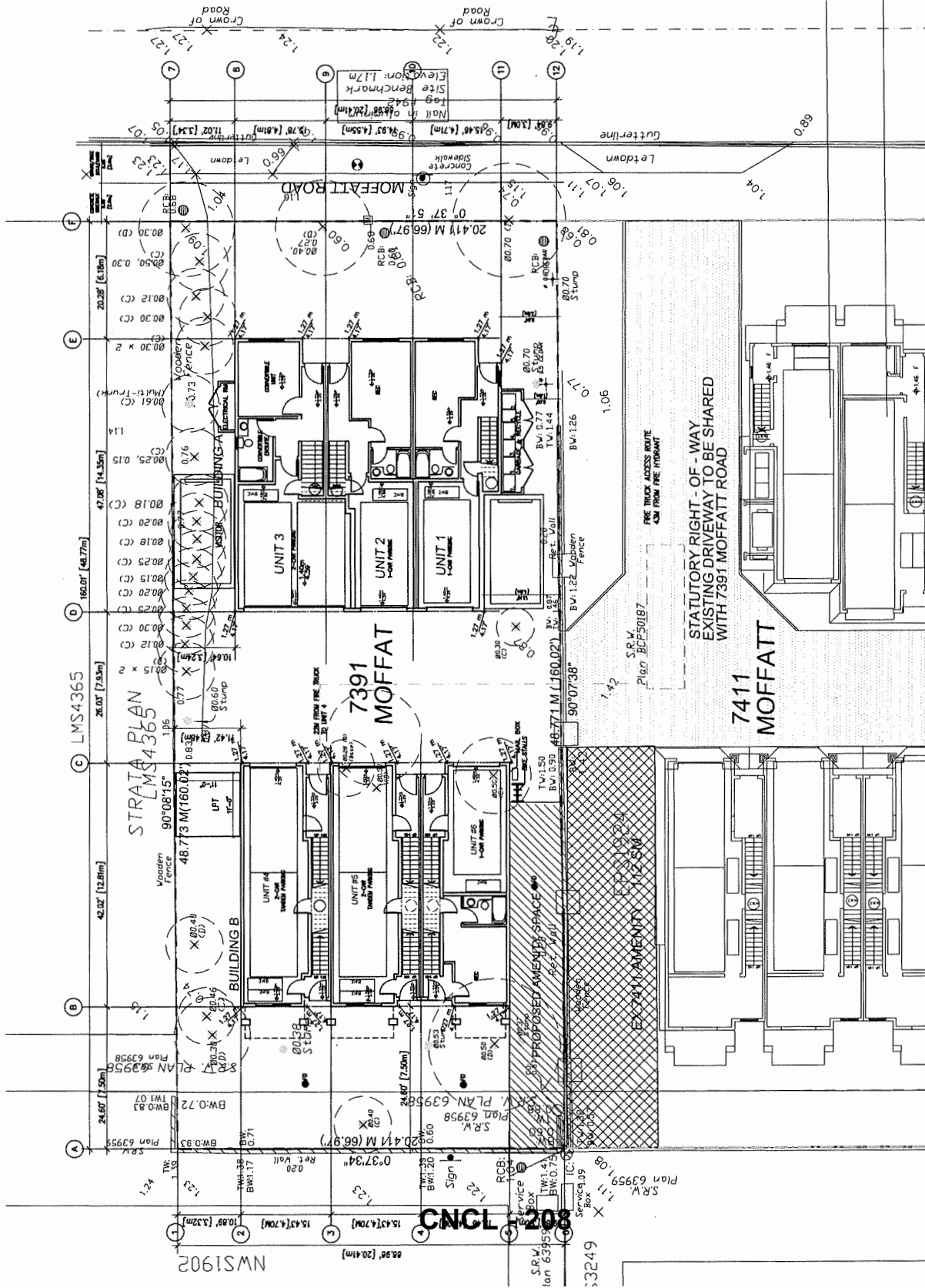
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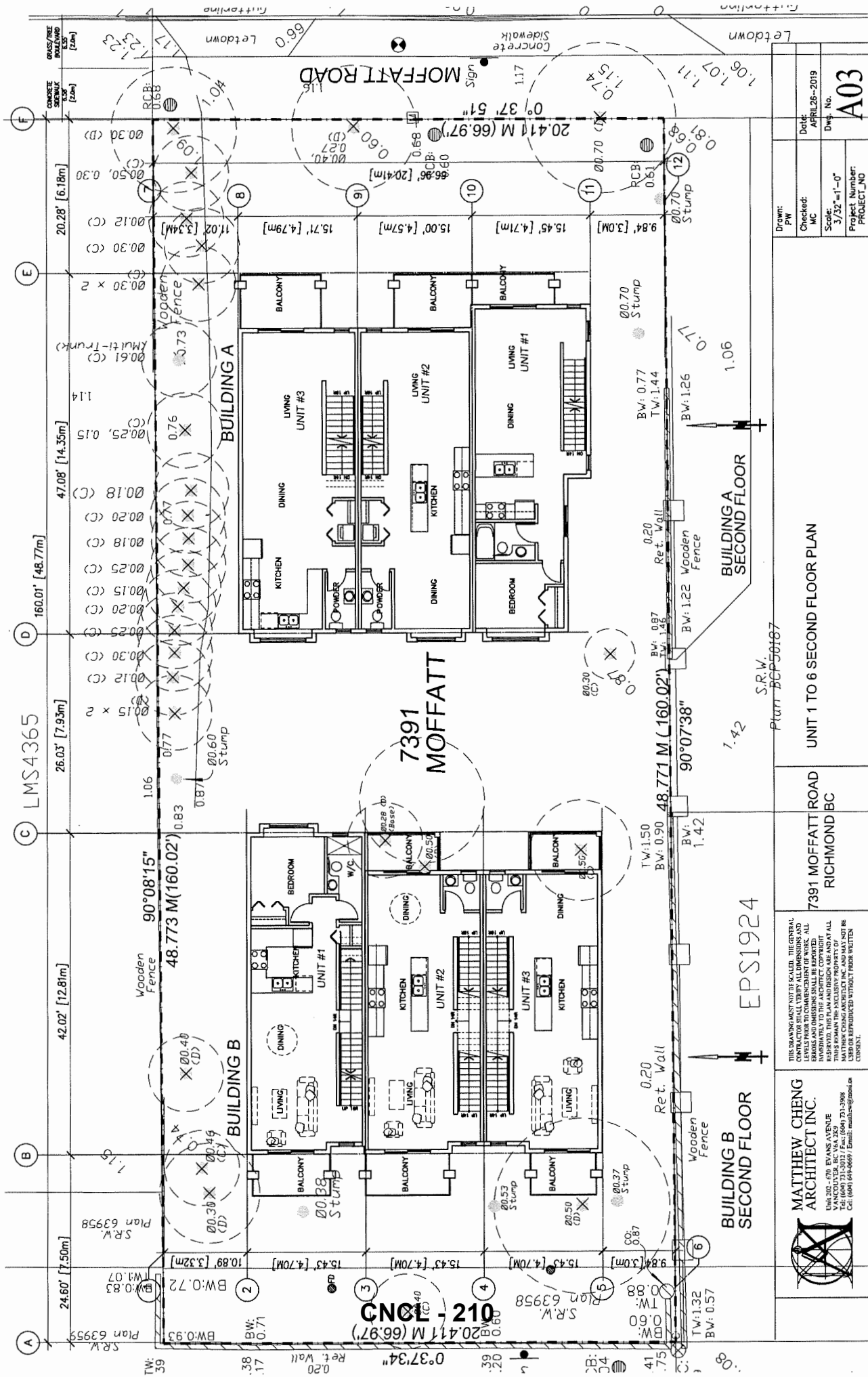
7391 MOFFATT ROAD
RICHMOND BC

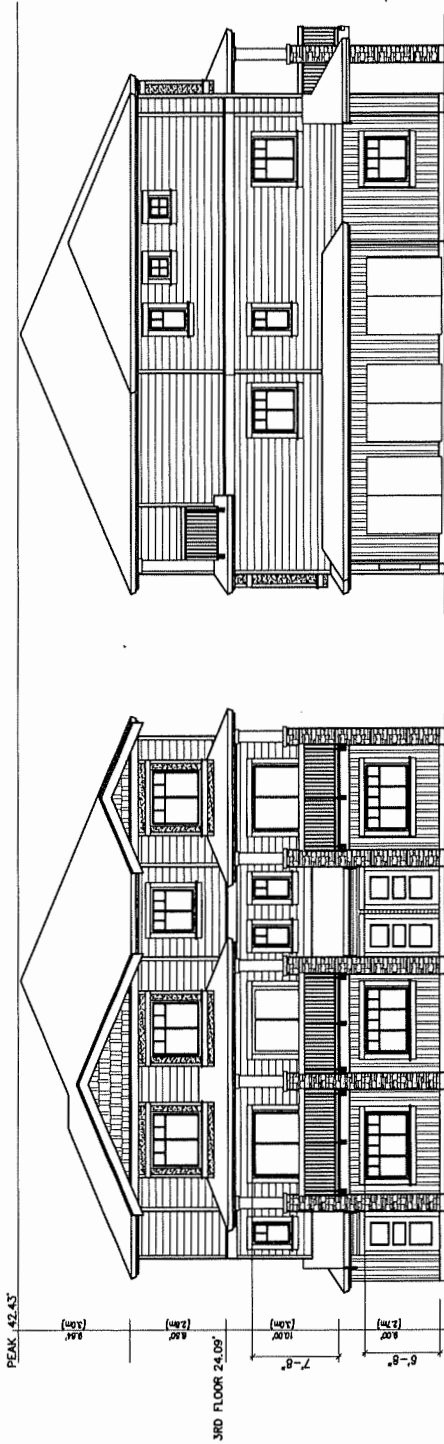
PAGE NAME:

7391 SITE PLAN WITH
7411 MOFFATT ROAD

Drawn: PW	Date: APRIL 26-2019
Checked: MC	Dwg. No. A01
Scale: N/T/S	Project Number: PROJECT_10

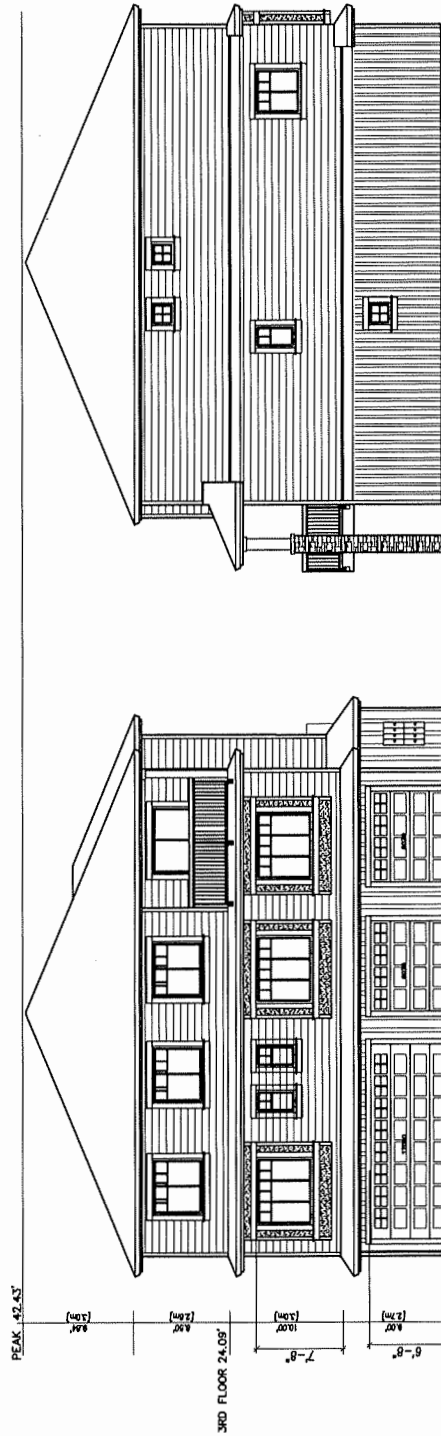






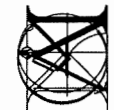
BUILDING A - EAST (FRONT) ELEVATION

BUILDING A - NORTH ELEVATION



BUILDING A - WEST ELEVATION

BUILDING A - SOUTH ELEVATION



**MATTHEW CHENG
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7391 MOFFATT ROAD
RICHMOND BC

BUILDING A ELEVATIONS

Drawn:
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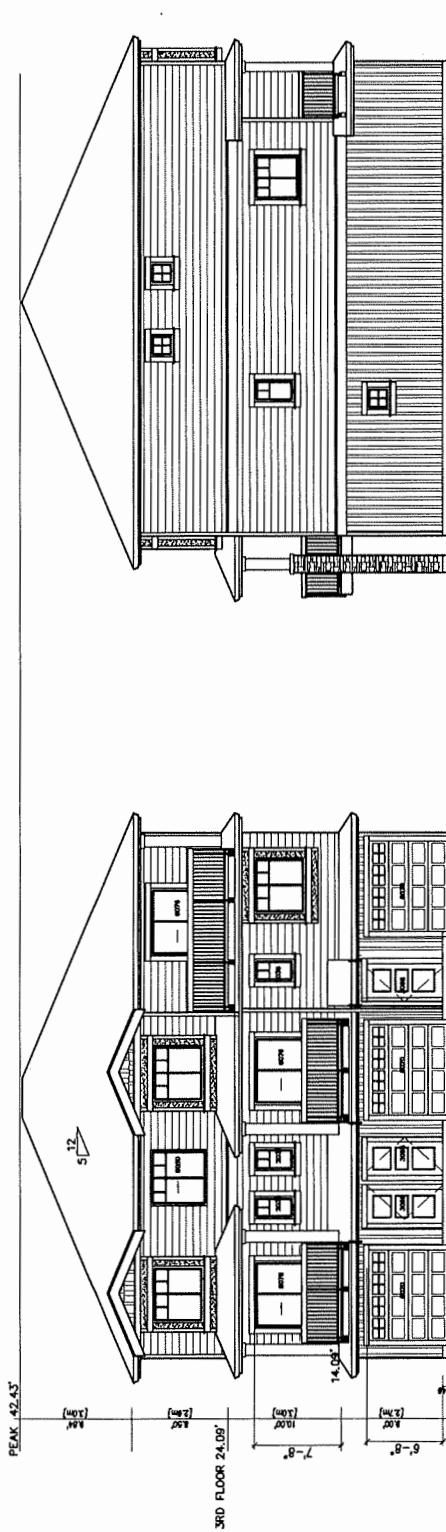
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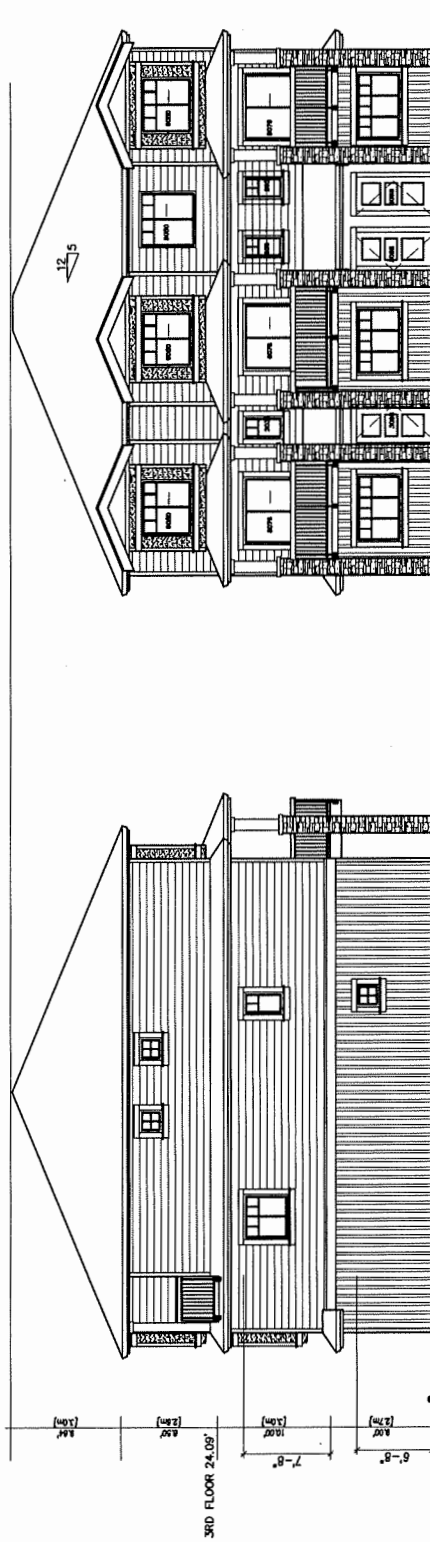
Project Number:
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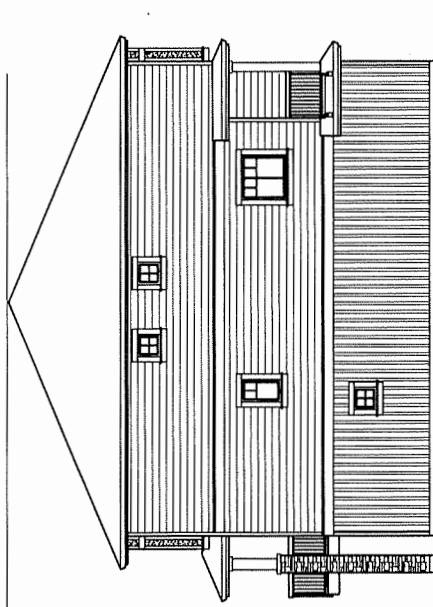
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A05



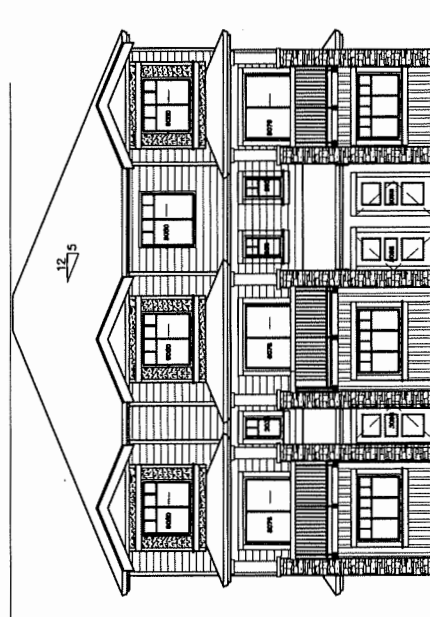
BUILDING B - EAST (FRONT) ELEVATION



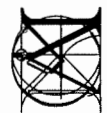
BUILDING B - WEST ELEVATION



BUILDING B - NORTH ELEVATION



BUILDING B- SOUTH ELEVATION



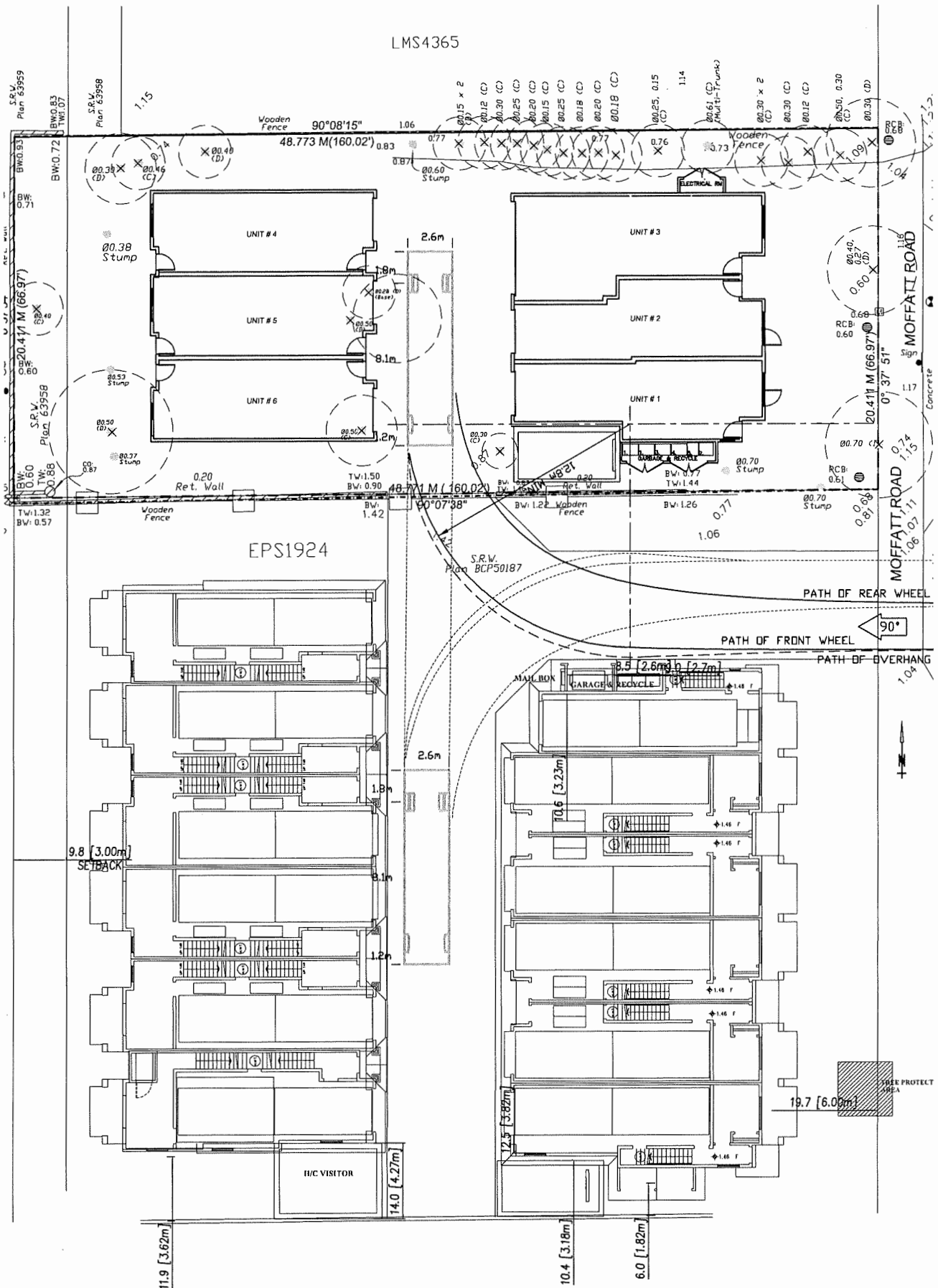
**MATTHEW CHENG
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7391 MOFFATT ROAD
RICHMOND BC

BUILDING B ELEVATIONS

Drawn: PW	Checked: MC	Date: AUGUST-2018
Scale: 3/32"=1'-0"	Project Number: PROJECT_NO	Dwg. No. A06



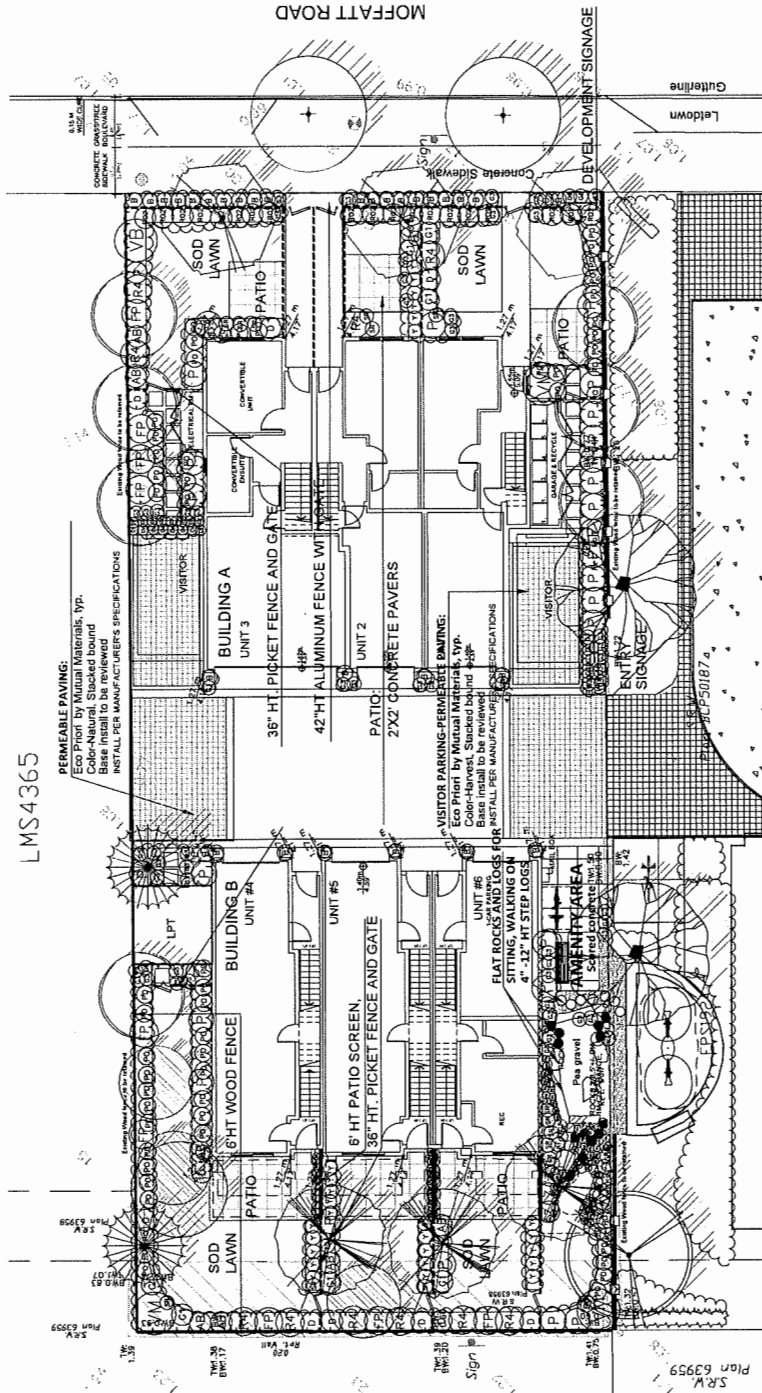
**MATTHEW CHENG
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7391 MOFFATT ROAD
RICHMOND BC

CNCL - 214

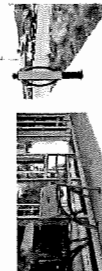
Traffic Management Plan

Drawn: PW	Date: APRIL 28-2019
Checked: MC	Dwg. No. A07
Scale: 3/32"=1'-0"	
Project Number: PROJECT_NO	



LMS4365

CNCL - 215

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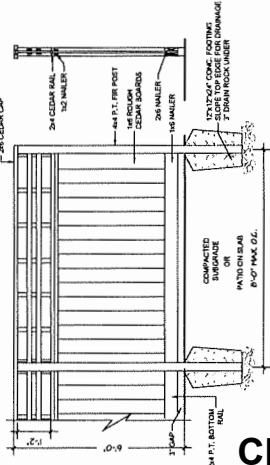
Moderns Bike Rack, Model Number MBR-17
BY WASHBONE SITE FURNISHINGS
Ultralight™ Re-Recycled Plastic Steel-Reinforced
Long-Lasting Stainless Steel Hardware

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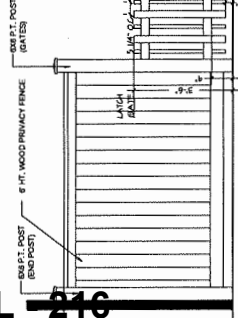
pmg
LANDSCAPE
ARCHITECTS
10000 W. 10th Avenue, Suite 100
Broomfield, CO 80020
P: 303.440.0011 F: 303.440.0022

SEAL

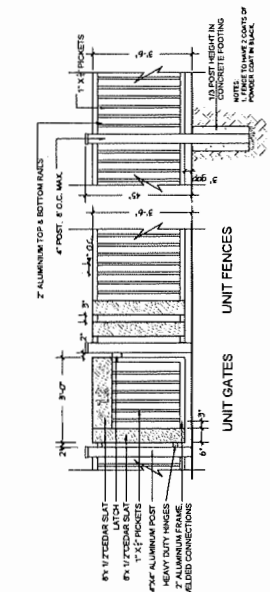
- NOTES:
1. ALL POSTS PRESSURE TREATED TO CSA STANDARD AND END CUTS
 2. ALL OTHER MEMBERS TO BE CEDAR, #1 (CONSTRUCTION) GRADE MINIMUM
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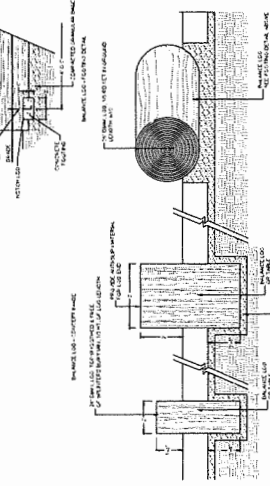
6 FT WOOD FENCE WITH LATTICE



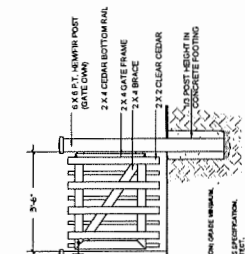
6 FT WOOD FENCE



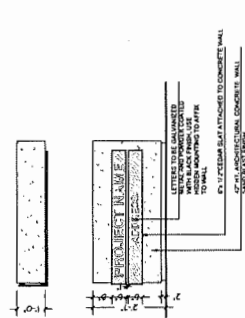
UNIT GATES



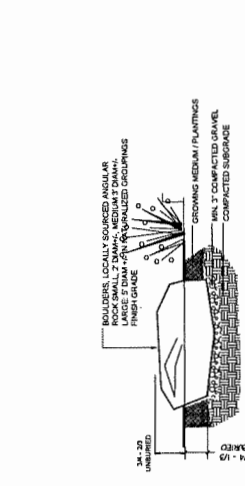
BALANCE LOGS



DEVELOPMENT SIGNAGE



FLAT BOULDER



BALANCE LOGS

PROJECT: 6 UNIT TOWNHOUSE DEVELOPMENT
7391 MOFFATT ROAD
RICHMOND

DRAWING TITLE: LANDSCAPE DETAILS

DATE: March 1, 2018
SCALE: 1/2" = 1'-0"
DRAWN: JG
DESIGN: JG
CHECK: JG
PM: JG

DRAWING NUMBER: L2
OF 2

PM: PROJECT NUMBER: 18-036

Meeting Date: Dec 12, 2018

Attendees: Jessica, Villa, Andrew Chen, Eric Wang, and Xiao Yu

Location: 21st Century Strata Management Company office

Re: 7391 Moffatt Rd, Richmond Driveway Sharing Issue

To Whom It May Concern.

Dear Madam or Sir,

We are a number of young and hardworking professionals who have been trying very hard to build up our career. For this unreasonable issue, we are suffering big losses. We hope that the City can bring justice to this matter and have our project back on track.

We have been trying to contact with 7411 Moffatt Rd management by ourselves, by our architects and by our lawyers since September 2018. Finally, we had a chance to have a face-to-face meeting with 7411 Strata president Villa, vice-president Jessica and the management company manager Andrew Chen.

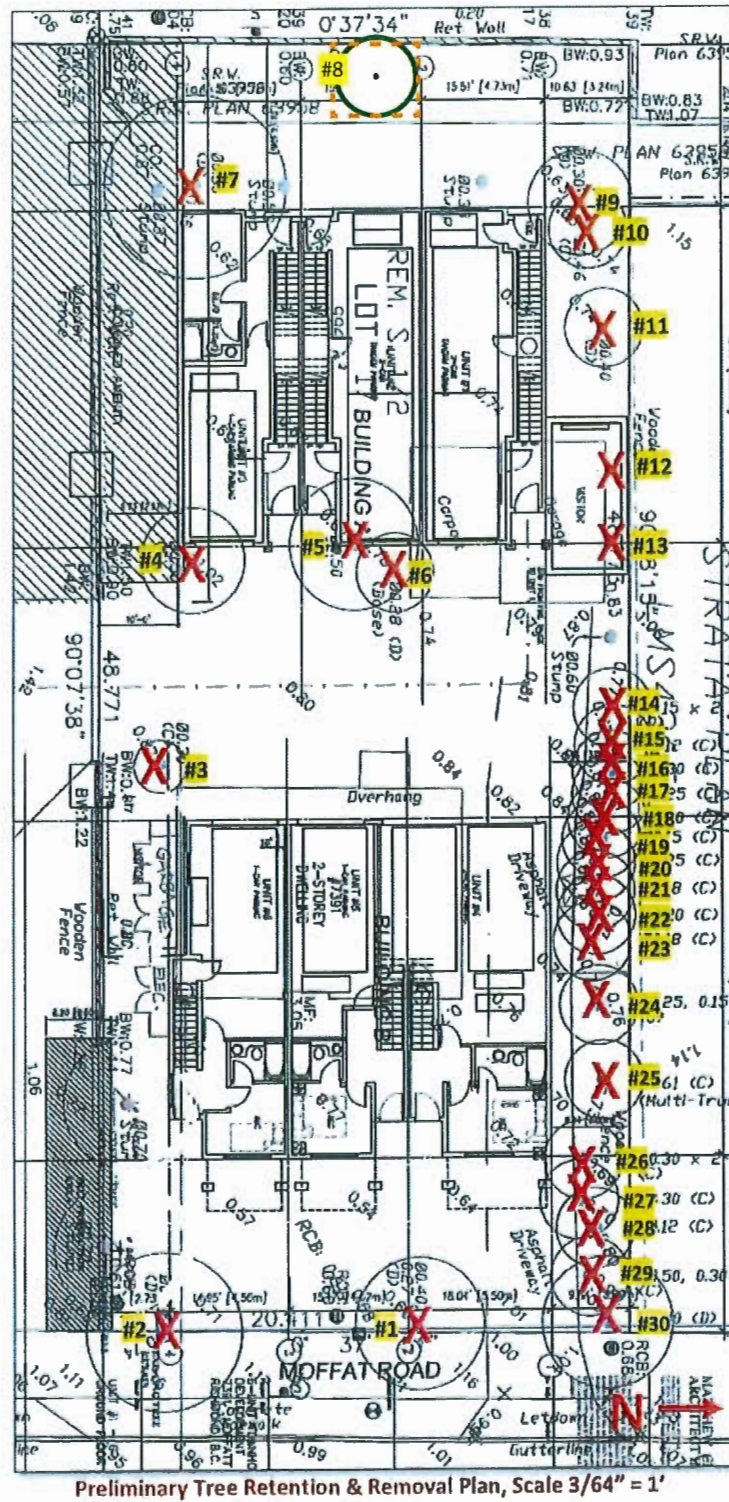
A few points from the meeting:

1. Jessica and Villa understand fully that 7391 Moffatt Rd is on title to share the driveway with 7411 Moffatt Rd.
2. Jessica and Villa have told us that most of the residents at 7411 Moffatt Rd are families of Chinese government officials and do not care about the rules and regulations. We have told them that here in Canada everyone must obey the rules.
3. Jessica and Villa have also informed us that each resident at 7411 Moffatt Rd would want \$20,000 from us for a total of \$250,000. They have clearly told us that they have nothing to lose, and that we will lose the time and money.
4. They also told us that if one day we really have to go to the Court, 7411 will lose and 7391 Moffatt would use the driveway. However, since we, the 7391 developers, already have wasted a lot of time and money on mortgage and lawyer fees, etc, they would strongly suggest us to pay them, and it would be a better choice for us.

We will really appreciate the City's patience and help to bring justice to this matter.

Sincerely,

Developer of 7391 Moffatt Rd



TREE #	SPECIES (Botanical name)	DBH (cm)	SPREAD (m) est.
1	Plum (<i>Prunus sp.</i>)	38	5m
2	Plum (<i>Prunus sp.</i>)	59	6m
3	Cedar (<i>Thuja occidentalis</i>)	26	2m
4	Cedar (<i>Thuja plicata</i>)	54	4m
5	Plum (<i>Prunus sp.</i>)	91 combined	5m
6	Camellia (<i>Camellia sp.</i>)	59 combined	3m
7	Walnut (<i>Juglans sp.</i>)	52	7m
8	Cedar (<i>Thuja plicata</i>)	40 per survey	3m
9	Plum (<i>Prunus sp.</i>)	28 combined	4m
10	Cypress (<i>Chamaecyparis sp.</i>)	54	3m
11	Plum (<i>Prunus sp.</i>)	46	3m
12	Plum (<i>Prunus sp.</i>)	24 est.	2m Est.
13	Hazelnut (<i>Corylus sp.</i>)	30 est.	2m Est.
14	Holly (<i>Ilex sp.</i>)	32 combined	3m
15	Cedar (<i>Thuja plicata</i>)	14	3m
16	Cedar (<i>Thuja plicata</i>)	32	3m
17	Cedar (<i>Thuja plicata</i>)	24	3m
18	Cedar (<i>Thuja plicata</i>)	24	3m
19	Cedar (<i>Thuja plicata</i>)	16	3m
20	Cedar (<i>Thuja plicata</i>)	29	3m
21	Cedar (<i>Thuja plicata</i>)	20	3m
22	Cedar (<i>Thuja plicata</i>)	29	3m
23	Cedar (<i>Thuja plicata</i>)	22	3m
24	Cypress (<i>Chamaecyparis sp.</i>)	42 combined	3m
25	Cypress (<i>Chamaecyparis sp.</i>)	82 combined	3m
26	Cypress (<i>Chamaecyparis sp.</i>)	60 per survey	3m
27	Cedar (<i>Thuja plicata</i>)	35 combined	3m
28	Cedar (<i>Thuja plicata</i>)	13	3m

TREE #	SPECIES (Botanical name)	DBH (cm)	SPREAD (m) est.
29	Cypress (<i>Chamaecyparis sp.</i>)	90 combined	3m
30	Plum (<i>Prunus sp.</i>)	30 per survey	5m

Suitable Replacement Tree Species

- Purple Fountain European Beech (*Fagus sylvatica* 'Purple Fountain')
- Japanese Tree Lilac 'Ivory Silk' (*Syringa reticulata* 'Ivory Silk')
- Japanese maple (*Acer palmatum sp.*)
- Persian Ironwood (*Parrotia persica*)
- Stewartia (*Stewartia pseudocamellia*)
- Ginkgo 'Princeton Sentry' (*Ginkgo biloba* 'Princeton Sentry')
- Dik's Weeping Cypress (*Chamaecyparis lawsoniana* 'Dik's Weeping')
- Serviceberry (*Amelanchier x grandiflora* 'Autumn Brilliance')
- Oriental Dogwood (*Cornus kousa*)
- Paperbark maple (*Acer griseum*)
- Threadleaf Cypress (*Chamaecyparis pisifera* 'Filifera')
- Sentinel Columnar pine (*Pinus nigra* 'sentinel')
- Picea omorika (*Serbian spruce*)



Address: 7391 Moffatt Road

File No.: RZ 17-777664

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9894, the developer is required to complete the following:

1. City acceptance of the developer's offer to voluntarily contribute \$20,500 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
2. The submission of a \$5,000 Tree Survival Security for the one on-site tree to be retained.
3. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
4. Registration of a flood indemnity covenant on Title.
5. Registration of a legal agreement on title ensuring that the only means of vehicle access is via the SRW BB4037709 registered on 7411 Moffatt Road, and that there be no direct access to Moffatt Road. This agreement must include language indemnifying and releasing the City from any issues arising from such reliance.
6. Registration of a cross-access easement, statutory right-of-way, and/or other legal agreements or measures, as determined to the satisfaction of the Director of Development, over the internal drive-aisle in favour of 7411 Moffatt Road.
7. City acceptance of the developer's voluntary contribution in the amount of \$2,251.20 (i.e. \$0.28/ft² of buildable area, excluding affordable housing) to future City community planning studies, as set out in the City Centre Area Plan.
8. Contribution of \$1,600 per dwelling unit (i.e. \$9,600) in-lieu of on-site indoor amenity space.
9. City acceptance of the developer's offer to voluntarily contribute \$8.50 per buildable square foot (i.e. \$68,331.50) to the City's affordable housing fund.
10. Registration of a legal agreement on Title prohibiting the conversion of the tandem parking area into habitable space.
11. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration, the developer is required to:

1. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development. The Landscape Plan should:
 - a) Include the 15 agreed upon replacement trees;
 - b) Include a mix of deciduous and coniferous species; and
 - c) Comply with the landscaping requirements contained in Richmond Zoning Bylaw 8500.

Prior to Development Permit* issuance, the developer must complete the following requirements:

1. Submission of a Landscape Security based on 100% of the cost estimate provided by a Landscape Architect, including all hard and soft materials, installation, and a 10% contingency.

Prior to Demolition Permit* Issuance, the developer must complete the following requirements:

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

Prior to Building Permit* Issuance, the developer must complete the following requirements:

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of energy efficiency, CPTED, sustainability, and accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
4. 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.
5. Enter into a Servicing Agreement* for the design and construction of required site servicing and frontage 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, the following:

Water Works:

- Using the OCP Model, there is currently 215 L/s of water available at a 20 psi residual at the Moffatt Road frontage. Based on the proposed development, the site requires a minimum fire flow of 220 L/s.
- The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for on-site fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit designs at Building Permit stage.
 - Provide a utility right-of-way (ROW) for the required water meter. The details of the utility right-of way (ROW) shall be determined via the Servicing Agreement design review.
- At the Developer's cost, the City is to:
 - Install one new water service connection off of the existing 150 mm water main along Moffatt Road, complete with meter and meter box for the proposed development.
 - Cut and cap at main the existing water service connection at Moffatt Road and remove the service lead.

Storm Sewer Works:

- The Developer is required to:
 - Confirm the condition of the existing inspection chamber (IC) and storm lead (at the southeast corner) via video inspection. Re-use of existing lead, and IC may be permitted if the video inspections show they are in good condition. If not in good condition, a new storm service connection shall be required at the same alignment.
- At the Developers cost, the City is to:
 - Cut and cap at main the existing storm service connection at Moffatt Road and remove the service lead.

Sanitary Sewer Works:

- The Developer is required to:
 - Confirm condition of the existing IC and the existing lead that's tied-in to the pump station (via video inspection). Re-use of existing lead and IC may be permitted if the video inspections show they are in good condition. If the existing lead (that's tied-in to the pump station) is not in good condition, a new

Initial: _____

sanitary service connection to service the project and abandonment of the existing lead and removal of the IC will be required. Details shall be determined via the Servicing Agreement (SA) design.

- Confirm via video inspection if the existing sewer pipe (at the northwest corner of 7411 Moffatt Road) that's aligned southeast is in service. If it's not in use, plug the opening at the IC, cut & cap the existing sewer pipe.
- Not start with the excavations and foundation works until all rear yard sanitary sewer works to be done by City crews are completed and operational.
- At the Developers cost, the City is to:
 - Perform all tie-ins to City-owned sanitary lines and complete all plugging, cutting and capping works.

Frontage Improvements:

- Developer to coordinate with BC Hydro, Telus and other private communication service providers:
 - To underground service lines and overhead utility lines for the proposed development along Moffatt Road, at the Developer's cost.
 - Review the existing street lighting levels along Moffatt Road and upgrade lighting along the developments frontage
 - To pre-duct for future hydro, telephone and cable utilities along all road frontages at Developer's cost.
 - 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 developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the staff report and 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 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 SRWs that shall be shown in the functional plan and registered prior to SA design approval:
 - BC Hydro PMT – 4mW X 5m (deep)
 - BC Hydro LPT – 3.5mW X 3.5m (deep)
 - Street light kiosk – 1.5mW X 1.5m (deep)
 - Traffic signal kiosk – 2mW X 1.5m (deep)
 - Traffic signal UPS – 1mW X 1m (deep)
 - Shaw cable kiosk – 1mW X 1m (deep) – show possible location in functional plan
 - Telus FDH cabinet - 1.1mW X 1m (deep) – show possible location in functional plan
- Complete offsite improvements to the Moffatt Road frontage, including:
 - Removal of the existing sidewalk and replacement with a new 1.5 m wide landscaped boulevard behind the existing curb and 2.0 m wide concrete sidewalk along the property line.
 - Removal of the existing driveway and replacement with curb, gutter, boulevard, and sidewalk as described above.
 - All frontage works to be completed prior to building occupancy.

General Items:

- At the Developers cost, the Developer is required to:
 - Building encroachment and permanent structures (such as trees and patios etc.) will not be permitted inside rear yard sanitary SRW. Please note fencing along the west property line should be a standard wooden fence
 - Provide, within the first SA submission, a geotechnical assessment of preload and soil preparation impacts on the existing utilities (e.g., rear yard sanitary mains, etc.) fronting or within the development site and provide mitigation recommendations.
 - 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

Initial: _____

of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- 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 9894 (RZ 17-777664)
7391 Moffatt 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 "**HIGH DENSITY TOWNHOUSES (RTH1)**".

P.I.D. 011-300-884

South Half Lot 17 Except: Part Subdivided by Plan 59725, Block 1 Section 17 Block 4
North Range 6 West New Westminster District Plan 8037

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 9894**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Planning Committee
From: Wayne Craig
Director, Development

Date: May 22, 2019
File: RZ 17-784927

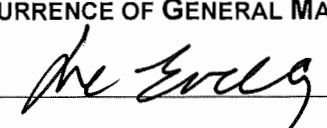
Re: Application by Raman Kooner for Rezoning at 10200/10220 Railway Avenue from the "Two-Unit Dwellings (RD1)" Zone to the "Coach Houses (RCH1)" Zone

Staff Recommendation

1. That the following recommendation be forwarded to a Public Hearing:
 - a) That Single-Family Lot Size Policy 5420 for the area generally bounded by Steveston Highway, Railway Avenue, Williams Road and the rear property lines of the properties located along No. 2 Road, in a portion of Section 36 Block 4 North Range 7 West, be amended as shown in the proposed draft Single-Family Lot Size Policy 5420 (Attachment 5);
2. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10035, for the rezoning of 10200/10220 Railway Avenue from the "Two-Unit Dwellings (RD1)" zone to the "Coach Houses (RCH1)" zone, be introduced and given First Reading.


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

WC:JR
Att. 11

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	<input checked="" type="checkbox"/>	

Staff Report

Origin

Raman Kooner has applied to the City of Richmond for permission to rezone 10200/10220 Railway Avenue from the “Two-Unit Dwellings (RD1)” zone to the “Coach Houses (RCH1)” zone, to permit the property to be subdivided to create three single-family lots each with a coach house suite, with vehicle access from the rear lane (Attachment 1). The proposed subdivision is shown in Attachment 2.

In order to consider this rezoning application, an amendment to Single-Family Lot Size Policy 5420 is required to remove the subject site from the Lot Size Policy area. The proposed amendment would remove a total of 46 properties fronting Railway Avenue between Williams Road and Steveston Highway, and two properties fronting Williams Road. Further discussion on the proposed amendment is provided below.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 3.

Subject Site Existing Housing Profile

There is an existing duplex on the property, which would be demolished. One of the duplex units was owner-occupied and the second was vacant before purchase by the developer. Both duplex units are now tenanted on an interim basis.

Surrounding Development

Existing development immediately surrounding the subject site is as follows:

- To the North: A single-family dwelling on a lot zoned “Single Detached (RS1/B)”.
- To the South: A single-family dwelling on a lot zoned “Single Detached (RS1/C)”.
- To the East: Single-family dwellings on lots zoned “Single Detached (RS1/B)”.
- To the West: Railway Avenue and an off-street multipurpose pathway, beyond which are single-family dwellings on lots zoned “Single Detached (RS1/E)”.

Related Policies & Studies

Official Community Plan/Steveston Area Plan

The Official Community Plan (OCP) land use designation for the subject site is “Neighbourhood Residential.” The proposed rezoning is consistent with this designation.

The subject site is located in the area governed by the Steveston Area Plan, and is designated “Single-Family” (Attachment 4). The proposed rezoning is consistent with this designation.

Arterial Road Land Use Policy

Since 2001, the City has encouraged redevelopment to compact lots along arterial roads where access is or can be made available to a rear lane. The Arterial Road Land Use Policy identifies the subject site for redevelopment to compact single-detached or coach house lots. The proposed rezoning is consistent with this designation.

Single-Family Lot Size Policy 5420

The subject site is located in the area governed by Single-Family Lot Size Policy 5420 (Attachment 5). The Lot Size Policy permits properties fronting Railway Avenue with rear lane access to rezone and subdivide in accordance with the “Single Detached (RS1/B)” zone (i.e., minimum 12 m wide lots, minimum 360 m² in area).

Where there is a rezoning application along an arterial road in an existing Lot Size Policy area that has been in place over five years, Council has the discretion to determine whether to remove all the properties in the block which front the subject arterial road from the applicable Lot Size Policy when considering the rezoning application.

It is on this basis that the proposed rezoning application and amendment to the Lot Size Policy are being considered.

The proposed amendment to the Lot Size Policy is to exclude the 46 properties fronting Railway Avenue and two properties fronting Williams Road with existing or planned rear lane access between Williams Road and Steveston Highway from the Lot Size Policy. This would enable these lots to apply for rezoning to permit redevelopment to a compact single detached housing form, in keeping with the Arterial Road Land Use Policy. All other provision of the Lot Size Policy would remain unchanged. The proposed amendment is shown in Attachment 6.

Affordable Housing Strategy

The applicant proposes a coach house on each of the three proposed lots, consistent with the City’s Affordable Housing Strategy. Each proposed coach house is 57.88 m² (623 ft²) and contains a single bedroom. Prior to final adoption of the rezoning bylaw, the applicant is required to register a covenant on Title ensuring that the dwelling unit located in each coach house cannot be stratified or otherwise held under separate Title.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

A letter dated March 29, 2019 (Attachment 7) was sent to the owners and residents of all the properties located within the area governed by Lot Size Policy 5420 describing the proposed amendment and to advise them of the proposed rezoning application at the subject site. The letter indicated that any comments or concerns with either the proposed Lot Size Policy amendment or rezoning application submitted to the City by April 30, 2019 would be included in this Staff Report to Council.

In response to this letter, the City received four pieces of written correspondence and two telephone calls. A summary of the correspondence is provided below, and the full text of each response is provided in Attachment 8.

