



City Council

Council Chambers, City Hall 6911 No. 3 Road Monday, June 11, 2018 7:00 p.m.

Pg.	#	ITEM

CNCL-42

MINUTES

- 1. Motion to:
 - (1) adopt the minutes of the Regular Council meeting held on May 28, 2018 (distributed previously);
- CNCL-11 (2) adopt the minutes of the Special Council meetings held on May 17, 2018, May 28, 2018 and June 4, 2018; and
 - (3) receive for information the Metro Vancouver 'Board in Brief' dated May 25, 2018.

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 OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 19.

4. *Motion to rise and report.*

RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

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

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- 2015-2020 Seniors Service Plan: Active and Healthy Living 2017 Update
- 2015-2020 Youth Service Plan: Where Youth Thrive 2017 Update
- Housekeeping Updates to Civic Election Administration and Procedure Bylaw
- FCM Special Advocacy Fund
- 2017 Annual Report and 2017 Annual Report Highlights
- Land use applications for first reading (to be further considered at the Public Hearing on July 16, 2018):
 - 7460 & 7480 Railway Avenue Rezone from RS1/E to RTL4 (Yamamoto Architecture Inc. – applicant)
 - 8071 & 8091 Park Road Rezone from CDT1 to ZMU39 (W.T. Leung Architects, Inc. on behalf of Park Village Investments Ltd. & Grand Long Holdings Canada Ltd. – applicant)
 - 6340 No. 3 Road Rezone from Land Use Contract 062 to ZMU37 (GBL Architects Inc. on behalf of Keltic (Brighouse) Development Ltd. – applicant)

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		-	Agricultural Land Reserve Non-Farm Use Application by the City of Richmond to Host the RCMP Musical Ride on August 14, 2018, Located at 13671 and 13871 No. 3 Road
		•	Agricultural Land Reserve Non-Farm Use Application by the City of Richmond to Host the Garden City Lands Farmers Market on August 11, 2018, at 5555 No. 4 Road
	5.	Mot	ion to adopt Items No. 6 through No. 16 by general consent.
	6.	CO	MMITTEE MINUTES
		Tha	t the minutes of:
CNCL-5	54	(1)	the <mark>Parks, Recreation and Cultural Services Committee</mark> meeting held on May 29, 2018;
CNCL-5	57	(2)	the General Purposes Committee meetings held on <mark>May 28, 2018</mark> and <mark>June 4, 2018</mark> ;
CNCL-6	63	(3)	the <mark>Finance Committee</mark> meeting held on June 4, 2018; and
CNCL-6	66	(4)	the Planning Committee meeting held on June 5, 2018;
		be r	eceived for information.
	7.	LIV	5-2020 SENIORS SERVICE PLAN: ACTIVE AND HEALTHY ING – 2017 UPDATE Ref. No. 07-3400-01) (REDMS No. 5800357 v. 5)
CNCL-1	14		See Page CNCL-114 for full report
			RKS, RECREATION AND CULTURAL SERVICES COMMITTEE
		(1)	That the staff report titled, "2015-2020 Seniors Service Plan: Active and Healthy Living - 2017 Update" dated May 15, 2018, from the Manager, Community Social Development, be received for information; and
		(2)	That the 2015-2020 Seniors Service Plan: Active and Healthy Living - 2017 Update be distributed to key stakeholders and posted on the City website.

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Consent Agenda Item		8.	2015-2020 YOUTH SERVICE PLAN: WHERE YOUTH THRIVE – 2017 UPDATE (File Ref. No. 07-3425-02) (REDMS No. 5801684 v. 6)		
	CNCL-157		See Page CNCL-157 for full report		
			PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION		
			(1) That the staff report titled "2015-2020 Youth Service Plan: Where Youth Thrive - 2017 Update" dated May 15, 2018 from the Manager, Community Social Development, be received for information; and		
			(2) That the 2015-2020 Youth Service Plan: Where Youth Thrive - 2017 Update be distributed to key stakeholders and posted on the City website.		
Consent Agenda Item		9.	HOUSEKEEPING UPDATES TO CIVIC ELECTION ADMINISTRATION AND PROCEDURE BYLAW (File Ref. No. 12-8060-20-009888) (REDMS No. 5848172)		
	CNCL-196		See Page CNCL-196 for full report		
			GENERAL PURPOSES COMMITTEE RECOMMENDATION		
			That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 9888 be introduced and given first, second and third readings.		
Consent Agenda Item		10.	FCM SPECIAL ADVOCACY FUND (File Ref. No. 03-0900-01) (REDMS No. 5851629 v. 4)		
	CNCL-201	-201 See Page CNCL-201 for full report			
			GENERAL PURPOSES COMMITTEE RECOMMENDATION		
			That the City of Richmond participate in FCM's Special Advocacy Fund for the 2019 Federal Election at \$10,400 per year for the next two years.		

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Consent Agenda Item

11. 2017 ANNUAL REPORT AND 2017 ANNUAL REPORT – HIGHLIGHTS

(File Ref. No.) (REDMS No. 5831853)

CNCL-204

See Page CNCL-204 for full report

FINANCE COMMITTEE RECOMMENDATION

That the reports titled, "2017 Annual Report" and the "2017 Annual Report – Highlights" be approved.

Consent Agenda Item

12. APPLICATION BY YAMAMOTO ARCHITECTURE INC. FOR REZONING AT 7460 & 7480 RAILWAY AVENUE FROM SINGLE DETACHED (RS1/E) TO LOW DENSITY TOWNHOUSES (RTL4) (File Ref. No. 12-8060-20-009873; RZ 15-707952) (REDMS No. 5789630)

CNCL-299

See Page CNCL-299 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9873, for the rezoning of 7460 & 7480 Railway Avenue from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)", be introduced and given first reading.

Consent Agenda Item 13. APPLICATION BY W.T. LEUNG ARCHITECTS, INC. ON BEHALF OF PARK VILLAGE INVESTMENTS LTD. & GRAND LONG HOLDINGS CANADA LTD. FOR REZONING AT 8071 AND 8091 PARK ROAD FROM "DOWNTOWN COMMERCIAL (CDT1)" TO "HIGH DENSITY MIXED USE (ZMU39) – BRIGHOUSE VILLAGE (CITY CENTRE)"

(File Ref. No. 12-8060-20-009878; RZ 17-779229) (REDMS No. 5767066 v. 5)

CNCL-328

See Page CNCL-328 for full report

PLANNING COMMITTEE RECOMMENDATION

(1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9878, to create the "High Density Mixed Use (ZMU39) - Brighouse Village (City Centre)" zone, and to rezone 8071 and 8091 Park Road from "Downtown Commercial (CDT1)" zone to "High Density Mixed Use (ZMU39) -Brighouse Village (City Centre)" zone, be introduced and given first reading; and

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			(2) Staff be directed to prepare a service area bylaw to provide district energy services to the development at 8071 and 8091 Park Road.
Consent Agenda Item		14.	AGRICULTURAL LAND RESERVE NON-FARM USE APPLICATION BY THE CITY OF RICHMOND TO HOST THE RCMP MUSICAL RIDE ON AUGUST 14, 2018, LOCATED AT 13671 AND 13871 NO. 3 ROAD (File Ref. No. AG 18-821304) (REDMS No. 5829890 v. 6)
	CNCL-403		See Page CNCL-403 for full report
			PLANNING COMMITTEE RECOMMENDATION
			That the application by the City of Richmond for an Agricultural Land Reserve Non-Farm Use application to host the RCMP Musical Ride event on August 14, 2018, located at 13671 and 13871 No. 3 Road, be endorsed and forwarded to the Agricultural Land Commission for approval.
Consent Agenda Item		15.	AGRICULTURAL LAND RESERVE NON-FARM USE APPLICATION BY THE CITY OF RICHMOND TO HOST THE GARDEN CITY LANDS FARMERS MARKET ON AUGUST 11, 2018, AT 5555 NO. 4 ROAD (File Ref. No. AG 18-821304) (REDMS No. 5845260 v. 9)
	CNCL-416		See Page CNCL-416 for full report
			PLANNING COMMITTEE RECOMMENDATION
			That the application by the City of Richmond for an Agricultural Land Reserve Non-Farm Use application to host the Garden City Lands Farmers Market on Saturday, August 11, 2018, located at 5555 No. 4 Road, be endorsed and forwarded to the Agricultural Land Commission for approval.

			Cou	ıncil Agenda – Monday, June 11, 2018	
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Consent Agenda Item		16.	APPLICATION BY GBL ARCHITECTS LTD. ON BEHALF OF KELTIC (BRIGHOUSE) DEVELOPMENT LTD. FOR REZONING AT 6340 NO. 3 ROAD FROM " LAND USE CONTRACT 062 " TO "HIGH DENSITY MIXED USE AND ECD HUB (ZMU37) – BRIGHOUSE VILLAGE (CITY CENTRE)" (File Ref. No. 12-8060-20-009859; RZ 17-773703) (REDMS No. 5828120 v. 5)		
	CNCL-428	8		See Page CNCL-428 for full report	
			PLANNIN	IG COMMITTEE RECOMMENDATION	
			(1) Tha	t Richmond Zoning Bylaw 8500, Amendment Bylaw 9859 to:	
			<i>(a)</i>	create the "High Density Mixed Use and ECD Hub (ZMU37) – Brighouse Village (City Centre)" zone; and	
			(b)	rezone 6340 No. 3 Road from "Land Use Contract 062" to "High Density Mixed Use and ECD Hub (ZMU37) – Brighouse Village (City Centre);" and	
			(c)	discharge "Land Use Contract 062," entered into pursuant to "Techram Securities Ltd. Land Use Contract Bylaw No. 3366, 1977" (RD50359) from the Title of 6340 No. 3 Road;	
			be i	ntroduced and given first reading; and	
			. ,	t staff be directed to prepare a service area bylaw to provide rict energy services to the development at 6340 No 3 Road.	

CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE Mayor Malcolm D. Brodie, Chair

17. UPDATE TO ELECTIONS AND POLITICAL SIGNS BYLAW (File Ref. No. 12-8060-20-009887) (REDMS No. 5844661)

CNCL-623

See Page CNCL-623 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

That Election and Political Signs Bylaw No. 8713, Amendment Bylaw No. 9887 be introduced and given first, second and third readings.

PLANNING COMMITTEE Councillor Linda McPhail, Chair

18. APPLICATION BY IBI GROUP ON BEHALF OF GOODWYN ENTERPRISES (2015) LTD., INC. NO. 1056275 FOR OFFICIAL COMMUNITY PLAN (OCP)/CITY CENTRE AREA PLAN (CCAP) AMENDMENT AND REZONING AT 7111, 7451 AND 7531 ELMBRIDGE WAY, 7600, 7640, 7671 AND 7880 ALDERBRIDGE WAY, 5751 AND 5811 CEDARBRIDGE WAY, 5003 MINORU BOULEVARD, FROM INDUSTRIAL RETAIL (IR1) TO A NEW SITE SPECIFIC ZONE

(File Ref. No. RZ 16-724589) (REDMS No. 5749017 v. 12)

CNCL	-627

See Page CNCL-627 for full report

CNCL-683

See Page CNCL-683 for staff memorandum

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PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllrs. Au and Loo

That the application to amend the Official Community Plan (OCP) and City Centre Area Plan (CCAP), and to rezone the subject properties, including 7111, 7451 and 7531 Elmbridge Way, 7600, 7640, 7671 and 7880 Alderbridge Way, 5751 and 5811 Cedarbridge Way, 5003 Minoru Boulevard, from Industrial Retail (IR1) to a new site specific zone be denied.

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

- CNCL-713 Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9515 (11971 Dewsbury Drive, RZ 15-705925) Opposed at 1st Reading – None. Opposed at 2nd/3rd Readings – None.
- **CNCL-715** Underpinning Works and Construction Fence Encroachment Bylaw No. 9833 Opposed at $1^{st}/2^{nd}/3^{rd}$ Readings – None.
- **CNCL-730** Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9868 Opposed at $1^{st}/2^{nd}/3^{rd}$ Readings – None.

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CNCL-744

CNCL-732 Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 9876 Opposed at 1st/2nd/3rd Readings – None.

DEVELOPMENT PERMIT PANEL

19. RECOMMENDATION

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

- CNCL-736 (1) That the minutes of the Development Permit Panel meeting held on May 30, 2018, and the Chair's report for the Development Permit Panel meeting held on May 30, 2018, be received for information; and
 - (2) That the recommendations of the Panel to authorize the issuance of a Development Variance Permit (DV 18-805801) for the property at 12431 McNeely Drive be endorsed, and the Permit so issued.

ADJOURNMENT



Special Council Thursday, May 17, 2018 and Friday, May 18, 2018

- Place: Council Chambers Richmond City Hall
- Present:

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

Acting Corporate Officer – Claudia Jesson

- Call to Order: Mayor Brodie called the meeting to order at 7:00 p.m.
- RES NO. ITEM

COMMITTEE OF THE WHOLE

SP18/1-1 It was moved and seconded *That Council resolve into Committee of the Whole to hear delegations on the agenda item (7:03 p.m.).*

CARRIED



Special Council May 17 and May 18, 2018

RES NO. ITEM

COMMUNITY SERVICES DIVISION

1. PROPOSED MODULAR SUPPORTIVE HOUSING AT 7300 ELMBRIDGE WAY – SUMMARY OF ENGAGEMENT FINDINGS (File Ref. No.: 08-4057-20-020) (REDMS No. 5835337 v. 13, 5835616)

Kim Somerville, Manager, Community Social Development, accompanied by Joyce Rautenberg, Affordable Housing Coordinator, provided background information and commented on (i) details of the proposed modular supportive housing project at 7300 Elmbridge Way, (ii) public engagement activities, (iii) themes of the feedback provided and how concerns could be addressed, and (iv) the potential project approval process.

Staff provided the following information in response to questions from Council:

- the term "modular" refers to the method of construction;
- discussions with RainCity Housing regarding the potential operation for the proposed modular supportive housing project commenced in early May 2018; and
- the terms of the Memorandum of Understanding (MOU) with BC Housing and RainCity Housing will be subject to Council approval.

The following speakers spoke in favour of the proposed modular supportive housing project at 7300 Elmbridge Way:

- Susan Johnsen, 5131 Hummingbird Drive, Richmond;
- Kathie Chiu, 9937 Ashwood Drive, Richmond;
- Tracy Langham, 5700 Andrews Road, Richmond;
- Morgan Meloche,
- Hugh Frieberg, 7000 Minoru Boulevard, Richmond;
- Jaeden Deletorres, 7000 Minoru Boulevard, Richmond;
- Chenshen Chew, 8180 Fairlane Road, Richmond;
- Sharon Bard, 69 Jameson Court, New Westminster;
- Wendy Meloche, 10840 Springmont Drive, Richmond;



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- Glenda Jansen, 11631 No. 7 Road, Richmond;
- Joannie Fu, 6091 Doulton Avenue, Richmond; and
- George Pope, 8280 No. 2 Road, Richmond.

The following supporting comments were offered:

- there is a need to live up to the Canadian values of inclusion, compassion, hope and acceptance;
- safe, secure and affordable housing for all people is important;
- there is an opportunity to house approximately one-third of Richmond's homeless population in the proposed facility;
- the homeless population in Richmond is increasing;
- supportive housing is the most effective approach to help people overcome homelessness;
- modular supportive housing is one solution to breaking the cycle of oppression of the homeless;
- housing is the necessary first step for a homeless person to make life changes;
- the proposed location should be supported due to its proximity to transit and other services;
- the profile of the homeless population is changing;
- homeless people are human beings and do not choose to live on the streets;
- many seniors, single mothers and their children are at risk of homelessness due to the lack of affordable housing in Metro Vancouver;
- there is a need to look after the most vulnerable citizens in the community;
- the on-site staff of the proposed temporary modular housing (TMH) project will interact with the residents on a regular, sustained basis;
- the characterization that all homeless people are drug users is exaggerated;





RES NO. ITEM

- many of the problems faced by the homeless can be resolved by housing;
- there is a need to examine the misconceptions and stereotypes of the homeless; and
- homelessness is a symptom of circumstances and many people are vulnerable to becoming homeless.

In addition to the comments in favour of the proposed project, an online petition in support of the proposed modular housing project (copy on file, City Clerk's Office) was submitted.

The following speakers spoke in opposition to the proposed modular supportive housing project at 7300 Elmbridge Way:

- Julie Zhou, 5399 Cedarbridge Way, Richmond;
- Joe Lee, 5511 Hollybridge Way, Richmond;
- Eugenia Yung, 6888 Alderbridge Way, Richmond;
- Mei Xu, 7360 Elmbridge Way, Richmond;
- Ethan Zhou, 8600 Jones Road, Richmond;
- Coco Tan, 6888 Alderbridge Way, Richmond;
- Jennifer Qin, 5511 Hollybridge Way, Richmond;
- Charter Lau, 5511 Hollybridge Way, Richmond;
- Edward Lee, 6951 Elmbridge Way, Richmond;
- Ying Chen, 7360 Elmbridge Way, Richmond;
- Jerry Chen, 7360 Elmbridge Way, Richmond;
- Felix Gu, 6888 Alderbridge Way, Richmond;
- Karen Lo, 7360 Elmbridge Way, Richmond;
- Andy Chen, 7373 Westminster Highway, Richmond;
- Lucy Zhang, 7360 Elmbridge Way, Richmond;
- Clifton Jang, 5900 Alderbridge Way, Richmond;
- Kate Liu, 7040 Granville Avenue, Richmond;



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- Ivy Hou, 8580 Dakota Place, Richmond; and
- Vivian Gu, 7360 Elmbridge Way, Richmond.

The following opposing comments were offered:

- it was suggested that the proposed supportive housing project be located on a farm to provide closer proximity to employment opportunities;
- alternative solutions to the proposed TMH project were submitted (copy on file, City Clerk's Office);
- TMH is not a long-term sustainable solution to homelessness;
- the proposed location is not ideal as (i) continuous exposure to luxury cars and restaurants in the vicinity may contribute to depression of residents, (ii) it is in proximity to daycares, schools, and seniors' centres, (iii) it may negatively impact the safety and security of the neighbourhood, (iv) the area is a densely populated residential neighbourhood, and (v) it may generate noise and disturb neighbours.
- residents of the TMH project will be drug dealers, criminals and those afflicted with mental illness;
- the unsanitary conditions in which the homeless live may spread disease;
- Vancouver's Marpole neighbourhood suffered negative impacts following the introduction of a TMH facility;
- the modular housing project operator should employ a Chinese speaker to communicate with residents and respond to their concerns;
- the concerns and safety of all its residents must be considered by Council in its decision;
- drug dealers and those with criminal records may be segregated from the remaining homeless population;
- there is a need to ensure that there are measures in place to protect the physical and mental well-being of neighbouring residents before a decision on the proposed the TMH project is made;
- the crime rate in Richmond is increasing;





RES NO. ITEM

- the modular housing project should not be approved without committed funding from the Ministry of Health for a drug rehabilitation program to serve its residents;
- a petition opposing the modular housing project (copy on file, City Clerk's Office) was submitted;
- there is a potential for increased prevalence of used syringes with the influx of drug addicted residents;
- the police do not have sufficient resources to respond to all disturbances that occur in the community;
- the issues associated with homelessness will be concentrated around the facility;
- there is concern with the safety of children who must walk past the site to attend school;
- the operators of TMH projects are unable to control the behaviour of residents, including loitering outside existing facilities;
- there is concern with the potential negative impacts to adjacent businesses;
- BC Housing has a low success rate of transitioning homeless people from supportive housing to independent living and society;
- there is concern with BC Housing's policy to permit drug use within the facility;
- the City of Coquitlam has created a special task force to manage the problems created by the 3030 Gordon Avenue housing project, which is also operated by RainCity Housing;
- there is concern with the number of deaths that occur in supportive housing facilities; and
- the City and residents must work together to find a better solution for the homeless.



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Speakers in support of the proposal provided the following information in response to questions from Council:

- supportive housing provides independent living, which provides residents a sense of dignity;
- the relationships that develop between residents and long-term staff increase the effectiveness of supportive services;
- RainCity Housing will be responsible for ensuring that the community's fear of the homeless does not become a reality;
- the homeless population in Richmond is dispersed throughout the City;
- Turning Point Recovery Society and Chimo Community Services will collaborate with RainCity Housing to provide supportive services at the proposed modular housing project;
- the Mayor of Victoria has proposed that the homeless be housed in unoccupied rooms in private homes throughout the city;
- a resident has committed to donating a property on No. 6 Road for a drug rehabilitation facility;
- an additional benefit of the modular housing project is the opportunity to educate, which may address the fears expressed by community members as a result of the circulation of misinformation;
- the homeless are caring and compassionate people; and
- faith communities are willing to assist RainCity Housing in developing relationships and supporting residents.

In response to questions from Council, staff advised that the Vancouver Coastal Health (VCH) has an Assertive Community Treatment (ACT) Team operating in Richmond and RainCity Housing will be working with service providers and VCH to provide a spectrum of services to support residents.

Also, a representative of VCH advised that treatment services would be provided to the residents of the TMH project as required and other services, in addition to those provided by the ACT Team, will be available to residents of the facility.



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In reply to queries from Council, Catharine Hume, Co-Executive Director, RainCity Housing, spoke on the differences between the residents that would be assisted at the 7300 Elmbridge Way site and those at the 3030 Gordon Avenue site in Coquitlam and how syringe recovery on and around the site would be managed. Ms. Hume remarked that homeless people will not be permitted to camp around the perimeter of 7300 Elmbridge Way, adding that RainCity Housing will make all efforts to ensure the exterior and the perimeter of the modular housing project is well-maintained. She confirmed that RainCity Housing is committed to working with the City and BC Housing to increase safety and security around the site. Ms. Hume stated that residents of the proposed facility will have safe housing, food security, primary health and mental health care, and addiction treatment services and support services will only be offered to residents. Also, she noted that program agreements between a resident and RainCity Housing will be terminated in the event that a resident is involved in ongoing disruptions.

Ms. Hume then advised that RainCity Housing is happy to identify staff to liaise with the neighbouring community members.

SP18/1-2

It was moved and seconded *That the Special Council meeting proceed past 11:00 p.m. (10:54 p.m.).* CARRIED

The following speakers spoke in support of the proposed modular supportive housing project at 7300 Elmbridge Way:

- Victor Kim, 4020 Lancelot Drive, Richmond;
- Deirdre Whalen, 13631 Blundell Road, Richmond;
- Dave Macdonald, 8055 Lucas Road, Richmond
- Marion Smith, 6580 Mayflower Drive, Richmond;
- Keefer Pelech 10180 Amethyst Drive, Richmond;
- Stephany Blandino, 7373 Westminster Highway, Richmond; and
- Ximena Zapata, 9800 Seagrave Road, Richmond.





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The following supporting comments were offered:

- there is an opportunity for Council to make a real difference in the lives of 40 people who deserve dignity, respect and hope;
- experience has shown that the fears about TMH projects are unwarranted;
- a petition in support of the modular housing project (copy on file, City Clerk's Office) was submitted;
- poverty is the primary cause of homelessness, not drug addiction or mental illness;
- the project will allow the homeless to be treated with respect;
- support will be offered by local service agencies;
- housing is fundamental to mental health wellness and a precondition to recovery;
- homelessness does not equate to criminality;
- crime statistics may decrease or remain status quo with the proposed modular supportive housing project;
- housing affordability in Metro Vancouver contributes to homelessness;
- local experts and service providers have indicated that the proposed project will enhance their ability to provide services;
- TMH is a step in resolving homelessness;
- people have the right to housing; and
- the proposed project will foster a stronger, safer community.

The following speakers spoke in opposition to the proposed modular supportive housing project at 7300 Elmbridge Way:

- John Luan, 6888 Alderbridge Way, Richmond;
- Lillian Gai, 7360 Elmbridge Way, Richmond;
- Kerina Li, 4451 Coventry Drive, Richmond;
- Rachel Sun, 7788 Ackroyd Road, Richmond;
- Anne Yu, 10560 Sorrel Drive, Richmond;



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- Winfred Liu, 10560 Sorrel Drive, Richmond;
- Charley Chen, 8511 Westminster Highway, Richmond;
- Hai Lin, 3411 Springfield Drive, Richmond;
- Shu Wang, 7360 Elmbridge Way, Richmond;
- Li Zhang, 7700 Belair Drive, Richmond;
- Lu Cheng, 5511 Hollybridge Way, Richmond; and
- Rhonda Chen, 11020 No. 5 Road, Richmond.

The following opposing comments were offered:

- the proposed site may negatively impact tourism in the area;
- the neighbourhood's safety may be compromised by those with mental illness and drug addiction;
- the residents of the proposed project may generate noise and disturb neighbours;
- the residents of the proposed project pose a risk to the safety of children, seniors and others in the community;
- the proposed site is not ideal as it is in proximity to schools;
- the proposed site may negatively impact the popularity of the Richmond Olympic Oval
- housing is not a constitutional right in Canada;
- housing falls under the purview of the provincial government;
- a different location for the facility should be considered;
- the impact of the proposed TMH on the daily lives of neighbouring residents should be considered;
- it is believed that RainCity Housing provided misleading information during the public engagement sessions;
- it was suggested that community members be permitted to be involved in the tenant selection process;



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- it was suggested that Council should only consider the opinion of the neighbouring residents in its decision and not those who live elsewhere throughout the city;
- there was concern that the provision of housing for the homeless in Richmond will attract homeless people from across Canada;
- TMH is not an effective solution to homelessness;
- it was suggested that the City engage an independent third-party consultant to conduct a neighbourhood impact assessment;
- the provision of TMH is not a cost effective way to address homelessness;
- it was suggested that drug addicts be required to undergo rehabilitation prior to consideration of their tenancy application;
- it was suggested that the facility be located in an industrial area; and
- homeless people have the responsibility to take the initiative to help themselves.

Jenny Ran, 5911 Alderbridge Way, Richmond, spoke in opposition to employing RainCity Housing as the provider for the proposed modular supportive housing project at 7300 Elmbridge Way and commented that local charities would be more appropriate.

Henry Yao, 5900 Dover Crescent, Richmond, neither supported nor opposed the proposed modular supportive housing project at 7300 Elmbridge Way. He suggested that (i) Council delay its consideration until the safety concerns expressed by the residents have been addressed, (ii) a constructive dialogue to develop mutually acceptable solutions should be fostered, and (iii) a responsible syringe return program be implemented should the project be approved.

In response to questions from Council, speakers who offered comments in opposition to the proposed TMH project provided the following information:

- Richmond is divided on this proposed project and facilitated dialogue sessions could achieve mutually acceptable solutions;
- there is a need to reassure residents about safety concerns with the proposed project;



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- there has been success with the Pathways Clubhouse program; and
- it would be valuable to hear from individuals who have successfully transitioned out of homelessness to participate and educate the community with regard to fears about the homeless.

SP18/1-3

It was moved and seconded

That the meeting be recessed and reconvened on Friday, May 18, 2018 at 7:00 p.m. in Council Chambers, Richmond City Hall.

CARRIED

RECESSED – 12:44 a.m.

The Special Council meeting reconvened on Friday, May 18, 2018 at 7:00 in the Council Chambers, Richmond City Hall, with all members of Council present.

The following speakers spoke in favour of the proposed modular supportive housing project at 7300 Elmbridge Way:

- Lorri Romhanyi, 12055 Greenland Drive, Richmond;
- Niti Sharma, 11380 Kingfisher Drive, Richmond;
- Marie Murtagh, 4771 Dumont Street, Richmond;
- Christoph Reiners, 6300 London Road, Richmond;
- Mark Lee, 6288 No. 3 Road, Richmond; and
- Roy He, 11791 King Road, Richmond.

The following supporting comments were offered:

- a delay in consideration of the proposed project may result in homeless people being required to sleep outside for additional nights;
- housing affordability puts many Richmond residents at risk of homelessness;



RES NO. ITEM

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Richmond

- there is a need to provide support to the most vulnerable residents of Richmond and to break the cycle of poverty and homelessness;
- it was suggested that mechanisms be implemented in order to allow community volunteers to contribute to the residents of TMH project;
- it was suggested that the proposed project include common spaces and a community garden;
- there is an opportunity to make a positive change in the lives of 40 people and to give hope to the remaining 80 who are homeless in Richmond;
- the proposal is prudent and compassionate;
- homeless people have limited access to appropriate syringe disposal containers, which are readily available to those who are housed;
- the City has done a good job of translating information on the need for modular supportive housing; however, background information was not translated and as a result, this may have contributed to the fears expressed; and
- it was suggested that, in future, when controversial issues are being considered, an online forum be created for questions and answers in order to ensure the availability of accurate information.

The following speakers spoke in opposition to the proposed modular supportive housing project at 7300 Elmbridge Way:

- Gang Li, 6888 Alderbridge Way, Richmond;
- Chris Qui, 8700 McKim Way, Richmond;
- Angela Wang, 5411 Colbeck Road, Richmond;
- Shirley Wong, 6888 Alderbridge Way, Richmond;
- Jessica Zhu, 5511 Hollybridge Way, Richmond;
- David Shao, 7886 Shackleton Drive, Richmond;
- Timothy Osiowy, 7371 Westminster Highway, Richmond;
- Ray Huang, 5511 Hollybridge Way, Richmond;
- Vivian Zhang, 7011 Blundell Road, Richmond;



ITEM

Minutes

Special Council May 17 and May 18, 2018

RES NO.

- Simone Sio, 8295 Gilbert Road, Richmond;
- Ivan Pak, 5380 Opal Place, Richmond;
- Fish Yu, 6080 Minoru Boulevard, Richmond;
- Zhen Xi, 7117 Elmbridge Way, Richmond; and
- Xinyu Wang, 1703 6888 Alderbridge Way, Richmond.

The following opposing comments were offered:

- there is concern that the residents of the proposed facility will be mentally ill, have criminal records, be drug addicted and unemployed;
- BC Housing statistics indicate that 90% of supportive housing residents are long-term residents and therefore unable to successfully transition to independent living;
- the TMH project in Vancouver's Marpole neighbourhood has, and continues to, negatively impact the surrounding neighbourhood;
- Vancouver City Council's decision to disregard community concerns regarding the location of the Marpole TMH project may have violated the rights of property owners;
- there is a need to protect seniors and children from the homeless;
- RainCity Housing has a poor record as an operator of supportive housing projects in other municipalities;
- there was concern with the economics of the proposed facility;
- there was concern that residents of the proposed project would continue to occupy the site following the expiration of the five-year ground lease;
- the construction of the facility will prioritize the needs of the homeless over the personal safety and well-being of the neighbouring residents;
- Council was requested to consider locating the proposed TMH project on an industrial site or at an alternate location;
- it was suggested that a Taiwanese service provider be considered to operate the proposed TMH project;



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ITEM

- Council was urged to consider the opinions of neighbouring residents over those who do not live adjacent to the subject site;
- there was concern with RainCity Housing's financials;
- the proposed site is inappropriate as it is in proximity to a pub and liquor store;
- it was suggested that an older commercial building be utilized for affordable housing as it would be more cost effective;
- the homeless population is rising despite the construction TMH projects in the Lower Mainland;
- there was concern that BC Housing's modular supportive housing will encourage will draw homeless people from across Canada to BC;
- there is a need to undertake a neighbourhood impact study prior to a Council consideration of the proposed TMH project;
- an alternative solution to the proposed TMH project was submitted (copy on file, City Clerk's Office); and
- the future residents of the proposed TMH may not feel welcomed or have a true sense of home as the neighbouring community is against the project.

In response to queries from Council, the speakers in opposition to the proposed TMH provided the following information:

- it was clarified that the model of the Taiwanese service provider be utilized;
- the importance of having a strong on-site team and program at the proposed TMH project is paramount in ensuring residents can successfully transition into independent living;
- authoritative answers may address the fears expressed by the neighbouring residents;
- it was suggested that discussion group facilitators not act as interpreters in an effort to ensure impartiality; and
- an authoritative source of information is not available on the WeChat platform.



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SP18/1-4 It was moved and seconded *That Committee rise and report (8:55 p.m.).*

CARRIED

Kim Somerville, Manager, Community Social Development, accompanied by Craig Crawford, Vice-President of Operations, BC Housing, Catharine Hume, Co-Executive Director, RainCity Housing, and Superintendent Will Ng, Officer in Charge, Richmond RCMP, provided the following information in response to questions from Council:

- the site selection process considered factors such as (i) the City's ownership of the land, (ii) existing appropriate zoning, and (iii) proximity to transit, community amenities and services;
- it would be inappropriate to locate the proposed project in an industrial area as the objective of the proposed project is to locate housing within the community;
- BC Housing's experience is that TMH projects do not draw other homeless people to the community;
- if the project were supported, next steps could be to proceed with a development application, building permit and construction processes, while negotiation a Memorandum of Understanding (MOU) with BC Housing and RainCity Housing and a ground lease with BC Housing;
- other City-owned properties have not been examined as a potential location for the proposed facility;
- a substance and alcohol abstinence program would not be eligible for funding under the BC Housing Modular Housing Initiative;
- the need for the on-site staff to reflect the composition of the neighbouring community, in addition to that of the homeless population was recognized;
- transitional housing and winter response programs offered at the 3030 Gordon Avenue facility in Coquitlam will not be offered at the 7300 Elmbridge Way site;



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- the success of RainCity Housing's program at 3030 Gordon Avenue in Coquitlam is significantly limited by the lack of affordable housing in Metro Vancouver;
- 20% of those who accessed RainCity Housing's winter response program at 3030 Gordon Avenue have been directed to substance abuse rehabilitation programs;
- RainCity Housing has a prescribed approach to the collection and safe disposal of used syringes;
- the Vulnerability Assessment Tool (VAT) is utilized to select residents and to accommodate their needs;
- in some cases, calls for law enforcement around TMH projects are reduced after an initial spike;
- the Richmond RCMP will increase its activities and monitor the immediate neighbourhood during the initial deployment of the proposed facility;
- Council will be updated regularly on the proposed TMH project should it be approved;
- outreach by the Richmond RCMP's Vulnerable Persons Unit will assist in making referrals to the proposed TMH project;
- tenants of the proposed TMH will be relocated to other affordable housing sites at the expiry of the ground lease;
- the site will be returned to its original state at the end of the five-year ground lease;
- early engagement of neighbouring businesses, including hotels, was undertaken in the consultation process;
- businesses will be invited to participate in the Community Advisory Committee that will be established should the TMH project proceed;
- an engagement strategy will be developed and implemented if the TMH project proceeds;
- RainCity Housing does not have material available in languages other than English;



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- the City is able to limit the duration of the ground lease to five years;
- other supportive housing projects are located in high-density neighbourhoods with proximity to pubs;
- should the proposed project proceed, initial steps anticipated to be taken by RainCity Housing to address the fears expressed by surrounding community members, include but are not limited to (i) establishing the Community Advisory Committee, (ii) reaching out to neighbouring strata councils, and (iii) addressing language barriers;
- the Community Advisory Committee will meet and report monthly;
- a Community Advisory Committee is typically comprised of representatives of local businesses, strata councils, business improvement associations, and local government community safety departments including policing agencies;
- the exclusion of Level 3 residents from the facility would not comply with BC Housing's mandate;
- staff will obtain information on the City of Coquitlam's special task force, which was recently established to mitigate the concerns of local businesses;
- rent subsidies and treatment in private homes is not an option for all homeless people;
- recent statistics indicate that theft has not increased in the vicinity of the 3030 Gordon Avenue TMH project in Coquitlam;
- BC Housing Modular Housing Initiative is aimed at assisting those who are homeless and on the streets, in addition to at-risk homeless people;
- the homeless are not overly-represented in break and enter and theft from automobile crime statistics;
- Richmond has one of the lowest crime rates in the Lower Mainland and the lowest rate of violent crime;
- mental health, drug addiction, skills training and employment services will be provided to the tenants of the proposed facility;
- BC Housing is limited in its ability to utilize social media platforms to address misinformation;





RES NO. ITEM

- the Program Agreement allows RainCity Housing to request that residents who are involved in criminal activities leave within 24 hours, on the condition that other housing options can be identified;
- the City will not be precluded from other opportunities if the proposed project is declined;
- BC Housing is able to address concerns with the operator through the MOU;
- funding to local service providers and faith groups will not be provided from the proposed project's operating funds;
- BC Housing would be happy to create a multilingual online forum with a frequently asked questions section;
- homeless people are typically not violent;
- RainCity Housing would be pleased to provide regular reports to Council on success stories of the proposed TMH project; and
- Council's approval would be required in the event of an extension of the five-year term ground lease.

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

- SP18/1-5 It was moved and seconded
 - (1) That the staff report titled "Proposed Modular Supportive Housing at 7300 Elmbridge Way – Summary of Engagement Findings" from the Manager, Community Social Development, be received for information;
 - (2) That the proposed temporary modular housing project at 7300 Elmbridge Way be approved;
 - (3) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services, be authorized to negotiate terms for a five-year ground lease with BC Housing for the City-owned land at 7300 Elmbridge Way and report back to Council;





RES NO. ITEM

- (4) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services, be authorized to negotiate a Memorandum of Understanding with BC Housing and RainCity Housing outlining roles and responsibilities and report back to Council; and
- (5) That staff continue to work with BC Housing and other non-profit housing providers for additional permanent supportive and affordable housing options in Richmond.

The question on the motion was not called as discussion took place and the following Council comments were noted:

- there was concern that previous housing projects have not materialized;
- Council is committed to addressing issues that may arise;
- there is a need to develop alternate permanent supportive and affordable housing options for the proposed facility's residents prior to the expiration of the five-year ground lease;
- as per expert advice, the proposed TMH project utilizes the most effective operating model;
- there is an opportunity to liaise with the neighbourhood through the MOU, the Community Advisory Committee, and regular updates to Council;
- community and faith groups have committed to assisting BC Housing and RainCity Housing in supporting the proposed project's tenants;
- a civic address lends itself favourably for those seeking employment opportunities;
- the City will ensure that the Richmond RCMP is actively involved the proposed TMH project;
- the impact to the surrounding neighbourhood is largely determined by the manner in which the proposed facility is operated; and
- it was suggested that the MOU be negotiated and approved by Council within 30 days prior to the approval of the TMH project.



RES NO. ITEM

SP18/1-6

City of

Richmond

It was moved and seconded *That the Special Council meeting proceed past 11:00 p.m. (10:55 p.m.).*

CARRIED

Discussion further took place and there was concern that deferring approval of the proposed project would delay completion of the TMH beyond winter 2018. It was noted that safeguards will be established to ensure the success of the proposed TMH project and current statistics indicate that there has been a decrease in crime in Vancouver's Marpole neighbourhood following the establishment of a TMH project. Also, it was noted that locating a TMH project in an industrial area is not conducive to permanent housing and that those wishing to utilize the Richmond Food Bank's services on a regular basis must have a Richmond address.

As a result of the discussions, the following **amendment motions** were introduced:

SP18/1-7 It was moved and seconded That Parts (3) and (4) be amended to include the following wording at the end:

"for approval within two months."

CARRIED

SP18/1-8 It was moved and seconded That Part (2) be amended to include the following wording at the end: "upon the satisfactory fulfillment of Parts (3) and (4)."

DEFEATED

Opposed: Mayor Brodie Cllrs. Dang Day Johnston Loo McNulty McPhail Steves





RES NO. ITEM

The question on Resolution SP18/1-5, as amended, which now reads as follows:

- "(1) That the staff report titled "Proposed Modular Supportive Housing at 7300 Elmbridge Way – Summary of Engagement Findings" from the Manager, Community Social Development, be received for information;
- (2) That the proposed temporary modular housing project at 7300 Elmbridge Way be approved;
- (3) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services, be authorized to negotiate terms for a five-year ground lease with BC Housing for the City-owned land at 7300 Elmbridge Way and report back to Council for approval within two months;
- (4) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services, be authorized to negotiate a Memorandum of Understanding with BC Housing and RainCity Housing outlining roles and responsibilities and report back to Council for approval within two months; and
- (5) That staff continue to work with BC Housing and other non-profit housing providers for additional permanent supportive and affordable housing options in Richmond."

was then called and it was CARRIED with Cllr. Au opposed.

ADJOURNMENT

SP18/1-9 It was moved and seconded *That the meeting adjourn (11:23 p.m.).*

CARRIED



Special Council May 17 and May 18, 2018

RES NO. ITEM

Certified a true and correct copy of the Minutes of the Special meeting of the Council of the City of Richmond held on Thursday, May 17, 2018 and Friday, May 18, 2018.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer (Claudia Jesson)





Special Council Monday, May 28, 2018

Place:	Anderson Room
	Richmond City Hall

Present: Mayor Malcolm D. Brodie Councillor Chak Au Councillor Derek Dang Councillor Carol Day Councillor Ken Johnston Councillor Alexa Loo Councillor Bill McNulty Councillor Harold Steves

Acting Corporate Officer – Claudia Jesson

Absent: Councillor Linda McPhail

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

RES NO. ITEM

COMMUNITY SAFETY DIVISION

1. **BUSINESS LICENCE SUSPENSION - ZODIAC KARAOKE** (File Ref. No.: 12-8275-20-AMANDA) (REDMS No. 5798225)

Carli Edwards, Manager, Community Bylaws and Licencing, offered comments relating to the suspension period recommended in the staff report and stated that, due to the date of the suspension hearing, staff propose that the suspension dates be amended to June 15 to June 24, inclusive. Ms. Edwards introduced Constable Adam Carmichael, Richmond RCMP, noting that he was in attendance to answer any questions Council may have regarding the police inspections and RCMP involvement. Ms. Edwards further commented that the proponent to the business and a co-owner were in attendance and wished to address Council.





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ITEM

In response to questions from Council, Ms. Edwards advised that the business had received several warnings and a municipal ticket for permitting smoking inside the establishment, and that staff recommend a suspension as a next step. Ms. Edwards also commented that the suspension period is consistent with past instances of licence suspensions for similar situations. She also advised that cancellation of the business licence is at Council's discretion and noted that there is no historical example of Council cancelling a licence prior to issuing a suspension. Ms. Edwards further noted that the three smoking violations had only recently been brought forward.

Bert Hick, President, Rising Tide Consultants, a representative for the owners of Zodiac Karaoke Inc., introduced himself and Kenny (Jun Gang) Gu, a coowner of Zodiac Karaoke Inc., to Council and advised that he was present on behalf of the owners of the establishment. Mr. Hick commented that his firm is working with the business with regards to the smoking violation issue. He further noted that there have been no issues since the last incident was noted, and that substantial changes to staffing, policies, and procedures had been implemented. Mr. Hick referenced a letter sent from Zodiac Karaoke Inc. dated March 21, 2018 included in the report to Council, which outlined the corrective actions taken by the owners since the three incidents noted by staff and issuance of the municipal ticket (MTI 53876). He highlighted that the owners have implemented additional staff training to ensure customer compliance.

Mr. Hick expressed concern on behalf of Zodiac Karaoke Inc. with the severity of the penalty and noted that the 10 day time frame would be a burden to the owners and staff. He commented that in comparison, penalties for Liquor Regulation violations are far less severe, noting that the suspension for overcrowding is between 4 and 7 days and a fine of at least \$7500 is levied for establishments caught serving a minor. Mr. Hick also noted that Zodiac Karaoke Inc. had taken corrective measures since the last infraction and requested that Council give consideration to a 2 to 4 day suspension period to be carried out at a later date.



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In response to further questions from Council, Mr. Hicks advised that the business has posted signage around the establishment outlining the no smoking policy, as noted in the staff report. He also detailed that the owners have ensured that staff are increasing their vigilance in monitoring rooms every fifteen minutes within the establishment, in order to maintain visual control. Mr. Hicks further noted that a designated smoking area had been established away from the building and that staff is making a concerted effort to catch any violators. In response to further queries from Council, he advised that the current business licensees have operated the establishment since 2013 and the smoking violations are recent but effort has been made to curb the behaviour.

In response to a question from Council, Mr. Gu confirmed that there have been no smoking violations at the establishment since March 11. Constable Carmichael also confirmed that RCMP had visited the premises twice since then and have found no instances of bylaw infractions.

Constable Carmichael further noted that during the two RCMP inspections since March, there have been no further smoking violations and that staff at Zodiac Karaoke Inc. have been cooperative. In response to queries from Council, Constable Carmichael and Ms. Edwards clarified that a different owner was operating the business in 2012 when previous violations had been issued.

In response to additional queries from Council, Ms. Edwards advised that staff and owners would be allowed access to the building during a suspension and that staff reviewed historical Council decisions regarding suspensions from similar cases. Ms. Edwards commented that reducing the suspension period would most likely not have an impact on any future business licence suspension hearings for other businesses and that staff have recommended a moderate penalty given the type of infractions. She further clarified that staff had only reviewed cases within Richmond when determining a penalty recommendation.

Discussion then took place on reducing the suspension period from 10 days to 7 days and as a result, the following **motion** was introduced:





Special Council Monday, May 28, 2018

RES NO. ITEM

SP18/2-1 It was moved and seconded That the business licence of Zodiac Karaoke Inc., doing business as Zodiac Karaoke Cabaret, operating from a premises located at Unit #155 – 8291 Alexandra Road, Richmond BC, be suspended for a period of 7 consecutive days from June 15, 2018 to June 21, 2018, inclusive.

> The question on the motion was not called as Council further discussed that the business has been in compliance since the last infraction was recorded on March 11, 2018, and that any further violations from the business may result in a longer suspension. Council also noted concern for the safety of the employees of the establishment in working in a facility that may not have proper ventilation to allow smoking indoors.

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

ADJOURNMENT

SP18/2-2 It was moved and seconded *That the meeting adjourn (4:24 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the Special meeting of the Council of the City of Richmond held on Monday, May 28, 2018.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer (Claudia Jesson)



Special Council Monday, June 4, 2018

Place:	Anderson Room Richmond City Hall
Present:	Mayor Malcolm D. Brodie Councillor Chak Au Councillor Derek Dang Councillor Carol Day Councillor Ken Johnston Councillor Alexa Loo Councillor Bill McNulty
	Acting Corporate Officer – Claudia Jesson
Absent:	Councillor Linda McPhail Councillor Harold Steves
Call to Order:	Mayor Brodie called the meeting to order at 4:02 p.m.

RES NO. ITEM

RICHMOND OLYMPIC OVAL CORPORATION

- 1. UNANIMOUS CONSENT RESOLUTIONS OF THE SHAREHOLDER OF RICHMOND OLYMPIC OVAL CORPORATION (File Ref. No.: 03-1200-09 XR: 01-0060-20-ROVA1) (REDMS No. 5855546)
- SP18/3-1 It was moved and seconded

RESOLVED THAT:

(1) the Shareholder acknowledges and confirms the previous receipt of financial statements of the Company for the period from January 1, 2017 to December 31, 2017, together with the auditor's report on such financial statements, which financial statements were approved by the Company's board of directors on April 25, 2018 and presented to the Shareholder at the Finance Committee meeting of Richmond City Council on May 7, 2018;

1.



Special Council Monday, June 4, 2018

RES NO. ITEM

(2) in accordance with Article 14.1 of the Company's Articles, the following persons, each of whom has consented to act as a director, are hereby elected as directors of the Company, to hold office for the term ending immediately prior to the election or appointment of directors at the annual general meeting of the Company held in the year set out opposite their name below:

	Name	<u>Date</u>
i.	Dennis Skulsky	2019
ii.	Moray Keith	2019
iii.	Umendra Mital	2019
iv.	Tony Kwan	2019
v.	Lisa Cowell	2019
vi.	George Duncan	2020
vii.	Peter German	2020
viii.	Gail Terry	2020
ix.	Dan Nomura	2020
x.	Walter Soo	2020
xi.	Gary Collinge	2020

- (3) KPMG LLP be appointed as auditors of the Company until the next annual reference date of the Company or until a successor is appointed, at a remuneration to be fixed by the directors;
- (4) the 2017 Annual Report of the Company is hereby received; and
- (5) June 4, 2018 be and is hereby selected as the annual reference date for the Company for its current annual reference period.

The question on the motion was not called as Rick Dusanj, Controller, Richmond Olympic Oval Corporation, advised that the increase in investments from \$8.7 million to \$10.5 million was due to the timing of maturity of investments and based on cash flow needs, surplus funds were reinvested.



Special Council Monday, June 4, 2018

RES NO. ITEM

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

LULU ISLAND ENERGY COMPANY LTD.

- 2. UNANIMOUS CONSENT RESOLUTIONS OF THE SHAREHOLDER OF LULU ISLAND ENERGY COMPANY LTD. (File Ref. No.: 01-0060-20-LIEC1, Xr: 03-1200-08) (REDMS No. 5820035)
- SP18/3-2 It was moved and seconded

RESOLVED THAT:

- (1) the Shareholder acknowledges and confirms the previous receipt of financial statements of the Company for the period from January 1, 2017 to December 31, 2017, together with the auditor's report on such financial statements, which financial statements were approved by the Company's board of directors on April 25, 2018 and presented to the Shareholder at the Finance Committee meeting of Richmond City Council on May 7, 2018;
- (2) all lawful acts, contracts, proceedings, appointments and payments of money by the directors of the Company since the last annual reference date of the Company, and which have previously been disclosed to the shareholder, are hereby adopted, ratified and confirmed;
- (3) the number of directors of the Company is hereby fixed at 5;
- (4) the following persons, each of whom has consented in writing to act as a director, are hereby elected as directors of the Company, to hold office until the next annual general meeting of the Company or unanimous resolutions consented to in lieu of holding an annual general meeting, or until their successors are appointed:

Cecilia Maria Achiam; Jerry Ming Chong; Robert Gonzalez; John David Irving; and





Special Council Monday, June 4, 2018

RES NO. ITEM

Joseph Erceg;

- (5) KPMG LLP be appointed as auditors of the Company until the next annual reference date of the Company or until a successor is appointed, at a remuneration to be fixed by the directors; and
- (6) June 4, 2018 is hereby selected as the annual reference date for the Company for its current annual reference period.

The question on the motion was not called as John Irving, Acting General Manager, Engineering and Chief Executive Officer, Lulu Island Energy Company Ltd., advised that upcoming reports to Council will include further information and clarity regarding district energy services and thermal energy services.

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

ADJOURNMENT

SP18/3-3 It was moved and seconded *That the meeting adjourn (4:08 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the Special meeting of the Council of the City of Richmond held on Monday, June 4, 2018.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer (Claudia Jesson)

For Metro Vancouver meetings on Friday, May 25, 2018

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact <u>Greg.Valou@metrovancouver.org</u> or <u>Kelly.Sinoski@metrovancouver.org</u>

Metro Vancouver Regional District

2018 Update on Regional District Sustainability Innovation Fund Project RECEIVED

The Board received a report with updates on seven projects funded under the Regional District Sustainability Innovation Funds. The Regional District Sustainability Innovation Fund was created by the Board in 2004 to provide financial support to Regional District projects that contribute to the region's sustainability.

- Improving Ecological Health and Carbon Sequestration Potential at Burns Bog
- Strata Energy Advisor Program
- Transit Oriented Affordable Housing Fund
- The Regional Park Solar-Powered Conversion Project
- City of Langley Urban Agriculture Demonstration
- DC Fast Charger at Metro Tower III
- National Industrial Symbiosis Program

Update on Metro Vancouver's Grow Green Website and the 'Growing Green in RECEIVED Metro Vancouver' Forum

The Board received an update on Metro Vancouver's Grow Green Website (www.growgreenguide.ca) and a summary of the 'Growing Green in Metro Vancouver' Forum held in collaboration with UBC Botanical Garden on February 23, 2018.

The Grow Green website, launched in 2016, was designed in collaboration with UBC Botanical Garden to provide residents throughout the region with guidance on how to grow an eco-friendly lawn or garden, regardless of gardening skill or space constraints.

Partnering Agreements for Metro Vancouver's Wood Stove Exchange Program RECEIVED

The Board received an update on Metro Vancouver's Wood Stove Exchange Program and authorized entering into partnering agreements with additional wood burning appliance retailers:

- Flame Co Heating Services Limited, Maple Ridge, BC
- Kerrisdale Lumber Co. Ltd., Vancouver, BC
- Urban Fireplaces Ltd., Coquitlam, BC

- Burnaby Grills Ltd., Burnaby, BC
- Mainland Fireplaces Inc., Langley, BC
- CampbellCare Plumbing, Heating & Air Ltd., Vancouver, BC
- Acorn Heating and Gas Ltd., Delta, BC

Quarterly Report on Reconciliation Activities

The Board received a quarterly report on regional and local reconciliation activities and opportunities. This information report is intended to identify opportunities for Committee and MVRD Board members to learn about, and engage in, reconciliation activities within the region.

TransLink Phase Two Investment Plan

RECEIVED

RECEIVED

The Board:

a) Received for information a report which outlines how the Phase Two Investment Plan is aligned with the transit service improvement priorities set out in Metro Vancouver 2040: Shaping Our Future to reinforce Urban Centres and Frequent Transit Development Areas, and regional environmental objectives.

b) Will send a letter to the Federal Minister of Infrastructure, Provincial Minister of Transportation and Infrastructure, the Parliamentary Secretary for TransLink, TransLink Board, and Mayors' Council on Regional Transportation communicating the alignment that the Phase Two Investment Plan achieves with Metro Vancouver 2040: Shaping Our Future.

The proposed investments in the Phase Two Investment Plan are aligned with the transit service improvement priorities set out in Metro 2040 to reinforce the Urban Centres and Frequent Transit Development Area framework, and regional environmental objectives (in part through transit ridership growth and mode shifting).

In addition to transit capacity expansion and service enhancements, TransLink's forthcoming work on mobility pricing and encouraging transit-oriented affordable housing, particularly rental housing, in key transit locations will be important to support the MVRD Board's policies around the efficient movement of road users and equitable transit-oriented communities. Staff will be reporting on these matters to the Regional Planning Committee and Housing Committee in the near future.

Metro Vancouver 2040: Shaping our Future Land Use Designation AmendmentREFERREDRequest from the City of Surrey- South Campbell Heights

On January 16, 2018 the City of Surrey submitted a request to Metro Vancouver to amend Metro 2040 land use designations for the South Campbell Heights area. The amendment proposes to expand the Metro 2040 Urban Containment Boundary (by 235 ha) and redesignate lands with a Rural land use designation to a combination of General Urban, Mixed Employment, and Conservation and Recreation land use designations in the South Campbell Heights / Hazelmere Valley area of Surrey.

Upon overall consideration, staff do not recommend the City's overall proposed amendment as it exists. Should the City of Surrey wish to revisit the proposed amendment to consider alternative land use options that are consistent with the regional growth strategy's vision, goals and policies, staff would convene a meeting with City planning staff to explore and consider alternative land use amendment options.

The Board referred the South Campbell Heights application for an amendment to Metro 2040 back to the City of Surrey to consider an alternative amendment as set out in the report.

2018 Agriculture Awareness Grant Recommendations

APPROVED

This year, Metro Vancouver received 24 applications for Agriculture Awareness Grants. Based on the evaluation conducted by AAC members and staff, and approved by the Agricultural Advisory Committee on April 13, 2018, twelve non-profit organizations are recommended to receive grants, totaling \$40,000.

The grants enable the continuation of successful educational programs and community agriculturerelated events in 2018.

The Board awarded the annual Agriculture Awareness Grants to the following twelve non-profit organizations:

- BC Agriculture in the Classroom Foundation, for the "Take a Bite of BC" project in the amount of \$6,000
- BC Association of Farmers' Markets, for "BC Farmers' Market Mid-Autumn Harvest Festival" in the amount of \$4,000
- BC Chicken Grower's Association, for the "Poultry in Motion Educational Mini Barn" project in the amount of \$4,000
- Centre for Sustainable Food Systems at UBC Farm, for the UBC Farm Field Day" in the amount of \$3,000
- Delta Farmland & Wildlife Trust, for the "Day at the Farm" event in the amount of \$1,000
- DRS Earthwise Society, for the "Tomato Festival" in the amount of \$2,500
- FarmFolk CityFolk, for "Citizen Seed Trial" in the amount of \$4,000
- Haney Farmers Market Society, for the "The Market Goes to the Farm" event in the amount of \$500
- Langley Environmental Partners Society, for the "Langley Eats Local" project in the amount of \$4,500

- Maple Ridge Pitt Meadows Agricultural Association, for the "Backyard Farming" display at Country Fest in the amount of \$2,500
- North Shore Neighbourhood House, for "Edible Garden Education Program" in the amount of \$5,000
- The Sharing Farm, for "10th Annual Garlic Festival" in the amount of \$3,000

Aldergrove Regional Park (Langley – West) Management Plan Update - Phase 1 RECEIVED

Ongoing planning, design, and construction improvements as part of the Aldergrove Phase 1 Management Plan Implementation is a key action in the 2018 Regional Parks Committee Work plan.

Staff will continue to work with consultants to deliver and construct the nature discovery area at Aldergrove Regional Park during 2018, with the discovery trail and regional trail connector planned for construction during 2019. The improvements will provide an enhanced recreational and ecological program at Aldergrove Regional Park for the public, park partners, community groups and others

The Board received the report for information.

Regional Parks 2017 Annual Visitor Use and Program Statistics RECEIVED

The Board received for information a report with the 2017 annual statistics for Metro Vancouver regional parks visitor use and volunteering, and information related to visitor use trends and environmental factors. In 2017, Metro Vancouver's regional parks saw 11.9 million visits, a 7% increase from 2016.

TransLink Phase Two Investment Plan – Proposed Increase to Borrowing Limit RECEIVED

TransLink is proposing to raise its borrowing limit to \$5.5 billion from \$4 billion in order to accommodate the regional share of capital expenditures in the Phase Two Investment Plan. Pursuant to Section 31(1) of the South Coast British Columbia Transportation Authority Act, before the Mayors' Council on Regional Transportation can approve an investment plan that proposes an increase in the amount TransLink may borrow, the Mayors' Council must consult with the Metro Vancouver Board.

TransLink does not currently borrow through MVRD, therefore any new debt issued is not jointly and severally liable with Metro Vancouver member municipalities. There is, however, still approximately \$1 billion (\$490 million net of sinking funds) in outstanding TransLink debentures accounted for by the MVRD which is jointly and severally liable with Metro Vancouver member municipalities. The last outstanding TransLink borrowing issued through Metro Vancouver matures in 2036.

The Board received the report for information and will send a letter to the Mayors' Council Regional Transportation communicating its support for the proposed increase to TransLink's borrowing limit associated with the implementation of the Phase Two Investment Plan.

CNCL - 45

2017 Statement of Financial Information

That Board approved the Statement of Financial Information for the year ended December 31, 2017.

The Financial Information Act is provincial legislation that requires local governments to prepare the following statements and schedules annually:

- statement of assets and liabilities;
- statement of operations;
- schedule of debt;
- schedule of guarantee and indemnity agreements;
- schedule showing remuneration and expenses paid to or on behalf of each employee that exceeds \$75,000 and amounts paid to or on behalf of elected officials; and
- schedule showing the payments for each supplier of goods or services that exceeds \$25,000.

This report was brought forward to comply with the requirements of the Financial Information Act.

Metro Vancouver External Agency Activities Status Report May 2018

The Board received for information the following status reports from Metro Vancouver representatives to external organizations:

- Sasamat Volunteer Fire Department, dated May 1, 2018
- Lower Mainland Local Government Association, dated May 2, 2018
- Municipal Finance Authority of BC, dated May 1, 2018
- Pacific Parklands Foundation, dated April 26, 2018
- Delta Heritage Airpark Management Committee, dated April 25, 2018
- Experience the Fraser, dated April 27, 2018

Delegations Received at Committee May 2018

The Board received the following delegation summaries:

Regional Planning Committee

- Bob Donnelly, President, Semiahmoo Fish & Game Club/ Little Campbell Hatchery
- Grant Rice
- Christy Juteau, A Rocha Canada
- Sofi Hindmarch
- Deb Jack, President, Surrey Environmental Partners

APPROVED

RECEIVED

RECEIVED

Regional Parks Committee

• David Hocking and Bob Turner, Defend Island Forests Steering Committee

Finance and Intergovernment Committee

Murray Thomson

Sasamat Fire Protection Service – Belcarra Fire Hall Building Repairs APPROVED

The Belcarra Fire Hall requires emergency work to address a badly leaking roof. Upon further inspection it has been determined that weather related damage is greater than minor roof repairs and requires more extensive repairs to the building rear exterior wall and some interior finishing. Funds are not available in the 2018 budget to address the full extent of repairs which are considered necessary to be initiated this year.

The Board approved the release of up to \$25,000 from the Sasamat Fire Protection Service Emergency Repairs Reserve Fund to be used for the repairs to the roof and wall structure at the Belcarra Fire Hall.

Regional Growth Strategy Amendment Bylaw No. 1259 - Flavelle Mill Site PortAPPROVEDMoody – Comments from Affected Local Governments and AgenciesAPPROVED

The Board:

- Received for information the comments from the affected local governments and appropriate agencies as presented in the report;
- Gave 3rd reading to Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1259, 2018;
- Passed and finally adopted Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw; and
- Accepted the City of Port Moody's amended Regional Context Statement showing, for the Flavelle site, a General Urban regional land use designation and removal of the regional Special Study Area.

Greater Vancouver Sewage and Drainage District

2018 Update on Liquid Waste Sustainability Innovation Fund Projects

RECEIVED

The Board received for information a report with updates on five projects funded under the Liquid Waste Sustainability Innovation Fund. The Sustainability Innovation Funds were created by the Board in 2004 to provide financial support to utility or Regional District projects that contribute to the region's sustainability.

- Hydrothermal Processing Pilot Facility (pending)
- Smart Sewers: Development of Wireless In-Situ Sensors
- High Efficiency Aeration Demonstration
- Genomics Approach to Anaerobic Digestion Optimization
- Microwave-enhanced Advanced Oxidation Process Sludge Destruction Pilot

Results for 2017/2018 Regional Grease Campaign - Wipe It, Green Bin It RECEIVED

The Board received an update on the results of the 2017/2018 regional "Wipe It, Green Bin It" campaign to reduce the disposal of grease into the regional sewer system and plans for 2019 campaign efforts.

Revisions to Liquid Waste Heat Recovery Policy to Clarify Carbon Credit Allocation APPROVED

A revised Liquid Waste Heat Recovery Policy has been brought forward to address the allocation of carbon credits to project proponents, including the host jurisdiction, for heat recovery projects undertaken by GVS&DD that achieve GHG emission reductions, and subsequent distribution of excess credits among member jurisdictions.

Through signing the Climate Action Charter, Metro Vancouver and its member jurisdictions committed to reducing GHG emissions in pursuit of becoming carbon neutral. GVS&DD's carbon footprint comes from services that it provides to member jurisdictions. GVS&DD is responsible for reducing GHG emissions to meet its Charter commitment.