- Two telephone calls asking for additional information.
- Two letters in support of the application.
- One letter in opposition to the application.
- One letter in support of the proposed Lot Size Policy amendment, but in opposition to the proposed rezoning to allow coach houses

Positive responses were supportive of locating additional density on Railway Avenue. Concerns included an increase to traffic and parking demand in the neighbourhood. Comments on housing affordability came from two different perspectives: a perception that single-detached homes with coach houses would be more expensive to build and therefore more expensive to buy, and appreciation that there are three potential rental units included in the proposal.

Staff support the proposed rezoning and Lot Size Policy amendment as the proposed development complies with the Arterial Road Land Use Policy and the “Coach Houses (RCH1)” zone, including the requirement for three on-site parking spaces. On-street parking is also available on Railway Avenue. Removal of the two existing driveways will increase the on-street parking capacity.

Should the Planning Committee endorse this application and Council grant First Reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Built Form and Architectural Character

The preliminary conceptual plans have satisfactorily addressed the staff comments identified as part of the rezoning application review process. These include a site plan and architectural elevations for the coach houses on each proposed lot (Attachment 9).

The three proposed coach houses have identical massing, with differentiation achieved through varying the window size, dormer style, and cladding materials. All of the coach houses are sited closest to the south property line, which is a requirement of the “Coach Houses (RCH1)” zone.

Each of the proposed coach houses includes a one bedroom unit above a detached garage. There is additional living space at grade, which includes direct access to private outdoor space for the coach house. Additional private outdoor space is located in the rear yard beside the coach house.

Living space is oriented away from neighbouring properties, with the living room, kitchen, and den all having windows facing the principal dwelling. Windows in the bedroom overlook the rear lane. No balconies are proposed.

For each new lot, parking is proposed in a detached garage. Parking for the principal dwelling consists of two parking spaces provided in a tandem arrangement, which is permitted in the “Coach Houses (RCH1)” zone for the principal dwelling only. One parking space for the coach house is provided in the garage, for a total of three on-site parking spaces on each lot proposed. In addition to the parking provided on-site, on-street parking is permitted on Railway Avenue. The removal of the two existing driveways will increase opportunities for on-street parking.

Prior to final adoption of the rezoning bylaw, the applicant is required to provide:

- A Landscape Plan, prepared by a Registered Landscape Architect, that is consistent with the landscape regulations contained in Richmond Zoning Bylaw 8500 and the Arterial Road Land Use Policy. The Landscape Plan must include a cost estimate for all works, including any trees, soft and hard landscaping materials, fencing, installation costs, and a 10% contingency.
- A Landscape Security based on 100% of the cost estimate.

Furthermore, the applicant must register legal agreements on Title to ensure that:

- The coach house cannot be stratified.
- The area used for tandem parking cannot be converted to habitable space.
- The Building Permit application and ensuing development of the site is generally consistent with the conceptual plans included in Attachment 9.

Transportation and Site Access

Vehicle access to the proposed lots is from the rear lane, with no access permitted to Railway Avenue in accordance with Richmond Residential Lot (Vehicular) Access Regulation Bylaw No. 7222. The two existing driveways to Railway Avenue will be removed as part of the frontage works.

Pedestrian access to the principal dwelling and coach house is proposed from Railway Avenue and the rear lane in accordance with the requirements of the “Coach Houses (RCH1)” zone.

Prior to issuance of the Building Permit, the applicant is required to submit a Construction Parking and Traffic Management Plan to the City’s Transportation Department for review.

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 four bylaw-sized trees on the subject property and two street trees on City property.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- Two trees (Tag # 32 and 33) located on the development site are in good condition, however the trees are in direct conflict with the proposed coach houses and will be negatively impacted by the required sanitary service works. As a result of proposed construction impacts, these trees are not good candidates for retention and should be removed and replaced.
- One Katsura tree (Tag # 91) located on the development site has a previously topped crown with poorly attached regrown leaders, but is in fair condition. This tree is in close proximity to the existing duplex and will be impacted by demolition. As a result this tree is not a good candidate for retention and should be removed and replaced.
- One Japanese Maple tree (Tag # 92) located on the development site is in fair condition. This tree is growing in a crowded location adjacent to the existing fence and other landscaping, including Trees # 91 and 717. As a result of proposed construction impacts, this tree should be removed and replaced.
- Replacement trees should be provided at 2:1 ratio as per the Official Community Plan (OCP).

City Parks staff have reviewed the Arborist's Report and support the Arborist's finding, with the following comments:

- One tree located in the site frontage (Tag # 34) is in good condition and should be retained and protected during construction.
- One tree located outside the site frontage (Tag # D) is in good condition and should be retained and protected during construction.
- One Elderberry shrub located in the site frontage (Tag # 717) is in poor condition and will be in conflict with the proposed new sidewalk. This shrub should be removed. Compensation is not required for shrubs.
- One Cedar hedgerow located in the boulevard in front of Proposed Lots B and C is in fair condition, but will be in conflict with the required frontage works and should be removed. Compensation is not required for hedges.

Tree Protection

Two City-owned trees in the boulevard (Tag # 34 and D) are proposed to be retained. 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 10). 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 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.
- Prior to final adoption of the rezoning bylaw or demolition of the existing dwelling, whichever is first, submission of a \$1,980 Tree Survival Security to the City.

Tree Replacement

The applicant wishes to remove four on-site trees (Tag # 32, 33, 91, and 92). Two trees located in the front yard (Tag # 91 and 91) are in a crowded location close to the existing duplex, existing fence, and other trees and shrubs. These trees will be negatively affected by the proposed building demolition, fence removal, and site grading. Two trees located in the rear yard (Tag # 32 and 33) are in conflict with the proposed detached garage and coach houses on Proposed Lots B and C. Siting of the detached garage and coach houses is established in the "Coach Houses (RCH1)" zone, which requires that accessory buildings be oriented closest to the south property line in order to reduce shadow impacts on properties to the north.

The 2:1 replacement ratio would require a total of eight replacement trees. The applicant has agreed to plant three trees on each proposed lot, for a total of nine trees in the development. A minimum of two trees in the front yard and one tree in the rear yard should be planted on each proposed lot, consistent with the landscaping requirements contained in Richmond Zoning Bylaw 8500 and the Arterial Road Land Use Policy. A Landscape Plan showing the proposed size, species, and location of the replacement trees is required prior to final adoption of the rezoning bylaw. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
4	9 cm	5 m
2	8 cm	4 m
3	6 cm	3.5 m

Existing Legal Encumbrances

There is an existing Statutory Right of Way (SRW) for the sanitary sewer inspection chamber. This SRW will be discharged and replaced with new SRWs when the sanitary connections are relocated on site to service the three proposed lots.

There is a strata plan registered on the property, as well as a covenant on Title restricting the use of the property to a duplex only. The strata plan must be cancelled and the covenant discharged at Subdivision stage.

Site Servicing and Frontage Improvements

The applicant is required to complete the site servicing and off-site improvements described in Attachment 11. Works are to be constructed through a City work order, and include:

- A cash-in-lieu contribution for future upgrades to the rear lane.
- Removal of the existing concrete sidewalk and grass boulevard, and replacement with new 2.0 m wide sidewalk at the property line, landscaped boulevard, and concrete curb and gutter in existing location.
- Permanent closure of the existing driveway crossings and replacement with the frontage works described above.

Financial Impact

The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

The purpose of this application is to rezone 10200/10220 Railway Avenue from the “Two-Unit Dwellings (RD1)” zone to the “Coach Houses (RCH1)” zone, to permit the property to be subdivided to create three single-family lots each with a coach house suite, with vehicle access from the rear lane. Concurrent with the rezoning application, the applicant requests that Council consider an amendment to Lot Size Policy 5420 to exclude properties along Railway Avenue between Williams Road and Steveston Highway from the Lot Size Policy.

This rezoning application complies with the land use designations and applicable policies for the subject site contained in the OCP and Richmond Zoning Bylaw 8500.

The list of rezoning considerations is included in Attachment 11, which has been agreed to by the applicant (signed concurrence on file).

May 22, 2019

- 9 -

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10035 be introduced and given First Reading.



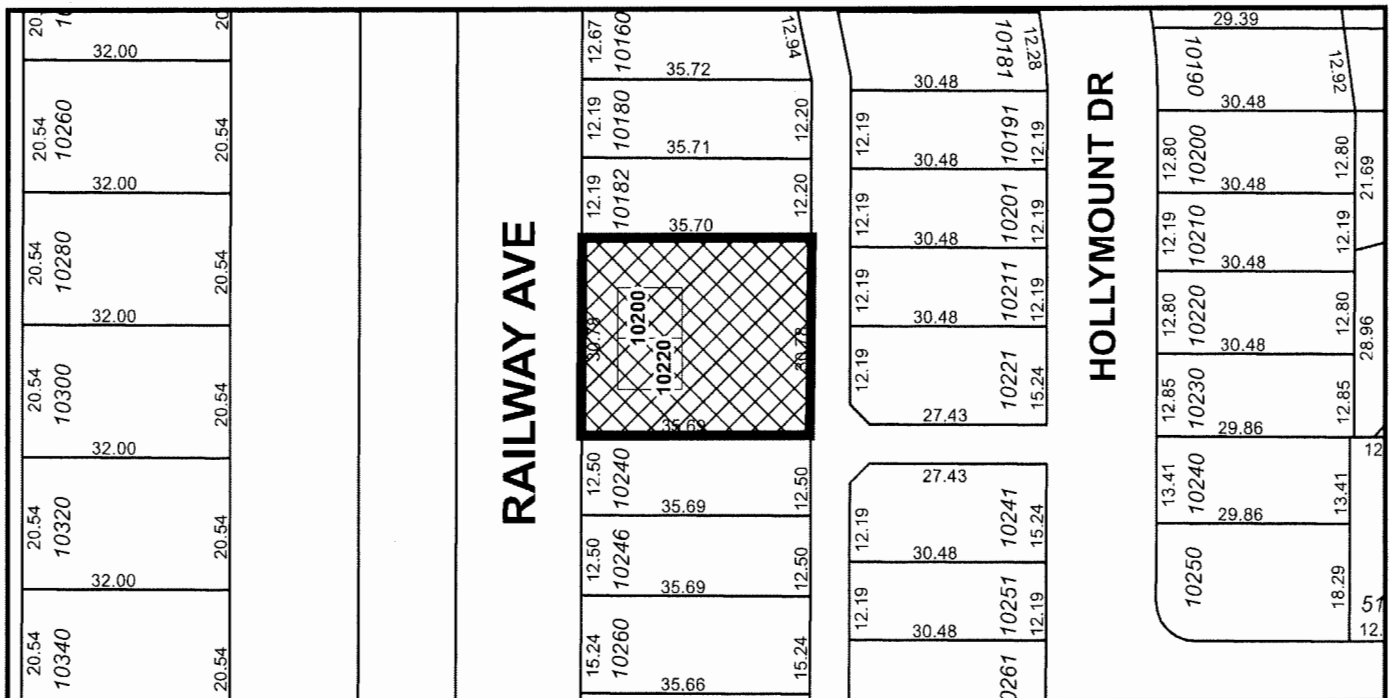
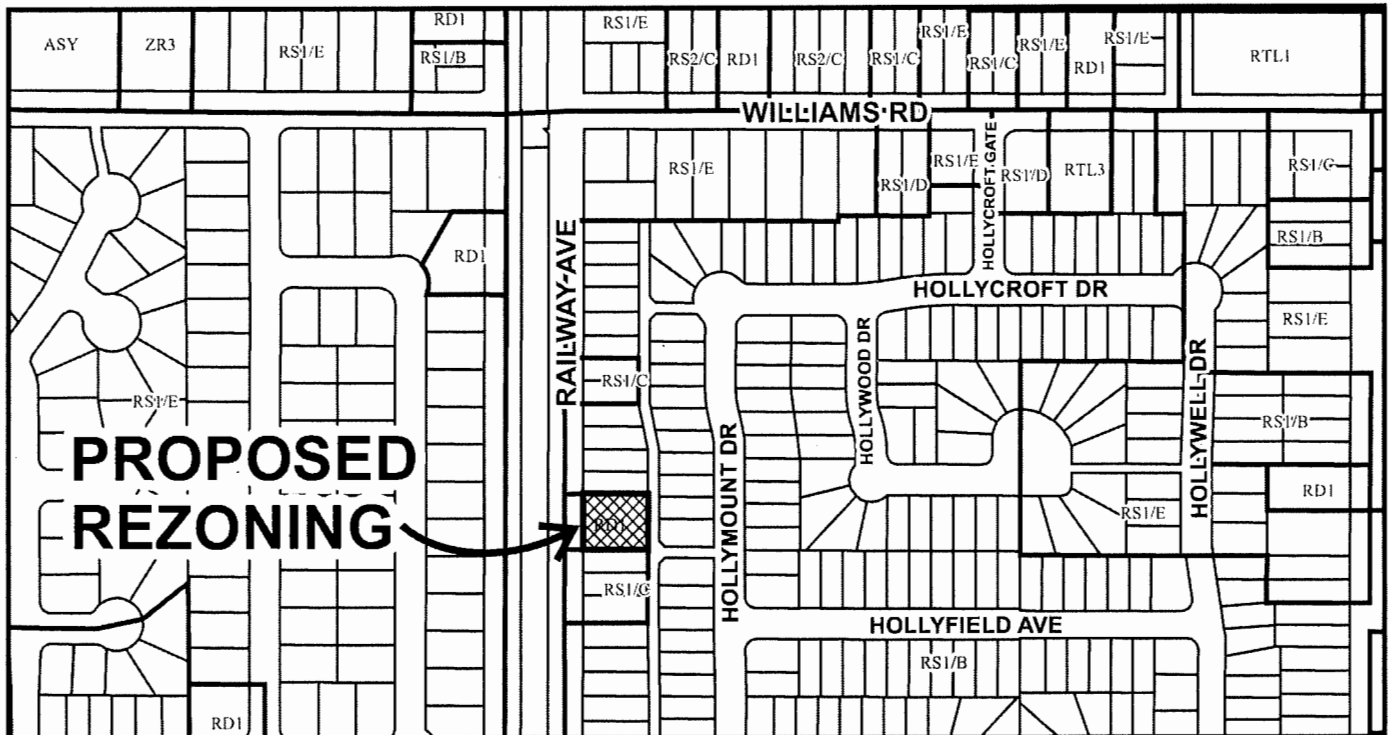
Jordan Rockerbie
Planning Technician
(604-276-4092)

JR:blg

Attachment 1: Location Map and Aerial Photo
Attachment 2: Site Survey with Proposed Subdivision Plan
Attachment 3: Development Application Data Sheet
Attachment 4: Steveston Area Land Use Map
Attachment 5: Single-Family Lot Size Policy 5420
Attachment 6: Proposed Amendment to Single-Family Lot Size Policy 5420
Attachment 7: City's Letter Dated March 29, 2019
Attachment 8: Written Correspondence Received from Residents
Attachment 9: Conceptual Development Plans
Attachment 10: Tree Management Plan
Attachment 11: Rezoning Considerations



City of Richmond



RZ 17-784927

CNCL - 235

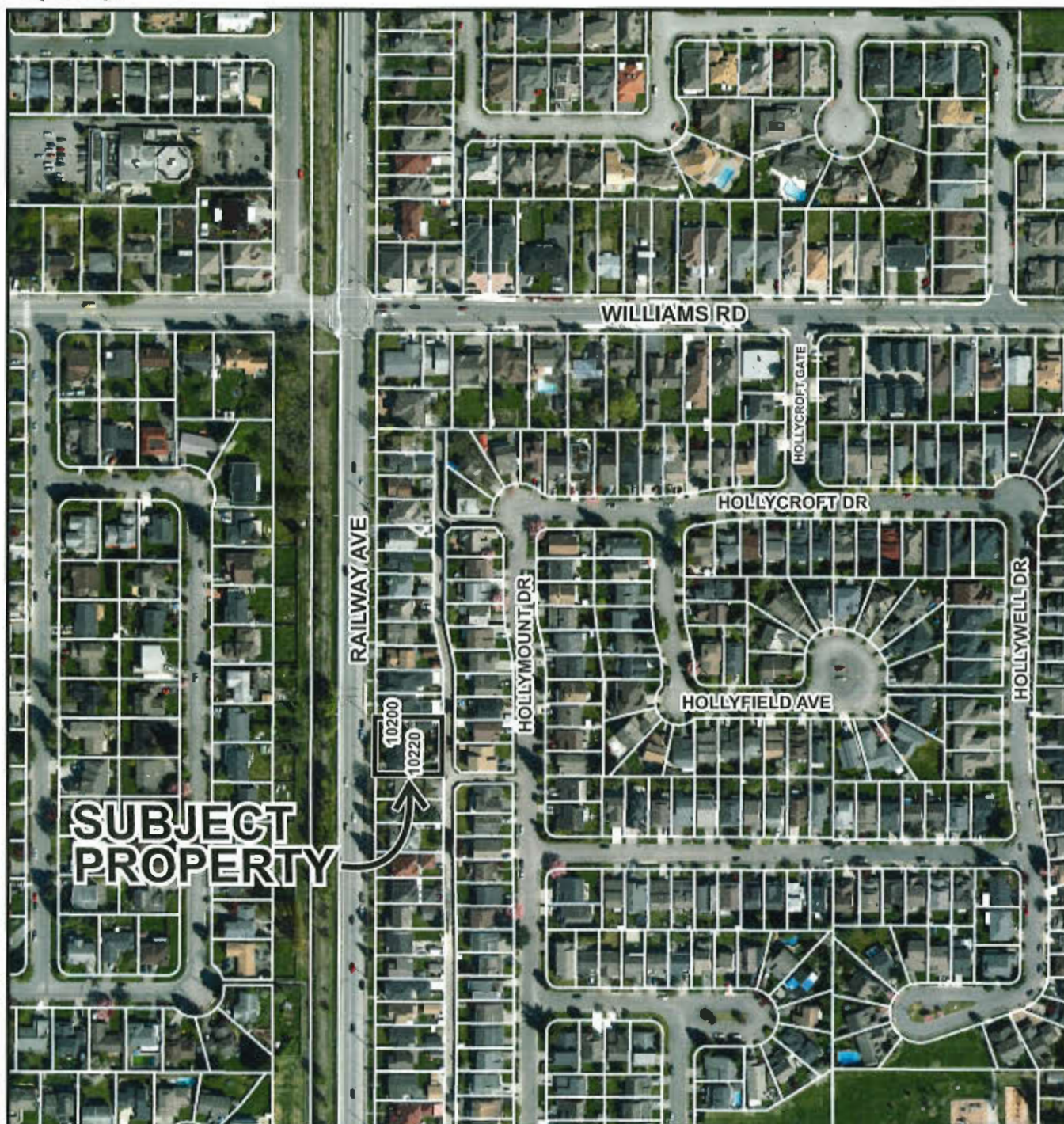
Original Date: 09/28/17

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



RZ 17-784927

Original Date: 09/28/17

Revision Date:

Note: Dimensions are in METRES

CNCL - 236

TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF STRATA PLAN NWS2029

SECTION 36 BLOCK 4 NORTH RANGE 7 WEST

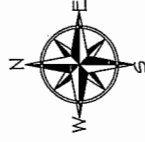
NEW WESTMINSTER DISTRICT

#10200 RAILWAY AVENUE,
RICHMOND, B.C.

SCALE: 1:200



ALL DISTANCES ARE IN METRES AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED



Note: "Approximate Building Envelope"
reflects setbacks for the
principal dwelling only.

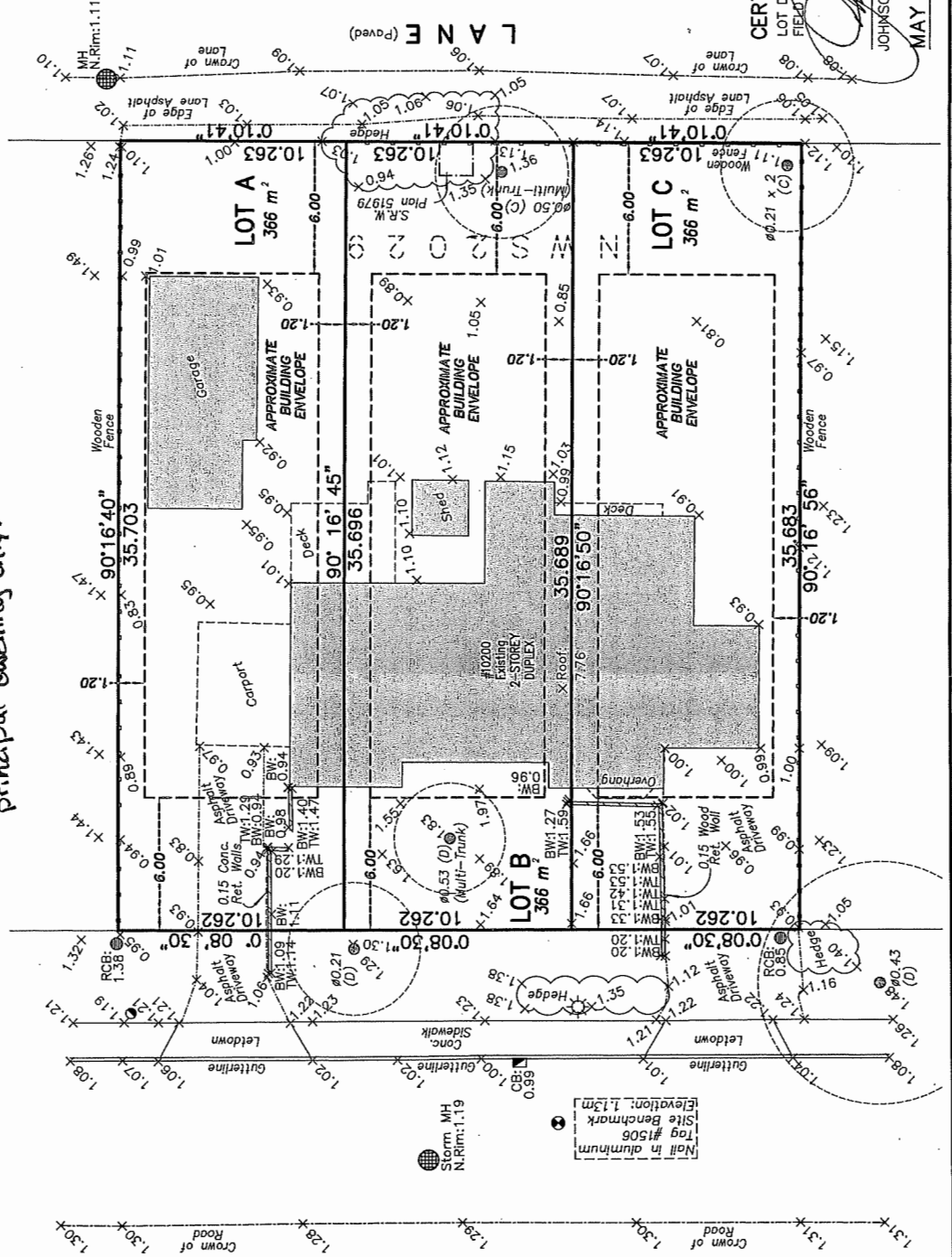
- LEGEND:**
- (C) denotes conifer
 - (D) denotes deciduous
 - denotes catch basin
 - denotes round catch basin
 - denotes manhole
 - ⊙ denotes lamp standard
 - ⊛ denotes power post
 - MF denotes main floor
 - BW denotes bottom of retaining wall
 - TW denotes top of retaining wall

NOTE:
Elevations shown are based on
City of Richmond HPN
Benchmark network.
Benchmark: HPN #231
Control Monument 19713
Elevation: 3.419m
Benchmark: HPN #235
Control Monument 77H4885
Elevation: 1.103m

NOTE:
Use site Benchmark
Tag #1506 for construction
elevation control.

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J. C. Tam and Associates
Canada and B.C. Land Surveyor
115 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: 214-8928
Fax: 214-8929
E-mail: office@jctam.com
Website: www.jctam.com
Job No. 6956
FB-336 PB-12
Drawn By: IO

DWG No. 6956-Topo-01



CERTIFIED CORRECT:
LOT DIMENSION ACCORDING TO
FIELD SURVEY.

JOHNSON C. TAM, B.C.L.S., C.
MAY 29th, 2017.



RZ 17-784927

Attachment 3

Address: 10200/10220 Railway Avenue

Applicant: Raman Kooner

Planning Area(s): Steveston

	Existing	Proposed
Owner:	0845785 BC Ltd.	To be determined
Site Size (m²):	1,098 m ²	Three lots, each 366 m ²
Land Uses:	One two-unit dwelling	Three single-family dwellings with coach houses
OCP Designation:	Neighbourhood Residential	No change
Area Plan Designation:	Single-Family	No change
702 Policy Designation:	Single Detached (RS1/B)	Amendment to remove the property from the Lot Size Policy
Zoning:	Two-Unit Dwellings (RD1)	Coach Houses (RCH1)
Other Designations:	Arterial Road Compact Lot Coach House	No change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	Max. 0.60	none permitted
Total Buildable Floor Area (m ²):*	Max. 219.6 m ² (2,363 ft ²)	Max. 219.6 m ² (2,363 ft ²)	none permitted
Principal Dwelling Floor Area (m ²):*	Max. 186.6 m ² (2,008 ft ²)	Max. 161.72 m ² (1,740 ft ²)	None
Coach House Floor Area (m ²):*	Min. 33.0 m ² (355 ft ²) Max. 60 m ² (645 ft ²)	57.88 m ² (623 ft ²)	None
Lot Coverage:	Building: Max. 45% Non-porous Surfaces: Max. 70%	Building: Max. 45% Non-porous Surfaces: Max. 70%	None
Lot Size (m ²):	315 m ²	366 m ²	None
Lot Dimensions (m):	Width: Min. 9.0 m Depth: Min. 35.0 m	Width: 10.26 m Depth: 35.69 m	None
Principal Dwelling Setbacks (m):	Front: Min. 6.0 m Rear: Min. 6.0 m Side: Min. 1.2 m	Front: Min. 6.0 m Rear: Min. 6.0 m Side: Min. 1.2 m	None

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Coach House Setbacks (m):	Rear: Min. 1.2 m Interior Side (Ground): Min. 0.6 m Interior Side (Upper): Min. 1.2 m Opposite Interior Side: Min. 1.8 m Building Separation: Min. 4.5 m	Rear: 1.2 m Interior Side (Ground): 0.6 m Interior Side (Upper): 1.2 m Opposite Interior Side: 2.2 m Building Separation: 5.29 m	None
Principal Dwelling Height (m):	Max. 9.0 m	Max. 9.0 m	None
Coach House Height (m):	Max. 6.5 m, measured from the crown of the lane	6.45 m, measured from the crown of the lane	None
Off-street Parking Spaces:	Principal Dwelling: 2 Coach House: 1	Principal Dwelling: 2 Coach House: 1	None
Tandem Parking Spaces:	Permitted for the principal dwelling only	2 spaces in the garage for the principal dwelling	None
Outdoor Amenity Space:	Principal Dwelling: Min. 30.0 m ² Coach House: No minimum	Principal Dwelling: Min. 30.0 m ² Coach House: 22.18 m ²	None

Other: Tree replacement compensation required for loss of significant trees.

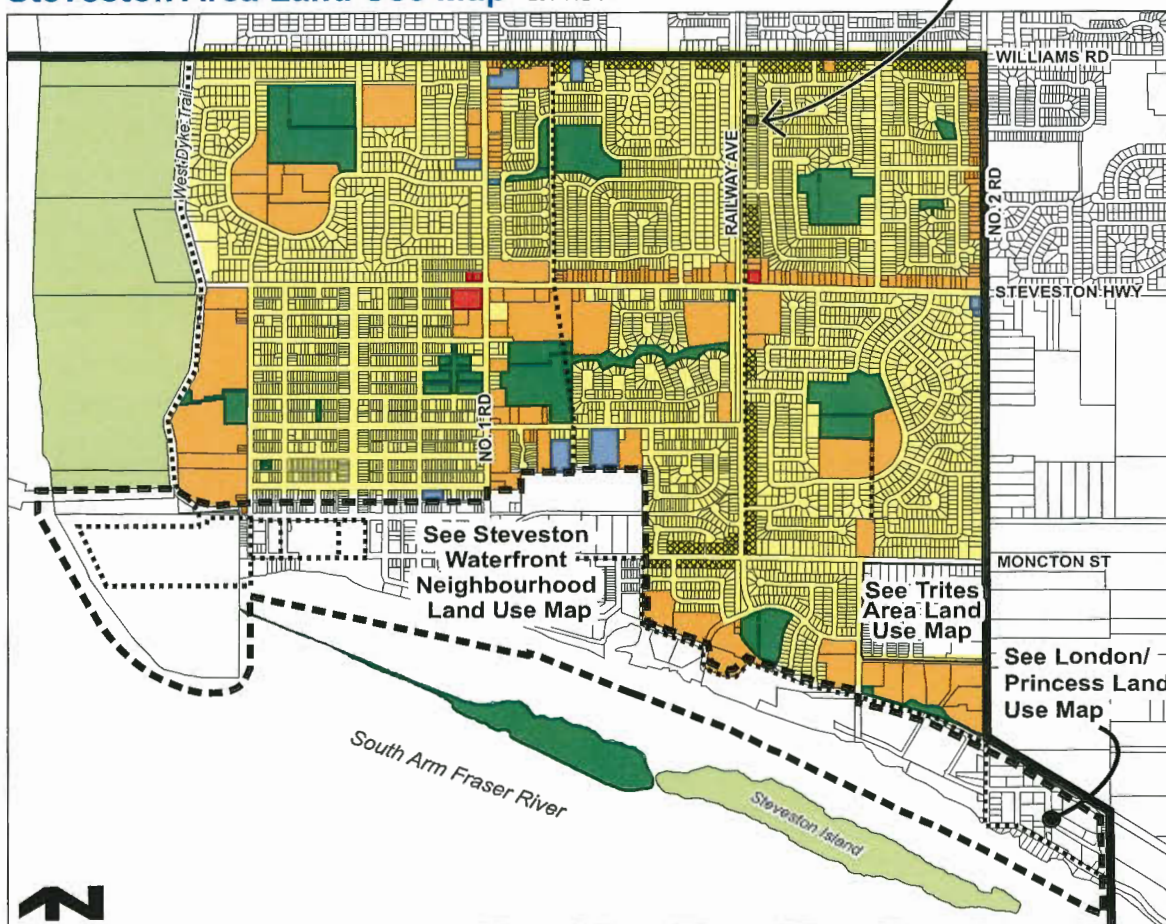
* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.











City of Richmond

Steveston Area Land Use Map

Bylaw 9604
2016/12/19

SUBJECT SITE



	Single-Family		Institutional
	Single-Detached/Duplex/Triplex		Conservation Area
	Multiple-Family		Trail
	Commercial		Steveston Area Boundary
	Public Open Space		Steveston Waterfront Neighbourhood Boundary



City of Richmond

Policy Manual

Page 1 of 2

Adopted by Council: October 16, 1989
 Amended by Council: August 17, 1992
 Lassam Rd. Adopted by Council: August 21, 1995

POLICY 5420

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 36-4-7

POLICY 5420:

The following policy establishes lot sizes for the area, bounded by **Steveston Highway, Railway Avenue, Williams Road and the rear of the properties located along No. 2 Rd.** in Section 36-4-7:

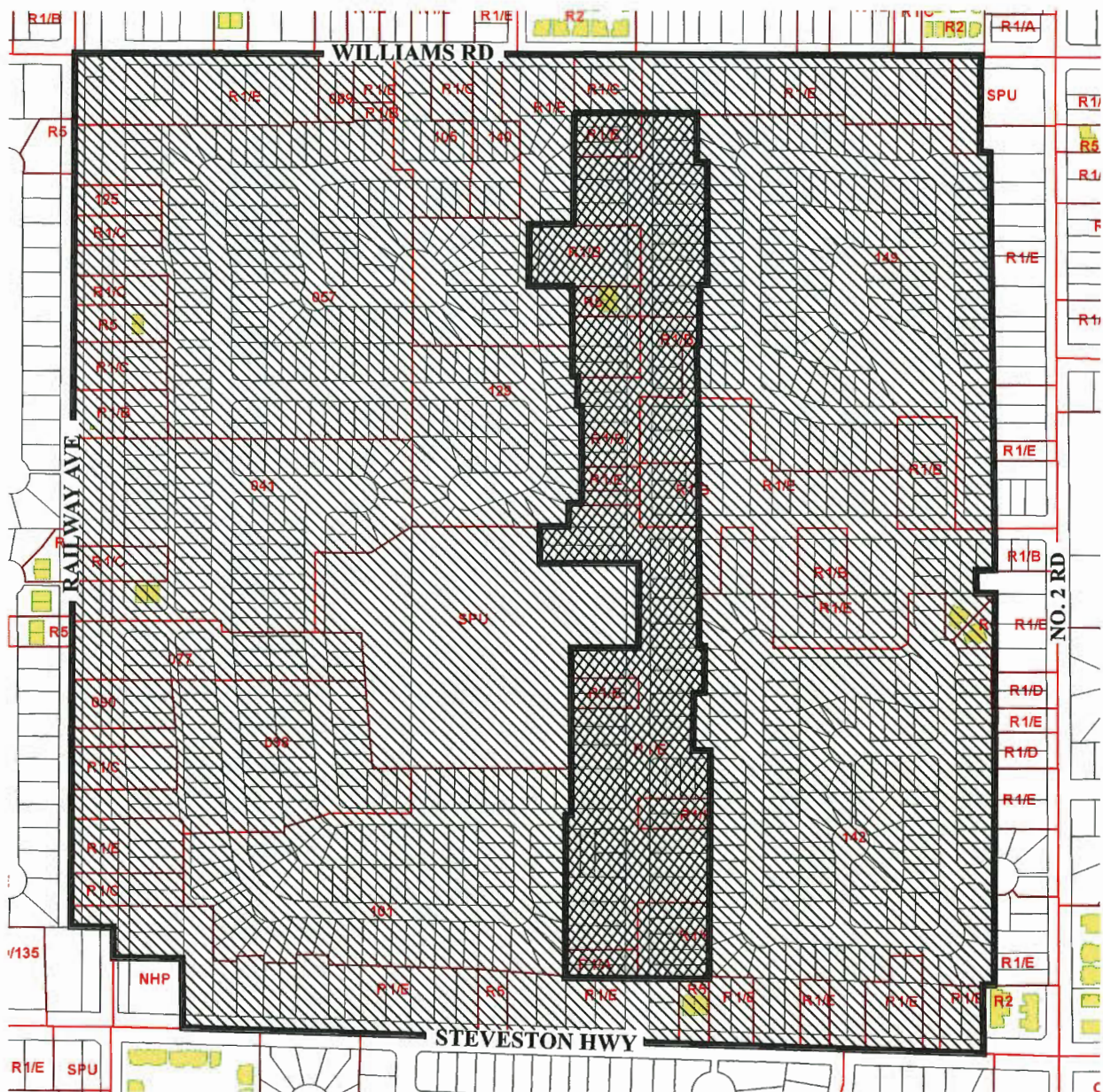
That properties within the area bounded by Steveston Highway, Railway Avenue, Williams Road and the rear property lines of the properties located along No. 2 Rd. (Section 36-4-7), be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1/B) in Zoning and Development Bylaw 5300, with the following provisions:

- (a) If there is no lane or internal road access, then properties along Railway Avenue and Steveston Highway will be restricted to Single-Family Housing District (R1/E);
- (b) Properties along Williams Road will be permitted Single-Family Housing District (R1/C) unless there is lane or internal road access in which case Single-Family Housing District (R1/B) will be allowed;
- (c) The Policy for the properties along Lassam Rd. (as cross-hatched on the attached map) was adopted on August 21, 1995;

and that this policy, as shown on the accompanying plan, be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.

Note: Council adopted the above noted Single-Family Lot Size Policy, with an amendment clarifying that the western boundary of the policy area is the middle of Railway Avenue.

Note: There are two adoption dates for two separate portions of Policy 5420.



Subdivision permitted as per **R1/B** (date of adoption 08/21/95).



Subdivision permitted as per **R1/B** (date of adoption 10/16/89).

1. Williams Road - R1/C unless there is a lane or internal access then R1/B
2. Railway Avenue & Steveston Highway - R1/E unless there is lane or internal access then R1/B.



Policy 5420 Section 36-4-7

Adopted Date: 10/16/89
Amended Date: 08/17/92
Lassam Rd.
Adopted Date: 08/21/95
Note: Dimensions are in METRES



City of Richmond

Policy Manual

Page 1 of 2

Adopted by Council: October 16, 1989
 Amended by Council: August 17, 1992
 Lassam Rd. Adopted by Council: August 21, 1995
 Amended by Council:

DRAFT**PROPOSED POLICY 5420**

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 36-4-7

POLICY 5420:

The following policy establishes lot sizes for the area, bounded by **Steveston Highway, Railway Avenue, Williams Road and the rear of the properties located along No. 2 Rd.** in Section 36-4-7:

That properties within the area bounded by Steveston Highway, Railway Avenue, Williams Road and the rear property lines of the properties located along No. 2 Rd. (Section 36-4-7), be permitted to subdivide in accordance with the provisions of Single-Family Housing District (RS2/B) in Richmond Zoning Bylaw 8500, with the following provisions:

- (a) If there is no lane or internal road access, then properties along Steveston Highway will be restricted to Single-Family Housing District (RS2/E);
- (b) Properties along Williams Road will be permitted Single-Family Housing District (RS2/C) unless there is lane or internal road access in which case Single-Family Housing District (RS2/B) will be allowed;
- (c) The Policy for the properties along Lassam Rd. (as cross-hatched on the attached map) was adopted on August 21, 1995;

and that this policy, as shown on the accompanying plan, be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in Richmond Zoning Bylaw 8500.

Note: Council adopted the above noted Single-Family Lot Size Policy, with an amendment clarifying that the western boundary of the policy area is the middle of Railway Avenue.

Note: There are two adoption dates for two separate portions of Policy 5420.



City of Richmond

ATTACHMENT 7

6911 No. 3 Road,
Richmond, BC V6Y 2C1
www.richmond.ca

March 29, 2019
File: RZ 17-784927

Planning and Development Division
Development Applications
Fax: 604-276-4052

Dear Owner/Resident:

Re: Proposed amendment to Single-Family Lot Size Policy 5420 and proposed rezoning application at 10200/10220 Railway Avenue

This is to advise you that the City of Richmond has received a rezoning application for a property in your neighbourhood at 10200/10220 Railway Avenue. The applicant proposes to subdivide the property to create three single-family lots, each with a width of 10 metres. A location map showing the property and proposed subdivision is provided in Attachment 1.

This property is located in the area governed by Single Family Lot Size Policy 5420, which restricts lot width to a minimum of 12 metres (39 feet). As such, the proposal includes an amendment to this Policy.

It is important to note that the proposed amendment to Single-Family Lot Size Policy 5420 and the proposed rezoning at 10200/10220 Railway Avenue do not change the zoning of other properties in the area. Additional development in your neighbourhood would be subject to the standard rezoning application review process, which includes opportunity for public input at a Public Hearing. Details on this application and the Lot Size Policy are provided in the letter.

Rezoning Application at 10200/10220 Railway Avenue

Raman Kooner has applied to the City of Richmond for permission to rezone the property from the "Two-Unit Dwellings (RD1)" zone to the "Coach Houses (RCH1)" zone, to permit the property to be subdivided to create three single-family lots with vehicle access from the rear lane. Each lot would contain a single family dwelling as well as a coach house unit above a detached garage. The application is being processed under City file number RZ 17-784927. The proposed subdivision is shown in Attachment 1.

The proposed rezoning is consistent with the Arterial Road Land Use Policy contained in the Official Community Plan. Arterial Road Coach House development is permitted on designated lots with access to a municipal rear lane.

Single-Family Lot Size Policy 5420

On October 16, 1989, City Council adopted Single-Family Lot Size Policy 5420 to establish the lot sizes that would be considered on properties generally bounded by Steveston Highway, Railway

Avenue, Williams Road and the rear property lines of the properties located along No. 2 Road. A map of the current Policy area is provided in Attachment 2. The Lot Size Policy provides the following direction:

- Properties are permitted to subdivide in accordance with the provisions of the “Single-Detached (RS1/B)” zone, with the following provisions:
 - If there is no lane or internal road access, then properties along Railway Avenue and Steveston Highway will be restricted to the “Single-Detached (RS1/E)” zone;
 - Properties along Williams Road will be permitted the “Single Detached (RS1/C)” zone unless there is a lane or internal road access, in which case the “Single Detached (RS1/B)” zone will be allowed.

Proposed Amendment to Single-Family Lot Size Policy 5420

The proposed amendment to the Lot Size Policy would remove 46 properties on Railway Avenue, including the subject property, and two properties on Williams Road from the Lot Size Policy area. All other provisions in the Lot Size Policy would remain unchanged. A map showing the proposed Lot Size Policy area is provided in Attachment 3, with the changes highlighted in a bubbled area.

The Lot Size Policy currently permits the subject property to subdivide in accordance with the “Single Detached (RS1/B)” zone (see Table 1, below). This would yield two single-family lots with a minimum lot width of 12 metres. Each single-family lot would be permitted to contain one secondary suite.

The proposed amendment would permit this property to rezone and subdivide in accordance with the “Coach Houses (RCH1)” zone, which would yield three single-family lots with a minimum lot width of 9 metres each (see Table 1, below). Each single-family lot would be permitted to contain one detached garage with a coach house.

Table 1 – Zoning Summary					
Zone	Min. Lot Width	Min. Lot Depth	Min. Lot Area	Max. Floor Area Ratio*	Purpose
<i>Permitted</i> Single Detached (RS1/B)	12.0 m (39.3 ft)	24.0 m (78.7 ft)	360.0 m ² (3,875 ft ²)	0.55 applied to a maximum of 464.5 m ² of the lot area, together with 0.30 applied to the balance	Single-family dwelling; secondary suite is permitted
<i>Proposed</i> Coach Houses (RCH1)	9.0 m (29.5 ft)	35.0 m (114.8 ft)	315.0 m ² (3,390 ft ²)	0.60	Single-family dwelling with detached coach house; secondary suite is not permitted
* Floor Area Ratio (FAR) is the floor area of the building divided by the area of the lot. This regulates the maximum building area.					

Process

Please review the accompanying materials, and forward any comments or concerns you may have about the proposed amendment to Single-Family Lot Size Policy 5420, and/or the redevelopment proposal at 10200/10220 Railway Avenue, to my attention by April 30, 2019, via:

Jordan Rockerbie, Planning Technician
Development Applications Department
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

or

jrockerbie@richmond.ca

Next Steps

Staff will complete a report to Planning Committee on the proposed Lot Size Policy amendment and rezoning application, and will incorporate your feedback as part of the report. If supported by the Planning Committee, the application would be subsequently considered by Richmond City Council at a regular Council meeting. You will be provided with the opportunity to address Council directly if the proposed amendment to Single-Family Lot Size Policy 5420 and the application to rezone 10200/10220 Railway Avenue proceed to a Public Hearing.

It is emphasized that the proposed amendment to Single-Family Lot Size Policy 5420 and the proposed rezoning application at 10200/10220 Railway Avenue do not change the zoning of other properties in the area. Any future rezoning applications on other properties must undergo the standard rezoning application review process, which includes a public notification and a Public Hearing.

If you have any questions about the contents of this letter or require further explanation, please contact me by phone at 604-276-4092 or by email at jrockerbie@richmond.ca

Thank you,



Jordan Rockerbie
Planning Technician
T: 604-276-4092

JR:jr

Encl. 3

Attachments:

- Attachment 1: Location Map showing proposed rezoning and subdivision
- Attachment 2: Existing Single-Family Lot Size Policy 5420
- Attachment 3: Proposed Single-Family Lot Size Policy 5420

Rockerbie, Jordan

From: Bill de Mooy <bill@billdemooy.com>
Sent: Saturday, 6 April 2019 14:01
To: Rockerbie, Jordan
Subject: Re: Single-Family Lot Size Policy 5420

We'll support the change in Lot Size Policy and the rezoning application associated with it. The proposed allowance for (approx) 30' frontage lots have little to do with my lot or that of most properties on Railway Ave. without assembling and subdividing but it at least allows the duplex lot to be put to better use.

I look forward to learning more about your "suite of options" being put forth to city council.

Thanks.

Bill de Mooy

On Fri, Apr 5, 2019 at 4:08 PM Rockerbie, Jordan <JRockerbie@richmond.ca> wrote:

Hello Bill,

The purpose of the letter is twofold: first, to provide notice that the City is considering a change to the Lot Size Policy in your neighbourhood, and second, to gather feedback on the proposed change *and* the rezoning application associated with it. The mail-out went to all of the properties currently subject to the Lot Size Policy, i.e. the area generally bound by Williams Road, Steveston Highway, Railway Avenue, and No. 2 Road.

Regarding the BC Assessment Authority, I cannot make assurances on their behalf.

What I can tell you is that all of the properties on Railway Avenue in your neighbourhood currently have two conflicting land use designations: a designation under than Lot Size Policy introduced in 1989 and last amended in 1995, and a designation in the Arterial Road Land Use Strategy last amended in 2016. The proposed Lot Size Policy amendment addresses the conflicting policies by removing the land use designation from 1995 in favour of the designation applied in 2016. Depending on where you property is on Railway Avenue, the land use designation already supports redevelopment to "Compact Single Detached," "Compact Lot Coach House," "Arterial Road Duplex," or "Arterial Road Townhouses."

Part of my staff report to Council will include a tally of the number of positive and negative responses, as well as copies of those responses as an attachment. Please let me know if you would like your correspondence included in this attachment. Additionally, please let me know if you have further questions about the application at hand, the Lot Size Policy, or the Arterial Road Land Use Strategy.

Thank you,

Jordan Rockerbie

Planning Technician, Development Applications

City of Richmond | T: 604-276-4092

From: Bill de Mooy [mailto:bill@billdemooy.com]

Sent: Thursday, 4 April 2019 16:23

To: Rockerbie, Jordan

Subject: Re: Single-Family Lot Size Policy 5420

Thanks Jordan.

So what is it that planning would like from people living on Railway Ave between Williams Road and Steveston Hwy? Support or disapproval of the application by the developer or of the lot size policy amendment?

The only concern I have is that the BC Assessment Authority assesses my property higher because of their mantra of "highest and best use" even though I am not rezoning my property to the revised lot size policy. If I can be assured that I will not be financial worse off by the amendment then I have no objection. If by allowing the amendment I'm likely to pay more in property taxes then HELL NO.

Cheers.

Bill de Mooy.

On Wed, Apr 3, 2019 at 9:27 AM Rockerbie, Jordan <JRockerbie@richmond.ca> wrote:

Hello William, thank you for your comments on this redevelopment.

At this time, the City is not proposing any changes to the Single Family Lot Size Policy other than a shift in the boundary. Policy Planning staff are currently working on a referral from Council regarding the effectiveness of the Lot Size Policy program as a whole in Richmond neighbourhoods. It is likely that staff will bring forward a suite of options for Council to consider, ranging from status quo to a complete reworking of the policy. Any changes to the Lot Size Policy program would involve significant public consultation.

Regarding the application at hand, the applicant is proposing to remove 10200/10220 Railway Avenue from the Lot Size Policy area, to enable a rezoning and subdivision to create three single-family lots with coach houses. If the property were to remain in the Lot Size Policy area, the redevelopment potential would be limited to two single-family lots with coach houses *or* secondary suites.

I would be happy to provide additional information or staff contacts for the various policies in Richmond which target housing affordability. Many of our policies are "living documents," with regular review, public feedback, and updates.

If you have any additional comments or concerns about the subject rezoning and Lot Size Policy amendment, do let me know.

Thank you,

Jordan Rockerbie

Planning Technician, Development Applications

City of Richmond | T: 604-276-4092

From: Bill de Mooy [<mailto:bill@billdemooy.com>]

Sent: Tuesday, 2 April 2019 12:48

To: Rockerbie, Jordan

Subject: Single-Family Lot Size Policy 5420

Hi Jordan

Just thinking.

Why is there a proposal to change a zoning that allows for a house with secondary accommodation to a zoning that does not allow for a house with secondary accommodation yet allows a coach house?

I'm led to understand that the building of a coach house is much more expensive than building a secondary accommodation as part of a house.

Where is affordable housing in this thought process? To merely allow building on smaller lots and collect more DCC money from subdividing?

If the creation of "affordable housing" is truly what those on Richmond Council want then I would think following the lead of Vancouver, North Vancouver, Surrey, Maple Ridge and Langley would be more thoughtful.

A lot size policy that allows for secondary accommodations AND a coach house or two secondary accommodations would allow for (1) more rentable units, as Richmond desperately requires, and (2) more mortgage helpers to help make a detached home be more affordable, or (3) more multi-generational family homes to supply the need for family support, with privacy, of an aging parents AND young adult children who are staying home longer because of the high cost of rents or real estate.

If you're going to change a policy, would now not be a good time to have a "more useful" land use policy. Even the reintroduction of the Flex-House and Coach house could be worthy of consideration. A home for all ages.

Just thinking.

William de Mooy

10540 Railway Ave.,

Richmond, BC V7E 2B8

Rockerbie, Jordan

From: L Neudorf <leleyn@telus.net>
Sent: Thursday, 18 April 2019 15:43
To: Rockerbie, Jordan
Subject: Rezoning appl 10200/10220 Railway Ave.

Dear Jordon Rockerbie,
Re: Rezoning application at 10200/10220 Railway Ave.

If I had a vote, we would vote against this rezoning application – I propose that the developer work with the current zoning (39.3 ft.). For sure, if we lived on the west side of Hollymount Dr. (with the back lane) I would not be keen to have a swath of laneway homes using the back alley, higher traffic, etc. and no doubt many Air BnB operations.

I see a slim lot of 29.5 ft. as only benefiting the developer and the City.

Per se I am not against higher densities, in fact rather than the standard 3 level townhomes going in along Steveston Hwy between Railway and No. Two Rd I would vote to allow 3-4 level apartment blocks in these land assembly areas, thus allowing many more housing units and many more lower price options.

Thank you.
Len Neudorf – Res. 604-271-9147
10370 Hollymount Dr.



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I am writing in response to the correspondence regarding the rezoning application at 10200/10220 Railway Avenue.

I do not have any objection to the change to the lot size. I do however, object to the coach house rezoning for the smaller lots.

The subdivision to the east of Railway Avenue, historically known as Holly Park, is already very crowded with vehicles. I live on Hollymount Drive. During weekdays the street is fairly clear of cars. In the evenings and on weekends, Hollymount is already very crowded with most street space completely used for parking. Please do a check evenings and weekends.

I believe, it is reasonable to assume that single family houses will have a minimum of 2 vehicles. If there are more than two adults living in the house it's possible each person over sixteen would have a vehicle. This is the norm in Richmond these days. If you add a coach house to the property, each adult living there, would also, presumably, own a vehicle. Where will all these cars park? The lane access garage could only accommodate 2 vehicles.

Our neighbourhood already serves as overflow parking for O'hares Pub. It is not unusual to have pub patrons parking here.

When I have family and friends visit they already have a hard time finding parking. I have a fire hydrant in my front yard, no one can park in front of my home.

I realize that densification is needed and inevitable, but, some consideration of existing neighbourhoods is required.

Yours truly,

Carolyn Payer
10420 Hollymount Drive
V7E 4S3

Rockerbie, Jordan

From: Michelle Li <michelleli@shaw.ca>
Sent: Monday, 29 April 2019 19:15
To: Rockerbie, Jordan
Subject: Redevelopment proposal to 10200/10220 Railway

Hello,

I received a package in the mail about this redevelopment in my neighbourhood and I want to show my strong support of this redevelopment. I would like to see coach homes allowed on any lots where it is suitable with no input from the public since this is a way to add affordable rental housing, housing for extended families, and allow for aging in place. It would also make home ownership more affordable and sustainable for families in our area.

Sincerely,

Michelle Li

10350 Hollybank Drive

Richmond, BC

<p>The design and specifications confirm to BCB 2072 and cover sheet</p>	<p>Cover Sheet</p>	<p>Issue Issued for Reasoning</p>	<p>A01</p>
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Coach House
10200 Railway Avenue
Richmond, BC



REINE
PHOTOGRAPHY & DESIGN

9051 Blundell Road Unit #7
Richmond, BC Canada V6Y 1K4
604.752.8240
brad@reinepnd.ca

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Coach House
10200 Railway Avenue
Richmond, BC

Cover She

A01

Legal Address

LOT A, PLAN NWS2029,
SECTION 36, BLOCK 4, NORTH RANGE 7 WEST
NEW WESTMINSTER DISTRICT.

Site Plan

PROPOSED LOT A

AA Section

$$1/4'' = 1'-0''$$

15200 Railway Court Minneapolis, Minnesota 55425-3100

10200 Railway Avenue
Coach House

Lane Streetscape

 $3/16" = 1'-0"$

ACH1 Site Data

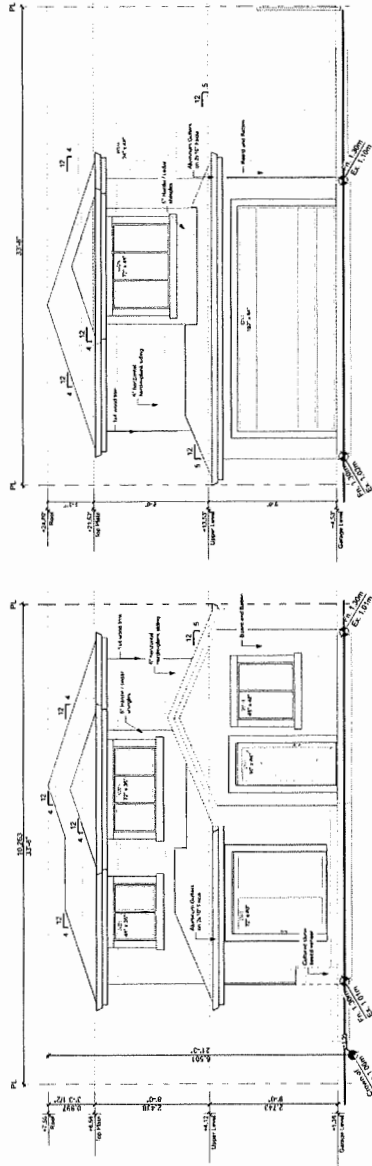
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10300 Railway Avenue					
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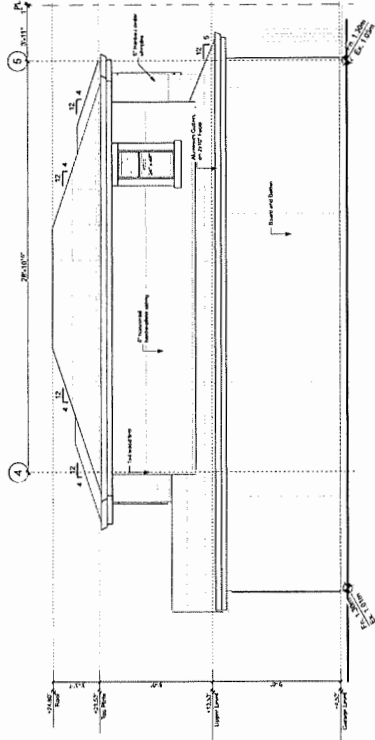
AA Section

$$1/4'' = 1'-0''$$

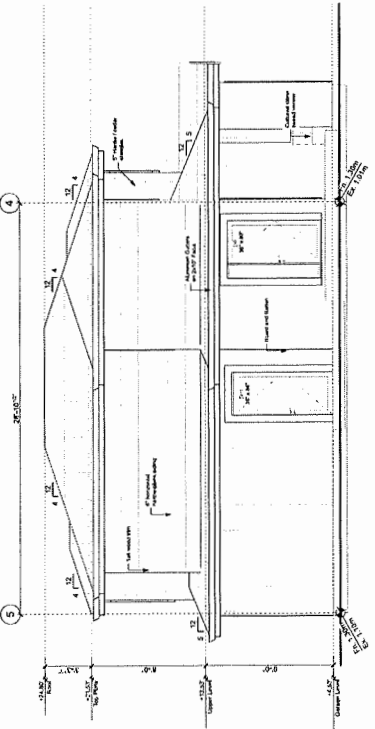
15200 Railway Court Minneapolis, Minnesota 55425-3100



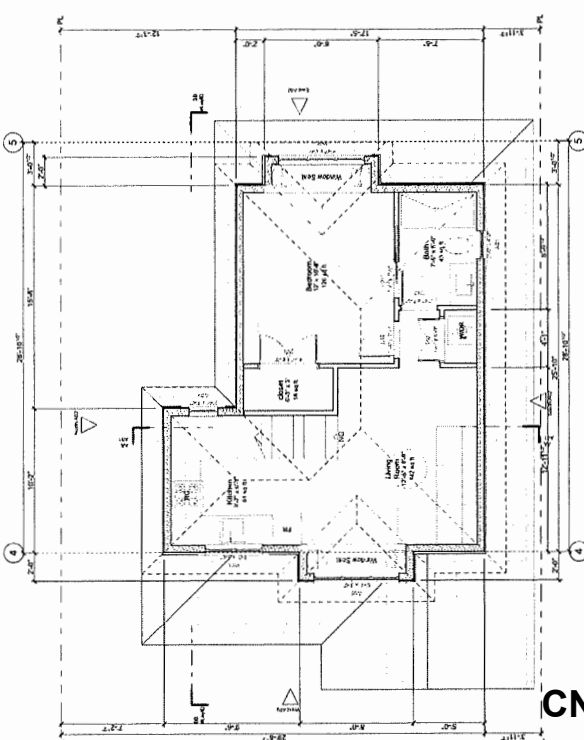
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East 1/4" = 1'-0"



South 1/4" = 1'-0"

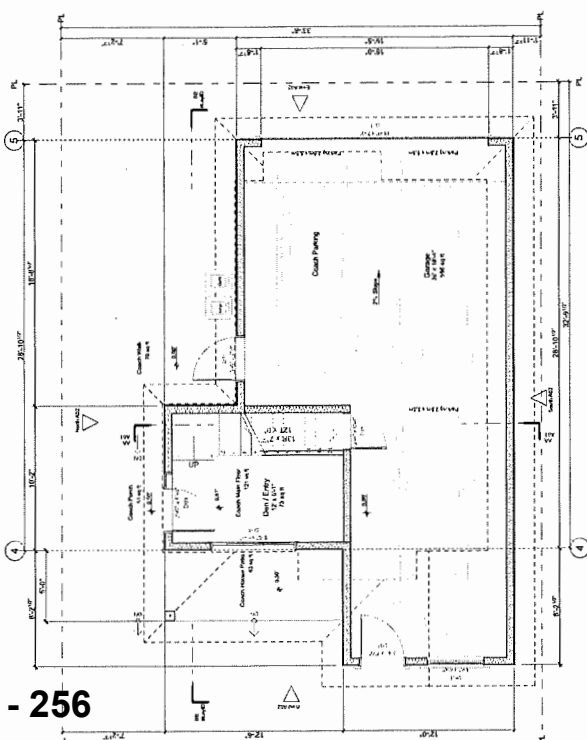


North 1/4" = 1'-0"



Upstairs Level 1/4" = 1'-0"

CNCL - 256



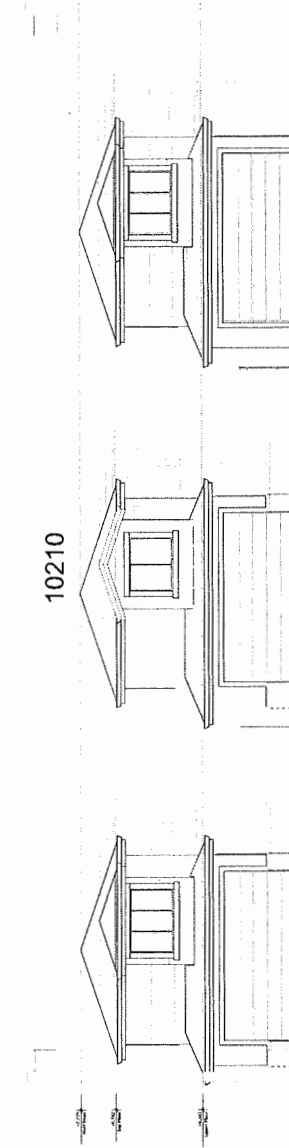
Garage Level 1/4" = 1'-0"

REINE
PHOTOGRAPHY & DESIGN
8555 Blenheim Road Unit 87
Richmond, BC V6X 1Y4
Tel: 604.272.8240
Email: info@reinephoto.com
www.reinephoto.com

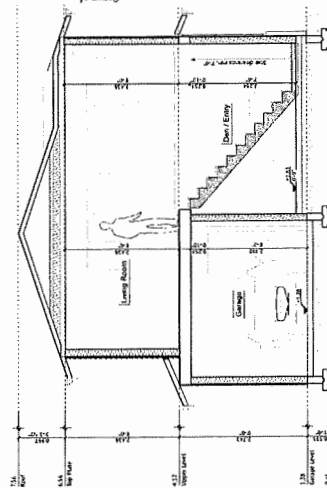
Coach House
10200 Railway Avenue
Richmond, BC

The design and specifications of all drawings are the property of REINE PHOTOGRAPHY & DESIGN. No part of this document may be reproduced without written permission.	
Project Name	Coach House
Project Address	10200 Railway Avenue, Richmond, BC
Project Number	2018-13-08
Project Date	2018-13-08
Project Status	Approved
Project Owner	A02

PROPOSED LOT A



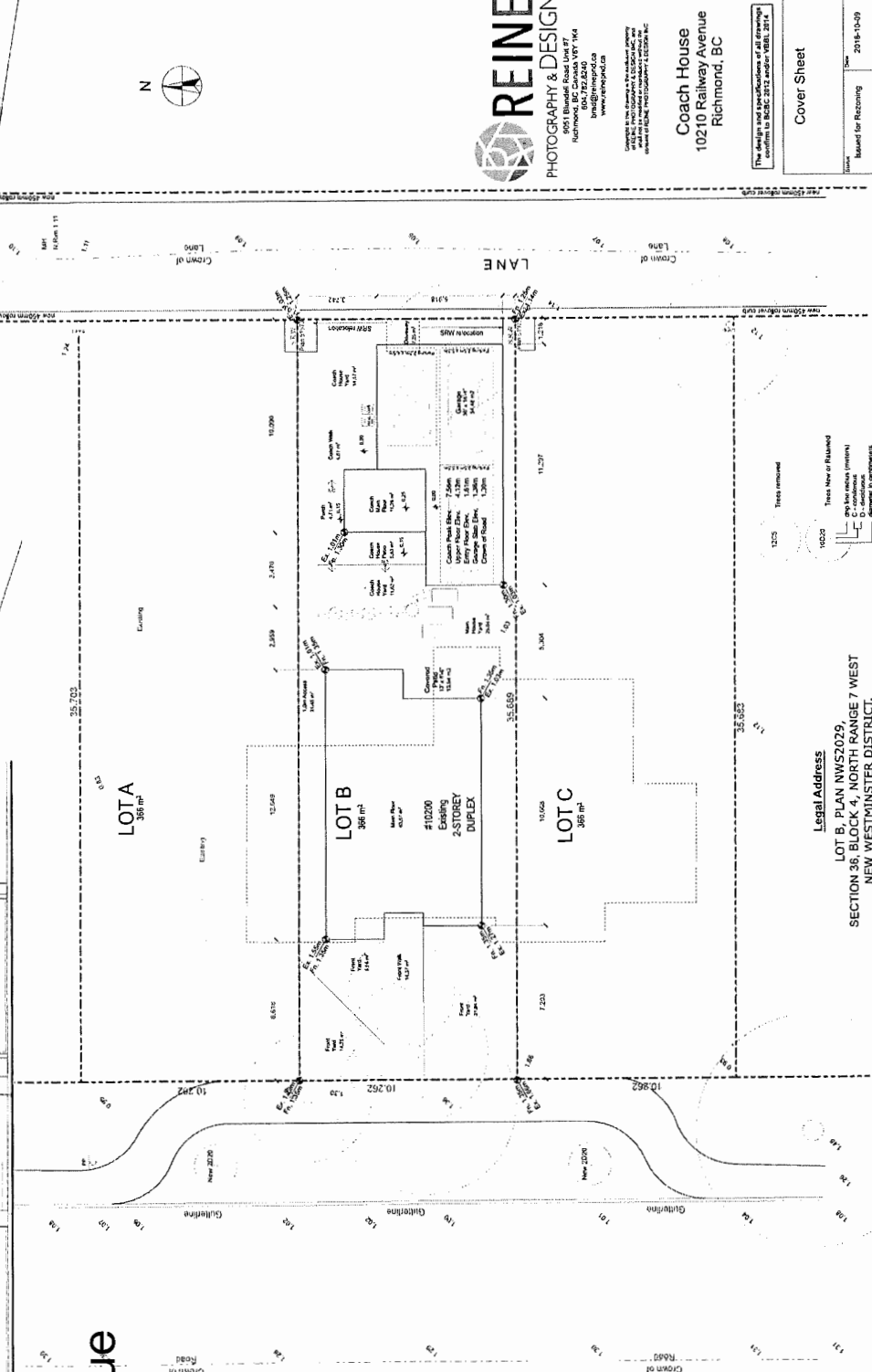
10210 Railway Avenue
Coach House

[illegible]

AA Section

$$1/4^{\circ} = 1^{\circ} 0''$$

Site Plan

$$1/8^{\circ} = 1'-0''$$


Legal Address
LOT B, PLAN NWS2029,
SECTION 36, BLOCK 4, NORTH RANGE 7 WEST
NEW WESTMINSTER DISTRICT.

PROPOSED LOT B

Cover Sheet

Subject	Date
Issued for Rezoning	2016-10-09

A01



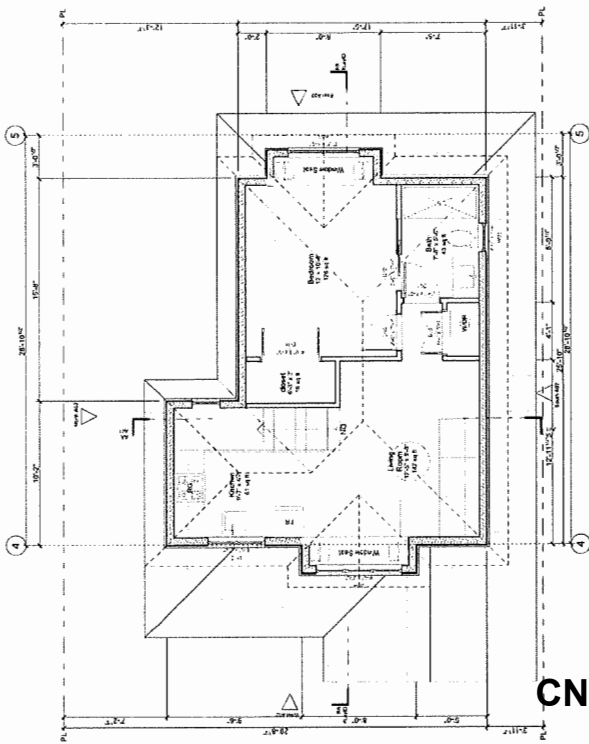
REINE
PHOTOGRAPHY & DESIGN

9051 Blundell Road Unit #7
Richmond, BC Canada V6V 1K4
604.752.8240
broad@irelinepd.ca

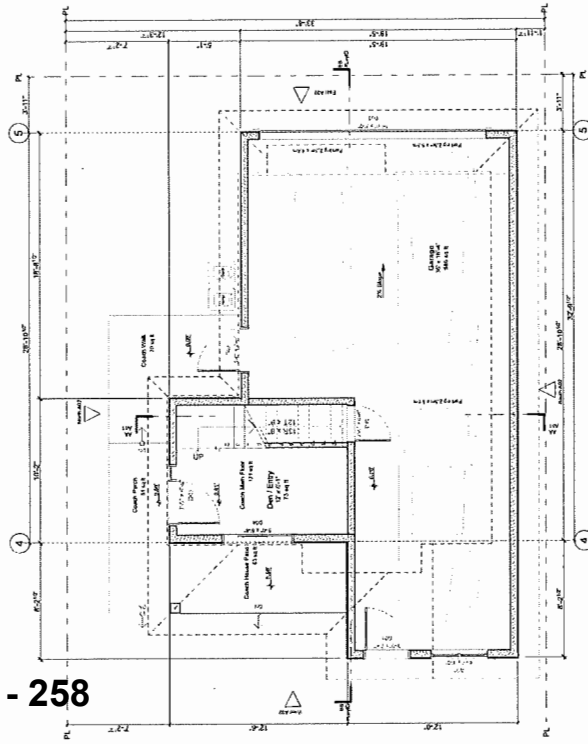
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Coach House
10210 Railway Avenue
Richmond, BC

The design and specifications of all drawings

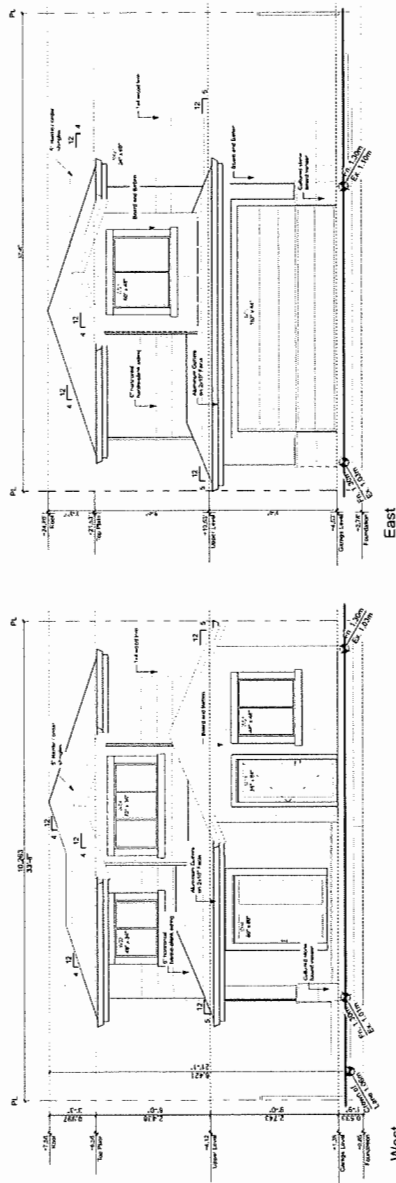


CNCL - 258



Garage Level

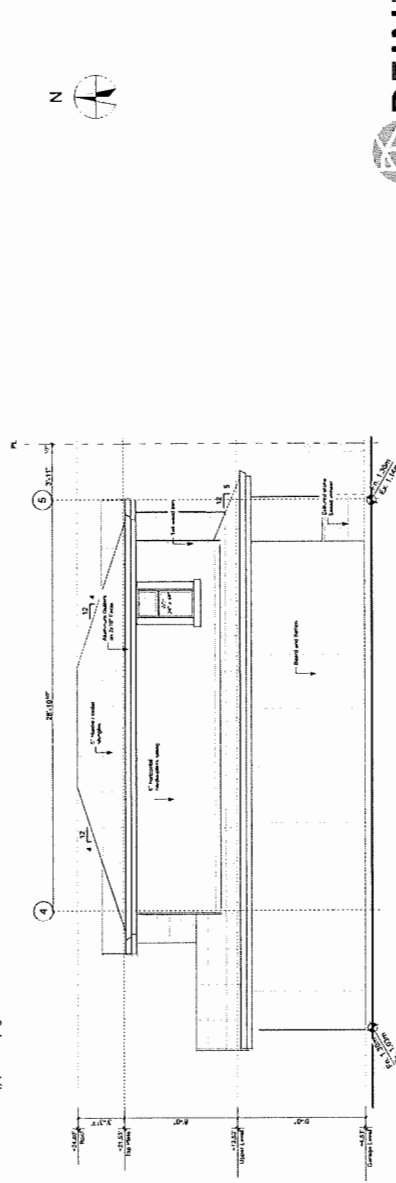
Coach House Floor
Coach Upper Floor
028 w/b



1/4" = 1'-0"

East

1/4" = 1'-0"



1/4" = 1'-0"

North

1/4" = 1'-0"

REINE
PHOTOGRAPHY & DESIGN

6955 Blenheim Road, Suite 101
Richmond, BC V6X 1A4
604-272-8240
www.reinephoto.com

COACH HOUSE FLOOR PLAN
10210 Railway Avenue
Richmond, BC
2018-10-09

The design and specifications of all drawings are subject to change without notice.

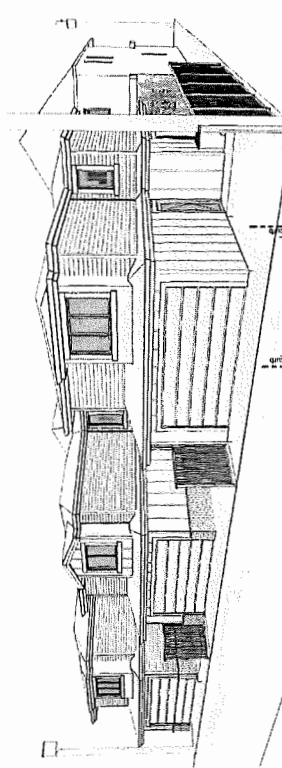
Floor Plans

Based on Receiving

2018-10-09

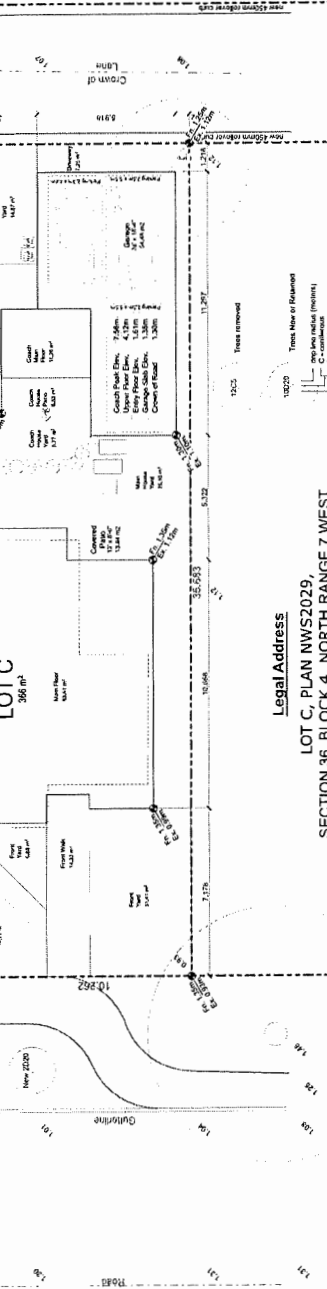
A02

PROPOSED LOT B



Lane Streetscape

CNCL 259



Site Plan

Legal Address
LOT C, PLAN NWS2029,
SECTION 36, BLOCK 4, NORTH RANGE 7 WEST
NEW WESTMINSTER DISTRICT.

PROPOSED LOT C



REINE
PHOTOGRAPHY & DESIGN

9051 Blindell Road Unit #7
Richmond, BC Canada V6Y 1K4
604.762.8240
btpd@reinepnd.ca
www.reinepnd.ca

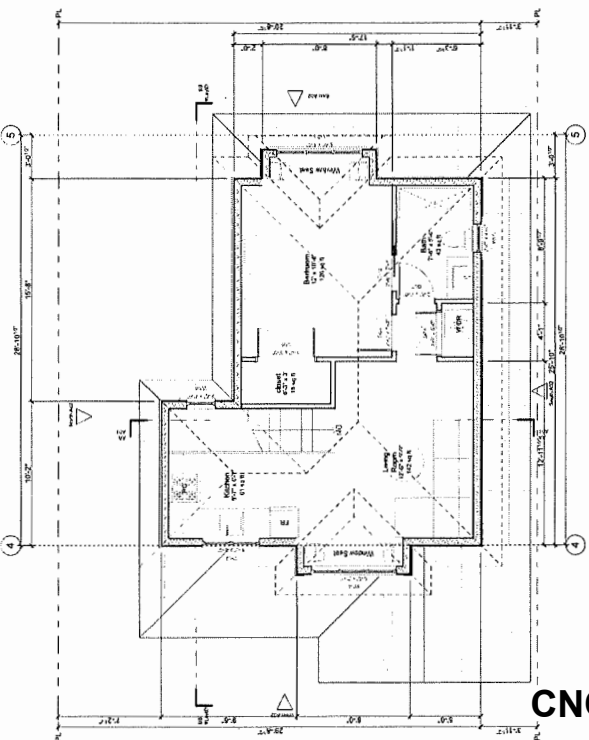
Coach House
10220 Railway Avenue
Richmond, BC

The design and specifications of all drawings

Cover Sheet

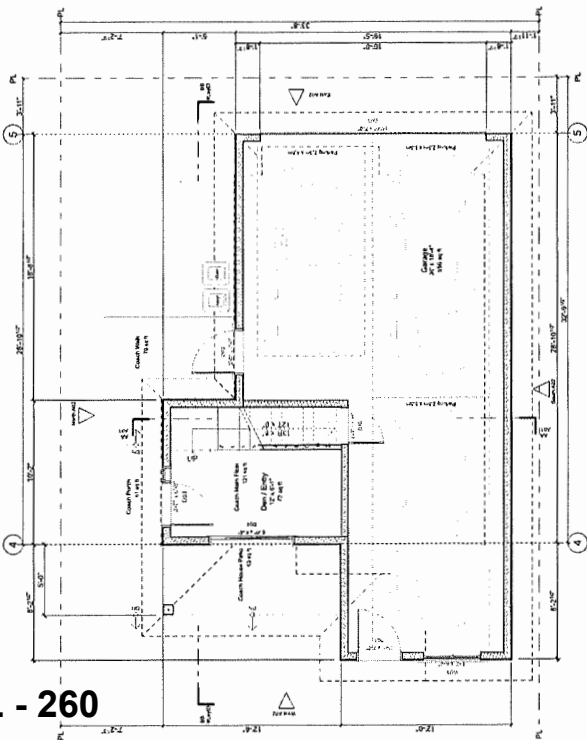
Issue	Date
Issued for Rezoning	2018-10-09

A01



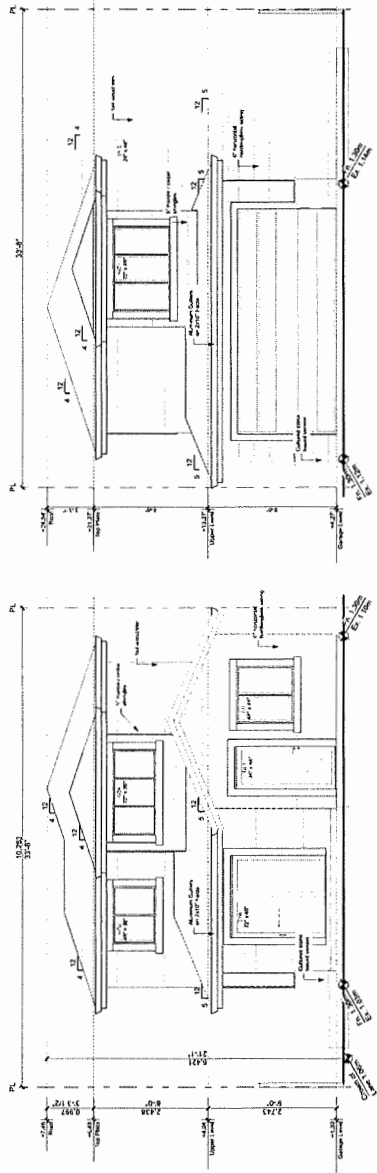
CNCL - 260

Upper Level
1/4" = 1'-0"



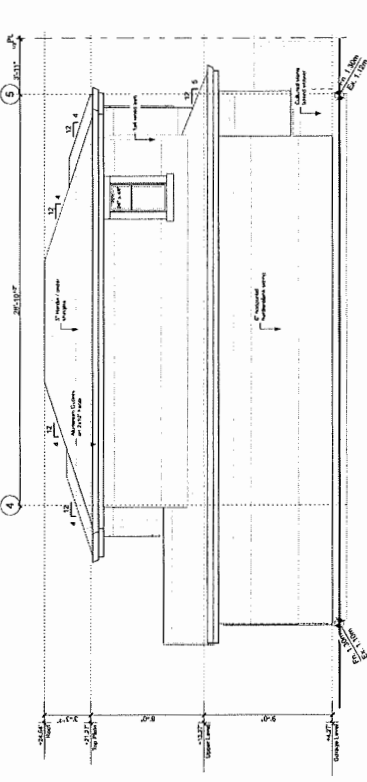
Garage Level
1/4" = 1'-0"

Coach Main Floor
Coach Upper Floor
Garage

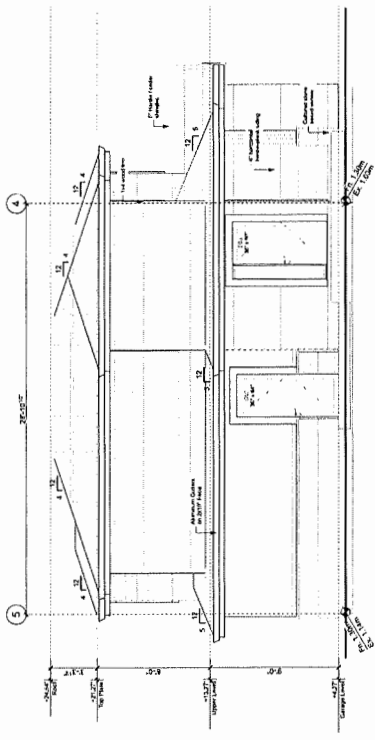


West
1/4" = 1'-0"

East
1/4" = 1'-0"



South
1/4" = 1'-0"



North
1/4" = 1'-0"

PROPOSED WTC

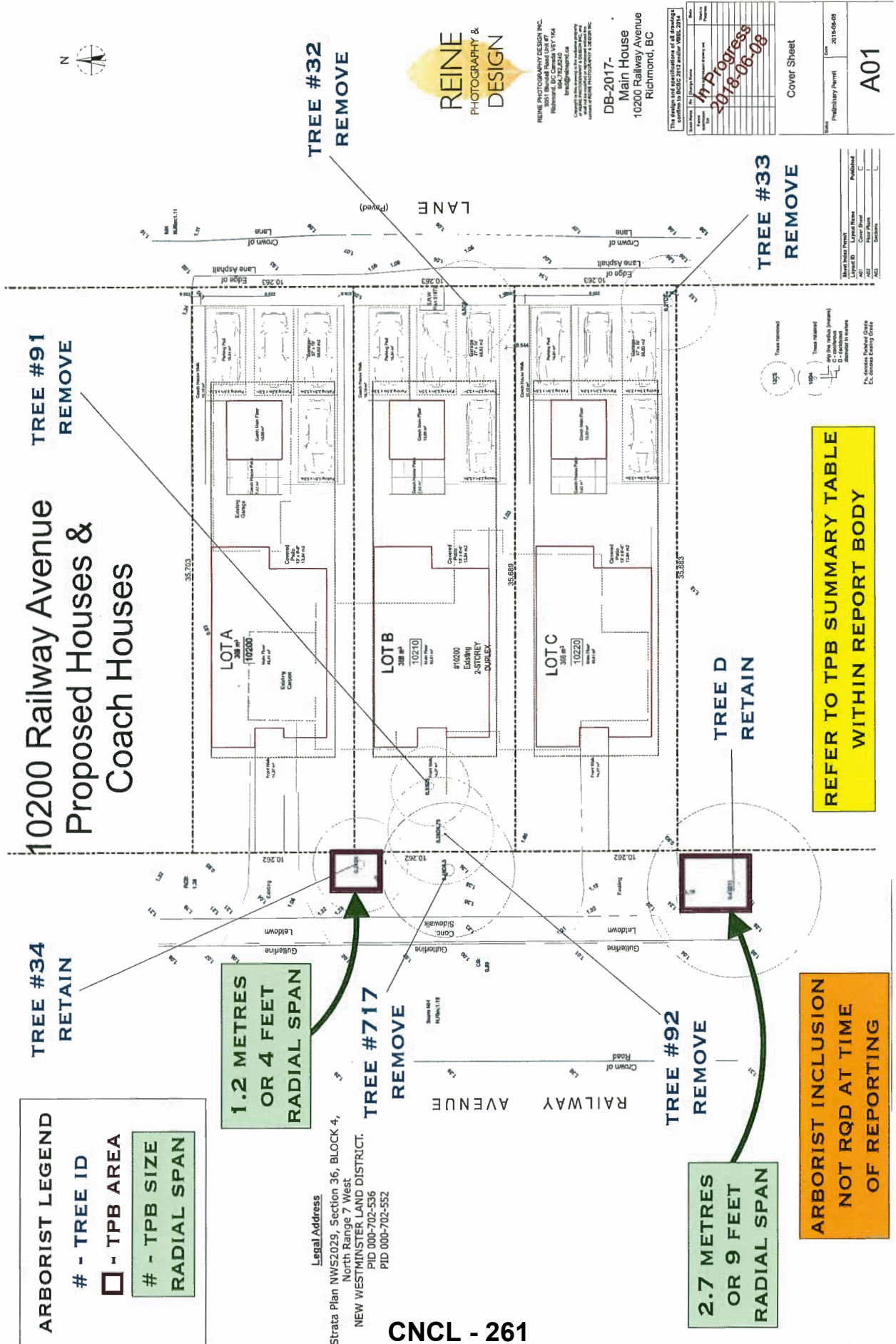


REINE
PHOTOGRAPHY & DESIGN
8551 Bayview Road, Suite 101
Richmond, BC V6X 1A6
604-752-2540
www.reinedesign.ca

Coach House
10220 Railway Avenue
Richmond, BC

The design is a preliminary concept and is not intended to be used for construction without the approval of the relevant authorities.

Floor Plans	
Based for Recording	Date: 2016-10-20
A02	





Address: 10200/10220 Railway Avenue

File No.: RZ 17-784927

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10035, the developer is required to complete the following:

1. 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 and a 10% contingency. 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 9 required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	Minimum Height of Coniferous Tree
4	9 cm	5 m
2	8 cm	4 m
3	6 cm	3.5 m

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

2. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
3. Submission of a Tree Survival Security to the City in the amount of \$1,980 for the 2 trees to be retained.
4. Registration of a flood indemnity covenant on title.
5. Registration of a legal agreement on title ensuring that the coach house cannot be stratified.
6. Registration of a legal agreement on title prohibiting the conversion of the tandem parking area into habitable space.
7. Registration of a legal agreement on title to ensure that the Building Permit application and ensuing development at the site is generally consistent with the preliminary conceptual plans included in Attachment 8 to this staff report.

Prior to Demolition Permit issuance, the developer must complete the following requirements:

1. 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.
2. Submission of a Tree Survival Security to the City in the amount of \$1,980 for the 2 trees to be retained (if it has not already been received as part of the Rezoning Considerations Item 5, above).

Prior to Building Permit Issuance, the developer must complete the following requirements:

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. 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.

At Subdivision* stage, the developer must complete the following requirements:

1. Payment of the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment fees.
2. Discharge of covenant RD147895, which restricts the land use to two-unit housing only.
3. Cancellation of Strata Plan NWS2029.
4. Complete the following site servicing works and off-site improvements through a City work order. Works include, but may not be limited to, the following:

Water Works:

- Using the OCP Model, there is 271.0 L/s of water available at a 20 psi residual at 10126 Railway Avenue frontage and 247.0 L/s of water available at a 20 psi residual at 10260 Railway Avenue frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
 - Confirm with the City's Fire Department whether a hydrant is required at the proposed site's Railway Ave frontage to comply with the maximum 120 meters hydrant spacing (per City's specifications) and to service the proposed development.
 - If required, replace the portions (two locations) of the existing AC watermain at Railway Avenue that may be exposed and impacted to facilitate installation of the required storm sewer service connections.
- At Developer's cost, the City is to:
 - Install 3 new water service connections to serve the proposed development, complete with meters and meter boxes. The meters shall be placed at the boulevard area between the property line and the sidewalk.
 - Cut and cap, at main, the existing water service connections to 10200 and 10220 Railway Ave.

Storm Sewer Works:

- At Developer's cost, the City is to:
 - Provide a new storm sewer service connection complete with a type 3 inspection chamber at the common property line of the northernmost lot and the middle lot. Tie-in of the new service connection shall be to the existing opening at the east side of manhole STMH849. The new inspection chamber shall be placed at the boulevard area between the property line and the sidewalk.
 - Remove the existing storm service connection and IC off of the STMH849 fronting the adjoining property line of the north and middle lot.
 - Remove the existing storm sewer service connection and IC at the south property line of the southernmost lot to be created and replace it in the same alignment with a new storm service connection complete with a type 3 inspection chamber. Use the same tie-in point for the new connection as the old one. The new inspection chamber shall be placed at the boulevard area between the property line and the sidewalk.
 - Cut and cap the existing storm sewer service connection at the northwest corner of the proposed site.

Sanitary Sewer Works:

- At Developer's cost, the City is to:
 - Remove the existing inspection chamber and sanitary pipe connections and discharge the existing utility right of way.
 - Cut and cap at main the existing sanitary and the services 10200 and 10220 Railway Ave.

ONCL-263

Initial: _____

- Provide a new sanitary sewer service connection complete with an inspection chamber at the common property line of the northernmost lot and the middle lot. The new inspection chamber shall be placed in a new 2.0 m wide x 1.0 m deep utility right of way that's divided equally between the northernmost lot and the middle lot.
- Provide a new sanitary sewer service connection complete with an inspection chamber in a new 1.5 m x 1.5 m utility right of way to service the southernmost lot.

Frontage Improvements:

- At the developer's costs, the developer is required to:
 - Coordinate with BC Hydro, Telus and other private communication service providers:
 - To underground the electric power and telecommunication lines required to service the proposed three-lot subdivision in compliance with the City's Subdivision and Development Bylaw 8751 and the City's Building Regulation Bylaw 7230.
 - To determine if above ground structures are required and coordinate their locations (e.g. PMT, LPT, Shaw cabinets, Telus Kiosks, etc). These should be located onsite.
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - Pay, in keeping with the Subdivision and Development Bylaw No. 8751, a \$53,010.00 cash-in-lieu of construction contribution for the design and construction of lane upgrades as set out below:

• Lane-Asphalt Pavement	\$16,740.00
• Lane-Concrete Curb and Gutter	\$12,400.00
• Lane Drainage	\$16,120.00
• Lane-Lighting	\$7,750.00
 - Complete frontage improvements to Railway Avenue, including:
 - 2.0 m sidewalk at the property line, landscaped boulevard, and concrete curb and gutter in the existing location;
 - Removal of the existing sidewalk and driveway crossings, and replacement with frontage improvements as described above;
 - New trees are not permitted behind the curb to avoid impact to the existing AC watermain, and therefore must be placed closer to the new sidewalk at property line to maintain minimum clearance of 1.5 m between the AC watermain and the trees; and
 - Lower the existing street light conduits at a minimum depth of 1.0 m below ground and replace the wiring along entire Railway Avenue frontage.

General Items:

- The Developer is required to:
 - 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.

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 10035 (RZ 17-784927)
10200/10220 Railway 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 **"COACH HOUSES (RCH1)"**.

P.I.D. 000-702-536

Strata Lot 1 Section 36 Block 4 North Range 7 West New Westminster District Strata Plan NW2029 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. 000-702-552

Strata Lot 2 Section 36 Block 4 North Range 7 West New Westminster District Strata Plan NW2029 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 10035"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED



MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Planning Committee **Date:** May 23, 2019
From: Barry Konkin **File:** 08-4050-10/2019-Vol 01
Manager, Policy Planning
Re: **Farming First: Proposed Update to Richmond's 2003 Agricultural Viability Strategy (AVS)**

Staff Recommendation

That staff be directed to conduct public consultation regarding the update to Richmond's 2003 Agricultural Viability Strategy, and report back to Planning Committee.

Barry Konkin
Manager, Policy Planning
(604-276-4139)

Att. 4

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

Staff Report

Origin

This report responds to the following referral from the November 21, 2017 Planning Committee meeting:

1. *That the report titled “Proposed Terms of Reference to Update Richmond’s 2003 Agricultural Viability Strategy (AVS) and Agricultural Profile”, dated November 6, 2017 from the Manager, Policy Planning, be received for information; and*
2. *That staff examine options to update Richmond’s Agricultural Viability Strategy; and report back.*

This report provides a background on the existing 2003 Agricultural Viability Strategy (AVS), a range of statistics related to farmland in Richmond, and a consultation strategy to prepare an update to the AVS.

Background

On July 12, 1999, after Council adopted an update to the City’s Official Community Plan (OCP), Council also approved a work program to prepare an Agricultural Viability Strategy (AVS) and Profile (a summary document containing statistics and information about the agricultural sector in Richmond). The goal of the AVS was to better understand and manage the City’s agricultural areas, including lands within the Provincial Agricultural Land Reserve (ALR), to ensure long-term viability. The AVS preparation process was carried out in partnership with the City, the Richmond Farmers Institute (RFI), the Agricultural Land Commission (ALC) and Ministry of Agriculture, and included extensive consultation with the local farming community and the general public.

The AVS was approved by Council on May 26, 2003 and provided a vision, objectives, principles, policies and information, to strengthen and enhance agricultural viability in Richmond. The 2003 AVS is provided in Attachment 1. The Strategy includes over 60 recommendations designed to:

- foster and maintain agricultural viability;
- address the key issues facing the agricultural sector in Richmond; and
- work within the framework of a 2021 vision and guiding principles for the future of agriculture in the City.

The Agricultural Viability Strategy has guided decisions regarding development proposals with an impact to agriculture and led to significant City infrastructure (i.e. drainage) and regulatory improvements for agricultural areas. The AVS has also been effective in creating enhanced public awareness of agricultural viability and food security issues in the City.

The AVS was also used to assist in preparing agricultural policies as part of the 2041 OCP preparation in 2012, and continued to guide the activities of the Agricultural Advisory Committee (AAC).

On June 26, 2017, Council directed staff to prepare a work program, in consultation with the AAC, to update the Agricultural Viability Strategy and Profile for Council's approval before the end of 2017. Staff reported back to Planning Committee on November 17, 2017 with two work plan options to update the AVS; one option which would utilize the use of an external consultant, and a second option which would utilize City staff only. At that meeting, Planning Committee directed staff to examine options to update Richmond's Agricultural Viability Strategy and report back utilizing City staff resources only.

Analysis

Policy Context

An update to the Agricultural Viability Strategy will provide an opportunity to consider and respond to a number of City, regional and Provincial policies which have changed since the 2003 adoption of the AVS. These include the following:

B.C. Minister of Agriculture's Advisory Committee Final Committee Report to the Minister of Agriculture: Recommendations for Revitalization (2019)

- Recommendations reflect the pressing need for strong provincial leadership and a government wide shift to an agriculture-first policy approach for all government actions and decision-making that have impacts on and within the ALR.
- Proposed actions support and complement the purposes of the ALR and work of the ALC through regulatory changes needed to preserve the productive capacity of the ALR, encouragement of farming and ranching; and administrative and program changes.

Metro Vancouver 2040 Regional Growth Strategy (2011) and Food System Strategy (2011)

- These documents are regional policies to protect the supply of agricultural land and promote agricultural viability with an emphasis on food production within the region, enable expansion of agricultural production, invest in a new generation of food producers, increase direct marketing opportunities for local foods, encourage urban agriculture and prepare for the impacts of climate change on food production.

Richmond 2041 Official Community Plan (2012)

- The 2041 OCP contains a number of policies to protect farmland and enhance its viability, promote urban agriculture, and advance food security (Section 7.0).

Zoning Bylaw 8500

- Recent amendments include limiting house size in the ALR, introducing a farm home plate requirement, and new regulations for agricultural buildings and greenhouses have been developed to protect and enhance agricultural land in Richmond.

Richmond Employment Lands Strategy (2011) and Resilient Economy Strategy (2014)

- These Richmond specific policies provide a supportive environment for local food production and processing; and

- foster a culture that values and supports farmers and farm workers and collaboration with community groups, businesses and all levels of government to ensure food security into the future.

Richmond Food Charter (2016)

- Strong community values concerning the production, processing, distribution, consumption and disposal of their food.

2003 Agricultural Viability Strategy (AVS) Review

The 2003 Agricultural Viability Strategy (AVS) contains 64 recommendations that are categorized based on the following strategies:

- Agricultural Decision Making Strategy;
- Services and Infrastructure Strategy;
- City Policies and Bylaws Strategy;
- Non-Farm Uses and Parks and Recreation Strategy;
- Agricultural Edge Strategy;
- Strategy for Agriculture with respect to the Environment and Environmentally Sensitive Areas;
- Public Education and Awareness Strategy; and
- Economic Growth and Diversification Strategy.

The 2003 AVS also contains eight separate Nodal Management Plans based on specific areas in the City. Most of the recommendations contained in the Nodal Management Plans are mirrored in the city-wide strategies identified above. Staff have conducted a review of the 64 recommendations contained in the 2003 AVS to determine the status of these recommendations.

The following analysis is provided regarding the 64 recommendations in the 2003 AVS:

- 57 of the recommendations are considered complete (i.e. establishing the AAC and designating a staff liaison to the AAC) or complete with ongoing maintenance as the recommendations involve continuous implementation (i.e. maintaining ALR land, improving drainage, updating policies/bylaws, raising public awareness and incentivizing farming);
- one recommendation is considered incomplete and is proposed to be implemented into the future work program to be addressed as part of the update to the AVS (review and update of the Roadside Stand regulations in the City's Business Regulations and the "Roadside Stand (CR)" zone in Zoning Bylaw 8500);
- six recommendations are considered partially complete or ongoing; and
- a significant number of recommendations require actions by senior levels of government or independent agencies, and are outside the scope of the City's jurisdiction. It is recommended that the proposed update focus on actions under the City's jurisdiction in

order to more effectively manage implementation. However, the AVS will continue to emphasise the need to work cooperatively with senior levels of government to ensure agricultural viability in Richmond.

The full list of recommendations along with the current status and staff comments is provided in Attachment 2.

Statistics Canada 2016 Census Data

The 2016 Census provides statistical information about the agricultural industry and farmers, including farm area, numbers of farms and farmers, farm income and dominant crops. Some of the highlights include the following:

- approximately 39% (4,993 ha / 12,338 ac) of Richmond's land base is within the Agricultural Land Reserve (ALR);
- the amount of land in the ALR has remained relatively stable in the last 20 years;
- approximately 3,122 ha (7,714 ac), or 62.5% of the land base of Richmond's farmland, is farmed by 189 farms. The remaining lands in the ALR are either vacant or occupied by non-farm uses (including roads, institutional uses, golf courses, etc.);
- cranberries are the most dominant crop in Richmond, with almost 807 ha (1,995 ac) (16.2% of land in the ALR) in production. In 2016, Richmond accounted for approximately 31% of BC's cranberry acreage; and
- the 189 farms that reported income in the 2016 Census of Agriculture recorded gross farm receipts of \$57.8 million, which is an increase from \$48.6 million in 2011.

The City's current Agriculture Hot Facts sheet prepared by Policy Planning staff, which is based on the most recent census and includes additional information, is included in Attachment 3. Staff recommend relying on data regarding the agricultural sector in Richmond from federal, provincial and regional governments, rather than pursuing an update of the 2003 Agricultural Profile (statistics and information about the agricultural sector in Richmond), which was produced by external consultants. Much of the historical information in the 2003 Profile is extremely useful and will assist in updating the AVS. However, a complete rewrite of the Profile by external consultants is not necessary. This would also be consistent with Planning Committee's referral to utilize City staff resources for the AVS update.

Agricultural Advisory Committee

The Agricultural Advisory Committee (AAC) discussed the elements of an updated AVS at its meeting on August 15, 2017 (Attachment 4).

The AAC also identified the following issues that are recommended to be considered as part of the AVS update:

- continue improvements to drainage (including update to the City's East Richmond Water Supply Study);
- review the impacts of adjacent non-farm development on agriculture;

- review the impacts of road improvements (i.e. road widening and bike lanes) on farmland;
- assess the impacts of the Fraser River “salt wedge” on farmland and review potential improvements to supply salt-free irrigation;
- increase public awareness of farm practices and promotion of farming on small lots;
- increase public education of farming through partnerships with the Richmond School Board, Ministry of Agriculture and Kwantlen Polytechnic University;
- monitor the impacts of industrial uses, specifically on Port of Vancouver lands, on agricultural land;
- review of City regulations to ensure consistency with Provincial regulations (i.e. ALR Regulation);
- promote farming on properties that are not currently farmed, including reviewing potential incentives to encourage farming;
- manage and enforce soil deposit/removal in accordance with ALC and City regulations; and
- manage and enforce invasive species removal.