The Board approved the revised Liquid Waste Heat Recovery Policy.

Award of a Contract Resulting from Tender No. 18 - 076: Northwest LangleyAPPROVEDWastewater Treatment Plant Phase 1 Ground ImprovementAPPROVED

The Board authorized the award of a contract in the amount up to \$21,492,776 (exclusive of taxes) to Westpro/Pomerleau Inc. resulting from Tender No. 18 - 076: Northwest Langley Waste Water Treatment Plant Phase 1 Ground Improvement.

Northwest Langley Wastewater Treatment Plant – Treatment Technology

This report provided an update on the work completed to date for the Northwest Langley Wastewater Treatment Projects, specifically the levels of treatment currently being evaluated.

ENDORSED

RECEIVED

The new program called "Northwest Langley Wastewater Treatment Projects" includes an upgraded treatment plant, a new pump station and storage tank, a new forcemain and river crossing, and a new outfall into the Fraser River. The project is estimated to cost over \$1.0 billion (2017 dollars) and is currently in the project definition phase, defining the scope, schedule and budget.

A key theme that emerged through the engagement process was a strong desire to protect and improve the health of the Fraser River.

The Board endorsed Tertiary (Advanced Secondary plus Disk Filters) as the level of treatment carried forward into the Project Definition Report, as presented in the report.

Award of Contract Resulting from RFP No. 17-520: Installation of Gilbert TrunkAPPROVEDSewer No. 2 – Gilbert Road North SectionAPPROVED

The Board authorized the award of a contract for an amount of up to \$32,500,000 (exclusive of taxes) to the Stuart Olson/Jacob Brothers Joint Venture resulting from RFP No. 17-520: Installation of Gilbert Trunk Sewer No. 2 – Gilbert Road North Section.

Phased Award of Detailed Design Services Resulting from RFP No. 14-163:APPROVEDBurnaby Lake North Interceptor No. 2APPROVED

The Board authorized the award of Phase B, Detailed Design, in the amount of up to \$2,371,502 (exclusive of taxes) to the Phase A consultant, AECOM Canada Ltd. for the Burnaby Lake North Interceptor No. 2 project.

2017 Disposal Ban Program Update

The Board received a report with an annual update on the Metro Vancouver Disposal Ban Program.

The Disposal Ban Program is a key waste reduction strategy identified in the Integrated Solid Waste and Resource Management Plan. In 2017, 220,624 loads were inspected, 24,687 loads were found to contain banned materials and 4,138 surcharge notices were issued. The Disposal Ban Program remains an effective tool to encourage waste reduction and diversion, and Metro Vancouver is committee to continuous improvement of the program.

Waste-to-Energy Facility – 2017 Financial Update

The Board received the 2017 financial update for the Metro Vancouver Waste-to-Energy Facility located in Burnaby.

Expenditures in 2017 for the Waste-to-Energy Facility totaled \$22.3 million, including \$1.7 million in debt charges, resulting in an expenditure of \$85.76 per tonne. Metro Vancouver's portion of electrical revenues totaled \$5,642,942 or \$21.72 per tonne. Based on the plant processing 259,748 tonnes of municipal solid waste, the net unit cost per tonne for operation and maintenance of the Waste-to-Energy Facility in 2017 was \$64.04 per tonne. Tipping fee revenues are accounted for separately and are not included in this analysis.

GVS&DD Development Cost Charge Waiver for Affordable Housing Bylaw No. 314 APPROVED

The Greater Vancouver Sewerage and Drainage Act allows for the ability to waive or reduce Development Cost Charges for affordable rental housing. Metro Vancouver has had an Affordable Housing DCC Waiver as part of the GVS&DD DCC Bylaw since 2010. Through the development of the updated GVS&DD DCC Bylaw, it was decided to remove the affordable housing waiver language from DCC Bylaw, and to develop a separate Affordable Housing DCC Waiver Bylaw, with an aim to improving language and clarity regarding applicability. The bylaw is now ready for consideration (Attachment).

The Board approved the Greater Vancouver Sewerage and Drainage District Development Cost Charge Waiver for Affordable Housing Bylaw, No. 314, 2018.

Greater Vancouver Water District

2018 Update on Water Sustainability Innovation Fund Projects

RECEIVED

The report presented an update on four projects funded under the Water Sustainability Innovation Fund. The Sustainability Innovation Funds were created by the Board in 2004 to provide financial support to utility or Regional District projects that contribute to the region's sustainability.

- Mountain Lake Tapping
- Assessing Densification Impact on Water Demand
- Earthquake Early Warning for Water Supply
- Smart Watering App

2018 Water Wagon Schedule

The Board received the preliminary 2018 event schedule for Metro Vancouver's water wagon.

Since 2011, Metro Vancouver has provided the water wagon and an associated outreach team for events hosted by members of the Greater Vancouver Water District (GVWD) and other public events throughout late spring and summer. Events are recruited through event planners, the Municipal Water Coordinators Committee, municipal communications staff, and the REAC Water Sub-Committee. Criteria used to select events include regional representation, the anticipated number of attendees, length of event, opportunities for engagement, and availability and access to GVWD water on site.

The 2018 preliminary event schedule for the water wagon (Attachment 1) includes 55 event days in the operating season, from May 26 to September 30. Event recruitment will continue throughout the spring and summer and requests are encouraged.

Metro Vancouver Water Wagon Outreach Program – Business Case for a Second APPROVED Water Wagon

At its November 9, 2017 meeting the Utilities Committee asked staff to report back with a review of a business case for purchasing a second water wagon. Previous reviews of the merit of introducing a second water wagon assumed the purchase of a second water wagon similar to the current water wagon with similar limitations with respect to excluding events without a water source. In reviewing the business case, consideration was given to addressing the limitations of the current wagon and instead introducing a 'tanker' style water wagon capable of attending previously excluded regional events, with the potential to expand the reach and effectiveness of the water wagon program with increased opportunities to attend a wider variety of regional events. Also considered was the increasing role of the Water Wagon Outreach Program in supporting and expanding the reach of Metro Vancouver's regional 'We Love Water' conservation campaign.

The Board directed staff to include in the 2019 Water Services Communications Program budget, funds for the purchase of a second water wagon and an expanded outreach program, at a cost of \$90,000.

Award of Contract Resulting from RFP No. 18-122: Property Management ServicesAPPROVEDfor Metro Vancouver's Head Office LocationAPPROVED

The Board authorized award of a contract in an amount up to \$2,602,339 (exclusive of taxes) to Colliers International, resulting from RFP No. 18-122: Property Management Services for Metro Vancouver's Head Office Location.

Metro Vancouver Housing Corporation

Mortgage Renewal for Alderwood Place

AUTHORIZED

The Alderwood Place project is funded under the British Columbia Housing Management Commission (BCHMC) Umbrella Agreement, and the mortgage for this project is due for renewal on September 1, 2018. The previous renewal was completed through BCHMC on September 1, 2008.

The Board passed the following resolutions as required by the British Columbia Housing Management Commission:

- that the MVHC Board hereby irrevocably authorizes British Columbia Housing Management Commission (BCHMC) to act on its behalf to renew the mortgage presently held by Canada Mortgage Housing Corporation (the "Mortgage") for the Alderwood Place project located at 8700 General Currie Rd, BC (BCHMC File no. 18709/340/CMHC#17182809)
- that any two officers or directors, or any one director together with any one officer of the Metro Vancouver Housing Corporation (MVHC); for and on behalf of the MVHC be and are hereby authorized to execute and deliver under the seal of the MVHC or otherwise, all such deeds, documents and other writings and to do such acts and things in connection with the Mortgage assignment, renewal and amendment as they, in their discretion, may consider to be necessary or desirable for giving effect to this resolution and for the purpose of fulfilling the requirements of the lender of the monies.

BCHMC Grant Funding for Heather Place

APPROVED

The Board passed the following resolutions as required by the British Columbia Housing Management Commission:

- that the Metro Vancouver Housing Corporation (MVHC) borrow up to a maximum amount of \$6,700,000 from the British Columbia Housing Management Commission (BCHMC) by way of a forgivable loan secured by a mortgage as required to facilitate the construction of the housing project (the "Project") for the property located at 755/785/799 14th Ave W, Vancouver, BC legally described as PID 007-043-899 Lot C Block 438 District Lot 526 Plan 19390 (the "Property")
- grant to BCHMC a covenant restricting the user of the Property in accordance with the Loan Commitment Letter
- that the MVHC execute and deliver all documents required by BCHMC or the lender of the monies, in such form and containing such terms, covenants, provisos and conditions as are satisfactory to or required by them, including without limitation a Section 219 covenant, a mortgage and affordable housing agreement (if applicable) and operating agreement

 that any two officers or directors, or any one director together with any one officer of the MVHC; for and on behalf of the MVHC be and are hereby authorized to execute and deliver under the seal of the MVHC or otherwise, all such deeds, documents and other writings and to do such acts and things in connection with the Property and Project as they, in their discretion, may consider to be necessary or desirable for giving effect to this resolution and for the purpose of fulfilling the requirements of BCHMC or the lender of the monies.





Parks, Recreation and Cultural Services Committee

Date:	Tuesday, May 29, 2018
Place:	Anderson Room Richmond City Hall
Present:	Councillor Ken Johnston, Vice-Chair Councillor Carol Day Councillor Bill McNulty
Absent:	Councillor Harold Steves Councillor Linda McPhail
Call to Order:	The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on April 24, 2018, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, June 26, 2018, (tentative date) at 4:00 p.m. in the Anderson Room

PRESENTATION

1. Gregg Wheeler, Manager, Sports and Community Events presented a video on the Physical Literacy Street Team's 2017 activities (copy on-file, City Clerk's Office), noting that the team typically consists of six to eight people and will participate in various events in the city this year.

COMMUNITY SERVICES DIVISION

2. 2015-2020 SENIORS SERVICE PLAN: ACTIVE AND HEALTHY LIVING - 2017 UPDATE

(File Ref. No. 07-3400-01) (REDMS No. 5800357 v. 5)

Debbie Hertha, Seniors Coordinator, reviewed the 2017 activities noting that the City works with various community partners to increase awareness of the programs available for senior residents. Also, she spoke on opportunities to encourage senior men to participate in community programs.

It was moved and seconded

- (1) That the staff report titled, "2015-2020 Seniors Service Plan: Active and Healthy Living - 2017 Update" dated May 15, 2018, from the Manager, Community Social Development, be received for information; and
- (2) That the 2015-2020 Seniors Service Plan: Active and Healthy Living
 2017 Update be distributed to key stakeholders and posted on the City website.

CARRIED

3. 2015-2020 YOUTH SERVICE PLAN: WHERE YOUTH THRIVE - 2017 UPDATE

(File Ref. No. 07-3425-02) (REDMS No. 5801684 v. 6)

Kim Somerville, Manager, Community Social Development, introduced Alvin Li as the Acting Youth Coordinator.

Ms. Somerville reviewed the 2017 activities and achievements including programming for youth and staff training initiatives related to mental health. Also, she commented on youth mentorship opportunities and added that Community Services staff are working with the City Clerk's Office to encourage youth participation in local government.

It was moved and seconded

- (1) That the staff report titled "2015-2020 Youth Service Plan: Where Youth Thrive - 2017 Update" dated May 15, 2018 from the Manager, Community Social Development, be received for information; and
- (2) That the 2015-2020 Youth Service Plan: Where Youth Thrive 2017 Update be distributed to key stakeholders and posted on the City website.

CARRIED

4. MANAGER'S REPORT

2018 Doors Open Richmond

Marie Fenwick, Manager, Museum and Heritage Services, noted that Doors Open Richmond is taking place from June 1 to 3, 2018 with the opening event occurring at Britannia Shipyards.

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (4:17 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 29, 2018.

Councillor Ken Johnston Vice-Chair Evangel Biason Legislative Services Coordinator



Special General Purposes Committee

Date: Monday, May 28, 2018

Place: Anderson Room Richmond City Hall

Present:

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

Call to Order: The Chair called the meeting to order at 4:25 p.m.

PLANNING AND DEVELOPMENT DIVISION

1. RESPONSE TO REFERRAL – AGRICULTURAL ADVISORY COMMITTEE COMMENTS ON ADDITIONAL DWELLINGS FOR FARM WORKERS AND PROPOSED AGRICULTURAL BUILDING AND GREENHOUSE REGULATIONS (File Ref. No. 08-4430-03-10) (REDMS No. 5854480)

Barry Konkin, Manager, Policy Planning, offered additional comments regarding the staff memorandum, noting that (i) the proposed regulations would apply to non-residential buildings outside the farm home plate, (ii) site coverage limitations of the zoning bylaw of 35% for non-residential would still apply to agricultural buildings, (iii) the initial bylaw, Bylaw 9861, proposed by staff recommends an accumulative building size allowance of up to 300 m², and (iv) the Agricultural Advisory Committee (AAC) has requested that Council consider individual buildings up to 2000 m² each.

In response to questions from Committee, staff clarified that (i) option 2 in the staff memorandum includes an exemption of each building up to 2000 m² and would include greenhouses, (ii) option 1 in the staff memorandum would exempt accumulative building size of less than 300 m² and would not apply to greenhouses, (iii) if an exemption was required under option 1, a development variance permit or rezoning application would be required, depending on the nature of the application, and (iv) option 1 would provide the most preservation of soil on agricultural land as it would limit the size of buildings.

Joe Erceg, General Manager, Planning and Development, in response to queries from Committee, commented that any applications for development variance permits for buildings on agriculturally zoned land outside of the exempted size allowance would come through to Council for consideration. He further advised that rezoning applications and applying for a development variance permit normally take a similar amount of time to process.

In response to further questions from Committee, Mr. Konkin advised that utilization of soil removed during construction of new builds is at the discretion of the owner of the property and that removed soil could be reused for other applications. He further noted that the AAC had indicated a concern regarding the restriction of concrete slab in buildings on farmland, citing issues with produce accepted by sellers grown and stored on soil based operations.

Todd May, co-chair of the AAC and President, Richmond Farmers' Institute, offered comments regarding the AAC's recommendation of exempting individual buildings up to 2000 m². He noted that impermeable concrete flooring is important for current and future farming operations, maintaining a sterile environment for food growth and storage, animal husbandry, and worker safety. Mr. May further advised that some produce buyers require an audit of facilities and growing practices and that some may reject food grown in environments other than concrete slab greenhouses. He also commented that the exemption on building size should be per building and not accumulative.

In response to queries from Committee, Mr. May clarified that in certain situations, food produced in facilities and growing operations not conducted on concrete flooring could be rejected by buyers and that some producers do sell directly from their field. He further noted that although greenhouses are not often utilized for agricultural operations in Richmond, there is the potential to use them more in the future. In further response to questions from Committee, Mr. May commented that the AAC and agricultural community were of the opinion that the rezoning process was onerous and potentially could inhibit growth of production.

Katherine McCreary, Richmond resident, expressed support for option 1 listed in the staff memorandum, noting that it would provide limitations on cannabis production on agriculturally zoned land. She further commented that exemptions for larger buildings could be made by application.

Niti Sharma, Richmond resident, expressed concern relating to the potential non-farm use of large agricultural buildings on farmland and noted that exemptions can go through the proper approval process.

Laura Gillanders, Richmond resident, spoke in support of prohibiting concrete floor greenhouses. She noted that she had been in consultation with Richmond farmers who commented that limitations on greenhouses would not affect their operations and she was of the opinion that they should be able to construct additional agricultural buildings, such as barns, as needed.

It was moved and seconded

- (1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9861, to regulate large agricultural buildings and greenhouses, be introduced and given first reading;
- (2) Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation; and

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

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

(3) That a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the province impose a temporary moratorium on the use of lands in the Agricultural Land Reserve for cannabis production.

The question on the motion was not called as direction was given to staff to develop a policy regarding preserving top soil from building sites for reuse.

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

2. UPDATE TO BYLAW: RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9865 (SECONDARY SUITES IN DUPLEXES) (File Ref. No. 08-4000-01) (REDMS No. 5848173)

It was moved and seconded

- (1) That the definition of "Housing, two-unit" be updated in accordance with the (revised) Bylaw 9865, as attached to the staff memorandum from the Director, Development dated May 25, 2018; and
- (2) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9865 be given second reading, as amended on this day.

CARRIED

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (4:58 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, May 28, 2018.

Mayor Malcolm D. Brodie Chair Amanda Welby Legislative Services Coordinator



General Purposes Committee

Date:	Monday, June 4, 2018
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- Place: Anderson Room Richmond City Hall
- Present: Mayor Malcolm D. Brodie, Chair Councillor Chak Au Councillor Derek Dang Councillor Carol Day Councillor Ken Johnston Councillor Alexa Loo Councillor Bill McNulty Absent: Councillor Linda McPhail
 - Councillor Harold Steves

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

MINUTES

It was moved and seconded

That the minutes of the meetings of the General Purposes Committee held on May 22, 2018 and May 28, 2018, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. HOUSEKEEPING UPDATES TO CIVIC ELECTION ADMINISTRATION AND PROCEDURE BYLAW (File Ref. No. 12-8060-20-009888) (REDMS No. 5848172)

It was moved and seconded

That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 9888 be introduced and given first, second and third readings.

CARRIED

1.

UPDATE TO ELECTIONS AND POLITICAL SIGNS BYLAW (File Ref. No. 12-8060-20-009887) (REDMS No. 5844661, 5837636)

It was moved and seconded

That Election and Political Signs Bylaw No. 8713, Amendment Bylaw No. 9887 be introduced and given first, second and third readings.

The question on the motion was not called as, in response to questions from Committee, David Weber, Director, City Clerk's Office and Chief Elections Officer clarified that (i) the update to the bylaw includes a prohibition on vehicles stored or parked for the sole purpose of functioning as a sign, (ii) the majority of enforcement of the bylaw in past years has been successful in seeking compliance from violators through contact and education, and (iii) violations that are egregious or dangerous, such as blocking sightlines, are removed immediately. Mr. Weber further advised that the current Election and Political Signs Bylaw permits the immediate removal of any political sign that is placed in contravention to any provision of the bylaw.

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

3. FCM SPECIAL ADVOCACY FUND

(File Ref. No. 03-0900-01) (REDMS No. 5851629 v. 4)

It was moved and seconded

That the City of Richmond participate in FCM's Special Advocacy Fund for the 2019 Federal Election at \$10,400 per year for the next two years.

CARRIED

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (4:15 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, June 4, 2018.

Mayor Malcolm D. Brodie Chair Amanda Welby Legislative Services Coordinator



Finance Committee

Date:	Monday, June 4, 2018
Place:	Anderson Room Richmond City Hall
Present:	Mayor Malcolm D. Brodie, Chair Councillor Chak Au Councillor Derek Dang Councillor Carol Day Councillor Ken Johnston Councillor Alexa Loo Councillor Bill McNulty
Absent:	Councillor Linda McPhail Councillor Harold Steves
Call to Order:	The Chair called the meeting to order at 4:16 p.m.

MINUTES

It was moved and seconded That the minutes of the meeting of the Finance Committee held on May 7, 2018, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. 2017 ANNUAL REPORT AND 2017 ANNUAL REPORT – HIGHLIGHTS

(File Ref. No.) (REDMS No. 5831853)

It was moved and seconded *That the reports titled, "2017 Annual Report" and the "2017 Annual Report – Highlights" be approved.*

CARRIED

1.

Minutes

2. **FINANCIAL INFORMATION – 1ST QUARTER MARCH 31, 2018** (File Ref. No. 03-0970-09-01) (REDMS No. 5811673 v. 4)

It was moved and seconded

That the staff report titled, "Financial Information – 1st Quarter March 31, 2018", dated May 11, 2018 from the Director, Finance be received for information.

CARRIED

3. CAPITAL BUDGET INFORMATION – 1ST QUARTER MARCH 31, 2018

(File Ref. No. 03-0970-01) (REDMS No. 5802367 v. 7)

It was moved and seconded

That the staff report titled, "Capital Budget Information – 1st Quarter March 31, 2018", dated May 15, 2018 from the Director, Finance be received for information.

CARRIED

RICHMOND OLYMPIC OVAL CORPORATION

4. 1ST QUARTER 2018 – FINANCIAL INFORMATION FOR THE RICHMOND OLYMPIC OVAL (File Ref. No.) (REDMS No. 5850947)

It was moved and seconded

That the report on Financial Information for the Richmond Olympic Oval Corporation for the first quarter ended March 31, 2018 from the Controller of the Richmond Olympic Oval Corporation be received for information.

CARRIED

LULU ISLAND ENERGY COMPANY

5. LULU ISLAND ENERGY COMPANY – 1ST QUARTER 2018 FINANCIAL INFORMATION

(File Ref. No. 10-6600-10-01) (REDMS No. 5848791 v. 3)

It was moved and seconded

That the Lulu Island Energy Company report titled "Lulu Island Energy Company – 1st Quarter 2018 Financial Information" dated May 22, 2018 from the Chief Executive Officer and Chief Financial Officer, Lulu Island Energy Company be received for information.

CARRIED

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (4:17 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Monday, June 4, 2018.

Mayor Malcolm D. Brodie Chair Amanda Welby Legislative Services Coordinator



Planning Committee

Date:	Tuesday, June 5, 2018
Place:	Anderson Room Richmond City Hall
Present:	Councillor Bill McNulty, Vice-Chair Councillor Chak Au (entered at 4:01 p.m.) Councillor Alexa Loo Councillor Harold Steves Mayor Malcolm Brodie
Absent:	Councillor Linda McPhail
Also Present:	Councillor Derek Dang Councillor Ken Johnston
Call to Order:	The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded That the minutes of the meeting of the Planning Committee held on May 23, 2018, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

June 19, 2018, (tentative date) at 4:00 p.m. in the Anderson Room

Minutes

PLANNING AND DEVELOPMENT DIVISION

1. APPLICATION BY YAMAMOTO ARCHITECTURE INC. FOR REZONING AT 7460 & 7480 RAILWAY AVENUE FROM SINGLE DETACHED (RS1/E) TO LOW DENSITY TOWNHOUSES (RTL4) (File Ref. No. 12-8060-20-009873; RZ 15-707952) (REDMS No. 5789630)

Steven De Sousa, Planner 1, briefed Committee on the application, noting that vehicle access to the site will be via an existing Statutory Right-of-Way registered on-title of the adjacent townhouse site to the north. He added that the proposed development will provide a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9873, for the rezoning of 7460 & 7480 Railway Avenue from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)", be introduced and given first reading.

CARRIED

2. APPLICATION BY W.T. LEUNG ARCHITECTS, INC. ON BEHALF OF PARK VILLAGE INVESTMENTS LTD. & GRAND LONG HOLDINGS CANADA LTD. FOR REZONING AT 8071 AND 8091 PARK ROAD FROM "DOWNTOWN COMMERCIAL (CDT1)" TO "HIGH DENSITY MIXED USE (ZMU39) – BRIGHOUSE VILLAGE (CITY CENTRE)"

(File Ref. No. 12-8060-20-009878; RZ 17-779229) (REDMS No. 5767066 v. 5)

Cllr. Au entered the meeting (4:01 p.m.).

Diana Nikolic, Senior Planner/Urban Design, reviewed the application, noting that (i) the proposed development will include two residential towers and one mixed residential and office tower with at grade commercial and retail uses, (ii) the proposed development will provide 21 affordable housing units with a portion of the contribution designated as family-friendly units, and (iii) the proposed development will be working with the Lulu Island Energy Company on sustainable energy options for the site.

In reply to queries from Committee, staff noted that the proposed development will be providing a cash-in-lieu contribution to the Childcare Development Reserve Fund, and that the City is working with another developer to secure an early childhood development hub in the area. It was moved and seconded

- (1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9878, to create the "High Density Mixed Use (ZMU39) Brighouse Village (City Centre)" zone, and to rezone 8071 and 8091 Park Road from "Downtown Commercial (CDT1)" zone to "High Density Mixed Use (ZMU39) -Brighouse Village (City Centre)" zone, be introduced and given first reading; and
- (2) Staff be directed to prepare a service area bylaw to provide district energy services to the development at 8071 and 8091 Park Road.

CARRIED

3. AGRICULTURAL LAND RESERVE NON-FARM USE APPLICATION BY THE CITY OF RICHMOND TO HOST THE RCMP MUSICAL RIDE ON AUGUST 14, 2018, LOCATED AT 13671 AND 13871 NO. 3 ROAD

(File Ref. No. AG 18-821304) (REDMS No. 5829890 v. 6)

Staff advised that the Agricultural Land Commission amended regulations in 2016 to require a non-farm use permit to host events with more than 150 attendees.

It was moved and seconded

That the application by the City of Richmond for an Agricultural Land Reserve Non-Farm Use application to host the RCMP Musical Ride event on August 14, 2018, located at 13671 and 13871 No. 3 Road, be endorsed and forwarded to the Agricultural Land Commission for approval.

CARRIED

4. AGRICULTURAL LAND RESERVE NON-FARM USE APPLICATION BY THE CITY OF RICHMOND TO HOST THE GARDEN CITY LANDS FARMERS MARKET ON AUGUST 11, 2018, AT 5555 NO. 4 ROAD

(File Ref. No. AG 18-821304) (REDMS No. 5845260 v. 9)

Staff advised that the Agricultural Land Commission amended regulations in 2016 to require a non-farm use permit to host events with more than 150 attendees.

It was moved and seconded

That the application by the City of Richmond for an Agricultural Land Reserve Non-Farm Use application to host the Garden City Lands Farmers Market on Saturday, August 11, 2018, located at 5555 No. 4 Road, be endorsed and forwarded to the Agricultural Land Commission for approval.

CARRIED

5. APPLICATION BY GBL ARCHITECTS LTD. ON BEHALF OF KELTIC (BRIGHOUSE) DEVELOPMENT LTD. FOR REZONING AT 6340 NO. 3 ROAD FROM " LAND USE CONTRACT 062 " TO "HIGH DENSITY MIXED USE AND ECD HUB (ZMU37) – BRIGHOUSE VILLAGE (CITY CENTRE)"

(File Ref. No. 12-8060-20-009859; RZ 17-773703) (REDMS No. 5828120 v. 5)

Janet Digby, Planner 3, reviewed the proposed development, highlighting that (i) the proposed mixed-use development will consist of residential and office uses, (ii) the proposed development will provide for the development of an Early Childhood Development Hub (ECD) to be constructed by the developer at their sole cost and transferred to the City, (iii) The ECD hub will be approximately 19,000 ft² and the developer will be providing approximately 8,000 ft² of the overall facility size as a voluntary amenity, (iv) the proposed development will provide 27 Low End Market Rental Housing units, and (v) the applicant is proposing to utilize a low carbon energy plant to connect to a future District Energy Utility.

It was moved and seconded

- (1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9859 to:
 - (a) create the "High Density Mixed Use and ECD Hub (ZMU37) Brighouse Village (City Centre)" zone; and
 - (b) rezone 6340 No. 3 Road from "Land Use Contract 062" to "High Density Mixed Use and ECD Hub (ZMU37) – Brighouse Village (City Centre);" and
 - (c) discharge "Land Use Contract 062," entered into pursuant to "Techram Securities Ltd. Land Use Contract Bylaw No. 3366, 1977" (RD50359) from the Title of 6340 No. 3 Road;

be introduced and given first reading; and

(2) That staff be directed to prepare a service area bylaw to provide district energy services to the development at 6340 No 3 Road.

CARRIED

6. APPLICATION BY IBI GROUP ON BEHALF OF GOODWYN ENTERPRISES (2015) LTD., INC. NO. 1056275 FOR OFFICIAL COMMUNITY PLAN (OCP)/CITY CENTRE AREA PLAN (CCAP) AMENDMENT AND REZONING AT 7111, 7451 AND 7531 ELMBRIDGE WAY, 7600, 7640, 7671 AND 7880 ALDERBRIDGE WAY, 5751 AND 5811 CEDARBRIDGE WAY, 5003 MINORU BOULEVARD, FROM INDUSTRIAL RETAIL (IR1) TO A NEW SITE SPECIFIC ZONE

(File Ref. No. RZ 16-724589) (REDMS No. 5749017 v. 12)

Correspondence received regarding the application was distributed (attached to and forming part of these minutes as Schedule 1).

An additional page to Attachment 11 to the staff report and a location map was distributed (attached to and forming part of these minutes as Schedule 2 and Schedule 3)

Ms. Nikolic reviewed the application and noted the following:

- the applicant is seeking to rezone 10 lots and amend the Official Community Plan (OCP) and the City Centre Area Plan (CCAP) to increase residential density from 2.0 FAR to approximately 3.0 FAR;
- the applicant is proposing to develop Lot 3 immediately while the redevelopment of the other lots may not occur until 2040 or beyond;
- the applicant is proposing to provide a contribution of 6% of the anticipated total residential floor area as affordable housing and may develop Lot 4 for seniors housing, although the applicant is unwilling to commit to zoning restrictions limiting development of Lot 4 to seniors housing;
- the applicant is proposing that the affordable and rental housing constructed on Lot 3 be transferred to the City with a lease to S.U.C.C.E.S.S. to operate the proposed housing development for 60 years;
- staff anticipate that rezoning the lots under the standard process consistent with the CCAP and the existing Affordable Housing Strategy, would secure additional affordable housing units;
- pre-zoning the sites will be precedent setting and encourage submissions of similar proposals;
- the proposed densities may have a cumulative effect of driving the population in the city centre area to 160,000, beyond the CCAP projections, and will strain existing city amenities, infrastructure and schools;

- the proposed development is outside the designated village centre and the proposed building massing concepts is inconsistent with design guidelines in the area;
- the City's independent third party economic analysis suggest that the economic value of the proposed project to the developer is disproportionally larger compared to the economic value provided to the City; and
- staff are recommending that the application be denied due in part to inconsistencies with the CCAP.

Discussion ensued with regard to (i) the 60 year lease agreement with S.U.C.C.E.S.S., (ii) the rezoning process and the funding structure associated with completed affordable housing projects in the city, (iii) the varying densities proposed on the subject parcels, and (iv) the value of the proposed affordable housing contribution.

In reply to queries from Committee, staff noted that (i) the applicant proposes that Lot 3 would be transferred to the City with a prearranged lease to S.U.C.C.E.S.S. for a period of 60 years, (ii) proposed densities may vary across the 10 parcels; however the average density would be approximately 3.0 FAR, and (iii) pre-zoning the sites will restrict the City's ability to secure additional affordable housing and community amenities in the future.

With the aid of a PowerPoint presentation and referencing a submission (attached to and forming part of these minutes as Schedule 4), Harold Goodwyn, and Gary Andrishak, representing the applicant, noted the following:

- the applicant is proposing to provide a 210-unit affordable housing development and a 168-unit seniors facility upfront and at no cost to the City;
- the proposed affordable housing development will include a significant mix of family-friendly units;
- the applicant estimates the proposed development will provide approximately \$59-69 million in community benefits;
- development of the parcels through the standard rezoning process may reduce the opportunities to develop affordable housing;
- densification of the parcels will deliver more affordable housing upfront and will benefit local businesses; and
- the City could restrict additional development should the population in the area approach CCAP projections of 120,000.

Discussion ensued with regard to (i) the potential cost of upgrading amenities and infrastructure required to support the potential increase in population, (ii) the long time frame of the proposed development, (iii) proximity of the parcels to parkland and transit, (iv) conceptual designs and uses of the parcels, (v) the potential risks of using a proposed 15-year term legal agreement to secure community amenity contributions instead of the standard rezoning process, and (vi) securing additional land for parks and schools to meet a potential increase in population.

Queenie Choo, Chief Executive Officer of S.U.C.C.E.S.S., expressed support for the proposed affordable housing development, noting that BC Housing committed a \$6 million grant to S.U.C.C.E.S.S. to increase the affordability of the proposed affordable housing development to future tenants.

David Hutniak, Chief Executive Officer of Landlord BC, expressed support for the proposed project and encouraged the Committee to consider the application.

Discussion ensued with regard to (i) historic examples of pre-zoning sites in the city, (ii) the potential challenges to secure community amenities by prezoning a site, and (iii) the differing methodologies used by the City and the applicant to calculate the community benefits of the proposed development.

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

It was moved and seconded

That the Application by IBI Group on Behalf of Goodwyn Enterprises (2015) Ltd., Inc. No. 1056275 For Official Community Plan (OCP)/City Centre Area Plan (CCAP) Amendment and Rezoning at 7111, 7451 and 7531 Elmbridge Way, 7600, 7640, 7671 And 7880 Alderbridge Way, 5751 And 5811 Cedarbridge Way, 5003 Minoru Boulevard, from Industrial Retail (IR1) to a new site specific zone be referred back to staff.

Question on the motion was not called as discussion ensued with regard to (i) the proposal's inconsistencies with the CCAP, (ii) a further review of the proposed development and potential community benefit, and (iii) potential opportunities to secure additional affordable housing and community amenities through the standard rezoning process.

The question on the motion was then called and it was **DEFEATED**, with Mayor Brodie, and Cllrs. McNulty and Steves opposed.

It was moved and seconded

That the application to amend the Official Community Plan (OCP) and City Centre Area Plan (CCAP), and to rezone the subject properties, including 7111, 7451 and 7531 Elmbridge Way, 7600, 7640, 7671 and 7880 Alderbridge Way, 5751 and 5811 Cedarbridge Way, 5003 Minoru Boulevard, from Industrial Retail (IR1) to a new site specific zone be denied.

> CARRIED Opposed: Cllrs. Au Loo

7. MANAGER'S REEPORT

None.

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (6:03 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, June 5, 2018.

Councillor Bill McNulty Vice-Chair

Evangel Biason Legislative Services Coordinator

Schedule 1 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, June 5, 2018.

RECEIVED

CityClerk

From: Julie Halfnights <jhalfnights@shaw.ca> PHOTOCOPIED Sent: Saturday, 2 June 2018 17:13 RICI To: CityClerk; McPhail,Linda JUN 0 5 2018 DATE Cc: Nikolic, Diana; Craig, Wayne Subject: Planning Committee, June 5, PLN333 & DISTRIBUTED Attachments: Julie Halfnights.vcf JUN 0 5 2018

Dear Ms McPhail, Chair, and the Richmond Planning Committee,

As a resident of the Ocean Walk complex across the road from the first phase (as well as two later phases) of this application, I would like to express my support for an initiative that provides desperately needed affordable housing quickly and in a format that can be properly controlled (I refer to significant issues with 'affordable' units in existing developments). The market rental and community amenity space for Richmond Chinese Cultural Society (or whatever community agency deemed appropriate) are also selling points for me.

I note the staff recommendation in the report significantly assumes that, if this application is successful, every following application in the area will also choose to increase density by the same amount....at least I think this is what it says as it seems entirely unreasonable that this application alone would result in 40,000 new residents in the planning area. There is no other developer willing to 'front' affordable housing nor, as far as I know, any who want to plan on providing space to community agencies, so I think this assumption should be set aside and only the real numbers associated with the project used (I looked for these in the report but couldn't find them). Furthermore, just as Council will decide upon this proposal, they will decide upon all future proposals; control of the numbers is solidly within the hands of Council.

I understand a reluctance by staff to pre-zone but given the scope and timeframe of the proposed plan, I think it should be seriously considered by a Council that knows, well, the desperate and immediate need for rental and affordable housing. Our Ocean Walk complex allows rentals and we see the individual landlord burnout that results in empty suites and unit sales; purpose built rental housing means the units will stay as rentals as long as the City sees the need. I also know the City has tried to amalgamate community amenity spaces for a variety of good reasons but this doesn't take into consideration the numerous community service agencies housed in leased properties that will soon be levelled for development. There is a study of such space underway (funded by the Richmond Community Foundation) but I fear the results will come too late and the Planning Department's response will take too long to encourage or insist that City Centre developers commit space to them, not all in one who-knows-when-available place, but scattered throughout our City Centre area in developments, much as proposed for RCCS by this proponent. This developer, as I understand it, worked incredibly hard to accommodate the needs of the Vancouver Coastal Health Mental Health Services into their refurbished building at the corner of Alderbridge and Lansdowne; they've proven to be good community citizens who research needs prior to planning and work with their lessees when building.

Finally, I want to speak to the assertion that a lack of school space for prospective resident children should be a factor in this decision; this is ridiculous as it has not been a consideration in anything that has happened in the City Centre area thus far. The School District and the City have not addressed needs in City Centre and continue to point fingers at one another (and the Ministry) as the reason no City Centre school(s) have been built – it is long past time for both bodies to sit down and look at how to 'do' schools differently in



'downtown'. Why not ask Goodwyn Enterprises if they would consider including space that could be rented for a school in the area (and maybe used for a church or similar needs)?

Please positively consider this proposal in light of what it offers, both today and in the future. I think our community will be better off if you do.

Julie Halfnights 1306-7555 Alderbridge Way, Richmond V6X 4L3 cell phone 604.868.3046 Email: <u>jhalfnights@shaw.ca</u>

MayorandCouncillors

From:	Leslie Whittaker <lwhittaker@udi.org></lwhittaker@udi.org>
Sent:	Monday, 4 June 2018 15:53
То:	MayorandCouncillors
Subject:	AFFORDABLE HOUSING PARTNERSHIPS IN THE CITY OF RICHMOND
Attachments:	UDI Ltr M. Brodie June 4 2018 Affordable Housing Partnerships.pdf
Categories:	- TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Good Afternoon Mayor Brodie and Council

On behalf of Anne McMullin, President and CEO of the Urban Development Institute (UDI), attached please find a letter addressing Affordable Housing Partnerships in the City of Richmond.

Regards

Leslie



URBAN DEVELOPMENT INSTITUTE – PACIFIC REGION #200 – 602 West Hastings Street Vancouver, British Columbia V6B 1P2 Canada T. 604.669.9585 F. 604.689.8691 www.udi.bc.ca

June 4, 2018

Mayor Malcolm Brodie and Council City of Richmond 6911 No. 3 Road Richmond, BC V6Y 2C1

Dear Mayor Brodie and Council:

Re: Affordable Housing Partnerships in the City of Richmond

On behalf of the members of the Urban Development Institute (UDI), we are pleased to learn that the City's Planning Committee will be considering RCG Group's proposed affordable housing partnership with S.U.C.C.E.S.S. at tomorrow's <u>committee</u> <u>meeting</u>.

While UDI doesn't typically provide comment on specific development proposals, we did want to take the opportunity to share our strong support for the delivery of innovative affordable housing partnerships between not-for-profit providers, private sector developers and various levels of government.

While such partnerships can be unique, complex, and may even require flexibility within the City's regular policy and planning frameworks, such proposals deserve thorough deliberation by the City's Planning Committee and Council, because when successful they can be incredibly beneficial to the community.

In recent years, Richmond has demonstrated a strong track record of delivering much needed affordable housing through innovative partnerships like Storeys and the Kiwanis Towers, and it's our hope that the City of Richmond will continue to work creatively in partnerships to take advantage of future opportunities like the one being proposed by RCG Group and S.U.C.C.E.S.S..

Thank you for your consideration.

Sincerely,

Anne McMullin President and CEO

S:\Public\POLICY\MUNICIPAL LIAISON\Richmond\Affordable Housing Strategy\UDI Ltr M. Brodie June 4 2018 Affordable Housing Partnerships.Doc

CityClerk

From: Sent: To: Subject: Attachments: Diana Dilworth <diana@bcnpha.ca> Tuesday, 5 June 2018 10:05 CityClerk Input for Tonight's Planning Committee Meeting Richmond Planning Committee FINAL.docx

Attn: City Clerk

We would respectfully ask that the attached correspondence be provided to members of the City's Planning Committee for consideration in their deliberations at tonight's meeting.

Sincerely,

~ Diana

Manager, Government Relations BC Non-Profit Housing Association



May 30, 2018

Planning Committee c/o City Clerk City of Richmond 6911 No. 3 Road Richmond, BC V6Y 2C1

Via email: cityclerk@richmond.ca

RE: PLANNING COMMITTEE MEETING REZONING – 7600 Alderbridge Way Tuesday, June 5, 2018

Dear Members of the Planning Committee,

We want to share our support for the rezoning application, submitted by the RCG Group for 7600 Alderbridge Way, which would allow for 210 new, purpose-built rental units, almost 60% of which will be designated as affordable, <u>operated by SUCCESS</u>. We are also supportive of the Housing Agreement which would allow for an increase in density on 10 parcels owned by the applicant in the City Centre area, the lease of land to SUCCESS, and the deeding of the property upon which the rental building sits, to the City of Richmond at no cost.

We are all aware that housing affordability and homelessness are critical issues affecting communities everywhere in British Columbia and that all levels of government have a role in addressing the complex issues that have brought us to this point. The participation of non-profit and private organizations such as SUCCESS and the RCG Group, coming to the table as partners in the development of new affordable housing is to be applauded.

Earlier this month, we launched an update of the Canadian Rental Housing Index and can confirm that there are 18,845 rental homes in your community, representing 25% of all households in the city. Almost half of those households are spending more than the accepted standard of 30% of their pre-tax income on rent and utilities, which is evidence of a serious affordability issue in your community. <u>www.rentalhousingindex.ca</u>

There is a definite need in the City to add new purpose-built rental and encourage the development of housing options for low-income earners and what is being called the "missing middle" demographic. The housing being proposed in this rezoning application is consistent with that need.

The BC Government's recent budget targeted the development of 114,000 new affordable homes in the next 10 years. That target is consistent with our own research as presented in "An Affordable Housing Plan for BC (2017)". Our plan provides an evidence-based approach to defining the affordability crisis in British Columbia and proposing realistic solutions to address it. The report, including a geographical breakdown of need for the Metro Vancouver Regional District, can be found at <u>www.housingcentral.ca</u>.

The proposed development supports the creation of 210 new rental units, over half of which are designated "affordable," providing housing for young persons moving out on their own, families that need 2 and 3 bedrooms to grow, and seniors who are downsizing. There is a large group of people who just can't afford, or have chosen not to, purchase a home. The construction of new rental units, both market and non-market, is a critical component of addressing the current housing crisis. And this rezoning application provides for just that.

We are very pleased to see that SUCCESS will be the management entity for the units, given their long-standing expertise, across the lower mainland, in ensuring that affordable units are built and targeted to those who need them most.

We would strongly encourage Mayor and Council to help ensure new secure, stable and affordable housing for your residents and to approve the rezoning application as has been requested.

Sincerely,

ju they

Jill Atkey, A/CEO and Managing Director BC Non-Profit Housing Association www.bcnpha.ca

Thom Armstrong Executive Director Co-operative Housing Federation of BC www.chf.bc.ca

) chfbc

About Housing Central: Housing Central brings together the BC Non-Profit Housing Association (BCNPHA), Co-op Housing Federation of BC (CHF BC) Co-op Housing Federation of Canada (CHF Canada), Encasa Financial, Community Land Trust and COHO Management Services Society. Housing Central collaborates on cross-sector partnerships that help impact public, policy, media awareness and deliver world-class education and events to support its vision of a safe, affordable home for everyone. <u>www.housingcentral.ca</u>

About BCNPHA: Formed 25 years ago, BC Non-Profit Housing Association (BCNPHA) is the provincial umbrella organization for the non-profit housing sector comprised of nearly 600 members, including non-profit housing societies, businesses, individuals, partners and stakeholders. Together non-profit housing societies manage more than 100,000 units of long-term, affordable housing in over 2500+ buildings across the province.

About CHFBC: The Co-operative Housing Federation of BC (CHF BC) is the voice of housing co-ops in British Columbia. Made up of member housing co-ops and related stakeholders, the organization focuses on meeting the needs and supporting the opportunities for those living in co-op housing. The 250 co-op housing members in our province provide housing for approximately 15,000 families.



MayorandCouncillors

From:MayorandCouncillorsSent:Tuesday, 5 June 2018 13:13To:'emmett.mark@shaw.ca'Subject:FW: Emmett Mark letter in support of RCG ProposalAttachments:Emmett Mark Letter.docx

Hello,

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor.

Thank you again for taking the time to contact Richmond City Council.

Hanieh Berg | Acting Manager, Legislative Services City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Emmett Mark [mailto:emmett.mark@shaw.ca]
Sent: Tuesday, 5 June 2018 09:55
To: MayorandCouncillors
Subject: Emmett Mark letter in support of RCG Proposal

Thank you!

June 3rd, 2018

Mayor Brodie and Council City of Richmond 6911 No. 3 Road Richmond, British Columbia V6Y 2C1 E: mayorandcouncillors@richmond.ca

Dear Mayor Brodie and Council,

My name is Emmett Mark; I'm a student, active community volunteer, and lifelong Richmondite. I was born at the Richmond Hospital, attended all my elementary and secondary schooling in our city, and now commute to UBC from my home near Number 1 Road several times a week. I'm proud to be writing in support of the RCG Group proposal that will bring more affordable housing to the Richmond City Centre area.

It's safe to say that I love living in Richmond. Growing up, there were so many things I took for granted, like our city's safe streets, how one could eat cuisine from diverse cultures and restaurants for days on end, and how Richmond contains urban development, green parks and farmland, all within city limits. How could any young Richmondite not cherish the memories of spooning Danny's Screamers on summer weekdays after a visit to any one of four local libraries? It's the little things that made growing up here so special, things that I wish even more young children and their families will be able to experience in the future.

The perceived but hypothetical opportunity to continue living in Richmond, starting a professional career and perhaps even a family, is a fantasy that should be closer to reality for myself and thousands of young people in our city. But I have to face the facts, houses in my neighborhood are several million dollars apiece. It's not cheap living in the greatest city on the west coast! Although I'm fortunate to be living at home while going to school, so many of my friends have moved out of Richmond due to the challenges our city poses in affordable housing for young people.

Housing for my generation is one of the most urgent challenges governments across the lower mainland face. This proposal provided by the RCG Group is a well thought out, constructive and creative idea that contributes to any long-term solution our city takes. It creates 210 affordable rental units to ensure contributing Richmondites from all walks of life don't have to say goodbye to our city. It will not cost the City of Richmond anything and the RCG Group will transfer operation of the rental housing to an experienced and well-respected organization, SUCCESS. BC Housing is prepared to make a financial commitment to ensure SUCCESS can operate the building.

Two aspects of this housing proposal that speak directly to me as a young person are how this project creates rental units that support tenants from diverse age and socio-economic backgrounds, as well as how close to transit and community services this project will be. The local City Centre community will be greatly strengthened by the diversity of residents living across these proposed 210 units. Additionally, transit-oriented density is highly important to young people who live and work in our city; this plan easily addresses this concern by creating units within walking distance of everything young

people require to remain engaged in the community, (the Canada Line, shopping and community services).

Overall, it is absolutely in the best interest of the City of Richmond and its residents to support the RCG Group in their dynamic plan to provide more affordable housing to people who live and work in our city. I'm lending my support to this idea and hope you all consider doing so yourselves.

Thank you for your time!

Emmett Mark

PHOTOCOPIED

JUN 0 5 2018 -2-

Schedule 2 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, June 5, 2018.

Cost of construction & DISTRIBUTED

Several major AH developers were consulted to confirm that the costs of constructing AH are the same as market housing and reflect the inclusion of durable materials and products in AH developments. The total hard and soft costs for a concrete building in Richmond, excluding land are approximately $400/\text{ft}^2$ or $4,300/\text{m}^2$.

Present Value of 7600 Alderbridge to the City

The present value to the City is negligible for the building and land at 7600 Alderbridge Way, which would be encumbered to provide AH and market rental housing for 60 years. A long term lease is comparable to a sale; therefore, the building and land value is provided up front to the leaseholder rather than to the land owner who is unable to use or otherwise benefit from the land/building. The present day total land value of 7600 Alderbridge Way reflects the housing encumbrances that would be registered on the property (including Low End Market Rental, non-market, and market rental housing) and the lease. Note that this value is assigned to the leaseholder (S.U.C.C.E.S.S.) rather than to the City.

The value to the City is realized only at the termination of the lease. The present day value to the City in this scenario where the City can use the land in 60 years is less than \$2 million. This low value reflects a 2.5% annual decrease in value resulting from the City's inability to use the property for 60 years. The building has no notable associated value in 60 years and as the building ages, its maintenance becomes a liability that may or may not be addressed through the terms of the lease.

Form of tenure	Value
Market residential strata title value of 7600 Alderbridge Way	\$21.2 million
Use of 7600 Alderbridge Way is restricted to rental only	63% less than a market residential strata title property
Rental only property with a 60 year lease	Leaseholder (S.U.C.C.E.S.S.) receives economic benefit
Value to property owner (i.e. value is realized after 60 years)	2.5% discount rate applied over 60 years to a property that is: -encumbered with legal agreements that restrict use to rental only; and -leased for 60 years

Table: Summary of Depreciating Value

JUN 0 5 2018

Schedule 3 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, June 5, 2018.

Dinsmore 111111 Bridge Middle Arm Fraser River THUIT ALDERBRIDGE WAY No. 2 Rd Bridge Area A 9 Richmond Oval P 5 6 ea WESTMINSTER HWY 0 General Urban T4 (15m) Village Centre: Waterfront Dyke Trail Non-Motorized Boating Enhanced Pedestrian Urban Centre T5 (45m) & Recreation Water Area & Cyclist Crossing Village Centre Bonus Urban Centre T5 (25m) **Proposed Streets** Pedestrian-Oriented Institution Urban Centre T5 (35m) Retail Precincts-High Street & Linkages Urban Core T6 (45m) Park - Configuration & location to be determined **Pedestrian-Oriented** Park **Pedestrian Linkages** Retail Precincts-Secondary **Retail Streets & Linkages**

Map 1: Location of Subject Properties, Existing Designations & Location of Lansdowne and Oval Village Centre

Lot 1:	7451 Elmbridge Way
Lot 2:	7351 Elmbridge Way

P

Transit Plaza

- 7600 Alderbridge Way Lot 3:
- 7640 Alderbridge Way Lot 4:
- 5751 Cedarbridge Way Lot 5:
- 5811 Cedarbridge Way Lot 6:
- Lot 7: 7880 Alderbridge Way
- Lot 8: 5003 Minoru Boulevard
- Lot 9: 7671 Alderbridge Way
- Lot 10: 7111 Elmbridge Way

Schedule 4 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, June 5, 2018.

RCG Group

City of Richmond, Planning Committee Meeting – June 5, 2018

Key Considerations – Staff Report to Committee

Key Considerations regarding staff report Option 2, which would provide a path for the City to realize the significant community benefits of the proposal:

Staff require direction on specific aspects of the proposal should the application be referred back to staff:

- 1. Increased density Committee direction is needed on whether there is support to increase residential density in Lansdowne Village.
 - Transit-Oriented Development RCG's properties are located within easy walking distance of the Canada Line and, with residents and activity, support the important Lansdowne greenway that links Oval Village to the Canada Line.
 - The current 2.0 FAR designation is low for properties located as close to rapid transit as the RCG properties.
 - RCG's properties are located between two higher density areas the Lansdowne area and the Olympic Oval, which is not adjacent to rapid transit.
- Pre-zoning Committee direction is needed on (a) whether there is support to pre-zone properties with an anticipated but unsecured development timeframe, and (b) whether a Phased Development Agreement (PDA) should be used.
 - RCG would accept a covenant on its 10 parcels that would protect the City's upside. If RCG does not develop a parcel within 10 years, the undeveloped parcels would be subject to the amenity expectations of the day, once developed.
 - The City does not have this type of flexibility with other property owners or master plans who enjoy CD-1 zoning.
 - RCG is also protecting the City's downside. The construction, today, of 210 units of rental housing will take place regardless of what happens to the market in the future. Should RCG decide not to develop parcels due to market conditions, or to develop uses that do not have affordable housing requirements (e.g. rental housing or seniors housing), it will have no impact on the up-front rental housing contribution that the City receives today.
 - The City receives certainty; risk is reduced on the downside, and the potential for upside is preserved.
- Affordable Housing Contribution Committee direction is needed on whether there is support to extend the grandfathering of the Affordable Housing (AH) Strategy requirements that apply to this application beyond July 24, 2018, and accept the developer's proposal to transfer ownership of 7600 Alderbridge Way to the City of Richmond.
 - RCG's proposed AH contribution is up-front, and therefore the social benefit will be realized immediately as opposed to being phased in over time. This provides an increase in benefit compared to a straight AH unit as percentage of area calculation.
 - The AH calculation is based on all parcels. For example, 63% of the AH calculation is based on parcels 7 to 10, which are under long-term leases. The aggregation of the parcels allows for a greater AH benefit, even though some of the properties may not be developed for residential use in the near- or intermediate-term.

 RCG would deed a significant asset to the City of Richmond, transferring privately owned land in the City Centre to public ownership. This exceeds the requirements of the Affordable Housing Strategy.

Public Opinion Survey of Richmond residents:

RCG commissioned an online survey of 300 Richmond residents between April 20 and May 4, 2018. The sample was divided between 150 Chinese and 150 non-Chinese residents, reflecting Richmond's demographic make-up, and is representative of age and sex. Following are key findings:

- 1. Overall, the results demonstrate the public's strong interest in housing issues, that the public sees a need for action on housing affordability, and that the public responds positively to RCG's proposal.
- 2. Richmond residents are currently focused on issues related to housing, which lead all other issues by a considerable margin.
 - Almost half of Richmond residents (44%), including a majority of women (51%), said housing/affordable housing/empty houses/low income housing/seniors housing is the most important top-of-mind issue facing Richmond today. The next highest issue mentioned was traffic (12%).
- 3. There is strong agreement that:
 - a mix of housing choices strengthens the community (78%),
 - that affordable rental housing has not kept pace with demand (70%);
 - and that housing affordability is a serious issue and that more aggressive steps need to be taken to ensure those who work in Richmond can afford to live in Richmond (75%).
- 4. A majority of Richmond residents support the five housing types tested:
 - Seniors' assisted living and "memory care" housing (73% support)
 - Affordable rental units for local workers with below-market rent based on household income (67%).
 - Market rentals rental apartments at market rates (62%)
 - Market condominiums in concrete towers strata building (55%)
 - Modular housing for the homeless (54%)
- 5. When provided an outline of RCG's proposal to rezone 10 sites in the City Centre area, over threequarters (76%) of Richmond residents would like RCG's proposal "fully reviewed and considered as part of the City of Richmond's public planning process".
- 6: Over two-thirds (68%) of Richmond residents support RCG's proposal compared to one-in-ten that oppose it. There is strong support from both Chinese and non-Chinese residents, males and females.



Key Findings

The following are key findings from an online survey of 300 Richmond residents between April 20 and May 4, 2018. The sample is divided between 150 Chinese and 150 non-Chinese residents, reflecting Richmond's demographic make-up, and is representative of age and sex.

- 1. Overall, the results demonstrate the public's strong interest in housing issues, that the public sees a need for action on housing affordability, and that the public responds positively to RCG's proposal.
- 2. Richmond residents are currently focused on issues related to housing, which lead all other issues by a considerable margin. Almost half of Richmond residents (44%), including a majority of women (51%), said housing / affordable housing / empty houses / low income housing / seniors housing is the most important top-of-mind issue facing Richmond today. The next highest issue mentioned was traffic (12%).
- 3. There is strong agreement that a mix of housing choices strengthens the community (78%), that affordable rental housing has not kept pace with demand (70%); and that housing affordability is a serious issue and that more aggressive steps need to be taken to ensure those who work in Richmond can afford to live in Richmond (75%), including 64% of non-Chinese residents who strongly agree.
- 4. A majority of Richmond residents support the five housing types tested:
 - Seniors' assisted living and "memory care" housing (73% support)
 - Affordable rental units for local workers with below-market rent based on household income (67%). Non-Chinese residents were 81% in support.
 - Market rentals rental apartments at market rates (62%)
 - Market condominiums in concrete towers strata building (55%)
 - Modular housing for the homeless (54%)
- 5. When provided an outline of RCG's proposal to rezone 10 sites in the City Centre area, over three-quarters (76%) of Richmond residents would like RCG's proposal "fully reviewed and considered as part of the City of Richmond's public planning process".
- 6. Over two-thirds (68%) of Richmond residents support RCG's proposal compared to one-in-ten that oppose it. There is strong support from both Chinese and non-Chinese residents, males and females.



<u>Results</u>

1. In your opinion, what is the most important issue facing the City of Richmond today?

	Total	Male	Female
Housing/affordable	44%	36%	51%
housing/too many empty			
houses/low income			
housing/senior housing			
Traffic	12%	14%	10%
Over development/too much	7%	4%	10%
Immigration	5%	6%	3%
Cost of living	4%	6%	2%
Taxes	4%	5%	3%
Population density	4%	2%	6%
Crime/drugs	3%	4%	2%
Jobs/employment/wages	3%	1%	4%
Public transit	3%	1%	4%
Poor infrastructure	3%	3%	3%
Language/culture	3%	4%	2%
Healthcare	2%	2%	2%
Losing farmland	2%	2%	3%
Roads	2%	3%	1%
Gas prices	1%	1%	0%
Environment/pollution	1%	1%	1%
Racism	1%	_	3%
Economy/business opportunity	1%	-	2%
Poor drivers	1%	1%	0%
Homeless	0%	1%	1%
Poor leadership	0%	1%	-
Other	3%	4%	3%
None/nothing	1%	1%	-
Don't Know/refused	4%	5%	3%



2. For the following organizations, please let me know if you have a favourable or unfavourable impression of them.

City of Richmond	Total	Male	Female
Municipal Government			
Very favourable	5%	3%	6%
Somewhat favourable	39%	29%	47%
Neutral	31%	38%	24%
Somewhat unfavourable	18%	20%	17%
Very unfavourable	6%	8%	5%
Don't Know	1%	1%	1%
Total: Favourable	43%	32%	53%
Total: Unfavourable	25%	28%	21%
Net: Favourable	+18	+4	+32

S.U.C.C.E.S.S., a non-profit charitable organization that provides housing, settlement, and other social services	Total	Male	Female
Very favourable	10%	8%	11%
Somewhat favourable	34%	29%	38%
Neutral	40%	44%	37%
Somewhat unfavourable	9%	13%	6%
Very unfavourable	2%	2%	2%
Don't Know	5%	5%	5%
Total: Favourable	43%	37%	50%
Total: Unfavourable	11%	15%	8%
Net: Favourable	+32	+22	+42



- 3. How strongly do you agree or disagree with the following statements?
 - A) The supply of new affordable rental housing in Richmond has not kept pace with the demand.

	Total	Male	Female
Strongly agree	37%	31%	42%
Somewhat agree	34%	38%	30%
Neither agree nor disagree	21%	24%	19%
Somewhat disagree	5%	5%	5%
Strongly disagree	1%	-	2%
Don't Know	1%	2%	1%
Total: Agree	70%	69%	72%
Total: Disagree	7%	5%	8%

B) Ensuring there is a mix of housing choices for people of all incomes and ages in Richmond helps strengthen our community.

	Total	Male	Female
Strongly agree	34%	26%	41%
Somewhat agree	44%	47%	41%
Neither agree nor disagree	15%	18%	12%
Somewhat disagree	5%	7%	4%
Strongly disagree	1%	1%	1%
Don't Know	1%	1%	1%
Total: Agree	78%	73%	82%
Total: Disagree	6%	8%	5%

C) The housing affordability issue in Richmond is serious and the City government should take more aggressive steps to ensure that people who work in Richmond can afford to live in Richmond.

	Total	Male	Female
Strongly agree	43%	33%	52%
Somewhat agree	32%	31%	33%
Neither agree nor disagree	16%	20%	12%
Somewhat disagree	7%	12%	3%
Strongly disagree	1%	2%	1%
Don't Know	1%	1%	1%
Total: Agree	75%	64%	84%
Total: Disagree	9%	14%	4%

Survey of Richmond residents: Housing issues May 2018



4. When thinking about growth in Richmond, do you support or oppose the City of Richmond's City Centre Area Plan (CCAP) to improve quality of life and develop diverse, urban neighbourhoods in the City Centre within walking distance of the Canada Line?

	Total	Male	Female
Have not heard of it	19%	15%	22%
Strongly support	19%	20%	19%
Somewhat support	39%	39%	39%
Neither support nor oppose	11%	14%	9%
Somewhat oppose	4%	4%	3%
Strongly oppose	2%	3%	2%
Don't know enough to say	6%	6%	5%
Total: Support	59%	59%	59%
Total: Oppose	6%	7%	5%
Net: Support	+53	+52	+54

5. Are you familiar with the City of Richmond's Affordable Housing Strategy?

	Total	Male	Female
Very familiar	3%	5%	0%
Somewhat familiar	38%	36%	40%
Not very familiar	44%	47%	42%
Not familiar at all	16%	13%	18%
Top 2: Familiar	40%	40%	40%
Bottom 2: Not Familiar	60%	60%	60%



6. Do you support or oppose building more of the following types of housing in Richmond's City Centre?

Summary (highest to lowest)	Support	Oppose
Seniors' assisted living and "memory care" housing	73%	4%
Affordable rental units for local workers with below-market rent based on household income	67%	10%
Market rentals (rental apartments at market rates)	62%	12%
Market condominiums in concrete towers (strata building)	55%	18%
Modular housing for the homeless	54%	21%

A) Modular housing for the homeless

	Total	Male	Female
Strongly support	19%	21%	17%
Somewhat support	35%	34%	37%
Neutral	23%	22%	23%
Somewhat oppose	12%	13%	11%
Strongly oppose	9%	6%	11%
Unsure	3%	3%	2%
Total: Support	54%	55%	54%
Total: Oppose	21%	19%	22%
Net: Support	+33	+36	+32

B) Affordable rental units for local workers with below-market rent based on household income

	Total	Male	Female
Strongly support	29%	23%	36%
Somewhat support	38%	33%	41%
Neutral	21%	30%	13%
Somewhat oppose	8%	10%	7%
Strongly oppose	2%	1%	3%
Unsure	2%	3%	1%
Total: Support	67%	56%	77%
Total: Oppose	10%	10%	10%



	Total	Male	Female
Strongly support	10%	11%	10%
Somewhat support	44%	42%	46%
Neutral	24%	25%	24%
Somewhat oppose	12%	13%	10%
Strongly oppose	7%	5%	8%
Unsure	2%	3%	2%
Total: Support	55%	54%	56%
Total: Oppose	18%	19%	18%
Net: Support	+37	+35	+38

C) Market condominiums in concrete towers (strata building)

D) Market rentals (rental apartments at market rates)

	Total	Male	Female
Strongly support	18%	17%	19%
Somewhat support	44%	40%	48%
Neutral	25%	30%	21%
Somewhat oppose	9%	9%	9%
Strongly oppose	3%	3%	3%
Unsure	1%	2%	1%
Total: Support	62%	57%	67%
Total: Oppose	12%	12%	11%
Net: Support	+50	+45	+56

E) Seniors' assisted living and "memory care" housing

	Total	Male	Female
Strongly support	38%	28%	47%
Somewhat support	36%	37%	35%
Neutral	21%	29%	14%
Somewhat oppose	3%	4%	2%
Strongly oppose	1%	1%	2%
Unsure	1%	2%	1%
Total: Support	73%	65%	81%
Total: Oppose	4%	5%	3%
Net: Support	+69	+60	+78



7. Description of Proposal:

- A family-owned, Richmond-based company owns 15 acres across 10 sites in the City Centre area of Richmond, located between No. 3 Road and the Olympic Oval.
- The company proposes to rezone the 10 sites to permit for medium to highdensity residential and mixed-use development and to increase the density on these sites from two-times the site area as currently designated to three-times the site area consistent with the overall City Centre area.
- In exchange for the higher density, the landowner would immediately build 210 units of rental housing as the first phase, which would include:
 - 24 units of subsidized rental units,
 - 98 rental units for local workers with rent based on family income, and
 - 88 rental units based on market rental rate.
- The rental unit mix would be 10% studio, 30% 1-BR, 30% 2-BR, and 30% 3-BR units.
- This 210-unit rental housing development would be completed by and paid for by the landowner
- The landowner would also build a 168-unit seniors rental housing complex in the first phase, which includes memory care and assisted living units for seniors.
- The remainder of the sites would be developed over time, with over half of the sites not expected to be developed for over 10-15 years.