Staff will continue to work closely with the AAC throughout the process of updating the AVS. The AAC will be a key stakeholder and involved in the consultation process, as described in the “Proposed Consultation Strategy” section of this report.

Proposed “Farming First” Strategy

Based on the feedback provided by the AAC and the various City departments regarding current agriculture-related issues and concerns, staff propose a new “Farming First” strategy to replace the 2003 AVS. This strategy would be focused around five major themes, as presented below. Draft objectives and policies for each theme are also identified, with some overlap between themes. This structure is intended to form the basis of the AVS update and will be further explored and possibly refined during the recommended public consultation process.

The following themes, objectives and strategy goals for a new AVS have been prepared to have a framework during the consultation phase with residents, farmers, property owners of farmland and other stakeholders. It is anticipated that the themes, objectives and strategy goals may be further refined prior to being presented to Committee and Council as part of a new AVS.

Theme #1: Land

- **Objective: Continue to protect the City’s agricultural land base in the Agricultural Land Reserve (ALR) and discourage non-farm uses.**
 - maintain the existing ALR boundary and do not support exclusion applications from the ALR;

- continue to encourage the use of the ALR land for farming only and discourage non-farm uses;
 - discourage the subdivision of agricultural land into smaller parcels;
 - ensure City bylaws and policies are consistent with the policies and regulations of the *Agricultural Land Commission Act* (ALCA) and ALR Regulation;
 - review City bylaws and policies which may encourage non-farm uses in the ALR;
 - review the recently adopted regulations regarding concrete floors in agricultural buildings and greenhouses;
 - consider a maximum cumulative floor plate for farm-related commercial uses (i.e. farm retail, facilities for the storing, packing, preparing and processing of farm products, and agri-tourism) to ensure that agricultural production remains the primary use of land in the ALR;
 - develop standard agricultural buffer requirements for land uses adjacent to farming (including with an intervening road), but outside of the ALR, in order to mitigate impacts on agriculture; and
 - assess the impacts of industrial uses (i.e. Port of Vancouver) on ALR land and investigate opportunities to mitigate these impacts.
- **Objective: Enhance long-term agricultural viability and promote opportunities for local farming and innovation.**
 - explore incentives and provide resources for new farmers and property owners of ALR land to increase the potential to activate farming of productive agricultural land (i.e. leasing land for farming) and encourage new farmers (see “Economy” section);
 - identify opportunities to encourage property owners who own small properties (i.e. less than 5 acres) in the ALR to actively farm their land, or seek land matching opportunities for farmers who wish to lease farmland;
 - increase public awareness of City and other initiatives related to agriculture by disseminating and sharing information on agriculture, farming practices, and farm products through the City’s website, social media or other forms of communication;
 - encourage value-added agricultural related business initiatives, while ensuring that agricultural production remains the primary use of land in the ALR; and
 - strengthen the local food system by supporting community gardens and farmer’s markets and raising awareness about the supply of local food.

Theme #2: Economy

- **Objective: Encourage the use of ALR land for active farming through incentive programs.**
 - maintain and strengthen Richmond’s local farming economy;

- investigate the potential to implement incentives in order to encourage property owners of ALR land who do not actively farm to lease their land for farming purposes;
 - support opportunities for leasehold farmers, including providing resources on land matching programs; and
 - support community gardens and farmer's markets across the City (i.e. Steveston, Kwantlen & Garden City Lands), as venues for direct marketing of local agricultural products.
- **Objective: Support local food production and local consumption.**
 - investigate "buy local" or "food-to-table" marketing initiatives, in coordination with the AAC, Agricultural Land Commission, and Minister of Agriculture to increase the demand for locally grown agricultural products, highlighting local farmers and products;
 - support food tourism initiatives to enhance local food production;
 - integrate urban agriculture into development projects outside of the ALR, including rooftop gardens, community gardens, vertical farming, backyard gardening, indoor farming, edible landscaping and the planting of food bearing trees;
 - strengthen relationships with outside organizations (e.g., Kwantlen Polytechnic University, Richmond School Board, UBC's Sustainable Agriculture and Environment program) that provide agriculture-related educational opportunities and promote local farming; and
 - raise public awareness, in coordination with the AAC, of local farming, local products and produce, and farmer's markets.

Theme #3: Infrastructure

- **Objective: Continue improvements to infrastructure for agricultural production.**
 - continue improvement to irrigation and drainage infrastructure to provide secure and affordable water supplies and functional drainage systems that support the agricultural sector;
 - coordinate with the City's Engineering Department to update the East Richmond Agricultural Water Supply Study;
 - assess the impact of the Fraser River 'salt wedge' on farmland and review possible improvements to supply salt-free irrigation water to affected areas;
 - investigate the potential for reduced agriculture water rates for farmers, in effect, subsidized water rates;
 - discourage new roads in the ALR;

- consider – for agricultural operations on agricultural sites with no direct road access – access through unopened road allowances for farm access only (no new or improved roads), via licensing agreements with property owners;
- consider how proposed road improvements (i.e. road widening, bike lanes) on existing City roads may impact farmland; and
- consider new regulations for soil deposit/fill on agricultural lands.

Theme #4: Environment

- **Objective: Mitigate the impacts of climate change on agricultural production.**
 - assess the current and long term potential impacts of climate change and sea-level rise on agriculture and develop agricultural specific responses/tools;
 - coordinate with Engineering on the implementation of the City's Dike Master Plan, for those areas where dikes involve or protect agricultural land;
 - encourage sustainable farming practices such as water conservation, renewable energy use and improved soil management through education and sharing information; and
 - work with industry to develop crop strategies that can adapt to climate change.
- **Objective: Assess and maintain a balance between the natural environment and agriculture.**
 - continue to review development proposals on properties that include a designated Environmentally Sensitive Area (ESA) or Riparian Management Area (RMA) to ensure the balance between farming opportunities and environmental management is addressed;
 - develop a standard assessment criteria for farming properties where designated ESA or RMA will be impacted, while continuing to support agricultural goals and farming; and
 - continue to review City parkland and recreational trail projects to ensure that there is minimal conflict with agricultural land.

Theme #5: Inter-Governmental

- **Objective: Continue to work collaboratively with upper levels of government to enhance agricultural viability.**
 - ensure City bylaws and policies are consistent with Provincial policies and regulations including those of the *Agricultural Land Commission Act* (ALCA) and the ALR Regulation;
 - work with upper levels of government for support on the following agricultural-related concerns:

- increasing protection for those who lease farmland and encouraging longer term leases;
- strengthening the ALCA and the ALR Regulation to explicitly prohibit non-farm uses in the ALR, and encourage food production;
- increasing enforcement of contraventions on ALR property (including monitoring, inspections, and penalties for non-compliance);
- revise regulations to greenhouses to limit those structures to lower soil class agricultural land (i.e. Class 4 or lower); and
- providing more financial incentives for farming operations (i.e. grants, tax breaks and training opportunities).

The above items are policy ideas that staff believe could enhance agriculture, but require legislative change by upper levels of government. The “Farming First” strategy for the new Agricultural Viability Strategy will empower staff to begin discussions with higher levels of government on these issues.

Proposed Consultation Strategy

The five themes identified in the proposed “Farming First” strategy, and associated objectives and policies, would inform the content of the consultation process to update the AVS. Staff have prepared a proposed consultation strategy and work plan for Council’s consideration and approval.

Phase 1 – Consultation

Staff propose holding three open houses on the proposed AVS update in the first half of September 2019 for the general public, farmers, property owners of agricultural land, and any interested parties to provide feedback on issues impacting agriculture in Richmond. The consultation dates would be prior to the busy harvest season for many farmers in late September, October and early November. Staff propose hosting the open houses at a City facility in East Cambie, Hamilton, and at City Hall. Open houses will cover a variety of the major topics discussed in this report and include City staff from relevant departments.

In addition to the open houses, Policy Planning staff would host a separate workshop for AAC members, identified stakeholders including representatives from the Ministry of Agricultural, Agricultural Land Commission, Kwantlen Polytechnic University and Young Agrarians, along with other City staff from Parks, Engineering, Building Approvals, Community Bylaws, Transportation, Sustainability and Economic Development.

Should Council wish to endorse the proposed consultation strategy and once the schedule is confirmed, staff will provide a memo to Council with the location, dates and times of the open houses and presentation boards prior to hosting the first open house. In addition, staff will create a LetsTalkRichmond page with information, presentation boards and survey questions for those who wish to submit their feedback online.

Phase 2 – Implementation

Once the consultation phase is complete and the results are analyzed, staff will prepare a report to Council with consultation results and the new “Farming First” strategy.

As part of the report, staff will also include feedback to the Ministry of Agriculture regarding the results of the consultation, as several aspects of the revised “Farming First” AVS will be dependent on changes in Provincial policy (i.e. tax reforms). Staff anticipate the report to be provided to Council in the second quarter of 2020.

Financial Impact

None.

Conclusion

The 2003 Richmond Agricultural Viability Strategy (AVS) sets out a vision, guiding principles and recommendations for long term viability of the agricultural industry in Richmond. The AVS requires an update to ensure that it remains effective, and responds well to the current and future issues, trends and challenge facing the agricultural industry. This report proposes a “Farming First” strategy oriented around five broad themes (land, economy, infrastructure, environment, and inter-governmental).

Staff recommend that public consultation on the proposed update to the AVS be authorized as set out in this report.



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SDS:cas

- Att. 1: 2003 Agricultural Viability Strategy (AVS)
2: Staff Review of 2003 AVS Recommendations
3: City’s Agricultural Hot Facts
4: Excerpt from the Minutes of the August 15, 2017 Agricultural Advisory Committee (AAC) Meeting



Island City, by Nature

Agricultural

Viability strategy



City of Richmond & Richmond Farmers Institute

February 18, 2003



Acknowledgements

- The Richmond Agricultural Viability Strategy Core Team would like to thank Richmond City Council for its support in making this work on the Richmond Agricultural Viability Strategy (AVS) possible.
- Thanks are also extended to the Investment Agriculture Foundation, the Ministry of Municipal Affairs and Housing, the BC Ministry of Agriculture, Food and Fisheries, and the Agricultural Land Commission for their funding and support.
- The Core Team would also like to thank the many members of Richmond City staff, and representatives of Agriculture and Agri-Food Canada, who took time from their busy schedules to meet with the Core Team and consultants and share their perspectives, wisdom and support.
- Thanks are also extended to the visiting specialists from the University of BC and the agricultural sector who attended the focus sessions and to the farmers who participated in various meetings and who played a large and important role in the development of the AVS. Without their help and support, the AVS would not have been possible.

The Core Team would also like to thank the consultants led by Jack Reams, P.Ag. and including Don Cameron, P.Ag., Aidan Cameron, B.Sc. and Susan Ames, P.Ag., Ph.D. The consultant team performed effectively at all times and assisted the Core Team with the development of this important AVS.

The Core Team

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The Core Team is firmly committed to the future role of agriculture in the City of Richmond and considers the AVS as an important step towards the goal of achieving a viable agricultural industry within the City's boundaries.

Recommendations in the Agricultural Viability Strategy

The Agricultural Viability Strategy (AVS) provides over 60 recommendations designed to:

- Foster and maintain agricultural viability;
- Address the key issues facing the agricultural sector in Richmond;
- Work within the framework of a 2021 vision and guiding principles for the future.

The AVS recommendations appear in the City-Wide Management Plan for Viable Agriculture (Section 3) and the Agricultural Nodal Management Plans (Section 4), and are in numerical order. A complete list of the recommendations, in the same order, can be found in Appendix II.

Acronyms and Key Words Used in the Agricultural Viability Strategy

AAC	City Agricultural Advisory Committee (see Recommendation 1)
AAFC	Agriculture and Agri-Food Canada
AIA	Agricultural Impact Assessment (see Recommendation 4)
ALC	Agricultural Land Commission
ALR	Agricultural Land Reserve
ARDSA	Agricultural Regional Development Subsidiary Agreement
BCMAFF	BC Ministry of Agriculture, Food and Fisheries
City	City of Richmond
Core Team	Richmond Agricultural Viability Strategy Core Team
DFO	Federal Department of Fisheries and Oceans
EC	Environment Canada
ESA	Environmentally Sensitive Area
FPPA	Farm Practices Protection Act
MWALP	BC Ministry of Water, Land and Air Protection
OCP	Richmond Official Community Plan, Schedule 1, Bylaw 7100
RFI	Richmond Farmers Institute
CAL	City Councillor Agricultural Liaison (see Recommendation 3)
SAL	City Staff Agricultural Liaison (see Recommendation 3)

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1. Executive Summary

Agriculture is important in Richmond’s history. Early settlers were attracted to Richmond because of the fertile soils and promise of productive agriculture. While Richmond has since developed into a cosmopolitan City, agriculture remains a very important part of the economy and a major land use.

However, the agricultural sector is one that is at best, misunderstood, and, at worst, frequently ignored by those not directly involved with agriculture. The industry is under pressure to meet the challenges of competing, often in an international marketplace, yet may be hampered by ongoing regulations and marketing difficulties. Often the potential impacts of urban-based decisions on the industry are not studied.

Farmers, too, may have misunderstandings about the intent of decision-makers and other public figures. Sometimes, farmers feel overwhelmed and unable to sustain the constant vigilance needed to avoid being squeezed from their land by increasing urban pressures and conflicts.

The AVS provides a 2021 vision, guiding principles, objectives, and practical strategies for the future growth and viability of the agricultural industry in Richmond.

Despite all of these pressures and concerns, the people of the City of Richmond (City), the British Columbia public, and Canadians in general have a genuine “soft spot” for farming and farmers. Often cited as a trustworthy working group, the farmer’s role in keeping food on our tables is admired and appreciated.

Consistent with this community viewpoint, “the City recognizes the importance of agriculture as a food source, an environmental resource, a heritage asset, and an important contributor to the local economy. The City is committed to protecting the supply of agricultural lands and to ensuring the viability of farm operations”.¹

It is to be noted that:

1. The development of this Agricultural Viability Strategy (AVS) is a long-term commitment and partnership of the City and agricultural community to strengthen and enhance agricultural viability in Richmond;
2. The purpose of the AVS is not to remove land from the Agricultural Land Reserve unless there is a substantial net benefit to agriculture and there is consultation with agricultural stakeholders;
3. The AVS is a community planning policy document and does not address taxation issues. While they are related, taxation issues would require separate study because they are complex.

¹ Richmond Official Community Plan Schedule 1, Bylaw 7100 (OCP) p. 16.

2021 Agricultural Viability Strategy Vision

The 2021 vision is:

“The City and the farm...working together for viable agriculture”.

2021 Agricultural Viability Strategy Principles

The following are the guiding principles developed for the AVS:

1. The dominant use of the land in the ALR in Richmond will be for a competitive, diverse and flexible agricultural industry.
2. The stability and integrity of the ALR boundary will be supported and maintained.
3. Agricultural economic growth, innovation, diversification and best practices are the best ways to protect agricultural land in Richmond and to ensure the ongoing viability of agricultural operations.
4. Urban development in the ALR will be minimized.
5. Subdivision in the ALR will be minimized, except where it supports agricultural viability (e.g. diversification, expansion, etc.).
6. Richmond farmers will be provided with the necessary support, services and infrastructure that are required for agricultural viability.
7. Residents of the City of Richmond will be encouraged to learn more about agriculture in their city and to support locally grown agricultural products.
8. Effective and positive communication with the general public and the agricultural sector will be a priority.
9. Decision-making will be coordinated in a consultative manner and will consider all potential impacts on agricultural viability.
10. A sustainable environment will be maintained to provide quality air, water and land which supports and complements farming.

With the development of the 2021 vision and guiding principles for the future of agriculture in Richmond (Section 2.2), over 60 recommendations emerged from this planning process.

“The City and the farm...working together for viable agriculture”.

City-Wide Management Plan

The AVS contains an overall City-Wide Management Plan for Viable Agriculture, with the following strategies identified:

- The **Agricultural Decision Making Strategy** (Section 3.1) provides recommendations for ensuring that decisions made on a city-wide basis promote agricultural viability, consider the impacts on agriculture, and are made in a consultative manner;

- The **Services and Infrastructure Strategy** (Section 3.2) provides recommendations to meet the needs of the agricultural sector with respect to water, drainage, sewerage and transportation management;
- The **City Policies and Bylaws Strategy** (Section 3.3) provides recommendations to ensure that City policies and bylaws support the agricultural sector and the viability of the industry, without imposing unnecessary restrictions;
- The **Non-Farm Uses and Parks and Recreation Strategy** (Section 3.4) provides mechanisms to ensure that the dominant use of the ALR in Richmond is viable and sustainable agriculture;
- The **Agricultural Edge Strategy** (Section 3.5) contains recommendations for planning along rural-urban edges to minimize, and address, potential conflicts between farm and non-farm neighbours;
- The **Strategy for Agriculture with respect to the Environment and Environmentally Sensitive Areas** (Section 3.6) encourages environmental management on, and adjacent to, agricultural land that does not impact negatively on normal farm practices;
- The **Public Education and Awareness Strategy** (Section 3.7) provides opportunities for the general public to better understand the agricultural industry in their community;
- The **Economic Growth and Diversification Strategy** (Section 3.8) supports economic growth and diversification in the agricultural industry to allow it to remain competitive and responsive to changing times.

Nodal Management Plans

In addition to the City-Wide Management Plan, eight separate Agricultural Nodal Management Plans were developed (Section 4). The eight nodes were identified to manage the resources and issues within specific areas and complement the city-wide strategies.

Implementation Strategy

The AVS also includes an Implementation Strategy (See Section 5) to provide direction for the implementation of the many recommendations. Further details for those recommendations that may be implemented in the shorter term are provided in Section 5.2.

One of the most significant recommendations that is considered as a high priority is the creation of a City Agricultural Advisory Committee (AAC) (See Recommendation 1) and the establishment of City Councillor and Staff Agricultural Liaisons (CAL, SAL), (See Recommendation 3) to work closely with the agricultural community.

City Divisions will be encouraged to implement the strategy and to support the agricultural sector as further development occurs in Richmond.

Another key recommendation is the introduction of an Agricultural Impact Assessment process (AIA) (See Recommendation 4) to assess the potential impact of development on the agricultural sector. This process is recommended to ensure that future development, and other initiatives, would not have negative impacts on the capacity to farm in Richmond. In addition, appropriate “agricultural edge” planning is recommended to reduce the impact of activities carried out by both the agricultural and non-agricultural sectors in the City on each other.

There is a sense of optimism that this AVS can make an important contribution to the City and to the farm and non-farm communities living and working together in the area.

Implementation of the AVS is viewed as a critical step in securing a viable agricultural community for the future and increasing the level of economic activity in the agricultural sector. The responsibility to follow through with any and all necessary measures is enormous. Without a comprehensive strategy to guide agricultural planning, the alternative is continued erosion of the agricultural resource base and opportunities for the farming community.

2. Introduction

Agriculture is an important part of the economy and a major land use in the City. With 38% (4,916 hectares or 12,147 acres) of the total land base within the ALR, a moderate climate, and favorable topography and soils, the agricultural sector is a significant engine of the overall City economy. In

1995, Richmond farms earned over \$56 million in revenues².

Richmond's farmers grow and raise a variety of crops, livestock, specialty and niche products, ranging from cranberries and potatoes to beef and dairy cattle, to sheep, flowers and honey.³



Despite the favorable climatic and soil conditions for agriculture, there are many challenges for the industry. Drainage and irrigation issues, rural-urban conflicts, competing non-farm uses within the ALR, high land values, and other issues, put pressure on the industry.

The industry pressures notwithstanding, both rural and urban residents of Richmond have considerable optimism and hopefulness for the future viability of farming in Richmond's ALR. They value the green space provided by a working agricultural industry. They want young people to understand the role that agriculture plays in their community - to be able to see, first hand, how farms work, and where much of their food originates. They want to be able to consume locally grown

produce.⁴ In short, the community understands that farmers are stewards of the land and their presence is a benefit to everyone.

Removal of Land from the ALR

The intent of the AVS is to increase agricultural viability, not to remove lands from the ALR unless there is a significant net benefit to agriculture and there is consultation with agricultural stakeholders.

Taxation

The AVS is primarily a community planning strategy (i.e. land use, servicing, environmental, economic development and public awareness), not a taxation strategy. As taxation is complex, taxation issues would need to be addressed in a separate study.

² City of Richmond Agricultural Profile, January 2002 (Profile), p. 57.

³ Profile, p. ii.

⁴ RAVS Agricultural Survey Report, "Vision Statements", pp. 53-57.

2.1 Definitions

The following definitions are relevant to the AVS:

1. Land Use - “Agriculture” (City of Richmond)

The Richmond Zoning Bylaw defines “Agriculture” as “the use of land for the growing of crops or the raising of livestock.”

Properties that are zoned “Agricultural District (AG1)” are permitted to have the following uses:

- Agriculture
- Keeping & Raising of Animals for Commercial Purposes
- Horticulture
- Peat Extraction & Processing
- Horse Riding Academy
- Roadside Stand (Classes A & B), provided that the operation is clearly ancillary to a permitted agricultural use
- Animal Hospital or Clinic
- Residential, limited to One-Family Dwelling
- Boarding and Lodging, limited to two persons per dwelling unit
- Home Occupation
- Radio & Television Transmission Facilities
- Public Sewage Collection, Treatment and Disposal Facilities
- Accessory Uses, Buildings and Structures, but excluding secondary suites.

Some of the above uses require approval from the Agricultural Land Commission under the *Agricultural Land Commission Act*.

Subject to requirements, farmhouses (as an accessory use on a farm) and non-farm houses are allowed in the AG1-Zone.

2. “Farm Operation” (Farm Practices Protection Act)

In the Provincial *Farm Practices Protection Act*,

“Farm operation” means any of the following activities involved in carrying on a farm business:

- a) Growing, producing, raising or keeping animals or plants, including mushrooms, or the primary products of those plants or animals;
- b) Clearing, draining, irrigating or cultivating land;
- c) Using farm machinery, equipment, devices, materials and structures;
- d) Applying fertilizers, manure, pesticides and biological control agents, including by ground and aerial spraying;
- e) Conducting any other agricultural activity on, in or over agricultural land;

and includes

- f) Intensively cultivating in plantations, any
 - (i) Specialty wood crops, or
 - (ii) Specialty fibre crops
 prescribed by the minister;
- g) Conducting turf production
 - (i) Outside of an agricultural land reserve, or
 - (ii) In an agricultural land reserve with the approval under the *Agricultural Land Commission Act* of the Provincial Agricultural Land Commission;
- h) Aquaculture as defined in the *Fisheries Act* if carried on by a person licensed, under Part 3 of that Act, to carry on the business of aquaculture;
- i) Raising or keeping game, within the meaning of the *Game Farm Act*, by a person licensed to do so under that Act;
- j) Raising or keeping fur bearing animals, within the meaning of the *Fur Farm Act*, by a person licensed to do so under that Act;
- k) Processing or direct marketing by a farmer of one or both of
 - (i) The products of a farm owned or operated by the farmer, and
 - (ii) Within limits prescribed by the minister, products not of that farm, to the extent that the processing or marketing of those products is conducted on the farmer's farm;

but does not include

- l) An activity, other than grazing or hay cutting, if the activity constitutes a forest practice as defined in the *Forest Practices Code of British Columbia Act*;
- m) Breeding pets or operating a kennel;
- n) Growing, producing, raising or keeping exotic animals, except types of exotic animals prescribed by the minister.

Note: "Minister" means the Provincial Minister responsible for the *Farm Practices Protection Act*.

3. Taxation - "Agriculture"

The B.C. Assessment Authority considers as "farm" class all or part of a parcel of land used for:

- primary agricultural production
- a farmer's dwelling, or
- the training and boarding of horses when operated in conjunction with horse rearing.

In order to maintain the "farm" class, the farm must meet the following income criteria:

- if land is smaller than 8,000 m² (2 acres), must earn \$10,000 from the sale of primary agricultural products.
- if land is between 8,000 m² (2 acres) and 4 ha (10 acres), \$2,500 must be earned.
- if land is larger than 4 ha (10 acres), \$2,500 plus 5% of the actual value of any farm land in excess of 4 ha (10 acres) must be earned from farming activity on the land.

2.2 Overview of the Planning Process

The development of the AVS is only one phase of a 5-phase project to ensure the viable use of Richmond’s farmland:

Phase 1 involved Council approval to prepare the AVS, finalize the funding, and prepare background documents (Agricultural Profile and Survey Report);

Phase 2 involved a series of Farmers’ Workshops and a Public Open House for public input on issues and opportunities for agriculture in Richmond. There was ongoing research, including partnerships with federal and provincial agencies;

Phase 3 involved hiring the consultant team and developing the AVS;

Phase 4 involves the presentation of the AVS to Council for approval, and setting the stage for implementation;

Phase 5 involves the full implementation of the AVS.

2.3 The Planning Area

The planning area for the AVS is the ALR land within the City of Richmond. (See Figure 1)

2.4 Description and Features of the Planning Area

This section is intended to provide a snapshot of the physical setting and agricultural activity of the planning area. The facts and figures presented are derived from the City’s Agricultural Profile, which should be consulted for more detailed information.

2.4.1 Agriculture in the Planning Area

Richmond has a rich agricultural tradition and history, dating back to pre-European settlement when First Nations people used the cranberry bogs of Lulu Island as a food source.⁵ Farmers in Richmond have made use of the fertile soils and favorable climate to produce a wide variety of crops and livestock, including:

- Berries, such as cranberries, blueberries, raspberries and strawberries;
- Field vegetables, such as potatoes, pumpkins, squash and corn;
- Nursery products;
- Greenhouse production;
- Hens and chickens;
- Beef and dairy cattle;
- Sheep, lambs, llamas and alpacas;
- Equestrian uses and facilities;
- Bees and honey;

⁵ Profile, front cover.

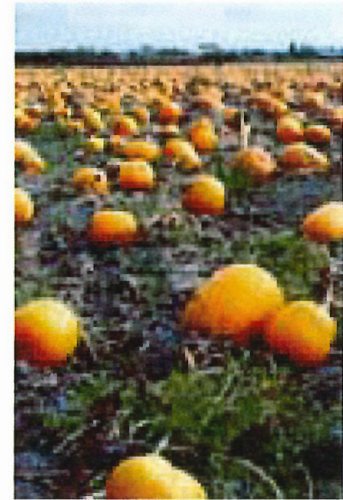
- Tree fruits;
- Organic vegetables and herbs.

2.4.2 Challenges

The main limitations facing the agricultural industry include:

- Biophysical limitations such as excessive wetness of some soils. However, with modest improvements, all of the farmland in Richmond is considered prime;⁶
- Pressure to urbanize;
- Pressure to subdivide;
- Rural-urban conflicts;
- Conflicting land uses and high land values;
- Economic issues;
- Service and infrastructure problems.

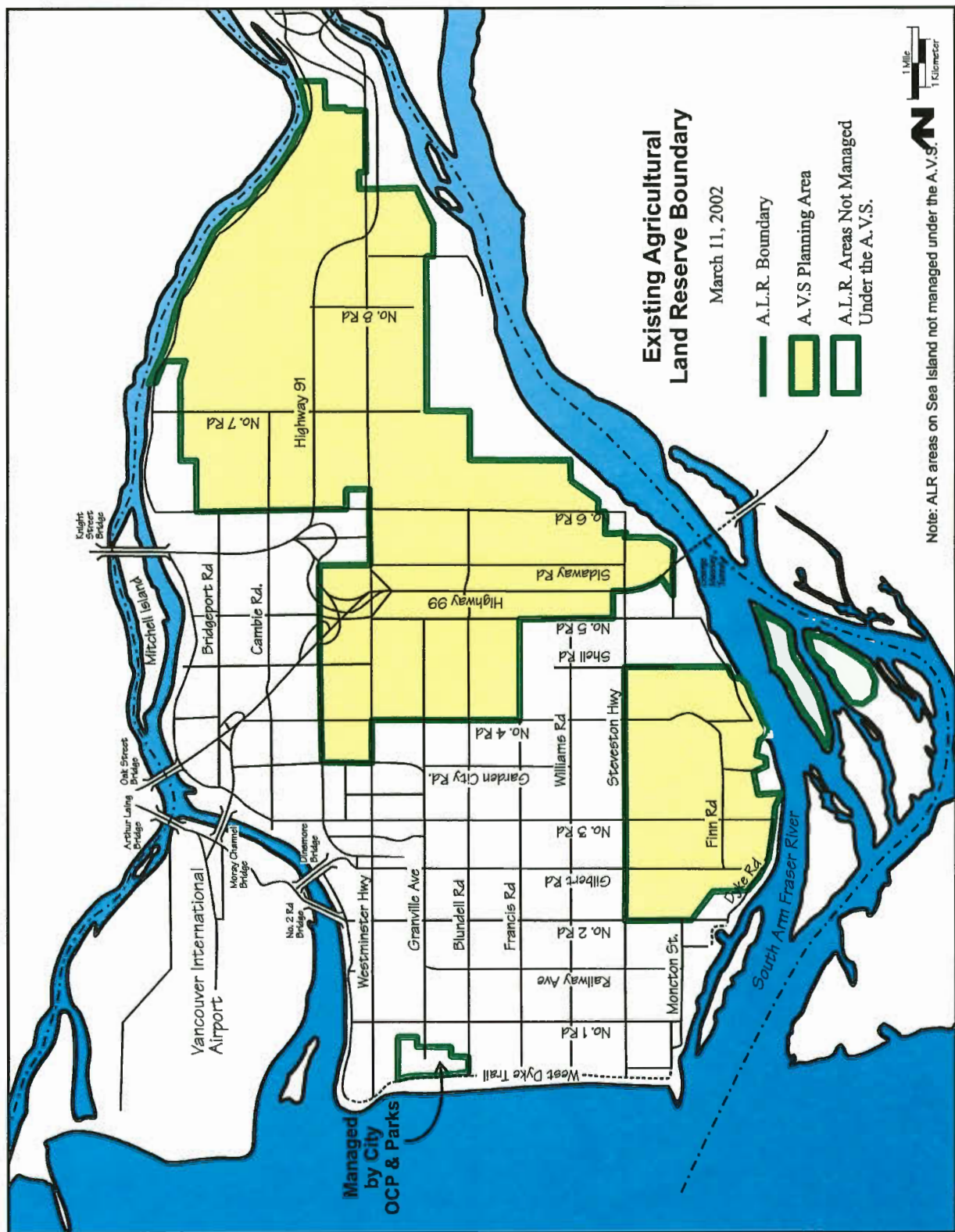
Despite the above limitations, Richmond farms generate over \$56 million in revenues⁷ and contribute significantly to the local and provincial economy.



⁶ Profile, p. 14.

⁷ Profile, p. 57.

Figure 1 – The Planning Area



2.5 Purpose of the Agricultural Viability Strategy

The purpose of this AVS is to provide a 2021 vision and guiding principles, objectives and practical strategies for the future growth and viability of the agricultural sector in the City.

It is envisioned that a Richmond Agricultural Advisory Committee (AAC) will take the lead role in the implementation of the AVS. As well, the AAC will advise City Council, staff and the community on a wide range of agricultural matters.

The AVS recommendations presented in this document provide a framework towards achieving agricultural viability in Richmond. Each recommendation will be considered in terms of its feasibility and practicality for achieving positive benefits for agriculture. It is acknowledged that other agricultural viability directions not identified in the Strategy may be brought forward and considered for implementation.

The implementation of strategies in the AVS over the long term aims to achieve:

- Favourable and sustainable economic returns for farmers;
- A supportive policy framework and decision-making structure;
- Beneficial servicing and infrastructure;
- Increased encouragement from the community;
- Increased support for Richmond agricultural products;
- Increased awareness and respect for the needs of the agricultural community and the urban community;
- A sustainable environment which provides quality air, water, and land which supports and complements farming;
- A positive outlook to attract more young people to choose to farm; and
- Better working partnerships among important stakeholders.

2.6 2021 Vision and Guiding Principles for the Future

City Corporate Vision

The City’s corporate vision statement is “to be the most appealing, livable, and well-managed community in Canada”⁸. To ensure that this corporate vision is met with respect to agriculture, the City seeks to ensure the viability of farm operations and to protect the supply of agricultural lands.

The City also recognizes the importance of agriculture as a food source, an environmental resource, a heritage asset, and an important contributor to the local economy.⁹

With the City’s corporate vision statement and objectives for agriculture in mind, the Core Team developed the following 2021 vision and guiding principles for agricultural viability in Richmond.

⁸ OCP, p. 3.

⁹ OCP, p. 16.

2021 Vision

“The City and the farm...working together for viable agriculture.”

The vision is the foundation for the AVS. It functions as both the starting point and “measuring stick” for all management plans and recommendations.

2021 Guiding Principles

1. The dominant use of the land in the ALR in Richmond will be for a competitive, diverse and flexible agricultural industry.
2. The stability and integrity of the ALR boundary will be supported and maintained.
3. Agricultural economic growth, innovation, diversification and best practices are the best ways to protect agricultural land in Richmond and to ensure the ongoing viability of agricultural operations.
4. Urban development in the ALR will be minimized.
5. Subdivision in the ALR will be minimized, except where it supports agricultural viability (e.g. diversification, expansion, etc.).
6. Richmond farmers will be provided with the necessary support, services and infrastructure that are required for agricultural viability.
7. Residents of the City of Richmond will be encouraged to learn more about agriculture in their city and to support locally grown agricultural products.
8. Effective and positive communication with the general public and the agricultural sector will be a priority.
9. Decision-making will be coordinated in a consultative manner and will consider all potential impacts on agricultural viability.
10. A sustainable environment will be maintained to provide quality air, water, and land which supports and complements farming.

3. City-Wide Management Plan for Viable Agriculture

The City-Wide Management Plan for Viable Agriculture identifies options and opportunities for enhancing the viability of agriculture.

The management plan contains the following strategies:

- The **Agricultural Decision Making Strategy** (Section 3.1) provides recommendations for ensuring that decisions made on a city-wide basis promote agricultural viability, consider the impacts on agriculture, and are made in a consultative manner;
- The **Services and Infrastructure Strategy** (Section 3.2) provides recommendations to meet the needs of the agricultural sector with respect to water, drainage, sewerage and transportation management;
- The **City Policies and Bylaws Strategy** (Section 3.3) provides recommendations to ensure that City policies and bylaws support the agricultural sector and the viability of the industry, without imposing unnecessary restrictions;
- The **Non-Farm Uses and Parks and Recreation Strategy** (Section 3.4) provides mechanisms to ensure that the dominant use of the ALR in Richmond is viable and sustainable agriculture;
- The **Agricultural Edge Strategy** (Section 3.5) contains recommendations for planning along rural-urban edges to minimize, and address, potential conflicts between farm and non-farm neighbours;
- The **Strategy for Agriculture With Respect to the Environment and Environmentally Sensitive Areas** (Section 3.6) encourages environmental management on, and adjacent to, agricultural land that does not impact negatively on normal farm practices;
- The **Public Education and Awareness Strategy** (Section 3.7) provides opportunities for the general public to better understand the agricultural industry in their community;
- The **Economic Growth and Diversification Strategy** (Section 3.8) supports economic growth and diversification in the agricultural industry to allow it to remain competitive and responsive to changing times.

3.1 Agricultural Decision-Making Strategy

3.1.1 Introduction

Because the general population is mostly removed from direct experience with agriculture and the farm population is declining relative to the growing urban sector, agricultural interests are often inadequately represented in the City’s decision-making processes.

A major goal of the AVS is to provide a framework to ensure that future decision-making recognizes agricultural interests.

It is also critical that farmers be provided with a practical mechanism to promptly access information about the City bylaws, operations, and services that may be necessary to make farm management decisions.

3.1.2 Objectives

To develop and support initiatives which:

- Establish a direct link between Council and the agricultural sector;
- Ensure that decision-making takes place in consultation with the agricultural sector;
- Provide opportunities for improved communication between the agricultural and non-agricultural sectors on agricultural issues;
- Ensure that decisions about agriculture are made using the most current information available;
- Ensure that the impacts on agriculture of all decisions are adequately understood and taken into consideration.

3.1.3 Recommendations

1. Establish a City Agricultural Advisory Committee of Council (AAC).
 - a) Have the AAC play the key advisory role in implementing the AVS;
 - b) Require all City departments to seek input from the AAC when major departmental initiatives are proposed as part of their planning strategy, where agriculture is affected;
 - c) Committee Membership:
 - i) Voting Members:

The Committee shall consist of nine (9) voting members appointed by Council, including:

 - Five (5) “farming representatives” chosen from nominations by the Richmond Farmers Institute. A “farming representative” is defined as a farmer who derives a majority of his/her income from farming;
 - Two (2) farming representatives from the general agricultural community (nursery, livestock, equestrian, greenhouses, crops, etc.);
 - One (1) representative from the Advisory Committee on the Environment; and
 - One (1) representative from the community at large.

ii) Committee Advisors (Non-voting Members):

The Committee shall also consist of the following advisors including:

- A City Councillor Agricultural Liaison (CAL);
- A representative from BCMAFF;
- A representative from the ALC;
- A staff member from the Engineering/Public Works Department(s);
- A staff member from the Urban Development Division (Staff Agricultural Liaison);
- A staff member from the RCMP; and
- Others as necessary.

2. Maintain the existing ALR boundary and ALR land base in Richmond, and do not support a change to the ALR boundary or a loss of ALR land unless:
 - there is a substantial net benefit to agriculture; and
 - the agricultural stakeholders are fully consulted.
3. Designate various City Staff as Agricultural Liaisons (SALs), with the Policy Planning Department Liaison as the lead SAL to ensure coordination.
 - a) Have the CAL/SALs play a key support role in the implementation of the AVS and supporting the AAC;
 - b) Publicize the SALs as people to assist the agricultural sector to access information about City bylaws, operations, and services, address agricultural issues and concerns, and contribute to various agricultural projects;
 - c) Develop a flow chart to facilitate access to information required by the agricultural sector. This flow chart may include information about policies and bylaws, processes involved for planning and development approvals, growth and diversification information, etc.
4. Introduce an Agricultural Impact Assessment process (AIA).
 - a) Use the AIA for all proposed projects involving land use changes or development:
 - i) Within the ALR;
 - ii) Adjacent to the ALR;
 - iii) Outside the ALR for projects which may have an impact on agriculture, such as transportation corridors, recreational trails, new residential developments, and others.
 - b) Develop criteria, (e.g. drainage/irrigation implications, air quality, noise, transportation and traffic, and others), for the AIA in conjunction with BCMAFF, the ALC, the proposed AAC (see Recommendation 1), and others as appropriate.
5. Maintain an Agricultural Data System.
 - a) Update and expand the scope of the Agricultural Profile, the Agricultural Land Use Inventory, and the Geographic Information System every three years or sooner to maintain current information about the agricultural sector;

- b) Continue to engage in innovative research partnerships with groups such as Agriculture and Agri-Food Canada (AAFC), BC Ministry of Agriculture, Food and Fisheries (BCMAFF), Greater Vancouver Regional District (GVRD), University of British Columbia (UBC), Simon Fraser University (SFU) and others to determine agricultural trends in Richmond;
- c) Monitor changes in the agricultural sector to determine issues of concern and changes in overall viability, using the following possible indicators:
 - i) Indicators which track land use and land availability:
 - Hectares (or acres) of ALR land in Richmond;
 - Hectares (or acres) of ALR land which is Farm Class;
 - Hectares (or acres) of ALR land available for sale or lease.
 - ii) Indicators which track farm viability and the overall health of the agricultural sector:
 - Annual number of applications, approvals and rejections for exclusion of land from the ALR;
 - Annual number of applications, approvals and rejections for non-farm use and subdivision in the ALR;
 - Net Returns from Agriculture;
 - Economic Diversity Index.
- d) Integrate the data into ongoing City operations and decision making wherever possible.

3.2 Services and Infrastructure Strategy

3.2.1 Introduction

The service and infrastructure issues related to improving agriculture include those connected to drainage, irrigation, flood risks, and transportation.

3.2.2 Objectives

To develop and support initiatives which:

- Provide farmers with the necessary support, services and infrastructure required for agricultural viability;
- Ensure that drainage improvements are made for the ALR, in order of priority, based on discussion with the AAC;
- Ensure that servicing and infrastructure projects do not interfere with normal farm practices;
- Ensure that servicing and infrastructure projects are delivered according to specified performance standards, based on discussion with the AAC;
- Ensure that farm vehicles can adequately move between agricultural areas.
- Ensure that drainage, servicing and infrastructure changes are considered in a holistic and comprehensive manner so that the quality of air, land and water is maintained for agricultural viability.

3.2.3 Drainage and Irrigation

Richmond soils do not drain easily and much of the Island is prone to periodic flooding. Adequate drainage is essential to agricultural viability. The City has begun to develop a master drainage plan as a component of the City’s Capital Program, and now has a four-year schedule in place to model the water, sewer, drainage and road infrastructure. Agricultural drainage and irrigation systems will be given priority in the modeling schedule.

Once the master drainage plan is in place, solutions can be developed for improving the drainage of agricultural areas that were not covered by the Federal Government’s Agricultural Regional Development Subsidiary Agreement (ARDSA) funding program.

Current ditch cleaning also occurs on a four-year cycle. City staff have demonstrated a willingness to address both drainage and ditch-cleaning issues that may arise independently from the regular four-year cycle.

Despite the need for adequate drainage, in the summer months many farms require irrigation. The City serves the irrigation needs of the agricultural sector through much of the same infrastructure it uses for general drainage.

A storm drainage map is shown in Figure 2.

3.2.4 Flood Risks

The primary agent of flooding is the annual swelling of the Fraser River in the spring. Flooding may also be caused by seasonal high tides¹⁰. Richmond is currently surrounded by an unbroken dyke system, much of which is City-maintained. The dykes have been built to a standard designed to handle a tide level expected to be equaled or exceeded once in 200 years, on average. This level of protection may not be sufficient.

During the development of this AVS, considerable discussion was held on the subject of a proposed mid-Island dyke along No. 8 Road. The mid-Island dyke was identified as an option to reduce the potential risk of flooding to the western portion of the City¹¹. The building of the mid-Island dyke would have the following significant impacts on eastern agricultural land and existing agricultural operations:

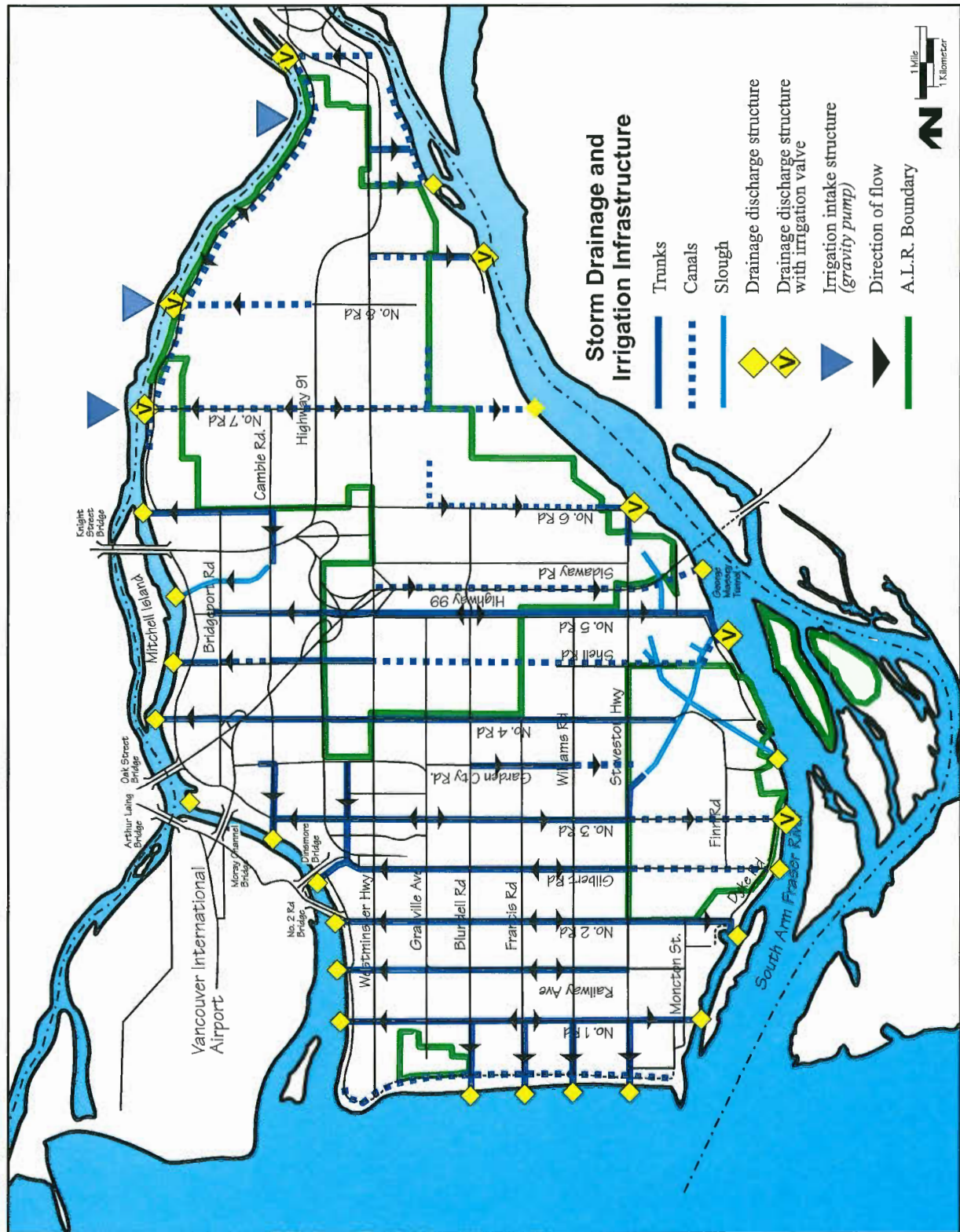
- The dyke would remove land from agricultural production;
- The dyke will bring increased traffic which would interfere with farm traffic and provide further opportunities for vandalism, trespassing, and theft;
- The dyke would make it difficult for farmers to move between parcels where farmers farm on both sides of No. 8 Road;
- The dyke would interfere with the present drainage/pumping system and may cause the adjacent land to rise because of compaction resulting from dyke construction;
- The dyke would have to be built on organic soils requiring extensive amounts of fill and resulting in a wider dyke than if built on mineral soil.

There are alternate ways to address this flood risk, such as improving dyking around the eastern tip of Richmond.

¹⁰ Profile, p. 10.

¹¹ Technical Report Floodplain Management Study, Hay and Company Consultants Inc., November 1989.

Figure 2 - Storm Drainage Map



3.2.5 Transportation

Other servicing and infrastructure issues relate to transportation corridors. Farmers who must move farm equipment and other vehicles between and among different agricultural areas in the City must use City roads. This use may result in increased travel time for farmers because non-farm vehicles also use the roads a great deal. Road use by non-farm vehicles, joined with farm vehicle use, causes frustration for both the agricultural and non-agricultural communities.

3.2.6 Recommendations

6. Encourage regular communication among the agricultural sector and the City, provincial and federal servicing and infrastructure departments by formalizing the City Staff-Farmer Drainage Committee and by establishing terms of reference and involving the agricultural sector, Engineering and Public Works Division, and others as appropriate (e.g. Policy Planning, Environmental Programs, Transportation, etc.).
7. Support the City’s Master Drainage Plan.
 - a) Identify and ensure that drainage improvements to the ALR occur in order of priority and according to ARDSA performance standards;
 - b) Ensure that drainage improvements are considered in a comprehensive manner in consultation with the agricultural community and relevant City departments;
 - c) Encourage sufficient notification to the agricultural sector of ditch-cleaning plans in order to achieve beneficial, effective and timely agricultural drainage;
 - d) Encourage the agricultural sector to cooperate with ditch-cleaning practices by providing appropriate right-of-ways;
 - e) Encourage the agricultural sector to support ditch-sidecasting activity where it does not interfere with normal farm practices and/or agricultural capability of the soils;
 - f) Require the proposed AIA (see Recommendation 4) be completed for all servicing and infrastructure projects.
8. Request the Ministry of Water, Land and Air Protection to investigate the viability of rebuilding and upgrading the perimeter dyke around the eastern tip of Richmond along the North Arm of the Fraser River, instead of the proposed mid-Island dyke.
9. Review and designate “farm travel” routes for travel between agricultural areas:
 - a) Use recognizable signage to endorse these routes for farm vehicles;
 - b) Review the wording of “Respect Slow Moving Farm Vehicles” signs and consider “Yield To Farm Vehicles”;
 - c) Develop new road design guidelines to ensure that the outermost lane and shoulder in combination have a minimum of 4.3 meters (14 feet) in lateral clearance to accommodate the width of farm vehicles;
 - d) Review options to minimize the impact of farm traffic on non-farm traffic by providing safe turn-offs for farm vehicles on identified agricultural corridors carrying high volumes of traffic.

10. Review Official Community Plan Transportation Policy 4(d)¹² which states "Restrict the development of new major roads in the ALR to avoid jeopardizing farm viability, except for service roads intended to serve adjacent industrial land" to:
- a) Consider removal of the phrase "except for service roads intended to serve adjacent industrial land" to limit future major road development on ALR land that does not serve the viability of agriculture;
 - b) Ensure that a "least impact" policy exists to protect farmers from the impacts of possible transportation corridors through the ALR by:
 - i) Requiring the proposed AIA (see Recommendation 4) be completed for new road projects and that appropriate steps be taken to mitigate potential conflicts;
 - ii) Ensuring that whenever potential negative impacts for agriculture may occur, that adequate compensation and/or viable alternatives are available and fully explored;
 - iii) Placing emphasis on positive benefits of transportation initiatives for farm operations (e.g. improved drainage and access).

¹² OCP, p. 61.

3.3 City Policies and Bylaws Strategy

3.3.1 Introduction

Critical to the development of the AVS is the need to ensure that City policies and bylaws conform to the 2021 AVS vision, guiding principles and objectives. This will be an ongoing challenge for the City because there are often conflicting land use issues that arise. This issue is further made difficult because few people are involved directly with the agricultural sector when compared to the city population as a whole.

Although policies and bylaws can support agricultural viability, the emphasis on communication and dialogue to resolve issues and conflicts is essential for ongoing harmony between the agricultural and non-agricultural sectors.

There are numerous examples where bylaws no longer apply, or applicable bylaws are in place but enforcement is difficult or impractical.

3.3.2 Objectives

To develop and support initiatives which:

- Minimize non-farm use in the ALR;
- Minimize subdivision in the ALR;
- Emphasize communication, dialogue and co-operation over legislation and the enforcement of bylaws;
- Monitor City policies and bylaws to ensure that they support agricultural viability;
- Monitor City policies and bylaws to ensure that they conform to the Farm Practices Protection Act (FPPA);
- Emphasize a cooperative and partnership approach in avoiding and addressing nuisance complaints (e.g. spraying, burning, noise, etc.);
- Provide farmers with information about policies and bylaws related to agriculture.

3.3.3 Recommendations

11. Ensure that all proposed City policies and bylaws relating to the agricultural sector and ALR encourage agricultural viability:
 - a) Refer proposed policies and bylaws to the proposed AAC (see Recommendation 1) for comment prior to their adoption;
 - b) Ensure that policies and bylaws, prior to adoption, are subject to the Agricultural Impact Assessment (see Recommendation 4) where appropriate.
12. Ensure that new City bylaws related to agriculture and the ALR are developed with regard to existing bylaws to determine whether changes in enforcement would solve the identified problems.

13. Review Zoning Bylaw 5300 in consultation with the public and prepare information, options and recommendations to improve its effectiveness in supporting agricultural viability. This review includes the following items and other actions not yet identified:
 - a) Review the current list of uses permitted in the AG1 zone and update it to reflect changes in Provincial legislation and the objectives of achieving agricultural viability;
 - b) Review the AG1 zoning regulations for residential uses on farms and for non-farm residences in the ALR to determine how to better achieve agricultural viability;
 - c) Review the non-agricultural uses currently permitted in the AG1 zone to better achieve agricultural viability;
 - d) Review how to better manage building materials, storage and other accessory farm uses;
 - e) Review the current policy on the storage of farm equipment/vehicles related to the farm operation as a principal use (the storage of farm equipment/vehicles is currently an accessory use);
 - f) Review all minimum and maximum property and building setbacks for residences in the ALR to minimize conflicts with adjacent uses.
14. Review the roadside stand regulations in Business Regulation Bylaw 7148 and prepare information, options, and recommendations to improve their effectiveness and achieve agricultural viability.
15. Review existing bylaws, regulations, guidelines and associated operational procedures to ensure that they conform to the FPPA, the Guide for Bylaw Development In Farming Areas and the Local Government Act.
16. Develop an information package for farmers about City agricultural policies and bylaws, and make this package available to the RFI and place it on the City website.
17. Encourage a cooperative and partnership approach to avoid and address nuisance complaints (e.g. spraying, noise, odour, dust, pesticide application, burning, etc.)

3.4 Non-Farm Uses and Parks and Recreation Strategy

3.4.1 Introduction

Despite land being within the ALR, farming may not occur on it. However, farming is the priority use for ALR land and all non-farm uses must be carefully reviewed and considered for their impacts on agriculture and their ability to contribute net benefits to enhance agriculture. It is important that the entire community understand that the agricultural area is a “working farm” landscape.

In Richmond, nearly 40% of the land in the ALR is not used for farming purposes.¹³

Some of the current non-farm uses of ALR land in Richmond include:

- Roads that bring traffic and encourage residential developments;
- Non-farm residential dwellings that remove land from agricultural production and can result in more rural-urban conflicts;
- Filling organic soils for non-agricultural purposes. Fill material is excavated off-site during construction projects. Due to its many origins, fill is variable in terms of its particle size distribution and rock content. Fill material reduces the agricultural potential of land because it has a much lower capability for crop production than the native organic soils. Filled land requires rehabilitation before it can be used for agricultural production. Fill also raises the water table of the surrounding lands, which negatively impacts agricultural production;
- Golf courses and driving ranges. Although golf courses and driving ranges are no longer an acceptable use for ALR land, there are nine such uses currently in place in Richmond’s ALR;
- Parks and recreational trails. The ALR is an especially attractive area for recreational uses due to the expansive green space and unique habitat;
- Recreational equestrian activities. Because no designated trails currently exist, equestrian activities take place on farm roads and in fields, and interfere with normal farm practices;
- Churches and schools in the “Community Institutional District” that have resulted in less land available for agricultural production (see Section 4.3 - McLennan 1).

Some non-farm uses of the ALR may support agriculture, such as farm access roads, farmhouses, and buildings that are accessory uses to farm uses. Also, the regional transportation infrastructure allows farmers to get their agricultural products to market, and provides efficient access for consumers who may purchase farm products directly from the farm gate.

Many of the uses noted above also require an application to the ALC for non-farm use approval.

3.4.2 Objectives

To develop and support initiatives which:

- Ensure that farming is the primary use of ALR land;
- Ensure all existing and any proposed non-farm uses of ALR land support agricultural viability and do not interfere with normal farm practices;
- Direct proposed non-farm uses of ALR land to non-ALR land wherever possible;
- Ensure that any non-farm uses of ALR land occur in designated and/or minimal impact areas and with minimal negative impacts on farming;

¹³ Profile, p. 33.

- Minimize subdivision;
- Ensure that City policies related to parks, transportation, and others support overall agricultural viability.

3.4.3 Recommendations

18. It is recommended that the proposed AAC (see Recommendation 1) review the following non-farm uses of ALR land and prepare information, options and recommendations. This review includes examining the following items and other actions not yet identified:
 - a) Review the feasibility of amalgamating smaller lots to larger ones wherever possible;
 - b) Restrict the upgrading of existing roads and development of new roads unless there is a direct or net benefit to farming;
 - c) Discourage the use of fill on organic soils, except for the following agricultural purposes:
 - i) When required to ensure a solid foundation for a farm residence or other structure related to the agricultural operation;
 - ii) To provide a road base for access which benefits agriculture.
 - d) Limit recreational uses of ALR land to:
 - i) Encourage dyke and recreational trails at the perimeter of the ALR;
 - ii) Work with the agricultural community, equestrian community and recreational community to ensure that recreational uses adjacent to or within the ALR are compatible with farm uses and have a positive benefit to farming.
 - e) Ensure that a "least disruption to farmers" policy exists to protect farmers from the impacts of recreational uses by:
 - i) Requiring the proposed AIA (see Recommendation 4) be completed for new recreational uses and that appropriate steps be taken to mitigate potential conflicts;
 - ii) Ensuring that whenever potential negative impacts for agriculture may occur, that adequate compensation and/or viable alternatives are available;
 - iii) Increasing the awareness among equestrian owners about riding on or near private property and public roads and trails, and the impact which horses and riders can have on agricultural land;
 - iv) Preparing over the long term and in partnership with others, agricultural edge plans for recreational uses, dykes and perimeter trails in and adjacent to the ALR;
 - v) Ensuring that suitable facilities (e.g. toilets and garbage cans) are provided to eliminate trespassing and littering on existing recreational trails;
 - vi) Ensuring that no financial costs are incurred by farmers due to recreational trails or activities;
 - vii) Investigating the feasibility of developing an insurance policy and a 'save harmless' policy which would protect farmers from liability and property damage as a result of non-agricultural activities.

3.5 Agricultural Edge Strategy

3.5.1 Introduction

The rural-urban edge is often identified as an area of conflict that may create an overall negative impact on farming.

An agricultural edge plan, tailored to individual rural-urban edges, can be an important tool for mitigating potential and existing conflicts and for maintaining the stability of the agricultural edge. It is important that the agricultural edge plan be tailored to specific situations, and take into consideration the type of conflict or potential conflict, the type of agriculture, the topography and existing land uses.

It must also be noted that although the agricultural edge has the potential for many conflicts, a positive side effect for agriculture may be better access to urban markets¹⁴. Pilot projects involving less intensive agricultural activities (e.g. small lot agriculture, U-pick operations, farm direct marketing, agri-tourism, organic and ecological farming, and allotment gardens) may identify useful applications along an agricultural edge.

Not all rural-urban edges have the same problems.

- *Common complaints from urban residents relate to noises, smells, spraying, and the frustrations caused by slow-moving farm vehicles;*
- *Common complaints from farmers relate to vandalism, theft, damaged equipment, trespassing, and water run-off from adjacent urban development.*

3.5.2 Buffers

A common tool for agricultural edge planning is the buffer. Buffering is currently required by the City for new developments adjacent to the ALR. A buffer is defined as an area of land separating adjacent land uses and managed for the purpose of mitigating specific impacts of one use (e.g. noise, theft, spraying, trespassing, dust) on another use. The land separating the adjacent land uses may be left empty, or in many cases may include buffer elements such as:

- Fences;
- Vegetative or landscaped buffers (trees, hedging, etc.).

While buffers can work well in areas where a new development is being considered, a buffer may not always be a practical solution. Often the only land available for a buffer is on the agricultural side. Historically, limited consideration has been given to where a buffer should be located or who should fund it. Farmers, subjected to negative reactions to their farm practices from urban residents, have often taken the initiative to install buffers.

¹⁴ “Agriculture and Innovation in the Urban Fringe: The Case of Organic Farming in Quebec, Canada”, *Journal of Economic and Social Geography*, volume 90, number 3, 1999, pp. 320-328.

3.5.3 Objectives

To develop and support initiatives which:

- Recognize the rural-urban edge as a special management area, requiring special farm management and urban development practices and specific agricultural edge plans with specific design requirements;
- Mitigate and/or prevent conflicts between rural and urban land uses;
- Reinforce the integrity and stability of the ALR boundary;
- Ensure that land is not removed from agricultural production in order to accommodate a buffer or any other potential element of an agricultural edge plan;
- Recognize that it is preferable to have compatible land uses (e.g. industrial) adjacent to agricultural land rather than incompatible uses (e.g. residential, schools, etc.);
- Provide residents and developers who live along an agricultural edge with information about agricultural activity in their area;
- Ensure consultation with landowners on both sides of the agricultural edge to avoid and mitigate urban-rural conflicts.

3.5.4 Recommendations

19. Recognize the following areas for agricultural edge planning (see Figure 3):

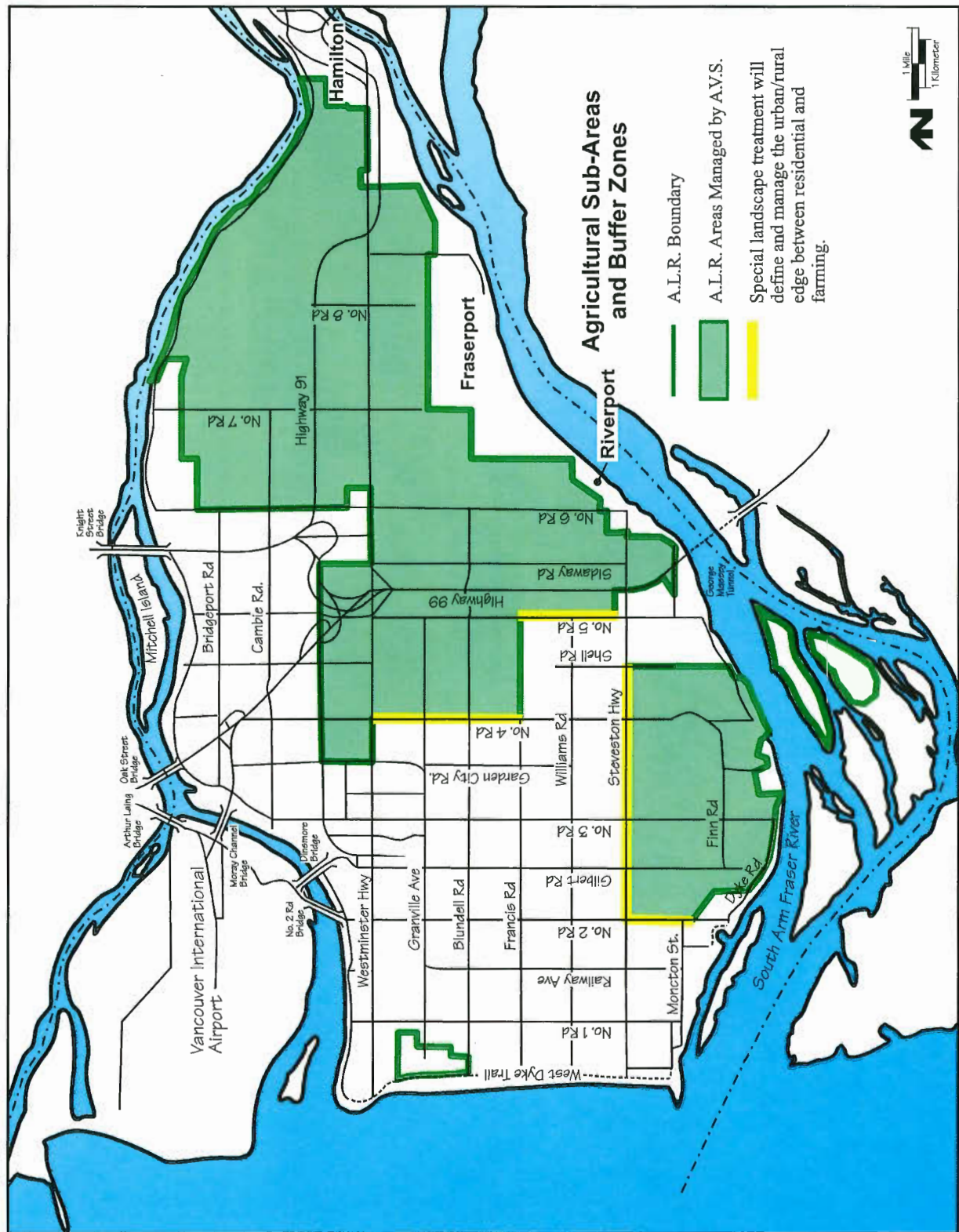
- a) The west and north edges of Gilmore;
- b) The west edge of McLennan 2;
- c) Behind the outer ring of houses in McLennan 2;
- d) Shell Road Trail;
- e) Behind the assembly uses on No. 5 Road;
- f) North edge of Fraserport Industrial Lands.

20. Develop comprehensive agricultural edge plans for areas, including:

- a) An inventory of existing and potential uses and conflicts;
- b) A site-specific management plan with appropriate design guidelines;
- c) A proposed AIA (see Recommendation 4);
- d) Consultation with the ALC, BCMAFF, the proposed AAC (see Recommendation 1), and review of relevant resources such as the ALC report “Landscaped Buffer Specifications”;
- e) Consultation with landowners on both sides of the agricultural edge;
- f) An appropriate time-frame for implementation;
- g) Mediation to mitigate any conflicts while an agricultural edge plan is being developed, or where buffering is not in place.

21. For new development adjacent to the ALR:
 - a) Require the preparation of an agricultural edge plan, including buffering on the urban side, at the expense of the developer; and
 - b) Require the registration of restrictive covenants, where possible. The intent of the covenant would be to:
 - i) Inform prospective buyers of residential properties of the occurrence of normal farm practices on adjacent farmland (e.g. spraying, noise, odours, dust, pesticide application, burning, etc.); and
 - ii) Minimize urban-rural conflicts.
22. Direct compatible land uses (e.g. industrial) to land adjacent to the ALR in lieu of incompatible uses (e.g. residential, schools), wherever possible to avoid conflicts.
23. Provide the materials developed for the Public Education and Awareness Strategy (Recommendation 30 a) to residents along an agricultural edge to inform them about agriculture in their area.

Figure 3 - Buffer Map



3.6 A Strategy for Agriculture With Respect to the Environment and Environmentally Sensitive Areas

3.6.1 Introduction

Agriculture and adjacent urban development require a quality environment (e.g. good water and soils, etc.). The measures necessary to sustain land, water and air will depend on the crop, livestock commodity, the location of an operation and current and future production practices. A healthy sustainable environmental resource base will support healthy agricultural production and a healthy economy.

Sensitive areas in the ALR (e.g. certain natural areas, certain watercourses), however, present both challenges and opportunities to farmers.

3.6.2 Environmental Guidelines and Requirements for Agriculture

To protect valuable land, water and air resources, the agricultural industry in cooperation with government agencies have launched several initiatives over the last decade including: commodity specific environmental guidelines, the adoption of best agricultural management practices, the development of integrated pest management procedures, and the Partnership Committee on Agriculture and the Environment (i.e. a Federal-Provincial initiative which supports agricultural/environmental enhancements).

Several federal and provincial laws are in place to protect land, water and air from pollution, including pollution from agricultural sources. For instance, The Code of Agricultural Practice for Waste Management under the Waste Management Act describes generally accepted practices for waste management on farms. The purpose of the Environmental Guidelines for agricultural producers in British Columbia is to further specify the requirements of the Code and other pieces of legislation and to provide suggestions for environmentally sound agricultural waste management practices.

Documents have been prepared in cooperation with agricultural producer organizations and government agencies, and are available for specific commodities (e.g. dairy, beef, poultry, horses, berries, field vegetable, greenhouse, nursery). Environmental issues addressed in these guidelines include: housing and waste handling systems, manure storage and application, nutrient management, preservation of soil and water resources and pesticide application.

3.6.3 Environmentally Sensitive Areas

In 1991, the City amended its OCP to define and map Environmentally Sensitive Areas (ESAs). The ESA designation applies to all river shorelines, sloughs, marshes, wetlands, bogs, and major treed areas. Many of the ESAs in Richmond lie within or adjacent to the ALR (see Figure 4).

The City is reviewing its ESA policies and farmers wish to contribute to this process. The review is being undertaken to clarify the inventory of ESAs and their functions.

The current city policy on ESAs does not directly limit agricultural cultivation; farmers may clear areas of ESA for farming purposes. However, the City requires a Development Permit for the subdivision of a lot that contains ESA designation or for structures that encroach into an ESA. This may limit the location of new agricultural buildings, such as barns, on a property. The City’s approach to issues involving farms and ESAs is to work on a case by case basis to mitigate the potential impacts to the extent possible without undue hardship to farmers.

3.6.4 Other Regulations

From time to time, a senior level of government may introduce legislative changes that impact the way in which farmlands are managed. As new initiatives are brought forward, the City and farming community are willing to participate in a consultative process to provide input into new legislation or initiatives, in a way that addresses the unique characteristics and conditions of Richmond.

3.6.5 Issues

The presence of ESAs in and adjacent to the ALR has both advantages and disadvantages for farmers.

On the one hand, ESAs offer the following benefits:

- if located along an urban-rural boundary, ESAs function as natural buffers between agricultural and non-agricultural uses to reduce conflicts.
- along watercourses, the vegetation of ESAs help to filter pollution from all sources.
- may support insects that help to pollinate crops.

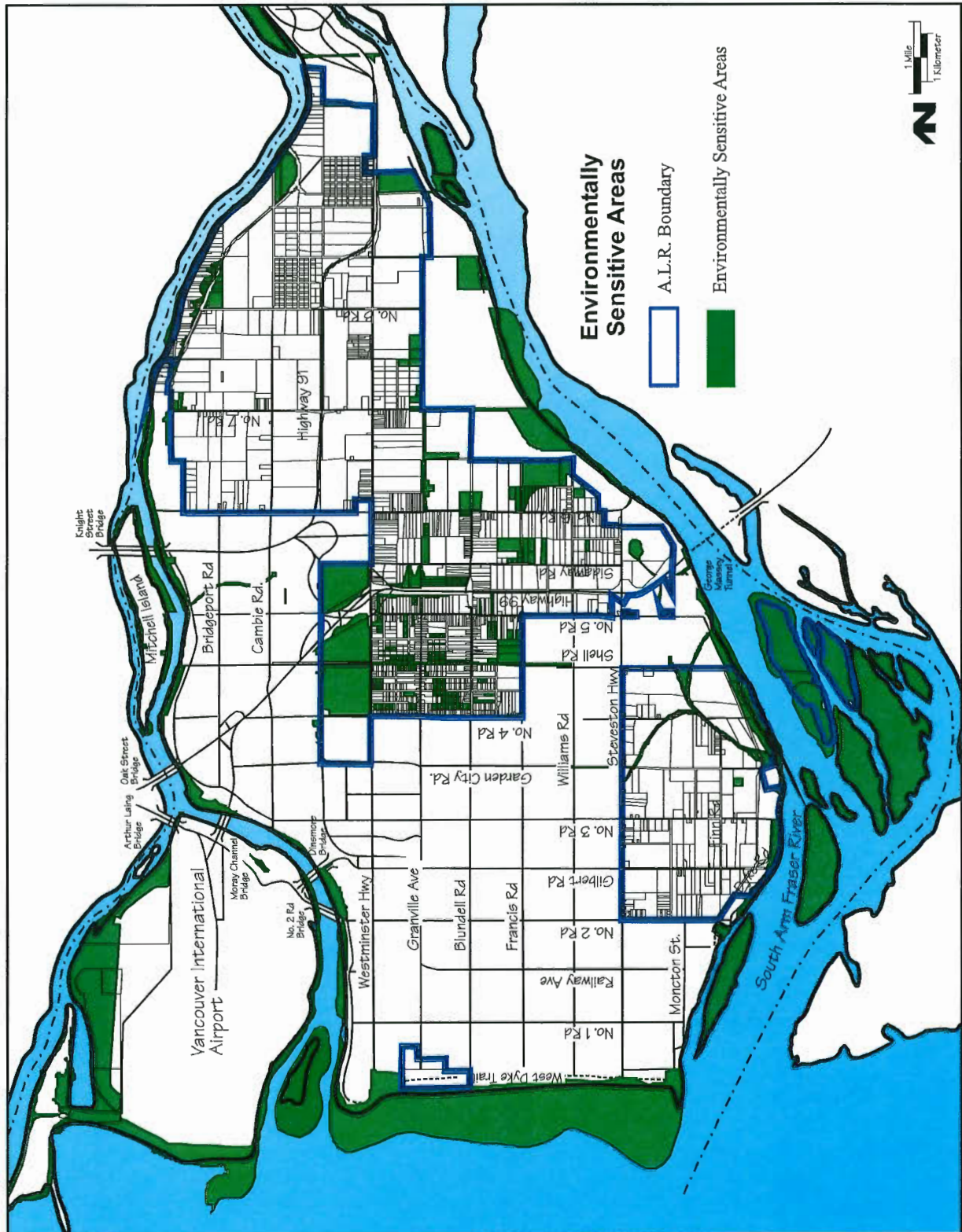
However, farmers are concerned that the existence of ESAs adjacent to or within the Agricultural Land Reserve and the related government policies may have an impact on the economic viability of farm operations. The presence of ESAs in and adjacent to agricultural lands raises several land use, servicing and environmental issues for farmers:

- policies regarding drainage and irrigation maintenance in or adjacent to ESAs may create difficulties (e.g. timing, extra costs, conditions, permit refusals, etc.) for farmers to achieve the level of drainage required to efficiently produce crops.
- restrictions or conditions for ESAs imposed on farmers (e.g. land clearing, ditch maintenance) could interfere with normal farm activities.
- ESAs may be a source of weeds, which can potentially contaminate adjacent farm fields.
- ESAs with considerable tree cover provide habitat for bird species. While some species of birds can assist in natural pest control, other species (e.g. starlings, migratory waterfowl) can damage agricultural crops and perennial forage fields.
- ESAs may support insects that are harmful to crops.

The above concerns, when combined with other economic challenges facing agriculture, may hinder efforts to expand and diversify agricultural operations.

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Figure 4 – Environmentally Sensitive Areas Map



3.6.6 Objectives

To develop and support initiatives which:

- Allow ESAs and normal farm activities to co-exist to achieve agricultural viability and environmental sustainability.
- Improve communications among the farming community, local and senior governments to:
 - Provide farmers with information about legislation and initiatives that may impact farming practices;
 - Keep all levels of government informed of the farmers' interests, concerns and suggestions.
- Encourage farmers to adopt best management practices to maintain high air, land and water quality.
- Encourage consultation with farmers and consideration of individual circumstances.
- Develop mitigative strategies which address the impact of wildlife on agriculture.

3.6.7 Recommendations

24. The Agricultural Advisory Committee, farming community, City staff and other stakeholders shall work together to study, analyze, form options and strategies to address the following issues of concern around ESAs and the environment, as well as other issues that may arise that are of interest to the farming community:
 - land use
 - drainage, irrigation and ditch maintenance
 - land clearing
 - weed control
 - crop loss due to wildlife and birds
25. Ensure that the management strategies from 24) above allow for "least impact" on agricultural viability and whenever agricultural viability may be impacted, ensure that adequate compensation and/or viable alternatives are available.
26. Review City management policies and bylaws to:
 - a) assess the implications for farming
 - b) work towards consistency and compatibility (where not in conflict with other legislation) with the provisions of the Farm Practices Protection Act and the Guide to Bylaw Development in Farming Areas.
27. Consult with the Agricultural Advisory Committee and the farm community (together with the Advisory Committee on the Environment and other stakeholders) in the review of existing ESAs in the ALR to:
 - a) Refine and clarify the inventory and functions of the existing ESAs.
 - b) Assess the interaction between agriculture and ESAs.
28. Provide information to all farmers related to best management practices and encourage them to adopt beneficial environmental guidelines.
29. Review the work of the Partnership Committee on Agriculture and the Environment and incorporate relevant aspects of their work into farm operations and City policies.

3.7 Public Education and Awareness Strategy

3.7.1 Introduction

While the urban population has grown significantly to its current level of 166,000, the farm population has been steadily declining. Currently in Richmond, there are slightly more than 200 farmers. Nevertheless, this small percentage of people are working on a large proportion of Richmond’s land base (38% of land is within the ALR) and generating over \$56 million in revenues each year¹⁵.

The results of the increase in urban population relative to the farming population are:

- Less awareness among the general population for farming, and its importance as an economic resource, a heritage asset and its relevance to the local community;
- Less understanding of normal farm practices;
- People becoming disconnected from the agricultural process that produces much of their food;
- The “political voice” of farmers declining dramatically. Farmers’ issues may not be given the same weight as urban issues.¹⁶

Many people in Richmond, other areas of the Lower Mainland, and British Columbia in general, believe there is a strong need to raise the awareness of agriculture’s role within the non-agricultural sector. A public that understands the role of agriculture, and is aware of the needs of the industry, will be in a better position to appreciate and support the many contributions of the agricultural sector.

3.7.2 Objectives

To develop and support initiatives which:

- Encourage residents to learn more about agriculture in Richmond and to support locally-grown agricultural products;
- Provide opportunities for communication and consultation between the farm and non-farm communities;
- Ensure that residents who live within, or adjacent to, the ALR are aware of normal farm practices and the FPPA;
- Encourage farmers to continue practicing positive public relations.

¹⁵ Profile, p. 57.

¹⁶ Planning for Agriculture, p. 9-3.

3.7.3 Recommendations

30. Institute an information program to increase public awareness and commitment for agriculture, in consultation with the agricultural community, the Agriculture Awareness Coordinator (BC Agriculture Council), Agriculture in the Classroom Foundation, and others:
 - a) Develop appropriate materials to share with all residents (e.g. publications, via the City website) to provide them with information about agricultural activity in their area, including:
 - i) The type of farming in the area;
 - ii) Examples of normal farm practices they may experience;
 - iii) A copy of the BCMAFF publication “The Countryside and You”;
 - iv) A list of appropriate people to direct questions and concerns, such as the proposed SAL (see Recommendation 3), ALC, BCMAFF, AAFC, and others;
 - v) A “Country User Code” to identify appropriate behaviour in agricultural areas.
 - b) Develop an agricultural signage program.
 - i) Place signs along roads used by farm vehicles, along recreational trails, and incorporate signs into agricultural edge planning;
 - ii) Ensure that signage focuses on “positive wording” as opposed to “directives”, such as the following examples:
 - In areas where farm vehicles may be traveling, “*Richmond farmers with slow moving vehicles use these roads too – support your local farm community*”;
 - Where vandalism and trespassing issues occur, “*This crop was planted by a member of your local farm community – please respect the farmer’s livelihood*”;
 - iii) Ensure that all signs are visibly similar, and incorporate the recommended “logo” or visual symbol (Recommendation 37 a).
 - c) Encourage the ALC to develop signs to indicate the location and extent of the ALR. An example may be “*You are now in the Agricultural Land Reserve. Please respect farmland.*”
 - d) Develop a brochure that celebrates the City’s agricultural tradition and history.¹⁷
 - i) In plans and programs, emphasize the relationship between the City’s corporate vision statement (see Section 2.5) and how agriculture helps achieve that vision;
 - ii) Prepare an agricultural calendar that shows key agricultural events in the area, harvest times, etc.
 - e) Encourage linkages and partnerships between the agricultural community and the media to facilitate public education and awareness;
 - f) Create an agricultural business profile to provide information on agriculture as a business opportunity;

¹⁷ PFA, p. 9-6.

- g) Develop an information package for farmers about agricultural policies and bylaws, heritage policies that support the preservation of buildings, lands and methods, and make this package available to the RFI and the public and place it on the City website (see Recommendation 16);
 - h) Explore the opportunities for holding a special event (e.g. Harvest Festival) or regular seasonal activity (e.g. summer weekend Farmer’s Market) to promote local produce and celebrate the City’s agricultural tradition and history.
31. Create opportunities for Council, City staff and others to tour the agricultural lands and learn about the role agriculture plays in the City. The proposed AAC (see Recommendation 1) may facilitate this activity.
32. It is recommended that the proposed AAC (see Recommendation 1) review the option of introducing a Restrictive Covenant for properties within, and adjacent to, the ALR to address issues of conflict (e.g. noise, odours) related to agricultural uses. Example: Covenant used by City of Surrey for subdivisions bordering the ALR.
33. Encourage existing farmers to continuously maintain their farm operations to prevent unsightly premises and project a positive public image for agriculture in Richmond.

3.8 Economic Growth and Diversification Strategy

3.8.1 Introduction

Without the ability to make an adequate return on their investment and labour, there will be no incentive for farmers to continue farming in Richmond. Efforts to increase profitability through growth and diversification will support the ongoing efforts of farmers to maintain viable operations.

The following factors influence economic growth of the agricultural industry:

- Inadequate infrastructure for drainage, transportation, etc. (see Section 3.2);
- Over-regulation and conflicting regulations. (See Section 3.3);
- Non-farm uses adjacent to agricultural operations (see Section 3.4);
- Non-farm uses in the ALR;
- Subdivision. Small parcels are less efficient to farm and can limit agricultural options;
- Cost of land. High land costs force farmers into leases;
- Speculation about the future of ALR land. Landowners who speculate for non-farm developments are more likely to lease land to farmers on a short-term basis. Leases that are less than three years in length inhibit a farmer’s ability to make long-term agricultural management decisions;
- Absentee landlords. Productive land is kept out of agricultural use when landowners are not available to lease the land to farmers.

3.8.2 Diversification

One way for farmers to increase viability is to diversify their farm operations. Trends in agricultural diversification relate to:

- Expanding types of farming, such as farm markets;
- Innovative products for niche markets, such as herbs and goat milk;
- Certified organic and specialty products;
- Provision of an agricultural experience through agri-tourism.

Some specific examples for diversification are the following:

- Farm direct marketing;
- Farmers’ markets;
- Agricultural niche and specialty services, especially those that provide convenient options for purchasing local products (e.g. home or office delivery);
- Community-supported agriculture, by having customers purchase food before it is grown;
- Value-added on-farm processing;
- Growing products for the diverse ethnic community;
- Niche and specialty products such as herbs, goat milk, or organically grown products;
- Consistent labeling of local products to link products with the area where they are grown;
- Linkages with support agencies and businesses, such as encouraging restaurants to utilize cuisine based on local products;
- Agri-tourism such as school tours, farm bed and breakfast locations;
- Crop diversification.

One option for finding new and innovative growth and diversification opportunities is the use of **pilot projects**. Pilot projects can demonstrate value, yet are small, easy to evaluate, and low in risk. Pilot projects, in cooperation with other partners such as the City, BCMAFF, and AAFC, may be effective ways for farmers to diversify their farm operations or try larger-scale initiatives.

3.8.3 Objectives

To develop and support initiatives which:

- Encourage farmers to achieve long-term economic success through growth and diversification;
- Provide opportunities for the Richmond agricultural industry to become a place of agricultural innovation and excellence often using pilot projects;
- Assist farmers to lower production costs where possible (e.g. improve drainage);
- Keep farmers up-to-date and informed about new agricultural opportunities and options for growth and diversification;
- Increase the demand for locally-grown agricultural products;
- Encourage agricultural support services and industry to locate in Richmond;
- Maximize the agricultural land available for agricultural production.

3.8.4 Recommendations

34. Develop a strategy to encourage agricultural support services and social infrastructure (such as agricultural research, agricultural banking and financing, industrial technologies, agricultural marketing, specialized suppliers of agricultural materials and equipment) to locate in Richmond, in cooperation with the agricultural sector, Business Liaison and Development, BCMAFF, and others as appropriate.
35. Maximize the agricultural land available for agricultural uses:
 - a) Review the feasibility of amalgamating smaller lots to larger ones wherever possible. These parcels could then be sold as farmland or leased to farmers;
 - b) Request the Province to review the policies on non-resident land ownership in BC and in other jurisdictions to determine how land owned by non-residents may be more fully farmed;
 - c) Establish guidelines for parcel sizes suitable for farming, including options for smaller parcels of 2 acres or less;
 - d) Encourage longer-term lease opportunities for farmers:
 - i) Discourage non-farm uses of the ALR land (see Recommendation 18);
 - ii) Develop a City-based Agricultural Land Registry to assist farmers to find agricultural land available for leasing.
 - e) Explore the rezoning of selected non-ALR land (currently zoned for light industrial use) to “Light Industrial/Agricultural” to provide for the inclusion of greenhouses as a use and to encourage greenhouse development on non-ALR land wherever possible;
 - f) Encourage non-ALR “multiple-use” industrial buildings that will attract partnerships such as allowing greenhouse development on the tops of some industrial buildings as a possible pilot project.

- g) Review the costs and benefits of selling or leasing the City-owned nursery to local farmers in order to minimize City competition with the agricultural sector.
36. Encourage farmers to diversify their agricultural operations, by:
- a) Liaising with support agencies such as BCMAFF, AAFC, GVRD and the ALC to gather information and identify resources to clarify diversification opportunities (e.g. new crop production and development, value-added production, etc.);
 - b) Encouraging partnerships between farmers and
 - i) Other farmers that haven't been historically involved with the RFI and the proposed AAC;
 - ii) Local businesses and industry, such as the hospitality sector, Chamber of Commerce, and others;
 - iii) City Departments and City agencies, such as Business Liaison and Development, Tourism Richmond, Chamber of Commerce, and others;
 - iv) Provincial and Federal ministries and agencies for projects which may make growth and diversification opportunities more easily attainable;
 - v) Others to carefully locate and manage allotment gardens (community gardens) on agricultural lands.
37. Develop a "Buy Local" marketing initiative to increase demand for locally grown agricultural products, in cooperation with Business Liaison and Development, Tourism Richmond, Chamber of Commerce, the RFI, and others.
- a) Develop a "Taste of Richmond" logo or symbol, to appear on all agricultural communications and signs, and which could also be used by growers to label their products;
 - b) Institute a weekly Farmers' Market in cooperating school yards or other City facilities to increase consumer access to locally grown agricultural products;
 - c) Support local growers by purchasing locally-grown landscape materials and food products for City use wherever possible;
 - d) Identify options to support access to farm direct markets along Steveston Highway where current traffic patterns discourage stopping at farms selling local products;
 - e) Develop a list of local agricultural products and when and where they are available, and circulate the list to local restaurants, ferries, schools and businesses to encourage linkages with Richmond agricultural producers;
38. Undertake a market study project to assist farmers to understand their local Richmond market, with respect to:
- a) Products desired by restaurants, and ethnic, specialty and niche products;
 - b) Expected quality and service features;
 - c) Expected product availability requirements.

39. Encourage new farmers to enter the agricultural sector by:

- a) Creating an agricultural business profile to provide information on agriculture as a business opportunity (see Recommendation 29 f);
- b) Encouraging retiring farmers to apprentice new ones;
- c) Investigating and publishing options for new farmers to obtain management skills training from local educational institutions and private trainers;
- d) Assisting local young people to find job opportunities in agriculture wherever possible, including co-operative education opportunities with area educational institutions such as Kwantlen University College, University of British Columbia, and area secondary schools.

City Owned Nursery

The City owns its own nursery in order to supply City properties with plants, trees and other vegetation. There is some concern among the agricultural sector that the City's involvement in its own nursery is not the best way to support farming. It has been suggested that the City review other alternative approaches such as selling or leasing the nursery to local farmers.

40. Review the costs and benefits of selling or leasing the City-owned nursery to local farmers in order to minimize City competition with the agricultural sector.

4. Agricultural Nodal Management Plans

4.1 Introduction and Overview

Agricultural Nodal Management Plans serve to manage the resources and issues within specific areas of the ALR effectively, and in support of viable agriculture.

The Nodal Management Plans are designed to complement the City-Wide Management Plan for Viable Agriculture (see Section 3), by identifying key nodal issues and providing recommendations for the management of those issues. In many cases, reference is made to an earlier recommendation.

Nodal management plans are a way for the City to recognize that not all parts of Richmond's ALR are the same. Different areas require different plans to ensure the long-term goal of maintaining and enhancing the viability of agriculture.

More detailed Agricultural Nodal Management Plans for each node may need to be developed in the future, particularly for McLennan 2 and 3, to further address issues and concerns as they arise.

The nodes have been defined by:

- Soil type;
- Drainage;
- Existing land uses;
- Existing boundaries, such as Highways 91 and 99;
- Parcelization;
- Number of absentee landlords;
- Land-ownership patterns;
- Extent of rural-urban conflicts.

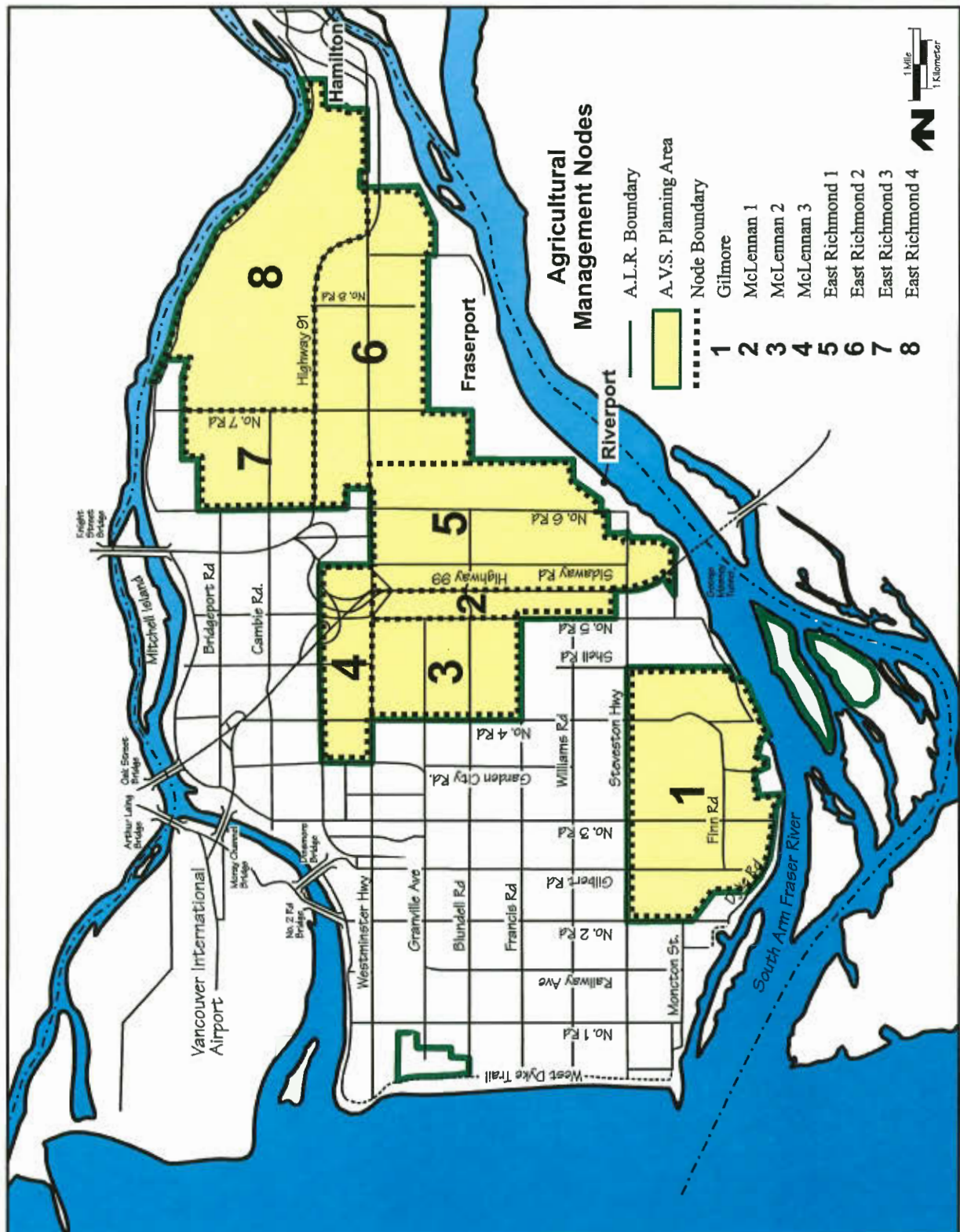
4.1.1 Objectives for the Nodal Management Plans

The intent of the proposed Nodal Management Plans is not to take land out of the ALR, but to develop and support initiatives which:

- Encourage agricultural viability considering unique nodal opportunities and constraints;
- Recognize and respond to node and site-specific issues and concerns;
- Ensure consistency among the Nodal Management Plans and the City-Wide Management Plan for Viable Agriculture.

Figure 5 shows the eight management nodes that have been identified. Where necessary, OCP, Area Plan and Zoning Bylaw amendments would be made to implement a Nodal Management Plan.

Figure 5 - Agricultural Management Nodes



4.2 Gilmore

4.2.1 Introduction

The Gilmore node includes some of Richmond’s finest and most economically productive farmland. The Gilmore node is characterized by mineral soils which are productive and suitable for a wide range of crops. Currently, much of the Gilmore node is in intensive agricultural production with a wide variety of crops including mixed vegetables, forage, and some dairy production. There is very little parcelization which increases agricultural viability. Drainage is not as much of a problem in this area as it is in some of the other nodes.

4.2.2 Key Nodal Issues

Issues that must be addressed in this node:

- Non-farm uses such as a growing number of “country estate” style residences making less land available for agricultural use;
- An increasing level of recreational equestrian activity and trails which can interfere with normal farm practices, damage farm land, and generate waste;
- The proposed residential development in the London-Princess area along the southwestern rural-urban edge may cause problems for agricultural operators, due to potential increased traffic and more urban residents resulting in a higher possibility for nuisance complaints and trespassing, vandalism or theft;
- The proposed recreational trail along the southern boundary of Gilmore may result in an increase in trespassing, vandalism and theft of crops;
- Flooding of the northern end of Gilmore due to excess water from the urban area along the northern boundary;
- Speculation that ALR land may be developed for urban uses.

4.2.3 Recommendations

41. Discourage non-farm uses in the ALR land (see Recommendation 18);
42. Ensure that a “least impact” policy exists to protect farmers from the impacts of the proposed residential development in the London-Princess area:
 - a) Require a proposed AIA (see Recommendation 4) be completed and that appropriate steps be taken to mitigate potential conflicts;
 - b) Whenever potential negative impacts for agriculture may occur, ensure that adequate compensation and/or viable alternatives are available;
 - c) Place emphasis on the positive benefits to potential development initiatives for farm operations, e.g. improved drainage;
 - d) Require the development of an agricultural edge plan (see Recommendation 19), including buffering on the urban side of the edge;
 - e) Ensure that new landowners receive materials about agricultural activity in the area (see Recommendation 30).

43. Ensure that a “least impact” policy exists to protect farmers from the impacts of the proposed recreational trail along the southern boundary of Gilmore:
 - a) Require a proposed AIA (see Recommendation 4) be completed and that appropriate steps be taken to mitigate potential conflicts;
 - b) Whenever potential negative impacts for agriculture may occur, ensure that adequate compensation and/or viable alternatives are available;
 - c) Require that a recreation trail plan be prepared;
 - d) Require the development of an agricultural edge plan (see Recommendation 19), including buffering on the urban side of the edge;
 - e) Require that signs be posted along the trail to increase awareness for trail users about how their behaviors may relate to agricultural viability (see Recommendation 30).
44. Identify the specific problem areas for flooding from the urban areas and develop ways to reduce the impacts of flooding, in concert with the City’s current Engineering Capital Plan process and in consultation with other appropriate City Divisions, Departments and Sections and the agricultural community.

4.3 McLennan 1

4.3.1 Introduction

The McLennan 1 node is the ALR land between No. 5 Road and Highway 99, with the upper boundary of the node being Blundell Road. McLennan 1 is characterized by deep (more than 160 cm) organic soils, which are suitable for a wide range of crops, including cranberries, blueberries, vegetables, and annuals. The node also has a high water table. Currently, little agricultural production is taking place, but there are some grazing and nursery operations.

4.3.2 Key Nodal Issues

The major issues in McLennan 1 relate to the “Community Institutional” designation along the No. 5 Road corridor. This OCP land use designation, which came into effect in 1990, allows churches and other assembly uses on the westerly 110 meters of each parcel. Although the land use designation allows for only agricultural uses on the remaining eastern portion (the “backlands”) of each parcel, it did not require that farming take place. In 1999 the ALC and the City partnered to review the policy and strategy for this district. Current policy under the Amended No. 5 Road Backlands Policy accepted by Council in March 2000 is more stringent because it requires a farm plan and bonding to proceed with the plan. Farming must occur before non-farm uses (e.g. assembly uses) will be approved.

Issues related to the “Community Institutional District” that must be addressed:

- The “backlands” are generally not in agricultural use (a total of 105.3 acres);
- The presence of the Community Institutional District has set a precedent for non-agricultural land use within the ALR, and this non-agricultural use is clearly visible to road traffic along Highway 99;
- The churches have resulted in an increase in traffic into the area which interferes with agricultural operations;
- Although the land has potential for agriculture, farmers are reluctant to farm the land because of speculation that more churches will be built. This also makes a long-term lease difficult to obtain;
- Existing and new fill introduced will disrupt the regional water table, and have a negative impact on the agricultural capability of adjacent land (see Section 3.4.1);
- The land requires some drainage improvements and landowners are reluctant to invest in drainage if farming is not required.

Issues unrelated to the Community Institutional District, which must be addressed:

- There are many small parcels, which are difficult to farm because of field inefficiencies, increased operating costs, intrusion of non-farm residences, and higher than normal land values;
- Parcels are owned by many different people. This makes it difficult to get a lease covering a land area large enough to farm;
- Some degradation of soils has occurred.

4.3.3 Recommendations

45. Mitigate the issues (Section 4.3.2) associated with the Community Institutional District:
 - a) Review the option of rezoning any land parcels which have not been sold for assembly or other uses to restrict the development of future assembly uses in this area and return land to agricultural production;
 - b) Develop an agricultural edge plan for the area, including potential vegetative buffering behind existing churches to clearly differentiate churches on agricultural land from agricultural uses;
 - c) Survey existing assembly properties to rectify any encroachment beyond the westerly 110 metres (360.9 ft.) of the property;
 - d) Continue to support incentives to encourage farming on the backlands.
46. Encourage farming in McLennan 1, with the understanding that the agricultural edge must be taken into consideration. Opportunities for farming in this node include, but are not limited to, the following:
 - Tree farming;
 - Blueberries;
 - Vegetable production, e.g. potatoes, corn, cabbage;
 - Ornamental nursery;
 - Specialty vegetable crops;
 - Organic production;
 - Community or allotment gardens;
 - Hay production.
47. Maximize the agricultural land available for future agricultural uses (see Recommendation 35).

4.4 McLennan 2

4.4.1 Introduction

The McLennan 2 node is the ALR land between No. 4 Road and No. 5 Road, south of Westminster Highway and north of Francis Road. McLennan 2 is characterized by deep (more than 160 cm) organic soils, which are suitable for a wide range of crops, such as cranberries, blueberries, vegetables, and annuals. Much of the node currently used for blueberry production is very productive and this area is the City’s main blueberry producing area. There are also several nurseries, greenhouses, and mixed vegetables. McLennan 2 has a high water table.

4.4.2 Key Nodal Issues

Issues that must be addressed in this node:

- Inadequate drainage of organic soils;
- Any fill introduced will disrupt the regional water table, and have a negative impact on the agricultural capability of adjacent land (see Section 3.4.1);
- Highly parcelized land being under-utilized for agricultural production;
- Small lot sizes are creating pressure for non-agricultural use;
- If existing road rights-of-way were opened and new roads were built, non-farm development may occur and future agricultural viability may be threatened;
- There are many absentee landlords and much of this land has been allowed to deteriorate causing the spread of selected crop diseases and weeds onto adjacent lands;
- The proposed widening of Blundell Road will result in increased traffic into the area, thus making it more difficult to farm;
- Pedestrians regularly use the Shell Road Trail, which has impacted farming operations through theft of crops, vandalism and trespassing;
- Urban complaints about normal farm practices, such as spraying, noise and burning hamper farm operations.

4.4.3 Recommendations

48. Ensure that McLennan 2 is considered a priority area for drainage improvements in the City’s Master Drainage Plan (see Recommendation 7).
49. Discourage non-farm uses of the ALR land (see Recommendation 18).
50. Maximize the agricultural land available in McLennan 2 for future agricultural uses (see Recommendation 35) including the possibility of replotting the land and/or limited access.
51. Blundell Road is the identified access to Fraserport Industrial Lands:
 - a) Require a proposed AIA (see Recommendation 4) be completed and that appropriate steps be taken to mitigate potential conflicts;

- b) Whenever potential negative impacts for agriculture may occur, ensure that viable alternatives are available and fully explored and that there is either:
 - no negative impacts on farming;
 - a net benefit to farming; or
 - adequate compensation.
- 52. Develop an agricultural edge plan (see Recommendation 19) for the Shell Road Trail, including fencing to prevent vandalism and theft and signage to increase awareness about the impacts of trail users on agricultural viability.
- 53. Liaise with the RCMP to increase awareness about vandalism, trespassing and theft that occurs on lands bordering Shell Road Trail and request their cooperation for policing the area.