8. Based on this information, do you think this proposal should be fully reviewed and considered as part of the City of Richmond's public planning process?

	Total	Male	Female
Yes	76%	72%	79%
No	9%	12%	6%
Unsure	15%	16%	14%



	Total	Male	Female
Strongly support	15%	14%	16%
Somewhat support	53%	50%	56%
Neither support nor oppose	16%	20%	12%
Somewhat oppose	7%	8%	6%
Strongly oppose	3%	3%	3%
Unsure	6%	6%	7%
Total: Support	68%	64%	72%
Total: Oppose	10%	10%	9%
Net: Support	+58	+54	+63

9. Do you think you would support or oppose this proposal?

10. Please indicate if each one makes you more supportive of, or more opposed to this proposal.

Summary (highest to lowest)	More supportive	More opposed
Upon completion of construction of the 210-unit affordable housing building, the landowners will transfer ownership of the land to the City of Richmond at no cost to the City of Richmond or its taxpayers.	75%	15%
The proposed plan would increase the rental housing mix in the City Centre area so that there are more alternatives for local workers, families, and seniors.	73%	14%
All new rental, market condo, and seniors housing would be within easy walking distance of the Canada Line.	72%	15%
122 units of affordable housing and 98 units of market rental would be built and delivered first, as phase one, to benefit the community and as a requirement of the increased zoning density.	69%	18%
New buildings on the sites would be built to heights of 8-storeys to a maximum height as permitted in the City Centre of 15- storeys.	59%	23%
The phase one affordable housing and rental unit building would be owned and managed by the non- profit society, S.U.C.C.E.S.S.	53%	30%



A) 122 units of affordable housing and 98 units of market rental would be built and delivered first, as phase one, to benefit the community and as a requirement of the increased zoning density.

	Total	Male	Female
Much more supportive	18%	17%	18%
Somewhat more supportive	51%	48%	54%
Somewhat more opposed	13%	14%	13%
Much more opposed	5%	6%	4%
Makes no difference to me	5%	7%	4%
Unsure	8%	8%	7%
Total: More supportive	69%	66%	72%
Total: More opposed	18%	20%	17%

B) The phase one affordable housing and rental unit building would be owned and managed by the non-profit society, S.U.C.C.E.S.S.

	Total	Male	Female
Much more supportive	13%	10%	16%
Somewhat more supportive	40%	37%	42%
Somewhat more opposed	20%	20%	20%
Much more opposed	10%	14%	7%
Makes no difference to me	8%	10%	6%
Unsure	9%	8%	10%
Total: More supportive	53%	47%	58%
Total: More opposed	30%	34%	26%

C) The Richmond Community Chinese Society (RCCS) would be granted 5,000 square feet of space in the Seniors' facility to carry on its community activities

	Total	Male	Female
Much more supportive	10%	9%	11%
Somewhat more supportive	37%	36%	38%
Somewhat more opposed	19%	20%	18%
Much more opposed	15%	16%	15%
Makes no difference to me	9%	11%	8%
Unsure	9%	8%	9%
Total: More supportive	47%	46%	49%
Total: More opposed	34%	36%	33%



D) New buildings on the sites would be built to heights of 8-storeys to a maximum height as permitted in the City Centre of 15- storeys.

	Total	Male	Female
Much more supportive	11%	10%	12%
Somewhat more supportive	47%	48%	47%
Somewhat more opposed	14%	15%	13%
Much more opposed	9%	10%	8%
Makes no difference to me	11%	12%	11%
Unsure	8%	6%	9%
Total: More supportive	59%	58%	59%
Total: More opposed	23%	24%	21%

E) All new rental, market condo, and seniors housing would be within easy walking distance of the Canada Line.

	Total	Male	Female
Much more supportive	25%	22%	28%
Somewhat more supportive	47%	43%	50%
Somewhat more opposed	12%	15%	9%
Much more opposed	3%	5%	2%
Makes no difference to me	6%	7%	5%
Unsure	7%	8%	5%
Total: More supportive	72%	65%	78%
Total: More opposed	15%	20%	12%

F) The proposed plan would increase the rental housing mix in the City Centre area so that there are more alternatives for local workers, families, and seniors.

	Total	Male	Female
Much more supportive	19%	17%	22%
Somewhat more supportive	54%	52%	55%
Somewhat more opposed	12%	12%	11%
Much more opposed	2%	4%	1%
Makes no difference to me	5%	6%	3%
Unsure	8%	8%	8%
Total: More supportive	73%	69%	77%
Total: More opposed	14%	16%	12%



G) Upon completion of construction of the 210-unit affordable housing building, the landowners will transfer ownership of the land to the City of Richmond at no cost to the City of Richmond or its taxpayers.

	Total	Male	Female
Much more supportive	25%	22%	28%
Somewhat more supportive	50%		51%
Somewhat more opposed	12%	16%	9%
Much more opposed	3%	5%	1%
Makes no difference to me	3%	4%	2%
Unsure	7%	6%	8%
Total: More supportive	75%	70%	80%
Total: More opposed	15%	21%	10%

Methodology

Survey results cited in this report are from online interviews with a representative sample of 300 Canadian citizens residing within the City of Richmond, between the ages of 18 and older.

The survey was conducted between April 20th and May 4th, 2018.

The data was weighted by age, sex, and ethnicity (50% Chinese ethnicity; 50% non-Chinese), based on most recent Census figures.

Technically, a margin-of-error is not possible using an online panel, which uses a representative rather than a random sample. However, by comparison, the margin-of-error for a probability sample of 300 Vancouver residents is +/-5.7%, 19 times out of 20.

Financial Evaluation of Proposed Amenity Contribution for Rezoning Application by RCG Group, Richmond BC

25 May 2018

CONFIDENTIAL

Prepared for: RCG Group and IBI Group



Summary

RCG Group has submitted a rezoning application for ten properties in Richmond's City Centre to allow the development of a mix of strata residential, market rental, low end of market rental (LEMR), subsidized housing, and senior's housing. RCG intends to develop the properties on a phased basis over the long term. The first phase would include all of the proposed market rental, LEMR and subsidized units.

If approved, the rezoning will increase the value of the applicant's properties.

For rezonings that are not contemplated in the City Centre Area Plan (CCAP), it is the City's practice to negotiate a portion of the increased land value created by the rezoning as an amenity contribution. However, Richmond does not have a written policy that identifies the approach to a negotiated amenity contribution or the share of the increase in value that should be allocated toward an amenity contribution.

Therefore, RCG Group commissioned Coriolis Consulting Corp. to estimate the potential increase in property value associated with the proposed rezoning, compare this with the value of the public benefits package being proposed by RCG, and comment on whether the proposed contribution is reasonable in financial terms.

Estimated Increase in Land Value Due to Proposed Rezoning

RCG proposes to rezone ten properties, of which nine will be retained by RCG. On the tenth site (Site 3), RCG will build a new affordable housing project, turn it over to a non-profit operator, and transfer ownership of the land to the City at no cost to the City.

The first step in our evaluation is to estimate the incremental land value created by the additional proposed floorspace (beyond the 2.0 FAR permitted under the CCAP) for the nine properties being retained by RCG. This includes:

- An increase of 480,343 square feet of strata residential space.
- An increase of 120,082 square feet of seniors' rental residential space.
- A reduction of 56,775 square feet of required LEMR space on the nine sites.

Our estimate of the overall increase in land value for the nine properties that will be retained by RCG due to the proposed rezoning is about \$87.2 million.





Estimated Value of Proposed Public Benefits

RCG proposes to construct a new 210 unit affordable housing project at Site 3 and turn the building over to a non-profit operator (S.U.C.C.E.S.S.) for 60 years at a nominal rent of \$1.00 per year. At completion of construction, the ownership of the site would be transferred to the City of Richmond at no cost to the City. RCG would be responsible for all costs associated with creating the new affordable housing project. Upon completion a mortgage would be obtained by the non-profit operator, the proceeds of which would be paid to RCG to purchase the building. RCG would be responsible for the additional costs not covered by the mortgage.

In addition, RCG proposes to construct 10,032 square feet of amenity space at Site 4 which would be made available for use by non-profit groups at a nominal rent.

The overall estimated value of the proposed public benefits package is between \$58.9 million and \$68.5 million depending on the land value allocated to Site 3, the final cost of the affordable housing project and the mortgage terms available to the non-profit housing provider upon completion of the building.

Conclusions

The proposed public benefits contribution is equal to between 68% and 79% of the estimated increase in land value due to the rezoning, as shown in the following exhibit.

Companson of increase in Land value with Proposed Public Benefits value				
Estimated Increase in Land Value due to Rezoning (before amenity contribution)	\$87.2 million			
Total Value of Affordable Housing and Amenity Contribution	\$58.9 to \$68.5 million			
Share of Increased Value Allocated to Public Benefits	68% to 79%			

Comparison of Incroase in Land Value with Proposed Public Reporting Value

Richmond has no written policy or practice about the share of increased value that should be considered for a negotiated amenity contribution. Therefore, RCG asked us to comment on whether the share of increased value being proposed by RCG for the overall amenity contribution is reasonable. We considered the following:

- 1. Although Richmond does not have a written policy, Richmond staff indicate that the City has aimed for a high share of increased value in the few instances that amenity contributions have been negotiated.
- 2. Other Metro Vancouver municipalities also aim for a high share of any increased land value to be allocated toward amenity contributions. The approaches used by each municipality vary, but municipalities that negotiate the value of contributions at rezoning typically seek between about 50% and 75% of increased land value created by increased residential density.

It is notable that municipalities typically seek significantly less than 100% of the increased value from a rezoning. Otherwise, there would be no financial reason for an applicant to proceed with rezoning. Applicants would be better off buying another property for full market value given the time, costs and risks associated with rezoning.

The RCG proposal allocates about 68% to 79% of the estimated increase in land value to the public benefits package. This brackets the upper limit typically targeted by other major Metro Vancouver municipalities that negotiate the value of amenity contributions from residential rezonings (75%), so we think that the value of the public benefits package proposed by RCG is reasonable.





It is worth noting that the proposed public benefits package provides some benefits to the City and allocates risks to RCG that are not captured by our financial evaluation and should be taken into account by the City as part of the determination of an appropriate overall amenity contribution. Each suggests a lower amenity contribution could be considered:

- 1. RCG proposes to take on all of the risk associated with creating the affordable housing on Site 3, so the actual total cost to RCG may be higher than currently estimated as the total cost will be impacted by changes in construction costs and borrowing costs over the next two to three years. There is currently upward pressure on construction costs and borrowing rates. Therefore, it is possible that RCG may need to inject additional equity beyond the \$40.4 to \$42.3 million estimate. Relatively small changes in construction and borrowing costs could materially increase the overall cost of the public benefits package to RCG.
- 2. RCG proposes to provide all of the affordable housing upfront (rather than phasing it over time) which is a benefit to the community.
- 3. Building the affordable housing upfront creates the risk to RCG that recovery of the affordable housing costs from development of the nine retained sites will be delayed if the nine sites are not redeveloped in the short term.
- 4. If land values decline over the next decade or so, the benefit to RCG of the additional development rights could be less than estimated in this analysis.
- 5. If RCG's development program at the nine sites that it retains changes over time to include less strata residential floorspace (and more commercial or rental space), then RCG will have provided more LEMR space than currently required by City policy.









2

5 Jun 2018

Planning Committee City of Richmond



[BI IBI GROUP

COMMUNITY BENEFITS



Immediate affordable housing/workforce housing



Realignment of Minoru/Alderbridge intersection



Land given in perpetuity to the City of Richmond



Implementation of Lansdowne Linear Parkway for Sites 4 & 5



Seniors facility



\$59M – 69M estimated community benefit



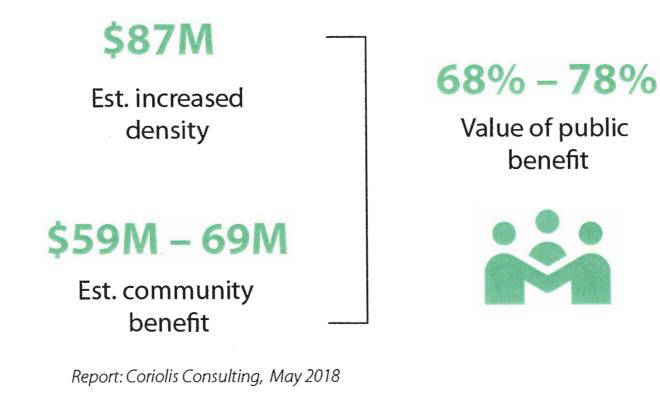
Planning Committee City of Richmond

5 Jun 2018

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COMMUNITY BENEFITS

Coriolis Consulting Community Benefits Report

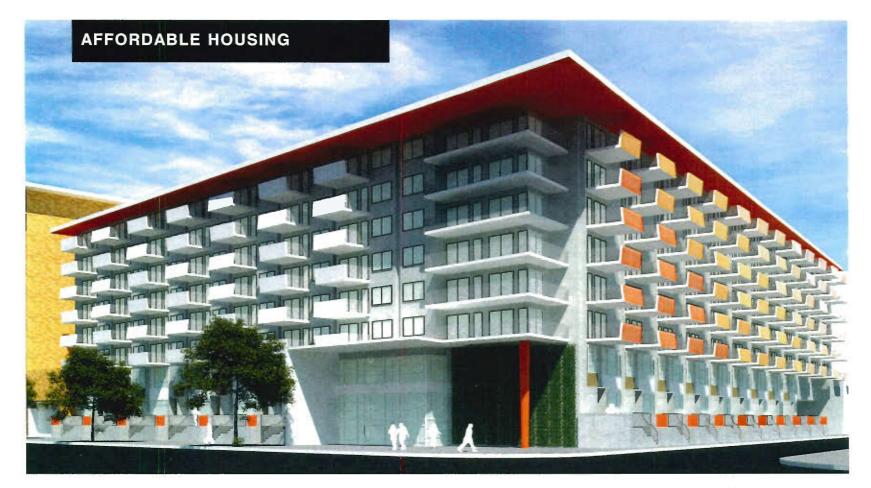




Planning Committee City of Richmond

5 Jun 2018

4



Purpose-built Affordable Housing & Market Rental at no cost to the City

210 units Unit mix: 10%-30%-30%-30%



Planning Committee City of Richmond

5 Jun 2018

5



Seniors Housing

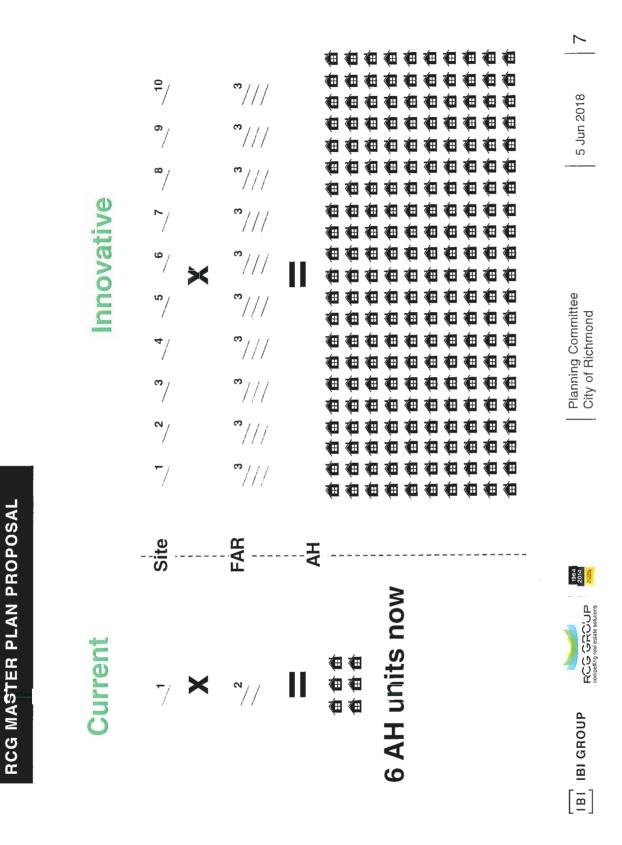
168 units



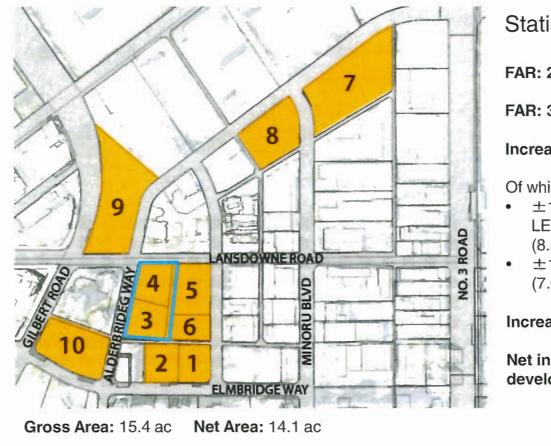
Planning Committee City of Richmond

5 Jun 2018

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MASTER PLAN REZONING



Statistics

FAR: 2.0 = 1,233,000 sf

FAR: 3.0 = 1,846,000 sf

Increased area = $\pm 616,500$ sf

Of which:

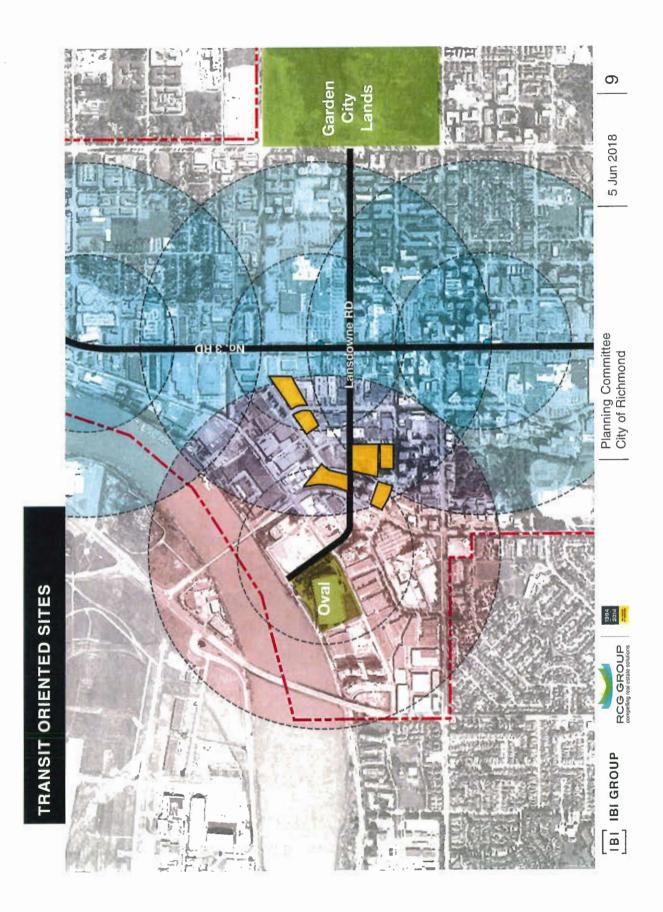
 \pm 157,000 sf is subsidized, LEMR, and market rental (8.5% of all development)

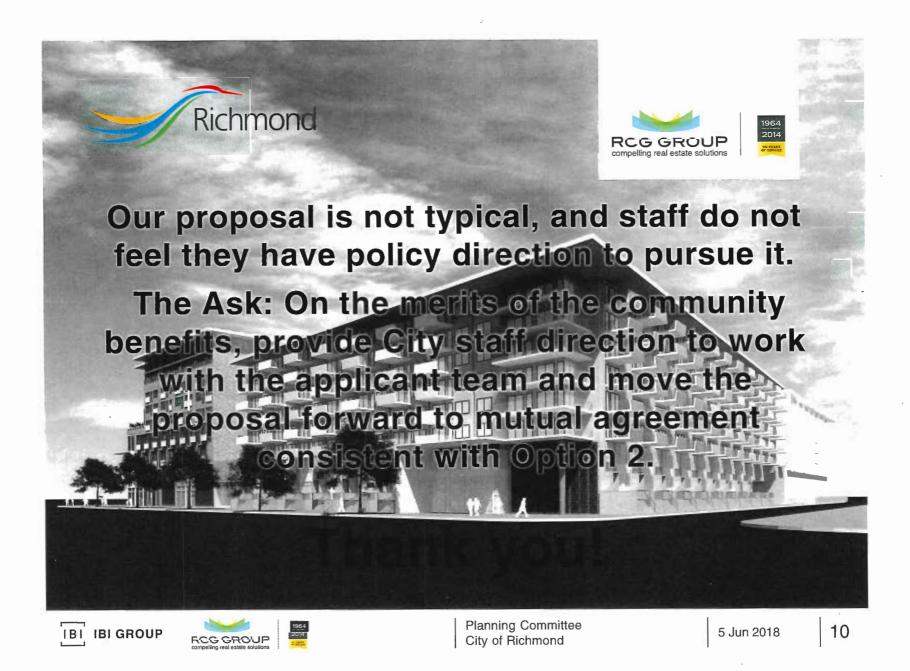
 $\pm 130,000$ sf is seniors (7.0% of all development)

Increased value = \$87.2 M

Net increase available for development: ±329,500 sf









Re:	2015-2020 Seniors Service Plan: Active and Healthy Living - 2017 Update		
From:	Kim Somerville Manager, Community Social Development	File:	07-3400-01/2018-Vol 01
То:	Parks, Recreation and Cultural Services Committee	Date:	May 15, 2018

Staff Recommendation

- 1. That the staff report titled, "2015-2020 Seniors Service Plan: Active and Healthy Living 2017 Update" dated May 15, 2018, from the Manager, Community Social Development, be received for information; and
- 2. That the 2015-2020 Seniors Service Plan: Active and Healthy Living 2017 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				
Arts, Culture & Heritage Parks Services Recreation Services	$\overline{\triangleleft}$	- que				
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO				

Staff Report

Origin

The 2015-2020 Seniors Service Plan: Active and Healthy Living was developed to address the needs of an important and growing demographic of those aged 55+ years. The Seniors Service Plan provides a framework with goals and actions for the planning and development of services and programs to meet the unique and changing needs of Richmond's seniors population.

The following five strategic directions include items for action and associated timelines for completion:

- 1. Communication and Awareness Communication with seniors is timely, effective, and appropriately delivered and received;
- Responsive and Relevant Services Programs and services are developed based on best practices, direct consultation, and program evaluation to reflect changing needs and priorities;
- 3. Respect, Inclusion and Sense of Belonging There is a citywide focus and understanding of seniors' needs and wants. Seniors are celebrated and recognized as valued community members;
- 4. Coordinated Service Delivery The City works with partners including Community Associations and community organizations to ensure services to seniors are coordinated citywide; and
- 5. Targeted Training and Professional Development City staff, volunteers, and Community Partners are aware of the most current, evidence-based information related to seniors programs and services.

This report presents the 2015-2020 Seniors Service Plan: Active and Healthy Living - 2017 Update to Council for information (Attachment 2).

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

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

2.2. Effective social service networks.

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

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

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community. CNCL - 115

5.2. Strengthened strategic partnerships that help advance City priorities.

This report supports the 2013-2022 Social Development Strategy's Strategic Direction #3: Address the Needs of an Aging Population.

Action 7 – Implement, monitor, and update the Older Adults (Seniors) Service Plan. This report also supports the 2015-2020 Seniors Service Plan Direction #4: Coordinated Service Delivery.

The City works with partners including Community Associations and community organizations to ensure services to seniors are coordinated citywide.

Analysis

The 2015-2020 Seniors Service Plan: Active and Healthy Living - 2017 Update highlights the progress made towards the five strategic directions and the achievement of outcomes and actions.

The overall Seniors Service Plan showcases the important role the City and Community Partners play by working together to meet the diverse needs of seniors and to support them to remain healthy, active, engaged, and connected in their communities.

Highlighted Achievements for 2017

The following are some of the highlighted 2017 achievements:

Direction #1: Communication and Awareness

- A variety of programs and services for seniors were showcased to over 800 participants at Culture Days and Doors Open Richmond;
- Activate Wellness Fair 55+ years featured 40 booths from local organizations and businesses representing programs and services for 55 years as well as 17 free interactive workshops; and
- The use of various forms of technology helped seniors increase their social connections as well as access to information and resources.

Direction #2: Responsive and Relevant Services

- Men's only programming was offered at a number of facilities to meet the needs of this hard to reach population;
- 774 volunteers aged 55+ years volunteered throughout the city including Society/Board and Committee involvement; and
- 1,304 participants aged 55+ years engaged in various citywide Arts Programs including two Artist-in-Residence projects and a Writer-in-Residence workshop.

Direction #3: Respect, Inclusion and Sense of Belonging

 The needs of low income seniors were reflected in a more inclusive Recreation Fee Subsidy Program adopted by City Council; CNCL - 116

- The Richmond Public Library and several community centres hosted outreach programs for vulnerable and hard-to-reach seniors; and
- Seniors were celebrated at events including the Canada 150 Pioneer Lunch, Seniors Week, and Over 90's Celebration Tea.

Direction #4: Coordinated Service Delivery

- New staff roles were created and hours were increased for staff working with seniors citywide resulting in expanded and enhanced program and service delivery to reflect the changing seniors population in Richmond;
- Wellness Clinics connected with 5,425 seniors at eight locations through holistic health sessions and free blood pressure checks; and
- Key partnerships with organization such as Family Services of Greater Vancouver, Simon Fraser University, Community Arts Council, and UBC School of Pharmacy, helped to deliver programming to participants 55+ years.

Direction #5: Targeted Training and Professional Development

- City staff delivered presentations about programs and services available for seniors in Richmond to Recreation Studies students at Langara University, and volunteers and staff from Richmond Cares, Richmond Gives;
- Staff took part in training and professional development opportunities to keep informed on the latest information including the Seniors Advocate 2017 Residential Care Survey Results and the Annual SFU John K. Friesen Gerontology Conference; and
- Staff had opportunities to showcase City programs and services for seniors in Richmond including presenting on a panel discussion at the 2017 Provincial Summit on Aging hosted in part by the United Way of Lower Mainland.

The 2017 highlights above show the progress towards the achievement of actions outlined in the 2015-2020 Seniors Service Plan: Active and Healthy Living. The five strategic directions in the Seniors Service Plan continue to provide a framework that guides the planning and development of programs and services that address the needs of an important and growing population of those aged 55+ years in Richmond.

Additional details on the highlights noted above are available in Attachment 2. A summary of the progress made on all of the Seniors Service Plan actions is available in Attachment 1.

Financial Impact

None.

Conclusion

The City and its Community Partners continue to achieve success in meeting the needs of a diverse and increasing seniors population in Richmond. In 2017, this was achieved through collaborative partnerships and continued investment in the provision of innovative and responsive programs and services.

The 2015-2020 Seniors Service Plan: Active and Healthy Living - 2017 Update demonstrates the City's commitment to its seniors population and towards furthering the vision for the City to be a nurturing, connected community that promotes healthy and active aging.

Dubli Hatha

Debbie Hertha Seniors Coordinator, Community Social Development (604-276-4175)

Att. 1: 2015-2020 Seniors Service Plan: Active and Healthy Living - Status of Actions Att. 2: 2015-2020 Seniors Service Plan: Active and Healthy Living - 2017 Update

2015-2020 Seniors Service Plan: Active and Healthy Living Status of Actions

The following information depicts the progress of the individual actions identified in the 2015-2020 Seniors Service Plan: Active and Healthy Living to December 31, 2017.

Legend:

Timeline

- Ongoing
- *Short Term* refers to 0–3 years.
- *Medium Term* refers to 4–6 years.
- Long Term refers to 7–10 years.

<u>Status</u>

- 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.

Direction #1 – Communication and Awareness					
Action	Timeline	Status			
1.1 Develop and implement a promotion and communication plan.	Short Term	In Progress			
1.2 Translate appropriate City materials.	Short Term	In Progress			
1.3 Develop and implement a benefits-based engagement campaign.	Medium Term	Work Not Begun			
Direction #2 – Responsive and Relevant Services					
2.1 Increase the proportion of arts, culture, and heritage programs.	Medium Term	Significant Progress			
 2.2 Review and assess the proportion of outreach programming for seniors. 	Short Term	In Progress			
2.3 Develop and implement a tailored consultation approach to gather feedback from underserved seniors.	Short Term	In Progress			
2.4 Expand intergenerational programming.	Short Term	Significant Progress			
2.5 Form a committee to establish a <i>functional segmentation</i> approach in service delivery.	Medium Term	Work Not Begun			
2.6 Create a welcoming environment for seniors at family and community events.	Medium Term	In Progress			
2.7 Continue to implement and expand civic engagement opportunities to orient seniors to City operations.	Medium Term	In Progress			
2.8 Expand the scope and range of volunteer opportunities creating more long-term volunteer options.	Medium Term	Significant Progress			
Direction #3 – Respect, Inclusion, and Sense of Belonging					
3.1 Maintain and improve a program planning and service delivery process with a lens on diversity.	Medium Term	In Progress			

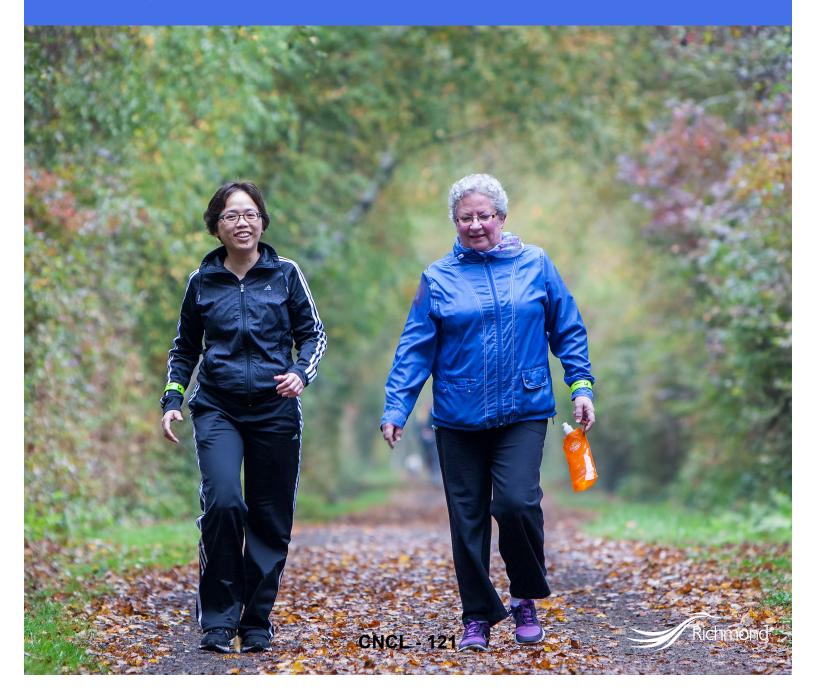
Action	Timeline	Status
3.2 Continue to partner with programs (e.g., Community Action Ambassadors) to serve as a bridge between seniors and information, resources, services and programs.	Ongoing	Significant Progress
3.3 Explore and respond to opportunities to increase dedicated space available for seniors to socialize and gather in City buildings.	Ongoing	In Progress
3.4 Work with Community Associations to expand outreach to vulnerable populations.	Short Term	Significant Progress
3.5 Incorporate the needs of low-income seniors in subsidy and pricing to enhance access to programs.	Short Term	Significant Progress
3.6 Create consistency in terminology to address seniors across the City.	Short Term	In Progress
3.7 Incorporate images that are representative of the diversity of seniors and portray a positive image of aging in all promotional and communication materials.	Medium Term	Significant Progress
 8 Launch an educational campaign to combat stereotypes and ageist attitudes. 	Medium Term	Significant Progress
Direction #4 – Coordinated Service Delivery		
4.1 Develop a Communication Plan for the dissemination and adoption of the Seniors Service Plan Citywide.	Short Term	Significant Progress
4.2 Work with healthcare Community Partners on the development of a <i>scope of practice</i> for seniors service providers in the City.	Long Term	Work Not Begun
4.3 Develop a network among key stakeholders, community partners, and the City that focuses and advances a systems view of service delivery.	Medium Term	Work Not Begun
4.4 Make pertinent research data and information available to Community Partners upon request.	Short Term	In Progress
Direction #5 – Targeted Training and Professional Development		
5.1 Develop a scope of practice for the Senior Services Team staff.	Medium Term	In Progress
5.2 Offer information sessions to community partners on the service needs of seniors.	Medium Term	In Progress
5.3 Implement professional development training to staff, volunteers, and partners on the needs of seniors.	Ongoing	In Progress
5.4 Provide educational opportunities to staff, volunteers, and partners to dispel myths and stereotypes of seniors and aging.	Short Term then Ongoing	In Progress

City of Richmond

2015–2020 Seniors Service Plan: Active and Healthy Living

2017 Update

Community Services Division



Introduction

The 2015-2020 Seniors Service Plan was developed building on the achievements of the previous Seniors Service Plan, collecting best-practice information, exploring related research, and conducting extensive community consultations with seniors, key stakeholders and community partners. The plan addresses the service needs of an important and growing demographic of those 55+ years through five strategic directions with associated items for action. This 2017 Seniors Service Plan Update shows the progress towards the achievement of outcomes and actions outlined in the 2015-2020 Seniors Service Plan.

It is vital for the City to plan its approach to services for seniors as the 55+ years population represents a significant and growing segment of the population. In Richmond, seniors 65+ years (17%) outnumber children aged 14 years and younger (14%). Seniors represent 32% of the total population in Richmond with 63,630 people aged 55+ years. By 2036, 40% of the total population (274,709) is projected to be 55+ years (110,020). Health wise life expectancy in Richmond continues to be the highest in Canada at 85.7 years vs. the national average of 81.1 years. Currently, only 4% of seniors living in BC live in Residential Care or 28,000.

An aging population has many impacts on the delivery of City programs and services. City facilities noted a marked increase in growth of participants attending 55+ years programs and services in 2017. As a result, programs and services moved to larger spaces within City facilities to accommodate the increases and ways to deliver more specialized services to keep seniors healthy were created.

Richmond seniors remain active and engaged in their communities by volunteering and keeping active through participation in programs, activities and events. While most seniors remain healthy and active, some still face barriers to participation including those living with multiple chronic conditions and mental health issues. The preference of seniors to remain at home in their community also increases the need for more support to stay healthy and well. Partnerships between many Richmond organizations help to create a variety of outreach programs and support services offered at City facilities and offer seniors in need of more support the opportunity to continue accessing programming.

In response to an increasingly aging population, the City and Associations/Societies have been working on a number of activities and initiatives. A new building, the Minoru Centre for Active Living, will soon replace the only stand-alone Seniors Centre in Richmond, Minoru Place Activity Centre, and will open in 2018. New staff positions were also created in preparation for the new building and to support policy and planning including implementation of City plans that focus on seniors. As well, Community Centre Associations increased the number of hours for their staff working with seniors.

Partnerships and collaboration between the City of Richmond and its Community Partners are critical to deliver innovative and responsive programs that meet the needs of a diverse and increasing population of seniors. These connections will help to support the vision of the 2015-2020 Seniors Service Plan for the City of Richmond to be a nurturing, connected community that promotes healthy and active aging.

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2015-2020 Seniors Service Plan Framework



Direction #1: Communication and Awareness

Objective: Communication with seniors is timely, effective and appropriately delivered and received.

Outcomes:

- Increased awareness and knowledge among seniors and their families (e.g. under informed seniors, caregivers, diverse populations, frail, isolated, etc.) of programs and services available.
- Promotional materials for family focussed events encourage participation of seniors.
- Improved knowledge of health and wellness benefits.

Direction #2: Responsive and Relevant Services

Objective: Programs and services are developed based on best practices, direct consultation, and program evaluation to reflect changing needs and priorities.

Outcomes:

- The needs of underserved segments of the seniors population (e.g. men, hard-to-reach) are met through the offering of a wide range of program and service opportunities.
- Intergenerational understanding among program participants and the community is enhanced.
- Programs and services reflect the diversity of the seniors demographic group (e.g. function, age, ethnicity, etc.).
- A wide range of volunteer opportunities are provided to support seniors to be active, productive members of the community.

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Direction #3: Respect, Inclusion and Sense of Belonging

Objective: There is a citywide focus and understanding of seniors' needs and wants. Seniors are celebrated and recognized as valued community members.

Outcomes:

- Seniors' needs are met by a range of culturally appropriate and relevant programming.
- Diverse seniors have a conduit to share their knowledge and skills within the community.
- City buildings have welcoming spaces to support unstructured gatherings.
- Improved access and reduction of barriers for frail and isolated seniors (e.g. transportation to community programs, Recreation Fee Subsidy program, etc.).
- Consistency in terminology, that is reflective of this segment of the population, is established.
- Seniors are positively portrayed in all City promotional material and communications.
- An informed community that respects the contributions and needs of seniors.

Direction #4: Coordinated Service Delivery

Objective: The City works with partners including Community Associations and community organizations to ensure services to seniors are coordinated citywide.

Outcomes:

- Improved collaboration, information sharing, and transparency among partners to bring a coordinated and collaborative response to service delivery.
- Service delivery is enhanced through standardized referral processes and defined parameters on service boundaries.

Direction #5: Targeted Training and Professional Development

Objective: City staff, volunteers, and community partners are aware of the most current, evidence-based information related to seniors programs and services.

Outcomes:

- Roles and responsibilities in the delivery of services for staff and community partners and staff are clear and defined.
- An informed, knowledgeable staff, volunteer, and community partner team to serve seniors.
- A coordinated seamless, consistent approach of service delivery at all civic facilities.
- Staff and community hold positive perceptions of seniors, reducing stereotypes and ageism.

Progress

Direction #1: Communication and Awareness.

Communication with seniors is timely, effective and appropriately delivered and received.

Culture Days

Minoru Place Activity Centre (MPAC) showcased several activities and offered the public a chance to learn about what is offered at the Centre. Over 400 people attended various activities over three days showcasing the diversity of Minoru programs. Participants were able to explore activities such as Chinese Calligraphy, Woodcarving and Drama. New in 2017, *"Memories of Place"* exhibit displayed photos and accompanying personal recollection of the importance of place and highlighted the significance of belonging. In recognition of National Seniors Day, the exhibit featured video recollections from Richmond pioneers collected at the City's Canada 150 Pioneer Luncheon.



OUTCOME: Increased awareness and knowledge among seniors and their families (e.g. under informed seniors, caregivers, diverse populations, frail, isolated, etc.) of programs and services available.



Doors Open Richmond

The Steveston Japanese Canadian Cultural Centre celebrated its 25th anniversary in 2017 and was again a registered Doors Open site visited by 400 people. Seniors took the lead in organizing and presenting interactive cultural activities enjoyed by visitors of various backgrounds and age groups.

Information & Referral

There continued to be a demand for on-going information and referral services from both regular and new users 55+ years of Minoru Place Activity Centre and other City facilities. Inquiries included general advice on issues relating to seniors, information and referral to 55+ years programs and services within the City and community organizations in Richmond, support for crisis management issues, and assistance for those dealing with care of aging parents and family members. Seniors Services acted as a resource for staff, volunteers, community groups and the general public and delivered several presentations to community organizations on programs and services available to those 55+ years in the City.

Print Materials and Electronic Distribution Lists

Information in printed form continues to be the most favourable way participants 55+ years learn about programs, services, activities and events available at City facilities. Highlights for 2017 include:

- Community service information and educational brochures were available to the public and located by the 55+ years activity notice board at many community centres
- 55+ years information was available at the monthly citywide Wellness Clinics
- 55+ years Program seasonal newsletters were available in print at most community centres and circulated electronically to a distribution list including various services providers in the community

- West Richmond program posters, newsletters and handbills were available at the facility and circulated electronically and available at various outreach opportunities including Summer West Fest and Activate.
- Annual Positive Aging Campaign posters were displayed at community centres to raise awareness of the contributions of seniors to the wider community.



ACTION: Translate appropriate City materials.

Reaching Diverse Populations through Translated Materials

Programs, services and print materials were offered at a variety of community centres in other languages to reach populations of seniors who may not have been able to participate in the past:

- City Centre Community Centre translated key marketing materials to meet the needs of the community, especially populations that are underserved. Languages that some marketing materials were translated to were Traditional Chinese, Ukrainian, and Russian;
- City Centre Community Centre piloted the use of iPads as translation devices to enhance customer service;
- A program dedicated to teach seniors how to use their mobile devices called 'Electronic Tips and Tricks' was offered at South Arm Community Centre. It was offered in Mandarin and continues to be in demand with registration at capacity;
- Fitness programs in other languages: Osteofit in Cantonese at City Centre Community Centre, Sit and Be Fit in Mandarin and Cantonese at Minoru Place Activity Centre and Yoga in Japanese at Steveston Community Centre.
- At West Richmond Community Centre, translated print materials were provided for a variety of topics including: Falls Prevention; Seniors Week activities, Richmond Cares, Richmond Gives Better At Home services as well as information about services provided by organizations such as Richmond Addictions Services Society and Alzheimer Society of BC.

Minoru Centre for Active Living

The Minoru Centre for Active Living (MCAL) is scheduled to open in 2018. The new, innovative 110,000 sq. ft. multipurpose complex will feature

both aquatic and seniors services as well as fitness services and amenities to support Minoru Park's outdoor sports facilities. The building will replace and expand the functions of the existing Minoru Aquatic Centre, Minoru Place Activity Centre and the Minoru Pavilion which was demolished several years ago. The City has kept the community informed and aware of the progress of Minoru Centre for Active Living project through:

- Information sessions about the new building offered at Minoru Place Activity Centre. The aim of the sessions were to keep inform Minoru Seniors Society Board, the general public, existing members and volunteers well informed about the new facility and the accompanying transitions. A total of 88 people attended the sessions.
- Print materials including brochures, open house display boards, large poster boards in MPAC and Aquatic Centre.
- A dedicated webpage (yourminoru.ca) to provide the public with detailed pictures, maps and timelines, public art information, FAQ's and updated news and events.

English Language Exchange Lessons

City Centre Community Centre offered a series of sessions in 2017 to help newcomer seniors to use English phrases and engage in interactive conversations in themed visits to shopping malls, grocery stores, the City Centre fitness centre and other informal group environments. Participants gained confidence to inquire and register for programs on their own without a translator at the front desk. **ACTION:** Develop and implement a promotion and communication plan.

Community Services Marketing Plan

The development of a Community Services Marketing Plan (2017-2019) was completed. The updated plan ensures that seniors are a key audience and a segment within the Richmond population that are of particular focus for the City. Building awareness and understanding of key events for seniors were identified to promote participation and usage among City staff, community partners and the general public. Key events and activities for seniors as identified in the Plan include: Summer Garden Party, Seniors Week, Wellness Clinics, Activate Wellness Fair for 55+ years and the Annual Positive Aging Campaign.

Technology Use to Increase Awareness

- Promotion of the City's online registration system increased as 55+ years online activity (registrations and cancellations) increased from 5.1% in 2016 to 13.2% in 2017.
- Smartphone and Tablet: Learn from Youth information sessions were available monthly at Hamilton Community Centre and featured youth teaching seniors the basic operations of a tablet or smartphone. City Centre Community Centre continued to host a weekly Technology Help program whereby youth taught seniors one-onone on how to use their devices such as cameras, tablets and phones.
- At Steveston Community Centre, introductory classes on iPads, Android Tablets and Smartphones were offered to help seniors use their personal devices for social connection and to access information and resources. A self-managed Japanese Tablet Group has grown out of some of the classes wherein seniors meet and help each other practice using their device.

• Volunteers worked with seniors at Minoru Place Activity Centre to navigate the digital world with weekly appointments available to help educate and support clients with their technology device questions. In 2017 there were 128 appointments with six volunteers.



Move for Health Week 2017



Details can be found at:

www.richmond.ca/moveforhealth

Richmond residents had the opportunity to celebrate healthy active living with more than 55 free or low cost fun, active and educational sessions promoting the benefits of healthy, active living for people of all ages. Seniors 55+ years had many activities to choose from including 15 specific activities for the 55+ years age group and others open to all ages. Promotional materials for Move for Health Week encouraged participation of all ages and fitness levels.

OUTCOME: Promotional materials for family focussed events encourage participation of seniors.

Activate Wellness Fair 55+ years: *Sharing Stories to Improve Health*

Richmond

The Activate Wellness Fair hosted over 400 participants aged 55+ years in 2017 as part of last year's Canada 150 community events. The goal of the fair was to connect participants with their community and with vital information to keep them healthy, safe and independent in their homes. The fair featured over 40 booths from local community organizations and businesses representing programs and services for seniors 55+ years as well as 17 free, dynamic and interactive workshops including speakers, fine arts, drama, music, digital storytelling and memoir writing. A variety of health and wellness services such as blood glucose and blood pressure checks were sponsored by local businesses. Activate was delivered in partnership between the City of Richmond, Richmond Cultural Centre, Richmond Public Library and Minoru Seniors Society (MSS).

OUTCOME: Improved knowledge of health and wellness benefits.

Annual Arthritis Public Health Forum

West Richmond Community Centre, in partnership with the Arthritis Society and Osteoarthritis Service Integration System (OASIS) and Vancouver Coastal Health, hosted their annual Arthritis Public Health Forum, *Managing Arthritis with Healthcare Providers*, with 85 seniors in attendance. This annual forum has been offered since 2012 and helps participants to learn ways to better manage some of the symptoms and pain of osteoarthritis with tips, tools and information on physical activities presented by a physiotherapist and occupational therapist.

Chronic Disease Management Workshops

A wide range of health and wellness workshops were offered to seniors 55+ years in partnership between the City, Vancouver Coastal Health and Community Associations across Richmond. Workshops were offered in other languages based on the needs of the community. All workshops were offered free of charge and helped to inform participants on a range of topics demonstrating the health and wellness benefits of incorporating healthy habits and prevention into their lifestyle. These habits included daily movement/fitness based on the level of physical ability, nutrition tips, cognitive/mental activities and relaxation. Many community centres offered workshops on the day of their wellness clinic allowing seniors to take advantage of multiple community services at the same location.

Workshops also connected participants to Seniors Coordinators and other staff at City facilities as well as staff, volunteers and health professionals from community organizations working with seniors. Examples of workshops delivered in 2017 included:

- Kidney Disease
- Healthy Aging Series: Activity; Aging 101; Healthy Eating; Managing Medications; Managing Stress; Mental Wellness

- Advance Care Planning
- Self-Management for Health
- Mental Health Series
- Brain Health Series
- Chronic Pain Self-Management Program
- Diabetes Self-Management Workshop
- Healthy Heart Series
- Osteoarthritis Series
- Brain Health & Dementia
- Benefits of Meditation
- Health and Pet Companionship



Direction #2: Responsive and Relevant Services.

Programs and services are developed based on best practices, direct consultation, and program evaluation to reflect changing needs and priorities.

OUTCOME: The needs of underserved segments of the seniors population (e.g. men, hard-to-reach) are met through the offering of a wide range of program and service opportunities.

Men's Only Programming

- Men's only programming was offered after recognizing men 55+ years underutilized wellness clinic services and other social programs at community centres in previous years. Men's only programming fostered a safe environment to meet, socialize, and discuss important men's health topics.
- A series of *Just for Men* events were offered in partnership between the City of Richmond, West Richmond Community Centre, Steveston and Minoru Place Activity Centre (MPAC) in 2017.
- A new pilot program "Hanging with the Guys" was launched by MPAC aimed at providing opportunities for men to socialize, build relationships and explore topics for discussion. This program offered monthly at MPAC is now a self-facilitating group and is looking to expand to twice monthly.



Intergenerational Programming – Elementary School Partnerships

- A successful pilot program at South Arm Community Centre called "Grandpals" was an opportunity for students from a local elementary school to socialize with seniors during their coffee time. Students brought questions and engaged seniors in conversation, facilitated a sing-a-long, and played their musical instruments.
- South Arm Community Centre also hosted a program called *"Book Buddies"* where seniors got a chance to engage with preschool students reading books, dancing, and socializing each week.
- At Steveston Community Centre, 50 students from Gilmore School experienced a Ukulele Circle singing with seniors as a way of preparing for future classes in their school.
- City Centre Community Centre hosted a variety of activities on a weekly basis in February with children and seniors including Intergenerational Line Dancing, Ukulele, and African Drumming Classes. A total of 30 children from Cook, General Currie, and Brighouse Elementary Schools and 20 seniors engaged in the activities together.
- Richmond Public Library created a new Active Mind Sets collection to encourage memory retention and cognitive enhancement through interactive games for participants aged 8 to 98 years.

OUTCOME: Intergenerational understanding among program participants and the community is enhanced.

Intergenerational Programming – Walk Richmond

ACTION: Expand Intergenerational Programming.

- In 2017 Walk Richmond hosted 37 walks with 1,550 individual visits for people of all ages and fitness levels with a goal of building a legacy of healthy lifestyles in Richmond by engaging people in lifelong walking. It is estimated that 85% of the Walk Richmond participants are over the age of 55 years.
- This program is unique in that many barriers have been removed to ensure accessibility by all ages, seniors with low incomes, differing mobility levels, other languages and cultures.
- The program partnered with community stakeholder groups including Richmond Division

of Family Practice, Richmond Public Library and Chronic Disease Nurses from Vancouver Coastal Health to decrease the barriers to vulnerable populations participating in physical activity opportunities.

- In partnership with the Chronic Disease Nurses Network, Walk Richmond presented regularly as part of the Heart Health educational workshop series at Steveston Community Centre and Minoru Place Activity Centre.
- The Frequent Walker Rewards Program continued to promote recreation opportunities offered at City facilities through draws for passes to swimming, skating, pitch and putt and community centres. This program also generated many opportunities for seniors to volunteer.



ACTION: Create a welcoming environment for seniors at family and community events.

Intergenerational Events

The following events welcomed participants aged 55+ years and those younger through targeted promotional materials and intentional programming to accommodate the needs of both groups while providing meaningful experiences.

Family Day

City Centre Community Centre hosted a 55+ years and Youth Cooking and Social Lounge on Family Day in 2017. A total of 15 youth and 70 seniors sang karaoke songs together and played a variety of board games. Youth and seniors also cooked a meal together and served it during Family Day.

Summer Plaza Series

Free community concerts sponsored by the Minoru Seniors Society and held at Minoru Place Activity Centre, encouraged people of all ages to come to the Minoru Plaza to enjoy a variety of musical performances that might not otherwise be available to them. Highlights included Classical Strings, a Venezuelan Folk band, the Richmond Community Band and a Ukulele Jam with seniors performing their favourite songs.



Steveston Salmon Festival

The Steveston Salmon Festival is an integral part of the rich heritage in Steveston drawing hundreds of volunteers, sponsors, and participants to the community every Canada Day. The Steveston Seniors Drumming Circle opened the musical program on the main stage of the 2017 Steveston Salmon Festival which was a key event in the Canada 150 celebrations in Richmond. Seniors also actively organized and presented the long-running Japanese Cultural Show and various popular food booths.

Other Events:

Other events included:

- An intergenerational Sock Hop event was hosted at Thompson Community Centre during Seniors Week with two preschool classes and approximately 20 seniors participating.
- Seniors and youth worked together to operate the Food Concession Stand at the Annual Steveston Community Centre Craft Fair.
- Japanese Language School students and Japanese seniors jointly celebrated significant cultural or community events including Christmas, Halloween and the Japanese Canadian Cultural Centre's 25th Anniversary Celebration, and often exchange treats or presents prepared for one another.

OUTCOME: Programs and services reflect the diversity of the seniors demographic group (e.g. function, age, ethnicity, etc.).

55+ years Programming

A wide range of programming was offered to meet the needs of a diverse and changing population of seniors in Richmond. In 2017, 14,432 seniors participated in 55+ years registered programs and visited community centres 185,956 times through fitness, sport and games room passes. With an additional 275,495 swimming pool pass visits for 55+ years at Watermania and Minoru Aquatic Centre.

Increases in 55 + Years Programming at Thompson Community Centre:

- 57% increase in programming with 93 programs and courses offered in 2017 compared to 59 in 2016.
- 26% increase in registrations in 55+ years programs and out trips with 1,055 in 2017 and 834 in 2016.
- 63% increase in facility pass drop-ins with 7,955 in 2017 compared to 4,866 in 2016.

55+ Years Facility Pass/Group Fitness and Swim Programs City-wide Highlights

- Facility Passes sold: 3,373
- Facility Passes scanned (visits to community centres): 82,719
- Sport visit passes scanned (basketball, badminton drop-in, etc.): 6,025
- Fitness Passes scanned: 162,298
- Swim Passes scanned: 275,495



Specialized Fitness Programs

The City offered many adapted and specialized fitness programs at community facilities to provide fitness opportunities for a range of abilities. Orientation and drop-in style services for 55+ years were also offered at many centres to assist seniors in determining what fitness programs were most suitable for their level of physical ability. In 2017 community centres offered the following specialized fitness programs:

- PWR! Moves[™]–Parkinson Fitness
- Sit and Be Fit in both English and Cantonese
- Osteofit in both English and Cantonese
- Steadyfeet[™]
- Balance and Falls Prevention
- Nordic Pole Walking/Outdoor Fitness Circuit
- Nordic Poling for Chronic Conditions (NEW)
- Qigong for Health
- Introduction to Pickleball

Out Trips

In 2017, 140 trips were offered by community facilities to seniors. Out trips continue to be a very popular activity for 55+ years with some trips operating at 96% capacity. Transportation provided for out trips was made possible through the use of vehicles from the City's Community Leisure Transportation (CLT) program. In 2017 there were a total of 444 out trips for 55+ years that used buses operated by Community Leisure Transportation compared to 426 trips made in 2016. This figure includes trips booked by Community Partners. Programs offered out of Minoru Place Activity Centre saw a 25% increase in registrations for out trips in 2017 with a total of 803 seniors participating.

ACTION: Increase the proportion of arts, culture and heritage programs.

Arts, Culture and Heritage Programs

Minoru Seniors Legacy Stories Public Art Project

Artist-in-Residence, Catrina Megumi Longmuir was selected to lead a year-long community art project in 2017, the Minoru Seniors Legacy Stories Public Art Project—*Looking Back, Looking Forward.* A series of artist-led workshops were initiated to celebrate the past, present and future of the Minoru Seniors Society, from its humble beginnings at the Murdoch Centre to the opening of the new Minoru Centre for Active Living (MCAL) in 2018. The Artist, together with seniors at the Minoru Place Activity Centre, created a legacy for the Centre by gathering stories, creating collages, art and digital media/film pieces through workshops and one to one sessions. This public art project will be unveiled as part of the opening of the new MCAL in 2018.

Japanese-Canadian Community Programs

Japanese-Canadian seniors, most of who are in their 80s and 90s, continue to practice and celebrate their cultural traditions through various communityled programs and groups at Steveston Community Centre including Nikkei Seniors lunches, Japanese Crafts Group (e.g. Origami), Shigin (Japanese poetry chanting) and Akebono (Karaoke). Nikkei Stories, the documentary launched in 2016 commemorating the history of the Japanese-Canadian community of Steveston, continued to be shown and discussed in 2017 at various community events including Activate Wellness Fair 55+ years and Doors Open, as well as shown to several groups visiting Steveston.

- Citywide, 1304 participants aged 55+ years attended 123 Arts Programs (music, visual, dance, performance) in 2017.
- Minoru Place Activity Centre saw a 20% growth in 2017 in participants registered in Arts Programs.

Writer-in-Residence Workshop

A three-part workshop, "Write Yourself into a Fictional Character in a Story", with 2017 Writer-in-Residence, Nilofar Shidmehr, was offered to 55+ years participants who were given a chance to dramatize their lives and give them a narrative shape. Stories were read on camera at the Richmond Media Lab, and the collection was published into a printed chapbook. Short videos were screened as part of the Writer-in-Residence Final Celebration in November 2017.



Artist-in-Residence Project

A year-long public art project at Thompson Community Centre connected seniors with Artist-in-Residence, Pierre Leichner, for six sessions in which seniors participated in creating works of art as part of the "SpArt" project—*Bringing People Together through Sport and Art*. The artifacts created are displayed throughout the centre.

OUTCOME: A wide range of volunteer opportunities are provided to support seniors to be active, productive members of the community.

- 774 volunteers aged 55+ years volunteered throughout the City in 2017.
- Volunteers of all ages reported 94,713 hours of service from 734 opportunities across Richmond with 32,659 of those hours reported at Minoru Place Activity Centre.

Volunteers at Minoru Place Activity Centre

The Minoru Seniors Society is a non-profit organization serving seniors in Richmond that provides services and programs in partnership with the City at Minoru Place Activity Centre. Volunteers played an essential role in the Society's continued success in 2017. In 2016/2017, 298 volunteers contributed 23,967 hours to the society.

Richmond Seniors Advisory Committee

The Richmond Seniors Advisory Committee (RSAC) acts as a resource and provides advice to City Council regarding seniors' needs and issues such as health, transportation and housing as they arise. The RSAC members identify concerns of seniors and work with various community organizations and agencies, including City staff, to obtain an understanding of the issues. In 2017, there were a total of 15 community members on the Committee who attended ten monthly meetings throughout the year. Some noteworthy examples of key activities of the Committee in 2017 included:

- Monitored transportation issues including working with Translink and the City to advocate for adequate bus shelters, benches at transit stops, new crossing lights and improvements to pedestrian crossings as well as involvement in discussions on improvements to HandyDART;
- Attended at workshops and/or conferences including SFU's Annual Gerontology Conference and the Seniors Advocate Residential Care Facilities Update; and
- Involved with several groups in addition to participation at regular monthly meetings:
 - External committees: Council of Advisers for the BC Seniors Advocate, Council of Senior Citizen's Organizations of BC (COSCO) and VCH Falls Prevention Network;
 - Sub-committee: Promotions and Transportation Sub Committee; and
 - Other Council appointed Advisory Committees including Richmond Intercultural Advisory Committee and Richmond Community Services Advisory Committee.

Greenhouse Social

In partnership with the Sharing Farm Society, the Greenhouse Social program at Terra Nova Rural Park offered a free outdoor volunteer opportunity for seniors 55 + years. The Sharing Farm grows organic vegetables for the Food Bank and neighbors in need through this program. In the summer of 2017, 33 seniors from Minoru Place Activity Centre participated in this social program and connected with meaningful volunteer opportunities. The program included transportation from MPAC to the Terra Nova Sharing Farm, with lunch and plenty of social opportunities provided.









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Direction #3: Respect, Inclusion and Sense of Belonging.

There is a citywide focus and understanding of seniors' needs and wants. Seniors are celebrated and recognized as valued community members.

Recreation Fee Subsidy

A revised, more inclusive Recreation Fee Subsidy Program (RFSP) was adopted by City Council in 2017. A revised RFSP and pricing change will be implemented in 2018. The updated program will expand eligibility to include low income Richmond residents of all ages and will enable clients a greater choice in recreation opportunities.

ACTION: Incorporate the needs of lowincome seniors in subsidy and pricing to enhance access to programs.

Community Leisure Transportation

The City's Community Leisure Transportation (CLT) program provides transportation to community programs, services and special events with a fleet of buses offering affordable transportation options for community organizations. In 2017, the CLT program had 785 bookings that transported 13,561 passengers and travelled a total of 45,062 kilometers. The CLT service continued to offer a weekly shopping bus departing from residential buildings in Richmond with a large number of senior residents. The bus provides weekly service to a number of shopping centres and malls for a nominal fee. In 2017 the shopping bus served a total of 1,169 seniors.

OUTCOME: Improved access and reduction of barriers for frail and isolated seniors.

Accessibility and Inclusion

 55+ years Facility Tours and Program Orientations at City Centre Community Centre were offered monthly and in different languages upon request. These services were aimed at informing participants and newcomers of the Centre's amenities, 55+ years programs and services, and how to register for programs.

- A new program, Conversational Mandarin for English speakers, was offered at Thompson Community Centre with the goal of connecting seniors speaking different languages.
- A new English Language program at City Centre Community Centre was launched to encourage seniors to learn basic English essential to support their basic needs. The program taught seniors to use phrases and learn interactive conversations through themed visits to the shopping mall, grocery store, fitness centre and other informal group environments.
- City Centre Community Centre hosted a 55+ years Poetry Appreciation Group that strives to bring cultural harmony by sharing poetry and literature from both the Asian and Western worlds.
- South Arm Community Centre offered an English class to support immigrants and those wishing to learn English as well as a square dance class in Mandarin.
- Thompson Community Centre hosted a free *TravelSmart for Seniors* workshop presented by Translink that taught participants how to navigate public transit in English and Mandarin
- West Richmond Community Centre continued their outreach to the LGTBQ community with LGBTQ2S connection activities and a Rainbow Social event.

OUTCOME: Seniors' needs are met by a range of culturally appropriate and relevant programming.

Opportunities to Connect and Socialize

- In 2017, 944 seniors attended Friday Night Live at Minoru Place Activity Centre (MPAC) a social program designed to connect seniors with others in their community. As well, 4,444 MPAC members enjoyed dinner on a Friday night at MPAC in 2017.
- At Thompson Community Centre, breakfast events for 55+ years were popular with three offered in 2017 that attracted approximately 24-40 participants each. Other events at Thompson included a Chinese New Year event with over 50 drop-in participants, a Luk Tung Christmas Party and Thanksgiving (catered) dinner which was sold out with 35 participants.
- City Centre Community Centre hosted their annual *Winter En Blanc Holiday Party* for 55+ years that celebrated the holidays with participants all dressed in white. The event included a delicious and hearty meal, followed by group singing, table tennis, group line dancing, a themed photo booth and a prize draw.

ACTION: Work with Community Associations to expand outreach to vulnerable populations.

Outreach Programming to Vulnerable and Hard to Reach Populations

Richmond Public Library

• Home Services: The Richmond Public Library conducted a review of their Home Services to improve operations and investigate possible expansion of service. The review included a phone survey of clients to determine service satisfaction, and to provide an opportunity for homebound seniors to give their feedback and feel their experience is valued. Home services provide home delivery of library materials to any person in Richmond, regardless of age, who are unable to visit the library and confined to a private residence, other residential facility or hospital because of a physical or visual disability, injury or illness lasting more than three months, disabled, elderly and homebound clients.

• Digital Learning Sessions: Two digital learning programs, *Wise Webbies Workshops* and *Tech Buddies Clinics* were delivered by volunteers of all ages from the Richmond Public Library to seniors in independent living and residential facilities in Richmond (Minoru Residence, Gilmore Gardens and Kiwanis Towers). The *Wise Webbie* program was a four-week technology workshop offered to seniors to introduce them to hands-on ways of using a tablet. Tablet devices were provided with grant funding from the Richmond Community Foundation. This program highlights community partnerships, inter-generational learning and connecting seniors to new technology.

Wellness Connections

2017 marked the 10th year of Wellness Connections, the award winning outreach program hosted at Minoru Place Activity Centre that reaches frail and vulnerable and isolated seniors, filling the gap between independent community centre programming and formal health care services. The program is offered in both English and Chinese and provided participants with transportation to and from their home, a hot lunch, a gentle fitness program, programming such as tours, cooking classes and try it fitness demos, as well as access to on-going recreation and leisure counselling. Participants were referred to the program by Vancouver Coastal Health and other Community Partners serving seniors. **ACTION:** Maintain and improve a program planning and service delivery process with a lens on diversity.

Iki Iki Social

The Iki Iki Social program, hosted at Steveston Community Centre, offered participants with mild to moderate dementia an opportunity to socialize and enjoy an easy-paced and culturally-familiar day of activities including lunch in a safe and engaging environment. The program was conducted in Japanese and English and also provided a brief but welcome respite for caregivers. Now in its third year, the program benefits from a dedicated team of volunteers and the continued support of participants' families.

Minds in Motion

The Minds in Motion program, coordinated by the Alzheimer Society of British Columbia, was offered at South Arm Community Centre and East Richmond Community Hall (Cambie) with full registration at each season. This fitness and social program catered to individuals experiencing the early symptoms of Alzheimer's disease or dementia. The program offers participants a light exercise program, followed by refreshments and socialization. Family and caregivers are welcomed to attend at no charge.



Music Works

Music Works was offered at West Richmond Community Centre targeting isolated, frail and at-risk seniors in the community. In 2017 a program was offered with 14 participants and a team of 15 Senior Volunteer Mentors, Program and Bus Hosts. A new program was offered called *Music Works for Health— Drumming*, a six-week program that included lunch and a drumming circle with 11 participants, seven Senior Mentors and two volunteer hosts.

OUTCOME: Diverse Seniors have a conduit to share their knowledge and skills within the community.

Volunteers and Outreach

Meaningful volunteer opportunities for seniors were provided through the Music Works program that brought younger, active seniors together with isolated and vulnerable seniors. Ukulele volunteers (Lulu Island Strummers) participated in outreach programs leading sing-alongs and/or teaching sessions at Gilmore Gardens, Friday Night Live, Activate, Steveston Farmers Market, and Steveston Community Centre. Outreach to Gilmore Gardens resulted in the development of a weekly Ukulele Jam at the residence.

Events & Activities that Recognize and Celebrate Seniors

OUTCOME: An informed community that respects the contributions and needs of seniors.

Pioneer Lunch – Canada 150 Event

The Pioneer Luncheon 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.



Over 90s Celebration Tea

A celebration was hosted by the Minoru Seniors Society for 100 members aged 90 years and older. The annual celebration was added to the Seniors Week festivities. In 2016/2017, there were 111 Minoru Place Activity Centre members over the age of 90 years.

Seniors Week

Celebrated annually in June, Seniors Week recognizes and commends the contributions seniors bring to their community. Programs and events are free or low cost and targeted to seniors and their families. To promote Seniors Week activities to a larger audience of seniors, the brochure was translated into Punjabi and Chinese. Seniors Week was expanded from five to seven days of activities to provide weekend and evening activities to better meet the needs of the seniors' population. A total of 915 seniors participated in the 2017 activities an 11% increase over 2016. The opening ceremony alone had 329 participants compared to 140 in 2016. The majority of programs offered during Seniors Week had a waitlist or were at or near capacity.

Garden Party

The annual Garden Party was presented by the City with support from the Community Associations/ Societies and hosted 125 participants at a Canada 150 themed event—*Canada Coast to Coast*. The annual Garden Party took place outside Minoru Place Activity Centre in the plaza and guests were welcomed with live music. Participants enjoyed light refreshments that were uniquely Canadian and represented the regions of Canada while listening to various forms of entertainment including Canadian themed trivia.

National Seniors Day

National Seniors Day, celebrated annually on October 1, honours seniors for their many and varied contributions to their families, workplaces and communities. Events and programs raise awareness about the important roles seniors play in Canadian society. Internationally, the General Assembly of the United Nations has designated October 1 as the International Day of Older Persons.

The City and its community partners hosted several celebrations to celebrate National Seniors Day and International Day of Older Persons including two free art exhibits, a breakfast social and a photo campaign.

• The *Memories of Place* exhibit featured video recollections from Richmond pioneers collected at the Canada 150 Pioneer Luncheon and a photography exhibit capturing seniors from Minoru Place Activity Centre celebrating their history and



stories of the Centre. Over 250 visitors attended the exhibit. In addition, a photo and memory capture session was held as part of the exhibit with 22 seniors participating.

- City Centre Community Centre hosted a National Seniors Day Breakfast Social: Participants celebrated the day with a light breakfast, ice breaker games, and a group discussion on ideas for future programs.
- In recognition of National Seniors Day on October 1, 2017, City Centre Community Centre hosted the *Portraits of City Centre* exhibit for the month of October, featuring portraits of seniors and their stories captured in the year during Seniors Week.

ACTION: Launch an educational campaign to combat stereotypes and ageist attitudes.

Diffusing Ageism through Education and Volunteerism

City staff, volunteers and Minoru Seniors Society participated in a project led by Richmond Cares, Richmond Gives that aimed to dispel some of the negativity surrounding aging. This was achieved through workshops delivered by Richmond seniors to university students. Students were educated about volunteer opportunities with seniors with the idea that by volunteering to help seniors, the students would gain real life experience which would further break down negative stereotypes.

Positive Aging Campaign

Each year the City creates a Positive Aging Campaign showcasing positive images of adults aged 55+ years living in Richmond. The 2017 campaign focused on the talents, contributions and participation of seniors while dispelling myths and highlighting the reality of those who continue to be active in the community. The photo campaign was displayed at Minoru Place Activity Centre and other City facilities in Richmond. **ACTION:** Incorporate images that are representative of the diversity of seniors and portray a positive image of aging in all promotional and communication materials.



Myth: Seniors are slow and stay at home.

Reality: Lawrence, aged 84, volunteers over 40 hours a week.

International Day of Older Persons & National Seniors Day— October 1, 2017 Independence – Participation – Care – Self Fulfillment – Dignity



Direction #4: Coordinated Service Delivery

The City works with partners including Community Associations and community organizations to ensure services to seniors are coordinated citywide.

Seniors Services Citywide and Association/Society Staff

Citywide Roles

There are currently three full-time citywide positions within the Community Services Division working solely with seniors. The position highlights are as follows:

- **Coordinator, Seniors Services** oversees building operations (the future Minoru Centre for Active Living); delivery of 55+ years programs and services, events and wellness programs and liaison to Minoru Seniors Society.
- Seniors Wellness Coordinator reports to the Coordinator, Seniors Services and coordinates citywide outreach and wellness programs, works with other Seniors Coordinators, leisure counselling and information and referral.
- Seniors Coordinator is a new position created in 2017 focusing on policy and planning; Seniors Services & Age-Friendly Plans; research and trends, education and training for City staff; community partnerships and liaison to Richmond Seniors Advisory Committee

Associations and Societies

The Seniors Coordinators, working in Community Centres are employed by Community Associations and are responsible for the development, coordination and implementation of comprehensive programs and services that are responsive and relevant to the diverse needs of seniors and based on best practices, emerging trends, direct consultation and program evaluation. There are Seniors Coordinator positions at eight community centres in Richmond: one staff resides at Minoru Place Activity Centre and four are currently working part-time. Seniors Coordinators from two community centres, Thompson and City Centre, increased their hours to full-time status in 2017 to reflect the changing demographics of seniors and to ensure that the needs of this group are met.

ACTION: Make pertinent research data and information available to Community partners upon request.

Seniors Services Coordinators Meetings

City staff and Seniors Coordinators from Community Associations/Societies meet monthly to share information about program and service delivery to seniors in their neighbourhoods. Participants are able to brainstorm challenges, share successes and research, discuss education and training opportunities and trends on aging. These monthly meetings ensure collaboration among those working with seniors in City and Association roles, act as a supportive peer network and provide opportunities to keep up to date with the latest research and issues affecting the 55+ years population.

Citywide Wellness Clinics

- Wellness clinics in 2017 were supported by partnerships and collaboration between several organizations including the City of Richmond, Richmond Cares, Richmond Gives, Kehila Society of Richmond, BCIT School of Health Sciences (Nursing), and several Richmond Community Centre Associations/Societies. As well, several businesses in Richmond helped to support the delivery of specialized health checks to seniors.
- Wellness clinics were held in eight locations throughout Richmond and made 5,425 connections with seniors including 2,761 holistic health sessions featuring Reflexology, Chair Massage, Shiatsu, Foot and Hand Care and 2,664 blood pressure checks by retired and practising nurses.
- Several community centres reported increased growth in their wellness clinics. Many centres increased the number of practitioners in response to increased demand for holistic health treatments and waitlists. One centre moved to a larger space while several others extended the clinic time to accommodate additional appointments. As well, centres increased the number of staff and volunteers supporting the clinics.
- In a partnership with BCIT School of Health Sciences, student nurses prepared informative displays and engaged seniors in discussions on topics related to health and wellness including liver health, social connections, healthy nutrition and falls prevention. This successful partnership allowed students to connect seniors with resources to keep healthy in the community as well as provided students with a valuable opportunity to gain experience working with seniors on managing health issues.

Other highlights at the clinic locations included the following:

- Enhanced services offered at clinics in addition to regular blood glucose testing included blood cholesterol and flu clinics. These offerings allowed the Community Centres and participants to connect with neighbouring pharmacies and other businesses such as Safeway and Medicine Shoppe.
- At Thompson Community Centre, a Wellness Assistant joined the clinic as part of the City's Human Resources strategy and employed people with disabilities which added consistency and continuity by having the same friendly individual setting up the clinic and welcoming participants.
- Men were reported having increased participation in wellness clinic services and Shiatsu, Reflexology and Hand/Foot Treatments were popular services at most Centres.
- Clinics partnered with Richmond Cares, Richmond Gives utilizing their Community Action Ambassador (CAA) volunteers who acted as resources to inform participants of 55+ years programs and services available in the community.

ACTION: Continue to partner with programs (e.g., Community Action Ambassadors) to serve as a bridge between seniors and information, resources, services and programs.

Partnerships to Deliver Programming, Services & Events

Outreach Programming

Partnerships were critical to the delivery of all of the outreach programs offered at City facilities and included the following organizations:

- Richmond Cares, Richmond Gives
- Minoru Place Activity Centre
- Steveston Ukulele and Drumming Circles

- Vancouver Coastal Health
- Alzheimer Society of BC
- Other organizations and businesses serving seniors in Richmond

Minoru Seniors Society

Operating out of Minoru Place Activity Centre (MPAC), the City works with Minoru Seniors Society to deliver 55+ years programs and services citywide. MPAC highlights from 2017 include the following:

- 2,270 members (2,268 in 2016)
- 21,941 nutritious meals served in their full-service cafeteria (20,256 in 2016)
- 54,990 total centre visits (55,159 in 2016)
- 37,514 participants in group programs (41,759 in 2016)
- 747 out trip participants (634 in 2016)
- 1,256 event participants (1,372 in 2016)
- 8,020 program drop-in participants (8,790 in 2016)

Richmond Public Library

A total of 93 programs were hosted by the Richmond Public Library in English, Mandarin and Cantonese for adults 55+ years across five branches including:

- Workshops for 55+ years on topics such as home care, financial planning, managing medications, retirement, computers, healthy sleep, brain health, grand parenting, dental health, mental wellness, caregiving, managing chronic conditions, languages and estate planning
- Senior Moments Book Club
- Home Services including Audio Books and large print books

Community Arts Council

A partnership was developed between the Community Arts Council and the Minoru Seniors Society that supported three performances by professional string ensembles at various Society events including the Summer Plaza Series. Over 300 people attended the three performances.

Simon Fraser University

In Fall 2017, Simon Fraser University partnered with Minoru Place Activity Centre to deliver digital storytelling workshops to seniors. The goal was to provide an opportunity for seniors to create a legacy by leaving a piece of their life story for family members, friends and others. Stories from the participants reflected on their life journeys and shared important activities and milestones in their lives with others.

Family Services of Greater Vancouver

Community Kitchens Cooking Classes which are hands-on cooking classes for seniors were offered at Steveston Community Centre year-round in 2017. Under the guidance of a facilitator/instructor, seniors learn about and work together to prepare nutritious and affordable meals that they share in a welcoming, engaging and supportive environment.



Vancouver Coastal Health

City staff continued to collaborate with Vancouver Coastal Health with the goal of keeping seniors healthy and informed. In 2017, the following activities took place:

- Participation on committees included Falls Prevention Network Committee and Keeping Seniors Well Network Committee.
- City and VCH staff brainstormed opportunities for future programming for seniors at the new Minoru Centre for Active Living.
- City and Association/Society staff collaborated with Chronic Disease Nurses to deliver Healthy Aging and other relevant workshops in City facilities.

UBC School of Pharmacy

City staff partnered with UBC Pharmacy students to deliver a program at Minoru Place Activity Centre called *Seniors Information Drop-in*. The goal of the program was to train students for one-onone sessions with seniors to share information and resources on a number of topics including: How to Find a General Practitioner, Heart Health, Diabetes and Mental Health. The students used iPads's to look up information and handed out printed materials from community and health organizations.

Richmond Cares, Richmond Gives

The City partnered with Richmond Cares, Richmond Gives to deliver programs and services citywide and to refer seniors to services that support them to stay healthy at home. The following is a summary of program participation for the 2016/2017 year:

- Volunteer Grocery Shopping: 2,282 shop by phone orders placed
- Better at Home Programs: 1,655 transportation rides, 1,218 friendly visits and 1,366 house cleaning visits
- Information & Referral Program: 333 appointments

• Community Action Ambassadors (CAA's) at Wellness Clinics: attended 41 clinics in total at four monthly clinics at Thompson, East Richmond (Cambie) and City Centre Community Centres as well as Minoru Place Activity Centre.

Pathways Transitional Employment Program (PTEP)

Minoru Seniors Society completed its first ever Pathways Transitional Employment Program work placement. The Pathways Transitional Employment Program is a highly collaborative program that provides opportunities for paid employment at an employer's place of business and is a joint partnership between the City of Richmond, Pathways Clubhouse and Minoru Seniors Society. Minoru Place Activity Centre Cafeteria is a placement site where Clubhouse members are employed for six to nine months while receiving on the job support when needed from Clubhouse staff.

OUTCOME: Improved Collaboration, information sharing, and transparency among partners to bring a coordinated and collaborative response to service delivery.



Partnerships to Deliver On-Site Health Services in City Facilities

On-site health services were delivered in partnership with community partners, health organizations and local businesses with a goal to reduce barriers to accessing health services for seniors.

Dental Clinics

Partners: Faculty of Dentistry at UBC, the Dental Mission Project, Vancouver Coastal Health, Steveston Community Association, Minoru Seniors Society and the City of Richmond

- Free dental clinics were offered to low income Richmond residents in need of dental and denture services. City Senior Services and Minoru Seniors Society worked with Vancouver Coastal Health to screen and refer eligible seniors to these clinics which were generously supported by the Faculty of Dentistry at UBC and the Dental Mission Project.
- In 2017, Steveston Community Centre hosted its second free dental clinic that provided basic fillings and teeth cleaning for low income seniors and families. Requests for low or no cost dental services are one of the highest requested services by seniors and families visiting City facilities.

Flu Clinics

Partners: Vancouver Coastal Health, Steveston Community Association, Steveston Medicine Shoppe, Cambie Community Association, Shoppers Drug Mart and Minoru Seniors Society

- Clinics provided flu immunizations to seniors free of charge, providing an essential service to help reduce the chances of seniors catching a potentially life-threatening strain of influenza. The clinics were delivered in partnership with Vancouver Coastal Health and local pharmacies in Richmond.
- In 2017, 25 seniors received free flu shots at Steveston Community Centre offered by the Steveston Medicine Shoppe; 30 seniors at Cambie Community Centre (East Richmond Hall) received free flu shots courtesy of Shoppers Drug Mart; and at Minoru Place Activity Centre, 280 free flu shots were administered by Vancouver Coastal Health.

Income Tax Assistance

Partners: Richmond Public Library, Richmond Cares, Richmond Gives (RCRG), Richmond Multicultural Community Services and Minoru Seniors Society

Income tax clinics were offered at many locations across Richmond including community centres and partner locations such as Richmond Public Library and Richmond Cares Richmond Gives. In 2017 at Minoru Place Activity Centre, 344 low income seniors received income tax appointments and volunteers contributed 185 hours of their time.

Hearing Clinics

Partners: Richmond Hearing Consultants, Minoru Seniors Society, South Arm Community Association and Cambie Community Association

Throughout the year, many community facilities offered free monthly hearing tests to seniors. Through an innovative partnership between the community centres and Richmond Hearing Consultants, approximately 200 seniors were offered hearing services that they may not have otherwise been able to receive. Many City facilities reported the clinics being very popular, with full registration and a waitlist.

ACTION: Explore and respond to opportunities to increase dedicated space available for seniors to socialize and gather in City buildings.

Integrating Seniors Services

Seniors Activity Time began at Thompson Community Centre in 2017 and is a weekly time slot for seniors to drop into the centre's games room and connect with other seniors. This was also an opportunity to meet and connect with the Seniors Coordinator and participate in casual activities such as painting, colouring, dance trial, music appreciation, small plant gardening, language exchange and other art programs. Attendance varied from 6 to 23 participants per week.

Direction #5: Targeted Training and Professional Development

City staff, volunteers, and community partners are aware of the most current, evidence-based information related to seniors programs and services.

OUTCOME: An informed, knowledgeable staff, volunteer, and community partner team to serve seniors.

In 2017, there were a number of opportunities for City staff, volunteers and community partners to access training and professional development opportunities as well as to raise the profile of Seniors services provided by the City of Richmond.

Guest Speakers at Richmond Seniors Advisory Committee Meetings

 Presentations made to the committee included topics such as Advanced Care Planning, the new Minoru Centre for Active Living update and outreach programming for seniors offered by the City and Community Centre Associations. In addition, guest speakers presented from various City departments and community organizations such as Richmond Addiction Services Society, Richmond Society for Community Living and Vancouver Coastal Health.

Every Voice Counts: Provincial Residential Care Survey Results

 In September 2017, City Staff and Richmond Seniors Advisory Committee members attended the release of results from the Office of the Seniors Advocate's landmark survey of people living in residential care facilities that reflected the input of 22,000 individuals living in 292 care facilities. Recommendations made by the Advocate focused on increased staffing hours, the need for flexibility in care delivery and specialized training needs for care staff.



Raise the Profile Project

The goal of the Raise the Profile project is to advocate for increasing the capacity of community-based seniors services to meet the growing needs of BC's aging population, including the identification of systemic and emerging policy issues.

• **Regional Meeting:** Several City and Association staff attended a meeting that consisted of community level consultations with stakeholders in the community-based seniors services sector. A total of 94 participants attended.

• Provincial Summit on Aging:

- This summit included representatives from around the Province with a goal of raising the profile and increasing the capacity of community based seniors' services.
- The summit included non-profit leaders and municipal seniors' services providers responsible for delivery of health promotion and prevention programming that supports seniors' independence, resilience and social connectedness.
- Workshop topics included: affordable housing, nutritional supports, transportation, physical activity and recreation, wellness programs, education and creative arts, building linkages with the health system to support seniors and caregivers, and creating unity between the community-based seniors services and local governments.
- Community Based Seniors Services (CBSS) Leadership Council: City staff were invited to represent the City of Richmond on a Leadership Council which will include representation from the not-for-profit senior-serving agencies, seniors who are volunteer leaders in the sector and staff from Municipalities delivering seniors' services.

26th Annual John K. Friesen – 20th BC Psychogeriatric Association Gerontology Conference

 The conference was attended by Seniors Coordinators, City Seniors Services staff and Richmond Seniors Advisory Committee members. The theme was "Promoting Mental Health in Later Life: Mobilizing Knowledge into Practice. The conference discussed innovations in addressing mental health challenges that people experience in their later years. Keynote speakers and expert panels shared several tools that aid in diagnosing and monitoring mental health problems, personcentred approaches and "best practices" with respect to treatment, and support services available in the local community. Topics included cultural and religious differences in approaches to promoting mental health in later life, insecurity concerning housing for seniors and e-mental health promotion and services.

OUTCOME: Staff and community hold positive perceptions of seniors, reducing stereotypes and ageism.



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Presentations to Community Groups on City of Richmond Seniors Services

In 2017, City staff presented to a number of community organizations on 55+ years programs and services, the new Minoru Centre for Active Living building updates, outreach programs as well as 55+ years research, trends and issues. Presentations were made to the following organizations:

- Richmond Cares, Richmond Gives: Seniors Service volunteers
- Richmond Communities: representatives from Richmond Community Centre Associations/Societies
- Provincial Summit on Aging (Raising the Profile Project): participants working in the Community Based Seniors Services Sector
- Langara University: Recreation Students

Conclusion

The 2017 Seniors Services Update demonstrates the on-going commitment and dedication of the City and its Community Partners in addressing the needs of the important and growing demographic of 55+ years living in Richmond. Creative, innovative and responsive programming and service delivery that supports the diversity and unique needs of seniors in Richmond resulted in an increased number of active and engaged seniors through the doors of City facilities in 2017.

The City's Seniors Services will continue to measure the progress of the five directions outlined in the 2015–2020 Seniors Service Plan on an annual basis. As highlighted in this report, partnerships, collaboration and citywide coordination in program and service delivery for seniors in Richmond continues to play an essential role in working towards the plan's vision of creating a nurturing, connected community that promotes healthy and active aging.





City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1 Telephone: 604-276-4000 www.richmond.ca

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Re:	2015-2020 Youth Service Plan: Where Youth	hrive - 2017 Update		
From:	Kim Somerville Manager, Community Social Development	File:	07-3425-02/2017-Vol 01	
То:	Parks, Recreation and Cultural Services Committee	Date:	May 15, 2018	

Staff Recommendation

- 1. That the staff report titled "2015-2020 Youth Service Plan: Where Youth Thrive 2017 Update" dated May 15, 2018 from the Manager, Community Social Development, be received for information; and
- 2. That the 2015-2020 Youth Service Plan: Where Youth Thrive 2017 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	
Arts, Culture & Heritage Parks Services Recreation Services	$\overline{\checkmark}$	San	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO	

Staff Report

Origin

Through partnership and collaboration, the City, Community Associations and a host of other youth-serving organizations deliver programs and services that connect youth to the community, enhance their resiliency to face challenges, and enable them to live healthy lives.

The 2015-2020 Youth Service Plan: Where Youth Thrive acts as a framework to help the City and its community partners create an environment that generates opportunities for Richmond's youth to have a safe and healthy journey into adulthood.

The 2015-2020 Youth Service Plan: Where Youth Thrive vision is:

For Richmond to be the best place in North America to raise children and youth.

The Youth Service Plan is organized around three key goals, nine themes, and a number of actions which help to provide focus and intentionality in the development and delivery of programs and services that help youth thrive. This report presents the 2015-2020 Youth Service Plan: Where Youth Thrive - 2017 Update to Council for information (Attachment 2).

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

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

2.2. Effective social service networks.

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

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

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

5.2. Strengthened strategic partnerships that help advance City priorities.

This report supports the 2013-2022 Social Development Strategy's Strategic Direction #4: Help Richmond's Children, Youth and Families Thrive:

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.

This report also supports the 2015-2020 Youth Service Plan's Theme #9: Tracking the Progress and Reporting to Community.

Action 9.2 – Annually monitor and report on the accomplishments from the Youth Service *Plan.*

Analysis

The 2015-2020 Youth Service Plan: Where Youth Thrive - 2017 Update highlights achievements in program and service delivery that primarily address the Youth Service Plan's medium-term and ongoing actions. It is important to note that as community context, operational needs, and opportunities change, progress on the actions in the Youth Service Plan reflect these changes. Attachment 1 indicates the progress made as of the end of 2017 on all of the actions from the Youth Service Plan.

The City and the Community Associations continue to see success in youth engagement, leadership and empowerment, expanding opportunities for youth, and bridging services for vulnerable youth. This has resulted in the development of many unique programs and opportunities for young people in Richmond. Some of these opportunities include:

With the support of these types of initiatives and strong caring relationships with staff from the City, Community Associations and other youth-serving agencies, youth are able to build the developmental assets they need to make healthy decisions, choose positive paths, and grow into competent, caring, and responsible adults.

- The creation of the first Inter-Municipal Youth Coordinators Committee, led by the City of Richmond, which will create greater connections amongst municipalities to best support youth in various communities;
- The Richmond Art Gallery received a \$15,250 BC Arts Council Youth Engagement Grant to fund a new arts-based mentorship opportunity;
- Increased staff training in mental health and the 40 Developmental Assets to provide staff with enhanced and more diverse skill set to better meet the needs of vulnerable youth;
- The collaboration of the Healing Using Music non-profit organization, the Richmond Youth Foundation and City Centre Community Centre which offers youth musicians a chance to perform during Youth Music Nights;
- Expanded opportunities and events for youth during Youth Week, resulting in increased participation with approximately 1,200 youth in attendance; and
- Ongoing partnership between the Richmond RCMP and The City of Richmond to deliver the Positive Ticket Program, resulting in the distribution of 2,025 +POS Tickets to the community designed to increase connections between adults and youth.

Financial Impact

None.

Conclusion

The 2015-2020 Youth Service Plan: Where Youth Thrive - 2017 Update highlights a variety of achievements made through the actions of the City, Community Associations, and other youth-serving organizations toward creating a community where youth have the potential to grow to their fullest potential. Through innovative ideas, gathering youth feedback, and providing a wide variety of opportunities, the City strives to understand and meet the ever-changing needs of its youth population. Future reports will continue to inform Council and the community about the progress in implementing the Youth Service Plan, with particular emphasis on its ongoing, medium term, and long term actions.

Krista Germyn Coordinator, Youth Services (604-276-4110)

Att. 1: 2015-2020 Youth Service Plan: Where Youth Thrive - Status of Actions Att. 2: 2015-2020 Youth Service Plan: Where Youth Thrive - 2017 Update

2015-2020 Youth Service Plan: Where Youth Thrive Status of Actions

The following information depicts the progress of the individual actions identified in the 2015-2020 Youth Service Plan: Where Youth Thrive - 2017 Update.

Legend:

<u>Timeline</u>

- *Ongoing:* For ongoing actions, the status is identified in levels of progress, either Continued Progress or Continued Significant Progress.
- Short Term refers to 1-2 years (2015-2016).
- Medium Term refers to 3-4 years (2017-2018).
- Long Term refers to 5–6 years (2019-2020).

<u>Status</u>

- Complete: This Action has been achieved.
- 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.

Goal #1 – Building Youth Assets Through Engagement and Partnerships Theme #1 – Youth Asset Development		
1.1 Incorporate the Developmental Asset language and philosophy in City and Community Association youth marketing and communication tools.	Ongoing	Continued Progress
1.2 Develop and implement a campaign that serves to educate parents, youth and the community at large on the Developmental Assets and their benefits.	Short Term	Complete
1.3 Develop and implement training opportunities for City staff, Community Associations and Community Organizations to enhance common understanding of Developmental Asset principles.	Medium Term	Significant Progress
1.4 Expand the Youth Services Street Team to advance Developmental Asset education and awareness in the community.	Medium Term	Significant Progress
1.5 Establish an asset-based leadership group with key representatives from the City's community partners.	Medium Term	Work Not Begun
1.6 Create asset development training, and coordinate and advance asset development within Community Services and other youth serving agencies.	Medium Term	In Progress

Action	Imeline	Status
2.1 Enhance existing programs and services and create new opportunities for mentorship (such as youth peer leadership, intergenerational activities).	Ongoing	Continued Significant Progress
2.2 Increase the number of (and access to) meaningful youth volunteer opportunities in civic and community based programs and activities (such as youth representation on boards, committees, and Council-appointed groups).	Short Term	In Progress
2.3 Provide leadership skills development programs that are specifically designed for youth.	Ongoing	Continued Significant Progress
2.4 Develop a systematic approach to engage youth in planning programs, services and facilities that are of interest and benefit to them (such as programs and services, parks and open spaces).	Medium Term	In Progress
2.5 Educate youth on how their input will be used and inform young people about the outcomes of their involvement in the planning process.	Ongoing	Continued Progress
2.6 Acknowledge diverse youth through the U-ROC Awards, volunteer recognition, and develop new and innovative methods of youth recognition.	Ongoing	Continued Significant Progress
Theme #3 – Collaboration with Community Partners		
3.1 Build new relationships and foster existing relationships with community partners.	Üngoing	Continued Significant Progress
3.2 Support and facilitate regular communication between partners to share information and knowledge, coordinate activities and discuss youth needs and issues.	Ongoing	Continued Significant Progress
3.3 Develop and regularly maintain an inventory of youth-serving organizations in Richmond to more efficiently communicate youth related information and resources.	Medium Term	In Progress
3.4 Organize a Richmond Youth Forum to bring together youth and youth stakeholders, provide education and information, and improve interagency communication.	Medium Term	Work Not Begun

Theme #4 – Youth Program Development and Delivery		
Action	Timeline	Status
4.1 Enhance communication city-wide about the importance of regular physical activity for youth health and wellness.	Ongoing	Continued Progress
4.2 Involve youth in program planning to ensure development of appropriate opportunities to combat inactivity.	Ongoing	Continued Progress
4.3 Improve accessibility of Community Services programs and services, facilities and spaces.	Ongoing	Continued Significant Progress
4.4 Identify opportunities to provide more low cost, no cost programs and services to youth.	Ongoing	Continued Significant Progress
4.5 Provide youth with a full range of opportunities to participate in sport and physical activity and ensure they are aware of these opportunities.	Ongoing	Continued Progress
4.6 Support the Richmond sport community to develop youth to reach their highest level of sport achievement.	Ongoing	Continued Progress
4.7 Identify transportation needs to access youth programs and services, particularly in outlying areas of Richmond.	Ongoing	Continued Progress
4.8 Identify opportunities for relevant programming targeting specific age groups of youth.	Medium Term	Significant Progress
4.9 Enhance youth life skills and build career training into programs and services for youth.	Ongoing	Continued Significant Progress
Theme #5 – Bridging Services for Vulnerable Youth		
5.1 Identify barriers to existing programs, services and opportunities for vulnerable youth, focusing on particular target groups.	Short Term	Complete
5.2 Improve access to and information about existing City programs, services and opportunities for vulnerable youth.	Medium Term	In Progress
5.3 Enhance programs and services for vulnerable youth.	Medium Term	Significant Progress
5.4 Enhance the [Youth Outreach Program] and if applicable, develop additional approaches to provide more flexible outreach services.	Short Term	Significant Progress
5.5 Develop ways to better reach parents of vulnerable youth.	Ongoing	Continued Progress
5.6 Create more opportunities for (and increase access to) opportunities and activities for young people with disabilities.	Ongoing	Continued Progress

Action	Timeline	Status
5.7 Develop additional opportunities for low-income youth by improving access to programs and services and by connecting them to existing low cost/no cost programs and services (such as Recreation Fee Subsidy Program).	Ongoing	Continued Significant Progress
5.8 Enhance opportunities for vulnerable youth within the Richmond Youth Media Program.	Ongoing	Continued Significant Progress
5.9 Create and support welcoming and inclusive community events, programs and services to allow youth (particularly immigrant youth) to celebrate their cultural identities and feel connected to their community.	Ongoing	Continued Progress
5.10 Support English Language Learner (ELL) youth to build their confidence in speaking English.	Ongoing	Continued Progress
5.11 Provide opportunities for staff to increase their education and awareness to best support the needs of youth who are experiencing mental health challenges.	Medium Term	Significant Progress
5.12 Participate annually in anti-bullying week, leverage opportunities and create ongoing awareness and education throughout the year.	Ongoing	Continued Significant Progress
Theme #6 – Safe and Social Spaces for Youth		
6.1 Involve diverse youth in the ongoing development, design and operation of youth spaces to address their needs and gather their input.	Ongoing	Continued Significant Progress
6.2 Examine community needs in connection to increased youth- specific space in Richmond.	Long Term	In Progress
6.3 Enhance existing youth-friendly spaces to better accommodate the needs of youth.	Ongoing	Continued Significant Progress
6.4 Provide new and innovative youth programming in the Richmond Cultural Centre Media Lab through the Richmond Youth Media Program (RYMP).	Ongoing	Continued Significant Progress
6.5 Utilize multifunctional, youth-friendly outdoor spaces for programs and services.	Medium Term	In Progress

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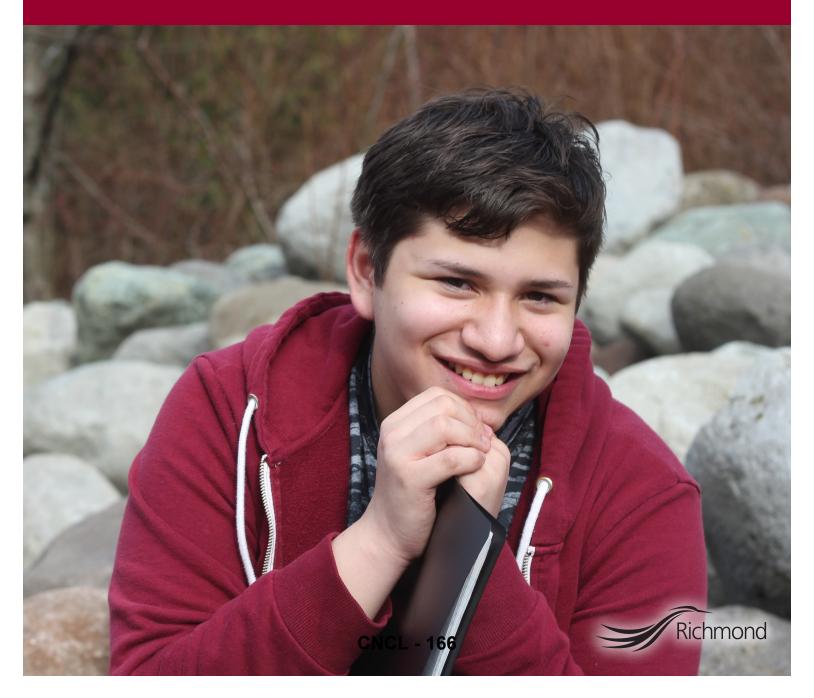
Theme #7 – Moving Towards Standards			
Action	Timeline	Status	
7.1 Create and implement city-wide youth service criteria and program standards.	Ongoing	Continued Progress	
7.2 Continue to enhance Performance Evaluation Systems that are aligned to service standards and support staff development.	Ongoing	Continued Progress	
7.3 Develop and implement a standardized orientation and training program for staff that enhances skills and positively contributes to youth programs and services.	Medium Term	In Progress	
7.4 Create a standardized data collection method for Community Services youth programs and services.	Short Term	In Progress	
Theme #8 – Marketing and Communication			
8.1 Develop a dynamic, age appropriate Youth Marketing Plan designed specifically to appeal to youth that is contemporary and delivered for a tech-savvy audience.	Short Term	In Progress	
8.2 Provide opportunities for youth to be proactively and creatively engaged in the development and delivery of marketing materials.	Ongoing	Continued Progress	
8.3 Identify and engage Youth Promotion Ambassadors who will conduct "word of mouth" and "Face-to-Face" promotion of youth events, programming and services.	Medium Term	In Progress	
8.4 Utilize the Media Lab to develop videos and/or use Media Arts in marketing and communication.	Ongoing	Continued Significant Progress	
Theme #9 – Tracking the Progress and Reporting to Community			
9.1 Develop target and baseline indicators using the outcome- based evaluation framework to monitor the progress of the Youth Service Plan and evaluate the outcomes.	Short Term	In Progress	
9.2 Annually monitor and report on accomplishments from the Youth Service Plan.	Ongoing	Continued Progress	
9.3 Develop a Youth Service Plan reporting tool to periodically communicate progress of implementation and achievements to the public.	Short Term	In Progress	
9.4 Create a marketing and education plan to introduce and educate City and Community Association staff and community partners on the 2015-2020 Youth Service Plan.	Short Term	Complete	

City of Richmond

2015–2020 Youth Service Plan: Where Youth Thrive

2017 Update

Community Services Division





Introduction

The City of Richmond has a long history of responding to the needs and aspirations of youth and the 2015-2020 Youth Service Plan acts as a road map to build on that history of responsiveness.

The development of the 2015-2020 Youth Service Plan, relied heavily on consultation with youth, staff and key stakeholders, and took into consideration research on current youth trends and best practices. As a result, the Youth Service Plan has proven to be an invaluable resource in guiding the development programs and services for young people.

The City's Community Services Division plays the lead role in implementing the Youth Service Plan and works collaboratively with the City's Community Associations and other youth serving organizations to ensure that young people have a safe and healthy journey into adulthood. Through this collaborative and coordinated effort, youth have benefitted through increased opportunities to participate in programs and services that meet their needs; help them find their passions; and meaningfully connect them to their community. By utilizing the Youth Service Plan framework, youth staff are given the tools that can help build safe and trusting relationships with young people to guide them through these experiences and increase the likelihood of positive outcomes for Richmond youth.

This report lists the goals, themes and actions from the Youth Service Plan and details the corresponding achievements and progress made in 2017.

Guiding Principles for Implementation

The following guiding principles will aid in decision-making and prioritization for implementation of the actions identified in the 2015-2020 Youth Service Plan:

- The actions address a recognized need and are compatible with the City Vision, Council Term Goals and the Corporate Plan.
- The actions contribute to the City's various Social Development Strategies.
- The actions provide opportunities for leveraged funding and/or strategic partnerships.
- There is a strong likelihood of success in providing opportunities for youth by pursuing the actions.
- There are existing resources to pursue the actions or the need for adequate resources will be assessed on a cost-benefit basis and allocated accordingly.
- The actions build on and enhance the social capital of youth, contribute to social infrastructure, develop assets and promote community engagement.

The Youth Service Plan

The Youth Service Plan is organized around a vision with three key goals and nine themes. Each theme is linked to the external and internal developmental assets that it aims to build within youth. The 40 Developmental Assets are qualities adolescents need to make wise decisions, choose healthy paths and transition positively into adulthood (see Appendix A). Actions are also suggested under each theme which aim to address the needs that were identified by youth and stakeholders during the development of the Youth Service Plan (see Appendix B).

The Youth Service Plan vision is:

"For Richmond to be the best place in North America to raise children and youth." The goals and themes of the Youth Service Plan are:

Who is responsible for implementation?

Many individuals and groups contribute to achieving the actions set out in the Youth Service Plan. The following information defines their roles:

Community Associations

The City of Richmond works collaboratively with Community Associations who deliver programs and services at eight community centres in the city. Community Associations are led by volunteer boards comprised of committed community members.

GOAL 1 Building Youth Assets Through Engagement &

Partnerships

Theme 1: Youth Asset Development Theme 2: Youth Engagement, Leadership and Empowerment Theme 3: Collaboration with Community Partners

GOAL 2 Expanding Opportunities for Youth

Theme 4: Youth Program Development and Delivery Theme 5: Bridging Services for Vulnerable Youth Theme 6: Safe and Social Spaces for Youth

GOAL 3 Improving Quality of Youth Services

Theme 7: Moving Towards Standards Theme 8: Marketing and Communication Theme 9: Tracking the Progress and Reporting to Community

Richmond Community Associations

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

Youth Serving Organizations

Youth serving organizations include those organizations that work with Richmond youth. They include the Richmond Youth Service Agency, Richmond Addiction Services, Touchstone Family Association, Chimo, Vancouver Coastal Health, the Richmond School District, the Ministry of Children and Family Development, RCMP, Richmond Public Library, community sports teams such as the Kajaks Track and Field Club and many others.

Youth Staff

The following staff are considered the City of Richmond's "Youth Staff" or "Youth Team". It is important to note that there are many other staff that deliver valuable services to youth, but they are not specifically identified as youth workers. These staff work in Arts, Arenas, Aquatics, Heritage, Fitness, Parks, Volunteer Services and at the Richmond Oval.

Youth Services Coordinator

The Youth Services Coordinator is employed by the City of Richmond and acts as a resource to City staff and Community Partners on youth matters, including working with other City departments for planning and facility development that meets the needs of youth in Richmond. The Youth Services Coordinator develops and manages policies and strategies that meet the needs of youth and young adults 13-24 years and collaborates with others on initiatives, activities and events that achieve the actions set out in the Youth Service Plan.

Youth Services – Youth Outreach Workers

As part of the REACH Program (formerly known as the Roving Leader Program), Youth Outreach Workers build one on one mentor relationships with youth who are identified as being low in assets. These staff also develop programs and opportunities to meet the individual needs and interests of youth. The Youth Outreach Workers connect youth positively with their community through social, recreational and cultural activities. The Youth Outreach Workers are City staff and are supervised by the Youth Services Coordinator.

Youth Development Coordinators

Youth Development Coordinators develop programs and services for youth within their community centres. Additionally, they lead activities, programs and events and supervise Youth Development Leaders. Youth Development Coordinators are supervised by City staff within their facility however, each Youth Development Coordinator is employed by a Community Association.

Youth Development Leaders

Youth Development Leaders are program staff within community centres. They lead and supervise preteen and youth programs under the direction of the Youth Development Coordinator and are also employed by a Community Association.

Arts Specialized – Youth Outreach Workers

These Youth Outreach Workers are located in the Media Lab at the Richmond Cultural Centre. They build relationships with youth through the Richmond Youth Media Program and lead activities in the Media Lab that help youth build media arts skills. They are contracted by the City and supervised by City staff.



GOAL 1

Theme 1: Youth Asset Development

Asset development is a key element underpinning the Youth Service Plan.

Objective: The 40 Developmental Asset framework provides a shared vision and language to guide practice and decision-making. Community Services, in collaboration with various community partners, works to ensure a common understanding of the 40 Developmental Asset framework in youth programming. Youth are aware of how their participation influences their asset development. The community, as a whole, also has an awareness of the principles of developmental asset-building and its role in collectively increasing the assets of Richmond youth.

More information about the 40 Developmental Assets can be found in Appendix A.

40 Developmental Assets

Research shows that the 40 Developmental Assets, developed by the Search Institute of Minnesota, act as essential building blocks for adolescents to make wise decisions, choose positive paths and grow into competent, caring, and responsible adults. These building blocks are made up of assets that are internal and external to the individual youth.

Youth Services Webpage

Youth Services maintains a dedicated page on the City of Richmond website where information can be found on a variety of programs, services and youth initiatives. In 2017 the webpage was updated to clearly promote the 40 Developmental Assets, to raise awareness about the framework and to educate the community on the benefits of asset development in the lives of youth.

40 Developmental Asset Training

Training on the 40 Developmental Assets has been developed by Youth Services and was delivered at a variety of events in 2017 including: The Youth Development Leader Training; City Centre Community Centre All Staff Training; and the City of Richmond Summer Staff and Volunteer Training. Approximately 350 staff and volunteers participated in these training opportunities in 2017.

Theme 2: Youth Engagement, Leadership and Empowerment Engaged and empowered youth are the leaders of today and tomorrow.

Objective: Community Services values Richmond youth as contributing members of our society and recognizes the importance of youth being involved in the decisions that affect them. Richmond youth are connected to opportunities to provide direct input in decision-making, to collaborate with adults and their peers, and are involved in meaningful volunteer experiences with the City of Richmond and the community. Empowered youth know that they are valued by society and this helps them create positive views of themselves and develop social competencies required to succeed in life.

Lifesaving Courses

Aquatics Services offers a variety of programs to help youth gain valuable job readiness skills for future employment opportunities. The City of Richmond employs many youth and young adults through Aquatics. Many youth who are interested in becoming aquatics professionals register in Bronze Programs as their first step. The number of registrants for Bronze Programs in 2017 included: Lifesaving Camp: 73; Bronze Star: 156; Bronze Medallion: 241; and Bronze Cross: 140.



Youth Arts Mentorship

The Richmond Art Gallery received a \$15,250 BC Arts Council Youth Engagement Grant to fund the Gallery's Youth Mentorship Program. The goal of the program was to enable youth 14-19 years to build their skills and focus their talents in an intensive 8 month program by working with artists and gallery professionals. By the end of the project, youth created artwork to be exhibited in Beyond the Horizon, an exhibition of landscapes from Richmond Art Gallery's collection. A publication was also produced highlighting the Youth Mentorship Program process with entries by the 10 youth who participated.

Youth Civic Opportunities

City Centre Community Centre, the City of Richmond and the Richmond Youth Foundation partnered to host a forum for youth to learn about the need for affordable housing in Richmond and to propose original solutions to combat the issue. These presentations were judged by a selection panel and the winning group presented their ideas to the City of Richmond's Planning and Development and Community Social Development staff. 12 youth participated in the event.

Snow Angels

Snow Angels are volunteers who provide snow removal assistance to the elderly or other individuals with health or mobility challenges during major winter storms. Snow Angels are able to help clear sidewalks and walkways of Richmond community members. Of the 34 volunteers in 2017, over 65% were youth contributing nearly 25 hours of snow removal services.

Wellness Strategy

Youth were involved in the development of the City of Richmond's Wellness Strategy. Young people volunteered their time at public engagement sessions, helping City staff reach out to diverse communities through providing translation services. In addition, leadership students from MacNeil Secondary School provided valuable input on what wellness means to them and made suggestions on how the Wellness Strategy can help support youth and their families. Their ideas contributed to the development of the focus areas and action items identified in the strategy.



Theme 3: Collaboration with Community Partners

The delivery of Youth Services is strengthened through the City's community partnerships.

Objective: Relationships with community partners increases capacity and pooled resources and therefore, the success of the Youth Service Plan. The City maintains and expands its network with community partners to provide flexible outreach services and accommodate the diverse needs of youth. Youth are better connected to the wide range of opportunities and services that the City of Richmond has to offer.

Youth Music Night

Youth Music Night is a collaboration between the Healing Using Music non-profit organization, the Richmond Youth Foundation and City Centre Community Centre. The event is held seasonally at City Centre and offers youth music artists in the Lower Mainland and Richmond a chance to perform. These free events expand the scope of traditional youth activities by offering increased opportunities for youth artistic expression in community facilities. In 2017, 70 youth participated in two Youth Music Nights.

Resilient Youth

Supporting Families is a collaborative community initiative to support the well-being of families affected by mental health and/or substance use issues. Resilient Youth is a program offered through Supporting Families for youth who have a family member with a mental health or addictions concern. Vancouver Coastal Health, Richmond Addiction Services and the City of Richmond facilitated this program in 2017 through an *Eat, Talk and Play* model where the youth group opens with a meal for participants, followed by a lesson where they learn resiliency and coping skills, often through fun activities. In 2017, nine youth participated in this program.



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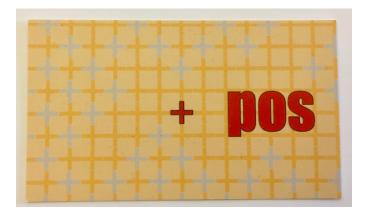
The Richmond Youth Dance Company

In 2017, 25 dancers were enrolled in the Richmond Youth Dance Company at the Richmond Arts Centre. In December, these youth shared their love of dance with seniors in Richmond by creating a wonderful performance which they shared at three different seniors residences followed by a meet and greet to interact and answer questions that the residents had. Through these performances, the dancers brought joy to over 150 seniors in Richmond.



+POS Tickets

The City of Richmond, RCMP and Richmond Arenas Community Association have partnered to deliver the Positive Ticket Program. Through this initiative, adults can catch youth doing positive things and issue them a ticket which gains them one free admission to swim, skate and pitch and putt. This interaction provides a powerful gateway to developing positive relationships between police, adults and youth and often has a profound effect on those involved. In 2017, 2,025 Positive Tickets were distributed to youth serving organizations so that professionals working with youth across the city could hand out these tickets to young people and build positive connections.



Theme 4: Youth Program Development and Delivery

Youth benefit from developing and participating in a wide range of social, cultural and recreational programs.

Objective: Youth are aware and have equitable access to a number of diverse recreational, social, volunteer and cultural opportunities that are responsive to their specific needs and interests, and build on their Developmental Assets. Deliberate planning with Community Partners and youth around a core grouping of programs results in a broad range of programs and services that accommodate a variety of needs and interests.

The Olympic Oval

The 2012 Olympic Oval Sport Camp review showed there was an opportunity to increase female participation in sport. Based on research on sport participation by girls, including the likelihood they would continue to participate in their teen years, the Olympic Oval introduced girls-only camps. GO! Girls in Motion Camp for 9-12 years featured the following: a female camp leader (providing a female role model); emphasis on movement rather than sport; inclusion of physical activities such as yoga and dance; emphasis on sports historically popular with girls such as synchronized swimming, rhythmic gymnastics and cheerleading; and an atmosphere that encouraged positivity towards the group and self. In 2017, there were 164 participants in girls only programs at the Oval.

West Richmond Community Association

The Youth Service Plan identifies the need to include youth in program planning to ensure the development of appropriate opportunities to combat inactivity. In 2017, two youth participated on the Program Committee of the West Richmond Community Association Board to help ensure that the programs that were developed met the needs and interests of youth.

Richmond Arenas

The City of Richmond provides subsidized ice time to child and youth serving organizations to ensure that youth have the opportunity to participate in ice sports and reach their highest level of sport achievement. Providing subsidized ice time allows these organizations to keep their registration costs manageable for families, allowing youth increased opportunities to participate. The following organizations are supported by the City of Richmond Arenas Association:

- Richmond Minor Hockey
- Seafair Hockey
- Richmond Ravens Female Hockey
- Richmond Ringette
- Connaught Skating Club



Swim and Skate Pass

The \$19 Summer Swim and Skate pass offered young people ages 5-16 years unlimited swimming and skating at four local pools and the Richmond Ice Centre from the end of June to the beginning of September. Teens 13-16 years were also able to use the fitness centre at Watermania. This new Summer Pass offered excellent value and was a fun way for young people to keep physically active and socially engaged over the summer. Over 400 Summer Swim and Skate passes were sold in 2017

Theme 5: Bridging Services for Vulnerable Youth

Vulnerable youth have unique needs and can thrive with access to appropriate programs and services.

Objective: Community Services reaches all youth through a variety of programs and services while being particularly vigilant about addressing the very specific needs of vulnerable youth. These groups might include Aboriginal youth, youth with disabilities or special needs, newcomer/immigrant youth, LGBTQ youth, youth from low-income families and youth in conflict with the law. Serving diverse youth, and vulnerable youth in particular, requires targeted approaches and strong relationships with a variety of community partners and with youth themselves. Community Services ensures that vulnerable youth are connected to resources and opportunities to build assets.

City Grant Programs

In 2017, 19 organizations who deliver youth related programs and services in Richmond were supported by the City of Richmond's Grant Programs. Each year the City of Richmond accepts applications for grants in the following streams:

- Health, Social and Safety
- Parks, Recreation, and Community Events

- Child Care
- Arts and Culture

The grants awarded for youth initiatives totalled \$468,396. Through these funds, organizations are able to increase their services or develop new programs that meet the needs of the community.

Expanding LGBTQ+ Youth Opportunities

For four years the AllWays program has provided an opportunity for youth to participate in a program where they can discuss gender and identity and meet likeminded peers in a drop in environment. In 2017, AllWays expanded to add an additional opportunity: GLITTER, an LGBTQ+-focused leadership group whose mandate is to mentor, create recreation initiatives, events and opportunities in the community. In 2017, ten youth participated in GLITTER and AllWays had a total of 160 participant visits, up from 140 participant visits in 2016.

Staff Mental Health Education

During the Youth Development Leader (YDL) training in 2017, counsellors from Touchstone Family Association delivered a workshop on stress and anxiety, providing staff with tools and resources to help youth experiencing these concerns. At the second YDL Training a psychologist from Anxiety BC presented to staff on tools and resources for anxiety including the MindShift App that can be promoted to help users relax, develop more helpful ways of thinking and identify active steps that will help them take charge of their anxiety.

Youth Clothing Shop

Each year staff from the youth team partner to deliver a free Youth Clothing Shop. Youth staff gather donations of youth friendly, gently used clothing and set up a retail store atmosphere at a community centre where youth can "shop" for free clothes. Developed out of the financial need identified by youth and an effort to be sustainable, this event has been offered once or twice a year over the past seven years at various locations including Thompson Community Centre, South Arm Community Centre and City Centre Community Centre. In 2017, approximately 70 youth participated in two Youth Clothing Shop events compared to 33 youth during one clothing shop event in 2016.

The Richmond Youth Media Program

The Richmond Youth Media Program (RYMP) members continued to learn marketable skills and participate in mentorship and volunteer opportunities. A total of 40 program members, 208 guests and 19 adults (including practicum students, youth workers and professional artists) spent a total of 4,218 hours in the Media Lab and at community outreach events in 2017. The program runs in partnership with Richmond Addiction Services who, in 2017, secured a \$5,000 Vancouver Coastal Health grant to fund a new 'Artepreunership' project to help RYMP members create a business model and website to offer their Media Arts services to the general public.



Theme 6: Safe and Social Spaces for Youth

Indoor and outdoor youth spaces foster their development and independence.

Objective: All youth have access to indoor and outdoor spaces in the community where they can take ownership, be responsible, feel welcome,

socialize, obtain information and receive services. Youth friendly spaces are designed and operated in a way that promotes social gathering and safety. Recognizing that safety goes beyond physical safety, efforts are made to ensure that youth have access to spaces where they have more autonomy and independence within facilities.

Youth Friendly Spaces

In 2017, a guest speaker from the City of Burnaby was invited to present to the Youth Services team on their experience creating youth friendly spaces. Subsequently, City of Richmond and Community Association staff brainstormed on how to best incorporate those ideas and develop their own for implementation in Richmond facilities. As a result, some of the enhancements made in community centres include:

- Displaying youth art in the facility;
- Encouraging youth only times to foster youth's ownership of the space;
- Ordering new furniture to increase the comfort of youth spaces; and
- Improving access to games, arts and crafts in the facility so that youth feel welcome and encouraged to engage in activities in the facilities.



Indoor and Outdoor Youth Events

As part of BC Youth Week, Richmond youth staff hosted a variety of indoor and outdoor events for youth. In 2017 some of these events included: The Outdoor Youth Fit Fest at Thompson Community Centre; a Job Fair at Brighouse Library; Bubble Soccer at West Richmond Community Centre; a 3-on-3 Basketball Tournament at South Arm Community Centre; an outdoor concert in the Steveston neighbourhood; and a Youth Swim at Watermania. An estimated 1,200 youth participated in Richmond activities during Youth Week 2017, this is a significant increase compared to the approximately 1,000 youth in 2016.

Youth Week

Each year from May 1–7 the City of Richmond participates in BC Youth Week, a provincial initiative where municipalities recognize and celebrate young people in their communities. The City of Richmond and **Community Associations** celebrate Youth Week through seven days of events and activities geared toward youth. Staff coordinate a wide array of activities during Youth Week to meet the varied interests of Richmond's youth. Through this targeted approach to youth programming, young people feel celebrated, valued and connected to their community.



7 DAYS, 12 FREE EVENTS, HOURS OF FUN!

ANDANTÉ CAFÉ Take in the talents of Richmond's youth at this showcase of singers, musicians, poets, performers and comedians in a relaxed café setting.

Monday, May 1 | 6:00-8:00 p.m. Info: Contact Usman at umushtag@richmond.ca or 604-204-8571 or visit City Centre Community Centre at 5900 Minoru Boulevard.

2. YOUTH WEEK FEAST-IVAL

Come for free food and fun games, try to win prizes and browse the booths for extra info and freebies at this thank you to youth for their active involvement in the community. Tuesday, May 2 | 12:30-1:30 p.m.

Info: Contact Nancy at nfrappie@richmond.ca or 604-238-8379 or visit Cambie Community Centre at 12800 Cambie Road.

3. YOUTH FIT FEST: TAKE IT OUTSIDE

Connect, grow, breathe, move. Check out and drop in to a free yoga, self-defence class, skateboard lesson and more during this outdoor, active session. Waiver required.

Tuesday May 2 | 3:00-4:30 p.m. Info: Contact Chantelle at cingram@richmond.ca or 604-238-8432 or visit Thompson Community Centre at 5151 Granville Avenue.

4. SCIENCE & TECHNOLOGY EXPO

Be part of this amazing science experience with hands-on activities and engaging workshops presented by science and technology professionals. Wednesday, May 3 | 3:30-5:30 p.m. ond P blic Library Info: Contact Maggie at maggie.lukban@yourlibrary.ca or 604-231-6413 or visit Richmond Public Library Brighouse Branch at 100-7700 Minoru Gate.



5. CRRB N° CO CLOTHING SHOP Get ready for a new-to-you wardrobe at this unique and free shopping spree that includes clothes, shoes, accessories and more. All items are gently used with loss of different styles and sizes to choose from for all genders. Ages 13-24 years welcome. Wednesday, May 3 | 4:00-5:00 p.m.

Donated items are still being accepted at South Arm Community Centre until Thursday, April 27 at 5:00 p.m. Info: Contact Krista at kgermyn@richmond.ca or 604-516-9538 or visit South Arm Community Centre at 8880 Williams Road.

YOUTH JOB FAIR Bring a résumé and come prepared for an informal

interview with community employers looking for vouth to ioin their team Thursday, May 4 | 3:00-5:00 p.m.

Richmond Public Library Info: Contact Maggie at maggie.lukban@yourlibrary.ca or 604-231-6413 or visit Richmond Public Library – Brighouse Branch at 100-7700 Minoru Gate.

7. BUBBLE SOCCER Join this action-packed, modified version of 5-on-5 soccer enclosed in a personal, plastic bubble that is safe, fun and hilarious! Register in person or online, barcode: 1970438. Waiver required Thursday, May 4 | 3:30-5:30 p.m.

Info: Contact Brendan at bwalker@richmond.ca or 604-238-8416 or visit West Richmond Community Centre at 9180 No. 1 Road.

8. BASKETBALL TOURNAMENT Come register a team and play in this all youth 3 on 3 youth tournament or come cheer on your favourite team! Register your team through South Arm Community Centre Friday, May 5 | 3:30-6:00 p.m.

Info: Contact Neela at ngottenbos@richmond.ca or 604-238-8066 or visit South Arm Community Centre at 8880 Williams Road.

9. SHIPS TO SHORE KING OF THE SEA! Join us for an outdoor concert on the Ships to Shore King of the Sea main stage. Friday, May 5 | 4:00-9:00 p.m.

Info: Contact Andrew at achornohus@richmond.ca or 604-238-8019 or visit www.shipstoshore.ca.

10. CAREERS IN MEDIA ARTS

Find out more about a career in this specialty area by attending workshops and having discussions with professionals currently working in graphic design, animation and video game production. Register in person or online: Animation barcode: 2022488 Graphic Design barcode: 2022588, Video Game Production barcode: 2022538.

Saturday, May 6 | noon-4:00 p.m.

Info: Contact Lauren at Lburrowsbackhouse@richmond.ca or 604-247-8303 or visit Richmond Cultural Centre at 7700 Minoru Gate.

11. YOUTH LEADERSHIP WORKSHOP Come listen to speakers and join in discussions

focused on education and leadership and how to translate these learnings into future success. This orkshop is hosted by the Steveston Youth Council and includes snacks and refreshments. Saturday, May 6 | 5:00-8:00 p.m.

Richmond Cultural Centre Info: Contact Andrew at achornohus@richmond.ca or 604-238-8019 or visit Steveston Community Centre at 4111 Moncton Street.

12. YOUTH SWIM

Swim, dive and flop to sick beats during this "free for teens" time. Compete for prizes in the "best dive" and other competitions. Sunday, May 7 | 3:00-5:00 p.m.

Info: Contact Debbie at djones@richmond.ca or 604-448-5360 or visit Watermania at 14300 Entertainment Boulevard.





GOAL 3

Theme 7: Moving Towards Standards

High quality and consistent youth services deliver results.

Objective: Community Services fosters consistency in the delivery of services to youth across all City facilities and programs. Youth benefit from having programs delivered with consistent city-wide messages. Community Services attracts and retains high performing employees as the City is recognized as a desirable place to work with fair compensation. Standardized training provides employees with professional skills required to be successful in their work and enhances their ability and capacity to deliver high-quality youth services.

Youth Survey

In 2017, Youth Services developed a survey for youth to provide feedback on their experiences in programs at community centres. 42 youth from across Richmond participated in the survey which was available online and in person. This initiative provided an exciting opportunity for staff to gather valuable information from youth that can be used to improve programs and services. When youth were asked to rate staff on a scale from "Definitely Not" to "Definitely Yes" in the areas of: helpful, knowledgeable, approachable and fun, 100% of youth stated "Somewhat, Yes or Definitely Yes" for each of those areas with the majority of youth responding "Definitely Yes".

Summer Leader and Volunteer Training

City Wide Training is a professional development opportunity that provides Summer Leaders and volunteers an opportunity to get together and participate in educational and engaging workshops regarding topics that are related to Summer Day Camp Programs. Many Summer Leaders and volunteers are youth, and City Wide Training is an opportunity for them to develop their leadership skills and to learn the tools required to provide a safe, positive and inclusive experiences for summer program participants. In 2017, approximately 275 Summer Leaders and volunteers from across Richmond attended the City Wide Training.