4.5 McLennan 3

4.5.1 Introduction

The McLennan 3 node is four parcels of ALR land:

- Two parcels are owned and managed by the City for the Nature Park;
- One parcel is owned and managed by the Department of National Defence;
- One parcel is owned and managed by the Department of Fisheries and Oceans.

McLennan 3 is characterized by deep (more than 160 cm) organic soils, which are suitable for a wide range of crops. However there is no agricultural production in this area. The node also has a high water table.

4.5.2 Key Nodal Issue

- Land ownership. Because the City and Federal Departments own the four parcels, the land is not available for use by Richmond farmers.
- These parcels are being considered for non-farm uses (e.g. federal decommissioning, a trade and exhibition centre, sports fields, industrial uses, etc.).

4.5.3 Recommendations

54. Identify development options for McLennan 3 parcels which include:

- Having it totally farmed,
- Maximizing benefits to agriculture and farming if used for non-farm land uses,
- Consider City ownership of the land.

4.6 East Richmond 1

4.6.1 Introduction

The East Richmond 1 node is the ALR land between Sidaway and No. 6 Road.

East Richmond 1 is characterized by predominantly deep (more than 160 cm) organic soils, suitable for a wide range of crops, including cranberries, blueberries, mixed vegetables, nurseries, and forage crops. The node also has a high water table. Much of this node is presently in intensive and varied agricultural production, with blueberries, mixed vegetables, greenhouse operations, cranberries, nurseries and forage crops.

4.6.2 Key Nodal Issues

Issues that must be addressed in this node:

- Drainage of the organic soils is inadequate;
- The proposed widening of Blundell Road will result in increased traffic into the area, thus making it more difficult to farm;
- The routing of traffic through the ALR to service the increasing development of the Riverport and the Fraserport Industrial Lands at the south end of this node will result in increased traffic that will interfere with farm vehicles and operations.

4.6.3 Recommendations

55. Ensure that East Richmond 1 is considered a priority area for drainage improvements in the City’s Master Drainage Plan (See Recommendation 7).
56. Ensure that any widening of Blundell Road (see Recommendation 51) results in benefits for farming and has minimal impacts on farming.
57. Ensure that a “least impact” policy exists to protect farmers from the impacts of the increased development of the Riverport and the Fraserport Industrial Lands:
 - a) Require a proposed AIA (see Recommendation 4) be completed and that appropriate steps be taken to mitigate potential conflicts;
 - b) Whenever potential negative impacts for agriculture may occur, ensure that viable alternatives are available and fully explored and that there is either:
 - no negative impacts on farming;
 - a net benefit to farming; or
 - adequate compensation.
 - c) Place emphasis on positive benefits to development initiatives for farm operations, e.g. improved drainage;
 - d) Require the development of an agricultural edge plan (see Recommendation 19), including buffering on the urban side of the edge;
 - e) Review the development strategy for the Fraserport Industrial Lands to find potential linkages with the agricultural industry, and the potential for joint initiatives.

4.7 East Richmond 2

4.7.1 Introduction

The East Richmond 2 node is the ALR land South of Highway 91. This node is characterized by mineral soils which are suitable for a wide range of crops. Currently, much of this node is in intensive agricultural production. Agricultural production includes forage crops, livestock, nurseries, greenhouse operations, mixed vegetables, and some blueberries. This area includes large areas of idle land, landfills, and golf courses.

4.7.2 Key Nodal Issues

Issues that must be addressed in this node:

- Drainage of the soils is inadequate;
- The proposed widening of Blundell Road will result in increased traffic into the area, making it more difficult to farm;
- There are several large parcels of land that are idle at this time.

4.7.3 Recommendations

58. Ensure that East Richmond 2 is considered a priority area for drainage improvements in the City’s Master Drainage Plan (see Recommendation 7).
59. Review the proposal to widen Blundell Road (see Recommendation 51).
60. Use any further developments of the industrial areas (Fraserport Lands) as a means to implement drainage improvements.

4.8 East Richmond 3

4.8.1 Introduction

The East Richmond 3 node is the ALR land west of No. 7 Road and north of Highway 91. This node is characterized by mineral soils, which are suitable for a wide range of crops. Much of the node is currently in agricultural production. This area is primarily used for livestock, forage crops, and cranberries. However there is also some mixed vegetable and nursery production.

4.8.2 Key Nodal Issues

- No issues have been identified at this time.

4.8.3 Recommendations

61. Maintain the existing drainage and infrastructure initiatives in this node.

4.9 East Richmond 4

4.9.1 Introduction

The East Richmond 4 node is the ALR land east of No. 7 Road and north of Highway 91. This node is characterized by medium (40-160 cm) to deep (more than 160 cm) organic soils, which are suitable for a wide range of crops such as cranberries, blueberries, vegetables, and annuals. The node has a high water table. Much of the node is currently in intensive agricultural production. Most of the area is dedicated to cranberry production, with some mixed vegetables, livestock, blueberries and greenhouse operations between the railroad track and Dyke Road.

4.9.2 Key Nodal Issues

Issues that must be addressed in this node:

- The soils require water table control in order to provide adequate drainage without over-draining them;
- Irrigation in the summer months may be required;
- The proposed mid-island dyke along No. 8 Road will impact significantly on agricultural production (see Section 3.2.4);
- Existing and new fill will disrupt the regional water table, and have a negative impact on the agricultural capability of adjacent land (see Section 3.4.1).

4.9.3 Recommendations

62. Review the use of fill on organic soils (see Recommendation 18 c).
63. Request the Ministry of Water, Land and Air Protection to investigate the viability of rebuilding and upgrading the perimeter dyke around the eastern tip of Richmond along the North Arm of the Fraser River, instead of the proposed mid-island dyke.
64. Maintain the existing drainage and infrastructure initiatives in this node.

5. Implementation Strategy

An Implementation Strategy is an important component of any planning process. Commitment to the Implementation Strategy will ensure that the recommendations in the AVS are implemented according to priority.

Successful implementation will require commitment from the City, the AAC, the RFI, ALC, senior governments, agricultural community and the public.

It is recommended that:

- Various City staff be assigned as SALs (see Recommendation 3) to facilitate implementation;
- The RFI consider having a dedicated person responsible for ongoing liaison with the City. The RFI may be better able to maintain a commitment to implementation if a specific person is identified for the task.

Funding support will be necessary for some of the recommendations in the AVS. In cases where funding is required, there may be ways that the City, AAC, RFI, ALC, senior governments, agricultural community stakeholders and the public can reduce costs by involving other partners in the implementation. It may also be feasible to undertake some recommendations on a trial basis through pilot projects, which could also be cost-shared with appropriate partners.

5.1 Monitoring Process

A comprehensive monitoring process, beginning at six months after the adoption of the AVS by Council and evolving to an annual process, is important for ongoing implementation of the recommendations.

Monitoring will serve to:

- Review the progress towards implementing recommendations;
- Determine the effectiveness of the AVS and its impact on agricultural viability;
- Provide motivation and support for the implementation process;
- Provide the opportunity for an AVS update and revision as required.

A recommended monitoring process is as follows:

Review One (Six months after adoption)

- General meeting of the Core Team and the proposed AAC (possibly with the Consultant Team) to review progress to date.

Review Two (One year after adoption)

- The proposed AAC and appropriate City staff (possibly with the Consultant Team) prepare a "Report Card" on implementation to date;
- The proposed AAC and appropriate City staff (possibly with the Consultant Team) to review the "Report Card";
- Update the AVS with changes and revisions as appropriate (possibly with the Consultant Team).

Further reviews should be undertaken annually, or as required, and follow a similar process to Review Two.

5.2 Implementing the Recommendations

This section identifies some key recommendations that can be implemented in the shorter term, and provides details about their implementation, key participants to be involved, and some indications of the results expected from the implementation. The early implementation of some recommendations will be encouraging signals to the agricultural sector.

Recommendation 1) Establish a City Agricultural Advisory Committee of Council (AAC).

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Develop AAC terms of reference: <ul style="list-style-type: none"> • AAC to advise on day to day issues such as proposed bylaw and OCP amendments and broader initiatives such as agricultural studies and plans; • AAC to play active role in AVS implementation; • AAC to meet monthly, or as required; • Assist AAC with person from City staff or person paid to provide support to committee; • AAC to have committed, effective chair. ✓ Committee Membership: <ul style="list-style-type: none"> • Voting Members: The Committee shall consist of nine (9) voting members appointed by Council, including: <ul style="list-style-type: none"> ○ Five (5) “farming representatives” chosen from nominations by the Richmond Farmers Institute. A “farming representative” is defined as a farmer who derives a majority of his/her income from farming; ○ Two (2) farming representatives from the general agricultural community (nursery, livestock, equestrian, greenhouses, crops, etc.); ○ One (1) representative from the Advisory Committee on the Environment ○ One (1) representative from the community at large • Committee Advisors (Non-voting Members): The Committee shall also consist of the following including: <ul style="list-style-type: none"> ○ A City Councillor Agricultural Liaison; ○ A representative from BCMAFF; ○ A representative from the ALC; ○ A staff member from the Engineering/Public Works Department(s); ○ A staff member from the Urban Development Division; ○ A staff member from the RCMP; and ○ Others as necessary. 	<ul style="list-style-type: none"> ✓ Policy Planning Department ✓ RFI 	<p>AAC to provide:</p> <ul style="list-style-type: none"> • Advice on bylaws and OCP amendments; • Advice on applications for development in and adjacent to the ALR • Advice on soil permit applications • Assistance with policy development • Improved agricultural awareness

Recommendation 3) Designate City Staff Agricultural Liaisons (SALs), with the Policy Planning Department Liaison as the lead SAL to ensure coordination.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Publicize the SALs as people to assist the agricultural sector to access information about City Bylaws, operations and services, address agricultural issues and concerns, and contribute to various agricultural projects; ✓ Develop a "flow chart" to facilitate access to information required by the agricultural sector. This "flow chart" may include information about policies and bylaws, processes involved for development approvals, growth and diversification information, etc; ✓ Have the SALs play a key role in Implementation of the AVS. 	<ul style="list-style-type: none"> ✓ Policy Planning Department 	<ul style="list-style-type: none"> • Farm community to have a designated place to address issues; • Farm community to have improved relationship with City

Recommendation 4) Introduce an Agricultural Impact Assessment (AIA) process.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Use the AIA for all proposed projects involving land use changes or developments: <ul style="list-style-type: none"> • Within the ALR; • Adjacent to the ALR; or • Outside the ALR for projects which may have an impact on agriculture. ✓ Examples of where to use the AIA: <ul style="list-style-type: none"> • Decisions with respect to servicing and infrastructure, e.g. transportation corridors; • Decisions with respect to recreational trails; • New or proposed residential developments. ✓ Develop criteria, e.g. drainage/irrigation implications, air quality, noise, transportation and traffic, and others, for the AIA in conjunction with BCMAFF, the ALC, the proposed AAC (See Recommendation 1), and others as appropriate. 	<ul style="list-style-type: none"> ✓ Policy Planning Department ✓ Other City Divisions / Departments / Sections as required ✓ RFI 	<ul style="list-style-type: none"> • Better capacity to assess longer term impacts of decisions on agricultural land and agricultural viability; • Improved communication among City Departments concerning agricultural issues

Recommendation 5) Maintain an Agricultural Data System.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Update and expand the scope of the Agricultural Profile, the Agricultural Land Use Inventory, and the Geographic Information System every three years or sooner to maintain current information about the agricultural sector; ✓ Continue to engage in innovative research partnerships with groups (such as AAFC, BCMAFF and others) to determine agricultural trends in Richmond; ✓ Monitor changes in the agricultural sector to determine issues of concern and changes in overall viability, using the following possible indicators: <ul style="list-style-type: none"> • Indicators which track land use and land availability: <ul style="list-style-type: none"> ○ Hectares (or acres) of ALR land in Richmond; ○ Hectares (or acres) of ALR land which is Farm Class; ○ Hectares (or acres) of ALR land available for sale or lease. • Indicators which track farm viability and the overall health of the agricultural sector: <ul style="list-style-type: none"> ○ Annual number of applications for exclusion of land from the ALR; ○ Annual number of applications, approvals and rejections for non-farm use and subdivision in the ALR; ○ Net Returns from Agriculture; ○ Economic Diversity Index. ✓ Integrate the data into ongoing City operations and decision-making wherever possible. 	<ul style="list-style-type: none"> ✓ Policy Planning Department ✓ RFI ✓ Proposed AAC 	<ul style="list-style-type: none"> • Improved system for monitoring changes in the agricultural sector • Provides information for ensuring implementation of the AVS

Recommendation 6) Encourage regular communication among the agricultural sector and the City, provincial and federal servicing and infrastructure departments.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Formalize the City-Farmer Drainage committee ✓ Establish terms of reference and ensure involvement from: <ul style="list-style-type: none"> • the agricultural sector; • Engineering and Public Works Division. • and others as appropriate 	<ul style="list-style-type: none"> ✓ Engineering and Public Works Division ✓ Policy Planning Department ✓ RFI 	<ul style="list-style-type: none"> • Improved communication between City and farm community with respect to servicing and infrastructure • Improved drainage for the City and agricultural sector.

Recommendation 7) Support the City's Master Drainage Plan.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Identify and ensure drainage improvements to the ALR in order of priority and according to ARDSA performance standards; ✓ Encourage sufficient notification to the agricultural sector of ditch-cleaning plans; ✓ Encourage the agricultural sector to cooperate with ditch-cleaning practices by providing appropriate right-of-ways; ✓ Encourage the agricultural sector to support ditch-sidecasting activity where it does not interfere with normal farm practices and/or agricultural capability of the soils; ✓ Require the proposed AIA (see Recommendation 4) be completed for all servicing and infrastructure projects 	<ul style="list-style-type: none"> ✓ Engineering and Public Works Division ✓ RFI 	<ul style="list-style-type: none"> • Improved communication between City and farm community with respect to servicing and infrastructure • Improved drainage for the City and agricultural sector.

Recommendation 24) The Agricultural Advisory Committee, farming community, City staff and other stakeholders shall work together to study, analyze, form options and strategies to address issues of concern around ESAs and the environment.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Issues of concern around ESA's in the ALR that should be addressed: <ul style="list-style-type: none"> • Land use; • Drainage, irrigation and ditch maintenance; • Land clearing; • Weed control; • Crop loss due to wildlife and birds. ✓ Address other issues of concern around ESA's in the ALR and the environment that may arise. ✓ Ensure that management strategies allow for "least impact" on agricultural viability and whenever agricultural viability may be impacted, ensure that adequate compensation and/or viable alternatives are available. 	<ul style="list-style-type: none"> ✓ Policy Planning Department ✓ Proposed AAC ✓ City departments and divisions as required ✓ ALC ✓ BCMAFF 	<ul style="list-style-type: none"> • Better management of ESAs in Richmond • Improved sensitivity by farmers to importance of environmental issues in ALR

Recommendation 26) Review City management policies and bylaws.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ The review to address the following: <ul style="list-style-type: none"> • Assess the implications for farming; • Work towards consistency and compatibility (where not in conflict with other legislation) with the provisions of the Farm Practices Protection Act and the Guide to Bylaw Development in Farming Areas. 	<ul style="list-style-type: none"> ✓ Policy Planning Department ✓ Proposed AAC ✓ City departments and divisions as required ✓ ALC ✓ BCMAFF 	<ul style="list-style-type: none"> • Better management of agricultural lands in Richmond

Recommendation 27) Consult with the Agricultural Advisory Committee and the farm community (together with the Advisory Committee on the Environment and other stakeholders) in the review of existing ESAs in the ALR.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Refine and clarify the inventory and functions of the existing ESAs; ✓ Assess the interaction between agriculture and the ESAs. 	<ul style="list-style-type: none"> ✓ Policy Planning Department ✓ Proposed AAC 	<ul style="list-style-type: none"> • Better management of ESAs in Richmond • Improved sensitivity by farmers to importance of environmental issues in ALR

Recommendation 19) Develop comprehensive agricultural edge plans for areas.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Areas for agricultural edge plans are: <ul style="list-style-type: none"> • The west and north edges of Gilmore; • The west edge of McLennan 2; • Behind the outer ring of houses in McLennan 2; • Shell Road Trail; • Behind the assembly uses on No. 5 Road; • North edge of Fraserport Industrial Lands. ✓ Edge plans to include: <ul style="list-style-type: none"> • An inventory of existing and potential uses and conflicts; • A site-specific management plan with design guidelines; • A proposed AIA (see Recommendation 4) • Consultation with the ALC, BCMAFF, the proposed AAC, and review of relevant resources; • Consultation with landowners on both sides of the agricultural edge; • An appropriate time-frame for implementation; • Mediation to mitigate any conflicts while an agricultural edge plan is being developed, or where buffering is not in place. 	<ul style="list-style-type: none"> ✓ Policy Planning Department ✓ Proposed AAC ✓ Parks and Recreation 	<ul style="list-style-type: none"> • Improved understanding among non-farm community of role of agriculture on ALR • Improved rural urban relations

Recommendation 13) Review the Zoning Bylaw 5300 and prepare information, options and recommendations to improve its effectiveness. This review includes examining the following items and other actions not yet identified:

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Review Zoning Bylaw 5300 in consultation with the public and prepare information, options and recommendations to improve its effectiveness in supporting agricultural viability. This review includes the following items and other actions not yet identified: <ul style="list-style-type: none"> • Review the current list of uses permitted in the AG1 zone and update it to reflect changes in Provincial legislation and the objectives of achieving agricultural viability; • Review the AG1 zoning regulations for residential uses on farms and for non-farm residences in the ALR to determine how to better achieve agricultural viability; • Review the non-agricultural uses currently permitted in the AG1 zone to better achieve agricultural viability; • Review how to better manage building materials, storage and other accessory farm uses; • Review the current policy on the storage of farm equipment/vehicles related to the farm operation as a principal use (the storage of farm equipment/vehicles is currently an accessory use); • Review all minimum and maximum property and building setbacks for residences in the ALR to minimize conflicts with adjacent uses. 	<ul style="list-style-type: none"> ✓ Policy Planning Department ✓ Other City Divisions / Departments / Sections as required ✓ RFI ✓ Agricultural Land Commission ✓ Ministry of Agriculture and Food 	<ul style="list-style-type: none"> • Bylaw to more closely reflect commitment to agricultural viability • Bylaw wording to support agricultural sector.

Recommendation 14) Review the roadside stand regulations in Business Regulation Bylaw 7148 and prepare information, options and recommendations to improve its effectiveness and achieve agricultural viability.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Review Class C which allows the potential creation of large roadside grocery outlets on ALR land; ✓ Review the requirement for farming a minimum of 20 acres of land in the bylaw which is restrictive and difficult to enforce. 	<ul style="list-style-type: none"> ✓ Policy Planning Department ✓ Other City Divisions / Departments / Sections as required 	<ul style="list-style-type: none"> • Bylaw to more closely reflect commitment to agricultural viability • Bylaw wording to support agricultural sector.

Recommendation 18) Review the following non-farm uses of ALR land and prepare information, options and recommendations. This review includes examining the following items and other actions not yet identified:

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Review feasibility of amalgamating smaller lots to larger ones where possible; ✓ Restrict upgrading of existing roads and development of new roads unless there is a direct or net benefit to farming; ✓ Discourage the use of fill on organic soils, except for the following agricultural purposes: <ul style="list-style-type: none"> • When required to ensure a solid foundation for a farm residence or other structure related to the agricultural operation; • To provide a road base for access which benefits agriculture; ✓ Limit recreational uses of ALR land: <ul style="list-style-type: none"> • Encourage dyke and perimeter recreational trails; • Work with agricultural community, equestrian community and recreational community to ensure that recreation uses adjacent to or within the ALR are compatible with farm uses and have positive benefits to farming. ✓ Ensure that a "least disruption to farmers" policy exists to protect farmers from the impacts of recreational uses by: <ul style="list-style-type: none"> • Requiring the proposed AIA (Recommendation 4) be completed for new recreational uses; • Ensuring that whenever potential impacts for agriculture may occur, that adequate compensation and/or viable alternatives are available; • Increasing awareness among equestrian owners about "private property" and public roads and trails, and the impact horses can have on agricultural land; • Preparing agricultural edge plans for recreation uses, dykes and perimeter trails in and adjacent to the ALR; • Ensuring that suitable facilities, e.g. toilets and garbage cans, are provided to eliminate trespassing and littering on existing recreational trails; • Ensuring that no financial costs are incurred by farmers due to recreational trails or activities; • Investigating the feasibility of developing an insurance policy and a "save harmless policy" to protect farmers from liability and property damage as a result of non-agricultural activities. 	<ul style="list-style-type: none"> ✓ Parks, Recreation and Cultural Services Division ✓ RFI ✓ Proposed AAC 	<ul style="list-style-type: none"> • Ensures that farming is the primary use of ALR land; • Ensures all existing and proposed non-farm uses of ALR land do not interfere with normal farm practices; • Ensures that City policies related to Parks and Recreation, support overall agricultural viability

Recommendation 30) Institute an information program to increase public awareness and commitment for agriculture.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Develop appropriate materials to share with all residents to provide them with information about agricultural activity in their area, including: <ul style="list-style-type: none"> • The type of farming in the area; • Examples of normal farm practices they may experience; • A copy of the BCMAFF publication "The Countryside and You"; • A list of appropriate people to direct questions and concerns, such as the proposed SAL (see Recommendation 3), ALC, BCMAFF, AAFC, and others; • A "Country User Code" to identify appropriate behaviour in agricultural areas. ✓ Develop an agricultural signage program. <ul style="list-style-type: none"> • Place signs along roads used by farm vehicles, along recreational trails, and incorporate signs into agricultural edge planning; • Ensure that signage focuses on "positive wording" as opposed to "directives", such as the following examples: <ul style="list-style-type: none"> ○ In areas where farm vehicles may be traveling, "Richmond farmers with slow moving vehicles use these roads too – support your local farm community". ○ Where vandalism and trespassing issues occur, "This crop was planted by a member of your local farm community – please respect the farmer's livelihood" • Ensure all signs are visibly similar, and incorporate the recommended "logo" or visual symbol (Recommendation 37 a). ✓ Encourage the ALC to develop signs to indicate the location and extent of the ALR. ✓ Develop a brochure that celebrates the City's agricultural tradition and history. <ul style="list-style-type: none"> • Emphasize the relationship between the City's corporate vision statement (see Section 2.5) and how agriculture helps achieve that vision; • Prepare an agricultural calendar that shows key agricultural events in the area, harvest times, etc. ✓ Encourage linkages between the agricultural community and the media to facilitate public education and awareness; 	<ul style="list-style-type: none"> ✓ Proposed AAC ✓ Policy Planning Department ✓ Transportation Department and other City Divisions / Departments / Sections as required ✓ RFI ✓ Other levels of government 	<ul style="list-style-type: none"> • Improved public understanding and awareness of agriculture and its role in the community • Reduced incidence of complaints from farmers about public misuse of ALR land

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Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Create an agricultural business profile to provide information on agriculture as a business opportunity. ✓ Develop an information package for farmers about agricultural policies and bylaws, and make this package available to the RFI and place it on the City website (see Recommendation 16). ✓ Explore the opportunities to hold a special event or regular seasonal activity to promote local produce and celebrate the City's agricultural tradition and history. 		

Recommendation 31) Create opportunities for Council, City staff and others to tour the agricultural lands and learn about the role agriculture plays in the City.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Prepare appropriate lists of opportunities. 	<ul style="list-style-type: none"> ✓ Proposed AAC 	<ul style="list-style-type: none"> • Improved understanding and awareness of agriculture and its role in the community among Council and City staff

Recommendation 37) Develop a "Buy Local" marketing initiative to increase demand for locally grown agricultural products.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Develop a "Taste of Richmond" logo or symbol, to appear on all agricultural communications and signs, and which could also be used by growers to label their products; ✓ Institute a weekly Farmers' Market in cooperating school yards or other city facilities; ✓ Support local growers by purchasing locally-grown landscape materials and food products for City use wherever possible; ✓ Identify options to support access to farm direct markets along Steveston Highway where current traffic patterns discourage stopping at farms selling local products; ✓ Develop a list of local agricultural products and when and where they are available, and circulate the list to local restaurants, ferries, schools and businesses to encourage linkages with Richmond agricultural producers. 	<ul style="list-style-type: none"> ✓ Business Liaison and Development Section ✓ Tourism Richmond ✓ Policy Planning Department ✓ Transportation Department ✓ RFI 	<ul style="list-style-type: none"> • Increased economic activity in the agricultural sector • Improved rural urban relationships

Recommendation 38) Undertake a market study project to assist farmers to understand their local market.

Implementation Detail	Potential Partners	Results Expected
<ul style="list-style-type: none"> ✓ Study to include items like the following: <ul style="list-style-type: none"> • Products desired by restaurants, and ethnic, specialty and niche products; • Expected quality and service features; • Expected product availability requirements. 	<ul style="list-style-type: none"> ✓ Business Liaison and Development Section ✓ Policy Planning Department ✓ RFI 	<ul style="list-style-type: none"> • Increased options for agricultural viability will result from the study • Higher amounts of revenue may be generated by agricultural sector

6. References

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7. Appendices

- I. Legislative and Policy Context
- II. List of Recommendations

Appendix I. Legislative and Policy Context

This section provides brief summaries of some of the legislative Acts and regulations that have an impact on agriculture in Richmond.

A. Federal Context

1. No Federal Agricultural Viability Policy

There is no integrated Federal vision or comprehensive agricultural and rural development/diversification policy, or program to support agricultural viability in Canada.

2. Canadian Environmental Protection Act (CEPA)

The purpose of the CEPA is to protect the environment and the health of Canadians from toxic substances and other pollutants. CEPA has regulations on many items, including managing toxic substances, clean air and water, controlling and moving waste, and enforcement.

3. Fisheries Act

The Fisheries Act contains regulations pertaining to conservation and protection of fish and fish habitat and prevention of pollution and / or obstruction of any water frequented by fish. The Fisheries Act is administered by DFO.

4. National Farm Building Code

The National Farm Building Code is published by the National Research Council through its Canadian Commission on Building and Fire Codes. The rationale for having special requirements for farm buildings, as distinct from other buildings, is based on the low occupancy load, the remote location of typical farm structures, or the special nature of the occupancies involved.

B. Provincial Context

1. No Provincial Agricultural Viability Policy

There is no integrated Provincial vision or comprehensive agricultural and rural development/diversification policy, or program to support agricultural viability in British Columbia.

2. Agricultural Land Commission Act (ALCA)

In 1973, the ALC was given the mandate to establish the ALR, in order to (1) preserve agricultural land, (2) encourage the establishment and maintenance of farms, and (3) use the land in the ALR in a manner compatible with agricultural purposes.

Part of the ALC’s mandate is to encourage municipalities to support farm use of agricultural land in their planning and policies. The ALCA ensures that there is a strong linkage between the Act and any plans and bylaws related to the ALR. All plans that apply to ALR land must be consistent with the regulations and orders of the Commission. Any inconsistent element of a plan is of no effect.¹⁸ In addition, subject to the requirements of the ALCA, individuals and government agencies who wish to alter the boundaries of the ALR, subdivide land in the ALR, or use ALR land for non-farm purposes, must obtain the prior approval of the ALC. If this approval is granted, the applicant must still secure approval from the relevant local government.

3. Farm Practices Protection (Right To Farm) Act (FPPA)

This legislation, passed in 1996, offers protection to farmers who use normal and accepted farm practices that are consistent with proper and accepted customs and standards. The legislation was designed to establish a process to manage conflicts between and among neighbours and support farmers through protection from unwarranted nuisance complaints about farming.¹⁹

4. Fish Protection Act

The Fish Protection Act is a cornerstone of the BC Fisheries Strategy. The four objectives of the legislation are:

- To ensure water for fish;
- To protect and restore fish habitat;
- To focus on riparian protection and enhancement;
- To strengthen local environmental planning.

C. Regional Context

1. Greater Vancouver Regional District (GVRD) Livable Region Strategic Plan

The GVRD’s Livable Region Strategic Plan incorporates policies, population and growth targets and maps based on the following four fundamental strategies:

- To protect the Green Zone;
- To build complete communities;
- To achieve a compact metropolitan region;
- To increase transportation choices.

¹⁸ Planning For Agriculture (PFA), p. 7-30.

¹⁹ Strengthening Farming in British Columbia, A Guide to the Implementation of the Farm Practices Protection (Right to Farm) Act.

In the GVRD Livable Region Strategic Plan, agriculture within the green zone is recognized as a “working landscape” for agricultural production and an important component to preserve the natural habitat and to increase the overall livability of the region.

The GVRD Board established an Agriculture Advisory Committee in 1992 to advise the Board and other levels of government on agricultural issues and to raise the profile of agriculture in the region.

2. Land Title Act

The Land Title Act is administered by the local approving officer, under the authority of the Solicitor General. The Act has been amended to allow the local approving officer to refuse a subdivision plan if the following apply:

- Inadequate buffers or separation of the development from farming at the time of subdivision would cause unreasonable interference with farming operations;
- The location of highways and highway allowances would unreasonably or unnecessarily increase access to land in the ALR.

3. Local Government Act (formerly the Municipal Act)

A sub-area plan such as this AVS must observe the same content requirements as a broader-based community wide OCP²⁰, with the intent of providing greater focus on issue identification and problem solving as well as providing for broad objectives and a vision for the future.

The Local Government Act contains provisions empowering local governments to adopt farm bylaws and to regulate farm operations subject to the approval of the Minister of Agriculture, Food and Fisheries. Additionally, the Local Government Act states that local governments must not adopt zoning bylaws that prohibit or restrict agriculture unless approved by the Minister of Agriculture, Food and Fisheries. Particularly important sections of the Local Government Act are those concerned with Agricultural Plan adoption by bylaw.

4. Waste Management Act

The Waste Management Act is the central piece of legislation relating to the disposal of all types of waste in BC. The “Code of Agricultural Practice for Waste Management” regulation provides specific requirements for the handling and storage of agricultural wastes. Farm operations that comply with the Code are exempt from the need to obtain a waste disposal permit under the Waste Management Act.

5. Weed Control Act

The Weed Control Act places responsibility for control of noxious weeds upon occupiers of land. It provides for appointment of inspectors to ensure compliance and, failing that, for a method by which they can control weeds with costs recovered from the occupier. Weed Control Committees may be established by municipal councils to administer the Act within a municipality. This Act is administered on a seasonal basis.

²⁰ PFA, p. 7-30.

D. Municipal Context

1. Richmond Bylaws

The following bylaws have implications for agriculture:

Bylaw 2218: Control of Noxious Weeds and Noxious Weed Seeds

Bylaw 4183: Regulating the Discharge of Firearms

Bylaw 4564: Fire Prevention

Bylaw 5300: Zoning Bylaw

Bylaw 5560: Sign Bylaw

Bylaw 5637: Waterworks and Water Rates

Bylaw 6349: Unsightly Premises

Bylaw 6983: Nuisance Prohibition

Bylaw 6989: Public Health Protection

Bylaw 7016: Annual Property Tax Rates

Bylaw 7137: Animal, Bird and Beekeeping Regulation

Bylaw 7148: Business Regulation

Policies 5006 and 5035 (rescinded and replaced by Amended No. 5 Road Backlands Policy in March 2000)

2. Richmond Official Community Plan (OCP)

An OCP is mandated by British Columbia’s Local Government Act. It is a legal document for planning and managing the City’s social, economic, and physical future. The OCP ensures that land use, services, and the natural environment are managed and coordinated to enhance the well being of the City.

There are several objectives associated with agriculture in the OCP. The two most directly related to agriculture include:

- To “continue to protect all farmlands in the ALR” ;
- To “maintain and enhance agricultural viability and productivity in Richmond”.²¹

Other City objectives relate to transportation, parks, open spaces and trails, services and infrastructure, and development permit guidelines.

The City’s corporate vision as stated in the OCP is “that the City of Richmond be the most appealing, livable, and well-managed community in Canada”. This vision is reflected in the AVS.

²¹ OCP, p 17.

Appendix II. List of Recommendations

Agricultural Decision Making Strategy (Section 3.1)

1. Establish a City Agricultural Advisory Committee of Council (AAC).
 - a) Have the AAC play the key advisory role in implementing the AVS;
 - b) Require all City departments to seek input from the AAC when major departmental initiatives are proposed as part of their planning strategy, where agriculture is affected;
 - c) Committee Membership:
 - i) Voting Members:

The Committee shall consist of nine (9) voting members appointed by Council, including:

 - Five (5) "farming representatives" chosen from nominations by the Richmond Farmers Institute. A "farming representative" is defined as a farmer who derives a majority of his/her income from farming;
 - Two (2) farming representatives from the general agricultural community (nursery, livestock, equestrian, greenhouses, crops, etc.);
 - One (1) representative from the Advisory Committee on the Environment.
 - One (1) representative from the community at large.
 - ii) Committee Advisors (Non-voting Members):

The Committee shall also consist of the following advisors including:

 - A City Councillor Agricultural Liaison (CAL);
 - A representative from BCMAFF;
 - A representative from the ALC;
 - A staff member from the Engineering/Public Works Department(s);
 - A staff member from the Urban Development Division (Staff Agricultural Liaison);
 - A staff member from the RCMP; and
 - Others as necessary.
2. Maintain the existing ALR boundary and the ALR land base in Richmond, and do not support a change to the boundary or a loss of ALR land unless:
 - there is a substantial net benefit to agriculture; and
 - the agricultural stakeholders are fully consulted.
3. Designate various City Staff as Agricultural Liaisons (SALs), with the Policy Planning Department Liaison as the lead SAL to ensure coordination.

- a) Have the CAL/SALs play a key support role in the implementation of the AVS and supporting the AAC;
 - b) Publicize the SALs as people to assist the agricultural sector to access information about City bylaws, operations, and services, address agricultural issues and concerns, and contribute to various agricultural projects;
 - c) Develop a flow chart to facilitate access to information required by the agricultural sector. This flow chart may include information about policies and bylaws, processes involved for planning and development approvals, growth and diversification information, etc.
4. Introduce an Agricultural Impact Assessment process (AIA).
- a) Use the AIA for all proposed projects involving land use changes or development:
 - i) Within the ALR;
 - ii) Adjacent to the ALR;
 - iii) Outside the ALR for projects which may have an impact on agriculture, such as transportation corridors, recreational trails, new residential developments, and others.
 - b) Develop criteria, (e.g. drainage/irrigation implications, air quality, noise, transportation and traffic, and others), for the AIA in conjunction with BCMAFF, the ALC, the proposed AAC (see Recommendation 1), and others as appropriate.
5. Maintain an Agricultural Data System.
- a) Update and expand the scope of the Agricultural Profile, the Agricultural Land Use Inventory, and the Geographic Information System every three years or sooner to maintain current information about the agricultural sector;
 - b) Continue to engage in innovative research partnerships with groups such as Agriculture and Agri-Food Canada (AAFC), BC Ministry of Agriculture, Food and Fisheries (BCMAFF), Greater Vancouver Regional District (GVRD), University of British Columbia (UBC), Simon Fraser University (SFU) and others to determine agricultural trends in Richmond;
 - c) Monitor changes in the agricultural sector to determine issues of concern and changes in overall viability, using the following possible indicators:
 - i) Indicators which track land use and land availability:
 - Hectares (or acres) of ALR land in Richmond;
 - Hectares (or acres) of ALR land which is Farm Class;
 - Hectares (or acres) of ALR land available for sale or lease.
 - ii) Indicators which track farm viability and the overall health of the agricultural sector:
 - Annual number of applications, approvals and rejections for exclusion of land from the ALR;
 - Annual number of applications, approvals and rejections for non-farm use and subdivision in the ALR;
 - Net Returns from Agriculture;
 - Economic Diversity Index.

- d) Integrate the data into ongoing City operations and decision making wherever possible.

Services and Infrastructure Strategy (Section 3.2)

6. Encourage regular communication among the agricultural sector and the City, provincial and federal servicing and infrastructure departments by formalizing the City Staff-Farmer Drainage Committee and by establishing terms of reference and involving the agricultural sector, Engineering and Public Works Division, and others as appropriate (e.g. Policy Planning, Environmental Programs, Transportation, etc.).
7. Support the City's Master Drainage Plan.
 - a) Identify and ensure that drainage improvements to the ALR occur in order of priority and according to ARDSA performance standards;
 - b) Ensure that drainage improvements are considered in a comprehensive manner in consultation with the agricultural community and relevant City departments;
 - c) Encourage sufficient notification to the agricultural sector of ditch-cleaning plans in order to achieve beneficial, effective and timely agricultural drainage;
 - d) Encourage the agricultural sector to cooperate with ditch-cleaning practices by providing appropriate right-of-ways;
 - e) Encourage the agricultural sector to support ditch-sidecasting activity where it does not interfere with normal farm practices and/or agricultural capability of the soils;
 - f) Require the proposed AIA (see Recommendation 4) be completed for all servicing and infrastructure projects.
8. Request the Ministry of Water, Land and Air Protection to investigate the viability of rebuilding and upgrading the perimeter dyke around the eastern tip of Richmond along the North Arm of the Fraser River, instead of the proposed mid-Island dyke.
9. Review and designate "farm travel" routes for travel between agricultural areas:
 - a) Use recognizable signage to endorse these routes for farm vehicles;
 - b) Review the wording of "Respect Slow Moving Farm Vehicles" signs and consider "Yield To Farm Vehicles";
 - c) Develop new road design guidelines to ensure that the outermost lane and shoulder in combination have a minimum of 4.3 meters (14 feet) in lateral clearance to accommodate the width of farm vehicles;
 - d) Review options to minimize the impact of farm traffic on non-farm traffic by providing safe turn-offs for farm vehicles on identified agricultural corridors carrying high volumes of traffic.
10. Review Official Community Plan Transportation Policy 4(d) which states "Restrict the development of new major roads in the ALR to avoid jeopardizing farm viability, except for service roads intended to serve adjacent industrial land" to:
 - a) Consider removal of the phrase "except for service roads intended to serve adjacent industrial land" to limit future major road development on ALR land that does not serve the viability of agriculture;

- b) Ensure that a “least impact” policy exists to protect farmers from the impacts of possible transportation corridors through the ALR by:
 - i) Requiring the proposed AIA (see Recommendation 4) be completed for new road projects and that appropriate steps be taken to mitigate potential conflicts;
 - ii) Ensuring that whenever potential negative impacts for agriculture may occur, that adequate compensation and/or viable alternatives are available and fully explored;
 - iii) Placing emphasis on positive benefits of transportation initiatives for farm operations (e.g. improved drainage and access).

City Policies and Bylaws Strategy (Section 3.3)

11. Ensure that all proposed City policies and bylaws relating to the agricultural sector and ALR encourage agricultural viability:
 - a) Refer proposed policies and bylaws to the proposed AAC (see Recommendation 1) for comment prior to their adoption;
 - b) Ensure that policies and bylaws, prior to adoption, are subject to the Agricultural Impact Assessment (see Recommendation 4) where appropriate.
12. Ensure that new City bylaws related to agriculture and the ALR are developed with regard to existing bylaws to determine whether changes in enforcement would solve the identified problems.
13. Review Zoning Bylaw 5300 in consultation with the public and prepare information, options and recommendations to improve its effectiveness in supporting agricultural viability. This review includes the following items and other actions not yet identified:
 - a) Review the current list of uses permitted in the AG1 zone and update it to reflect changes in Provincial legislation and the objectives of achieving agricultural viability;
 - b) Review the AG1 zoning regulations for residential uses on farms and for non-farm residences in the ALR to determine how to better achieve agricultural viability;
 - c) Review the non-agricultural uses currently permitted in the AG1 zone to better achieve agricultural viability;
 - d) Review how to better manage building materials, storage and other accessory farm uses;
 - e) Review the current policy on the storage of farm equipment/vehicles related to the farm operation as a principal use (the storage of farm equipment/vehicles is currently an accessory use);
 - f) Review all minimum and maximum property and building setbacks for residences in the ALR to minimize conflicts with adjacent uses.
14. Review the roadside stand regulations in Business Regulation Bylaw 7148 and prepare information, options, and recommendations to improve their effectiveness and achieve agricultural viability.
15. Review existing bylaws, regulations, guidelines and associated operational procedures to ensure that they conform to the FPPA, the Guide for Bylaw Development In Farming Areas and the Local Government Act.

16. Develop an information package for farmers about City agricultural policies and bylaws, and make this package available to the RFI and place it on the City website.
17. Encourage a cooperative and partnership approach to avoid and address nuisance complaints (e.g. spraying, noise, odour, dust, pesticide application, burning, etc.)

Non-Farm Uses and Parks and Recreation Strategy (Section 3.4)

18. It is recommended that the proposed AAC (see Recommendation 1) review the following non-farm uses of ALR land and prepare information, options and recommendations. This review includes examining the following items and other actions not yet identified:
 - a) Review the feasibility of amalgamating smaller lots to larger ones wherever possible;
 - b) Restrict the upgrading of existing roads and development of new roads unless there is a direct or net benefit to farming;
 - c) Discourage the use of fill on organic soils, except for the following agricultural purposes:
 - i) When required to ensure a solid foundation for a farm residence or other structure related to the agricultural operation;
 - ii) To provide a road base for access which benefits agriculture.
 - d) Limit recreational uses of ALR land to:
 - i) Encourage dyke and recreational trails at the perimeter of the ALR;
 - ii) Work with the agricultural community, equestrian community and recreational community to ensure that recreational uses adjacent to or within the ALR are compatible with farm uses and have a positive benefit to farming.
 - e) Ensure that a "least disruption to farmers" policy exists to protect farmers from the impacts of recreational uses by:
 - i) Requiring the proposed AIA (see Recommendation 4) be completed for new recreational uses and that appropriate steps be taken to mitigate potential conflicts;
 - ii) Ensuring that whenever potential negative impacts for agriculture may occur, that adequate compensation and/or viable alternatives are available;
 - iii) Increasing the awareness among equestrian owners about riding on or near private property and public roads and trails, and the impact which horses and riders can have on agricultural land;
 - iv) Preparing over the long term and in partnership with others, agricultural edge plans for recreational uses, dykes and perimeter trails in and adjacent to the ALR;
 - v) Ensuring that suitable facilities (e.g. toilets and garbage cans) are provided to eliminate trespassing and littering on existing recreational trails;
 - vi) Ensuring that no financial costs are incurred by farmers due to recreational trails or activities;
 - vii) Investigating the feasibility of developing an insurance policy and a 'save harmless' policy which would protect farmers from liability and property damage as a result of non-agricultural activities.

Agricultural Edge Strategy (Section 3.5)

19. Recognize the following areas for agricultural edge planning (see Figure 3):
 - a) The west and north edges of Gilmore;
 - b) The west edge of McLennan 2;
 - c) Behind the outer ring of houses in McLennan 2;
 - d) Shell Road Trail;
 - e) Behind the assembly uses on No. 5 Road;
 - f) North edge of Fraserport Industrial Lands.
20. Develop comprehensive agricultural edge plans for areas, including:
 - a) An inventory of existing and potential uses and conflicts;
 - b) A site-specific management plan with appropriate design guidelines;
 - c) A proposed AIA (see Recommendation 4);
 - d) Consultation with the ALC, BCMAFF, the proposed AAC (see Recommendation 1), and review of relevant resources such as the ALC report “Landscaped Buffer Specifications”;
 - e) Consultation with landowners on both sides of the agricultural edge;
 - f) An appropriate time-frame for implementation;
 - g) Mediation to mitigate any conflicts while an agricultural edge plan is being developed, or where buffering is not in place.
21. For new development adjacent to the ALR:
 - a) Require the preparation of an agricultural edge plan, including buffering on the urban side, at the expense of the developer;
 - b) Require the registration of restrictive covenants, where possible. The intent of the covenant would be to:
 - i) Inform prospective buyers of residential properties of the occurrence of normal farm practices on adjacent farmland (e.g. spraying, noise, odours, dust, pesticide application, burning, etc.); and
 - ii) Minimize urban-rural conflicts.
22. Direct compatible land uses (e.g. industrial) to land adjacent to the ALR in lieu of incompatible uses (e.g. residential, schools), wherever possible to avoid conflicts.
23. Provide the materials developed for the Public Education and Awareness Strategy (Recommendation 30 a) to residents along an agricultural edge to inform them about agriculture in their area.

Environmentally Sensitive Areas Strategy (Section 3.6)

24. The Agricultural Advisory Committee, farming community, City staff and other stakeholders shall work together to study, analyze, form options and strategies to address the following issues of concern around ESAs and the environment, as well as other issues that may arise that are of interest to the farming community:

- land use;
 - drainage, irrigation and ditch maintenance;
 - land clearing;
 - weed control;
 - crop loss due to wildlife and birds.
25. Ensure that the management strategies from 24) above allow for “least impact” on agricultural viability and whenever agricultural viability may be impacted, ensure that adequate compensation and/or viable alternatives are available.
26. Review City management policies and bylaws to:
- a) assess the implications for farming;
 - b) work towards consistency and compatibility (where not in conflict with other legislation) with the provisions of the Farm Practices Protection Act and the Guide to Bylaw Development in Farming Areas.
27. Consult with the Agricultural Advisory Committee and the farm community (together with the Advisory Committee on the Environment and other stakeholders) in the review of existing ESAs in the ALR to:
- a) Refine and clarify the inventory and functions of the existing ESAs;
 - b) Assess the interaction between agriculture and ESAs.
28. Provide information to all farmers related to best management practices and encourage them to adopt beneficial environmental guidelines.
29. Review the work of the Partnership Committee on Agriculture and the Environment and incorporate relevant aspects of their work into farm operations and City policies.

Public Education and Awareness Strategy (Section 3.7)

30. Institute an information program to increase public awareness and commitment for agriculture, in consultation with the agricultural community, the Agriculture Awareness Coordinator (BC Agriculture Council), Agriculture in the Classroom Foundation, and others:
- a) Develop appropriate materials to share with all residents (e.g. publications, via the City website) to provide them with information about agricultural activity in their area, including:
 - i) The type of farming in the area;
 - ii) Examples of normal farm practices they may experience;
 - iii) A copy of the BCMAFF publication “The Countryside and You”;
 - iv) A list of appropriate people to direct questions and concerns, such as the proposed SAL (see Recommendation 3), ALC, BCMAFF, AAFC, and others;
 - v) A “Country User Code” to identify appropriate behaviour in agricultural areas.
 - b) Develop an agricultural signage program.
 - i) Place signs along roads used by farm vehicles, along recreational trails, and incorporate signs into agricultural edge planning;

- ii) Ensure that signage focuses on “positive wording” as opposed to “directives”, such as the following examples:
 - In areas where farm vehicles may be travelling, *“Richmond farmers with slow moving vehicles use these roads too – support your local farm community”*;
 - Where vandalism and trespassing issues occur, *“This crop was planted by a member of your local farm community – please respect the farmer’s livelihood”*.
 - iii) Ensure that all signs are visibly similar, and incorporate the recommended “logo” or visual symbol (Recommendation 37 a).
 - c) Encourage the ALC to develop signs to indicate the location and extent of the ALR. An example may be *“You are now in the Agricultural Land Reserve. Please respect farmland”*;
 - d) Develop a brochure that celebrates the City’s agricultural tradition and history:
 - i) In plans and programs, emphasize the relationship between the City’s corporate vision statement (see Section 2.5) and how agriculture helps achieve that vision;
 - ii) Prepare an agricultural calendar that shows key agricultural events in the area, harvest times, etc.
 - e) Encourage linkages and partnerships between the agricultural community and the media to facilitate public education and awareness;
 - f) Create an agricultural business profile to provide information on agriculture as a business opportunity;
 - g) Develop an information package for farmers about agricultural policies and bylaws, heritage policies that support the preservation of buildings, lands and methods, and make this package available to the RFI and the public and place it on the City website (see Recommendation 16);
 - h) Explore the opportunities for holding a special event (e.g. Harvest Festival) or regular seasonal activity (e.g. summer weekend Farmer’s Market) to promote local produce and celebrate the City’s agricultural tradition and history.
31. Create opportunities for Council, City staff and others to tour the agricultural lands and learn about the role agriculture plays in the City. The proposed AAC (see Recommendation 1) may facilitate this activity.
32. It is recommended that the proposed AAC (see Recommendation 1) review the option of introducing a Restrictive Covenant for properties within, and adjacent to, the ALR to address issues of conflict (e.g. noise, odours) related to agricultural uses. Example: Covenant used by City of Surrey for subdivisions bordering the ALR.
33. Encourage existing farmers to continuously maintain their farm operations to prevent unsightly premises and project a positive public image for agriculture in Richmond.