Inter-Municipal Youth Coordinators Committee

In 2017, the first Inter-Municipal Youth Coordinators Committee was developed with the inaugural meeting held at Richmond City Hall. This committee consists of Youth Service Coordinators from municipalities across the Lower Mainland and offers an opportunity for participants to discuss best practices, challenges and success in working with youth. The creation of this committee will create greater connection amongst municipalities in supporting youth in their communities.

Theme 8: Marketing and Communication

Awareness of programs, services and facilities encourages youth participation.

Objective: Youth and the community are aware of programs, services and facilities available in Richmond. Community Services actively seeks input from youth and the community in the development and delivery of marketing to ensure that a wide range of youth are reached. Providing youth with timely, accurate and easy-to-understand information about community events and opportunities will give them a gateway to making informed choices.

Social Media Training

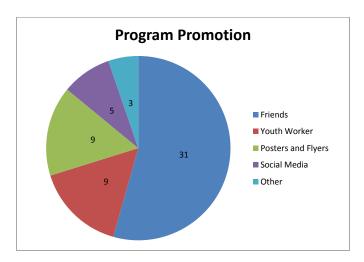
In 2017, youth from the Richmond Youth Media Program led a training session for the Youth Team on the use of Instagram. Youth staff were able to glean valuable information on how to better reach young people and most effectively use this social media platform.

Youth Friendly Promotion

In 2017, youth were polled through the Youth Survey regarding how they were most likely to find out about programs and services. When 42 youth were asked as an open ended question, "How do you usually find out about programs/activities/events that happen in your community?" they responded as follows (including examples of descriptions in the youth's words):

- Friends
- Youth Worker
- Posters and Flyers: "walls of the community centre", "walls of the school", "catalogue and flyer"
- Social Media: "group chat", "website", "icanhelprichmond.ca"
- Other: "school leadership", "parent"

Gathering this information gives youth staff the tools to intentially promote programs in ways that will be well received by youth and increase the likelihood of their participation in activities.



Theme 9: Tracking the Progress and Reporting to Community

Monitoring and evaluation enable continued learning, ensure success and are key to delivering effective, efficient and responsive services.

Objective: Community Services and Community Associations monitor and evaluate the progress on implementing the actions of the 2015-2020 Youth Service Plan. Qualitative and quantitative indicators are used to measure success in achieving desired outcomes and provide useful information for program development, resource allocation and decision making. Community Services reports back to community organizations and citizens on the progress of the Youth Service Plan implementation and ensures consistency and accountability in reporting mechanisms.

Youth Service Plan Progress Reports

The Youth Service Plan Progress Reports provide a snapshot of the year's annual highlights and also helps City staff and Community Partners monitor the progress of the actions outlined in the 2015-2020 Youth Service Plan. In 2017, the first of these reports was shared with City Council, disseminated to Community Partners and then posted to the City's website for the community to review.

Building Awareness

Youth Services has created many opportunities to raise awareness about the Youth Service Plan and the progress of its actions. In 2017, processes were developed to ensure new youth staff were oriented to the Youth Service Plan. Achievements from the 2015-2016 Progress Report was also shared during a variety of youth team training opportunities and workshops. Additionally, presentations were made to youth serving organizations on the Youth Service Plan and the progress made on the actions within the plan.



Next Steps

The 2015-2020 Youth Service Plan: Where Youth Thrive continues to be a valuable tool to guide the development and delivery of City of Richmond and Community Partner youth programs and services. As we head into the fourth year of the plan's implementation some upcoming initiatives and activities for 2018 include:

- Presentations on asset development by City staff to internal and external partners;
- Revitalization of the Positive Ticket Program;
- An intentional focus on providing programs and services for youth up to 24 years;
- The 20th anniversary of the U-ROC Awards (youth and youth supporter recognition ceremony);
- Rebranding of the City of Richmond's Youth Outreach Program;
- The ongoing development of youth-friendly promotional and advertising materials; and
- A targeted approach to encouraging youth civic involvement.

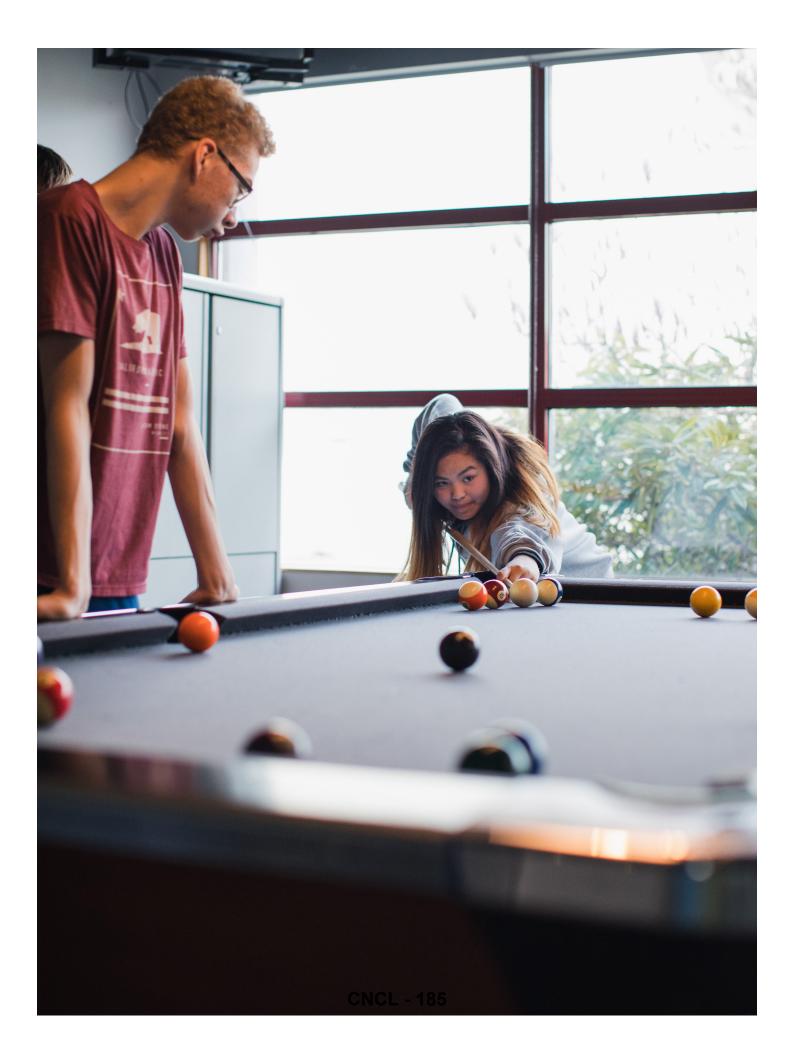
Staff will continue to monitor and report out on the achievements of the Youth Service Plan on an annual basis through future updates detailing the progress made on ongoing, medium-term and long-term actions. For more information about the 2015-2020 Youth Service Plan, please visit www.richmond.ca/youth.

Conclusion

The 2015–2020 Youth Service Plan: 2017 Update demonstrates the commitment of the City of Richmond, Community Associations and other youth serving organizations to help young people thrive. Many innovative programs and opportunities were initiated in 2017 which provided youth with new experiences and staff with the knowledge and skill to best support youth. Some of these highlights included:

- Youth Music Nights;
- New mentorship opportunities for youth;
- The development of a Youth Survey to be used in City of Richmond Programs;
- The creation of an Inter-Municipal Youth Coordinator Committee; and
- A variety of training opportunities for youth staff

Moving forward, the City, Community Associations and youth serving organizations will continue to work collaboratively in an ongoing effort to further the vision, *"For Richmond to be the best place in North America to raise children and youth."*



Appendix A | Search Institute's 40 Developmental Assets

Why do some kids grow up with ease, while others struggle? Why do some kids get involved in dangerous activities, while others spend their time contributing to society? The Search Institute has identified 40 concrete qualities–developmental assets–that have a tremendous influence on youth's lives and choices. Research shows that the 40 Developmental Assets help youth make wise decisions, choose positive paths, and grow up competent, caring and responsible. (See: http://search-institute.org)

EXTERNAL ASSETS



Support

- 1. Family support Family life provides high levels of love and support
- 2. Positive family communication Young person and their parent(s)/guardian(s) communicate positively, and young person is willing to seek advice and counsel from parent(s)/guardian(s)
- Other adult relationships Young person receives support from three or more non-parent adults
- 4. Caring neighbourhood Young person experiences caring neighbours
- 5. Caring school climate School provides a caring, encouraging environment
- 6. Parent involvement in schooling Parent(s)/guardian(s) are actively involved in helping young person success in school



Empowerment

- 7. Community values youth Young person perceives that adults in the community value youth
- 8. Youth as resources Young people are given useful roles in the community
- 9. Service to others Young person serves in the community one hour or more per week
- 10. Safety Young person feels safe at home, school, and in the neighbourhood



Boundaries & Expectations

- **11. Family boundaries** Family has clear rules and consequences and monitors the young person's whereabouts
- 12. School boundaries School provides clear rules and consequences
- **13. Neighbourhood boundaries** Neighbours take responsibility for monitoring young people's behaviour

- **14.** Adult role models Parent(s)/guardian(s) and other adults model positive, responsible behaviour
- 15. Positive peer influence Young person's best friends model responsible behaviour





- **17. Creative activities** Young person spends three or more hours per week in lessons or practice in music, theater or other arts
- **18. Youth programs** Young person spends three or more hours per week in sports, clubs, organizations at school and/or in the community
- **19. Religious community** Young person spends one or more hours per week in activities in a religious institution
- **20. Time at home** Young person is out with friends "with nothing special to do" two or fewer nights per week

INTERNAL ASSETS



Commitment to Learning

- **21.** Achievement motivation Young person is motivated to do well in school
- 22. School engagement Young person is actively engaged in learning
- 23. Homework Young person reports doing at least one hour of homework every school day
- 24. Bonding to school Young person cares about their school
- 25. Reading for pleasure Young person reads for pleasure three or more hours per week



Positive Values

- 26. Caring Young person places high value on helping other people
- **27. Equality and social justice** Young person places high value on promoting equality and reducing hunger and poverty
- **28. Integrity** Young person acts on convictions and stands up for their beliefs
- **29. Honesty** Young person "tells the truth even when it is not easy"
- **30. Responsibility** Young person accepts and takes personal responsibility
- Restraint Young person believes it is important not to be sexually active or to use alcohol or other drugs



Social Competencies

- 32. Planning and decision making Young person knows how to plan ahead and make choices
- 33. Interpersonal competence Young person has empathy, sensitivity, and friendship skills
- **34. Cultural competence** Young person has knowledge of and comfort with people of different cultural/racial/ethnic backgrounds
- 35. Resistance skills Young person can resist negative peer pressure and dangerous situations
- 36. Peaceful conflict resolution Young person seeks to resolve conflict non-violently



Positive Identity

- 37. Personal power Young person feels they have control over "things that happen to me"
- **38. Self-esteem** Young person reports having high self-esteem
- **39. Sense of purpose** Young person reports that "my life has a purpose"
- 40. Positive view of personal future Young person is optimistic about their personal future



Appendix B | Youth Service Plan: Actions

GOAL 1

Building Youth Assets Through Engagement & Partnerships

THEME 1: YOUTH ASSET DEVELOPMENT

#	ACTION	TIMELINE
1.1	Incorporate the Developmental Asset language and philosophy in City and Community Association youth marketing and communication tools.	Ongoing
1.2	Develop and implement a campaign that serves to educate parents, youth and the community at large on the Developmental Assets and their benefits.	Short Term
1.3	Develop and implement training opportunities for City staff, Community Associations and Community Organizations to enhance common understanding of Developmental Asset principles.	Medium Term
1.4	Expand the Youth Services Street Team to advance Developmental Asset education and awareness in the community.	Medium Term
1.5	Establish an asset-based leadership group with key representatives from the City's community partners.	Medium Term
1.6	Create asset development training, and coordinate and advance asset development within Community Services and other youth serving agencies.	Medium Term

THEME 2: YOUTH ENGAGEMENT, LEADERSHIP AND EMPOWERMENT

#	ACTION	TIMELINE
2.1	Enhance existing programs and services and create new opportunities for mentorship (such as youth peer leadership, intergenerational activities).	Ongoing
2.2	Increase the number of (and access to) meaningful youth volunteer opportunities in civic and community based programs and activities (such as youth representation on boards, committees, and Council-appointed groups).	Short Term
2.3	Provide leadership skills development programs that are specifically designed for youth.	Ongoing
2.4	Develop a systematic approach to engage youth in planning programs, services and facilities that are of interest and benefit to them (such as programs and services, parks and open spaces).	Medium Term
2.5	Educate youth on how their input will be used and inform young people about the outcomes of their involvement in the planning process.	Ongoing
2.6	Acknowledge diverse youth through the U-ROC Awards, volunteer recognition, and develop new and innovative methods of youth recognition.	Ongoing

THEME 3: COLLABORATION WITH COMMUNITY PARTNERS		
#	ACTION	TIMELINE
3.1	Build new relationships and foster existing relationships with community partners.	Ongoing
3.2	Support and facilitate regular communication between partners to share information and knowledge, coordinate activities and discuss youth needs and issues.	Ongoing
3.3	Develop and regularly maintain an inventory of youth-serving organizations in Richmond to more efficiently communicate youth related information and resources.	Medium Term
3.4	Organize a Richmond Youth Forum to bring together youth and youth stakeholders, provide education and information and improve interagency communication.	Medium Term

GOAL 2

Expanding Opportunities for Youth

THEME 4: YOUTH PROGRAM DEVELOPMENT AND DELIVERY

#	ACTION	TIMELINE
4.1	Enhance communication city-wide about the importance of regular physical activity on youth health and wellness.	Ongoing
4.2	Involve youth in program planning to ensure development of appropriate opportunities to combat inactivity.	Ongoing
4.3	Improve accessibility of Community Services programs and services, facilities and spaces.	Ongoing
4.4	Identify opportunities to provide more low cost, no cost programs and services to youth.	Ongoing
4.5	Provide youth with a full range of opportunities to participate in sport and physical activity and ensure they are aware of these opportunities.	Ongoing
4.6	Support the Richmond sport community to develop youth to reach their highest level of sport achievement.	Ongoing
4.7	Identify transportation needs to access youth programs and services, particularly in outlying areas of Richmond.	Ongoing
4.8	Identify opportunities for relevant programming targeting specific age groups of youth.	Medium Term
4.9	Enhance youth life skills and build career training into programs and services for youth.	Ongoing

THEME 5: BRIDGING SERVICES FOR VULNERABLE YOUTH				
#	ACTION	TIMELINE		
5.1	Identify barriers to existing programs, services and opportunities for vulnerable youth, focusing on particular target groups.	Short Term		
5.2	Improve access to and information about existing City programs, services and opportunities for vulnerable youth.	Medium Term		
5.3	Enhance programs and services for vulnerable youth.	Medium Term		
5.4	Enhance the Roving Leader Program and if applicable, develop additional approaches to provide more flexible outreach services.	Short Term		
5.5	Develop ways to better reach parents of vulnerable youth.	Ongoing		
5.6	Create more opportunities for (and increase access to) opportunities and activities for young people with disabilities.	Ongoing		
5.7	Develop additional opportunities for low-income youth by improving access to programs and services and by connecting them to existing low cost/no cost programs and services (such as Recreation Fee Subsidy Program).	Ongoing		
5.8	Enhance opportunities for vulnerable youth within the Richmond Youth Media Program.	Ongoing		
5.9	Create and support welcoming and inclusive community events, programs and services to allow youth (particularly immigrant youth) to celebrate their cultural identities and feel connected to their community.	Ongoing		
5.10	Support ELL youth in building their confidence in speaking English.	Ongoing		
5.11	Provide opportunities for staff to increase their education and awareness to best support the needs of youth who are experiencing mental health challenges.	Medium Term		
5.12	Participate annually in anti-bullying week, leverage opportunities and create ongoing awareness and education throughout the year.	Ongoing		

THEME 6: SAFE AND SOCIAL PLACES FOR YOUTH

#	ACTION	TIMELINE
6.1	Involve diverse youth in the ongoing development, design and operation of youth spaces to address their needs and gather their input.	Ongoing
6.2	Examine community needs in connection to increased youth-specific space in Richmond.	Long Term
6.3	Enhance existing youth-friendly spaces to better accommodate the needs of youth.	Ongoing
6.4	Provide new and innovative youth programming in the Richmond Cultural Centre Media Lab through the Richmond Youth Media Program (RYMP).	Ongoing
6.5	Utilize multifunctional, youth-friendly outdoor spaces for programs and services.	Medium Term



Improving the Quality of Youth Services

THEME 7: MOVING TOWARDS STANDARDS **ACTION** TIMELINE 7.1 Create and implement city-wide youth service criteria and program standards. Ongoing Continue to enhance Performance Evaluation Systems that are aligned to service standards and 7.2 Ongoing support staff development. Develop and implement a standardized orientation and training program for staff that enhances skills and Medium Term 7.3 positively contributes to youth programs and services. 7.4 Create a standardized data collection method for Community Services youth programs and services. Short Term

THEME 8: MARKETING AND COMMUNICATION

	ACTION	TIMELINE
8.1	Develop a dynamic, age appropriate Youth Marketing Plan designed specifically to appeal to youth that is contemporary and delivered for a tech-savvy audience.	Short Term
8.2	Provide opportunities for youth to be proactively and creatively engaged in the development and delivery of marketing materials.	Ongoing
8.3	Identify and engage Youth Promotion Ambassadors who will conduct "word of mouth" and "Face-to-Face" promotion of youth events, programming and services.	Medium Term
8.4	Utilize the Media Lab to develop videos and/or use Media Arts in marketing and communication.	Ongoing

THEME 9: TRACKING THE PROGRESS AND REPORTING TO COMMUNITY

#	ACTION	TIMELINE
9.1	Develop target and baseline indicators using the outcome-based evaluation framework to monitor the progress of the Youth Service Plan and evaluate the outcomes.	Short Term
9.2	Annually monitor and report on accomplishments from the YouthService Plan.	Ongoing
9.3	Develop a Youth Service Plan reporting tool to periodically communicate progress of implementation and achievements to the public.	Short Term
9.4	Create a marketing and education plan to introduce and educate City and Community Association staff and community partners on the 2015-2020 Youth Service Plan.	Short Term



City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1 Telephone: 604-276-4000 www.richmond.ca

CNCL - 195



Report to Committee

Re:	Housekeeping Updates to Civic Election Adminis	stration	and Procedure Bylaw
From:	David Weber Director, City Clerk's Office	File:	12-8060-20-9888
To:	General Purposes Committee	Date:	May 18, 2018

Staff Recommendation

That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 9888 be introduced and given first, second and third readings.

Find Wiles

David Weber Director, City Clerk's Office and Chief Election Officer (604-276-4098)

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

Staff Report

Origin

Several housekeeping amendments are recommended to the Civic Election Administration and Procedure Bylaw in order to update *Local Government Act* Section numbers that are cited in the Bylaw, to update definitions in relation to the new vote counting equipment, and to ensure that the City's Election Bylaw is in alignment with the requirements of the *Local Elections Campaign Financing Act*. The deadline for the adoption of any bylaws that apply to the 2018 General Local and School Election is July 9, 2018.

Analysis

Following a review of the Civic Election Administration and Procedure Bylaw, staff have noted and recommend the following housekeeping updates:

- <u>Updated Section references</u>: As a result of the renumbering of Sections in the *Local Government Act*, two *LGA* section references in the City's Bylaw require an update;
- <u>Updates relating to upgraded vote counting equipment</u>: Upgraded vote counting equipment will be utilized for the 2018 Civic Election, replacing the 25 year old vote counting equipment that has been utilized for all elections between 1993 and 2014. Schedule A to the Bylaw, which depicts a sample ballot, will require amendment so as to depict the similar but updated ballot style of the new vote counting equipment. In addition, the definition of "Acceptable Mark" which describes how to mark a ballot requires amendment to reflect the new ballot format. Instead of connecting the head and tail of an arrow next to one's choices on the ballot, the new ballot style requires that an elector fill in an oval next to their choices on the ballot (See Schedule A to the Bylaw);
- <u>Updates to ensure alignment with the *Local Election Campaign Financing Act*: Previously, in order to make campaign disclosure statements available electronically, a jurisdiction was required to provide authorization through Bylaw. However, the Province now regulates all forms of access to campaign financing disclosure statements, including online access; therefore, to avoid any potential confusion or regulatory conflict, staff recommend that Section 7A.2 in the City's Bylaw be deleted as the Section is obsolete.</u>

Financial Impact

None.

Conclusion

Various housekeeping amendments are recommended to ensure that the Civic Election Administration and Procedure Bylaw is aligned with Provincial legislation and appropriately reflects the City's election procedures resulting from upgraded vote counting equipment.

Zouil Wiles

David Weber Director, City Clerk's Office and Chief Election Officer (604-276-4098)

CNCL - 197



Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 9888

The Council of the City of Richmond enacts as follows:

- 1. Civic Election Administration and Procedure Bylaw No. 7244, as amended, is further amended at Section 4.8.1 by deleting the phrase "in accordance with section 141 of the Local Government Act" and replacing it with "in accordance with Section 151 of the Local Government Act."
- 2. Civic Election Administration and Procedure Bylaw No. 7244, as amended, is further amended at Section 7A.2 by deleting the Section in its entirety and replacing it with "[Deleted]".
- 3. *Civic Election Administration and Procedure Bylaw No.* 7244, as amended, is further amended at Section 9.1 by deleting the definition of "Acceptable Mark" and replacing it with the following definition in alphabetical order:

"ACCEPTABLE MARK means a completed mark which the vote counting unit is able to identify, which has been made by an elector in the space provided on the **ballot** opposite the name of any candidate, or opposite either "yes" or "no" on any bylaw and question."

4. *Civic Election Administration and Procedure Bylaw No. 7244*, as amended, is further amended at Section 9.1 by deleting the definition of "By-Election" and replacing it with the following definition in alphabetical order:

"BY-ELECTION means an election under the provisions of Section 54 of the *Local Government Act*.

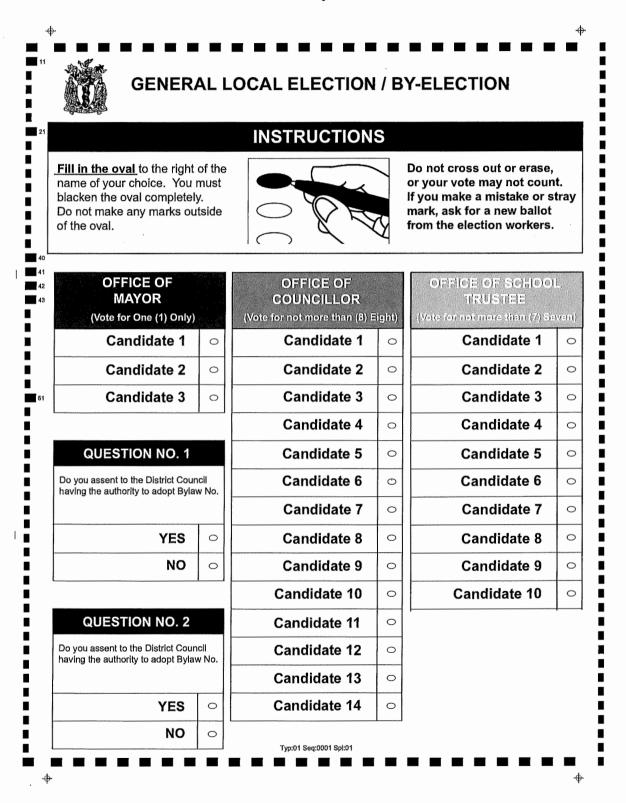
- 5. *Civic Election Administration and Procedure Bylaw No.* 7244, as amended, is further amended by deleting Schedule A to Bylaw 7244 and replacing it with Schedule A as attached to this bylaw.
- 6. This Bylaw is cited as "Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 9888".

FIRST READING	CITY OF RICHMOND
SECOND READING	 APPROVED for content by originating dept.
THIRD READING	
ADOPTED	 for legality by Solicitor

MAYOR

CORPORATE OFFICER

Schedule A to Bylaw No. 7244





То:	General Purposes Committee	Date:	May 24, 2018
From:	Andrew Nazareth General Manager, Finance and Corporate Services	File:	03-0900-01/2018-Vol 01
Re:	FCM Special Advocacy Fund		

Staff Recommendation

That the City of Richmond participate in FCM's Special Advocacy Fund for the 2019 Federal Election at \$10,400 per year for the next two years.

Asme

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

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Finance Department	LA.	A	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO	

Staff Report

Origin

As a Federation of Canadian Municipalities (FCM) member, the City has received a request to contribute to a two-year Special Advocacy Fund to ensure that every federal party is kept keenly aware of municipal priorities heading into Election 2019, as well as in the crucial first months of a new government.

Analysis

According to FCM, they have delivered unprecedented gains for municipalities, especially following the last Federal Election. The Election 2015 breakthrough has created new opportunities and new expectations. Some of the significant gains include:

- The **Investing in Canada infrastructure plan** a 12-year, \$180 billion federal investment in local infrastructure, from public transit to wastewater system upgrades.
- Canada's first-ever **national housing strategy**, including key commitments to repair and build affordable housing across the country.
- A strengthened **seat at the table**, including through unprecedented engagement with federal, provincial and territorial ministers, as well as with opposition leaders and the Prime Minister.
- A **predictable federal allocation model** for transit expansions that put municipalities in the driver's seat.
- A \$2 billion **rural and northern infrastructure fund** the biggest investment of its kind in a generation.
- Better access to **high-speed broadband** through the federal Connect to Innovate program and the CRTC decision to mandate universal broadband access.
- New **capacity-building programs** on asset management and climate change led by FCM as well as a new \$125 million capital investment in FCM's Green Municipal Fund.

FCM sees the 2019 Election as a vital opportunity to build on these gains and to consolidate the municipal sector's position as an essential national partner to any federal government, no matter which party wins the next Federal Election.

Almost 60% of Canada's core public infrastructure is owned and maintained by municipal governments with significant costs to replace. FCM has worked to have federal infrastructure funding distributed through their programs in order to meet the unique needs of municipal governments. By contributing flow through funding to FCM, the Government of Canada supports local leaders in determining what communities need. Municipalities are implementing some of Canada's most advanced green solutions, reducing Canada's greenhouse gas emissions and supporting local priorities such as improving public transit, saving energy, disaster mitigation and improving waste management.

Fund	Project	Date	Amount Received
FCM Green Municipal Fund	River Parkway and Middle Arm Park Brownfield Remediation Plan	May 2016	\$175,000
FCM Green Municipal Fund	Solar Energy Minoru Complex Feasibility Study	April 2016	\$69,000
Green Municipal Fund	Micro Sewer Heat Recovery Feasibility Study	April 2016	\$83,000
Municipal Community Infrastructure Program	Deep Retrofit Library Cultural Centre	May 2018	\$750,000
Total Funding Received			\$1,077,000

Richmond has directly benefited from the new FCM programs and received the following funding since 2015:

In addition, City staff have sought out grants and since 2015, the City has received an additional \$8.4 million from federal infrastructure funding. It is vital to have the Federal Government understand the ageing infrastructure challenges that the municipalities are facing.

According to FCM, the Special Advocacy Fund will drive their largest and most ambitious campaign ever, reaching out to every federal party. It means an intensive, multi-faceted strategy that integrates polling, detailed platform development, sustained outreach and an innovative communications and media plan that will keep municipal priorities front and center heading into Election 2019.

The Special Advocacy Fund is voluntary and the fee is calculated on a per capita basis, similar to how FCM membership fees are structured.

Financial Impact

The fee is \$10,400 per year for the next two years to be funded from Council Contingency.

Conclusion

That the City of Richmond contribute towards the FCM Special Advocacy Fund in order to reach out to federal parties heading into Election 2019 with municipal priorities.

A

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



То:	Finance Committee	Date:	May 3, 2018
From:	Andrew Nazareth General Manager, Finance and Corporate Services	File:	

Re: 2017 Annual Report and 2017 Annual Report – Highlights

Staff Recommendation

That the reports titled, "2017 Annual Report" and the "2017 Annual Report – Highlights" be approved.

A

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

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
REVIEWED BY SMT	
APPROVED BY GAO	

Staff Report

Origin

Pursuant to Section 98 of the Community Charter, before June 30th, in each year, a Council must:

- a) Prepare an annual report
- b) Make the report available for public inspection
- c) Have the report available for public inspection at a Council or other public meeting

Analysis

The City of Richmond's annual report formally presents the audited financial statements and other relevant financial, economic and demographic indicators to the public. The report also highlights many of the City's significant achievements from 2017, in support of Council's Term Goals and objectives.

Two versions of the Annual Report are produced each year in order to reach the different audiences interested in this information. The comprehensive 2017 Annual Report meets all legislative requirements for financial reporting as required under the Community Charter for British Columbia's local governments. This version will be publicly available through the City's website at <u>www.richmond.ca</u> and printed only on a demand basis. The comprehensive version includes the City's audited consolidated financial statements; the City's corporate objectives and success indicators, as identified through Council's Term Goals; and a listing of permissive exemptions. In addition to the statutorily required information, the comprehensive version provides information on the City's milestones from 2017, including awards and achievements and a variety of key corporate financial and community demographic statistical data for the year.

For a broader audience, the City also produces a condensed financial reporting document known as the 2017 Annual Report – Highlights. This shorter version which is designed to be accessible and easily understandable to the general public provides information about the City of Richmond, its services, highlights from 2017 and the City's financial condition. This condensed version will also be available through the City's website and limited copies will be mailed out and available to the general public at Richmond City Hall. New this year, the layout has been enhanced to allow for an expanded section detailing the City's milestones during 2017, including a focus on Richmond Canada 150. The community profile section in the Highlights report has also been revised to provide an expanded numerical snapshot of the City.

Both copies will be submitted to the Government Finance Officers Association for consideration in their annual award program.

Financial Impact

None.

Conclusion

The City of Richmond 2017 Annual Report and the 2017 Annual Report – Highlights satisfy the Community Charter requirements for financial reporting and are important instruments in ensuring public transparency and accountability for the management of City finances. The reports also provide useful information on the City's achievements during the 2017 fiscal year.

Jerry Chong

Director, Finance

(4064)

0

Ted Townsend Director, Corporate Communications and Marketing (4399)

Att. 1: 2017 Annual Report 2: 2017 Annual Report – Highlights





2017 Annual Report

FOR THE YEAR ENDED DECEMBER 31, 2017





2017 Annual Report

For the year ended December 31, 2017

Our vision is to be the most appealing, livable and well-managed community in Canada

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For an online copy of this report please visit www.richmond.ca (City Hall > Finance, Taxes & Budgets > Budgets & Financial Reporting > Annual Reports).

Cover photo: Storeys opened; District Energy Utility expanded; City Centre Community Centre honoured; Kaiwo Maru visited.

This report was prepared by the City of Richmond Finance and Corporate Communications and Marketing Departments. Design, layout and production by the City of Richmond Production Centre. ©2018 City of Richmond

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Message from the Mayor



2017 was a milestone year for Richmond and for Canada. Richmond fully embraced the 150th anniversary of Canadian Confederation with a memorable year of programs and events to showcase our national heritage, while also creating new legacies for our community.

Our Richmond Canada 150 program was one of the largest year-long community celebrations in the country. The City hosted many of its own marquee Canada 150 events, including a very popular Pioneer Luncheon for longtime residents, and provided funding through grants for dozens of other events organized by our community partners. Some of these events, such as the Richmond Cherry Blossom Festival, are now planned to become ongoing annual events. Council also funded a number of legacy public art projects to commemorate Canada 150, including the Fraser Giant, a life-sized replica of the giant sturgeon that live in the

waters of the Fraser River surrounding Richmond. We were pleased that the Richmond Canada 150 program was named as a finalist for two awards in the 2017 Canadian Event Industry Awards.

Council also took many steps in 2017 to improve our service delivery to residents. This included the opening of the Storeys affordable housing complex, providing 129 homes and program and office space for a number of community social service agencies. This unique partnership, which involved three levels of government and five non-profit agencies, has now become a national model for addressing housing affordability challenges.

We also opened the new Cambie No. 3 Fire Hall, the first facility in urban BC to house both a fire hall and an ambulance station. In 2018, we will open the Brighouse No.1 Fire Hall, completing an ambitious 15-year program which has included building five new fire halls along with creating a new home for our Richmond RCMP detachment.

As a further commitment to community safety, Council approved funding to hire another 16 additional police officers and three new municipal police employees in 2018. Altogether, 39 additional police officers and six municipal police support employees have been added during the current Council term.

Our award-winning district energy program continues to be a huge success and is now on its way to becoming North America's largest district energy utility. Our commitment to district energy and other energy reduction initiatives has allowed us to achieve an overall six per cent reduction in community greenhouse gas emissions despite a seven per cent growth in population over the past decade.

We are proud of our accomplishments and thankful for the support of our staff, volunteers, community partners and businesses as we grow and preserve our high quality of life. To learn more, I invite you to contact the Mayor's Office at any time.

Malcolm Brodie Mayor, City of Richmond

Richmond City Council



Front row, left to right:

Councillor Carol Day, Councillor Bill McNulty, Mayor Malcolm Brodie, Councillor Linda McPhail, Councillor Harold Steves

Back row, left to right:

Constable Adam Carmichael, Richmond RCMP, Councillor Chak Au, Councillor Derek Dang, Councillor Ken Johnston, Councillor Alexa Loo, Captain Jack Beetstra, Richmond Fire-Rescue

Connect with Richmond City Council

To contact Council: mayorandcouncillors@richmond.ca or call 604-276-4000. For Council Meetings Agendas and Minutes visit: www.richmond.ca/cityhall/council/agendas. To watch Council meetings on live streaming or view videos of past meetings visit: www.richmond.ca/cityhall/council/watch-video.

City of Richmond organizational chart

as of December 31, 2017

	Chief Administrative Office		
George Duncan, CAO			
Deputy Chief Administrative Office			2
Robert Gonzalez, Deputy CAO			
Community Services Engineering an		nd Public Works	Finance and Corporate Services
Joe Erceg (Acting), GN	M Robert Go	onzalez, GM	Andrew Nazareth, GM
Community Safety		Plannin	g and Development
Cecilia Achiam, GM		Jc	be Erceg, GM

Civic officials

Chief Administrative Officer	George Duncan
Deputy Chief Administrative Officer	Robert Gonzalez
General Manager, Community Services	Cathy Volkering Carlile to October 26, 2017
General Manager, Engineering and Public Works	Robert Gonzalez
General Manager, Finance and Corporate Services	Andrew Nazareth
General Manager, Planning and Development	Joe Erceg
General Manager, Interagency Programs and	
Steveston Waterfront Initiatives	Dave Semple
General Manager, Community Safety	Cecilia Achiam from May 1, 2017
Director, City Clerk's Office	David Weber
City Solicitor	Barbara Sage
Chief, Richmond Fire-Rescue	John McGowan to September 30, 2017
Affiliated agencies	

Affiliated agencies

Officer in Charge, Royal Canadian Mounted Police	Will Ng
Chief Operating Officer, Richmond Olympic Oval	John Mills
Chief Librarian, Richmond Public Library	Susan Walters
Chief Executive Officer, Lulu Island Energy Company Ltd.	Robert Gonzalez

Banker	Auditors
Danner	71001010

Scotiabank KPMG

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Message from the Chief Administrative Officer



I am proud to present the City of Richmond's Annual Report for the year 2017. This report details our outstanding financial position, while highlighting our ongoing commitment to a culture of continuous improvement through excellence, innovation and visionary leadership.

During the past year, our administration placed a strong focus on the continued fulfilment of Council's nine term goals. These goals place an emphasis on community safety, economic development, financial stewardship, sustainability, community vibrancy, partnerships and collaboration, infrastructure, planning and citizen engagement. Major strides were made on all these goals, which are highlighted throughout the Annual Report.

Strong financial stewardship continues to be one of our hallmarks thanks to our Long Term Financial Management Strategy. This Strategy has allowed us to limit property tax increases, while still making significant investments in infrastructure and programs. Richmond's property taxes also remain among the lowest in the region.

As part of the financial strategy, City Council continues to responsibly replenish our reserves each year to ensure we meet the City's long-term needs and minimize borrowing. This strategy has allowed us to invest more than \$800 million as of the five years ending in 2018 to renew and expand our civic infrastructure. Our 2017 capital budget of \$122 million included further investments in the development of the Garden City Lands, a new signature park in the heart of our city, and the City's award-winning Digital Strategy, which is putting us on the cutting edge of using technology and innovation to improve customer service and efficiency.

Our strong planning framework is also guiding the City's continued evolution. The City's population continues to grow, reaching nearly 220,000 in 2017. Total construction value of building permits for 2017 was \$709 million our fourth highest year's total ever, with total new construction topping \$4.4 billion since 2011.

This new growth has helped the City secure contributions for two new community centres, new parks, hundreds of affordable housing units and child care spaces, public art investments and other civic infrastructure improvements. Through a special development levy, the City is close to accumulating the monies needed to fund an additional Canada Line station in the Capstan Village area, which will enhance transit service and community mobility.

With our strong commitment to financial stewardship and sound community planning, we continue to deliver services that are second to none, while providing great value for our taxpayers.

George Duncan Chief Administrative Officer



A ceremonial Canada Day flag raising celebrated Richmond Canada 150.

Richmond Canada 150

In 2017, Richmond was one of the most active communities in the country as citizens from coast to coast to coast celebrated Canada's 150th anniversary of Confederation. In addition to dozens of local events, the City undertook a number of legacy Richmond Canada 150 projects that will permanently enrich the community. A special grants program provided assistance to local community organizations to host their own celebratory events and/or complete legacy programs. The Richmond Canada 150 program was a finalist in two categories in the Canadian Event Industry Awards for 2017. The photos on this page include some of the highlights from the Richmond Canada 150.



Japan's Kaiwo Maru tall ship made a rare overseas visit to Richmond.



The Richmond World Festival expanded to two days.







Noted maritime artist John Horton produced a painting depicting Richmond's marine heritage.



A Pioneer Luncheon honoured thousands of longtime Richmond residents.

2017 Awards

The City of Richmond is committed to its vision to be the most appealing, livable and well-managed community in Canada. In 2017, this commitment was again recognized by our peers and others with numerous international, national and provincial awards recognizing outstanding service delivery.

Of particular note, Richmond continued to receive global recognition for innovative energy programs, including our district energy program and other initiatives aimed at reducing both corporate and community energy use. Over the past five years, the City has received more than 15 awards for its various energy programs. Richmond received four new energy-related awards in 2017, including:

• Association of Energy Engineers Canada Region Institutional Energy Management Award;

- Community Energy Association 2017 Climate and Energy Action Award;
- Union of British Columbia Municipalities Leadership & Innovation – Green Initiative Award, Honourable Mention; and
- Canadian Consulting Engineering Award of Excellence.

Additional 2017 Awards

World Leisure Community of Excellence for 2017

The City of Richmond was designated as a World Leisure Community of Excellence for 2017 by the World Leisure Organization. This title recognizes Richmond's successful use of leisure to improve its citizens' quality of life.



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The Alexandra District Energy Utility was expanded to provide service to a major new retail complex.

2017 Accessible Cities Award

The Rick Hansen Foundation Accessible Cities Award recognizes municipalities that are leaders in planning accessibility into their built environments and encouraging their communities to be more inclusive. The Richmond Olympic Oval was also recognized in the award's Circle of Excellence as a 'best in class' example of accessible and inclusive community places or spaces.

2017 Bill Woycik Outstanding Facility Award

Richmond's City Centre Community Centre was recognized with the 2017 Bill Woycik Outstanding Facility Award. The award is presented annually by the Recreation Facilities Association of BC to one outstanding new or newly renovated recreation, sport or leisure facility in British Columbia that exemplifies innovations in design, energy management, operations, revenue generation and services.

Canadian Award for Financial Reporting and Outstanding Achievement in Popular Annual Financial Reporting Award

The City's 2016 Annual Reports were honoured with two awards from the Government Finance Officers Association (GFOA) of the United States and Canada. The City received the Canadian Award for Financial Reporting for the 15th consecutive year and the Award for Outstanding Achievement in Popular Annual Financial Reporting for the 8th year.

Finalist–Best Public Event/Fair or Festival and Finalist–Most Outstanding Event Over \$200,000 Public/Festival/Sporting/Cultural

The City's Richmond Canada 150 program, a year-long program of events and other activities celebrating Canada's 150th anniversary, was chosen as a finalist in two categories in the Canadian Event Industry Awards.

Wood WORKS! BC Community Recognition Award

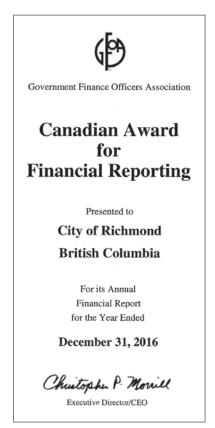
Wood WORKS! BC's awards recognize leadership in the use of wood, both architecturally and structurally. The City was honoured for its use of wood in the construction of the Alexandra District Energy Utility service building.

Developmental Disabilities Association Employer of the Year Award

The City was honoured by the Developmental Disabilities Association's Jobs West division for our City's initiative to create opportunities for people with developmental disabilities.

Pathways Clubhouse Recognition Award

Richmond City received the Pathways Clubhouse's 2017 Recognition Award for the City's role as an employment partner; and creating workplace opportunities for people with disabilities.



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Council Term Goals: 2014 to 2018

The *Community Charter* requires that all BC municipalities include a statement in the Annual Report of their objectives for the current and future years, along with measures to track success towards these objectives.

The City of Richmond's objectives and success indicators are expressed through the Council Term Goals. With the beginning of a new four-year term of Council, a term goal setting process was undertaken to help Council fulfil its governance role and achieve a successful term of office. The new Council adopted a revised set of nine Term Goals, which provide the framework for the City's programs and services through 2018.

1. A Safe Community

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

2017 Achievement

The new Cambie No. 3 Fire Hall was opened. The facility also hosts a BC Ambulance Station, the first time these two critical emergency response agencies have been co-housed in the same facility in an urban BC community.



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The Cambie No. 3 Fire Hall officially opened and includes both a fire hall and ambulance station.

2. A Vibrant, Active, and Connected City

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

2017 Achievement

The Willow Early Care and Learning Centre was opened, providing 37 spaces of licensed child care for infants, toddlers and children. The City now owns seven facilities providing close to 200 licensed child care spaces. Nearly 2,000 new licensed child care spaces have been created in Richmond since 2009 with additional facilities on the way.

3. A Well-Planned Community

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

2017 Achievement

Council approved the Yuan Heng rezoning and Development Permit for a large site at Capstan Way and No. 3 Road. The project will create a large mixed-use development with 964 units and has secured a turn-key 35,000 sq. ft. community centre to serve future residents of the Capstan Village.



The Willow Early Care and Learning Centre was opened, part of a major expansion of child care spaces in Richmond.

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4. Leadership in Sustainability.

Continue advancement of the City's sustainability framework and initiatives to improve the short and long term livability of our City, and that maintain Richmond's position as a leader in sustainable programs, practices and innovations.

2017 Achievement

Lulu Island Energy Company continued to grow with the Alexandra District Energy Utility expanding to serve the new Cambie No. 3 Fire Hall and a major shopping complex. The Oval Village District Energy Utility also expanded, while plans were put in place for a City Centre District Energy Utility that will service more than 9 million square feet of new development.

5. Partnerships and Collaboration

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

2017 Achievement

The new Storeys affordable housing complex was opened. Three levels of government and five not-for-profit agencies collaborated to create 129 affordable housing units and supportive services for residents at risk of being homeless. This unique partnership promises to serve as a model for other cities.

6. Quality Infrastructure Networks

Continue diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impact.

2017 Achievement

A significant extension of Lansdowne Road was opened. This created a much-needed new eastwest corridor stretching from the Garden City Lands to the Richmond Olympic Oval improving mobility throughout the City Centre by offering an important new link through the heart of the downtown.

7. Strong Financial Stewardship

Maintain the City's strong financial position through effective budget processes, the efficient and effective use of financial resources, and the prudent leveraging of economic and financial opportunities to increase current and long-term financial sustainability.

2017 Achievement

Richmond retained the fifth lowest property taxes within the region in 2017 with a 1.95% tax increase to fund City services, plus an additional 1% tax increase to fund reserves. The 2017 budget provided for hiring of 11 additional police officers and three additional civilian staff for Richmond RCMP.



The new Storeys complex opened.



Council approved hiring of 11 additional police officers.

8. Supportive Economic Development Environment

Review, develop and implement plans, policies, programs and practices to increase business and visitor appeal and promote local economic growth and resiliency.

2017 Achievement

The Richmond Olympic Oval became the primary training home for Canada's Women's Volleyball Team. This five year agreement contributes to the more than \$300 million in Gross Domestic Product and 400 fulltime jobs created by the Oval. The team also hosted a sold out Grand Prix Women's Volleyball Tournament featuring national teams from four countries.

9. Well-Informed Citizenry

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

2017 Achievement

Through the City's Digital Strategy an innovative mobile inspections app was launched, allowing inspectors to complete inspections on their smart phones providing enhanced service to builders.

Additional information on the success indicators in support of these objectives can be found at: www.richmond.ca/cityhall/council/about/goals.htm.



Canada's women's volleyball team made the Richmond Olympic Oval their home.

Report from the General Manager, Finance and Corporate Services

I am pleased to submit the City of Richmond's consolidated financial statements for the year ended December 31, 2017, pursuant to Section 167 of the *Community Charter*. These statements contain the 2017 financial results for the "City", which include the City of Richmond, Richmond Olympic Oval Corporation, Richmond Public Library and investment in Lulu Island Energy Company Ltd.

Management is responsible for the preparation of the financial statements and the external auditors, KPMG LLP, have conducted an independent examination and have expressed their opinion that the consolidated financial statements present fairly in all material respects, as at December 31, 2017 in accordance with Canadian public sector accounting standards.

The City continued to strengthen its financial position in 2017. The City's net worth reached \$3.0B (2016: \$2.8B) and cash and investments were \$1.0B (2016: \$997.0M). Net financial assets increased to \$698.1M (2016: \$662.7M) while reserve fund balances increased to \$484.9M (2016: \$471.8M).

Revenues for 2017 were \$523.2M (2016: \$492.6M) and expenses were \$413.3M (2016: \$379.5M). The increase in revenue was mainly due to exceptional development activity during 2017. Developer contributed assets increased by \$20.1M in 2017 to \$52.2M and developer community amenity contributions increased by \$2.9M to \$13.0M. The expense increases were mainly due to a \$17.0M contribution towards the Storeys affordable housing initiative along with increases to the RCMP policing contract and collective agreement increases.

These financial results are a reflection of City Council's commitment to ongoing financial sustainability through the Long Term Financial Management Strategy, which combines financial forecasting with strategizing, thus aligning financial capacity and assets with long term service objectives and requirements. In taking this long range financial perspective, the City expects to continue to maintain flexibility while achieving sustainability and preparedness for any challenges that may arise.

In 2017, Richmond had the fifth lowest residential property taxes out of 21 municipalities in Metro Vancouver and was second lowest in our comparator group of the largest five municipalities by population.

Under the direction and guidance of City Council, the City of Richmond is well positioned to continue to deliver a high quality of services for its current and future residents and businesses in support of the City's vision to be the most appealing, livable and well-managed community in Canada.

Andrew Nazareth, BEc, CPA, CGA General Manager, Finance and Corporate Services May 14, 2018

City of Richmond audited financial statements

Year ended December 31, 2017



KPMG LLP Metro Tower I 4710 Kingsway, Suite 2400 Burnaby BC V5H 4M2 Canada Telephone (604) 527-3600 Fax (604) 527-3636

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council

We have audited the accompanying consolidated financial statements of the City of Richmond, which comprise the consolidated statement of financial position as at December 31, 2017 and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

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

Auditors' Responsibility

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

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

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

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City of Richmond Page 2

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City of Richmond as at December 31, 2017, and its consolidated results of operations, its changes in net consolidated financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

KPMG LLP

Chartered Professional Accountants

May 14, 2018 Burnaby, Canada

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

December 31, 2017, with comparative figures for 2016

		2017		2016
	And Annual Control of the second seco			(recast -
Financial Assets				note 3
Cash and cash equivalents	\$	47,867	\$	18,335
Investments (note 4)		72,783	Ŷ	978,638
Investment in Lulu Island Energy Company (note 5)		28,289		
Accrued interest receivable		6,651		6,972
Accounts receivable (note 6)	~	27,036		27,766
Taxes receivable		8,976		9,422
Development fees receivable		22,376		16,712
Debt reserve fund - deposits (note 7)		508		508
	1,1	14,486		1,058,353
Liabilities				
Accounts payable and accrued liabilities (note 8)		99,036		96,720
Development cost charges (note 9)	1	30,684		117,597
Deposits and holdbacks (note 10)		82,786		72,796
Deferred revenue (note 11)		66,287		66,320
Debt, net of MFA sinking fund deposits (note 12)		37,603		42,181
		16,396	_	395,614
Net financial assets	6	98,090		662,739
Non-Financial Assets				
Tangible capital assets (note 13)	2,2	51,901		2,180,026
Inventory of materials and supplies		3,762		3,138
Prepaid expenses		2,376		2,525
	2,2	58,039		2,185,689
Accumulated surplus (note 14)	\$ 2,9	56,129	\$	2,848,428

Commitments and contingencies (note 18)

See accompanying notes to consolidated financial statements.

a.

General Manager, Finance and Corporate Services

Consolidated Statement of Operations (Expressed in thousands of dollars)

Year ended December 31, 2017, with comparative information for 2016

		2017		
		Budget	2017	2016
		notes 2(p) and 24)		(recast - note 3
Revenue:				
Taxation and levies (note 20)	\$	206,490	\$ 206,901	\$ 198,612
Utility fees		97,678	99,493	97,819
Sales of services		35,576	39,430	38,231
Payments-in-lieu of taxes		13,860	14,647	14,770
Provincial and federal grants		7,592	9,276	9,101
Development cost charges		18,933	15,710	16,632
Other capital funding sources		45,429	57,570	34,283
Other revenues:				
Investment income		14,694	17,832	17,614
Gaming revenue		18,088	16,753	17,559
Licenses and permits		9,548	13,011	12,422
Other (note 21)		9,985	31,502	35,543
Equity income (note 5)		-	1,042	-
		477,873	523,167	492,586
Expenses:				
Community safety		95,910	89,933	88,702
Utilities: water, sewer and sanitation		87,097	87,757	84,183
Engineering, public works and project				
development		68,171	66,120	61,243
Community services		63,361	77,387	59,618
General government		60,204	51,720	45,634
Planning and development		14,275	15,417	14,233
Richmond Olympic Oval		15,652	15,331	15,120
Library services		9,983	9,619	9,788
Lulu Island Energy Company (note 2(a))		-	-	943
		414,653	413,284	379,464
Annual surplus		63,220	109,883	113,122
Accumulated surplus, beginning of year (note 5)	2,	846,246	2,846,246	2,735,306
Accumulated surplus, end of year	\$ 2.	909,466	\$ 2,956,129	\$ 2,848,428

See accompanying notes to consolidated financial statements.

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

Year ended December 31, 2017, with comparative information for 2016

	2017		
	Budget	2017	2016
	(notes 2(p) and 24)		(recast - note 3)
Surplus for the year	\$ 63,220	\$ 109,883	\$ 113,122
Acquisition of tangible capital assets	(116,714)	(110,742)	(139,781)
Contributed tangible capital assets	(30,610)	(52,249)	(32,123)
Amortization of tangible capital assets	55,892	58,012	55,960
Net gain on disposal of tangible capital assets	-	(3,293)	(12,859)
Proceeds on sale of tangible capital assets	-	5,361	`15 ,784´
Reclassification of assets to LIEC as GBE	-	31,036	-
Classification of LIEC as GBE (note 5)	-	(2,182)	-
	(28,212)	35,826	103
Acquisition of inventories of supplies	-	(3,762)	(3,138)
Acquisition of prepaid expenses	-	(2,376)	(2,525)
Consumption of inventories of supplies	-	3,138	2,359
Use of prepaid expenses	-	2,525	1,930
Change in net financial assets	(28,212)	35,351	(1,271)
Net financial assets, beginning of year	662,739	662,739	664,010
Net financial assets, end of year	\$ 634,527	\$ 698,090	\$ 662,739

See accompanying notes to consolidated financial statements.

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

Year ended December 31, 2017, with comparative information for 2016

	2017	2016
		(recast – note 3)
Cash provided by (used in):		noto oy
Operations:		
Annual surplus	\$ 109,883	\$ 113,122
Items not involving cash:		
Amortization	58,012	55,960
Gain on disposal of tangible capital assets	(3,293)	(12,859)
Contributions of tangible capital assets	(52,249)	(32,123)
Accounting adjustments upon transition of LIEC to a GBE	5,846	-
Increase in investment in GBE	(1,042)	-
Change in non-cash operating working capital:		
Accrued interest receivable	321	(685)
Accounts receivable	730	2,396
Taxes receivable	446	(1,412)
Development fees receivable	(5,664)	4,423
Prepaid expenses	149	(595)
Inventories of supplies	(624)	(779)
Accounts payable and accrued liabilities	2,316	9,019
Deposits and holdbacks	9,990	13,900
Deferred revenue	(33)	17,609
Development cost charges	13,087	6,006
Net change in cash from operating activities	137,875	173,982
Capital activities:		
Cash used to acquire tangible capital assets	(110,742)	(139,781)
Proceeds on disposal of tangible capital assets	5,361	15,784
Net change in cash from capital activities	(105,381)	(123,997)
Financing activities:		
Decrease in debt	(4,578)	(4,402)
Investing activities:		
Sale (purchase) of investments	5,855	(49,048)
Contribution to LIEC	(4,239)	-
Net change in cash from investing activities	1,616	(49,048)
Net change in cash and cash equivalents	29,532	(3,465)
Cash and cash equivalents, beginning of year	18,335	21,800

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See accompanying notes to consolidated financial statements.

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

Year ended December 31, 2017

1. Operations:

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

2. Significant accounting policies:

The consolidated financial statements of the City are the representation of management and have been prepared in accordance with Canadian generally accepted accounting principles as prescribed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants Canada.

(a) Basis of consolidation:

The consolidated financial statements reflect a combination of the City's General Revenue, General Capital and Loan, Waterworks and Sewerworks, and Reserve Funds consolidated with the Richmond Public Library (the "Library") and the Richmond Olympic Oval (the "Oval"). The Library is consolidated as the Library Board is appointed by the City. The Oval is consolidated as they are a wholly owned municipal corporation of the City and operate as an other government organization. Interfund transactions, fund balances and activities have been eliminated on consolidation. The City's investment in Lulu Island Energy Company ("LIEC"), a wholly owned government business enterprise ("GBE"), is accounted for using the modified equity method effective for fiscal 2017. For fiscal 2016 and prior, LIEC was consolidated into the City's financial statements as it was classified as a government organization (note 5).

(*i*) General Revenue Fund:

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

(ii) General Capital and Loan Fund:

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

(iii) Waterworks and Sewerworks Funds:

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

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

Year ended December 31, 2017

2. Significant accounting policies (continued):

- (a) Basis of consolidation (continued):
 - (*iv*) Reserve Funds:

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

(b) Basis of accounting:

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

(c) Government transfers:

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

(d) Cash and cash equivalents:

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

(e) Investments:

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

(f) Investment in government business enterprises:

Government business enterprises are recorded using the modified equity method of accounting. The City's investment in the GBE is recorded as the value of the GBE's shareholder's equity. The investment's income or loss is recognized by the City when it is earned by the GBE. Inter-organizational transactions and balances are not eliminated, except for any gains or losses on assets remaining within the City.

(g) Accounts receivable:

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

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

Year ended December 31, 2017

2. Significant accounting policies (continued):

(h) Development cost charges:

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

(i) Post-employment benefits:

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

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

(j) Non-financial assets:

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

(*i*) Tangible capital assets:

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

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

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

(ii) Contributions of tangible capital assets:

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

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

Year ended December 31, 2017

2. Significant accounting policies (continued):

- (j) Non-financial assets (continued):
 - (iii) Natural resources:

Natural resources are not recognized as assets in the financial statements.

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

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

(v) Interest capitalization:

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

(vi) Labour capitalization:

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

(vii) Leased tangible capital assets:

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

(viii) Impairment of tangible capital assets:

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

(ix) Inventory of materials and supplies:

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

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

Year ended December 31, 2017

2. Significant accounting policies (continued):

(k) Revenue recognition:

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impractical.

The City is required to act as the agent for the collection of certain taxes and fees imposed by other authorities. Collections for other authorities are excluded from the City's taxation revenues.

(I) Property taxes:

The City establishes property tax rates based on assessed market values provided by the British Columbia Assessment Authority (BCA). Market values are determined as of July 1st of each year. The City records taxation revenue at the time the property tax bills are issued and the City is entitled to collect interest and penalties on overdue taxes.

(m) Deferred revenue:

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

Deferred revenue also represents funds received from external parties for specified purposes. These revenues are recognized in the period in which the related expenses are incurred.

(n) Deposits:

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

(o) Debt:

Debt is recorded net of related sinking fund balances.

(p) Budget information:

Budget information, presented on a basis consistent with that used for actual results, was included in the City's 5 Year Consolidated Financial Plan (2017-2021) ("Consolidated Financial Plan") and was adopted through Bylaw No. 9663 on February 14, 2017.

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

Year ended December 31, 2017

2. Significant accounting policies (continued):

(q) Contaminated sites:

Contaminated sites are a result of contamination being introduced into air, soil, water, or sediment of a chemical, organic or radioactive material of live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries.

A liability for remediation of contaminated sites is recognized when a site is not in productive use and the following criteria are met:

- (*i*) An environmental standard exists;
- (ii) Contamination exceeds the environmental standard;
- (iii) The City is directly responsible or accepts responsibility;
- (iv) It is expected that future economic benefits will be given up; and
- (v) A reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

(r) Use of accounting estimates:

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

(s) Segment disclosures:

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

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

Year ended December 31, 2017

3. Recast of comparative figures:

Tangible capital assets:

During the year, the City determined that certain tangible capital assets had been omitted from its asset registers.

The impact of these immaterial errors has been recorded retrospectively and prior periods have been recast as follows:

Accumulated surplus at January 1, 2016:	
Accumulated surplus, as previously reported Net book value of tangible capital assets not previously recorded	\$ 2,731,194 4,112
Accumulated surplus, as recast	\$ 2,735,306
Annual surplus for 2016:	
Annual surplus, as previously reported Recognition of contributed capital assets, net of amortization expense	\$ 105,467 7,655
Annual surplus, as recast	\$ 113,122
Tangible capital assets at December 31, 2016:	
Tangible capital assets, as previously reported Net book value of tangible capital assets not previously recorded	\$ 2,168,259 11,767
Tangible capital assets, as recast	\$ 2,180,026

4. Investments:

		2017	20	16
	Cost	Market value	Cost	Market value
Short-term notes and deposits Government and government	\$ 499,541	\$ 488,215	\$ 473,721	\$ 473,409
guaranteed bonds Municipal Finance Authority	177,648	178,246	213,542	216,895
Pooled Investment	45,065	43,943	44,172	43,834
Other Bonds	250,529	249,120	247,203	249,235
	\$ 972,783	\$ 959,524	\$ 978,638	\$ 983,373
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Notes to Consolidated Financial Statements (continued) (Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2017

5. Investment in Lulu Island Energy Company Ltd:

The City owns 100% of the issued and outstanding shares of LIEC, which was incorporated under the British Columbia Company Act on August 19, 2013. LIEC develops, manages and operates district energy utilities in the City of Richmond on the City's behalf.

Summarized financial information relating to LIEC is as follows:

	2017	2016
Cash, cash equivalents, and investments	\$ 6,227	\$ 170
Accounts receivable	1,488	696
Tangible capital assets	32,033	31,256
Total assets	39,748	32,122
Accounts payable and accrued liabilities	1,550	1,194
Deferred contributions	3,522	2,686
Concession liability	6,387	5,234
Total liabilities	11,459	9,114
Shareholder's equity	\$ 28,289	\$ 23,008
Total revenue	\$ 4,224	\$ 800
Total expenses	3,182	822
Net income (loss)	\$ 1,042	\$ (22)

Included in the City's consolidated statement of financial position are payables to LIEC in the amount of \$360,766 (2016 - nil).

During 2016, LIEC was considered a government organization and was accounted for in accordance with Canadian generally accepted accounting principles as prescribed by the PSAB of the Chartered Professional Accountants of Canada, and consolidated in the financial statements of the City.

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

Year ended December 31, 2017

5. Investment in Lulu Island Energy Company Ltd. (continued):

Effective January 1, 2017, LIEC is classified as a GBE and its financial information is no longer consolidated with the City's financial information. The City's investment in LIEC as a GBE is accounted for using the modified equity method. The adjustments to opening 2017 accumulated surplus are as follows:

Accumulated surplus at January 1, 2017:	
Accumulated surplus, as at December 31, 2016 Accounting changes to opening accumulated surplus due	\$ 2,848,428
to LIEC's transition to GBE	(2,182)
Adjusted opening accumulated surplus, as at January 1, 2017	\$ 2,846,246

6. Accounts receivable:

	2017	2016
Water and sewer utilities	\$ 12,661	\$ 12,541
Casino revenues	4,025	3,951
Capital grant	2,929	2,345
Other trade receivables	7,421	8,929
	\$ 27,036	\$ 27,766

7. Debt reserve fund deposits and contingent demand notes:

The City issues its debt instruments through the Municipal Finance Authority (the "MFA"). As a condition of these borrowings, a portion of the debenture proceeds is withheld by the MFA in a Debt Reserve Fund. The City also executes demand notes in connection with each debenture whereby the City may be required to loan certain amounts to the MFA. These demand notes are contingent in nature and are not reflected in the City's accounts. The details of the cash deposits and contingent demand notes at December 31, 2017 are as follows:

	de	Cash deposits		
General Revenue Fund	\$	508	\$	2,447

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

Year ended December 31, 2017

8. Accounts payable and accrued liabilities:

	2017	2016
Trade and other liabilities Post-employment benefits (note 16)	\$ 68,618 30,418	\$ 65,417 31,303
	\$ 99,036	\$ 96,720

9. Development cost charges:

	2017	2016
Balance, beginning of year Contributions Interest Revenue recognized	\$ 117,597 26,866 1,931 (15,710)	\$ 111,591 20,886 1,752 (16,632)
Balance, end of year	\$ 130,684	\$ 117,597

10. Deposits and holdbacks:

	Dece	Balance mber 31, 2016	cont	Deposit ributions	expe	Refund/ enditures	Decer	Balance mber 31, 2017
Security deposits Developer contribution Contract holdbacks Transit Oriented Development	\$	50,970 5,643 5,764	\$	21,932 7,290 60	\$	14,819 5,224 -	\$	58,083 7,709 5,824
Fund Other		1,057 9,362		- 11,276		995 9,530		62 11,108
	\$	72,796	\$	40,558	\$	30,568	\$	82,786

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

Year ended December 31, 2017

11. Deferred revenue:

	Dece	Balance mber 31, 2016	r	External estricted inflows	Revenue earned/ ustments	Decei	Balance mber 31, 2017
Taxes and Utilities Building permits/development Oval Capital grants Business licenses Parking easement/leased land Other	\$	19,888 12,767 5,819 21,094 2,485 2,421 1,846	\$	19,613 6,928 11,056 4,631 2,109 47 8,164	\$ 19,888 5,969 10,360 5,447 2,084 45 8,788	\$	19,613 13,726 6,515 20,278 2,510 2,423 1,222
	\$	66,320	\$	52,548	\$ 52,581	\$	66,287

12. Debt, net of MFA sinking fund deposits:

The interest rate for the year ended December 31, 2017 on the principal amount of the MFA debentures was 3.30% per annum. Interest expense incurred for the year on the long-term debt was \$1,676,895 (2016 - \$1,676,895).

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

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

	k	Gross amount oorrowed	Repayments and actuarial adjustments		Net debt 2017		N	et debt 2016
General Fund	\$	50,815	\$	4,578	\$ 37,603	ę	\$	42,181

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

Year ended December 31, 2017

12. Debt, net of MFA sinking fund deposits (continued):

Repayments on net outstanding debenture debt over the next five years and thereafter are as follows:

2018 2019 2020 2021 2022 Thereafter	\$ 4,761 4,951 5,149 5,355 5,570 11,817
	\$ 37,603

13. Tangible capital assets:

	Balance, December 31, 2016	Adjustment for LIEC as GBE	Additions and transfers	[Disposals	Balance December 31, 2017
Land	\$ 859,115	\$ -	\$ 47,068	\$ (1,065)	\$ 905,118
Building and building improvements	385,795	-	30,941	(707)	416,029
Infrastructure	1,688,543	(31,361)	41,265	(1,372)	1,697,075
Vehicles, machinery and equipment Library's collections,	116,842	-	14,333	(370)	130,805
furniture and equipment	8,428	-	1,109	(490)	9,047
Assets under construction	113,436	(959)	28,275	-	140,752
	\$ 3,172,159	\$ (32,320)	\$ 162,991	\$ (4,004)	\$ 3,298,826

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

Year ended December 31, 2017

13. Tangible capital assets (continued):

Accumulated amortization	Dece	Balance, ember 31, 2016	,	ustment LIEC as GBE	Di	A isposals	ortization expense	Dece	Balance ember 31, 2017
		(recast - note 3)		(note 5)					
Building and building improvements Infrastructure Vehicles, machinery and	\$	155,999 758,501	\$	- (1,284)	\$	(363) (783)	\$ 14,943 32,931	\$	170,579 789,365
equipment Library's collections,		72,699		-		(326)	8,916		81,289
furniture and equipment		4,934		-		(464)	1,222		5,692
	\$	992,133	\$	(1,284)	\$	(1,936)	\$ 58,012	\$	1,046,925

	Net book value 2017	Net book value 2016
		(recast - note 3)
Land Buildings and building improvements Infrastructure Vehicles, machinery and equipment Library's collection, furniture and equipment Assets under construction	\$ 905,118 245,450 907,710 49,516 3,355 140,752	\$ 859,115 229,796 930,042 44,143 3,494 113,436
Balance, end of year	\$ 2,251,901	\$ 2,180,026

(a) Assets under construction:

Assets under construction having a value of \$140,751,542 (2016 - \$113,435,734) have not been amortized. Amortization of these assets will commence when the asset is put into service.

(b) Contributed tangible capital assets:

Contributed tangible capital assets have been recognized at fair market value at the date of contribution. The value of contributed assets received during the year is \$52,248,550 (2016 - \$32,123,282 restated) comprised of infrastructure in the amount of \$13,694,410 (2016 - \$17,308,488), land in the amount of \$36,128,140 (2016 - \$14,814,794 restated), and building in the amount of \$2,426,000 (2016 - nil).

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

Year ended December 31, 2017

13. Tangible capital assets (continued):

(c) Tangible capital assets disclosed at nominal values:

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

(d) Works of art and historical treasures:

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

(e) Write-down of tangible capital assets:

There were no write-downs of tangible capital assets during the year (2016 - nil).

14. Accumulated surplus:

	General Funds and	Water Utility	Sanitary Sewer Utility	Richmond Olympic	Library		
	Reserve	Fund	Fund	Oval	Services	2017 Total	2016 Total
							(recast – note 3)
Investment in tangible capital assets	\$ 2,199,287	\$ -	\$ -	\$ 9,122	\$ 3,362	\$ 2,211,771	\$ 2,154,591
Reserves (note 15)	480,134	-	-	4,749	-	484,883	471,846
Appropriated surplus	155,866	31,512	15,657	1,684	291	205,010	200,966
Investment in LIEC	28,289	-	-	-	-	28,289	-
Surplus	14,644	246	6,247	546	935	22,618	18,001
Other equity	3,558	-	-	-	-	3,558	3,024
Balance, end of year	\$ 2,881,778	\$ 31,758	\$ 21,904	\$ 16,101	\$ 4,588	\$ 2,956,129	\$ 2,848,428

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

Year ended December 31, 2017

15. Reserves:

		Change	
	2010	-	2017
Reserve funds:			
Affordable housing	\$ 23,720	6 \$ (13,558)	\$ 10,168
Arts, culture and heritage	4,538	8 (355)	4,183
Capital building and infrastructure	63,470	6 6,255	69,731
Capital reserve	155,672	2 7,927	163,599
Capstan station	14,95	7 4,768	19,725
Child care development	3,789	9 (783)	3,006
Community legacy and land replacement	8,41	3 210	8,623
Drainage improvement	55,903	3 1,053	56,956
Equipment replacement	18,57	1 3,597	22,168
Hamilton area plan community amenity		- 735	735
Leisure facilities	5,568	8 1,197	6,765
Local improvements	6,222	2 (175)	6,047
Neighborhood improvement	6,93	3 167	7,100
Oval	4,26	1 488	4,749
Public art program	3,10	8 753	3,861
Sanitary sewer	44,52	7 (1,618)	42,909
Steveston off-street parking	30	5 5	310
Steveston road ends	40	7 (196)	211
Waterfront improvement	61	5 (271)	344
Watermain replacement	50,85	. ,	53,693
	\$ 471,840	6 \$ 13,037	\$ 484,883

16. Post-employment benefits:

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

	2017	2016
Balance, beginning of year Current service cost Interest cost Past service cost (credit)	\$ 31,303 1,814 1,015	\$ 31,706 1,980 906 (868)
Amortization of actuarial gain Benefits paid	(61) (3,653)	(473) (1,948)
Balance, end of year	\$ 30,418	\$ 31,303

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

Year ended December 31, 2017

16. Post-employment benefits (continued):

An actuarial valuation for these benefits was performed to determine the City's accrued benefit obligation as at December 31, 2017. The difference between the actuarially determined accrued benefit obligation of approximately \$29,892,000 and the liability of approximately \$30,418,000 as at December 31, 2017 is an unamortized net actuarial gain of \$526,000. This actuarial gain is being amortized over a period equal to the employees' average remaining service lifetime of 10 years.

	2017	2016
Actuarial benefit obligation:		
Liability, end of year Unamortized actuarial loss (gain)	\$ 30,418 (526)	\$ 31,303 253
Balance, end of year	\$ 29,892	\$ 31,556

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

	2017	2016
Discount rate	2.90%	3.30%
Expected future inflation rate	2.00%	2.00%
Expected wage and salary range increases	2.50% to 3.00%	2.50% to 3.00%

17. Pension plan:

The City and its employees contribute to the Municipal Pension Plan (a jointly trusteed pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2015, the plan has about 193,000 active members and approximately 90,000 retired members. Active members include approximately 38,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

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

Year ended December 31, 2017

17. Pension plan (continued):

The most recent valuation for the Municipal Pension Plan as at December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, \$1,927 million was transferred to the rate stabilization account and \$297 million of the surplus ensured the required contribution rates remained unchanged.

The City of Richmond paid \$12,284,569 (2016 - \$11,952,478) for employer contributions while employees contributed \$10,154,394 (2016 - \$9,827,790) to the plan in fiscal 2017.

The next valuation will be as at December 31, 2018, with results available in 2019.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

18. Commitments and contingencies:

(a) Joint and several liabilities:

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

(b) Lease payments:

In addition to the obligations under capital leases, at December 31, 2017, the City was committed to operating lease payments for premises and equipment in the following approximate amounts:

2019 3 2020 2 2021 2	,185 ,867 ,950 ,960 ,106
--	--------------------------------------

(c) Litigation:

As at December 31, 2017, there were a number of claims or risk exposures in various stages of resolution. The City has made no specific provision for those where the outcome is presently not determinable.

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

Year ended December 31, 2017

18. Commitments and contingencies (continued):

(d) Municipal Insurance Association of British Columbia ("Association"):

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

(e) Contractual obligation:

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

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

The City is a shareholder of the E-Comm whose services provided include: regional 9-1-1 call centre for the Greater Vancouver Regional District; Wide Area Radio network; dispatch operations; and records management. The City has 2 Class A shares and 1 Class B share (of a total of 29 Class A and 23 Class B shares issued and outstanding as at December 31, 2017). As a Class A shareholder, the City shares in both funding the future operations and capital obligations of E-Comm (in accordance with a cost sharing formula), including any lease obligations committed to by E-Comm up to the shareholder's withdrawal date.

(g) Community Associations:

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

19. Trust funds:

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

	2017	2016
Richmond Community Associations	\$ 1,800	\$ 1,270

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

Year ended December 31, 2017

20. Collections for other authorities:

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

	2017	2016
Province of British Columbia - Schools Greater Vancouver Regional District and others	\$ 169,573 46,678	\$ 149,518 42,104
	\$ 216,251	\$ 191,622

21. Other revenues:

	2017	2016
Developer contributions Tangible capital assets gain on sale of land Taxes and fines Parking program Other	\$ 13,014 4,217 3,247 1,818 9,206	\$ 10,098 13,880 2,944 2,153 6,468
	\$ 31,502	\$ 35,543

22. Government transfers:

Government transfers are received for operating and capital activities. The operating transfers consist of gaming revenue and provincial and federal grants. Capital transfers are included in other capital funding sources revenue. The source of the government transfers are as follows:

	2017	2016
Operating:		
Province of BC	\$ 21,368	\$ 22,652
TransLink	2,656	2,595
Government of Canada	1,580	1,413
Capital:		
Province of BC	746	941
TransLink	456	1,049
Government of Canada	803	104
	\$ 27,609	\$ 28,754

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

Year ended December 31, 2017

23. Segmented reporting:

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

- (a) Community Safety brings together the City's public safety providers such as Police (RCMP), Fire-Rescue, Emergency Programs, and Community Bylaws. It is responsible for ensuring safe communities by providing protection services with a focus on law enforcement, crime prevention, emergency response, and protection of life and properties.
- (b) **Utilities** provide such services as planning, designing, constructing, operating, and maintaining the City's infrastructure of water and sewer networks and sanitation and recycling.
- (c) Engineering, Public Works and Project Development comprises of General Public Works, Roads and Construction, Storm Drainage, Fleet Operations, Engineering, Project Development, and Facility Management. The services provided are construction and maintenance of the City's infrastructure and all City owned buildings, maintenance of the City's road networks, managing and operating a mixed fleet of vehicles, heavy equipment and an assortment of specialized work units for the City operations, development of current and long-range engineering planning and construction of major projects.
- (d) Community Services comprises of Parks, Recreation, Arts, Culture and Heritage Services and Community Social Development. These departments ensure recreation opportunities in Richmond by maintaining a variety of facilities such as arenas, community centres, pools, etc. It designs, constructs and maintains parks and sports fields to ensure there is adequate open green space and sports fields available for Richmond residents. It also addresses the economic, arts, culture, and community issues that the City encounters.
- (e) General Government comprises of Mayor and Council, Corporate Administration, and Finance and Corporate Services. It is responsible for adopting bylaws, effectively administering city operations, levying taxes, legal services, providing sound management of human resources, information technology, City finance, and ensuring high quality services to Richmond residents.
- (f) **Planning and Development** is responsible for land use plans, developing bylaws and policies for sustainable development in the City including the City's transportation systems.
- (g) **Richmond Olympic Oval Corporation** is formed as a wholly owned subsidiary of the City. The City uses the Richmond Olympic Oval facility as a venue for a wide range of sports, business and community activities.
- (h) **Richmond Public Library** provides public access to information by maintaining 5 branches throughout the City.

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

Year ended December 31, 2017

23. Segmented reporting (continued):

	Community safety	Utilities	Engineering, public works and project development	Community services	General government	Planning and development	Total City subtotal
Revenues:							
Taxation and levies	\$ -	\$ -	\$ -	\$ -	\$ 206,901	\$ -	\$206,901
User fees	-	88,022	11,471	-	-	-	99,493
Sales of services	5,948	3,015	3,117	9,445	6,749	2,961	31,235
Payments-in-lieu of taxes	-	-	-	-	14,647	-	14,647
Provincial and federal grants	89	-	2.910	170	2.881	-	6.050
Development cost charges	-	2,213	2,280	5,624	2,202	3,391	15,710
Other capital funding sources Other revenues:	-	2,462	13,093	4,454	35,961	1,600	57,570
Investment income	-	542	-	-	17,222	-	17,764
Gaming revenue	676	-	-	-	16,077	-	16,753
Licenses and permits	4,248	-	84	-	56	8,623	13,011
Other	2,181	3,042	672	736	9,905	105	16,641
Lulu Island Energy Company	,				,		,
income	-	-	-	-	1,042	-	1,042
	13,142	99,296	33,627	20,429	313,643	16,680	496,817
Expenses:							
Wages and salaries	40.570	12.549	23.786	31,200	25,772	9.950	143.827
Public works maintenance	15	6,886	7.074	1.689	(1,478)	785	14.971
Contract services	44,028	8,741	2,888	4,467	3,407	984	64,515
Supplies and Materials	2,534	29,613	1,485	14,441	11,039	596	59,708
Interest and finance	61	20,601	, -	80	2,473	_	23,215
Transfer from (to) capital for	01	20,001		00	2,110		20,210
tangible capital assets	40	1.131	4.776	19.154	(1,037)	1.819	25.883
Amortization of tangible capital		.,	.,		(1,001)	1,010	20,000
assets	2,685	8,078	25,331	6,356	11,544	1,283	55,277
Loss (gain) on disposal of	2,000	0,010	20,001	0,000	,	1,200	00,211
tangible capital assets	-	158	780	-	-	-	938
	89,933	87,757	66,120	77,387	51,720	15,417	388,334
Annual surplus (deficit)	\$ (76,791)	\$ 11,539	\$ (32,493)	\$ (56,958)	\$ 261,923	\$ 1,263	\$108,483

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

Year ended December 31, 2017

23. Segmented reporting (continued):

	Total City subtotal	Richmond Olympic Oval	Richmond Public Library	2017 Consolidated	2016 Consolidated
					(recast – note 3)
Revenues:					
Taxation and levies	\$ 206,901	\$ -	\$ -	\$ 206,901	\$ 198,612
User fees	99,493	-	-	99,493	97,819
Sales of services	31.235	8.100	95	39,430	38,231
Pavments-in-lieu of taxes	14,647	-	-	14.647	14.770
Provincial and federal grants	6.050	2,805	421	9,276	9,101
Development cost charges	15,710	_,	-	15,710	16,632
Other capital funding sources	57,570	-	-	57,570	34,283
Other revenues:	,			,	
Investment income	17,764	-	68	17,832	17,614
Gaming revenue	16,753	-	-	16,753	17,559
Licenses and permits	13,011	_	-	13,011	12,422
Other	16,641	5,629	9,232	31,502	35,543
Lulu Island Energy Company	10,011	0,020	0,202	01,002	00,010
income	1,042	_	-	1.042	_
	496,817	16,534	9,816	523,167	492,586
Expenses:					
Wages and salaries	143.827	8,916	6.833	159.576	152.286
Public works maintenance	14.971	- ,	2	14,973	14,368
Contract services	64,515	-	397	64,912	63,583
Supplies and materials	59,708	4,903	1,348	65,959	60,227
Interest and finance	23,215	-	1	23,216	22,602
Transfer from (to) capital for	-, -			-, -	,
tangible capital assets	25,883	-	(171)	25,712	9,417
Amortization of tangible capital	,		()	,	•,•••
assets	55,277	1,513	1.222	58,012	55,960
Loss (gain) on disposal of	- 0,=	.,	-,	,	,000
tangible capital assets	938	-	(14)	924	1,021
	388,334	15,332	9,618	413,284	379,464
Annual surplus (deficit)	\$ 108,483	\$ 1,202	\$ 198	\$ 109,883	\$ 113,122

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

Year ended December 31, 2017

24. Budget data:

The budget data presented in these consolidated financial statements is based on the Consolidated Financial Plan adopted by Council on February 14, 2017. The chart below reconciles the adopted Consolidated Financial Plan to the budget figures reported in these consolidated financial statements.

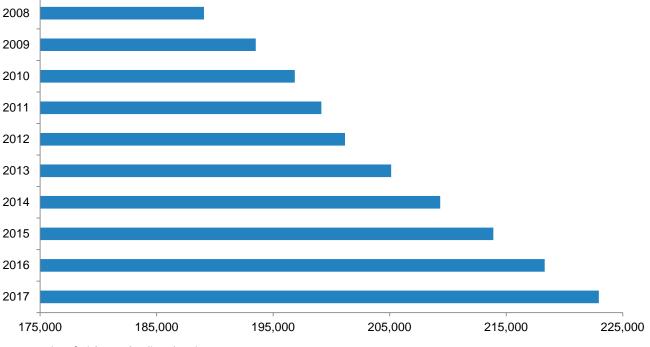
	1 1110	ncial Plan No. 9663	Financial S	Statement Budget
Revenues:				
Consolidated Financial Plan Less: LIEC budget	\$	482,467 -	\$	482,467 (4,594)
Total revenue		482,467		477,873
Expenses:				
Consolidated Financial Plan		418,210		418,210
Less: LIEC budget		-		(3,557)
Total expenses		418,210		414,653
Annual surplus	\$	64,257	\$	63,220
Less: Acquisition of tangible capital assets		(406,199)		-
Less: Transfer to reserves		(66,824)		-
Less: Debt principal		(4,578)		-
Add: Capital funding		383,279		-
Add: Transfer from surplus		30,065		-
Annual surplus per consolidated statement of operations	\$	-	\$	63,220

25. Comparative information:

Certain comparative information has been reclassified to conform to the financial statement presentation adopted for the current year.

City of Richmond statistical data

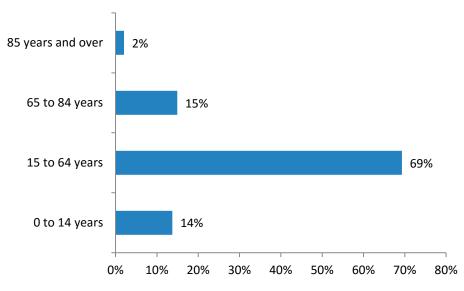
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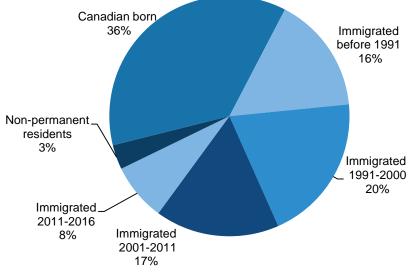
City of Richmond population 2008–2017

Source: City of Richmond Policy Planning Department

Total population by age groups

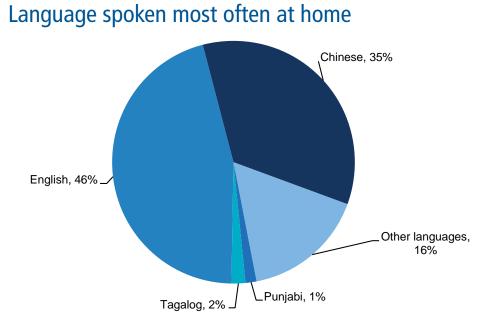


Source: Statistics Canada, 2016 Census of Population



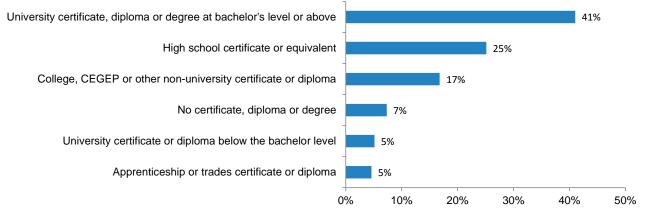
Immigrant status of Richmond residents by period of immigration

Source: Statistics Canada, 2016 Census of Population



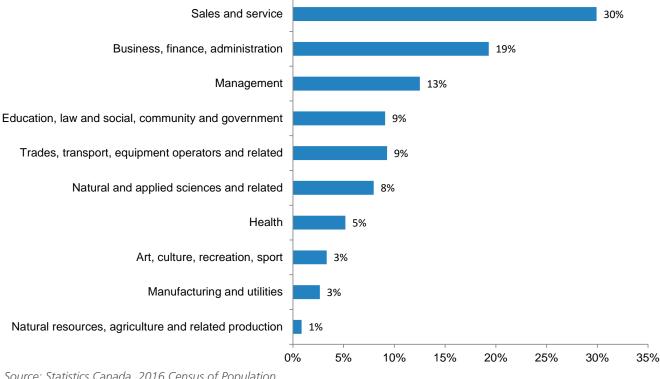
Source: Statistics Canada, 2016 Census of Population

Highest level of education attainment for the population aged 25 to 64

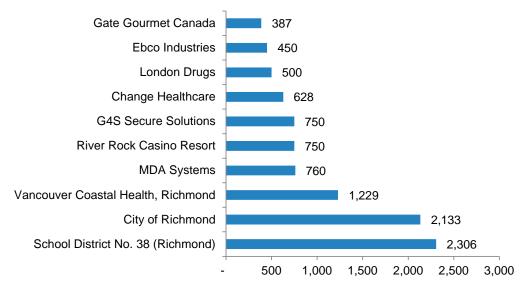


Source: Statistics Canada, 2016 Census of Population

Occupations of Richmond residents



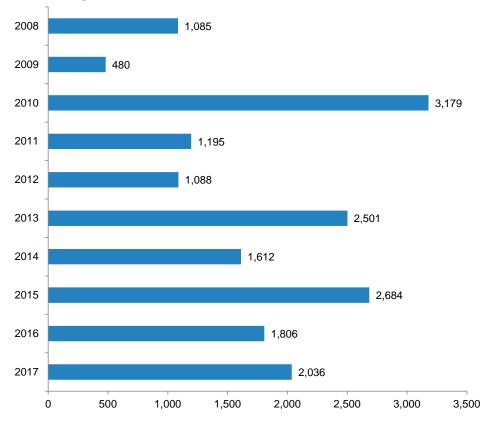
Source: Statistics Canada, 2016 Census of Population



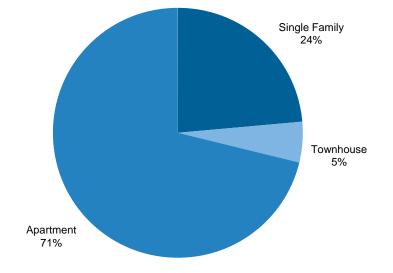
Top 10 Largest employers in Richmond (full-time employees)

Source: City of Richmond Business Licences

Housing starts in Richmond 2008–2017

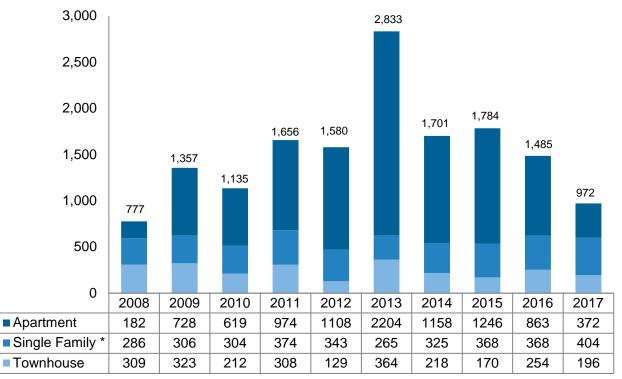


Source: City of Richmond building permit records. Includes only projects for new residential construction receiving final building permit in given year.



Richmond housing starts by type of units 2017

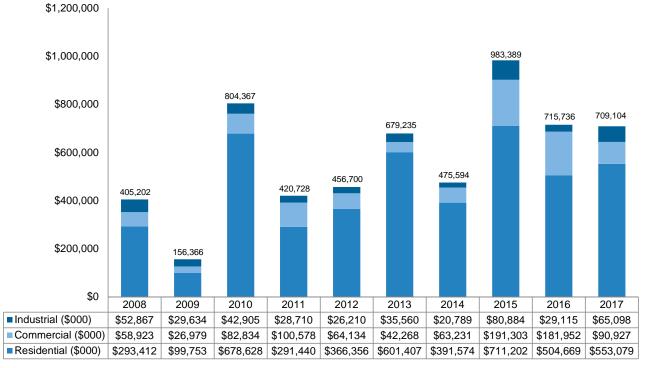
Source: City of Richmond building permit records. Includes only projects for new residential construction receiving final building permit in given year.



New dwelling units constructed 2008–2017

*Includes one family and two family dwellings

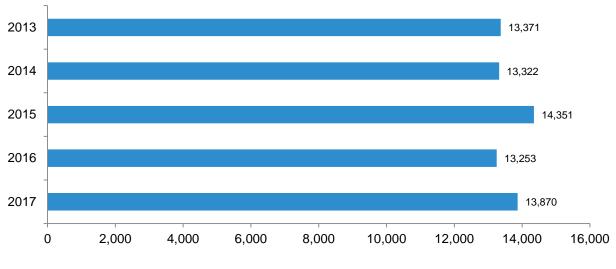
Source: City of Richmond building permit records. Includes only projects for new residential construction receiving final building permit in given year.



Construction value of building permits issued 2008–2017 (in \$000s)

Source: City of Richmond building permit records.

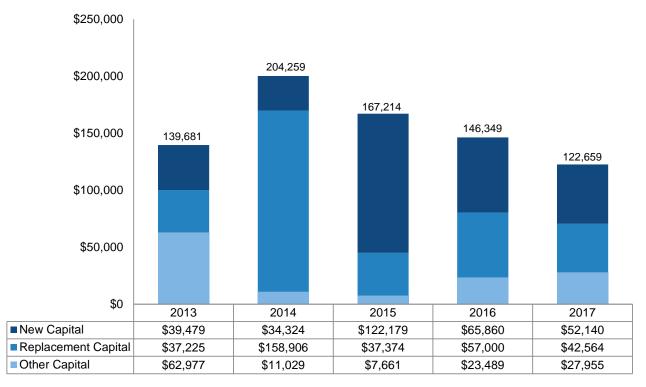
Richmond business licences 2013–2017



Number of valid business licences

Source: City of Richmond Business Licences

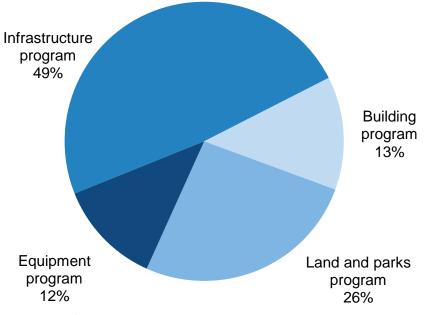
City of Richmond budgeted capital costs 2013–2017 (in \$000s)

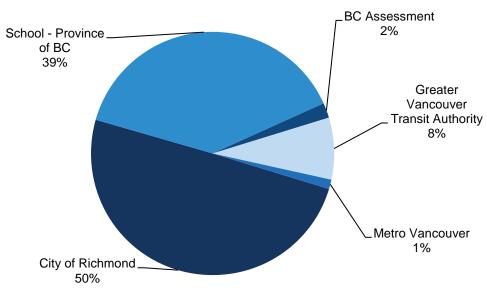


Source: City of Richmond Finance and Corporate Services. Other capital includes items such as internal transfers, debt repayment and contributions from capital funding sources.

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Capital program by type 2017

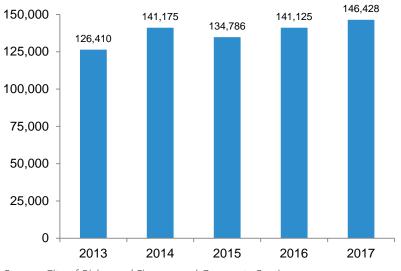




Breakdown of residential tax bill 2017

Source: City of Richmond Finance and Corporate Services

Registration in Richmond Recreation and Cultural Services programs 2013–2017



2017 tax rates

	City of Richmond	School - Province of BC	Metro Vancouver	BC Assessment	Municipal Finance Authority	Translink
Residential	1.57216	1.13160	0.04145	0.04320	0.00020	0.21930
Business	5.60635	4.80000	0.10154	0.13930	0.00050	1.07720
Light industrial	5.60635	4.80000	0.14091	0.13930	0.00070	1.34420
Seasonal / Recreational	1.71721	2.70000	0.04145	0.04320	0.00020	0.21050
Major industrial	12.57288	1.92000	0.14091	0.49810	0.00070	1.87560
Farm	13.09827	3.45000	0.04145	0.04320	0.00020	0.35310
Utilities	33.63390	13.40000	0.14506	0.49810	0.00070	2.49920

Source: City of Richmond Finance and Corporate Services

2017 general revenue fund assessment and taxation by property class (in \$000s)

	Assessment	% of assessment by class	Taxation	% of taxation by class
Residential	\$73,414,252	81.95%	\$115,419	55.54%
Business	13,093,223	14.62%	73,405	35.33%
Light industrial	2,624,855	2.93%	14,716	7.08%
Seasonal / Recreational	183,360	0.20%	315	0.15%
Major industrial	215,246	0.24%	2,706	1.30%
Farm	26,566	0.03%	348	0.17%
Utilities	26,541	0.03%	893	0.43%
Total	\$89,584,043	100.00%	\$207,802	100.00%

Source: City of Richmond Finance and Corporate Services Amounts are based on Billing

Taxes levied on behalf of taxing authorities (in \$000s)

	2013	2014	2015	2016	2017
City of Richmond	\$176,283	\$183,687	\$190,074	\$199,744	\$207,802
School Board	133,660	133,539	147,087	150,420	162,120
Metro Vancouver	4,268	4,253	4,499	4,859	5,216
BC Assessment	4,667	4,843	4,973	5,087	5,517
TransLink	30,968	31,935	32,644	32,623	34,380
Other	15	15	16	18	23
Total Taxes	\$349,861	\$358,272	\$379,293	\$392,752	\$415,058

Source: City of Richmond Finance and Corporate Services Amounts are less supplementary adjustments

2013–2017 general assessment by property class (in \$000s)

	2013	2014	2015	2016	2017
Residential	\$44,663,439	\$44,543,518	\$47,402,471	\$53,427,310	\$73,414,252
Business	8,197,372	9,001,342	21,195	10,669,183	13,093,222
Light industrial	1,902,602	2,100,089	137,265	2,338,871	2,624,855
Seasonal / Recreational	120,715	97,338	2,208,027	126,430	183,360
Major industrial	115,791	125,716	9,770,812	139,616	215,246
Farm	26,618	26,112	144,622	26,650	26,566
Utilities	23,064	20,888	26,364	22,181	26,541
Total	\$55,049,601	\$55,915,003	\$59,710,756	\$66,750,242	\$89,584,043

Long-term debt repayments relative to expenditures 2013–2017 (in \$000s)

General revenue fund	2013	2014	2015	2016	2017
Long term debt repayments	\$2,267	\$4,232	\$4,232	\$4,402	\$4,578
General expenditures	\$234,089	\$280,736	\$297,065	\$276,497	\$284,017
Repayments as % of expenditures	1.0%	1.6%	1.4%	1.6%	1.6%
Sewerworks revenue fund					
Long term debt repayments	\$30	\$0	\$0	\$0	\$0
Sewer expenditures	\$26,916	\$22,409	\$26,457	\$28,966	\$32,491
Repayments as % of expenditures	0.0%	0.0%	0.0%	0.0%	0.0%

Note: Expenditures do not include capital and infrastructure investments. Source: City of Richmond Finance and Corporate Services

City of Richmond debt per capita 2013–2017



Source: City of Richmond Finance and Corporate Services

Net debt 2013-2017 (in \$000s)

	2013	2014	2015	2016	2017
Net debt	\$1,056	\$50,815	\$46,583	\$42,181	\$37,603

Expenses by function 2013–2017 (in \$000s)

	2013	2014*	2015	2016*	2017
Community Safety	\$77,649	\$83,820	\$85,386	\$88,702	\$89,933
Engineering and Public Works	53,268	55,899	56,294	61,243	66,120
Community Services	49,753	65,137**	68,246**	59,618	77,387**
General government	41,061	42,582	43,438	45,634	51,720
Utilities	75,134	79,552	83,650	84,183	87,757
Planning and Development	11,854	13,301	13,211	14,233	15,417
Library services	9,390	9,563	9,463	9,788	9,619
Richmond Olympic Oval	10,509	11,065	13,395	15,120	15,331
Lulu Island Energy Company	-	8	491	943	-
Total Expenses	\$328,618	\$360,927	\$373,574	\$379,464	\$413,284

* Amounts have been restated.

** Includes one-time affordable housing contributions.

Source: City of Richmond Finance and Corporate Services

Expenses by object 2013–2017 (in \$000s)

	2013	2014*	2015	2016*	2017
Wages, salaries and benefits	\$137,648	\$142,169	\$147,996	\$152,286	\$159,576
Public works maintenance	14,246	14,548	15,294	14,368	14,973
Contract services	50,539	58,121	59,073	63,583	64,912
Supplies and materials	53,222	53,749	55,750	60,227	65,959
Interest and finance	19,783	21,367	21,391	22,602	23,216
Transfer from (to) capital for tangible capital assets	2,414	18,192	19,349	9,417	25,712
Amortization of tangible capital assets	50,333	52,106	53,966	55,960	58,012
Loss/(gain) on disposal of tangible capital assets	433	675	755	1,021	924
Total Expenses	\$328,618	\$360,927	\$373,574	\$379,464	\$413,284

* Amounts have been restated.

Revenue by source 2013–2017 (in \$000s)

	2013	2014*	2015	2016*	2017
Taxation and levies	\$176,283	\$183,687	\$189,136	\$198,612	\$206,901
User fees	90,540	93,201	94,290	97,819	99,493
Sales of services	34,959	32,809	34,186	38,231	39,430
Licences and permits	9,241	9,819	10,747	12,422	13,011
Investment income	13,490	16,568	16,303	17,614	17,832
Grants including casino revenue	39,131	43,073	43,318	41,430	40,676
Development cost charges	11,730	18,765	17,818	16,632	15,710
Capital funding	55,542	63,221	72,575	34,283	57,570
Other	23,946	35,194	48,755	35,543	32,544
Total Revenue	\$454,862	\$496,337	\$527,128	\$492,586	\$523,167

*Amounts have been restated

Source: City of Richmond Finance and Corporate Services

Accumulated surplus 2013-2017 (in \$000s)

	2013	2014*	2015	2016*	2017
Accumulated surplus, beginning of year	\$2,304,008	\$2,442,230	\$2,577,640	\$2,735,306	\$2,846,246**
Annual surplus	126,244	135,410	153,554	113,122	109,883
Accumulated surplus, end of year	\$2,430,252	\$2,577,640	\$2,731,194	\$2,848,428	\$2,956,129

*Amounts have been restated

** Opening Adjustment for change in accounting treatment for a government business enterprise

Source: City of Richmond Finance and Corporate Services

Changes in net financial assets 2013–2017 (in \$000s)

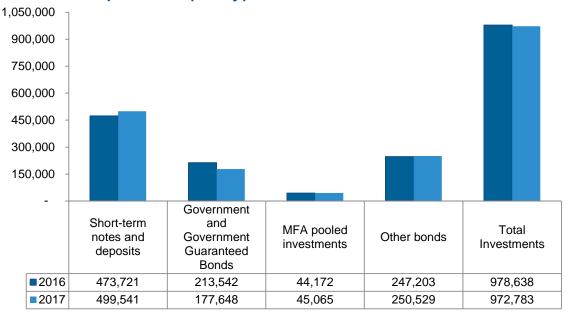
	2013	2014*	2015	2016*	2017
Change in net financial assets	\$79,838	\$53,623	\$61,390	-\$1,271	\$35,351
Net financial assets, end of year	\$548,997	\$602,620	\$664,010	\$662,739	\$698,090

*Amounts have been restated

Reserves 2013-2017 (in \$000s)

	2013	2014*	2015	2016	2017
Affordable housing	\$20,696	\$12,551	\$24,934	\$23,726	\$10,168
Arts, culture and heritage	4,379	4,362	4,449	4,538	4,183
Capital building and infrastructure	46,394	55,651	60,412	63,476	69,731
Capital reserve	101,834	103,806	157,778	155,672	163,599
Capstan Station	3,862	8,241	9,508	14,957	19,725
Child care development	2,696	2,201	2,335	3,789	3,006
Community legacy and land replacement	16,353	16,720	16,994	8,413	8,623
Drainage improvement	35,555	44,505	52,922	55,903	56,956
Equipment replacement	17,820	17,241	16,882	18,571	22,168
Hamilton area plan community amenity	-	-	-	-	735
Leisure facilities	3,551	3,621	5,275	5,568	6,765
Local improvements	6,527	6,643	6,767	6,222	6,047
Neighbourhood improvement	6,335	6,724	6,975	6,933	7,100
Oval	4,732	4,328	3,191	4,261	4,749
Public art program	2,282	2,554	3,056	3,108	3,861
Sanitary sewer	37,233	39,504	41,687	44,527	42,909
Steveston off-street parking	287	293	299	305	310
Steveston road ends	684	623	458	407	211
Waterfront improvement	104	659	642	615	344
Watermain replacement	42,481	46,375	46,614	50,855	53,693
Total reserves	\$353,805	\$376,602	\$461,178	\$471,846	\$484,883

* Amounts have been restated.



Investment portfolio per type 2016–2017 (\$000s)

Source: City of Richmond Finance and Corporate Services

Ratio analysis indicators of financial condition

	2017	2016*
Sustainability ratios		
Assets to liabilities (times)	8.1	8.2
Financial assets to liabilities (times)	2.7	2.7
Net debt to total revenues	7.2%	8.6%
Net debt to the total assessment	0.04%	0.06%
Expenses to the total assessment	0.5%	0.6%
Flexibility ratios		
Public debt charges to revenues	0.3%	0.3%
Net book value of capital assets to its cost	68.3%	68.7%
Own source revenue to the assessment	0.5%	0.7%
Vulnerability ratios		
Government transfers to total revenues	5.0%	5.4%
* Ratios have been restated		

2017 permissive property tax exemptions

In accordance with Section 98 (2)(b) of the Community Charter, we disclose that the following properties were provided permissive property tax exemptions by Richmond City Council in 2017. Permissive tax exemptions are those exemptions granted by bylaw in accordance with Section 224 of the Community Charter.

Property / Organization	Address	2017 Municipal tax exempted
Churches and Religious Properties		
Aga Khan Foundation Canada	4000 May Drive	\$ 20,563
B.C. Muslim Association	12300 Blundell Road	22
Bakerview Gospel Chapel	8991 Francis Road	3,469
Beth Tikvah Congregation	9711 Geal Road	15,366
Bethany Baptist Church	22680 Westminster Highway	20,495
Brighouse United Church	8151 Bennett Road	11,908
Broadmoor Baptist Church	8140 Saunders Road	12,338
Canadian Martyrs Parish	5771 Granville Avenue	21,568
Christian and Missionary Alliance	3360 Sexmith Road	7,661
Christian Reformed Church	9280 No. 2 Road	16,666
Church in Richmond	4460 Brown Road	5,977
Church of Latter Day Saints	8440 Williams Road	19,807
Cornerstone Evangelical Baptist Church	12011 Blundell Road	841
Dharma Drum Mountain Buddhist Temple	8240 No. 5 Road	2,843
Emmanuel Christian Community	10351 No. 1 Road	9,374
Faith Evangelical Church	11960 Montego Street	4,976
Fraserview Mennonite Brethren Church	11295 Mellis Drive	12,454
Fujian Evangelical Church	12200 Blundell Road	6,027
Gilmore Park United Church	8060 No. 1 Road	5,836
I Kuan Tao (Fayi Chungder) Association	8866 Odlin Crescent	3,992
Immanuel Christian Reformed Church	7600 No. 4 Road	4,412
India Cultural Centre	8600 No. 5 Road	5,954
International Buddhist Society	9160 Steveston Highway	4,078
Johrei Fellowship Inc.	10380 Odlin Road	8,319
Lansdowne Congregation Jehovah's Witnesses	11014 Westminster Highway	3,509
Larch St. Gospel Meeting Room	8020 No. 5 Road	3,525
Ling Yen Mountain Temple	10060 No. 5 Road	2,901
Nanaksar Gurdwara Gursikh Temple	18691 Westminster Highway	3,545
North Richmond Alliance Church	9140 Granville Avenue	4,889
Our Savior Lutheran Church	6340 No. 4 Road	5,294
Parish of St. Alban's	7260 St. Albans Road	11,024

Patterson Road Assembly 9291 Walford Street \$ 1,303 Peace Evangelical Church 8280 No. 5 Road 6,401 Peace Mennonite Church 11571 Daniels Road 18,225 4,286 Richmond Alliance Church 11371 No. 3 Road **Richmond Baptist Church** 6560 Blundell Road 2,770 **Richmond Baptist Church** 6640 Blundell Road 9,813 Richmond Bethel Mennonite Church 10160 No. 5 Road 11.276 Richmond Chinese Alliance Church 10100 No. 1 Road 14,850 8040 No. 5 Road Richmond Chinese Evangelical Free Church 3,895 Richmond Emmanuel Church 11,512 7451 Elmbridge Way Richmond Pentecostal Church 9300 Westminster Highway 7,365 **Richmond Pentecostal Church** 1,019 9260 Westminster Highway Richmond Presbyterian Church 7111 No. 2 Road 9,914 Richmond Sea Island United Church 8711 Cambie Road 13,932 Salvation Army Church 8280 Gilbert Road 4,490 Science of Spirituality SKRM Inc 11011 Shell Road 1,918 Shia Muslim Community 8580 No. 5 Road 2,130 South Arm United Church 11051 No. 3 Road 2,169 St. Anne's Anglican Church 4071 Francis Road 7,649 6,327 St. Edward's Anglican Church 10111 Bird Road St. Gregory Armenian Apostolic Church 13780 Westminster Highway 2,448 St. Joseph the Worker Roman Catholic Church 4451 Williams Road 3,532 St. Monica's Roman Catholic Church 12011 Woodhead Road 10,893 8251 St. Albans Road St. Paul's Roman Catholic Parish 12,184 Steveston Buddhist Temple 4360 Garry Street 20,410 Steveston Congregation Jehovah's Witnesses 4260 Williams Road 9,764 Steveston United Church 3720 Broadway Street 5,099 8840 No. 5 Road 1,684 Subramaniya Swamy Temple Thrangu Monastery Association 8140 No. 5 Road 4,827 Thrangu Monastery Association 8160 No. 5 Road 1,819 10311 Albion Road Towers Baptist Church 9,941 Trinity Lutheran Church 7100 Granville Avenue 11,860 10011 No. 5 Road Trinity Pacific Church 7,034 Ukrainian Catholic Church 4,527 8700 Railway Avenue Vancouver Airport Chaplaincy 3211 Grant McConachie Way 565 Vancouver International Buddhist Progress Society 6690 - 8181 Cambie Road 8,745 Vancouver International Buddhist Progress Society 8271 Cambie Road 7,342 Vedic Cultural Society of B.C. 8200 No. 5 Road 3,945 5651 Francis Road West Richmond Gospel Hall 5,898

Churches and Religious Properties continued . . .



Canadian Sport Institute Pacific Society	2005 - 6111 River Road	\$ 5,397
City Centre Community Centre	5900 Minoru Boulevard	64,202
Cook Road Children's Centre	8300 Cook Road	1,403
Cranberry Children's Centre	23591 Westminster Highway	2,743
Girl Guides of Canada	4780 Blundell Road	2,738
Girl Guides of Canada	11551 Dyke Road	15,255
Navy League of Canada	7411 River Road	9,779
Richmond Animal Protection Society	12071 No. 5 Road	10,091
Richmond Caring Place	7000 Minoru Boulevard	146,030
Richmond Center for Disabilities	100 - 5671 No. 3 Road	18,444
Richmond Family Place	8660 Ash Street	10,645
Richmond Ice Centre	14140 Triangle Road	178,466
Richmond Lawn Bowling Club	6131 Bowling Green Road	28,923
Richmond Gymnastics Association	140-7400 River Road	7,663
Richmond Oval	6111 River Road	1,398,430
Richmond Public Library	11580 Cambie Road	3,184
Richmond Public Library	11688 Steveston Highway	5,696
Richmond Rod and Gun Club	7760 River Road	22,461
Richmond Rod and Gun Club	140-7400 River Road	7,662
Richmond Tennis Club	6820 Gilbert Road	37,125
Richmond Watermania	14300 Entertainment Boulevard	198,452
Richmond Winter Club	5540 Hollybridge Way	162,167
Riverside Children's Centre	5862 Dover Crescent	827
Scotch Pond Heritage	2220 Chatham Street	7,220
Terra Nova Children's Centre	6011 Blanchard Drive	2,043
Treehouse Learning Centre	100 - 5500 Andrews Road	1,192
West Cambie Childcare Centre	4033 Stolberg Street	2,668
Private Educational Properties		
Choice Learning Centre	20411 Westminster Highway	\$ 1,649
Senior Citizen Housing		
Richmond Legion Senior Citizen Society	7251 Langton Road	\$ 16,692

Recreation, Child Care, and Community Service Properties

Canadian Mental Health Association 8911 Westminster Highway \$ 8,482 **Development Disabilities Association** 6531 Azure Road 2,547 **Development Disabilities Association** 8400 Robinson Road 3,284 **Development Disabilities Association** 7611 Langton Road 3,182 Greater Vancouver Community Service 4811 Williams Road 2,571 11331 Mellis Drive Pinegrove Place, Mennonite Care Home Society 12,805 **Richmond Lions Manor** 9020 Bridgeport Road 15,590 303 - 7560 Moffatt Road Richmond Society for Community Living 4433 Francis Road Richmond Society for Community Living 1,994 Richmond Society for Community Living 5635 Steveston Highway 7,071 Richmond Society for Community Living 9 - 11020 No. 1 Road Richmond Society for Community Living 9580 Pendleton Road 10,304 Rosewood Manor, Richmond 6260 Blundell Road 27,407 Intermediate Care Society 10411 Odlin Road Western Recovery Foundation 2,562

Community Care Facilities

619

949

Major services provided by the City of Richmond

Administration

Includes the Office of the Chief Administrative Officer who oversees the overall administration of the City's operations. Also includes the Deputy Chief Administrative Officer, human resources, intergovernmental relations and protocol, corporate communications and marketing and the Corporate Planning and Programs Management Group.

Community Safety

Brings together the City's public safety providers including police, fire-rescue, emergency programs, business licences and community bylaws.

Community Services

Coordinates, supports and develops Richmond's community services including recreation, arts, heritage, sports, social planning, affordable housing, diversity, youth, childcare and seniors services. Oversees most City-owned public facilities and the design, construction and maintenance of City parks, trails and green spaces. Works with community partners and coordinates special events and filming in the City.

Finance and Corporate Services

Includes customer service, information technology, finance, economic development, real estate services, law, City Clerk's Office, enterprise services, compliance, records and archives.

Engineering and Public Works

Comprises engineering planning, design, construction and maintenance services for all utility and City building infrastructure. Responsible for local water supply, sewer and drainage, dikes and irrigation system, roads and construction services, street lighting, environmental services, garbage and recycling services, corporate sustainability and district, corporate and community energy programs.

Planning and Development

Incorporates the policy planning, transportation, planning, development applications and the building approvals departments. This division provides policy direction that guides growth and change in Richmond with emphasis on land use planning, development regulations, environmental protection, heritage and livability.



City of Richmond contacts

The City of Richmond offers many civic services to the community. Additional services to the community are provided through the Richmond Olympic Oval, Richmond Public Library and Gateway Theatre. For more information on City services contact:

City of Richmond

6911 No. 3 Road Richmond, British Columbia V6Y 2C1 Canada Phone: 604-276-4000 Email: infocentre@richmond.ca www.richmond.ca

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🈏 @Richmond_BC

/CityofRichmondBC

Gateway Theatre

6500 Gilbert Road Phone: 604-270-6500 Box Office: 604-270-1812 www.gatewaytheatre.com

f /Gateway-Theatre

O @gatewaythtr

Lulu Island Energy Company

6911 No. 3 Road Richmond, British Columbia V6Y 2C1 Canada Phone: 604-276-4011 www.luluislandenergy.ca

Richmond Public Library

Hours: 604-231-6401 www.YourLibrary.ca

/yourlibraryRichmond
 @RPLBC
 /YourLibraryRichmond
 Account: RPLYourlibrary
 @rplbc

Richmond Olympic Oval

6111 River Road Phone: 778-296-1400 info@richmondoval.ca www.richmondoval.ca



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2017 Annual Report Highlights

FOR THE YEAR ENDED DECEMBER 31, 2017



RICHMOND CITY COUNCIL



Front row, left to right: Councillor Carol Day, Councillor Bill McNulty, Mayor Malcolm Brodie, Councillor Linda McPhail, Councillor Harold Steves Back row, left to right: Constable Adam Carmichael, Richmond RCMP, Councillor Chak Au, Councillor Derek Dang, Councillor Ken Johnston, Councillor Alexa Loo, Captain Jack Beetstra, Richmond Fire-Rescue

CONNECT WITH RICHMOND CITY COUNCIL

To contact Council: mayorandcouncillors@richmond.ca or call 604-276-4000. For Council Meetings Agendas and Minutes visit: www.richmond.ca/cityhall/council/agendas. To watch Council meetings on live streaming or view videos of past meetings visit: www.richmond.ca/cityhall/council/watch-video.

CITY OF RICHMOND, BRITISH COLUMBIA 2017 ANNUAL REPORT

FOR THE YEAR ENDED DECEMBER 31, 2017

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For an online copy of this report please visit www.richmond.ca (City Hall > Finance, Taxes & Budgets >Budgets & Financial Reporting > Annual Reports)

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"Our vision is to be the most appealing, livable and well-managed community in Canada."

MESSAGE FROM THE MAYOR



2017 was a milestone year for Richmond and for Canada. Richmond fully embraced the 150th anniversary of Canadian Confederation with a memorable year of programs and events to showcase our national heritage, while also creating new legacies for our community.

Our Richmond Canada 150 program was one of the largest year-long community celebrations in the country. The City hosted many of its own marquee Canada 150 events, including a very popular Pioneer Luncheon for longtime residents, and provided funding through grants for dozens of other events organized by our community partners. Some of these events, such as the Richmond Cherry Blossom Festival, are now planned to become ongoing annual events. Council also funded a number of legacy public art projects to commemorate Canada 150, including the Fraser Giant, a life-sized replica of the giant sturgeon that live in the waters of the Fraser River surrounding Richmond. We were pleased that the Richmond Canada 150 program was named as a finalist for two awards in the 2017 Canadian Event Industry Awards.

Council also took many steps in 2017 to improve our service delivery to residents. This included the opening of the Storeys affordable housing complex, providing



129 homes and program and office space for a number of community social service agencies. This unique partnership, which involved three levels of government and five non-profit agencies, has now become a national model for addressing housing affordability challenges.

We also opened the new Cambie No. 3 Fire Hall, the first facility in urban BC to house both a fire hall and an ambulance station. In 2018, we will open the Brighouse No.1 Fire Hall, completing an ambitious 15-year program which has included building five new fire halls along with creating a new home for our Richmond RCMP detachment. As a further commitment to community safety, Council approved funding to hire another 16 additional police officers and three new municipal police employees in 2018. Altogether, 39 additional police officers and six municipal police support employees have been added during the current Council term.

Our award-winning district energy program continues to be a huge success and is now on its way to becoming North America's largest district energy utility. Our commitment to district energy and other energy reduction initiatives has allowed us to achieve an overall six per cent reduction in community greenhouse gas emissions despite a seven per cent growth in population over the past decade.

We are proud of our accomplishments and thankful for the support of our staff, volunteers, community partners and businesses as we grow and preserve our high quality of life. To learn more I invite you to contact the Mayor's Office at any time.

Wall Prim

Malcolm Brodie Mayor, City of Richmond



MESSAGE FROM THE CHIEF ADMINISTRATIVE OFFICER



I am proud to present the City of Richmond's Annual Report for the year 2017. This report details our outstanding financial position, while highlighting our ongoing commitment to a culture of continuous improvement through excellence, innovation and visionary leadership.

During the past year, our administration placed a strong focus on the continued fulfilment of Council's nine term goals. These goals place an emphasis on community safety, economic development, financial stewardship, sustainability, community vibrancy, partnerships and collaboration, infrastructure, planning and citizen engagement. Major strides were made on all these goals, which are highlighted throughout the Annual Report. Strong financial stewardship continues to be one of our hallmarks thanks to our Long Term Financial Management Strategy. This Strategy has allowed us to limit property tax increases, while still making significant investments in infrastructure and programs. Richmond's property taxes also remain among the lowest in the region.

As part of the financial strategy, City Council continues to responsibly replenish our reserves each year to ensure we meet the City's long-term needs and minimize borrowing. This strategy has allowed us to invest more than \$800 million as of the five years ending in 2018 to renew and expand our civic infrastructure. Our 2017 capital budget of \$122 million included further investments in the development of



the Garden City Lands, a new signature park in the heart of our city, and the City's award-winning Digital Strategy, which is putting us on the cutting edge of using technology and innovation to improve customer service and efficiency.

Our strong planning framework is also guiding the City's continued evolution. The City's population continues to grow, reaching nearly 220,000 in 2017. Total construction value of building permits for 2017 was \$709 million our fourth highest year's total ever, with total new construction topping \$4.4 billion since 2011.

This new growth has helped the City secure contributions for two new community centres, new parks, hundreds of affordable housing units and child care



spaces, public art investments and other civic infrastructure improvements. Through a special development levy, the City is close to accumulating the monies needed to fund an additional Canada Line station in the Capstan Village area, which will enhance transit service and community mobility.

With our strong commitment to financial stewardship and sound

community planning, we continue to deliver services that are second to none, while providing great value for our taxpayers.

George Duncan Chief Administrative Officer

2017 Awards

The City of Richmond is committed to its vision to be the most appealing, livable and well-managed community in Canada. In 2017, this commitment was again recognized by our peers and others with numerous international, national and provincial awards recognizing outstanding service delivery.

Of particular note, Richmond continued to receive global recognition for our innovative energy programs, including our innovative district energy program and other initiatives aimed at reducing both corporate and community energy use. Over the past five years, the City has received more than 15 awards for its various energy programs. Richmond received four new energy-related awards in 2017, including:

ASSOCIATION OF ENERGY ENGINEERS CANADA REGION INSTITUTIONAL ENERGY MANAGEMENT AWARD

COMMUNITY ENERGY ASSOCIATION 2017 CLIMATE AND ENERGY ACTION AWARD

UNION OF BRITISH COLUMBIA MUNICIPALITIES LEADERSHIP & INNOVATION—GREEN INITIATIVE AWARD, HONOURABLE MENTION

CANADIAN CONSULTING ENGINEERING AWARD OF EXCELLENCE

For additional 2017 Awards please see next page

RICHMOND RECEIVED A PRESTIGIOUS WORLD LEISURE ORGANIZATION COMMUNITY OF EXCELLENCE AWARD.

2017 WORLD LEISURE COMMUNITY OF EXCELLENCE FOR 2017 The City of Richmond wa designated as a World Leisure Community of

The City of Richmond was Leisure Community of Excellence for 2017 by

the World Leisure Organization. This title recognizes Richmond's innovative and successful use of leisure to improve its citizens' quality of life.

2017 ACCESSIBLE CITIES AWARD

The Rick Hansen Foundation Accessible Cities Award recognized municipalities that are leaders in planning accessibility into their built environments and encouraging their communities to be more inclusive. The Richmond Olympic Oval was also recognized in the award's Circle of Excellence as a 'best in class' example of accessible and inclusive community places or spaces.

2017 BILL WOYCIK OUTSTANDING FACILITY AWARD

Richmond's City Centre Community Centre was recognized with the 2017 Bill Woycik Outstanding Facility Award. The award is presented annually by the Recreation Facilities Association of BC to one outstanding new or newly renovated recreation, sport or leisure facility in British Columbia that exemplifies innovations in design, energy management, operations, revenue generation, and services.

CANADIAN AWARD FOR FINANCIAL **REPORTING AND OUTSTANDING** ACHIEVEMENT IN POPULAR ANNUAL FINANCIAL REPORTING AWARD

The City's 2016 Annual Reports were honoured with two awards, from the Government Finance Officers Association (GFOA) of the United States and Canada. The City received the Canadian Award for Financial Reporting for the 15th consecutive year and the Award

for Outstanding Achievement in Popular Annual Financial Reporting for the 8th year.

THE RICHMOND WORLD FESTIVAL WAS PART **OF RICHMOND CANADA 150 WHICH WAS A** FINALIST FOR TWO NATIONAL AWARDS.

FINALIST-BEST PUBLIC EVENT/FAIR OR FESTIVAL AND FINALIST-MOST OUTSTANDING EVENT OVER \$200,000 PUBLIC/FESTIVAL/ SPORTING/CULTURAL

The City's Richmond Canada 150 program, a year-long program of events and other activities celebrating Canada's 150th anniversary, was chosen as a finalist in two categories in the Canadian Event Industry Awards.

WOOD WORKS! **BC COMMUNITY RECOGNITION** AWARD

Wood WORKS! BC's awards recognize leadership in the use of wood, both architecturally and structurally. The City was honoured for its use of wood in the construction of the Alexandra District Energy Utility service building.

DEVELOPMENTAL DISABILITIES ASSOCIATION EMPLOYER OF THE YEAR AWARD

The City was honoured by the Developmental Disabilities Association's Jobs West division for the City's initiative to create opportunities for people with developmental disabilities.

PATHWAYS CLUBHOUSE **RECOGNITION AWARD**

Richmond City received the Pathways Clubhouse's 2017 Recognition Award for the City's role as an employment partner; and creating workplace opportunities for people with disabilities.



Richmond Canada 150

In 2017, Richmond was one of the most active communities in the country as citizens from coast to coast to coast celebrated Canada's 150th anniversary of Confederation. In addition to dozens of local events, the City undertook a number of legacy Richmond Canada 150 projects that will permanently enrich the community. A special grants program provided assistance to local community organizations to host their own celebratory events and or complete legacy programs. The Richmond Canada 150 program was a finalist in two categories in the Canadian Event Industry Awards for 2017. The photos in this section include some of the highlights from the Richmond Canada 150.



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THE FRASER GIANT WAS UNVEILED, DEPICTING THE LARGE STURGEON THAT LIVE IN LOCAL WATERS.



NOTED MARITIME ARTIST JOHN HORTO PRODUCED A PAINTING DEPICTING RICHMOND'S MARINE HERITAGE.

> A PIONEER LUNCHEON HONOURED THOUSANDS OF LONGTIME RICHMOND RESIDENTS.

A NEW STEVESTON VILLAGE STREET PARTY WAS PART OF EXPANDED CANADA DAY CELEBRATIONS.

> THE RICHMOND WORLD FESTIVAL EXPANDED TO TWO DAYS.

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COUNCIL TERM GOALS ACHIEVEMENT HIGHLIGHTS





Council Term Goals 2014–2018

- **1.**A SAFE COMMUNITY
- 2. A VIBRANT, ACTIVE, AND CONNECTED CITY
- 3. A WELL-PLANNED COMMUNITY
- 4. LEADERSHIP IN SUSTAINABILITY
- **5.** PARTNERSHIPS AND COLLABORATION
- 6. QUALITY INFRASTRUCTURE NETWORKS
- 7. STRONG FINANCIAL STEWARDSHIP
- 8. SUPPORTIVE ECONOMIC DEVELOPMENT ENVIRONMENT
- 9. WELL-INFORMED CITIZENRY

For more detail on these goals, visit www.richmond.ca/cityhall/council/about/goals

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The City's work is driven by Council's Term Goals 2014–2018. This document sets out nine focus areas, each with numerous sub-goals and objectives. The following achievements represent our work to fulfil Council's Term Goals in 2017:

1.SAFE COMMUNITY

The new Cambie No. 3 Fire Hall was opened. The facility also hosts a BC Ambulance Station, the first time these two critical emergency response agencies have been co-housed in the same facility in an urban BC community.

2. VIBRANT, ACTIVE AND CONNECTED COMMUNITY

The Willow Early Care and Learning Centre was opened, providing 37 spaces of licensed child care for infants, toddlers and children. The City now owns seven facilities providing close to 200 licensed child care spaces. Nearly 2,000 new licensed child care spaces have been created in Richmond since 2009, with additional facilities on the way.

3. WELL PLANNED COMMUNITY

Council approved the Yuan Heng rezoning and Development Permit for a large site at Capstan Way and No. 3 Road. The project will create a large mixed-use development with 964 units and has secured a turn-key 35,000 sq. ft. community centre to serve future residents of the Capstan Village.

4. SUSTAINABILITY

Lulu Island Energy Company continued to grow with the Alexandra District Energy Utility expanding to serve the new Cambie No. 3 Fire Hall and a major shopping complex. The Oval Village District Energy Utility also expanded, while plans were put in place for a City Centre District Energy Utility that will service more than 9 million square feet of new development.

5. PARTNERSHIPS AND COLLABORATION

The new Storeys affordable housing complex was opened. Three levels of government and five not-for-profit agencies collaborated to create 129 affordable housing units and supportive services for residents at risk of being homeless. This unique partnership promises to serve as a model for other cities.

6. QUALITY INFRASTRUCTURE NETWORKS

A significant extension of Lansdowne Road was opened. This created a muchneeded new east-west corridor stretching from the Garden City Lands to the Richmond Olympic Oval improving mobility throughout the City Centre, by offering an important new link through the heart of the downtown.