Economic Growth and Diversification Strategy (Section 3.8)

34. Develop a strategy to encourage agricultural support services and social infrastructure (such as agricultural research, agricultural banking and financing, industrial technologies, agricultural marketing, specialized suppliers of agricultural materials and equipment) to locate in Richmond, in cooperation with the agricultural sector, Business Liaison and Development, BCMAFF, and others as appropriate.
35. Maximize the agricultural land available for agricultural uses:
 - a) Review the feasibility of amalgamating smaller lots to larger ones wherever possible. These parcels could then be sold as farmland or leased to farmers;
 - b) Request the Province to review the policies on non-resident land ownership in BC and in other jurisdictions to determine how land owned by non-residents may be more fully farmed;
 - c) Establish guidelines for parcel sizes suitable for farming, including options for smaller parcels of 2 acres or less;
 - d) Encourage longer-term lease opportunities for farmers:
 - i) Discourage non-farm uses of the ALR land (see Recommendation 18);
 - ii) Develop a City-based Agricultural Land Registry to assist farmers to find agricultural land available for leasing.
 - e) Explore the rezoning of selected non-ALR land (currently zoned for light industrial use) to "Light Industrial/Agricultural" to provide for the inclusion of greenhouses as a use and to encourage greenhouse development on non-ALR land wherever possible;
 - f) Encourage non-ALR "multiple-use" industrial buildings that will attract partnerships such as allowing greenhouse development on the tops of some industrial buildings as a possible pilot project;
 - g) Review the costs and benefits of selling or leasing the City-owned nursery to local farmers in order to minimize City competition with the agricultural sector.
36. Encourage farmers to diversify their agricultural operations, by:
 - a) Liaising with support agencies such as BCMAFF, AAFC, GVRD and the ALC to gather information and identify resources to clarify diversification opportunities (e.g. new crop production and development, value added production, etc.);
 - b) Encouraging partnerships between farmers and:
 - i) Other farmers that haven't been historically involved with the RFI and the proposed AAC;
 - ii) Local businesses and industry, such as the hospitality sector, Chamber of Commerce, and others;
 - iii) City Departments and City agencies, such as Business Liaison and Development, Tourism Richmond, Chamber of Commerce, and others;
 - iv) Provincial and Federal ministries and agencies for projects which may make growth and diversification opportunities more easily attainable;

- v) Others to carefully locate and manage allotment gardens (community gardens) on agricultural lands.
37. Develop a “Buy Local” marketing initiative to increase demand for locally grown agricultural products, in cooperation with Business Liaison and Development, Tourism Richmond, Chamber of Commerce, the RFI, and others:
- a) Develop a “Taste of Richmond” logo or symbol, to appear on all agricultural communications and signs, and which could also be used by growers to label their products;
 - b) Institute a weekly Farmers’ Market in cooperating school yards or other City facilities to increase consumer access to locally grown agricultural products;
 - c) Support local growers by purchasing locally-grown landscape materials and food products for City use wherever possible;
 - d) Identify options to support access to farm direct markets along Steveston Highway where current traffic patterns discourage stopping at farms selling local products;
 - e) Develop a list of local agricultural products and when and where they are available, and circulate the list to local restaurants, ferries, schools and businesses to encourage linkages with Richmond agricultural producers.
38. Undertake a market study project to assist farmers to understand their local Richmond market, with respect to:
- a) Products desired by restaurants, and ethnic, specialty and niche products;
 - b) Expected quality and service features;
 - c) Expected product availability requirements.
39. Encourage new farmers to enter the agricultural sector by:
- a) Creating an agricultural business profile to provide information on agriculture as a business opportunity (see Recommendation 29 f);
 - b) Encouraging retiring farmers to apprentice new ones;
 - c) Investigating and publishing options for new farmers to obtain management skills training from local educational institutions and private trainers;
 - d) Assisting local young people to find job opportunities in agriculture wherever possible, including co-operative education opportunities with area educational institutions such as Kwantlen University College, University of British Columbia, and area secondary schools.
40. Review the costs and benefits of selling or leasing the City-owned nursery to local farmers in order to minimize City competition with the agricultural sector.

Gilmore (Section 4.2)

41. Discourage non-farm uses in the ALR land (see Recommendation 18).
42. Ensure that a "least impact" policy exists to protect farmers from the impacts of the proposed residential development in the London-Princess area:
 - a) Require a proposed AIA (see Recommendation 4) be completed and that appropriate steps be taken to mitigate potential conflicts;
 - b) Whenever potential negative impacts for agriculture may occur, ensure that adequate compensation and/or viable alternatives are available;
 - c) Place emphasis on the positive benefits to potential development initiatives for farm operations, e.g. improved drainage;
 - d) Require the development of an agricultural edge plan (see Recommendation 19), including buffering on the urban side of the edge;
 - e) Ensure that new landowners receive materials about agricultural activity in the area (see Recommendation 30).
43. Ensure that a "least impact" policy exists to protect farmers from the impacts of the proposed recreational trail along the southern boundary of Gilmore:
 - a) Require a proposed AIA (see Recommendation 4) be completed and that appropriate steps be taken to mitigate potential conflicts;
 - b) Whenever potential negative impacts for agriculture may occur, ensure that adequate compensation and/or viable alternatives are available;
 - c) Require that a recreation trail plan be prepared;
 - d) Require the development of an agricultural edge plan (see Recommendation 19), including buffering on the urban side of the edge;
 - e) Require that signs be posted along the trail to increase awareness for trail users about how their behaviors may relate to agricultural viability (see Recommendation 30).
44. Identify the specific problem areas for flooding from the urban areas and develop ways to reduce the impacts of flooding, in concert with the City's current Engineering Capital Plan process and in consultation with other appropriate City Divisions, Departments and Sections and the agricultural community.

McLennan 1 (Section 4.3)

45. Mitigate the issues (Section 4.3.2) associated with the Community Institutional District:
 - a) Review the option of rezoning any land parcels which have not been sold for assembly or other uses to restrict the development of future assembly uses in this area and return land to agricultural production;
 - b) Develop an agricultural edge plan for the area, including potential vegetative buffering behind existing churches to clearly differentiate churches on agricultural land from agricultural uses;

- c) Survey existing assembly properties to rectify any encroachment beyond the westerly 110 metres (360.9 ft.) of the property;
 - d) Continue to support incentives to encourage farming on the backlands.
46. Encourage farming in McLennan 1, with the understanding that the agricultural edge must be taken into consideration. Opportunities for farming in this node include, but are not limited to, the following:
- Tree farming;
 - Blueberries;
 - Vegetable production, e.g. potatoes, corn, cabbage;
 - Ornamental nursery;
 - Specialty vegetable crops;
 - Organic production;
 - Community or allotment gardens;
 - Hay production.
47. Maximize the agricultural land available for future agricultural uses (see Recommendation 35).

McLennan 2 (Section 4.4)

48. Ensure that McLennan 2 is considered a priority area for drainage improvements in the City’s Master Drainage Plan (see Recommendation 7).
49. Discourage non-farm uses of the ALR land (see Recommendation 18).
50. Maximize the agricultural land available in McLennan 2 for future agricultural uses (see Recommendation 35), including the possibility of replotting the land and/or limited access.
51. Blundell Road is the identified access to Fraserport Industrial Lands:
- a) Require a proposed AIA (see Recommendation 4) be completed and that appropriate steps be taken to mitigate potential conflicts;
 - b) Whenever potential negative impacts for agriculture may occur, ensure that viable alternatives are available and fully explored and that there is either:
 - no negative impacts on farming;
 - a net benefit to farming; or
 - adequate compensation.
52. Develop an agricultural edge plan (see Recommendation 19) for the Shell Road Trail, including fencing to prevent vandalism and theft and signage to increase awareness about the impacts of trail users on agricultural viability.
53. Liaise with the RCMP to increase awareness about vandalism, trespassing and theft that occurs on lands bordering Shell Road Trail and request their cooperation for policing the area.

McLennan 3 (Section 4.5)

54. Identify development options for McLennan 3 parcels which include:

- Having it totally farmed;
- Maximizing benefits to agriculture and farming if used for non-farm land uses;
- Consider City ownership of the land.

East Richmond 1 (Section 4.6)

55. Ensure that East Richmond 1 is considered a priority area for drainage improvements in the City’s Master Drainage Plan (See Recommendation 7).

56. Ensure that any widening of Blundell Road (see Recommendation 51) results in benefits for farming and has minimal impacts on farming.

57. Ensure that a “least impact” policy exists to protect farmers from the impacts of the increased development of the Riverport and the Fraserport Industrial Lands:

- a) Require a proposed AIA (see Recommendation 4) be completed and that appropriate steps be taken to mitigate potential conflicts;
- b) Whenever potential negative impacts for agriculture may occur, ensure that viable alternatives are available and fully explored and that there is either:
 - no negative impacts on farming;
 - a net benefit to farming; or
 - adequate compensation.
- c) Place emphasis on positive benefits to development initiatives for farm operations, e.g. improved drainage;
- d) Require the development of an agricultural edge plan (see Recommendation 19), including buffering on the urban side of the edge;
- e) Review the development strategy for the Fraserport Industrial Lands to find potential linkages with the agricultural industry, and the potential for joint initiatives.

East Richmond 2 (Section 4.7)

58. Ensure that East Richmond 2 is considered a priority area for drainage improvements in the City’s Master Drainage Plan (see Recommendation 7).

59. Review the proposal to widen Blundell Road (see Recommendation 51).

60. Use any further developments of the industrial areas (Fraserport Lands) as a means to implement drainage improvements.

East Richmond 3 (Section 4.8)

61. Maintain the existing drainage and infrastructure initiatives in this node.

East Richmond 4 (Section 4.9)

62. Review the use of fill on organic soils (see Recommendation 18 c).
63. Request the Ministry of Water, Land and Air Protection to investigate the viability of rebuilding and upgrading the perimeter dyke around the eastern tip of Richmond along the North Arm of the Fraser River, instead of the proposed mid-island dyke.
64. Maintain the existing drainage and infrastructure initiatives in this node.

Agricultural Viability Strategy (AVS) (2003) Review

3.1 Agricultural Decision-Making Strategy

3.1.3 Recommendations		Status	Notes
1.	<p>Establish a City Agricultural Advisory Committee of Council (AAC).</p> <p>a) Have the AAC play the key advisory role in implementing the AVS;</p> <p>b) Require all City departments to seek input from the AAC when major departmental initiatives are proposed as part of their planning strategy, where agriculture is affected;</p> <p>c) Committee Membership:</p> <p>i. Voting Members:</p> <p>The Committee shall consist of nine (9) voting members appointed by Council, including:</p> <ul style="list-style-type: none"> • Five (5) "farming representatives" chosen from nominations by the Richmond Farmers Institute. A "farming representative" is defined as a farmer who derives a majority of his/her income from farming; • Two (2) farming representatives from the general agricultural community (nursery, livestock, equestrian, greenhouses, crops, etc.); • One (1) representative from the Advisory Committee on the Environment; and • One (1) representative from the community at large. <p>ii. Committee Advisors (Non-voting Members):</p> <p>The Committee shall also consist of the following advisors including:</p> <ul style="list-style-type: none"> • A City Councillor Agricultural Liaison (CAL); • A representative from BCMAFF; • A representative from the ALC; • A staff member from the Engineering/Public Works Department(s); • A staff member from the Urban Development Division (Staff Agricultural Liaison); • A staff member from the RCMP; and • Others as necessary. 	Completed	<ul style="list-style-type: none"> • Existing AAC established by Council on January 28, 2002. • The AAC has been meeting regularly since the inception of the Committee. • The AAC continues to provide advice from an agricultural perspective on proposals where agriculture may be impacted.
	<p>2. Maintain the existing ALR boundary and ALR land base in Richmond, and do not support a change to the ALR boundary or a loss of ALR land unless:</p> <ul style="list-style-type: none"> • there is a substantial net benefit to agriculture; and • the agricultural stakeholders are fully consulted. 	Completed with ongoing maintenance	<ul style="list-style-type: none"> • Policies incorporated into the OCP (Section 7.0).
3.	<p>Designate various City Staff as Agricultural Liaisons (SALs), with the Policy Planning Department Liaison as the lead SAL to ensure coordination.</p> <p>a) Have the CAL/SALs play a key support role in the implementation of the AVS and supporting the AAC;</p> <p>b) Publicize the SALs as people to assist the agricultural sector to access information about City bylaws, operations, and services, address agricultural issues and concerns, and contribute to various agricultural projects;</p> <p>c) Develop a flow chart to facilitate access to information required by the agricultural sector. This flow chart may include information about policies and bylaws, processes involved for planning and development approvals, growth and diversification information, etc.</p>	Completed	<ul style="list-style-type: none"> • There is a staff liaison to the AAC, which supports the AAC and provides customer service to the public regarding agricultural issues and concerns.

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4.	<p>Introduce an Agricultural Impact Assessment process (AIA).</p> <p>a) Use the AIA for all proposed projects involving land use changes or development:</p> <ol style="list-style-type: none"> Within the ALR; Adjacent to the ALR; Outside the ALR for projects which may have an impact on agriculture, such as transportation corridors, recreational trails, new residential developments, and others. <p>b) Develop criteria, (e.g. drainage/irrigation implications, air quality, noise, transportation and traffic, and others), for the AIA in conjunction with BCMAFF, the ALC, the proposed AAC (see Recommendation 1), and others as appropriate.</p>	Partial / Ongoing	<ul style="list-style-type: none"> Impacts to agriculture are assessed on a case-by-case basis through the review of development applications and are required to be addressed (i.e. agrologist reports, ALR buffers and restrictive covenants are required where appropriate). The AAC reviews and provides advice on proposals involving potential impacts to agriculture. Metro Vancouver did produce draft AIA guidelines in 2014, but was never formalized.
5.	<p>Maintain an Agricultural Data System.</p> <p>a) Update and expand the scope of the Agricultural Profile, the Agricultural Land Use Inventory, and the Geographic Information System every three years or sooner to maintain current information about the agricultural sector;</p> <p>b) Continue to engage in innovative research partnerships with groups such as Agriculture and Agri-Food Canada (AAFC), BC Ministry of Agriculture, Food and Fisheries (BCMAFF), Greater Vancouver Regional District (GVRD), University of British Columbia (UBC), Simon Fraser University (SFU) and others to determine agricultural trends in Richmond;</p> <p>c) Monitor changes in the agricultural sector to determine issues of concern and changes in overall viability, using the following possible indicators:</p> <ol style="list-style-type: none"> Indicators which track land use and land availability: <ul style="list-style-type: none"> Hectares (or acres) of ALR land in Richmond; Hectares (or acres) of ALR land which is Farm Class; Hectares (or acres) of ALR land available for sale or lease. Indicators which track farm viability and the overall health of the agricultural sector: <ul style="list-style-type: none"> Annual number of applications, approvals and rejections for exclusion of land from the ALR; Annual number of applications, approvals and rejections for non-farm use and subdivision in the ALR; Net Returns from Agriculture; Economic Diversity Index. <p>d) Integrate the data into ongoing City operations and decision making wherever possible.</p>	Completed with ongoing maintenance	<ul style="list-style-type: none"> The City relies on regional, provincial and federal data sets. The "Agricultural Hot Facts" page on the City's website provides an up to date resource for agriculture-related statistics. Sources include Statistics Canada and Census of Agriculture. Metro Vancouver's Agricultural Land Use Inventory also provides a useful resource for land use information on agricultural land. The City's online Geographic Information System (GIS) is updated continuously to provide the most up to date information regarding agricultural properties.
3.2 Services and Infrastructure Strategy			
3.2.6 Recommendations			
6.	Encourage regular communication among the agricultural sector and the City, provincial and federal servicing and infrastructure departments by formalizing the City Staff-Farmer Drainage Committee and by establishing terms of reference and involving the agricultural sector, Engineering and Public Works Division, and others as appropriate (e.g. Policy Planning, Environmental Programs, Transportation, etc.).	Partial / Ongoing	<ul style="list-style-type: none"> The AAC reviews and provides advice on proposals involving potential impacts to agriculture, including drainage. Upper levels of government and

		<p>applicable staff are invited to AAC meetings as required.</p> <ul style="list-style-type: none"> • The City's Engineering Department provides continuous updates to the AAC on the City's drainage system and upgrades. 	
7.	<p>Support the City's Master Drainage Plan.</p> <ol style="list-style-type: none"> a) Identify and ensure that drainage improvements to the ALR occur in order of priority and according to ARDSA performance standards; b) Ensure that drainage improvements are considered in a comprehensive manner in consultation with the agricultural community and relevant City departments; c) Encourage sufficient notification to the agricultural sector of ditch-cleaning plans in order to achieve beneficial, effective and timely agricultural drainage; d) Encourage the agricultural sector to cooperate with ditch-cleaning practices by providing appropriate right-of-ways; e) Encourage the agricultural sector to support ditch-sidecasting activity where it does not interfere with normal farm practices and/or agricultural capability of the soils; f) Require the proposed AIA (see Recommendation 4) be completed for all servicing and infrastructure projects. 	<p>Completed with ongoing maintenance</p>	<ul style="list-style-type: none"> • The City's Master Drainage Model, last updated in 2011, informs capital upgrades to drainage infrastructure to meet changing demands within the City. • In 2006, the City partnered with the Ministry of Agriculture and the Richmond Farmer's Institute to prepare an East Richmond Agricultural Water Supply Study to address flood protection and irrigation needs for agricultural lands within East Richmond. This strategy was updated in 2013 and another update is targeted for 2020. • Since the adoptions of this strategy, a number of capital construction projects have been implemented for improving drainage and irrigation (i.e. salinity monitoring, ditch re-grading and improvements, canal stabilization, installation of new gates and control structures, culvert upgrades and various drainage pump station improvements).
8.	<p>Request the Ministry of Water, Land and Air Protection to investigate the viability of rebuilding and upgrading the perimeter dyke around the eastern tip of Richmond along the North Arm of the Fraser River, instead of the proposed mid-Island dyke.</p>	<p>Completed with ongoing maintenance</p>	<ul style="list-style-type: none"> • In 2009, the City completed the Mid Island Dike Scoping Study to assess the viability of the mid-island dike approach for flood protection. The Study recommended upgrading Lulu Island's perimeter dikes instead of constructing a mid-island dike. • The City is currently in the process of developing its Dike Master Plan, which guides the City's efforts to raise its perimeter dikes to an elevation of 4.7 over the next decades for the purposes of flood protection.

9.	<p>Review and designate “farm travel” routes for travel between agricultural areas:</p> <ol style="list-style-type: none"> Use recognizable signage to endorse these routes for farm vehicles; Review the wording of “Respect Slow Moving Farm Vehicles” signs and consider “Yield To Farm Vehicles”; Develop new road design guidelines to ensure that the outermost lane and shoulder in combination have a minimum of 4.3 meters (14 feet) in lateral clearance to accommodate the width of farm vehicles; Review options to minimize the impact of farm traffic on non-farm traffic by providing safe turn-offs for farm vehicles on identified agricultural corridors carrying high volumes of traffic. 	Partial / Ongoing	<ul style="list-style-type: none"> Updated “Respect Slow Moving Farm Vehicles” signage, consistent with Provincial guidelines. The use of “Yield to Farm Vehicles” was reviewed and not pursued as it is not included in the Motor Vehicle Act. Instead of the 4.3 m wide outermost land and shoulder, alternate road designs have been developed, on a case-by-case basis, to accommodate farm vehicles. Review of minimizing impact of farm traffic on non-farm traffic is ongoing.
10.	<p>Review Official Community Plan Transportation Policy 4(d)12 which states “Restrict the development of new major roads in the ALR to avoid jeopardizing farm viability, except for service roads intended to serve adjacent industrial land” to:</p> <ol style="list-style-type: none"> Consider removal of the phrase “except for service roads intended to serve adjacent industrial land” to limit future major road development on ALR land that does not serve the viability of agriculture; Ensure that a “least impact” policy exists to protect farmers from the impacts of possible transportation corridors through the ALR by: <ol style="list-style-type: none"> Requiring the proposed AIA (see Recommendation 4) be completed for new road projects and that appropriate steps be taken to mitigate potential conflicts; Ensuring that whenever potential negative impacts for agriculture may occur, that adequate compensation and/or viable alternatives are available and fully explored; Placing emphasis on positive benefits of transportation initiatives for farm operations (e.g. improved drainage and access). 	Completed	<ul style="list-style-type: none"> Policies incorporated into the OCP (Section 7.0).
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3.3 City Policies and Bylaws Strategy			
3.3.3 Recommendations			
11.	<p>Ensure that all proposed City policies and bylaws relating to the agricultural sector and ALR encourage agricultural viability:</p> <ol style="list-style-type: none"> Refer proposed policies and bylaws to the proposed AAC (see Recommendation 1) for comment prior to their adoption; Ensure that policies and bylaws, prior to adoption, are subject to the Agricultural Impact Assessment (see Recommendation 4) where appropriate. 	Completed with ongoing maintenance	<ul style="list-style-type: none"> All proposed City policies and bylaws relating to the agricultural sector and ALR are referred to the AAC for review. As part of the review process, potential impacts to agriculture are identified and required to be addressed (i.e. agrologist reports, ALR buffers and restrictive covenants are required where appropriate).
12.	<p>Ensure that new City bylaws related to agriculture and the ALR are developed with regard to existing bylaws to determine whether changes in enforcement would solve the identified problems.</p>	Completed with ongoing	<ul style="list-style-type: none"> The City’s Planning Department regularly liaises with the City’s Community Bylaws Department

			maintenance	regarding enforcement on agricultural lands.
13.	<p>Review Zoning Bylaw 5300 in consultation with the public and prepare information, options and recommendations to improve its effectiveness in supporting agricultural viability. This review includes the following items and other actions not yet identified:</p> <p>a) Review the current list of uses permitted in the AG1 zone and update it to reflect changes in Provincial legislation and the objectives of achieving agricultural viability;</p> <p>b) Review the AG1 zoning regulations for residential uses on farms and for non-farm residences in the ALR to determine how to better achieve agricultural viability;</p> <p>c) Review the non-agricultural uses currently permitted in the AG1 zone to better achieve agricultural viability;</p> <p>d) Review how to better manage building materials, storage and other accessory farm uses;</p> <p>e) Review the current policy on the storage of farm equipment/vehicles related to the farm operation as a principal use (the storage of farm equipment/vehicles is currently an accessory use);</p> <p>f) Review all minimum and maximum property and building setbacks for residences in the ALR to minimize conflicts with adjacent uses.</p>	Completed with ongoing maintenance	<ul style="list-style-type: none">• The City's Zoning Bylaw, including the AG1 zone, is continuously updated to reflect changes in Provincial legislation and the objectives of agricultural viability.	
14.	<p>Review the roadside stand regulations in Business Regulation Bylaw 7148 and prepare information, options, and recommendations to improve their effectiveness and achieve agricultural viability.</p>	Incomplete	<ul style="list-style-type: none">• Staff have identified this recommendation as a future work program item to be addressed as part of the update to the AVS.	
15.	<p>Review existing bylaws, regulations, guidelines and associated operational procedures to ensure that they conform to the FPPA, the Guide for Bylaw Development In Farming Areas and the Local Government Act.</p>	Completed with ongoing maintenance	<ul style="list-style-type: none">• City bylaws, regulations, guidelines and procedures are continually updated to reflect changes.	
16.	<p>Develop an information package for farmers about City agricultural policies and bylaws, and make this package available to the RFI and place it on the City website.</p>	Completed with ongoing maintenance	<ul style="list-style-type: none">• The City's website, which is continuously updated, contains information and resources for farmers about City agricultural policies and bylaws.	
17.	<p>Encourage a cooperative and partnership approach to avoid and address nuisance complaints (e.g. spraying, noise, odour, dust, pesticide application, burning, etc.)</p>	Completed with ongoing maintenance	<ul style="list-style-type: none">• The City's Community Bylaws Department works regularly with the agricultural community to address nuisance complaints and ensure compliance to regulations.	
3.4 Non-Farm Uses and Parks and Recreation Strategy				
3.4.3 Recommendations			Status	Notes
18.	<p>It is recommended that the proposed AAC (see Recommendation 1) review the following nonfarm uses of ALR land and prepare information, options and recommendations. This review includes examining the following items and other actions not yet identified:</p> <p>a) Review the feasibility of amalgamating smaller lots to larger ones wherever possible;</p>	Completed with ongoing maintenance	<ul style="list-style-type: none">• The AAC reviews all development applications (incl. non-farm uses) that may have an impact on agriculture on a case-by-case basis.	

	<p>b) Restrict the upgrading of existing roads and development of new roads unless there is a direct or net benefit to farming;</p> <p>c) Discourage the use of fill on organic soils, except for the following agricultural purposes:</p> <ol style="list-style-type: none"> When required to ensure a solid foundation for a farm residence or other structure related to the agricultural operation; To provide a road base for access which benefits agriculture. <p>d) Limit recreational uses of ALR land to:</p> <ol style="list-style-type: none"> Encourage dyke and recreational trails at the perimeter of the ALR; Work with the agricultural community, equestrian community and recreational community to ensure that recreational uses adjacent to or within the ALR are compatible with farm uses and have a positive benefit to farming. <p>e) Ensure that a "least disruption to farmers" policy exists to protect farmers from the impacts of recreational uses by:</p> <ol style="list-style-type: none"> Requiring the proposed AIA (see Recommendation 4) be completed for new recreational uses and that appropriate steps be taken to mitigate potential conflicts; Ensuring that whenever potential negative impacts for agriculture may occur, that adequate compensation and/or viable alternatives are available; Increasing the awareness among equestrian owners about riding on or near private property and public roads and trails, and the impact which horses and riders can have on agricultural land; Preparing over the long term and in partnership with others, agricultural edge plans for recreational uses, dykes and perimeter trails in and adjacent to the ALR; Ensuring that suitable facilities (e.g. toilets and garbage cans) are provided to eliminate trespassing and littering on existing recreational trails; Ensuring that no financial costs are incurred by farmers due to recreational trails or activities; Investigating the feasibility of developing an insurance policy and a 'save harmless' policy which would protect farmers from liability and property damage as a result of non-agricultural activities. 	<ul style="list-style-type: none"> The AAC comments, provides advice and recommendations on a variety of topics, including non-farm uses, lot consolidation/subdivision, road upgrades, farm access, fill, drainage, and any other agriculture related impacts. The associated Terms of Reference for the AAC identifies a number of items to be considered as part of the review. Policies incorporated into the OCP (Section 7.0).
3.5 Agricultural Edge Strategy		
3.5.4 Recommendations		
19.	<p>Recognize the following areas for agricultural edge planning (see Figure 3):</p> <ol style="list-style-type: none"> The west and north edges of Gilmore; The west edge of McLennan 2; Behind the outer ring of houses in McLennan 2; Shell Road Trail; Behind the assembly uses on No. 5 Road; North edge of Fraserport Industrial Lands. 	<p>Status</p> <p>Completed with ongoing maintenance</p> <p>Notes</p> <ul style="list-style-type: none"> Agricultural edge planning is addressed on a case-by-case basis through development applications, typically through ALR buffers reviewed by the AAC. Restrictive covenants are required to notify property owners of potential impacts from adjacent agricultural uses and minimize urban/rural conflicts. Policies incorporated into the OCP (Section 7.0).

20.	Develop comprehensive agricultural edge plans for areas, including: a) An inventory of existing and potential uses and conflicts; b) A site-specific management plan with appropriate design guidelines; c) A proposed AIA (see Recommendation 4); d) Consultation with the ALC, BCMAFF, the proposed AAC (see Recommendation 1), and review of relevant resources such as the ALC report "Landscaped Buffer Specifications"; e) Consultation with landowners on both sides of the agricultural edge; f) An appropriate time-frame for implementation; g) Mediation to mitigate any conflicts while an agricultural edge plan is being developed, or where buffering is not in place.	Completed with ongoing maintenance	• See above.
21.	For new development adjacent to the ALR: a) Require the preparation of an agricultural edge plan, including buffering on the urban side, at the expense of the developer; and b) Require the registration of restrictive covenants, where possible. The intent of the covenant would be to: i. Inform prospective buyers of residential properties of the occurrence of normal farm practices on adjacent farmland (e.g. spraying, noise, odours, dust, pesticide application, burning, etc.); and ii. Minimize urban-rural conflicts.	Completed with ongoing maintenance	• See above.
22.	Direct compatible land uses (e.g. industrial) to land adjacent to the ALR in lieu of incompatible uses (e.g. residential, schools), wherever possible to avoid conflicts.	Completed with ongoing maintenance	• Land use designations identified in the OCP.
23.	Provide the materials developed for the Public Education and Awareness Strategy (Recommendation 30 a) to residents along an agricultural edge to inform them about agriculture in their area.	Completed with ongoing maintenance	• The City's Parks Department maintains agricultural signage on identified areas along the agricultural edge and public trails. • Signage notifies owners of agriculture in the area and requests respect for farmers.
3.6 Environment and Environmentally Sensitive Areas Strategy			
3.6.7 Recommendations		Status	Notes
24.	The Agricultural Advisory Committee, farming community, City staff and other stakeholders shall work together to study, analyze, form options and strategies to address the following issues of concern around ESAs and the environment, as well as other issues that may arise that are of interest to the farming community: • land use • drainage, irrigation and ditch maintenance • land clearing • weed control • crop loss due to wildlife and birds	Completed with ongoing maintenance	• Agricultural activities are exempt from ESA requirements, if adequate information is provided to demonstrate legitimate farm use. • Staff work with applicants to mitigate impacts to the ESA, while still allowing farming. • The AAC reviews proposals on agricultural land that include ESA,

			and provides comments and advice. • Policies incorporated into the OCP (Section 7.0).
25.	Ensure that the management strategies from 24) above allow for “least impact” on agricultural viability and whenever agricultural viability may be impacted, ensure that adequate compensation and/or viable alternatives are available.	Completed with ongoing maintenance	• See above.
26.	Review City management policies and bylaws to: a) assess the implications for farming b) work towards consistency and compatibility (where not in conflict with other legislation) with the provisions of the Farm Practices Protection Act and the Guide to Bylaw Development in Farming Areas.	Completed with ongoing maintenance	• City bylaws, regulations, guidelines and procedures are continually updated to ensure consistency with applicable legislation and regulation.
27.	Consult with the Agricultural Advisory Committee and the farm community (together with the Advisory Committee on the Environment and other stakeholders) in the review of existing ESAs in the ALR to: a) Refine and clarify the inventory and functions of the existing ESAs. b) Assess the interaction between agriculture and ESAs.	Completed with ongoing maintenance	• Existing ESAs in the ALR are reviewed by the AAC on case-by-case basis through development applications. • Policies incorporated into the OCP (Section 7.0).
28.	Provide information to all farmers related to best management practices and encourage them to adopt beneficial environmental guidelines.	Completed with ongoing maintenance	• Staff provide information to farmers and property owners through customer service. • The Ministry of Agriculture provides a significant amount of resources regarding best management practices and environmental guidelines.
29.	Review the work of the Partnership Committee on Agriculture and the Environment and incorporate relevant aspects of their work into farm operations and City policies.	Completed with ongoing maintenance	• The AAC included a representative from the Advisory Committee on the Environment (ACE). • The AAC and ACE staff liaisons continue to share relevant information between committees. • Staff from the City’s Environmental Sustainability Department provide updates to the AAC regarding City Environment initiatives.
3.7 Public Education and Awareness Strategy			
3.7.3 Recommendations		Status	Notes
30.	Institute an information program to increase public awareness and commitment for agriculture, in consultation with the agricultural community, the Agriculture Awareness Coordinator (BC Agriculture Council), Agriculture in the Classroom Foundation, and others:	Completed with ongoing	• The City’s website contains resources available to the public regarding agriculture in the City.

	<p>a) Develop appropriate materials to share with all residents (e.g. publications, via the City website) to provide them with information about agricultural activity in their area, including:</p> <ol style="list-style-type: none"> The type of farming in the area; Examples of normal farm practices they may experience; A copy of the BCMAFF publication "The Countryside and You"; A list of appropriate people to direct questions and concerns, such as the proposed SAL (see Recommendation 3), ALC, BCMAFF, AAFC, and others; A "Country User Code" to identify appropriate behaviour in agricultural areas. <p>b) Develop an agricultural signage program.</p> <ol style="list-style-type: none"> Place signs along roads used by farm vehicles, along recreational trails, and incorporate signs into agricultural edge planning; Ensure that signage focuses on "positive wording" as opposed to "directives", such as the following examples: <ul style="list-style-type: none"> In areas where farm vehicles may be traveling, "Richmond farmers with slow moving vehicles use these roads too – support your local farm community"; Where vandalism and trespassing issues occur, "This crop was planted by a member of your local farm community – please respect the farmer's livelihood"; Ensure that all signs are visibly similar, and incorporate the recommended "logo" or visual symbol (Recommendation 37 a). <p>c) Encourage the ALC to develop signs to indicate the location and extent of the ALR. An example may be "You are now in the Agricultural Land Reserve. Please respect farmland."</p> <p>d) Develop a brochure that celebrates the City's agricultural tradition and history.</p> <ol style="list-style-type: none"> In plans and programs, emphasize the relationship between the City's corporate vision statement (see Section 2.5) and how agriculture helps achieve that vision; Prepare an agricultural calendar that shows key agricultural events in the area, harvest times, etc. <p>e) Encourage linkages and partnerships between the agricultural community and the media to facilitate public education and awareness;</p> <p>f) Create an agricultural business profile to provide information on agriculture as a business opportunity;</p> <p>g) Develop an information package for farmers about agricultural policies and bylaws, heritage policies that support the preservation of buildings, lands and methods, and make this package available to the RFI and the public and place it on the City website (see Recommendation 16);</p> <p>h) Explore the opportunities for holding a special event (e.g. Harvest Festival) or regular seasonal activity (e.g. summer weekend Farmer's Market) to promote local produce and celebrate the City's agricultural tradition and history</p>	<p>maintenance</p>	<ul style="list-style-type: none"> The "Agricultural Hot Facts" page on the City's website provides an up to date resource for agriculture-related statistics. Sources include Statistics Canada and Census of Agriculture. Staff provide information to farmers and property owners through customer service. The City hosted Farm Fest at the Garden City Lands in order to celebrate local food, sustainability and the City's agricultural tradition and history. The event featured a farmers' market, agricultural displays from local farmers and farming demonstrations at the KPU farm. The event is anticipated to occur yearly. The City's Parks Department maintains agricultural signage on identified areas along the agricultural edge and public trails. Signage notifies owners of agriculture in the area and requests respect for farmers.
31.	<p>Create opportunities for Council, City staff and others to tour the agricultural lands and learn about the role agriculture plays in the City. The proposed AAC (see Recommendation 1) may facilitate this activity.</p>	<p>Completed with ongoing maintenance</p>	<ul style="list-style-type: none"> The City has conducted Farm Tours with staff from the City, Ministry of Agriculture, ALC and Metro Vancouver and elected officials, along with members of the AAC, to raise awareness of agriculture in Richmond.
32.	<p>It is recommended that the proposed AAC (see Recommendation 1) review the option of introducing a Restrictive Covenant for properties within, and adjacent to, the ALR to address issues of conflict (e.g. noise,</p>	<p>Complete</p>	<ul style="list-style-type: none"> A standard restrictive covenant has been produced for properties within,

	odours) related to agricultural uses. Example: Covenant used by City of Surrey for subdivisions bordering the ALR.		and adjacent to, the ALR to address issues of conflict (i.e. noise, odours) related to agricultural uses and to notify property owners. • The restrictive covenant is registered through applicable development applications.
33.	Encourage existing farmers to continuously maintain their farm operations to prevent unsightly premises and project a positive public image for agriculture in Richmond.	Completed with ongoing maintenance	• The City's Community Bylaws Department enforces City bylaws, including unsightly premises.
3.8 Economic Growth and Diversification Strategy			
3.8.4 Recommendations			
34.	Develop a strategy to encourage agricultural support services and social infrastructure (such as agricultural research, agricultural banking and financing, industrial technologies, agricultural marketing, specialized suppliers of agricultural materials and equipment) to locate in Richmond, in cooperation with the agricultural sector, Business Liaison and Development, BCMAFF, and others as appropriate.	Partial / Ongoing	• The Agrifood Sector Profile on the City's Economic Development website provides information on research programs, business incentives, and other support services and resources available in Richmond and regionally.
35.	Maximize the agricultural land available for agricultural uses: a) Review the feasibility of amalgamating smaller lots to larger ones wherever possible. These parcels could then be sold as farmland or leased to farmers; b) Request the Province to review the policies on non-resident land ownership in BC and in other jurisdictions to determine how land owned by non-residents may be more fully farmed; c) Establish guidelines for parcel sizes suitable for farming, including options for smaller parcels of 2 acres or less; d) Encourage longer-term lease opportunities for farmers: i. Discourage non-farm uses of the ALR land (see Recommendation 18); ii. Develop a City-based Agricultural Land Registry to assist farmers to find agricultural land available for leasing. e) Explore the rezoning of selected non-ALR land (currently zoned for light industrial use) to "Light Industrial/Agricultural" to provide for the inclusion of greenhouses as a use and to encourage greenhouse development on non-ALR land wherever possible; f) Encourage non-ALR "multiple-use" industrial buildings that will attract partnerships such as allowing greenhouse development on the tops of some industrial buildings as a possible pilot project. g) Review the costs and benefits of selling or leasing the City-owned nursery to local farmers in order to minimize City competition with the agricultural sector.	Completed with ongoing maintenance	• Policies incorporated into the OCP (Section 7.0). • Land use designations identified in the OCP. • Agriculture is a permitted secondary use in all zones as per the City's Zoning Bylaw • Letters have been sent from the City requesting the Province to review policies on non-resident owned ALR land and to develop policies to protect leasehold farmers. • The City has partnered with Young Agrarians and Land Matching Programs to support new farmers to access tenured land agreements to start viable farm businesses and ensure that underutilized farmlands are put into production.
36.	Encourage farmers to diversify their agricultural operations, by: a) Liaising with support agencies such as BCMAFF, AAFC, GVRD and the ALC to gather information	Completed with	• Tourism Richmond's future Food Tourism Strategy may identify

<p>CNCL - 380</p>	<p>and identify resources to clarify diversification opportunities (e.g. new crop production and development, value-added production, etc.);</p> <p>b) Encouraging partnerships between farmers and</p> <ol style="list-style-type: none"> Other farmers that haven't been historically involved with the RFI and the proposed AAC; Local businesses and industry, such as the hospitality sector, Chamber of Commerce, and others; City Departments and City agencies, such as Business Liaison and Development, Tourism Richmond, Chamber of Commerce, and others; Provincial and Federal ministries and agencies for projects which may make growth and diversification opportunities more easily attainable; Others to carefully locate and manage allotment gardens (community gardens) on agricultural lands. 	<p>ongoing maintenance</p>	<p>tourism-related opportunities for agricultural producers to diversify their operations.</p> <ul style="list-style-type: none"> Funding programs are available through the Provincial/Federal Canadian Agricultural Partnership including the Canada-B.C. Agri-Innovation, Market Development and Agri-Business Planning programs that help agri-food companies access new markets, commercialize new products or processes and otherwise diversify their operations. Staff provide information to farmers and property owners through customer service. The Ministry of Agriculture also provides a significant amount of resources for growth and diversification opportunities.
<p>33</p>	<p>Develop a "Buy Local" marketing initiative to increase demand for locally grown agricultural products, in cooperation with Business Liaison and Development, Tourism Richmond, Chamber of Commerce, the RFI, and others.</p> <ol style="list-style-type: none"> Develop a "Taste of Richmond" logo or symbol, to appear on all agricultural communications and signs, and which could also be used by growers to label their products; Institute a weekly Farmers' Market in cooperating school yards or other City facilities to increase consumer access to locally grown agricultural products; Support local growers by purchasing locally-grown landscape materials and food products for City use wherever possible; Identify options to support access to farm direct markets along Steveston Highway where current traffic patterns discourage stopping at farms selling local products; Develop a list of local agricultural products and when and where they are available, and circulate the list to local restaurants, ferries, schools and businesses to encourage linkages with Richmond agricultural producers; 	<p>Partial / Ongoing</p>	<ul style="list-style-type: none"> Richmond Food Security Society hosts a local eating challenge and a Local Eating Guide. Tourism Richmond promotes local producers, processors and farmers markets through various marketing campaigns through the "Taste of Richmond". Tourism Richmond, with support from the City and community stakeholders, is currently developing a Food Tourism Strategy. The City hosted Farm Fest at the Garden City Lands in order to celebrate local food, sustainability and the City's agricultural tradition and history. The event featured a farmers' market, agricultural displays from local farmers and farming demonstrations at the KPU farm. The event is anticipated to occur yearly.
<p>38.</p>	<p>Undertake a market study project to assist farmers to understand their local Richmond market, with respect to:</p> <ol style="list-style-type: none"> Products desired by restaurants, and ethnic, specialty and niche products; Expected quality and service features; 	<p>Completed with ongoing</p>	<ul style="list-style-type: none"> The Province and other government and non-profit entities provide up-to-date extensive market research for

	c) Expected product availability requirements.	farmers and provide this research online.	
39.	<p>Encourage new farmers to enter the agricultural sector by:</p> <ul style="list-style-type: none"> a) Creating an agricultural business profile to provide information on agriculture as a business opportunity (see Recommendation 29 f); b) Encouraging retiring farmers to apprentice new ones; c) Investigating and publishing options for new farmers to obtain management skills training from local educational institutions and private trainers; d) Assisting local young people to find job opportunities in agriculture wherever possible, including co-operative education opportunities with area educational institutions such as Kwantlen University College, University of British Columbia, and area secondary schools. 	<p>Completed with ongoing maintenance</p> <ul style="list-style-type: none"> • The Agrifood Sector Profile on the City's Economic Development website provides information to existing and prospective agri-food companies including business and market intelligence, research programs, business incentives and other support services and resources available in Richmond and regionally. • Independent agencies, such as Young Agrarians, Farm Folk City Folk, UBC Farm and KPU Farm School are undertaking activities to help develop the next generation of farmers. 	
40.	<p>Review the costs and benefits of selling or leasing the City-owned nursery to local farmers in order to minimize City competition with the agricultural sector.</p>	Complete	<ul style="list-style-type: none"> • The City-owner nursery is currently owned and operated by the City. • The City's Garden City Lands will be partially leased to the KPU Sustainable Agriculture Program.
4.2.3 Gilmore (Agricultural Nodal Management Plans)			
4.2.3 Recommendations			
41.	Discourage non-farm uses in the ALR land (see Recommendation 18);	Completed with ongoing maintenance	<p>Status</p> <ul style="list-style-type: none"> • See Recommendation 18.
42.	<p>Ensure that a "least impact" policy exists to protect farmers from the impacts of the proposed residential development in the London-Princess area:</p> <ul style="list-style-type: none"> a) Require a proposed AIA (see Recommendation 4) be completed and that appropriate steps be taken to mitigate potential conflicts; b) Whenever potential negative impacts for agriculture may occur, ensure that adequate compensation and/or viable alternatives are available; c) Place emphasis on the positive benefits to potential development initiatives for farm operations, e.g. improved drainage; d) Require the development of an agricultural edge plan (see Recommendation 19), including buffering on the urban side of the edge; e) Ensure that new landowners receive materials about agricultural activity in the area (see Recommendation 30). 	Completed with ongoing maintenance	<p>Notes</p> <ul style="list-style-type: none"> • See Recommendation 4, 19 & 30.
43.	Ensure that a "least impact" policy exists to protect farmers from the impacts of the proposed recreational trail	Completed	<ul style="list-style-type: none"> • See Recommendation 4, 19 & 30.

	<p>along the southern boundary of Gilmore:</p> <ol style="list-style-type: none"> Require a proposed AIA (see Recommendation 4) be completed and that appropriate steps be taken to mitigate potential conflicts; Whenever potential negative impacts for agriculture may occur, ensure that adequate compensation and/or viable alternatives are available; Require that a recreation trail plan be prepared; Require the development of an agricultural edge plan (see Recommendation 19), including buffering on the urban side of the edge; Require that signs be posted along the trail to increase awareness for trail users about how their behaviors may relate to agricultural viability (see Recommendation 30). 	with ongoing maintenance	
44.	Identify the specific problem areas for flooding from the urban areas and develop ways to reduce the impacts of flooding, in concert with the City's current Engineering Capital Plan process and in consultation with other appropriate City Divisions, Departments and Sections and the agricultural community.	Completed with ongoing maintenance	See Recommendation 7 & 8.
4.3 McLennan 1 (Agricultural Nodal Management Plans)			
4.3.3 Recommendations			
45. CNCL - 382	<p>Mitigate the issues (Section 4.3.2) associated with the Community Institutional District:</p> <ol style="list-style-type: none"> Review the option of rezoning any land parcels which have not been sold for assembly or other uses to restrict the development of future assembly uses in this area and return land to agricultural production; Develop an agricultural edge plan for the area, including potential vegetative buffering behind existing churches to clearly differentiate churches on agricultural land from agricultural uses; Survey existing assembly properties to rectify any encroachment beyond the westerly 110 metres (360.9 ft.) of the property; Continue to support incentives to encourage farming on the backlands. 	Partial / Ongoing	<ul style="list-style-type: none"> The City's No. 5 Road Backlands Policy, now incorporated in to the OCP (Section 7.0), allows institutional uses on the westerly 110 m of identified properties, if the remaining portions are actively farmed. Proposals in the No. 5 Road Backlands area are reviewed on a case-by-case basis by City staff, the AAC and the ALC.
46.	Encourage farming in McLennan 1, with the understanding that the agricultural edge must be taken into consideration. Opportunities for farming in this node include, but are not limited to, the following: Tree farming; Blueberries; Vegetable production, e.g. potatoes, corn, cabbage; Ornamental nursery; Specialty vegetable crops; Organic production; Community or allotment gardens; Hay production.	Completed with ongoing maintenance	<ul style="list-style-type: none"> See Section 3.8.4.
47.	Maximize the agricultural land available for future agricultural uses (see Recommendation 35).	Completed with ongoing maintenance	<ul style="list-style-type: none"> See Recommendation 35.
4.4 McLennan 2 (Agricultural Nodal Management Plans)			
4.4.3 Recommendations			
48.	Ensure that McLennan 2 is considered a priority area for drainage improvements in the City's Master Drainage Plan (see Recommendation 7).	Completed with ongoing	<ul style="list-style-type: none"> See Recommendation 7.

		maintenance	
49.	Discourage non-farm uses of the ALR land (see Recommendation 18).	Completed with ongoing maintenance	• See Recommendation 18.
50.	Maximize the agricultural land available in McLennan 2 for future agricultural uses (see Recommendation 35) including the possibility of replotting the land and/or limited access.	Completed with ongoing maintenance	• See Recommendation 35.
51.	Blundell Road is the identified access to Fraserport Industrial Lands: a) Require a proposed AIA (see Recommendation 4) be completed and that appropriate steps be taken to mitigate potential conflicts; b) Whenever potential negative impacts for agriculture may occur, ensure that viable alternatives are available and fully explored and that there is either: • no negative impacts on farming; • a net benefit to farming; or • adequate compensation.	Complete	• Blundell Road access to Fraserport Lands was affected by OCP Amendment Bylaw 9901 adopted September 4, 2018 that (a) removed proposed Blundell Road-Highway 99 interchange, (b) removed extension of Blundell Road from No. 6 Road to Savage Road Right-of-Way and (c) reclassified Blundell Road between No. 5 Road and No. 6 Road as a minor arterial (from a proposed major arterial).
52. 383	Develop an agricultural edge plan (see Recommendation 19) for the Shell Road Trail, including fencing to prevent vandalism and theft and signage to increase awareness about the impacts of trail users on agricultural viability.	Completed with ongoing maintenance	• See Recommendation 19.
	Liaise with the RCMP to increase awareness about vandalism, trespassing and theft that occurs on lands bordering Shell Road Trail and request their cooperation for policing the area.	Completed with ongoing maintenance	• See Recommendation 19.
4.5 McLennan 3 (Agricultural Nodal Management Plans)			
4.5.3 Recommendations		Status	Notes
54.	Identify development options for McLennan 3 parcels which include: • Having it totally farmed, • Maximizing benefits to agriculture and farming if used for non-farm land uses, • Consider City ownership of the land.	Completed with ongoing maintenance	• See Section 3.8.4.
4.6 East Richmond 1 (Agricultural Nodal Management Plans)			
4.6.3 Recommendations		Status	Notes
55.	Ensure that East Richmond 1 is considered a priority area for drainage improvements in the City's Master	Completed	• See Recommendation 7.

	Drainage Plan (See Recommendation 7).		with ongoing maintenance	
56.	Ensure that any widening of Blundell Road (see Recommendation 51) results in benefits for farming and has minimal impacts on farming.	Complete	• See Recommendation 51.	
57.	<p>Ensure that a “least impact” policy exists to protect farmers from the impacts of the increased development of the Riverport and the Fraserport Industrial Lands:</p> <ul style="list-style-type: none"> a) Require a proposed AIA (see Recommendation 4) be completed and that appropriate steps be taken to mitigate potential conflicts; b) Whenever potential negative impacts for agriculture may occur, ensure that viable alternatives are available and fully explored and that there is either: <ul style="list-style-type: none"> • no negative impacts on farming; • a net benefit to farming; or • adequate compensation. c) Place emphasis on positive benefits to development initiatives for farm operations, e.g. improved drainage; d) Require the development of an agricultural edge plan (see Recommendation 19), including buffering on the urban side of the edge; e) Review the development strategy for the Fraserport Industrial Lands to find potential linkages with the agricultural industry, and the potential for joint initiatives. 	Completed with ongoing maintenance	• See Recommendation 4 & 19.	
CNO				
4.7 East Richmond 2 (Agricultural Nodal Management Plans)				
4.7.3 Recommendations		Status	Notes	
58.	Ensure that East Richmond 2 is considered a priority area for drainage improvements in the City’s Master Drainage Plan (see Recommendation 7).	Completed with ongoing maintenance	• See Recommendation 7.	
59.	Review the proposal to widen Blundell Road (see Recommendation 51).	Complete	• See Recommendation 51.	
60.	Use any further developments of the industrial areas (Fraserport Lands) as a means to implement drainage improvements.	Completed with ongoing maintenance	• See Recommendation 7.	
4.8 East Richmond 3 (Agricultural Nodal Management Plans)				
4.8.3 Recommendations		Status	Notes	
61.	Maintain the existing drainage and infrastructure initiatives in this node.	Completed with ongoing maintenance	• See Recommendation 7.	
4.9 East Richmond 4 (Agricultural Nodal Management Plans)				

4.9.3 Recommendations			Status	Notes
62.	Review the use of fill on organic soils (see Recommendation 18 c).		Completed with ongoing maintenance	• See Recommendation 18.
63.	Request the Ministry of Water, Land and Air Protection to investigate the viability of rebuilding and upgrading the perimeter dyke around the eastern tip of Richmond along the North Arm of the Fraser River, instead of the proposed mid-island dyke.		Completed with ongoing maintenance	• See Recommendation 8.
64.	Maintain the existing drainage and infrastructure initiatives in this node.		Completed with ongoing maintenance	• See Recommendation 7 & 8.