7. FINANCIAL STEWARDSHIP

Richmond retained the fifth lowest property taxes within the region with a 1.95% tax increase to fund City services, plus an additional 1% tax increase to fund reserves. The 2017 budget provided for the hiring of 11 additional police officers and three additional civilian staff for Richmond RCMP.

8. ECONOMIC DEVELOPMENT

The Richmond Olympic Oval became the primary training home for Canada's Women's Volleyball Team. This five year agreement contributes to the more than \$300 million in Gross Domestic Product and 400 fulltime jobs created by the Oval. The team also hosted a sold out Grand Prix Women's Volleyball Tournament featuring national teams from four countries.

9. WELL INFORMED CITIZENRY

Through the City's Digital Strategy an innovative mobile inspections app was launched, allowing inspectors to complete inspections on their smart phones providing enhanced service to builders.





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REPORT FROM THE GENERAL MANAGER, FINANCE AND CORPORATE SERVICES

I am pleased to submit the City of Richmond's consolidated financial statements for the year ended December 31, 2017, pursuant to Section 167 of the *Community Charter*. These statements contain the 2017 financial results for the "City", which include the City of Richmond, Richmond Olympic Oval Corporation, Richmond Public Library and investment in Lulu Island Energy Company Ltd.

Management is responsible for the preparation of the financial statements and the external auditors, KPMG LLP, have conducted an independent examination and have expressed their opinion that the consolidated financial statements present fairly in all material respects, as at December 31, 2017 in accordance with Canadian Public Sector Accounting Standards.

STATEMENT OF FINANCIAL POSITION (IN \$'000s)

	2017 Actual	2016 Actual*	Change
Financial Assets	\$1,114,486	\$1,058,353	\$56,133
Total Liabilities	416,396	395,614	20,782
Net Financial Assets	698,090	662,739	35,351
Non-Financial Assets	2,258,039	2,185,689	72,350
Accumulated Surplus	\$2,956,129	\$2,848,428	\$107,701

The accumulated surplus is a key measure of the City of Richmond's financial strength and long-term sustainability which increased during 2017 to \$3.0B (2016: \$2.8B). Accumulated surplus is the amount by which all assets exceed all liabilities and it is represented by non-financial assets and net financial assets. Non-financial assets are owned and include tangible capital assets such as buildings, recreation centres, parks, roads, water and sewer infrastructure, land, inventories and prepaid expenses.

STATEMENT OF OPERATIONS (IN \$'000s)

	2017 Actual	2016 Actual*	Change
Total Revenue	\$523,167	\$492,586	\$30,581
Total Expenses	413,284	379,464	33,820
Annual Surplus	\$109,883	\$113,122	(\$3,239)

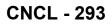
Annual surplus, which is the excess of revenues over expenses is lower in 2017 by \$3.2M and amounts to \$109.9M (2016: \$113.1M). The annual surplus includes amounts collected for transfer to reserves, recognition of restricted capital revenue and contributed assets. Revenues increased by \$30.6M to \$523.2M (2016: \$492.6M) mainly due to exceptional development activity during 2017. Developer contributed assets increased by \$20.1M in 2017 to \$52.2M and developer community amenity contributions increased by \$2.9M to \$13.0M. The expenses increased by \$33.8M to \$413.3M (2016: \$379.5M) mainly due to a one-time \$17.0M contribution towards the Storeys affordable housing initiative along with increases to the RCMP policing contract and collective agreement increases.

STATUTORY RESERVES (IN \$'000s)

	2013	2014	2015	2016	2017
Total Reserves	\$353,805	\$376,602	\$461,178	\$471,846	\$486,900

Statutory reserves are established by Bylaw for specific purposes, mainly capital expenditures. The increase in the balance to \$486.9M (2016: \$471.8M) is mainly attributable to the timing of these capital expenditures. Each year, amounts are





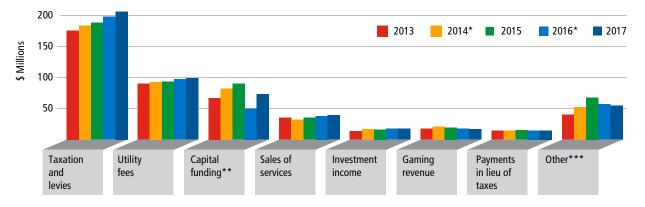
transferred to the reserves through Council's Long Term Financial Management Strategy towards asset construction and renewal.

These financial results are a reflection of City Council's commitment to ongoing financial sustainability through the Long Term Financial Management Strategy, which combines financial forecasting with strategizing, thus aligning financial capacity and assets with long term service objectives and requirements. In taking this long range financial perspective, the City expects to continue to maintain flexibility while achieving sustainability and preparedness for any challenges that may arise.

In 2017, Richmond had the fifth lowest residential property taxes out of 21 municipalities in Metro Vancouver and was second lowest in our comparator group of the largest five municipalities by population.

Under the direction and guidance of City Council, the City of Richmond is well positioned to continue to deliver a high quality of services for its current and future residents and businesses in support of the City's vision to be the most appealing, livable and well-managed community in Canada.

Andrew Nazareth, BEc, CPA, CGA General Manager, Finance and Corporate Services May 14, 2018



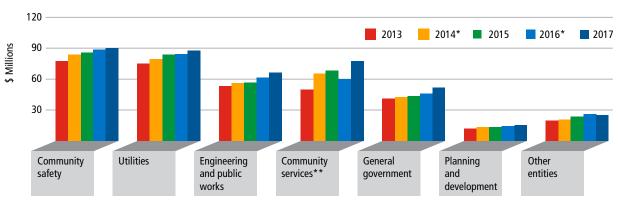
REVENUE BY SOURCE 2013–2017

Source: City of Richmond Finance and Corporate Services

*Amounts have been restated

**Capital funding includes: Development Cost Charges and other capital funding sources

***Other includes: provincial and federal grants, licenses and permits and other sources



EXPENSES BY FUNCTION 2013–2017

Source: City of Richmond Finance and Corporate Services

*Amounts have been restated

**Expenses for Community Services include one-time contributions toward affordable housing of \$11.8m in 2014,

\$12.3m in 2015 and \$17.0m in 2017

Richmond at a glance







17 ISLANDS COMPRISING THE CITY

December 3, 1990 DESIGNATED AS CITY OF RICHMOND

Fast facts

4,678

HŌTEL ROOMS. 20% OF METRO VANCOUVER TOTAL

\$709 million

CONSTRUCTION VALUE OF BUILDING PERMITS ISSUED IN 2017; 4TH HIGHEST EVER

13,870 2017 LICENCED BUSINESSES

4,993

HECTARES WITHIN THE AGRICULTURAL LAND RESERVE 76.3 %

PERCENTAGE OF VISIBLE MINORITIES. HIGHEST IN BC, 2ND HIGHEST IN CANADA

24.2 million

NUMBER OF 2017 PASSENGERS TRAVELLING THROUGH VANCOUVER INTERNATIONAL AIRPORT IN RICHMOND

60.2%

PERCENTAGE OF IMMIGRANTS. HIGHEST IN CANADA LARGEST COMMERCIAL FISHING HARBOUR IN CANADA

38.5 million

INVENTORY OF INDUSTRIAL SPACE. LARGEST IN THE REGION

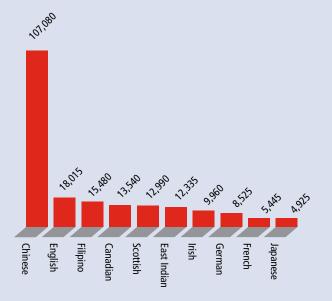
118,565

TOTAL NUMBER OF JOBS IN RICHMOND

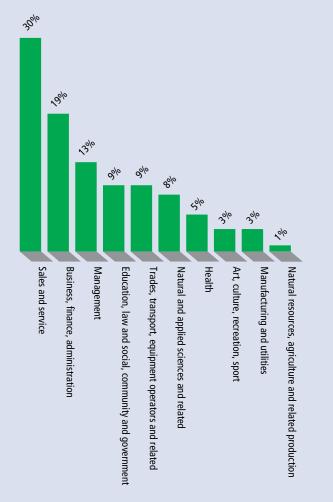
86.3 years

AVERAGE LIFE EXPECTANCY. HIGHEST IN CANADA

RICHMOND'S ETHNIC ORIGINS

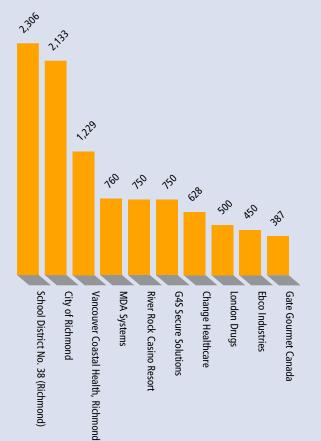


OCCUPATIONS OF RICHMOND RESIDENTS



Sources: Statistics Canada, City of Richmond, Vancouver International Airport Authority, Steveston Harbour Authority, Metro Vancouver, Richmond School District.

TOP 10 LARGEST EMPLOYERS IN RICHMOND (FULL-TIME EMPLOYEES)







MAJOR SERVICES PROVIDED BY THE CITY OF RICHMOND

ADMINISTRATION

Includes the Office of the Chief Administrative Officer who oversees the overall administration of the City's operations. Also includes the Deputy Chief Administrative Officer, human resources, intergovernmental relations and protocol, corporate communications and marketing and the Corporate Planning and Programs Management Group.

LAW AND COMMUNITY SAFETY

Brings together the City's public safety providers including police, fire-rescue and emergency programs, business licences and community bylaws.

COMMUNITY SERVICES

Coordinates, supports and develops Richmond's community services including recreation, arts, heritage, sports, social planning, affordable housing, diversity, youth, childcare and seniors services. Oversees most City owned public facilities and the design, construction and maintenance of City parks, trails and green spaces. Works with community partners and coordinates special events and filming in the City.

FINANCE AND CORPORATE SERVICES

Includes customer service, information technology, finance, economic development, real estate services, City Clerk's Office, enterprise services, law, compliance, records and archives.

ENGINEERING AND PUBLIC WORKS

Comprises engineering planning, design, construction and maintenance services for all utility and City building infrastructure. Responsible for local water supply, sewer and drainage, dikes and irrigation system, roads and construction services, street lighting, environmental services, garbage and recycling services, corporate sustainability and district, corporate and community energy programs.

PLANNING AND DEVELOPMENT

Incorporates the policy planning, transportation, planning, development applications and the building approvals departments. This division provides policy directions that guide growth and change in Richmond with emphasis on land use planning, development regulations, environmental protection, heritage and livability.



CITY OF RICHMOND CONTACTS

The City of Richmond offers many civic services to the community. Additional services to the community are provided through the Richmond Olympic Oval, Richmond Public Library and Gateway Theatre. For more information on City services contact:

CITY OF RICHMOND

6911 No. 3 Road Richmond, British Columbia V6Y 2C1 Canada 604-276-4000 infocentre@richmond.ca www.richmond.ca **f** /CityofRichmondBC 🥑 @Richmond_BC /CityofRichmondBC

GATEWAY THEATRE

6500 Gilbert Road Richmond, BC V7C 3V4 604-270-6500 Box Office: 604-270-1812 www.gatewaytheatre.com **f** /GatewayTheatreBC @Gateway_Theatre **O** @gatewaythtr

LULU ISLAND ENERGY COMPANY

6911 No. 3 Road Richmond, BC V6Y 2C1 604-276-4011 www.luluislandenergy.ca

RICHMOND PUBLIC LIBRARY

604-231-6404 (Brighouse Branch) www.yourlibrary.ca f /YourlibraryRichmond 🥑 @RPLBC /YourLibraryRichmond RPLYourlibrary O @rplbc

RICHMOND OLYMPIC OVAL

6111 River Road Richmond, BC V7C 0A2 Phone: 778-296-1400 info@richmondoval.ca www.richmondoval.ca Linked in. richmond-olympic-oval **f** /RichmondOval 🔰 @RichmondOval **O** @RichmondOval





To:	Planning Committee
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From: Wayne Craig Director, Development Date: May 23, 2018 File: RZ 15-707952

Re: Application by Yamamoto Architecture Inc. for Rezoning at 7460 & 7480 Railway Avenue from Single Detached (RS1/E) to Low Density Townhouses (RTL4)

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9873, for the rezoning of 7460 & 7480 Railway Avenue from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)", be introduced and given first reading.

Wayne Craig Director, Development

WC:sds Att. 5

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Affordable Housing	I I	he Energ	

Staff Report

Origin

Yamamoto Architecture Inc. has applied to the City of Richmond for permission to rezone the properties at 7460 & 7480 Railway Avenue (Attachment 1) from the "Single Detached (RS1/E)" zone to the "Low Density Townhouses (RTL4)" zone in order to permit the development of eight townhouse units with vehicle access from 7388 Railway Avenue via a Statutory Right-of-Way (SRW) registered on the title of 7388 Railway Avenue. The townhouse development at 7388 Railway Avenue recently completed construction. The applicant has discussed the use of the SRW with the adjacent developer and negotiated a cost sharing agreement for the shared driveway easement area.

Project Description

The subject properties have a total combined frontage of 33.5 m (110 ft.) and are proposed to be consolidated into one development parcel. The proposal includes eight two-storey townhouse units, in three duplex and two single unit buildings, with a proposed floor area ratio (FAR) of 0.6. The preliminary site plan, building elevations and landscape plan are provided in Attachment 2. The subject site is currently occupied by two single-family dwellings, which are proposed to be demolished.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

Existing Housing Profile

The applicant has advised the existing single-family dwelling at 7460 Railway Avenue is currently owner occupied and contains no secondary suites, and the existing single-family dwelling at 7480 Railway Avenue is currently rented and contains no secondary suites.

Surrounding Development

Development immediately surrounding the subject site is as follows:

- To the North: 14-unit townhouse development (two and three-storeys) recently completed construction on a lot zoned "Low Density Townhouses (RTL4)", which will provide vehicle access to the subject site from Railway Avenue, and a single-family dwelling on a lot zoned "Single Detached (RS1/H)" fronting Lindsay Road.
- To the South: Single-family dwellings on lots zoned "Single Detached (RS1/B)" fronting Railway Avenue.
- To the East: Single-family dwellings on a lot zoned "Single Detached (RS1/E)" fronting Lindsay Road.

To the West: Across Railway Avenue, the City-owned Railway Greenway.

Related Policies & Studies

Official Community Plan

The Official Community Plan (OCP) land use designation for the subject site is "Neighbourhood Residential (NRES)". The development proposal is consistent with this designation.

Arterial Road Policy

The subject site is identified for "Arterial Road Townhouse" on the Arterial Road Housing Development Map. The development proposal is consistent with this designation.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant 1st 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 is proposing to consolidate the subject properties into one development parcel, with a total frontage of 33.5 m (110 ft.) and a site area of 2,024 m² (21,786 ft²), in order to construct eight townhouse units. The proposed townhouse units are oriented around a drive-aisle providing access to the site from the adjacent townhouse development to the north at 7388 Railway Avenue and an east-west internal maneuvering aisle providing access to the garages of the units. The shared outdoor amenity area is proposed to be situated in a central area.

The proposal consists of eight two-storey townhouse units, all with side-by-side double car garages, with a proposed FAR of 0.6. Five buildings are proposed, including three duplex buildings and two single unit buildings.

Existing Legal Encumbrances

There is an existing 4.5 m (15 ft.) wide utility Statutory Right-of-Way (SRW) located along a portion of the north and east property lines of the subject site for existing sanitary sewer services. The SRW will be modified (reduced) after the removal of the existing sanitary system, which will be secured as part of the Servicing Agreement. The width of the modified SRW will be 3.0 m (10 ft.), measured from the property lines, to facilitate access to the new service connection. The SRWs will not be impacted by the proposed development and the developer is aware that encroachment into the SRWs is not permitted.

Transportation and Site Access

Vehicular access to the subject site is to be provided via the driveway crossing and internal drive-aisles at 7388 Railway Avenue, through an existing SRW (CA5251946 & EPP51555) registered on the title of 7388 Railway Avenue. This access arrangement was envisioned and secured through the rezoning application for the adjacent townhouse development at 7388 Railway Avenue, which received final adoption in 2016 (RZ 12-619835).

Direct vehicular access from Railway Avenue along the subject site's frontage is not permitted. Registration of a legal agreement on title prohibiting direct vehicle access from Railway Avenue and limiting access to the SRW on the driveway at 7388 Railway Avenue will be required prior to final adoption of the rezoning bylaw. This agreement must include language indemnifying and releasing the City from any issues from this arrangement.

The applicant has also discussed the use of the SRW with the adjacent developer and negotiated a cost sharing agreement for the shared driveway easement area to divide the maintenance cost of the driveway on a proportionate basis between all owners of 7388 Railway Avenue and the future owners of the subject development.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report, which identifies tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses 44 trees on-site and 13 trees located on neighbouring properties.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and Tree Management Plan (Attachment 4), conducted an on-site visual assessment and concurs with the Arborist's recommendations, with the following comments:

- Nine trees (tag# 305, 306, 391, 395, 496, 497 & 632-634) located on-site along the Railway Avenue frontage and four trees (tag# 552 & 555-557) in the rear of the property are all in good condition. Trees are to be protected as per City of Richmond Tree Protection Information Bulletin TREE-03.
- 28 trees located on the development site (tag# 1, 392-394, 471, 478-480, 482-484, 512, 522, 530, 531, 550, 640-644, 680, 726-729, 786 and 787) are unsuitable for retention due to poor structural condition and health and should be removed and replaced.

- One tree (tag# 521) located on-site in the southeast corner and one tree in the northeast corner (tag# 744) are in good condition but not expected to survive construction impacts, including significant grade changes and removal of the existing sanitary sewer system in the SRW.
- One tree (tag# 481) located on-site along the Railway Avenue frontage is in good condition, however, the tree is not expected to survive construction impacts by the removal of the adjacent trees (tag# 480, 482 & 483) in poor condition, and is also in direct conflict with the pedestrian access pathway to Railway Avenue. This tree should be removed and replaced with larger specimen trees (i.e. 10 cm in caliper), which have been specified in the Landscape Plan.
- 13 trees (tag# 504, 505, 529, 743, 801-809) located on neighbouring properties to the north, east and south are undersized except for tag# 804. These trees are a sufficient distance from the property line and impacts associated from the proposed construction will be minimal. No tree protection barriers are required on the development site.

Tree Replacement

The applicant is proposing to remove 31 trees on-site, however seven trees are undersized (tag# 392, 394, 471, 483, 484, 522, 727) and do not require compensation. For the remaining 24 trees, the OCP tree replacement ratio of 2:1 requires 48 trees to be planted and maintain on-site. Based on the submitted preliminary Landscape Plan (Attachment 2), the developer is proposing to plant 34 new trees.

To satisfy the 2:1 replacement ratio established in the OCP, the applicant will contribute \$7,000 (\$500/tree) to the City's Tree Compensation Fund in lieu of the remaining 14 trees that cannot be accommodated on the development site.

The size and species of replacement trees, and overall landscape design, will be reviewed in detail through the Development Permit application process. To ensure the replacement trees are planted and maintained on-site, the applicant is required to provide an acceptable Landscape Plan and Landscape Security based on 100% of the cost estimate provided by the Landscape Architect, prior to Development Permit issuance.

Securities will not be released until a landscaping inspection has been passed by City staff after construction and landscaping has been completed. The City may retain a portion of the security for a one year maintenance period from the date of the landscape inspection.

Tree Protection

The proposed Tree Management Plan is provided in Attachment 4, which outlines the protection of the 13 trees on-site. To ensure the protection of these trees, the applicant is required to provide the following, prior to final adoption of the rezoning bylaw:

• Submission to the City of a contract with a Certified Arborist for supervision of all works conducted within or in close proximity to tree protection zones.

• Submission of a Tree Survival Security in the amount of \$105,000 based on the sizes of the trees to be retained.

Prior to demolition of the existing dwellings on the subject site, installation of tree protection fencing around all trees to be retained, in accordance with the City's Tree Protection Information Bulletin TREE-03, is required.

Variance Requested

The proposed development is generally in compliance with the "Low Density Townhouses (RTL4)" zone other than the variances noted below. Based on the review of the current plans for the project, the following variances are being requested:

• Reduce the minimum lot width along major arterial roads from 50 m to 33.5 m.

Staff are supportive of the proposed variance as the subject development site is being considered as an orphan lot, bound by a townhouse development to the north and a single-family subdivision to the south, identified as "Arterial Road Compact Lot Single Detached" in the Arterial Road Land Use Policy. During the rezoning process of the townhouse development to the north (7388 Railway Avenue), the subject site was considered as a future extension to this townhouse development.

• Allow one small car parking stall in each of the side-by-side garages in two of the units at the rear of the development site (two small car stalls in total).

Staff are supportive of the proposed variance as it enables the required resident parking spaces to be provided within the garages of both units, in a side-by-side arrangement. The Zoning Bylaw allows small parking stalls for on-site parking areas which contain 31 or more spaces.

These variances will be reviewed in the context of the overall detailed design of the project, including architectural form, site design and landscaping at the Development Permit stage.

Affordable Housing Strategy

As per the City's Affordable Housing Strategy, townhouse rezoning applications received prior to July 24, 2017 are required to provide a cash-in-lieu contribution of \$4.00/ft² of total buildable area towards the City's Affordable Housing Reserve Fund. The applicant proposes to make a cash-in-lieu contribution in the amount of \$52,286.77.

The applicant has stated that due to all the units being two-storeys in height, the provision of secondary suites would severely compromise the functionality of the proposed units and the objective to build a family-oriented development.

Townhouse Energy Efficiency and Renewable Energy

The applicant has committed to achieving an EnerGuide Rating System (ERS) score of 82 and to provide pre-ducting for solar hot water heating for the proposed development. As part of the Development Permit application review process, the applicant is required to submit an evaluation

report by a Certified Energy Advisor (CEA) providing details about the specific construction requirements that are need to achieve the rating.

Prior to final adoption of the rezoning bylaw, the applicant is required to register a restrictive covenant on Title, specifying that all units are to be built and maintained to ERS 82 or higher, as detailed in the CEA's evaluation report, and that all units are to be solar hot water-ready.

Amenity Space

The applicant is proposing a cash contribution in-lieu of providing the required indoor amenity space on-site. As per Council Policy 5041, rezoning applications received prior to February 28, 2018 may choose to provide a cash contribution of \$1,000 per unit for developments up to 19 units. The total cash contribution required for this 8 unit townhouse development is \$8,000.

Shared outdoor amenity space will be provided on-site. Based on the preliminary design, the size of the proposed outdoor amenity space complies with the Official Community Plan (OCP) requirements of 6 m² per unit. Staff will work with the applicant at the Development Permit stage to ensure the configuration and design of the outdoor amenity space generally complies with the Development Permit Guidelines in the OCP.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the developer is required to enter into a Servicing Agreement for the design and construction of required site servicing and frontage improvements, as described in Attachment 5. Frontage improvements include, but are not limited to, removing the existing sidewalk next to the curb along Railway Avenue and replacing it with a minimum 2.0 m wide grassed boulevard and 1.5 m wide concrete sidewalk with connections to the existing sidewalk north and south of the subject site.

The developer is also required to pay DCC's (City & Metro Vancouver), School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the required site servicing and frontage improvements as described in Attachment 5.

Cutting, capping, and removal of existing storm services and installation of new tie-in for storm sewer on Railway Avenue is to be outside of the tree protection area. Any special measures such as the use of low impact methods (i.e. hydro vac, air spade and hand digging) to be conducted within and near the tree protection area is to be supervised by the project arborist. Project arborist supervision is to be coordinated by the developer with City crews when installation is to occur.

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 multi-family developments and arterial road townhouses in the OCP.

- Refinement of the proposed building form and architectural features to achieve sufficient variety in design and create an interesting streetscape along Railway Avenue, and to address potential adjacency issues.
- Review of size and species of on-site replacement trees to ensure bylaw compliance and to achieve an acceptable mix of conifer and deciduous trees on-site.
- Refinement of the shared outdoor amenity area design, including the choice of play equipment, to create a safe and vibrant environment for children's play and social interaction.
- Review of relevant accessibility features, including aging-in-place features in all units and the provision of a convertible unit.
- Review of a sustainability strategy for the development proposal, including measures to achieve an EnerGuide Rating System (ERS) score of 82.

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 the properties at 7460 & 7480 Railway Avenue from the "Single Detached (RS1/E)" zone to the "Low Density Townhouses (RTL4)" zone in order to permit the development of eight townhouse units.

The rezoning application complies with the land use designation and applicable policies contained within the OCP for the subject site. Further review of the project design will be completed as part of the Development Permit application review process.

The list of rezoning considerations is included in Attachment 5, which has been agreed to by the applicant (signed concurrence on file)

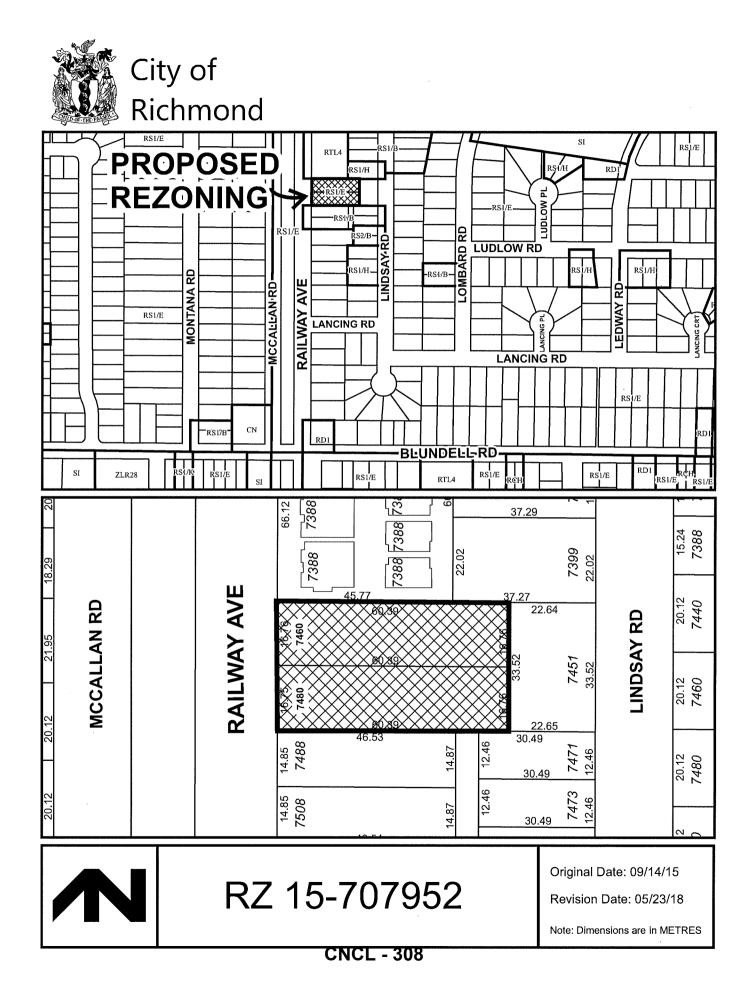
On this basis, it is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9873 be introduced and given first reading.

Steven De Sousa Planner 1

SDS:cas

Attachment 1: Location Map/Aerial Photo Attachment 2: Conceptual Development Plans Attachment 3: Development Application Data Sheet Attachment 4: Tree Management Plan

Attachment 5: Rezoning Considerations





City of Richmond



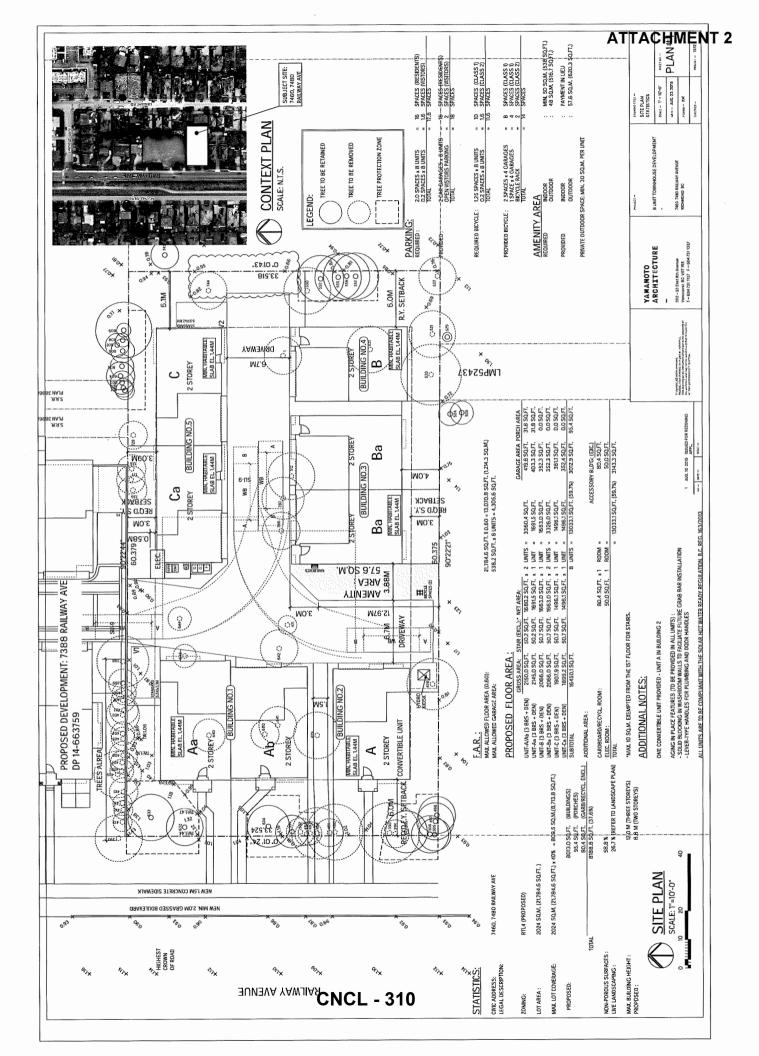
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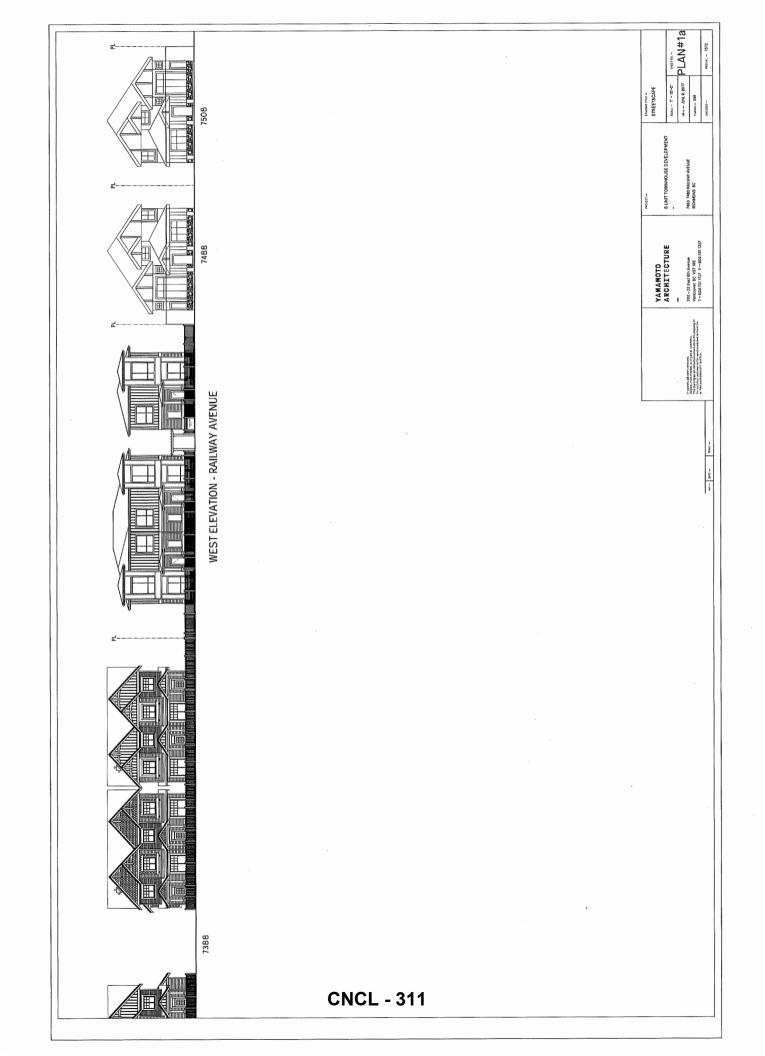
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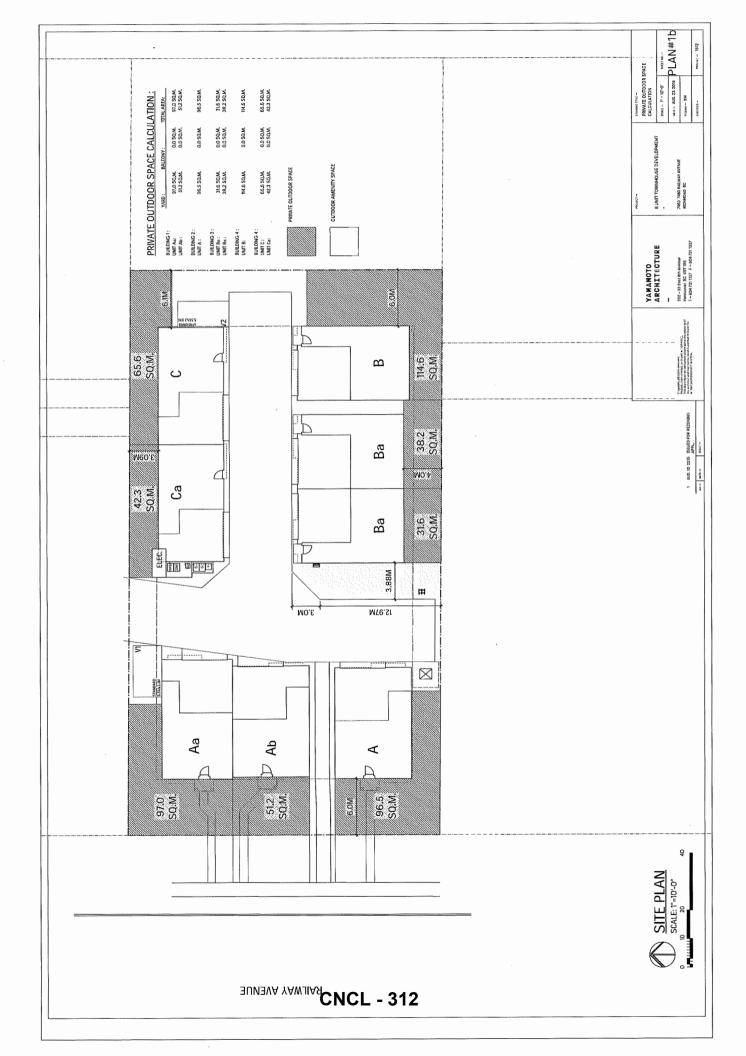
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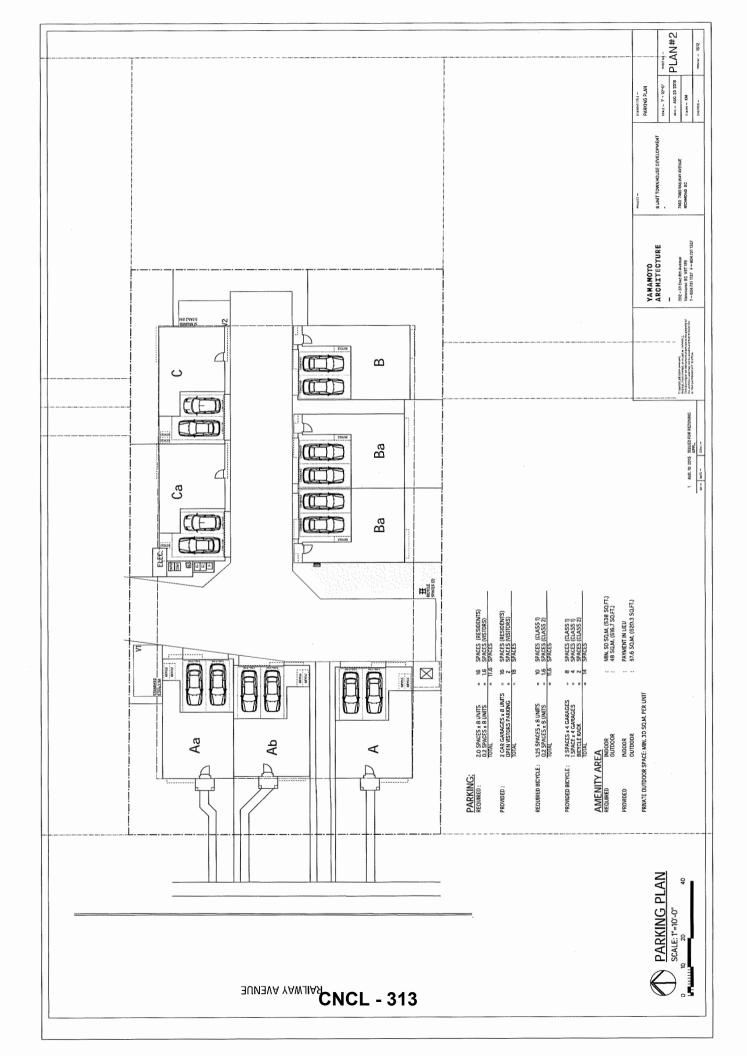
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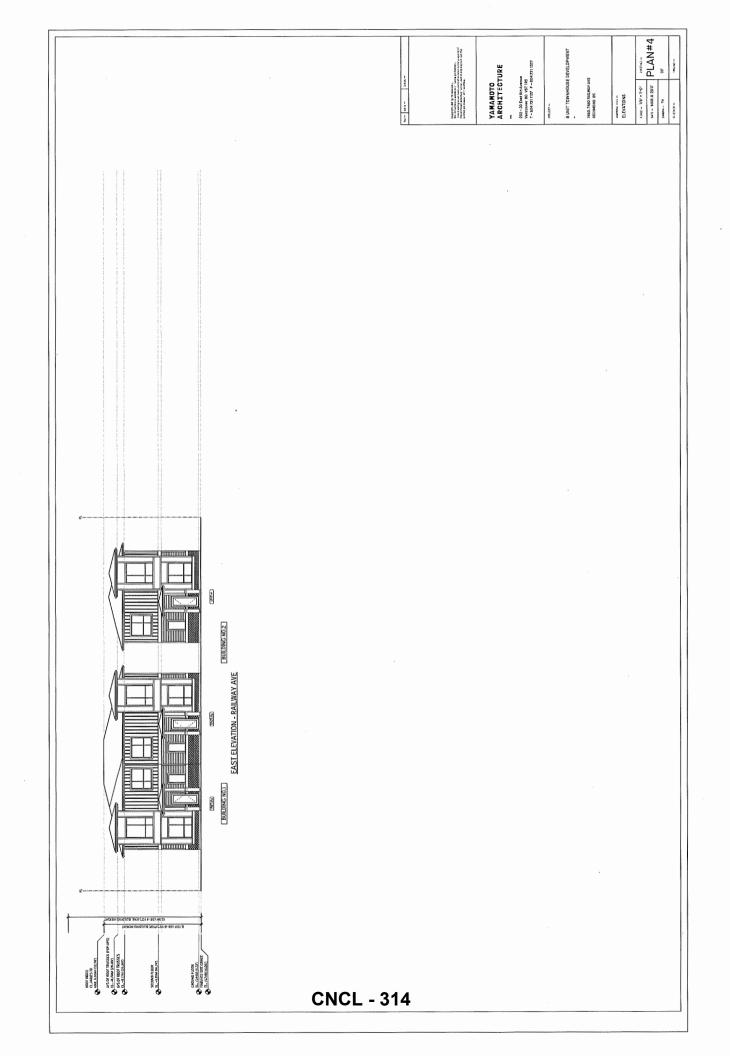
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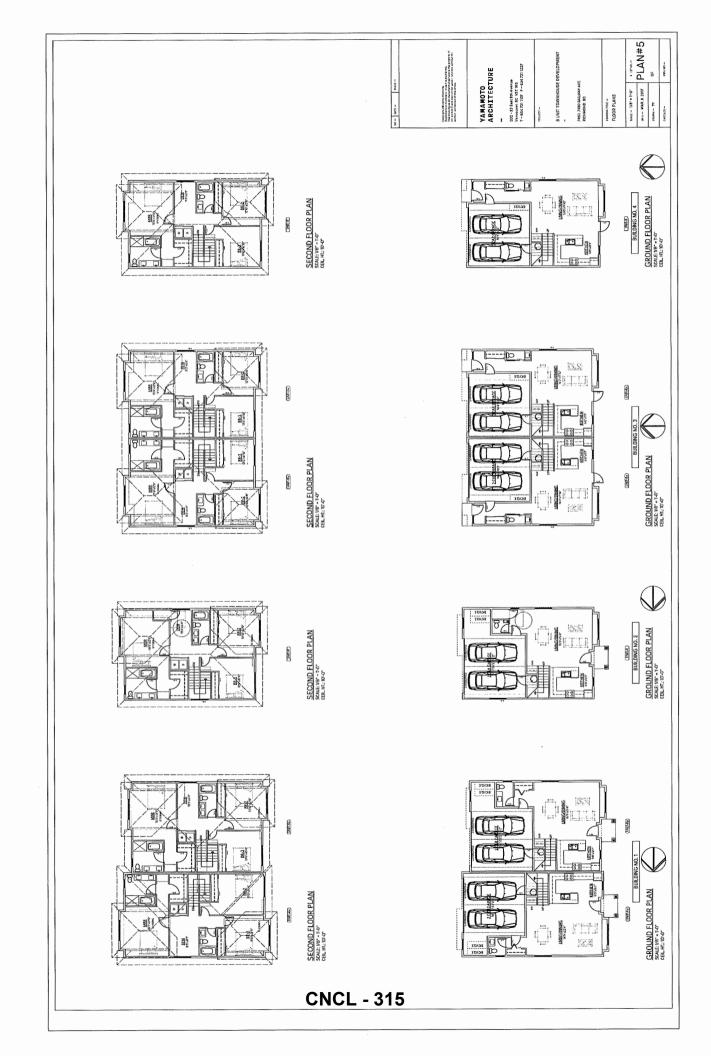


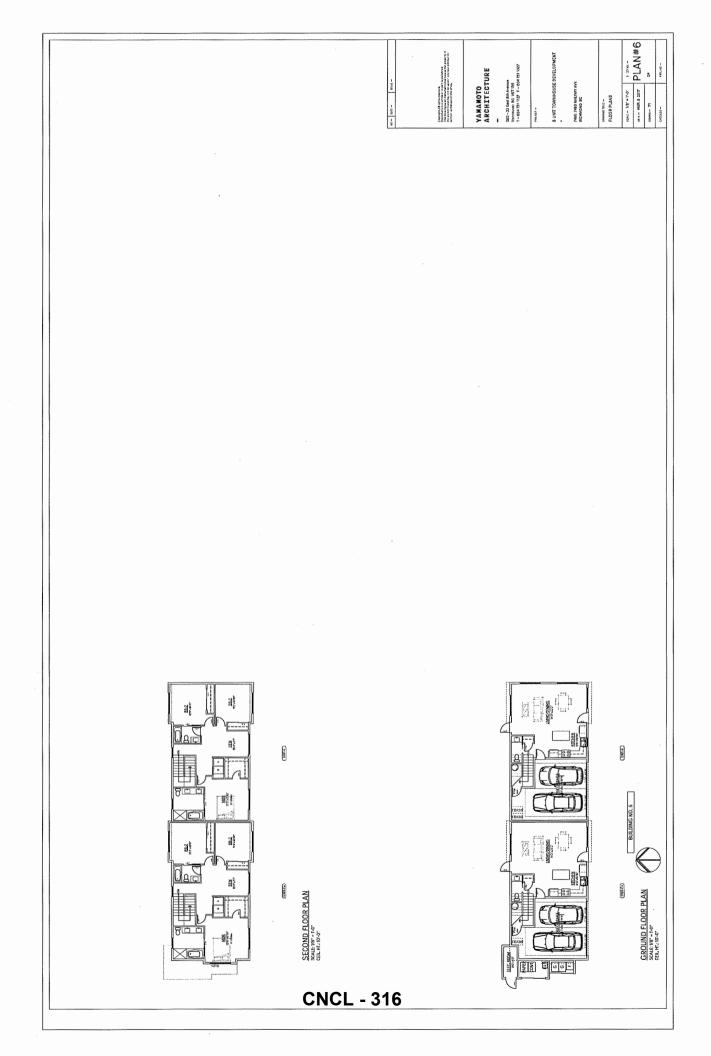


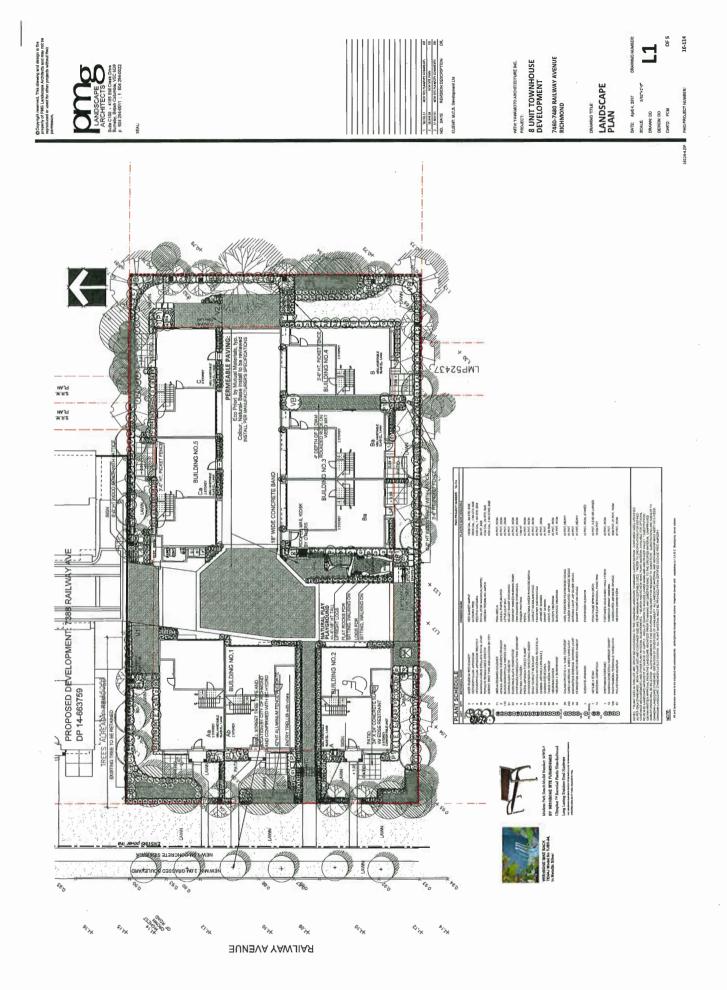




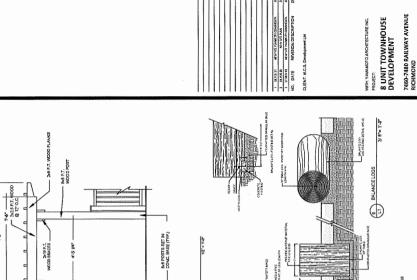


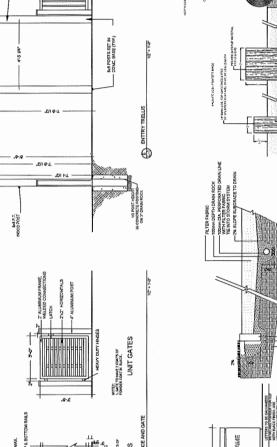




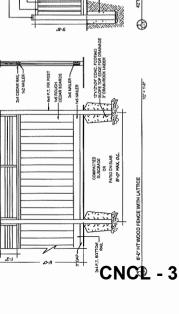


CNCL - 317





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DETAILS DETAILS DATE: Aprila, 2017 SCALE: DRAWNE DD DESICN: DD DESICN: DD CHKCD: PCM

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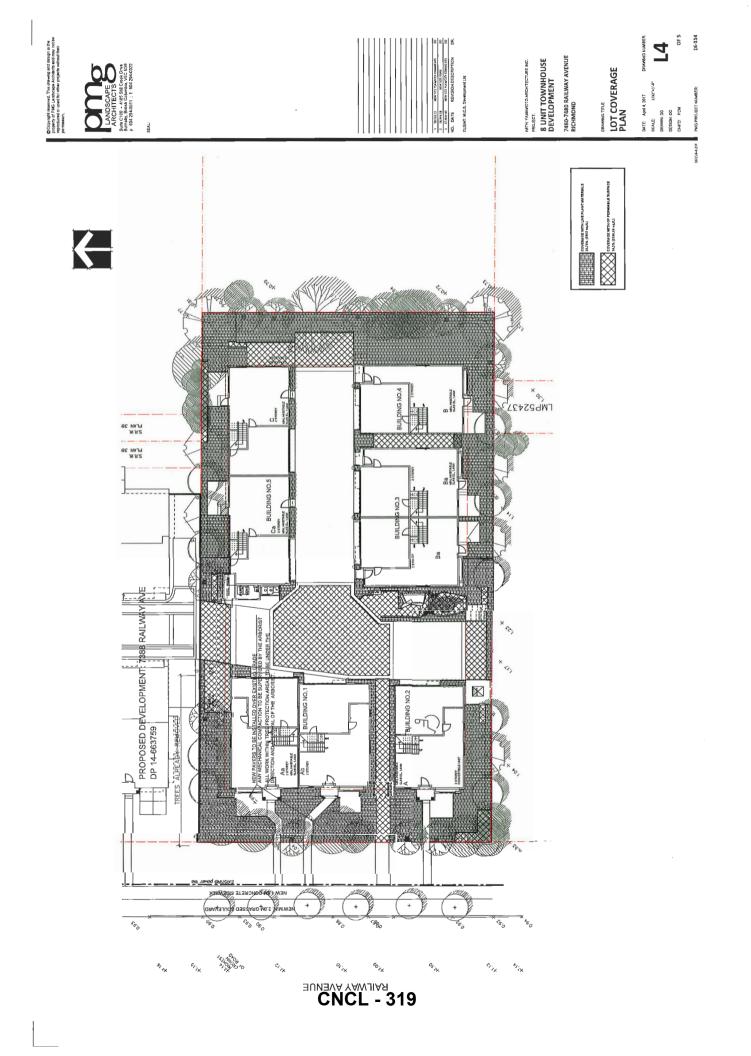
OF 5

16-114

PMG PROJECT NUMBER

16114-4219

RAWING NUMBER: 2





Development Application Data Sheet

Development Applications Department

RZ 15-707952

Attachment 3

Applicant: Yamamoto Architecture Inc.

Address: 7460 & 7480 Railway Avenue

Planning Area(s): _Blundell

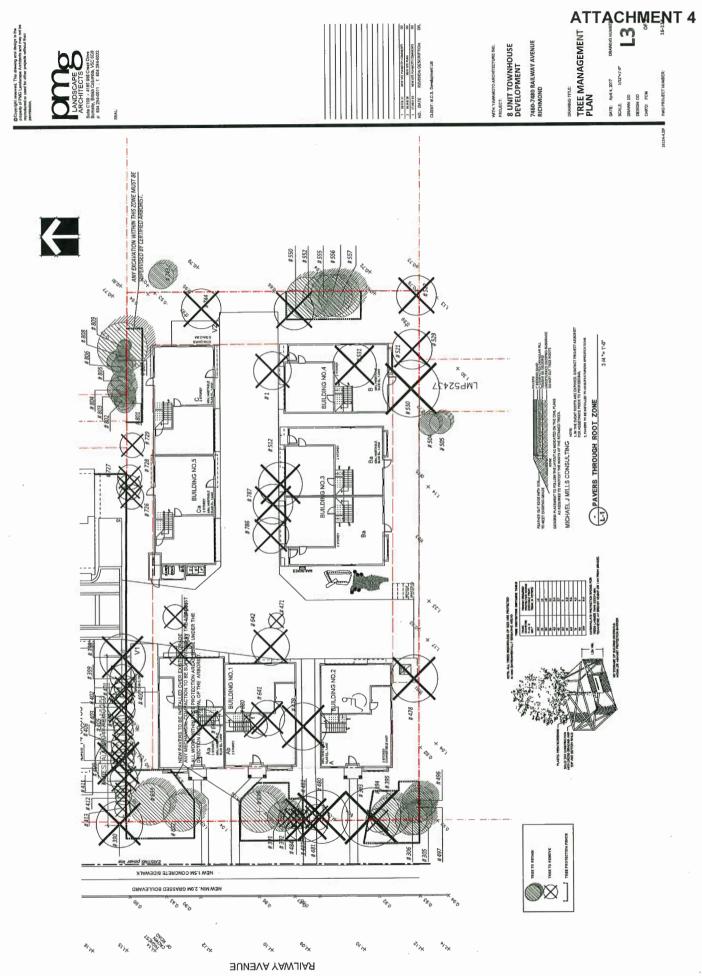
	Existing	Proposed
Owner:	7460 Railway Ave: N. Li & W. Kong 7480 Railway Ave: M C S Development Ltd.	To be determined
Site Size:	2,024 m ² (21,784 ft ²)	No change
Land Uses:	Single-family residential	Multi-family residential
OCP Designation:	Neighbourhood Residential	No change
Area Plan Designation:	N/A	No change
702 Policy Designation:	Single Detached (RS2/B) with lane or internal road access. The Policy does not apply to multi-family development.	No change
Zoning:	Single Detached (RS1/E)	Low Density Townhouses (RTL4)
Number of Units:	2	8

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.6	Max. 0.6	None permitted
Lot Coverage – Buildings:	Max. 40%	Max. 40%	None
Lot Coverage – Non-porous:	Max. 65%	Max. 65%	None
Lot Coverage – Live Landscaping:	Min. 25%	Min. 25%	None
Lot Area:	N/A	2,024 m ²	None
Lot Width:	Min. 50 m	33.5 m	Variance required
Lot Depth:	Min. 35 m	60.3 m	None
Setbacks – Front:	Min. 6.0 m	6.0 m	None
Setbacks – Rear:	Min. 3.0 m	6.0 m	None
Setbacks – Side:	Min. 3.0 m	3.0 m	None
Height:	Max. 12.0 m (3 storeys)	8.8 m (2 storeys)	None
Off-street Parking Spaces – Regular (R) / Visitor (V):	2 (R) and 0.2 (V) per unit	2 (R) and 0.2 (V) per unit	None

	Bylaw Requirement	Proposed	Variance
Off-street Parking Spaces – Total:	16 (R) and 2 (V)	16 (R) and 2 (V)	None
Tandem Parking Spaces:	Permitted – Max. 50% of required spaces	0	None
Small Car Parking Spaces:	None when fewer than 31 spaces are provided on site	2	Variance required
Handicap Parking Spaces:	N/A	0	None
Bicycle Parking Spaces – Class 1:	1.25 per dwelling unit	1.25 per dwelling unit	None
Bicycle Parking Spaces – Class 2:	0.2 per dwelling unit	0.2 per dwelling unit	None
Off-street Bicycle Parking Spaces – Total:	10 (Class 1) and 2 (Class 2)	12 (Class 1) and 2 (Class 2)	None
Amenity Space – Indoor:	Min. 50 m ² or cash-in-lieu	Cash-in-lieu	None
Amenity Space – Outdoor:	Min. 6 m ² per unit = 48 m ²	57.6 m ²	None
Private Space – Outdoor:	Min. 30 m ² per unit	Complies	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.



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Rezoning Considerations

Development Applications Department 6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 7460 & 7480 Railway Avenue

File No.: RZ 15-707952

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9873, the developer is required to complete the following:

- 1. Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings).
- 2. City acceptance of the developer's offer to voluntarily contribute \$7,000 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
- 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. Submission of a Tree Survival Security to the City in the amount of \$105,000 for the 13 on-site trees (tag# 305, 306, 391, 395, 496, 497, 552, 555-557 and 632-634) to be retained.
- 5. Registration of a flood indemnity covenant on title.
- 6. Registration of a legal agreement on title ensuring that the only means of vehicle access is to 7388 Railway Avenue (as per the statutory right-of-way (SRW) agreement registered on title at 7388 Railway Avenue) and that there be no access to Railway Avenue. This agreement must include language indemnifying and releasing the City from any issues from this arrangement.
- 7. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
- 8. Contribution of \$1,000 per dwelling unit (e.g. \$8,000) in-lieu of on-site indoor amenity space.
- 9. City acceptance of the developer's offer to voluntarily contribute \$4.00 per buildable square foot (e.g. \$52,286.77) to the City's affordable housing fund.
- 10. Registration of a legal agreement on title identifying that the proposed development must be designed and constructed to meet or exceed EnerGuide 82 criteria for energy efficiency and that all dwellings are pre-ducted for solar hot water heating.

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.
- 2. Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required townhouse energy efficiency standards (EnerGuide 82 or better), in compliance with the City's Official Community Plan.

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 the Landscape Architect, including all hard and soft materials, installation and a 10% contingency.

Prior to Building Permit Issuance, the developer must complete the following requirements:

1. Enter into a Servicing Agreement* for the design and construction of required site servicing and frontage improvements. Works include, but may not be limited to, the following:

Water Works:

• Using the OCP Model, there is 409 L/s of water available at a 20 psi residual at the hydrant fronting 7420 Railway Avenue. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.

Initial:

- At the Developer's cost, 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 and Building designs.
 - Install a fire hydrant at Railway Avenue frontage to service the proposed townhouse development and to meet code requirements of 90 metres from hydrant to furthest principal entry. Coordination with the City's Fire department to confirm the location of the new hydrant is required.
- At the Developer's cost, the City will:
 - Cut and cap at main the existing water service connections at Railway Avenue frontage.
 - Abandon the existing 100mm diameter AC watermain along the proposed site's Railway Ave frontage (i.e., east side of Railway Avenue). The new end of the 100mm AC watermain shall connect back to the existing 300mm watermain along the west side of Railway Avenue.
 - Provide water service connection to the proposed site from the existing 300mm diameter watermain at the west side of Railway Avenue, complete with meter. The meter shall be located on-site (ex. Mechanical room), and will require a right of way to be finalized during the servicing agreement process.

Storm Sewer Works:

- At the Developer's cost, The Developer is required to:
 - Upgrade approximately 35 meters of existing 450mm diameter storm sewers to 600mm diameter storm sewer along Railway Avenue frontage. Tie-in to the existing systems to the north and south shall be via new manholes.
- At the Developer's cost, the City will:
 - Cut and cap at main the existing storm service connections STCN34371 & STCN34372 along the Railway Avenue Frontage.
 - Cut and cap the existing storm service connection located at the southwest corner of the subject site (STCN34370), but retain the existing IC to service 7488 Railway Avenue.
 - Install a new storm service connection off of the 600mm storm sewer to be constructed along Railway Avenue, complete with inspection chamber.

Sanitary Sewer Works:

- At the Developer's cost, The Developer is required to:
 - Remove the existing sanitary system (e.g., Sanitary main, manholes, laterals and inspection chambers) along the rear yards 7460 and 7480 Railway Avenue.
 - Modify the existing utility rights of ways along the rear yards of 7460 and 7480 Railway Avenue after removal of the existing rear yard sanitary system for access to the proposed service connection. The width of the modified east-west and north-south rights of ways will be 3m, measured from the property lines, to facilitate access to the proposed service connection.
- At the Developer's cost, the City will:
 - Provide a new sanitary service connection and tie-in to the existing manhole at the southwest corner of 7399 Lindsay Road.
 - Cut, cap, and remove all of the existing sanitary service connections serving 7460 & 7480 Railways Avenue.

Frontage Improvements:

- The Developer is required to:
 - Coordinate with BC Hydro, Telus and other private communication service providers:
 - To underground Hydro service lines.
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To determine if above ground structures are required and coordinate their locations on-site (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc).
 - Extend the existing street lighting system to be built via SA14-667212 across the Railway Avenue frontage.
 - Complete other frontage improvements as per Transportation's requirements.
- Transportation works include, but are not limited to, the following:

CNCL - 324

Initial:

- Remove the existing sidewalk next to the curb and backfill the area to provide a minimum 2.0 m wide grassed boulevard (not including the 0.15 m wide top of curb).
- Construct a new 1.5 m wide concrete sidewalk behind the grassed boulevard with connections to the existing sidewalk north and south of the subject site.
- The existing driveways to provide access to the site from Railway Avenue are to be closed permanently. Remove the existing driveway crossings and replace with barrier curb/gutter, boulevard and sidewalk per standards described above. The applicant is responsible for the design and construction of curb/gutter, sidewalk and boulevard as part of the driveway closure works in addition to other required frontage improvements.
- Consult Parks on the requirements for tree planting along the development frontage.
- Consult Engineering on lighting and other utility requirements as part of the frontage works.
- No direct driveway access to the site is permitted along the Railway Avenue development frontage.
- Vehicular access to the subject site is to be provided via the driveway crossing and internal drive-aisle at 7388 Railway Avenue.
- The applicant at 7460/7480 Railway Avenue is to enter into a legal agreement to acknowledge that they wish to make use of the SRW agreement registered on title at 7388 Railway Avenue for vehicular access to their site.
- Prior to the issuance of BP, a Construction Parking and Traffic Management Plan is to be submitted to the Transportation Division for approval (refer to ttp:www.richmond.ca/services/ttp/special.htm for more information).

General:

- The Developer is required to:
 - Coordinate all proposed offsite works with the servicing agreement design under 7388 Railway Avenue (i.e., SA14-667212).
 - Provide if pre-load is required, prior to pre-load installation, a geotechnical assessment of preload and soil preparation impacts on the existing utilities fronting or within the development site (e.g., existing sanitary mains), proposed utility installations, the existing houses along the south and east property lines, and provide mitigation recommendations. The mitigation recommendations shall be incorporated into the first SA design submission or if necessary to be implemented prior to pre-load.
 - Enter into 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, dewatering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
 - The Developer is required to not encroach into the proposed SRW with trees, retaining walls, fences or other non-removable structures.
 - Cutting, capping, and removal of existing storm services and installation of new tie-in for storm sewer on Railway Avenue is to be outside of the tree protection area. Any special measures such as the use of low impact methods (i.e. hydro vac, air spade and hand digging) to be conducted within and near the tree protection area is to be supervised by the project arborist. Project arborist supervision is to be coordinated by the developer with City crews when installation is to occur.
- 2. 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. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin TREE-03, and must remain in place until construction and landscaping on-site is completed.
- 3. 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.
- 4. Incorporation of energy efficiency, CPTED, sustainability and accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Developmer Recuit processes.