Agriculture Hot Facts

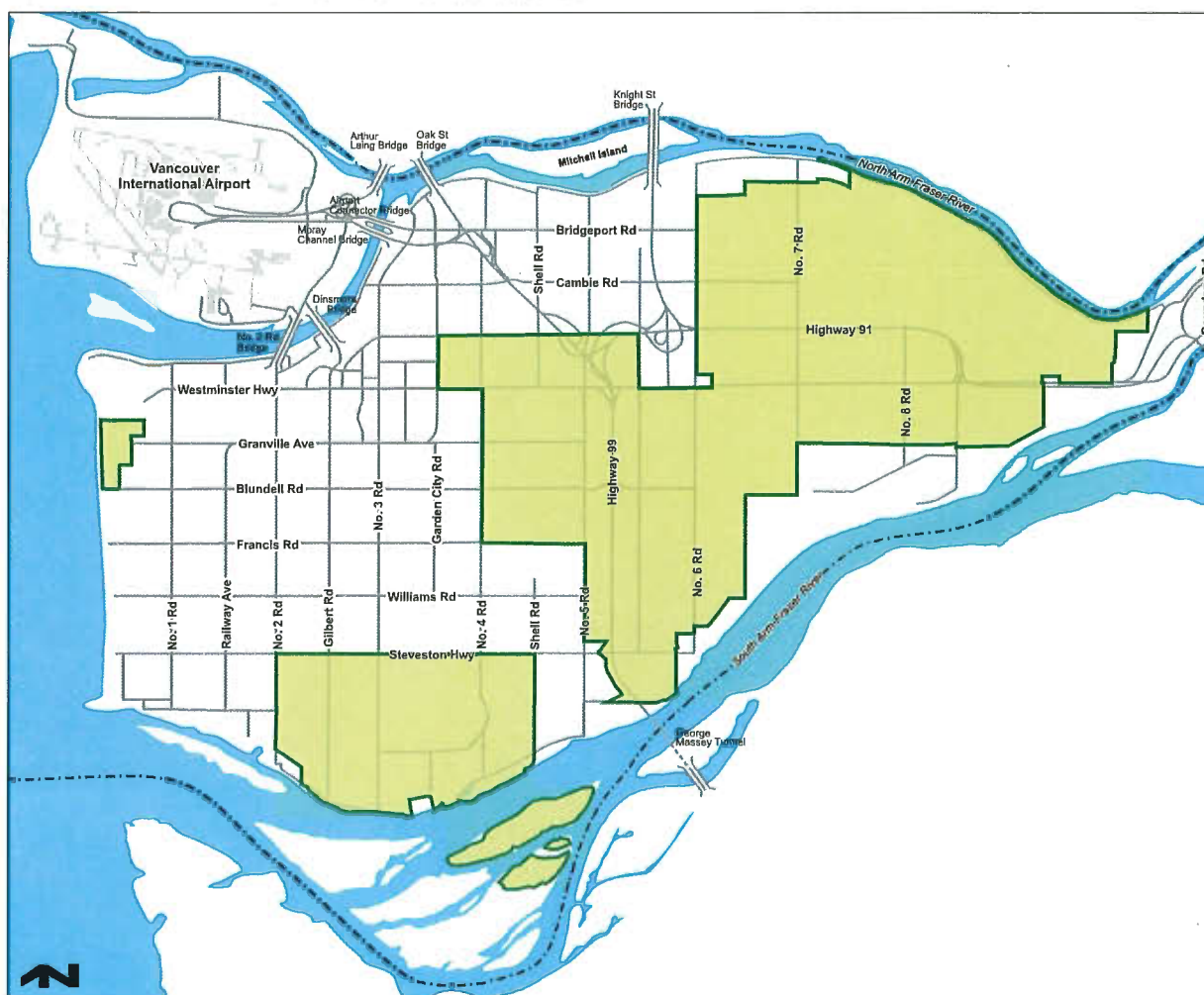
Agriculture is an important part of Richmond's history. Early settlers were attracted to Richmond by the fertile soils of Lulu and Sea Islands and promise of agricultural productivity.

Over the years, Richmond has grown and evolved into a vibrant, cosmopolitan urban centre. Despite the dramatic changes, a significant portion of Richmond's land area remains agricultural. Today, agriculture forms an important part of the local and regional economy as well as a major land use in the city.

The Agricultural Land Base

Approximately 4,993 ha (12,338 ac) of Richmond's land base, or 39% of the City, is within the Agricultural Land Reserve (ALR) as shown in Figure 1. The total amount of area within the ALR and area zoned Agriculture outside of the ALR is approximately 5,563 ha (13,746 ac). These figures do not include ALR boundaries on Sea Island.

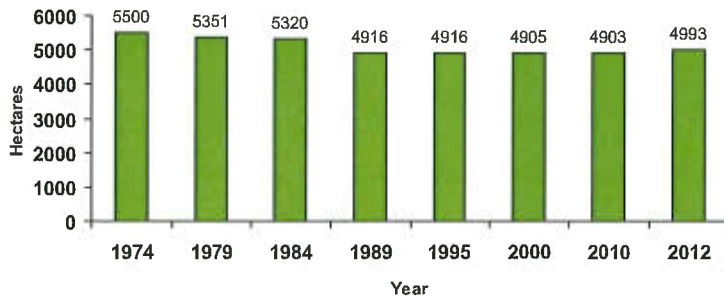
Figure 1: Richmond's Agricultural Land Reserve



Agricultural Land Reserve Boundaries

Figure 2 below shows that the amount of land in the ALR has remained relatively stable in the last 20 years. An increase in Richmond ALR land area from 2010 figures was based on a detailed mapping and data review of the ALR boundary area in Richmond completed in 2012. The increase in ALR land area is not the result of any specific applications to include land in the ALR for Richmond.

Figure 2: Total ALR Land in Richmond (in hectares)



Much of Richmond's soils are organic, formed by fluvial (river) deposits of the Fraser River. Drainage is a major issue in Richmond, where the groundwater table is high. However, with improvements (mainly drainage), all of Richmond's ALR is considered to be prime agricultural land.

Farms

According to the 2016 Census of Agriculture, approximately 3,122 ha (7,714 ac) of Richmond is farmed by 189 farms. The remaining lands in the ALR are either vacant or occupied by non-farm uses (including roads, institutional uses, golf courses, etc.).

The greatest number of farms are owned by sole proprietors (78), with family farms and partnerships also common (67 and 30, respectively).

Farmers

There were approximately 265 farm operators in Richmond in 2016. 170 farm operators were paid solely by farm work, with 95 being paid by some form of non-farm work. In regards to the number of hours which operators worked for an agricultural operation, 90 operators worked more than 40 hours a week, 65 operators worked between 20 and 40 hours a week, and 110 operators worked less than 20 hours a week.

Agricultural Production

Cranberries are the most dominant crop in Richmond, with almost 807 ha (1,995 ac) in production. In 2016, Richmond accounted for approximately 31% of BC's cranberry acreage.

Other top crops in Richmond are outlined in Table 1 below:

Table 1: Richmond's Top Crops by Land Used in their Production, 2016 Census of Agriculture

Land Used in Crop Production – Top 10 Crops				
	Hectares	% of Crops	% of Census Farms	% of ALR
Cranberries	807	35.8%	25.8%	16.2%
Blueberries	577	25.6%	18.5%	11.6%
Other hay	186	8.3%	6.0%	3.7%
Potatoes	164	7.3%	5.3%	3.3%
Sweet Corn	74	3.3%	2.4%	1.5%
Corn for silage	60	2.7%	1.9%	1.2%
Cabbage	43	1.9%	1.4%	0.9%
Oats	40	1.8%	1.3%	0.8%

Land Used in Crop Production – Top 10 Crops				
	Hectares	% of Crops	% of Census Farms	% of ALR
Pumpkins	29	1.3%	0.9%	0.6%
Chinese Cabbage	28	1.2%	0.9%	0.6%
Total	2,008	89.2%	64.3%	40.2%

Agricultural Economy

The 189 farms that reported in the 2016 Census of Agriculture recorded gross farm receipts of \$57.8 million. This is an increase from \$48.6 million of gross farm receipts reported by 211 farms in 2011, \$40.5 million of gross farm receipts reported by 172 farms in 2006, and \$37.6 million of gross farm receipts reported by 182 farms in 2001.

Towards a Viable Future

The viability of farming in Richmond faces a number of challenges, including:

- drainage;
- pressure to urbanize the ALR;
- pressure to subdivide land within the ALR;
- rural/urban conflicts;
- high land values;
- economics of farming;
- servicing and infrastructure limitations.

In 1999, after the adoption of the City's current Official Community Plan (OCP), the City embarked on a process to develop an Agricultural Viability Strategy (AVS) in order to manage the agricultural areas for long-term viability. The four-year process, which was carried out in partnership with the Richmond Farmers Institute, Agricultural Land Commission and Ministry of Agriculture, Food and Fisheries, included extensive consultation with the local farming community. The results of the process are outlined below:

Agricultural Profile (2002)—The Profile is a compendium of statistics and information about the agricultural sector in Richmond. It is largely compiled from the Census of Agriculture.

Agricultural Viability Strategy (2003)—The AVS contains over 60 recommendations designed to:

- Foster and maintain agricultural viability;
- Address the key issues facing the agricultural sector in Richmond;
- Work within the framework of a 2021 vision and guiding principles for the future.

Agricultural Advisory Committee—One of the first recommendations of the AVS to be implemented was the formation of a new Agricultural Advisory Committee (AAC) in 2003. The AAC, which consists of 10 citizens (7 of whom are farmers), will provide input and advice from an agricultural perspective on a range of policy issues and development proposals that affect agriculture. The AAC will also monitor and guide implementation of the AVS.

Sources:

Statistics Canada, 2001, 2006, 2011, and 2016 Census of Agriculture.

For Further Information:

The Agricultural Profile and the Agricultural Viability Strategy are both available for viewing on the City's website: www.richmond.ca

For information about the Agricultural Advisory Committee or land use policies in the ALR, please contact the Policy Planning Department at 604-276-4188.

City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

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

**Wednesday, August 15, 2017 – 7:00 p.m.
Rm. M.2.002
Richmond City Hall**

1. Agricultural Viability Strategy: AAC Preliminary Review

On June 26, 2017, City Council gave a referral to staff to review the 2003 Richmond Agricultural Viability Strategy. Staff provided a table comprised of recommendations from the Richmond Agricultural Viability Strategy (2003) to AAC members to start a discussion on what the priorities and recommended policy areas should be for the updated Strategy. A summary of the discussion is captured below:

- 1) Drainage –
 - a. Further revisions to the Master Drainage Plan may be required with flooding issues on farmland,
 - b. City should address changing needs in capacity. The capacity of No. 3 Road canal is not sufficient. AAC can advise on drainage reparations over time.
- 2) Public works – Any road works including widening (including bike lanes) and improvements, must keep surrounding farming viable
- 3) Salt Wedge – City of Richmond to fund clean water for farms affected by the migration of the salt wedge
- 4) Public Awareness -
 - a. Raise awareness on normal farm practices, conflicts between residents and farmers because of complaints of “nuisance”
 - b. Raise awareness about the feasibility of and promotion of farming on small parcels, using programs/open houses, websites
- 5) Public Education – Introduce the importance of agriculture to kids, where food comes from. The City can work with the Richmond school board to introduce programs include community gardens, work with the Ministry of Agricultural and Kwantlen Polytechnic University in rolling out activities in schools (e.g., mobile dairy farm, spuds in tubs, school kitchens and local food).
- 6) Port Lands – The Port is purchasing farmable land but City Council wants to preserve it. A strategy should be developed to prevent the Port from buying farmland, may include lobbying to higher levels of government.

- 7) Provincial Policies – Streamline City of Richmond policies with provincial policies, AAC to provide input towards provincial policies
- 8) Encourage Farming –
 - a. Strategies to increase farming on properties that are not currently farmed, including lobby provincial government to give powers to the city to tax at a higher rate if land is not farmed. Facilitate the leasing of ALR properties that are not farmed when the property owner does not wish to lease their property through the use of an additional tax levy.
 - b. Strategies to facilitate farming on land-locked properties in the ALR
- 9) Fill Projects –
 - a. Metro Vancouver to report on tools to manage illegal fill on farmland
 - b. City of Richmond Community Bylaws has also recently introduced tools for enforcement including ticketing charges
 - c. Strategy needed to approve and monitor fill applications
 - d. Strategy to discourage dump sites
 - e. Fill may be used for dykes
- 10) Maintaining Properties – Enforcement on maintaining properties to be weed-free of noxious invasive species under the “Weed Act”

AAC members are invited to provide further input on the recommendations table for staff to consider and for further discussion by August 25, 2017.

*His Worship Mayor Malcolm Brodie
City of Richmond
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V6Y 2C1 Canada
mayorandcouncillors@richmond.ca*

Annie Lai
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May 2nd, 2019

Implementation of the Youth City Council

Dear Mr. Mayor Brodie,

On behalf of the youth in the City of Richmond and the School District 38, I thank you for the opportunity to present the proposal of the implementation of a Youth City Council.

I believe that youth in Richmond have great potential to become leaders if given the right platform. They need a supportive and nurturing environment that will provide them the opportunity to develop their ideas, voice their opinions, and learn more about how the three levels of government in Canada work, with placed emphasis on the municipal government of Richmond. Passionate youth in Richmond are continuously seeking opportunities to integrate themselves in politics, leadership positions, and a way to bridge the generation gap between adults and youth but are often unable to find the appropriate opportunity to do so. Therefore I propose the implementation of the Youth City Council in the City of Richmond. This program will address all of the issues above, and will bring additional value to the community.

This proposal will outline **four key points** that addresses the urgent need for the implementation of a Youth City Council. The points are presented in the following pages, and will be discussed in more detail throughout this submission.

I believe that the formation of a Youth City Council will be an integral aspect on how Council can support its youth in Richmond. By creating this Youth City Council, Council will be promoting engagement in community, supporting awareness on global and municipal issues, encouragement of understanding of government, and advocacy for youth voices which are in Council's and the City's best interests, as it leads to a generation of youth who are unique and flexible leaders, advocate for others, and are well-versed in politics. I strongly urge Council to advocate for the youth in Richmond, as I have been doing for the past few months. I ask that Council allows me to formally present my proposal in person at their next meeting on May 13th, to best promote the importance of the Youth City Council.

Please let me know if you have any additional questions or concerns, or if you would like me to elaborate on my proposal in further detail. You are able to contact me at (604)-649-0523, or at annielai.0987@gmail.com.

Warmest regards,

Annie Lai



ANNIE LAI

Cell: (604)-649-0523

Email: annielai.0987@gmail.com

PROPOSAL FOR THE IMPLEMENTATION OF THE YOUTH CITY COUNCIL

COMMUNITY- ADVOCACY - GOVERNMENT - GLOBAL ISSUES

CNCL - 392
RICHMOND YOUTH CITY COUNCIL

May 2nd, 2019

Submission to the City Council on the Implementation of a Youth City Council in the City of Richmond

RATIONALE FOR THIS PROPOSAL AND SUMMARY OF FOUR KEY POINTS:

1. **Engagement of Youth in Community:** Nowadays, youth are heavily focused on gaining admission to university, leading them to be academically ahead, but lacking in soft skills that will carry into their adulthoods, in the resources that will help them advocate for themselves in a professional manner, and in the ability to improve and recognize the state of their mental well-being.
2. **Raising Awareness and Supporting the Development of Opinions on Global Issues:** It is crucial that we encourage and support discussion of issues such as environment, education, community safety, and recreation in the community of youth, and provide them with the education and resources to do so.
3. **Encouragement of Richmond Youth's Understanding of Government:** Providing a platform for youth to observe and learn firsthand, as well as sharing their knowledge of how municipal governments work will lay a concrete foundation for them to participate in political electoral activities as well as further exploring their passions for politics.
4. **Advocacy for Youth Voices:** Youth in Richmond have stances, opinions, and ideas about issues concerning our community and the youth in Richmond, and a liaison between the Junior City Council and the City Council will provide them with an opportunity to voice them.

DISCUSSION OF FOUR KEY POINTS

1. Engagement of Youth in Community

Having spoken to various students and adults in Richmond, a common concern that has been brought up time and time again is the engagement of youth in our community. Students need to feel connected with and supported by their larger community in order to thrive when faced with adversities and challenges that are difficult to overcome. In order for us to best support them, we must create opportunities that allow them the room to grow as empowered individuals in our community.

Although academic success is important, when students graduate, they will be valued for their leadership skills, adaptability skills, interpersonal skills, as well as many other soft skills that they can continue to develop through their work with the Youth City Council. These skills will carry into their adulthood and provide them with a strong foundation in communicating and articulating their ideas, taking initiative, and empowering others, all of which are strengths that cannot be taught in a classroom setting, and that future employers and clients will place a great deal of emphasis on when choosing who to work with. The Youth City Council will also teach students how to advocate for their ideas in a professional and appropriate manner, helping them learn how to voice their passions clearly and how to easier transition into university. Being involved in the community, and interacting with peers also gives youth the opportunity to recognize the importance of mental well-being, and providing them an opportunity to be in an environment surrounded by supportive students, something they may not be able to experience at school. The most important aspect that the Youth City Council will offer is the opportunity for youth to explore their passions and ideas, helping them to avoid risky behaviour and activities, and being a place where they can relieve their stress.

Through their work with the Youth City Council, students will have more chances to meet new people, experience and celebrate the diversity in culture that Richmond has, influence change in the community as well as their schools, and build confidence, self-esteem and structure in their lives. Being engaged in the community through the Youth City Council means that they will be able to experience politics, which may be a new area of interest for them, expand their social networks, strengthen their university applications, and understand what it means to be an active citizen. I believe that encouraging them to be

active citizens in the community will help them become more responsible, understand challenges locals face, and work to improve the quality of life in Richmond through political and non-political processes. The Youth City Council will also allow them the opportunity to engage with adults, because youth are starting to recognize that the lack of communication between adults and youth is impactful and important in the creation of a community where there is a sense of closeness.

Encouraging youth engagement benefits students, teachers, families, and the community as well. When Council actively encourages youth engagement through a program that is student-led, Council will be reaching youth through the voices and reaches of other students, resulting in a higher participation rate. Some positive results done by academic studies show that:

- Attending after school programs can improve students' academic performance. A national evaluation found that over 40 percent of students attending 21st Century Community Learning Center programs improved their reading and math grades, and that those who attended more regularly were more likely to make gains (Naftzger et. al., 2007).
- Effective afterschool programs can improve classroom behavior (Wisconsin Department of Public Instruction, 2010), school attendance, academic aspirations, and can reduce the likelihood that a student will drop out (Huang, Leon, La Torre, Mostafavi, 2008).
- Participation in afterschool programs has been associated with reduced drug use (Investing in Our Young People, University of Chicago, 2006) and criminal behavior (UCLA National Center for Research on Evaluation, Standards and Student Testing, 2007).

Advocating for engagement of youth in community will ultimately lead to promoting students to become role models to their peers, allowing them and teaching them the skills to stand up for social, recreational, environmental, or educational causes that they believe in, and creating opportunities for them to meet supportive and caring adults in the community, therefore fostering a safe environment for them to thrive in.

2. Raising Awareness and Supporting the Development of Opinions on Global Issues

In order to achieve goals of living sustainable lifestyles, helping those in poverty, creating equal rights, and combatting other global issues, youth need to first understand the depth and impact that these issues have on people. By introducing these topics and encouraging discussions, youth will be given the

chance to learn outside of the classroom and be able to discover where their passions lie in humanitarian causes. Encouraging discussions about issues that impact the world does not stop there; emphasis will also be placed on discussions about community issues, and Canadian politics. There are millions suffering in our world, and Youth City Council members will be able to expand and deepen their knowledge on humanitarian issues and be given a platform where they can learn how to create awareness for the issues that they are passionate about. Raising a generation of youth that are not only passionate about community, but other countries as well results in a population that is aware, empathic, and are change-makers. The Youth City Council will create a warm and friendly environment, where opinions and ideas are respected and valued, therefore creating further discussion that is unable to occur at school for reasons such as limited time.

As Richmond strives to prioritize *Leadership in Sustainability*, youth must first be given a platform where the impacts of climate change are thoroughly explored. Young people can easily adapt to low-carbon lifestyles, and are the key to spreading awareness about the new technologies, policies, and habits in place to fight climate change. This population will be the one who suffers from the consequences of global warming, and deserve a chance to truly understand the consequences, as well as a platform to help them advocate for environmental friendly habits and lifestyles. As *advancing green and sustainable initiatives* are important to the Council, I urge Council to allow the Youth City Council to be the driving force behind the initiative of fighting climate change in the City of Richmond.

3. Encouragement of Richmond Youth's Understanding of Government

Encouraging the understanding of how government functions outside of the classroom has been proven to be successful, and will aid youth in the comprehension of the governmental systems of Canada, thus providing them with, or supporting a foundational level of interest in politics which will in turn increase the likelihood of youth participating in electoral activities in their future. Youth make up 1.8 billion of the world's population, yet play an incredibly minor role in politics. The lack of representation from youth in decision-making processes stems from a lack of knowledge, awareness and understanding of politics, civic engagement, and how they can contribute to their community.

The British Columbia Youth Parliament recently hosted the first Richmond Delta Youth Parliament in February-this parliamentary session attracted over forty youth from all over Richmond. At this session, a plethora of young voices eagerly pitched their voices and opinions, debating various issues, and learning how to develop and pass bills. Although this is a great program that teaches youth about our Parliament, it only lasts for one weekend in an entire year. Many members finished the program yearning to learn more about government, discuss issues they are passionate about, and meet like-minded peers. I am committed to bringing a local, easily accessible program that immerses these passionate individuals in the workings of our municipal government and provides them the resources that they continuously search for.

As the generations pass by, interest in voting drops among the younger age groups, leading to a large demographic of youth and young adults who are not well-versed in the political, socio-cultural, economic and environmental development, growth, and issues of their local community as well as their country.

In his study, *Political participation and civic engagement of youth*, Martin Turcotte states his findings in which he learned that:

- In 2013, 47% of youth aged 15 to 19 and 61% of youth aged 20 to 24 indicated that they were very likely to vote in the next federal election. This compared with 84% of seniors aged 65 to 74. Turcotte, 2015]
- In 2013, just over one-half of youth aged 15 to 19 and 20 to 24 indicated that they were at least somewhat interested in politics, compared with three-quarters of seniors aged 65 to 74. Turcotte, 2015]
- Among youth aged 15 to 19 who reported that they were not very or not at all interested in politics, 25% were very likely to vote in the next election, compared with 63% of seniors aged 65 to 74 who had the same level of interest in politics. [Turcotte, 2015]
- The proportion of “politically inactive” persons, defined as those who did not participate in non-electoral political activities and who were not very likely to vote in the next election, was 32% among youth aged 15 to 19 and 26% among youth aged 20 to 24, compared with 12% among seniors aged 65 to 74. Turcotte, 2015]

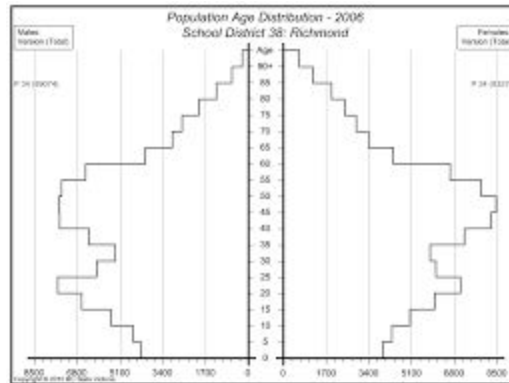
This data shows readers that interest in electoral and political activities substantially decreases as the pool of individuals ages lowers. The solution to this growing problem would be to implement a Youth City Council because by showing other municipalities that a Youth City Council can and should be

integrated into their community, the City of Richmond would effectively help initiate the movement of making more resources and opportunities available for youth in Canada, increasing interest as well as understanding of politics, and therefore resulting in more young adults and youth participating in electoral as well as political activities.

4. Advocacy for Youth Voices

The importance and relevance of youth voices needs to be emphasized in our community; youth around the world are leading global movements such as Fridays for Future, standing up for causes they believe in, and empowering other young leaders to take initiative as well, but the young voices of Richmond rarely gather to discuss important matters such as their education, sustainability and environment in the City, social causes that are ongoing in the community, and various other issues. I can attest that youth in Richmond are extremely capable in the formation of opinions and ideas on such matters, and merit a City who places emphasis on these congregations and encourages discussion of important issues affecting the City, as well as Canada. The Youth City Council will allow students the chance to refine their voices on specific matters by conversing with their peers and presenting their ideas to the Youth City Council. It will also provide them the opportunity to be **heard** by Council, and then able to implement their ideas into **action plans**, an experience that benefits both parties, as the City's values align with those of the Youth City Council whereas the City would like to:

- 1) *see an increase in community engagement for all ages and segments of the community to ensure everyone has a voice and is involved in building a better Richmond together*
- 2) *[provide an opportunity for youth to] engage in various levels of dialogue and decisions with the City*



Having a Youth City Council would promote a well-informed youth demographic in Richmond, and this is becoming extremely vital for future political and electoral activities. Our current political crisis involves an apathetic population who chooses to opt out of voter activities; equipping our youth with the knowledge and motivation of current politics will create a generation who is eager to vote when they reach the age. According to the 2006 Age Distribution data from BC Statistics, 18.2 % of Richmond's population is below the age of 17, and this number is continuously growing. One fifth of our City's demographic is unable to vote, unseen and unheard by their community, and considered too young to be mature enough to have valuable ideas. This stigmatization that students are too young to understand the depth, impact, and importance of social issues, economical issues, educational issues, as well as other problems that affects our community needs to be challenged as the young members of our community should be valued and treated as equal citizens by the adults in our community.

FOUNDATION FOR YOUTH CITY COUNCIL

The internal structure of how the Youth City Council runs is completely flexible and open to suggestions from Council.

Various cities such as Kamloops, Edmonton, and Victoria run successful student-led Youth City Councils that are supported by their Councils. The City of Tecumseh in Ontario provides their Youth City Council with an annual budget of \$5000. Students are able to share youth perspectives and experiences with the City Councils.

The following structure and policies for the Youth City Council are subject to change at Council's discretion.

PART I- ESTABLISHMENT

PURPOSE

- 1** To establish the City of Richmond's Youth City Council

MANDATE

- 2** a) The Youth City Council's mandate is to provide information and advice to Council in relation to issues involving or affecting youth, and will perform the following tasks:

- I. Research and write policies and bylaws for Council's review
- II. Educate youth on the three levels of government in Canada
- III. Promote initiatives that support community and youth
- IV. Develop relations with organizations and youth to address concerns regarding youth and community
- V. Educate youth on City governance, policy-making, and procedures
- VI. Consult with Council about supporting youth initiatives
- VII. Provide networking opportunities to youth
- VIII. Receive direction from Council on work or reports regarding youth or other issues, at Council's discretion
- IX. Inform Council on issues affecting Richmond's youth
- X. Establish the General Assembly of Youth City Council, oversee it's meetings, and report all minutes to Council
- XI. Establish a presence in the City of Richmond

- XII. Promote friendly debate and discussion on a variety of topics concerning the City of Richmond and Canada, as well as global issues

PART II- STRUCTURE

- 3**
- a) General Assembly of Youth City Council will comprise of up to ten members
 - b) Members will serve a full term of up to a year
 - c) One Councillor will be appointed by City Council to act as a liaison between Council and Youth City Council
 - d) Members meet once a month in City's Chambers
 - e) Chair and Vice Chair of the Youth City Council will be appointed at Council's discretion

PART III- CITY COUNCILLOR'S ROLE

- 4**
- a) Presents budget requirements to Youth City Council for their initiatives and events
 - b) Facilitates the preparation of Youth City Council's reports to Council every three months/once a year
 - c) Acts as Youth City Council's liaison to Council until new liaison is appointed by Council

PART IV- CITY COUNCIL'S ROLE

- 5**
- a) Appoints a Councillor as a liason
 - b) Determines a budget for Youth City Council; finances used at Youth City Council's discretion to either create events, and initiatives, or to support and sponsor ones held by youth in community
 - c) Allows Youth City Council to convene once a month in Chambers

d) Allows the Chair of Youth City Council to present reports and policies on issues of significance decided upon by Youth City Council and progress on it's mandate once every three months

e) Council reviews the Youth City Council's progress on it's mandate at the end of the term

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6820 Gilbert Road, Richmond BC V7C3V4
Tel: 604 273 3631 Email: info@richmondtennisclub.com

30 April 2019

Mayor and Council
City of Richmond
6911 No 3 Road
Richmond BC V6Y 2C1

Dear Mayor Brodie and City Councillors,

Re: Attached proposal for financing from the Richmond Tennis Club

The Richmond Tennis Club is seeking financial support from the City of Richmond in order to upgrade its current facilities.

The proposal outlines their three-stage plan to replace the current bubble, add another bubble covering the two other courts and renovate the clubhouse.

The RTC has been successful in getting a Gaming Grant which is earmarked to replace the current bubble. The aim is to replace the current bubble in October 2020. Thus, there is only a year and a half to accomplish this goal.

The RTC would like to be placed on a City Council meeting agenda in June to present their proposal and answer any questions council may have.

Please note; an electronic copy of this proposal has been forwarded to the City Clerk's Office for convenience.

Sincerely,

Richmond Tennis Club

Kim Jensen, President

Copy to: Richmond City Clerk's Office
Greg Wheeler, Sports and Community Events
Jim Lamond, Richmond Sports Council
Tennis Canada
Tennis BC
BC Wheelchair Sports Association



Proposal

by

The Richmond Tennis Club

to

The City of Richmond



Richmond Tennis Club
6820 Gilbert Road
Richmond, BC.
(604)273-3631

Contact: Kim Jensen, Board of Directors
email: info@richmondtennisclub.com

April 30, 2019

CNCL - 405

Purpose of this Document

1. To outline the state of tennis in the City of Richmond.
2. To outline the strengths, challenges and opportunities for the Richmond Tennis Club (RTC).
3. To request financial support from the City of Richmond to create a community tennis facility for the future.
 - A. Request a grant to assist in the replacement of a deteriorated three-court bubble by October 2020.*
 - B. Request a grant or a long-term loan to add a separate two-court bubble to increase public access to indoor courts in Richmond by October 2021.*
 - C. Request assistance with the updating of the Clubhouse in keeping with other Minoru Park Structures.*

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City of Richmond and Tennis

The City of Richmond has an enviable reputation of meeting and exceeding the needs of the community when it comes to sporting facilities.

The City of Richmond supports many sporting activities through its investments in:

- Richmond Ice Centre
- The Olympic Oval
- Minoru Park Sports Complex
- Floodlit all weather soccer fields
- Baseball diamonds
- Lawn Bowling complex and clubhouse
- Swimming pools

The City of Richmond Official Community Plan outlines a continuation of this emphasis on community wellness.

The number of public indoor tennis courts in Richmond has not increased in three decades and is inadequate to meet the current demand for a population of over 200,000.

* Richmond has 54 public outdoor courts at high schools, community centres and parks. The RTC has five outdoor courts.

- There are three permanent public indoor courts at Steveston Community Centre and three courts with public availability under a bubble for winter use at the RTC.
- With the closure of Sports Town, formerly the Western Indoor Tennis Club, and the Town and Country Tennis Club, the RTC is the most accessible tennis club in Richmond.
- The popularity of tennis across the country is increasing as Canadian players achieve success on the world stage.
- A planned major high performance and public tennis centre in Burnaby, along with newer tennis centres in Surrey and North Vancouver, will continue to increase the awareness of the sport and the need for improved facilities throughout the Lower Mainland.



Tennis is a life long sport which contributes to the health and well-being of those who play, a factor in reducing health care costs. A 2018 Danish study has shown a correlation between playing tennis and an increase in life expectancy, the largest increase among eight sports studied. It is hypothesized that this increase may be due to the social nature of tennis and/or the repeated intervals of high intensity exercise.

Richmond Tennis Club (RTC)

- The mandate of the RTC is to promote and foster the sport of tennis in Richmond.
- The Richmond Tennis Club (RTC) was formed in the 1960's and incorporated as a Society in 1975. The RTC is a not for profit organization.
- The RTC operates on land owned by the City of Richmond, in Minoru Park adjacent to Firehall No.1 and the Minoru Centre for Active Living.
- The RTC is a volunteer driven organization with an active, committed Board and Membership.

Strengths

- The contribution of the RTC to the health and well-being of Richmond citizens of all ages and cultural backgrounds is significant.
- Dedicated multicultural membership committed to the growth of tennis in Richmond.
- Successful programs in place for Senior's tennis – over 45% of active adult members are over the age of 65.
- Year-round coaching and supervised play to over 100 Junior members through the Gold Star program.
- Host of numerous social events both on and off the courts fostering social connections and a sense of community.
- Support for Richmond school tennis by making coaching and court time available.
- Indoor and outdoor public lesson program for Children and Adults.
- Accessible public booking program.
- Over 30% of available indoor court hours are given to supporting the community.
- Utilization of an indoor bubble, over 89% is deemed exceptional. The RTC utilization is 96%.
- Host of the annual Richmond Open Tournament, held in May for the past 58 years, and other Tennis BC sanctioned events such as the Selection Series and Rookie Tour Junior tournaments. These bring approximately 500 players, including wheelchair athletes, to the RTC each year.
- Host of previous National Wheelchair Tennis Championships.



Challenges

- Must replace the three-court bubble and associated machinery.
- Must refurbish the 18-year old modular clubhouse, which is not in keeping with the appearance of other buildings in the vicinity.
- Recently, the courts and fencing have sustained significant damage due to the heavy construction work in Minoru Park and need significant repair.
- Depletion of capital reserve fund by \$140,000 due to the replacement of lighting at the request of the City of Richmond in 2014. This reduction of the capital fund affected our ability to obtain the maximum gaming grant available.



Opportunities

- In keeping with Richmond Community Planning Directions for the City Centre, create five covered courts for indoor tennis available from October through March.
- Increase threefold the indoor public court hours on a pay-as-play basis.
- Increase threefold the court hours for Junior and School programs.
- Make wheelchair tennis available during the winter season.
- Make recurring bookings available to the public.
- Provide opportunities for members of the public to play pickle ball, a fast-growing sport.
- Create a sustainable facility meeting City of Richmond LEED standards in keeping with Firehall No.1 and the Minoru Centre for Active Living.



Richmond Tennis Club Proposal

This proposal is supported by Tennis BC, Tennis Canada and BC Wheelchair Sports Association.

Through the hard work and commitment of the RTC members, the capital reserve fund currently stands at \$354,000 (\$177,000 Gaming Grant + \$177,000 Matching Funds). These funds will replace the existing three court bubble but will in no way assist in replacing the mechanical and storage sheds, or erecting an additional two-court bubble. We were unable to apply for the maximum matching gaming grant because the capital fund was depleted by the \$140,000, required by the City for updated lighting. The conditions attached to the Gaming Grant require that the new bubble project be under way by October 2019.

Assumption:

The City of Richmond extends to the RTC the right to occupy the current space for the foreseeable future.

Proposal:

A. That the City of Richmond provide a grant to assist in the repair and resurfacing of five courts and the building of a modern three-court bubble with efficient lighting, heating and inflation systems and storage sheds meeting LEED standards.

Timeline: to be completed by October 2020

Anticipated cost: \$542,000 (RTC \$354,000, City of Richmond Grant \$188,000)

B. That the City of Richmond provide a grant or approve a long-term loan to add a separate two-court bubble to increase public access to indoor courts in Richmond.

Timeline: to be completed by October 2021

Anticipated cost: \$490,000 (City of Richmond Grant or Loan)

C. That the City of Richmond assist with the updating of the Clubhouse in keeping with other Minoru Park Structures.

Timeline: To be determined

Anticipated cost: To be determined

(All costs and timelines are based on knowledge and experience but are subject to change until such times as contracts are signed.)

Appendices

The following appendices contain the necessary amplified information in support of the proposal.

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Appendix 1 - Project Outline

A. Three Court Bubble

Step	Activity	Activity Period	Cost	Comment
1.	Purchase bubble, lighting and inflation system	October 2019	\$390,000	Based on quote March 2019
2.	Dispose of old bubble	May 2020	\$3,000	
3.	Remove and dispose of old heating and inflation system	June 2020	\$6,000	Gas fitter and electrician
4.	Remove and dispose of old storage and mechanical sheds	June 2020	\$5,000	
5.	Resurface five courts	June 2020	\$25,000	
6.	Build mechanical shed	June 2020	\$30,000	
7.	Build storage shed	July 2020	\$20,000	Large enough to accommodate 2 bubbles
8.	Replace fences	August 2020	\$60,000	West and North
9.	Erect bubble	October 2020		Regular operating cost
10.	Install lighting system	October 2020	\$3,000	Electrician required
TOTAL			\$542,000	

B. Two Court Bubble

Step	Activity	Activity Period	Cost	Comment
1.	Permits and Professional Fees	August 2020	\$17,000	
2.	Install anchor beams for new bubble	October 2020	\$140,000	
3.	Purchase bubble, lighting and inflation system	October 2020	\$300,000	
4.	Build mechanical shed	June 2021	\$30,000	
5.	Erect Bubble	September 2021		Regular operating cost
6.	Install lighting	September 2021	\$3,000	
TOTAL			\$490,000	

C. Clubhouse – To be determined

Appendix 2- Market Analysis

Members are categorized as adult and intermediate (19-26 years). Junior members are under 18.

Courts are used by members of the public for court bookings, school programs, and coaching (adult and children's group and private lessons).

Current allocation of court time in the three-court bubble based on a typical 28-day period		
Available for	Hours	%
Members	871	72%
Junior Gold Star Program	44	3%
Public Bookings	132	11%
School Programs	15	1%
Public and Member Coaching	156	13%
Total hours available	1218	100%

Proposed allocation of five indoor courts based on a 28-day period		
Available for	Hours	%
Members	1035	51%
Junior Gold Star Program	102	5%
Public Bookings	548	27%
School Programs	40	2%
Public and Member Coaching	305	15%
Total hours available	2030	100%

In the past three years, the RTC has been approached by various groups who wish to make recurring bookings. We have had to turn down these requests due to insufficient court time. Though Richmond based, these groups have had to go to the tennis centres in Surrey or Vancouver to find court availability.

- Public bookings could include pay-as-you-play reservations for individuals, community groups, wheelchair tennis, and pickle ball.
- School programs could include recurring bookings for school tennis teams and elementary and secondary school lessons.
- Public coaching could include private and group lessons for adults and children.
- There will be significant opportunities to fill the five indoor courts and generate the necessary revenue to offset loan payments.

Appendix 3 – Financials

1 of 2

Statement of Operations**Year end Aug 31, 2018****Revenue.**

<i>Dues & Guest Fees</i>	\$ 222,625.00
<i>Initiation Fees</i>	\$ 8,110.00
<i>Tournaments</i>	\$ 26,635.00
<i>Sales of Merchandise</i>	\$ 3,801.00
<i>Interest</i>	\$ 3,407.00
<i>Other</i>	\$ 630.00

Total Revenue \$ 265,208.00

Expenses

<i>Bank Charges</i>	\$ 1,123.00
<i>Cost of Merchandise</i>	\$ 3,215.00
<i>Credit Card charges</i>	\$ 4,623.00
<i>Facility Maintenance</i>	\$ 305.00
<i>Insurance</i>	\$ 5,765.00
<i>Juniors & Public Lessons</i>	\$ 16,822.00
<i>Licenses & Registration</i>	\$ 1,407.00
<i>Office</i>	\$ 5,491.00
<i>Professional Fees</i>	\$ 2,932.00
<i>Rep[airs & Maintenance</i>	\$ 37,031.00
<i>Tournaments</i>	\$ 14,534.00
<i>Salaries & Benefits</i>	\$ 106,408.00
<i>Supplies</i>	\$ 4,878.00
<i>Telephone & Internet</i>	\$ 3,872.00
<i>Utilities</i>	\$ 17,701.00

Total Expense \$ 226,107.00

Surplus (Deficit) \$ 39,101.00

Tx to Capital Reserve \$ 27,697.00

C/F to Operating Fund \$ 11,404.00

Appendix 3 – Financials

2 of 2

Balance Sheet
Year end Aug 31, 2018

Assets		
Current		
<i>Cash & Deposits</i>	\$	258,628.00
<i>Acc. Receivable</i>	\$	237.00
<i>Accrued Interest</i>	\$	2,376.00
<i>Inventory</i>	\$	920.00
<i>Pre-paid Expense</i>	\$	3,316.00
Total current assets	\$	265,477.00
 <i>Property & Equipment</i>	 \$	 80,179.00
Total Assets	\$	345,656.00
Liabilities		
Current		
<i>Acc Payable</i>	\$	7,505.00
<i>Deferred Revenue</i>	\$	52,400.00
<i>Deposits</i>	\$	7,870.00
Total Liabilities	\$	67,775.00
Net Assets		
Invested in Property	\$	80,179.00
Internally restricted	\$	135,000.00
Unrestricted	\$	62,702.00
	\$	277,881.00
 Net Assets + Liabilities	 \$	 345,656.00

Appendix 4 - Bubble and Systems Specification

During the winter months from October through March the RTC erects a 3-court bubble to facilitate year-round tennis. The infrastructure includes a mechanical shed which houses the heating and inflation unit along with a storage shed which holds the collapsed bubble during the summer months. The bubble is now 27 years old and must be replaced within the next two years. The storage sheds and mechanical units are approximately 50 years old and also need to be replaced.



The RTC has worked with the Farley Group who supplied and supported the existing bubble over the past 27 years. They are a Canadian based company with extensive sales throughout North America. They are deemed to be the No 1 supplier of air support systems (sports bubbles) in North America.

Items for which the RTC will be responsible include:

1. Architect, Engineering and Professional fees including Permits.
2. Any component which may be necessary to meet the building code requirements.
3. Concrete grade (anchor) beam. (18" wide X 70" deep)
4. Electrical and natural gas service to location.
5. All temporary labour.
6. All temporary equipment necessary for unloading and installation.

Items for which the Farley Group will be responsible include:

1. 28 oz. vinyl coated polyester opaque outer fabric with 20-year warranty.
2. 15 oz. vinyl coated polyester liner fabric.
3. 24 – watt hanging LED light fixtures with lighting wire and connectors to closest ground location.
4. 1 – emergency exit (single door) with emergency light pack.
5. 1 – emergency exit (51" extra wide single door) with emergency light pack.
6. 1 – 3-leaf revolving door.
7. 1 – separate standby unit with natural gas engine for power failure back-up.
8. 1 – 1.25 million BTU heat and inflation unit.
9. Freight to location.
10. On site supervision of installation.
11. Start-up of mechanical system.

Appendix 5 - Clubhouse

The existing clubhouse is of modular construction built and paid for by the RTC in 2002.

It has 2500 sq. ft. of usable space plus 800 sf. ft. of deck on the second floor.



Clubhouse includes:

- Public washrooms
- Lobby and reception desk
- Manager's office
- Storage rooms
- Men's and women's changing rooms
- Open plan lounge with kitchenette
- Viewing deck

While the building has been maintained there has been significant wear and tear over the years which now needs attention.

The local area has been transformed recently with the building of the new and modern Firehall No.1 and Minoru Centre for Active Living. The whole Minoru complex has become a jewel in Richmond's crown. With a new or updated Clubhouse, the RTC building would be in keeping with the rest of Minoru Park.

Appendix 6 – Letter of Support from BC Wheelchair Sports



26 April 26, 2019

City of Richmond

To Whom it May Concern,

It is my pleasure to write this letter in support the proposal from Richmond Tennis Club to upgrade the courts and buildings that comprise the club's facilities and increase the number of covered courts available to the community.

Covered court access is a key barrier to participation for children and adults with disabilities who would like to play wheelchair tennis in Richmond. Not only are there very few available, but those that are available are sometimes in private clubs that are cost prohibitive. BC Wheelchair Sports works to recruit new participants to the sport as a means of improving both physical and mental health through long term participation in physical activity, however without adequate accessible court space, this is challenging to achieve. This challenge is compounded by the fact that there is very little access to covered courts in communities surrounding Richmond, and transportation for individuals with a disabilities is often an additional barrier.

We trust that in the design and building of all new facilities, the club will consult with our organization to ensure accessibility for wheelchair tennis players in every aspect and look forward to the club becoming a hub for wheelchair tennis in the lower mainland.

As a resident of Richmond myself, I am appreciative of the commitment our city has made to the continual upgrade and improvement of sport and recreation facilities in our community. I hope that the City will extend this commitment to the Richmond Tennis Club so that they can continue to provide much needed opportunities for citizens of all ages and abilities to gain the health and wellness benefits of participating in tennis.

Sincerely,



Gail Hamamoto
Executive Director
BC Wheelchair Sports Association



**Parking (Off-Street) Regulation Bylaw No. 7403
Amendment Bylaw No. 10002**

The Council of the City of Richmond enacts as follows:

1. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended at Section 8.1 – “[Interpretation]” by deleting the definition of City Property and inserting the following definition:

“City Property means a lot or parcel of land owned or leased by the **City**, and any lands subject to a statutory right of way in favour of the **City** for the purposes of use as a **City parking** lot or **City** operated public **parking** lot.”.

2. This Bylaw is cited as **“Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10002”**.

FIRST READING

MAY 27 2019

SECOND READING

MAY 27 2019

THIRD READING

MAY 27 2019

ADOPTED

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

MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9646 (RZ 16-728719)
9051 & 9071 Steveston Highway**

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. 004-335-422

Lot 122 Section 34 Block 4 North Range 6 West New Westminster District Plan 36731

P.I.D. 003-283-542

Lot 121 Section 34 Block 4 North Range 6 West New Westminster District Plan 36731

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9646"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

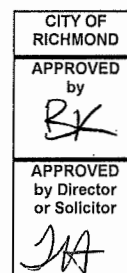
MAR 13 2017

APR 18 2017

APR 18 2017

APR 18 2017

MAY 29 2019



MAYOR

CORPORATE OFFICER



City of Richmond

Bylaw 9062

Richmond Official Community Plan Bylaw 7100 Amendment Bylaw 9062 (RZ 13-633927) 4020, 4080, 4100, 4180, 4280 and 4300 Bayview Street

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

1. Richmond Official Community Plan Bylaw 7100, as amended, is further amended by:
2. by deleting clause ii. of the existing "Maritime Mixed Use" land use in Appendix 1 (Definitions) to Schedule 2.4 thereof and substituting the following:
 - "ii) General retail, service and hotel uses are accommodated as additional uses in the Maritime Mixed Use Area, between Phoenix Pond and No. 1 Road."
3. This Bylaw may be cited as "Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 9062".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

JUL 24 2017

MAY 22 2018

OCT 16 2017

NOV 28 2017
DEC 3 8 2017

MAY 22 2018

MAY 22 2018

MAY 28 2019



MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9063 (RZ 13-633927)
4020, 4080, 4100, 4180, 4280 and 4300 Bayview Street**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended:
 - (a) by deleting (ZMU12 Permitted Secondary Uses) subsection 20.12.3 and substituting the following:

“20.12.3 A. Secondary Uses

 - **boarding and lodging**
 - **community care facility, minor**
 - **home business**

20.12.3 B. Additional Uses

 - **Health Services, Minor**
 - **Hotel**
 - **Recreation, Indoor**
 - **Restaurant**
 - **Retail, General**
 - **Service, Financial”**
 - (b) by deleting (ZMU12 Other Regulations) clause 20.12.11.4 and substituting the following:

“4. The following permitted uses in this zone shall be restricted to maritime or commercial fishing related uses:

 - a) **industrial, general;**
 - b) **manufacturing, custom indoor; and**
 - c) **parking, non-accessory”**

- (c) by inserting the following into (ZMU12 Other Regulations) subsection 20.12.11:
- “6. **Minor health service, office, restaurant and financial service uses** are only permitted on the following listed **sites**:
- a) P.I.D. 029-108-136
Air Space Parcel 1 Section 11 Block 3 North Range 7 West New Westminster District Air Space Plan EPP26790
 - b) P.I.D. 029-108-161
Air Space Parcel 4 Section 11 Block 3 North Range 7 West New Westminster District Air Space Plan EPP26790
7. **General retail use**, excluding **grocery store use**, is only permitted on the following listed **sites**:
- a) P.I.D. 029-108-136
Air Space Parcel 1 Section 11 Block 3 North Range 7 West New Westminster District Air Space Plan EPP26790
 - b) P.I.D. 029-108-161
Air Space Parcel 4 Section 11 Block 3 North Range 7 West New Westminster District Air Space Plan EPP26790
8. **Indoor Recreation use** is only permitted on the following listed **sites**:
- a) P.I.D. 029-108-161
Air Space Parcel 4 Section 11 Block 3 North Range 7 West New Westminster District Air Space Plan EPP26790
9. **Hotel use** is only permitted on the following listed **sites** and the **hotel use** is restricted to providing the transient public, in return for consideration, lodging in no more than 32 **hotel** rooms and for not more than 90 days in a 12-month period at either or both of the following listed **sites**:
- a) P.I.D. 029-108-179
Air Space Parcel 5 Section 11 Block 3 North Range 7 West New Westminster District Air Space Plan EPP26790
 - b) P.I.D. 029-108-187
Air Space Parcel 6 Section 11 Block 3 North Range 7 West New Westminster District Air Space Plan EPP26790
- and, in addition to the above, for the purpose of a **hotel** reception desk and/or an on-site **hotel** staff desk, ancillary to the **hotel use** on one or both of the above listed **sites**, limited to the first **storey** of a **building** at the following **site**:
- c) the Common Property of Strata Plan EPS1188, Section 11 Block 3 North Range 7 West New Westminster District Strata Plan EPS1188”

- (d) by inserting the following into (ZC21 Permitted Additional Uses) subsection 22.21.3.B.:
- “• **Grocery Store**
 - **Health Services, Minor**
 - **Recreation, Indoor**
 - **Restaurant**
 - **Retail, General”**
- (e) by deleting (ZC21 Other Regulations) clause 22.21.11.1 and substituting the following:
- “1. The following permitted **uses** in this **zone** shall be restricted to **maritime** or commercial fishing related **uses**:
- a) **industrial, general**;
 - b) **manufacturing, custom indoor**; and
 - c) **parking, non-accessory”**
- d) by inserting the following into (ZC21 Other Regulations) subsection 22.21.11:
- “5. **Office, restaurant and general retail uses, excluding grocery store use, are only permitted on the following listed sites and shall be located on the first storey of any building:**
- a) P.I.D. 029-108-144
Air Space Parcel 2 Section 11 Block 3 North Range 7 West New Westminster District Air Space Plan EPP26790
 - b) P.I.D. 029-108-152
Air Space Parcel 3 Section 11 Block 3 North Range 7 West New Westminster District Air Space Plan EPP26790
6. **Minor health service, indoor recreation and grocery store uses are only permitted on the following listed site and shall be located on the first storey of any building:**
- a) P.I.D. 029-108-144
Air Space Parcel 2 Section 11 Block 3 North Range 7 West New Westminster District Air Space Plan EPP26790”

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9063".

FIRST READING

JUL 24 2017

PUBLIC HEARING

MAY 22 2018

NOV 20 2017
OCT 16 2017 DEC 18 2017

SECOND READING

APR 09 2018

THIRD READING

MAY 22 2018

OTHER CONDITIONS SATISFIED

MAY 28 2019

ADOPTED

CITY OF RICHMOND
APPROVED by SB.
APPROVED by Director or Solicitor JA

MAYOR

CORPORATE OFFICER