Initial:

- 5. If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
- 6. If applicable, obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

[Signed copy on file]

Signed

Date

Bylaw 9873

CITY OF RICHMOND

APPROVED by

D

APPROVED by Director or Solicitor



Richmond Zoning Bylaw 8500 Amendment Bylaw 9873 (RZ 15-707952) 7460 & 7480 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 **"LOW DENSITY TOWNHOUSES (RTL4)".**

P.I.D. 003-598-969 Lot 257 Section 13 Block 4 North Range 7 West New Westminster District Plan 46362

and

P.I.D. 003-907-929 Lot 258 Section 13 Block 4 North Range 7 West New Westminster District Plan 46362

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9873".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER



- To: Planning Committee
- From: Wayne Craig Director, Development

Date: May 28, 2018 File: RZ 17-779229

Re: Application by W.T. Leung Architects, Inc. on behalf of Park Village Investments Ltd. & Grand Long Holdings Canada Ltd. for Rezoning at 8071 and 8091 Park Road from "Downtown Commercial (CDT1)" to "High Density Mixed Use (ZMU39) – Brighouse Village (City Centre)"

Staff Recommendation

- That Richmond Zoning Bylaw 8500, Amendment Bylaw 9878, to create the "High Density Mixed Use (ZMU39) - Brighouse Village (City Centre)" zone, and to rezone 8071 and 8091 Park Road from "Downtown Commercial (CDT1)" zone to "High Density Mixed Use (ZMU39) -Brighouse Village (City Centre)" zone, be introduced and given first reading; and
- 2. Staff be directed to prepare a service area bylaw to provide district energy services to the development at 8071 and 8091 Park Road.

Wayne Craig Director Development

WC:nd Att.

REPORT CONCURRENCE					
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER			
Law Affordable Housing Child Care Recreation Services Sustainability Transportation	2222	Hetneg			

Staff Report

Origin

W.T. Leung Architects, Inc. on behalf of Park Village Investments Ltd. & Grand Long Holdings Canada Ltd. has applied to create the "High Density Mixed Use (ZMU39) – Brighouse Village (City Centre)" zone and to rezone 8071 and 8091 Park Road from the "Downtown Commercial (CDT1)" zone to "High Density Mixed Use (ZMU39) – Brighouse Village (City Centre)" zone to permit the development of a high-density, mixed commercial, office and residential development that includes three towers and is located in the Brighouse Village (Attachment 1).

The proposed development includes:

- Two residential towers and one office/residential tower on a commercial podium with street-oriented commercial and retail uses fronting Park Road and Buswell Street at ground level;
- Approximately 39,483 m² (425,012 ft²) of proposed development comprised of approximately:
 - 5,444 m² (58,605 ft²) of office space within proposed Tower A (4th-7th storey of the building);
 - 29,971 m² (322,615 ft²) of residential space within proposed Tower A, B, and C, including twenty one (21) Low End Market Rental (LEMR)Affordable Housing (AH) units that will be secured with a legal agreement; and
 - \circ 4,068 m² (43,791 ft²) of retail/restaurant space.
- Five percent of the residential floor area allocated to twenty one (21) Affordable Housing (AH) units in accordance with the provisions for in-stream applications;
- Public spaces that will be secured with a right of way, including:
 - A proposed north/south oriented public pedestrian connection through the site, which features lightwells in the podium building volume to introduce natural light and to encourage use of the north/south public pedestrian connection through the site; and
 - A public plaza on the south side of the property;
- Community amenity contributions consistent with City Centre Area Plan (CCAP) density bonusing provisions, as well as transportation and infrastructure improvements, and public amenity contributions that apply within the City Centre; and
- The proposed transfer of an on-site low carbon energy plant to the City, which will enable immediate service by Lulu Island Energy Company (LIEC) and connection to the City's District Energy Utility (DEU) system in the future. A Service Area Bylaw for the subject site will be brought forward in a subsequent report from Engineering, for Council consideration before adoption of the rezoning bylaw.

Concept plans are attached (Attachment 2).

Required road and engineering improvements would be undertaken through the City's standard Servicing Agreement processes and are detailed in the attached Rezoning Considerations (Attachment 8).

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

Subject Site Existing Housing Profile

There are currently no residential uses on the site.

Surrounding Development

The subject site is located at the intersection of Park Road and Buswell Street and bound by existing north/south and east/west lanes. The site is currently developed with one and two storey commercial buildings and associated surface parking.

The subject site is in the Brighouse Village in the City Centre Area Plan (CCAP) and is in an area that is designated "Urban Core T6 (45m)" and "Village Centre Bonus (VCB)" (Attachment 4). Rezoning is proposed by the applicant to maximize the CCAP supported density for the site, which includes provisions to permit up to 1.0 Floor Area Ratio (FAR) of additional non-residential density.

Development surrounding the subject site includes:

- To the North: An existing lane that will be widened as a condition of rezoning bylaw adoption, existing commercial buildings and a new fifteen storey mixed use (residential/commercial) tower at 6511 Buswell Street, at the intersection of Buswell Road and Cook Road, that is currently under construction (DP 13-634111). The properties are zoned "Downtown Commercial (CDT1)" and designated "Urban Core T6 (45 m)" and "Village Centre Bonus" in the Brighouse Village in the CCAP.
- To the South: Park Road and existing single storey commercial buildings with surface parking within the building's front yard setback and a fourteen storey mixed use (residential/commercial) tower at 6733 Buswell Street, at the intersection of Park Road and Buswell Street. The properties are zoned "Downtown Commercial (CDT1)" and designated "Urban Core T6 (45 m)" and "Village Centre Bonus" in the Brighouse Village in the CCAP.
- To the East: Buswell Street and an existing low rise apartment building zoned "Medium Density Low Rise Apartments (RAM1)" and designated "Urban Centre T5 (25 m)" in the Brighouse Village in the CCAP.
- To the West: An existing lane that will be widened as a condition of rezoning bylaw adoption and existing one and two storey commercial buildings that front No. 3 Road and provide vehicle parking within the front yard setback. 6560, 6600, 6640 and 6700 No. 3 Road are under application (RZ 15-694855) to rezone to a site specific zone to permit development of a mixed-use building (residential/commercial/office). This development proposal has First Reading and Public Hearing is scheduled for June 18, 2018. The site is zoned "Downtown Commercial (CDT1)" and designated "Urban Core T6 (45 m)" and "Village Centre Bonus" in the Brighouse Village in the CCAP.

Related Policies & Studies

Official Community Plan/City Centre Area Plan

<u>Official Community Plan</u>: The site is designated "Downtown Mixed Use" in the Official Community Plan (OCP). The proposed rezoning is consistent with this designation.

<u>City Centre Area Plan</u>: The site is located within the Brighouse Village and is designated "Urban Core T6 (45m)" and "Village Centre Bonus" in the City Centre Area Plan (CCAP). The proposed rezoning is consistent with these designations.

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.

OCP Aircraft Noise Sensitive Development (ANSD) Policy:

The site is affected by OCP Airport Noise Contours and is required to register a covenant on Title prior to rezoning bylaw adoption to ensure that the building is designed and constructed to comply with the Aircraft Noise Policy. Prior to a Development Permit application being considered by the Development Permit Panel, the applicant is required to submit an acoustical and thermal report and recommendations, prepared by a registered professional, to demonstrate that the interior noise levels and noise mitigation standards comply with the City's OCP for aircraft noise.

View, Mixed Use and Other Development Impacts

The proposed development is required to register a covenant on Title prior to rezoning bylaw adoption that identifies the development as a mixed use building and that notifies residents that they may be affected by on-site, as well as off-site, impacts that are typical in high density, mixed-use neighbourhoods (e.g. loss of view, shading, overlook, privacy, ambient noise and nighttime ambient light, etc.). The covenant will also require commercial and other non-residential uses to mitigate unwanted noise and to demonstrate that the building envelope is designed to comply with the City's Noise Bylaw. As part of the Development Permit review process, the applicant will provide an acoustic report from a qualified professional regarding sound attenuation measures.

Affordable Housing (AH) Strategy

The subject application was received prior to July 24, 2017 and is proceeding in accordance with in-stream provisions for applications that were in process at the time Council adopted amendments to the Affordable Housing (AH) Strategy in July 2017.

The applicant proposes to secure 5% of the permitted residential floor area as Low End Market Rental (LEMR) AH units on the third and fourth storey of building B and C. The applicant proposes to provide 21 AH units, with a combined unit floor area of 1,536 m² (16,534 ft²) Notably, 57% of the total AH units are family-friendly units, units meet or exceed the minimum unit areas referenced in the recently amended strategy, and units are secured at a lower monthly rate by way of complying with the superceded strategy terms.

Community Services staff support the applicant's response to the AH Strategy, including the proposal to cluster the units on two building levels. The applicant has demonstrated an intention to arrange for the AH to be managed by **ence**profig square provider, which is supported by

staff. The following units have been identified as future AH units and will be secured with a legal agreement.

Unit Type	Number of Units	Proposed Unit Area	% of Unit Mix	Unit Location
1 bedroom	9	49 m ² to 61.5 m ² (535 to 662 ft ²)	43%	3 rd floor: 7 units 4 th floor: 2 units
2 bedroom	7	79.8 to 102.6 m ² (860 -1,105ft ²)	33%	3 rd floor: 5 units 4 th floor: 2 unit
3 bedroom	5	92.8 to 102.7 m ² (999 - 1,106 ft ²)	24%	3 rd floor: 3 units 4 th floor: 2 units
Total	21			

Accessible Housing

The OCP includes provisions to meet the needs of the City's aging population and people facing mobility challenges by encouraging the development of accessible housing. As part of the future Development Permit review process, the applicant would confirm:

- That all lobbies, common areas, and amenity spaces will be barrier-free;
- The inclusion of aging-in-place features (e.g., blocking in walls for grab bars, lever handles, etc.) in all units; and
- The inclusion of Richmond's Basic Universal Housing (BUH) standards in AH units. Through the Development Permit review process, the applicant would also confirm whether and how many market residential units will include BUH provisions.

Community Amenities

The CCAP Implementation Strategy includes density bonusing and other measures to support the provision of community amenities. The proposed rezoning includes contributions to community amenities as outlined below and in the Rezoning Considerations. Contributions are based on rates that apply at this time and would be subject to indexing adjustments as referenced in the proposed site specific zone.

Child Care (T6 designation)

The subject site is located in the Brighouse Village Specific Land Use Map "T6" area and is subject to the T6 Child Care density bonus provision, which requires that 1% of the residential floor area is provided to the City as a turnkey child care facility or an equivalent cash-in-lieu contribution is provided to the Childcare Development Reserve Fund and Childcare Operating Reserve Fund accounts (90% and 10% respectively).

Community services staff have reviewed the location of the development and the potential to secure 290 m² (3,130 ft²) for child care in the available floor area and recommend that the City accept a cash-in-lieu contribution based on a construction value contribution rate of \$6,997/m² (\$650/ft²). (\$2,036,915.00 using the residential floor, excluding AH floor area [0.01 x {30,647 m²-1,536 m²} x \$6,997/m²]).

Community Facility (Village Centre Bonus (VCB) designation)

The site's existing Village Centre Bonus (VCB) designation supports a 1.0 FAR non-residential density bonus for designated sites that construct 5% of the bonus density as on-site community amenity space, or, if the City determines that a community amenity space should be located off-site, the applicant provides a construction value cash contribution to facilitate off-site construction by another developer. Community Sec. 32 staff have reviewed the location of the

development and the potential to secure $510 \text{ m}^2 (5,498 \text{ ft}^2)$ of community amenity space and recommend that the City accept a cash-in-lieu contribution based on a construction value contribution rate of \$6,997/m² (\$650/ft²). (\$3,573,717.00 using the non-residential floor area [0.05 x 10,215 m² x \$6,997/m²]).

Community Planning

The development proposal is subject to a community planning implementation contribution to be used for future community planning initiatives (a minimum of \$114,220.00 calculated using the proposed permitted floor area excluding AH floor area [$(39,483 \text{ m}^2 - 1,536 \text{ m}^2) \times 33.01/\text{m}^2$]).

Public Art

In accordance with the City's Public Art Program (Policy 8703), the applicant will either provide public art on-site or make a voluntary contribution to the City's Public Art Reserve fund calculated on both the non-residential and residential floor area excluding AH floor area (approximately \$308,380.00 as referenced in the Rezoning Considerations).

Official Community Plan Sustainability

District Energy Utility (DEU): Under typical rezoning considerations, developments are required to be ready for connection to the City's District Energy Utility (DEU) system. In this case, the applicant is proposing to construct and transfer the low carbon energy plant to the City at no cost so that the Lulu Island Energy Company (LIEC) can provide immediate service to the customers and the equipment can be integrated into the future DEU system for this neighbourhood.

This servicing opportunity is consistent with the City Centre DEU due diligence analysis, which will be brought forward to Council in early 2019. While the City Centre due diligence analysis is being completed, this interim servicing strategy will secure the customer base for the immediate implementation of green house gas emissions reduction. LIEC staff have completed the business plan whereby LIEC can service new customers from the on-site low carbon energy plants at competitive cost to customers for the same level of service.

The applicant is working with LIEC staff to encourage the design of the system and equipment will be compatible with the future system. Mirroring the process of implementing the Affordable Housing Strategy, the transfer of the energy plant to the City will proceed only if Council adopts a new Service Area Bylaw, which will be provided for Council consideration in a separate report. If Council does not adopt the Service Area Bylaw, the development will be built as "DEU-Ready". A legal agreement securing these details is required to be registered on Title as a condition of rezoning bylaw adoption and details are provided in the attached Rezoning Considerations (Attachment 8).

Leadership in Energy and Environmental Design (LEED) Silver: In accordance with the CCAP, the proposed development will be constructed to achieve LEED Sliver equivalency. Prior to the Development Permit application being considered by the Development Permit Panel, the applicant will provide a list of sustainability features that may be incorporated into the development to ensure LEED Silver equivalency is achieved. The applicant's proposed sustainability strategy, including a draft checklist of anticipated provisions, is attached (Attachment 5).

Public Consultation

Rezoning signs have 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 signs on the property.

Should the Planning Committee endorse this application and Council grant First Reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Proposed "High Density Mixed Use (ZMU39) - Brighouse Village (City Centre)" Zone

Within the City Centre, the greatest building density is supported by a combination of the "Urban Core T6 (45m)" and "Village Centre Bonus (VCB)" designations. Conditional to compliance with the provision of community amenities in according with CCAP density bonusing provisions, the site's designations may support bonus density to permit up to 1.0 FAR of non-residential density and a maximum 3.0 FAR of residential density on the property.

The proposed "High Density Mixed Use (ZMU39) – Brighouse Village (City Centre)" zone would secure community amenities in accordance with CCAP density bonusing provisions at current rates and include provisions for indexing adjustments if the rezoning bylaw is not adopted within time periods specified in the proposed site specific zone. In addition, the proposed site specific zone includes site specific provisions to permit:

- Reducing the street fronting building setback from 3.0 m (9.8 ft.) to 2.2 m (7.2 ft.) for a portion of the proposed building's Buswell Street frontage, subject to a supported interface at the sidewalk level and a Development Permit approved by the City.
- Below grade parking to encroach into required building setbacks;
- Shared on-site loading to maximize function and utility of designated loading spaces and to reduce the standard zoning Bylaw requirement based on the findings of a staff supported Traffic Impact Study; and
- A site specific Class 2 bicycle parking rate.

Built Form and Architectural Character

The applicant proposes to construct a high-rise, high density, mixed use development that is generally consistent with policies and design guidelines that apply within the City Centre, and specifically within the Brighouse Village and applicable Sub-Area B.4.

Site Planning

The subject site is surrounded by City streets and lanes and does not abut a private property. All service and access functions are provided from the lane. As a result, the pedestrian realm along the site's Park Road and Buswell Street frontages is uninterrupted. The public realm is characterized by active uses along the road frontages and connectivity between uses.

• Street-fronting uses, including a series of commercial retail units and lobbies to on-site residences and offices, are oriented to support pedestrian access from the sidewalk or from an approximately 368 m² (3,960 ft²) public plaza located along the property's Park Road frontage.

- The proposed Park Road plaza would interrupt and animate the development's long Park Road frontage and support pedestrian connectivity between Park Road, commercial uses (including a proposed grocery store), on-site enclosed parking, a proposed at grade north/south public pedestrian connection through the building, and a proposed new midblock Park Road push button pedestrian crossing. The proposed plaza would attract a variety of users throughout the day. As a condition of rezoning bylaw adoption, the proposed plaza would be secured by a right of way as described in Attachment 8.
- A north/south pedestrian connection through the building that connects Park Road, the proposed Park Road public plaza, and the east/west lane is proposed. Inclusion of a pedestrian connection is consistent with the CCAP's objective to introduce smaller block pedestrian connections (less than 100 m) to provide more access options and linkages for pedestrians. Public access through the building will be secured by a right of way as described in Attachment 8. To encourage its use by pedestrians and to maximize both the pedestrian experience and safety, the proposed building podium design includes lightwells to facilitate natural light penetration to the north/south pedestrian connection and inclusion of vertical landscaping.
- Towers are sited in accordance with CCAP tower separation guidelines to minimize overlook and shadow impacts on neighbouring properties and public spaces.

Massing

The proposed building massing is consistent with CCAP guidelines that encourage varied and distinctive building forms:

- The podium streetwall base includes porosity (Park Road plaza and north/south pedestrian connection through the podium), varied building setbacks along road frontages (from 2.2 m to 5 m from the new property lines), and a "human-scaled streetscape" (concealed parking and servicing, articulated building façades, and weather protection).
- The development proposal is characterized by its proposed stepped mid-rise building design, which would vary streetwall heights and floorplate shapes with consideration of overlook and shadow impacts on the public realm and adjacent properties.
- Proposed tower floorplates are generally consistent with CCAP design guidelines. The development's proposed stepped tower design is characterized by incrementally reduced tower floorplate sizes.
 - Tower A's podium includes office uses (4th to 7th storey), and proposes larger floorplates, with residential uses above.
 - Tower B has a slim profile and tower floorplates that are less than a $650m^2$ (6,996 ft²).
 - Tower C similarly proposes a slim profile tower with floorplates that are less than 650 m² (6,996 ft²) for the upper 6 storeys of the tower.

Amenity Space

The proposed indoor and outdoor amenity spaces satisfy OCP and CCAP Development Permit (DP) guideline rates (Attachment 3). Programming and design details will be provided as part of the DP review process.

Transportation

Transportation Improvements and Related Features

The CCAP requires road, pedestrian and public realm improvements around the subject site as shown in the preliminary road functional plan (Attachment 6). The associated required land

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dedications are listed in Attachment 8. In addition, the proposed development includes a variety of transportation related features including the following:

<u>Vehicle Access</u>: To minimize the impact of development on the City's roadways, all access to the site will be via the existing east/west and north/south laneways, which will be widened. Three parkade accesses are proposed. Two way access for both residential and non-residential uses would be located at the west laneway. Two way access would be provided for residential use from the north lane that is located adjacent to the proposed north/south pedestrian connection. Exit only use for both residential and non-residential uses would be provided at a second access at the north lane. In addition, the intersection at Buswell Street and Park Road will be upgraded from the current four way stop configuration into a signalized intersection and the applicant will undertake upgrades on the north side of Park Road along the subject property's frontage, with desired transitions as outlined in Attachment 8.

Loading and Collection: Six on-site medium size (SU-9) loading spaces are proposed. All spaces will be secured as shared spaces as a condition of rezoning bylaw adoption and a covenant will be registered on Title to prohibit access/service by large (WB-17) vehicles. A draft waste management plan has been provided and will be finalized through the Development Permit review process.

<u>Vehicle and Bike Parking</u>: Zone 1 City Centre parking rates apply to the subject site. The development proposal exceeds the required number of on-site vehicle parking spaces and complies with required bicycle parking requirements (Attachment 3).

<u>Electric Charging</u>: In accordance with the Zoning Bylaw, all residential parking spaces feature an energized outlet. Although not required by the Zoning Bylaw, the proposal includes electric vehicle charging provisions for the shared commercial and visitor parking spaces (20% of stalls with 120 V electric vehicle charging receptacle, 25% electric vehicle charging capable stalls with roughed in conduit for future installation of charging receptacle).

<u>Voluntary On-Site Car Share</u>: Although the development proposal meets the Zoning Bylaw onsite parking requirements outright, to encourage less reliance on personal automobiles by future residents, the applicant is facilitating the introduction of car share vehicles on the site for public use as a Transportation Demand Management (TDM) amenity. The applicant voluntarily proposes to:

- Provide two car share stalls on-site (accessible from the north/south lane, on-site maneuvering);
- Enter into a voluntary agreement with a car share provider (Attachment 7); and
- Provide a one-time contribution to the car share provider towards the purchase of a new vehicle(s).

The car share provider will initially introduce one car share vehicle on-site. A second vehicle will be introduced when there is public demand for the service. The applicant is required to register a legal agreement on Title to secure the car share space (Attachment 8).

Site Servicing and Frontage Improvements

The applicant is responsible for the design and construction of required water, storm sewer, sanitary sewer, lighting and road and frontage upgrades, as well as related public and private utility improvements, to the satisfaction of the City. These works will be implemented through the standard Servicing Agreement (SA) process in accordance with the terms outlined in the attached Rezoning Considerations (Atta**GNGL**8).336

Existing Legal Encumbrances

The proposed development of the subject site is not encumbered by existing legal agreements on Title that affect redevelopment. The proposed rezoning will change the current property boundaries. Supplementary Statutory Right of Way(s) (SRW) related to City and/or private utilities may be required. If required, these changes would be facilitated through the SA process.

Development Phasing

The proposal is a single phase development. The applicant intends to create four airspace parcels and a remainder (three residential air space parcels, one office air space parcel, one commercial and parking remainder). An associated draft plan will be provided as part of the Development Permit review process.

Tree Retention and Replacement

There are no existing bylaw trees on or adjacent to the subject site. No tree replacement or protection is required. Draft landscape plans are attached (Attachment 2) and will be reviewed in detail as part of the Development Permit review process.

Development Permit

The Rezoning Considerations attached to this report (Attachment 8) include a requirement for the substantive completion of a Development Permit (DP) for the subject site prior to adoption of the rezoning bylaw. The DP review process includes evaluation of the architecture and landscape plans by both staff and the Advisory Design Panel (ADP) and will include, but is not limited to review and/or resolution of the following:

- Provide material and color details, and detailed elevation plans for staff and ADP review;
- Confirm proposed balcony dimensions and total area for compliance with design guideline objectives, and proposed weather protection details (awnings);
- Provide design details for the proposed stairway to the second storey restaurant space, including information regarding how the stairs would be secured outside of business hours;
- Include signage references on the DP plans to identify public spaces, including the north/south public connection and Park Road plaza;
- Confirm that landscaping proposed within the lightwells will survive and thrive;
- Submit design and distribution details related to accessible units and general accessibility provisions;
- Articulate Crime Prevention Through Environmental Design (CPTED) measures and their inclusion on the plans to demonstrate natural surveillance, defensible space and maintenance measures;
- Confirm whether rooftop solar panels will be integrated into the final design;
- Reference provisions for electric bicycle receptacles;
- Confirm the location of above ground utilities and undertake any resulting required building design changes to facilitate placement of the equipment on-site and outside required building setbacks;
- Confirm that a minimum 7.5 m clearance is provided in designated garbage/recycling collection areas; and
- Include bike repair/maintenance station(s) for residents.

Financial Impact or Economic Impact

The rezoning application results in approximately \$6,000.00 of Operational Budget Impact (OBI) related to the traffic signal upgrades. All other off-site City infrastructure including roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals results in an insignificant OBI impact.

Conclusion

W.T. Leung Architects, Inc. on behalf of Park Village Investments Ltd. & Grand Long Holdings Canada Ltd. has applied to the City to create the "High Density Mixed Use (ZMU39) – Brighouse Village (City Centre)" zone and to rezone 8071 and 8091 Park Road from the "Downtown Commercial (CDT1)" zone to the proposed site specific zone.

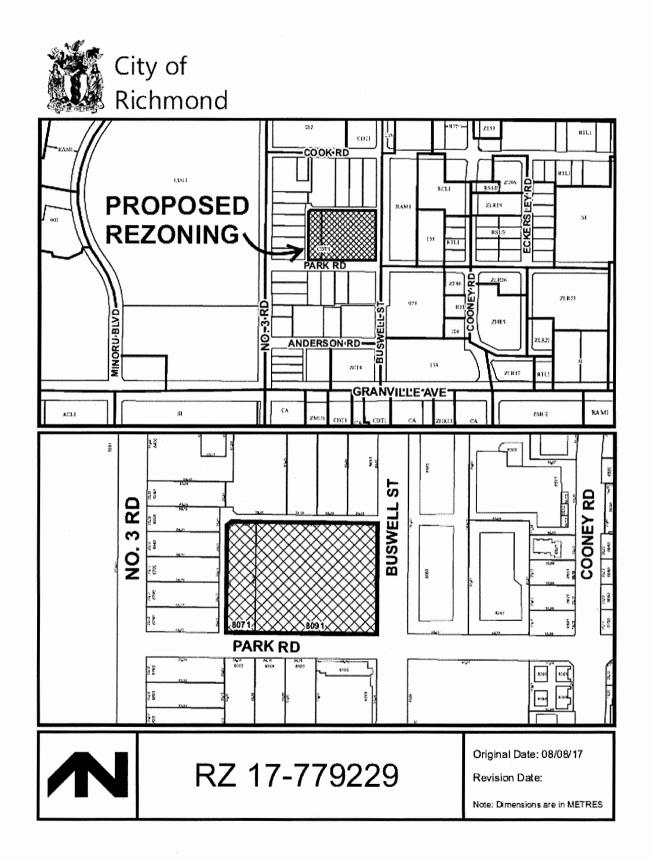
The applicant proposes a high-density development that includes mixed commercial, office and residential development in a building design that is characterized by three stepped towers above a mixed use building podium. The proposed on-site uses and features to support an animated public realm (proposed Park Road Plaza and north/south pedestrian connection, ground level commercial uses, varied building setbacks) and the proposed building massing (varied building setbacks, slim tower floorplates) are consistent with CCAP objectives and design guidelines. The site's existing designations in the CCAP identify it as eligible for consideration of supplementary non-residential density. Through the development review process, the applicant has demonstrated that the development proposal qualifies for bonus non-residential density and will contribute to child care and community facilities funds in accordance with the terms of the CCAP Implementation Strategy.

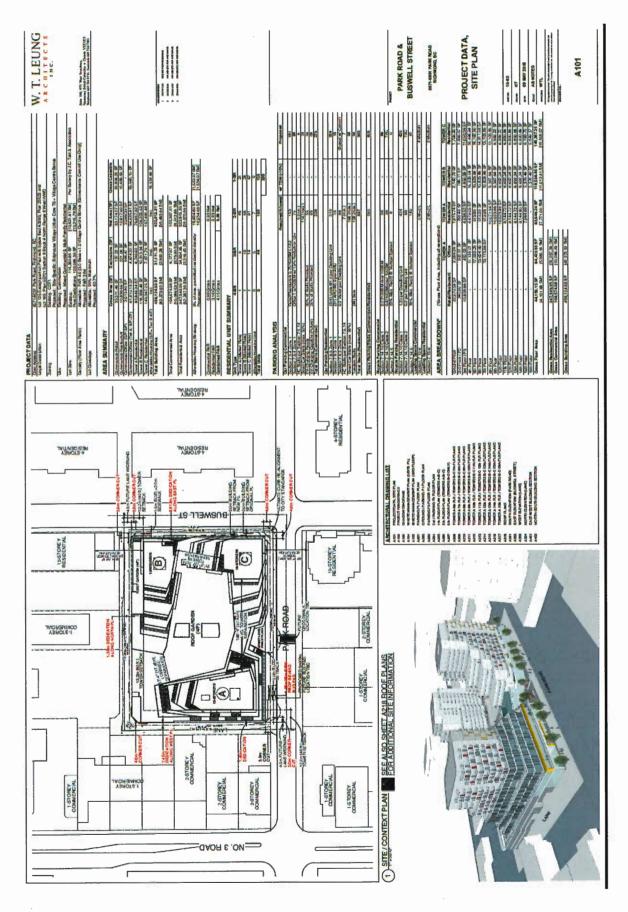
Based on staff's analysis of the development proposal, it is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9878, be introduced and given first reading.

Diana Nikolic, MCIP Senior Planner/Urban Design

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Attachment 1: Location Map Attachment 2: Conceptual Development Plans Attachment 3: Development Application Data Sheet Attachment 4: Brighouse Village Specific Land Use Map Attachment 5: Preliminary Sustainability Checklist Attachment 6: Preliminary Road Functional Plan Attachment 7: Car Share Letter of Undertaking Attachment 8: Rezoning Considerations

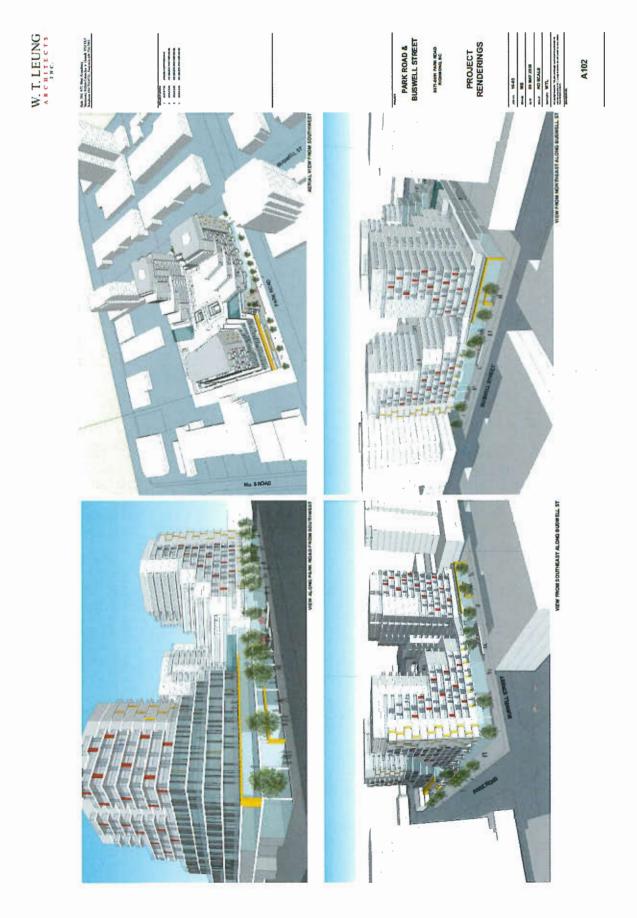




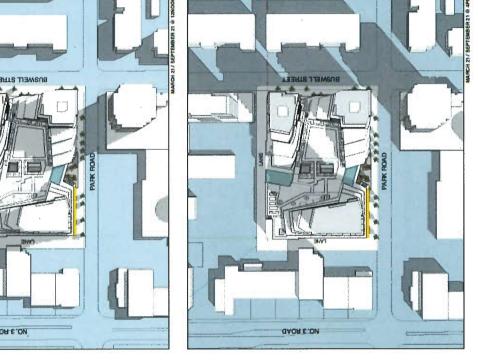
Concept Development Plans

Attachment 2

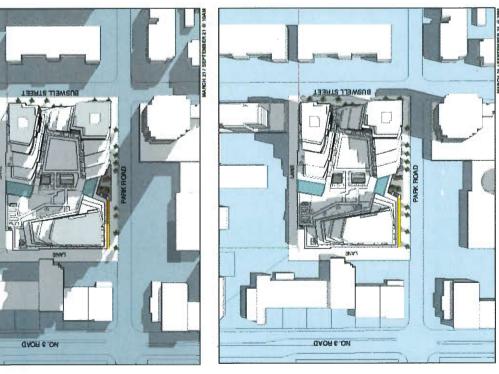
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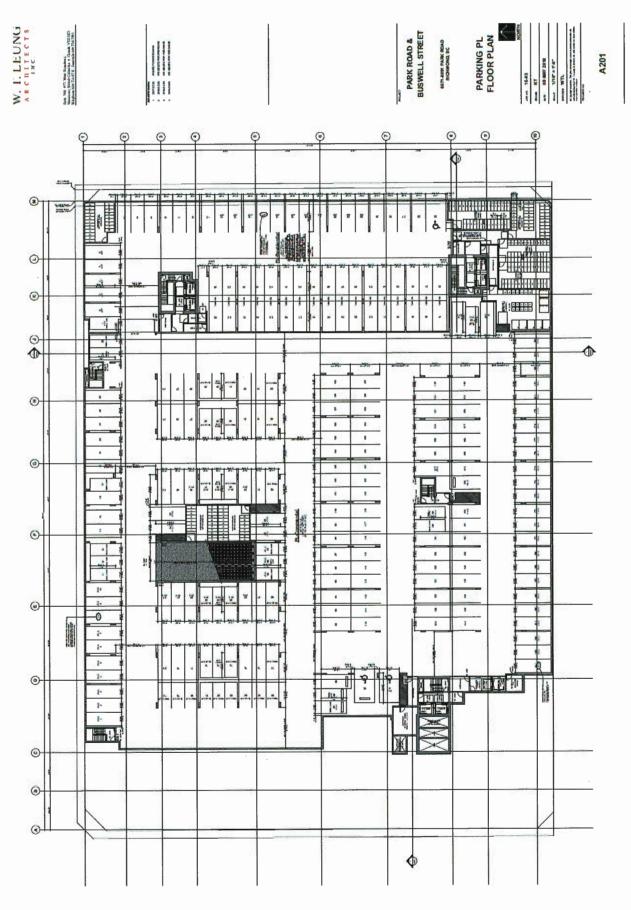
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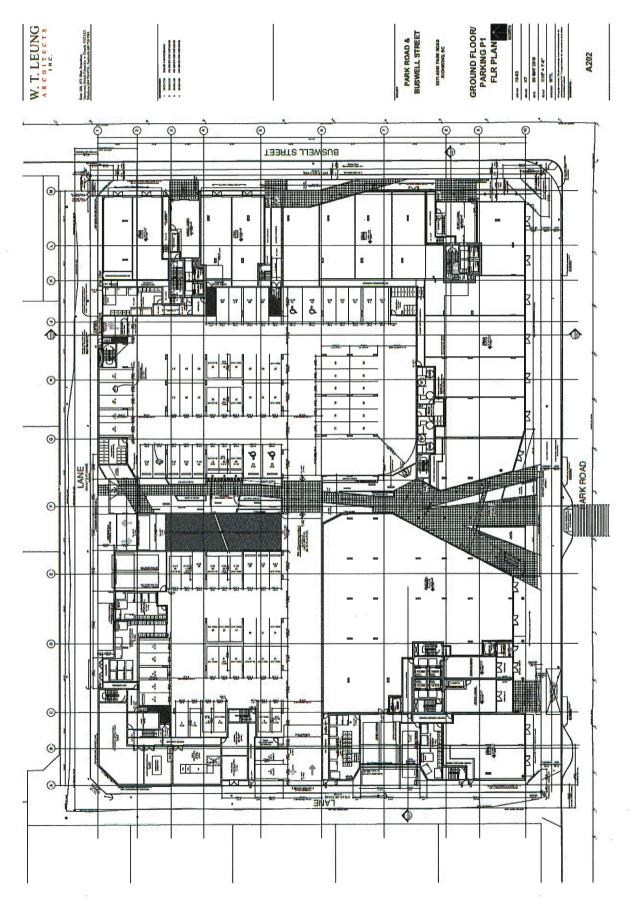


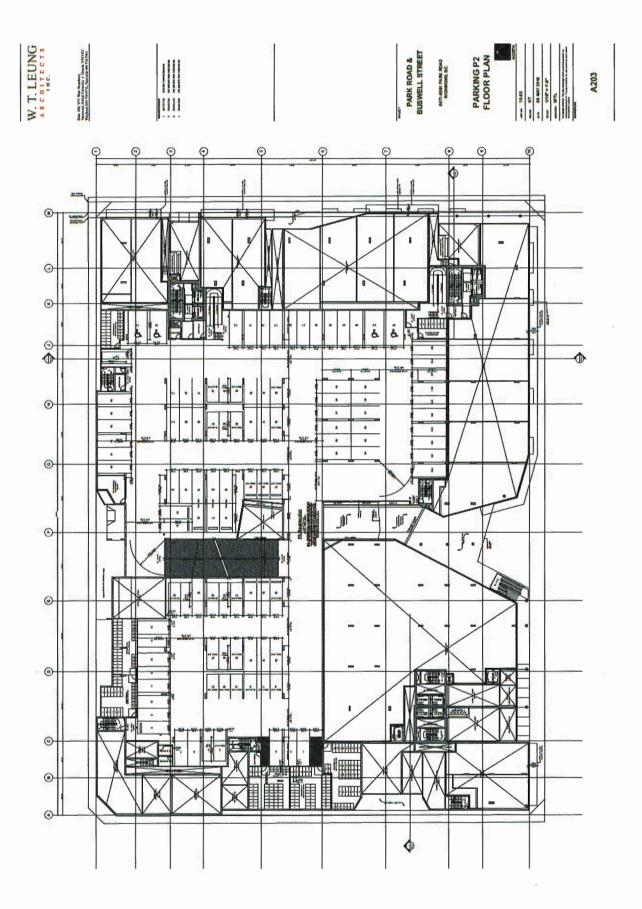


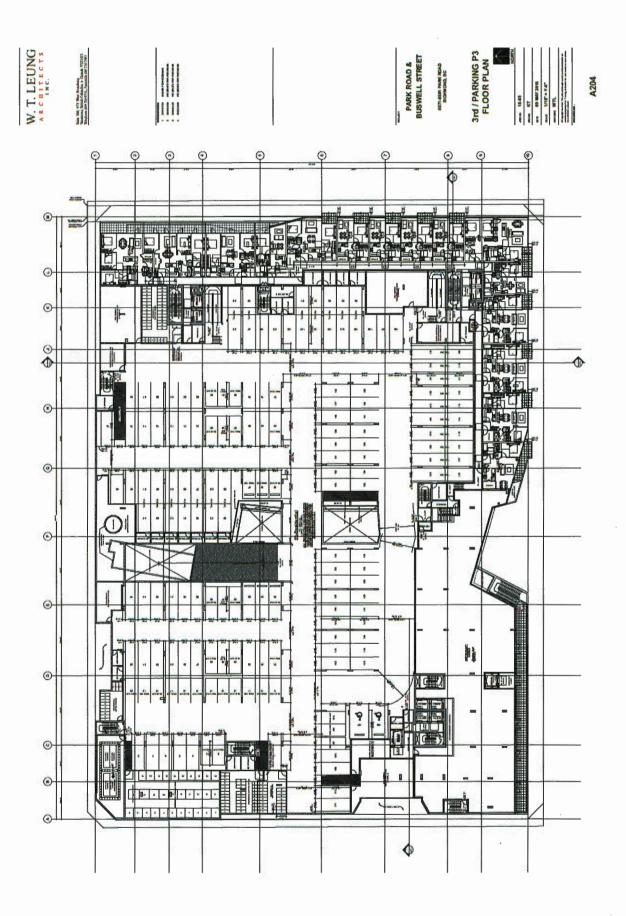


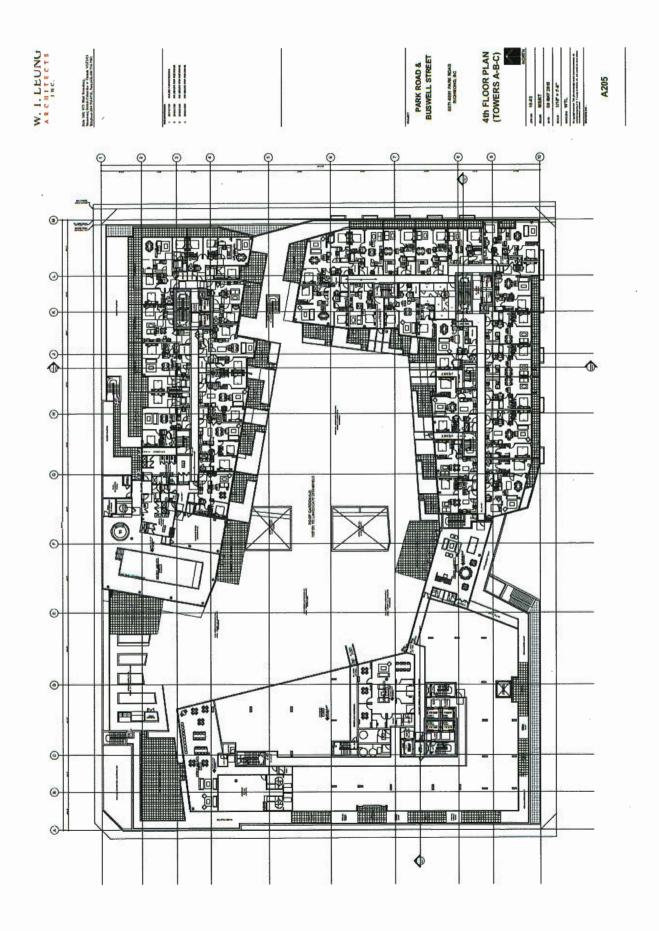
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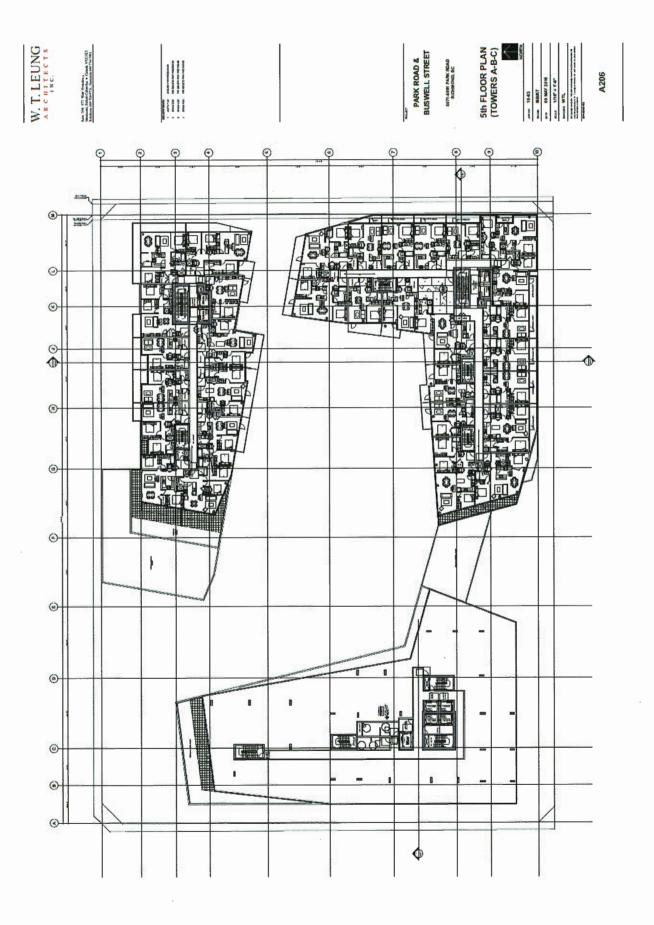


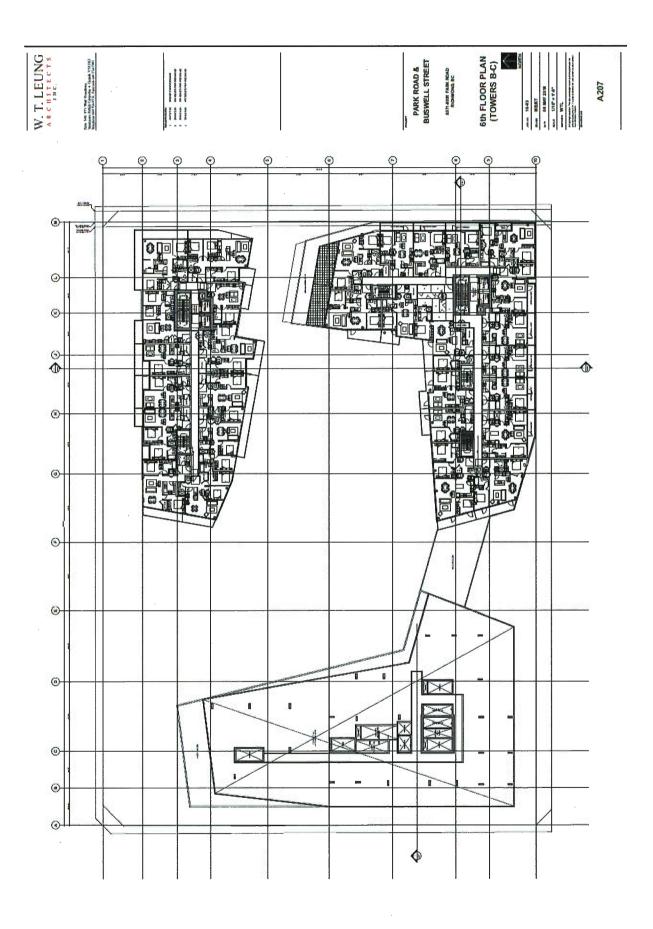


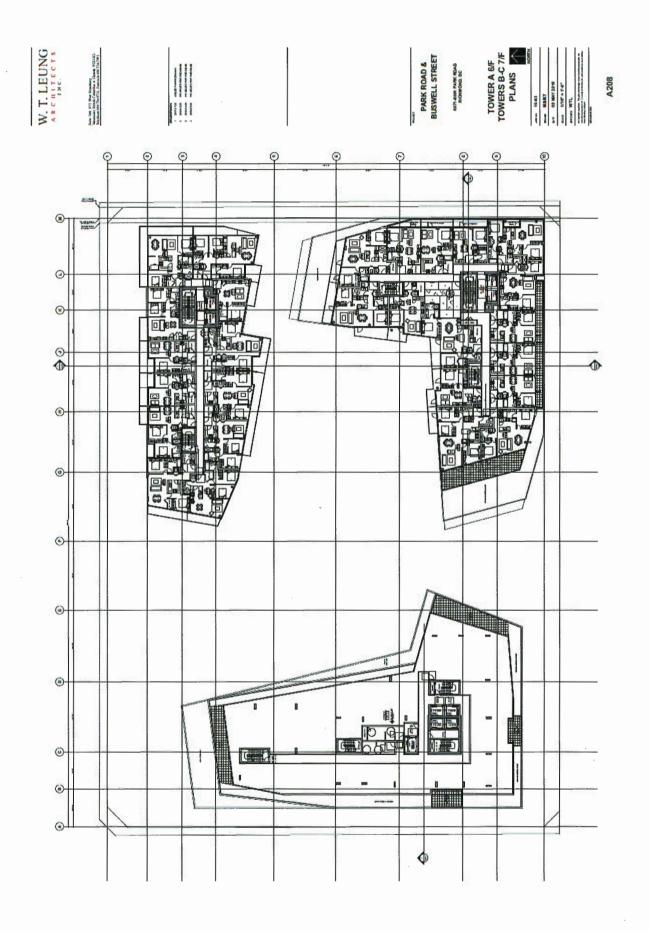


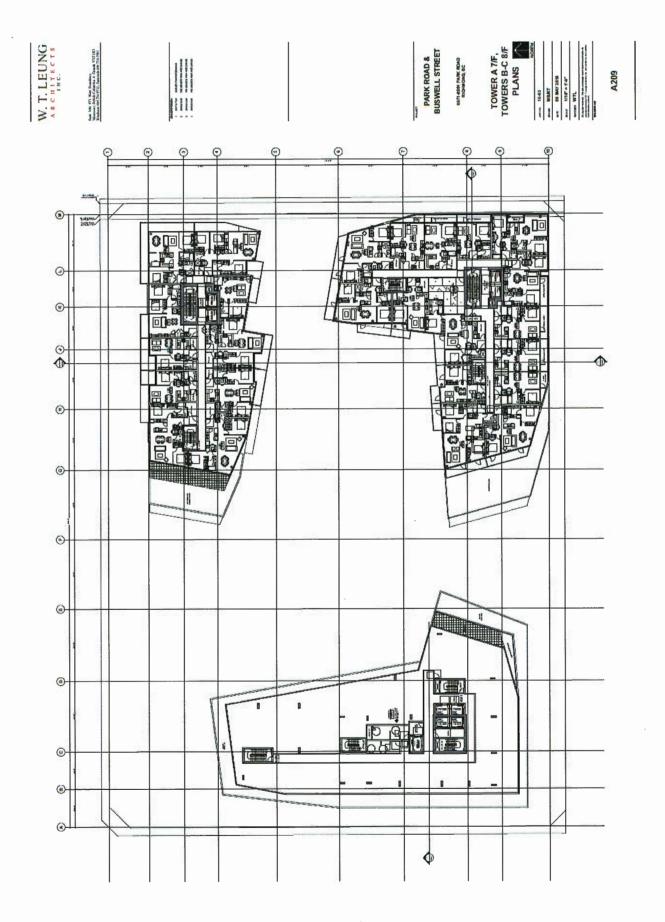


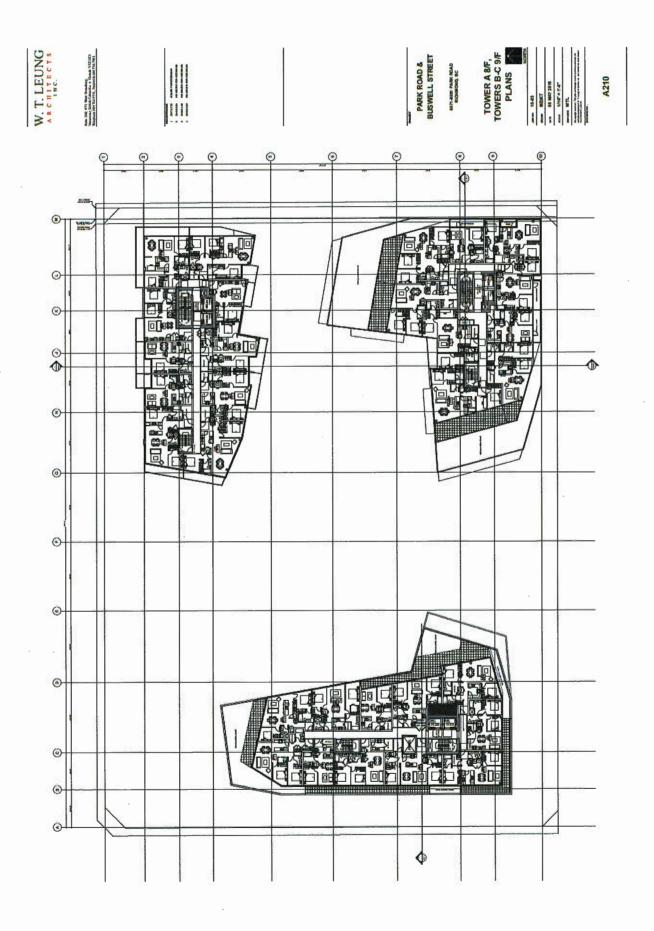


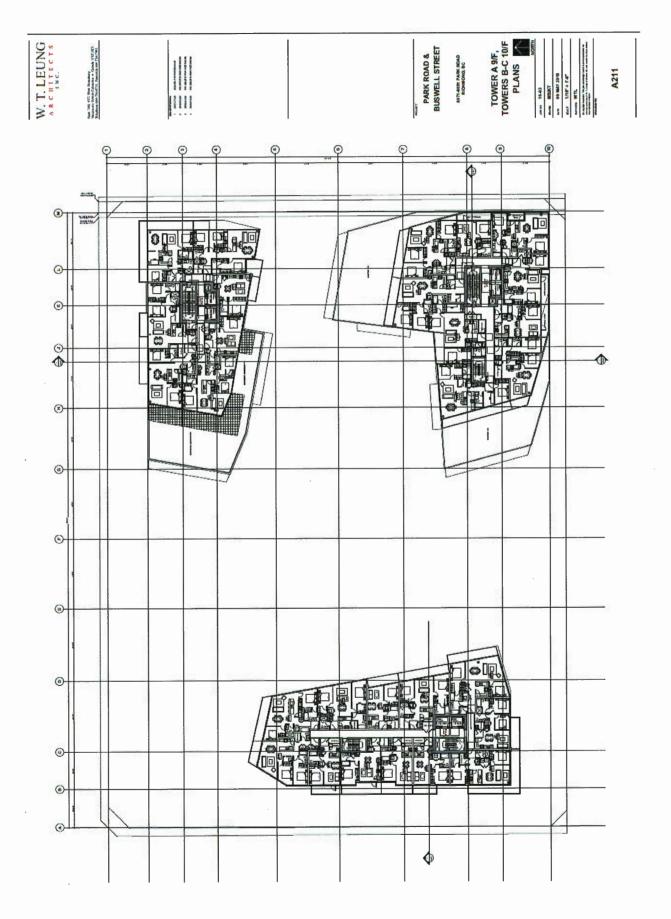


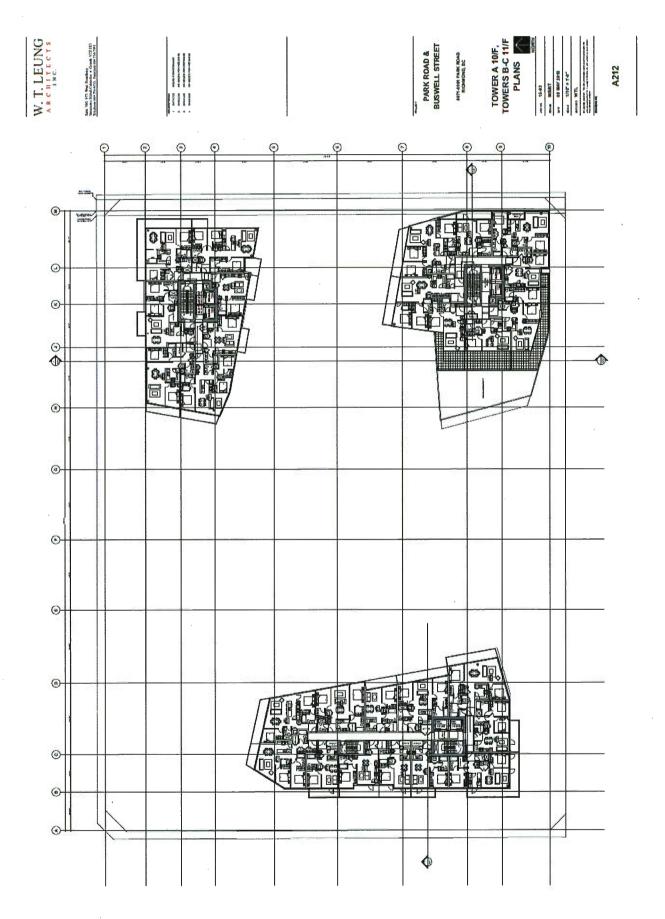


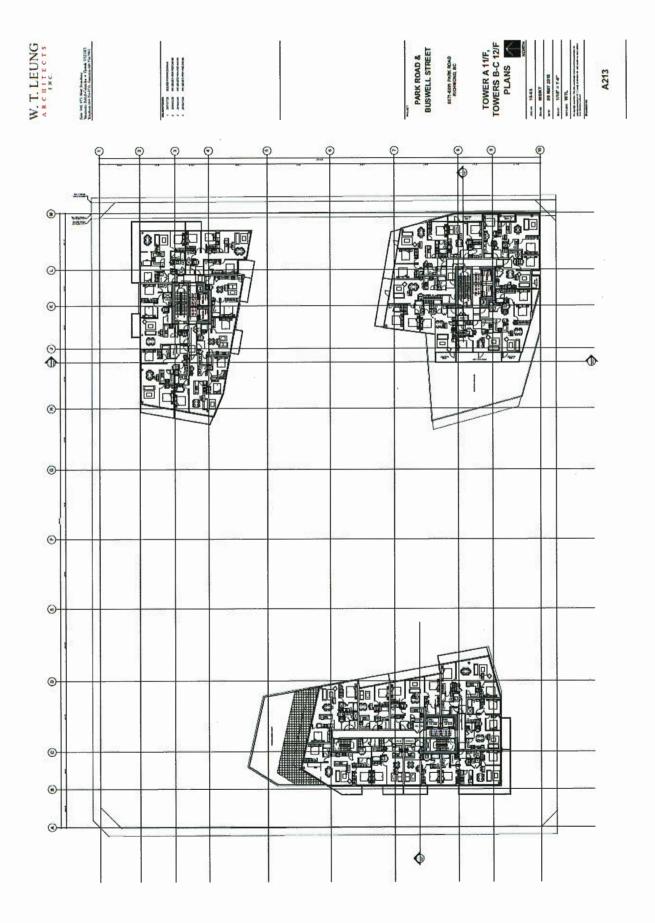


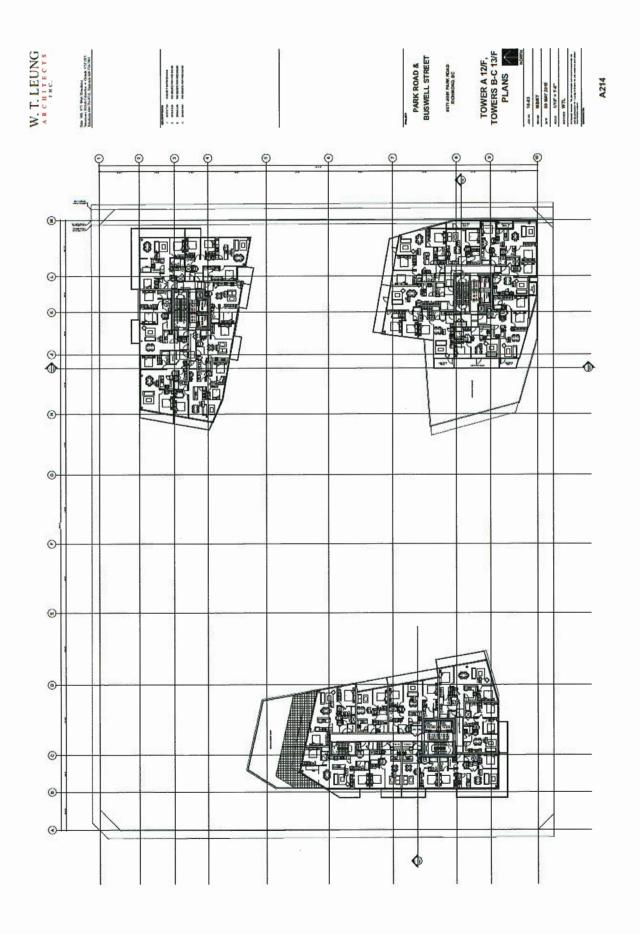


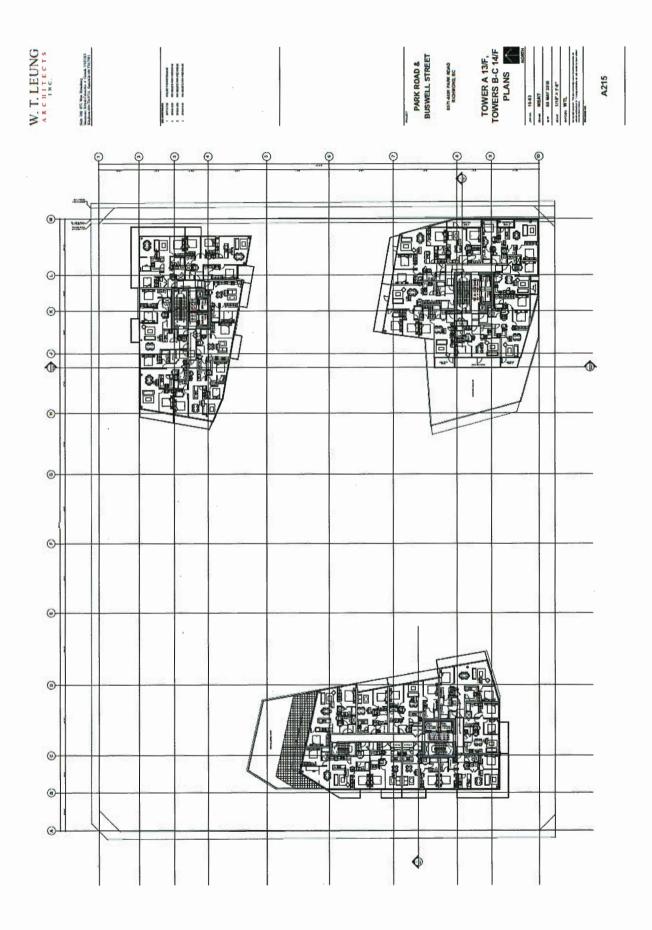


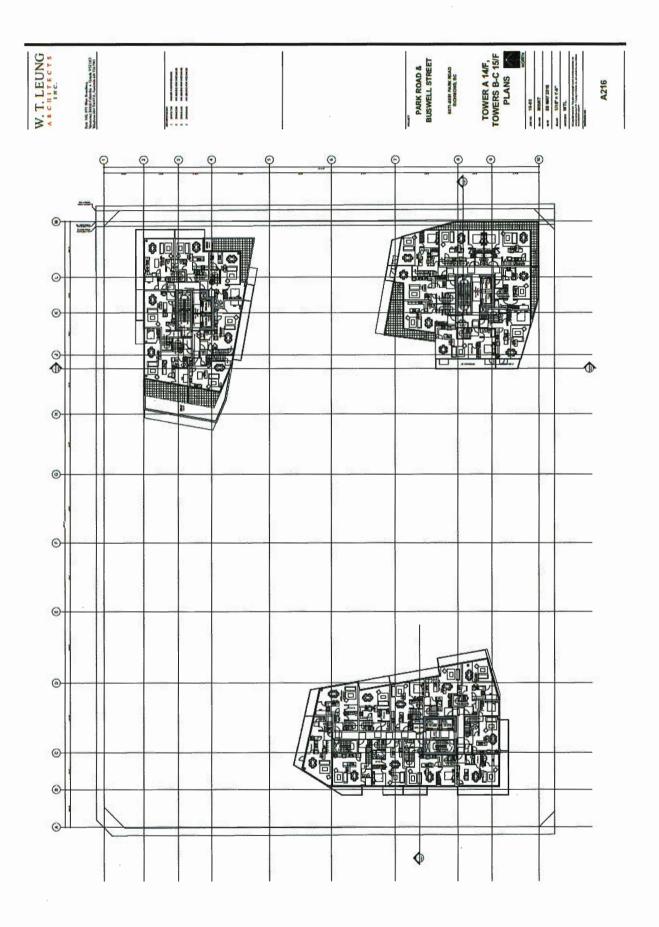




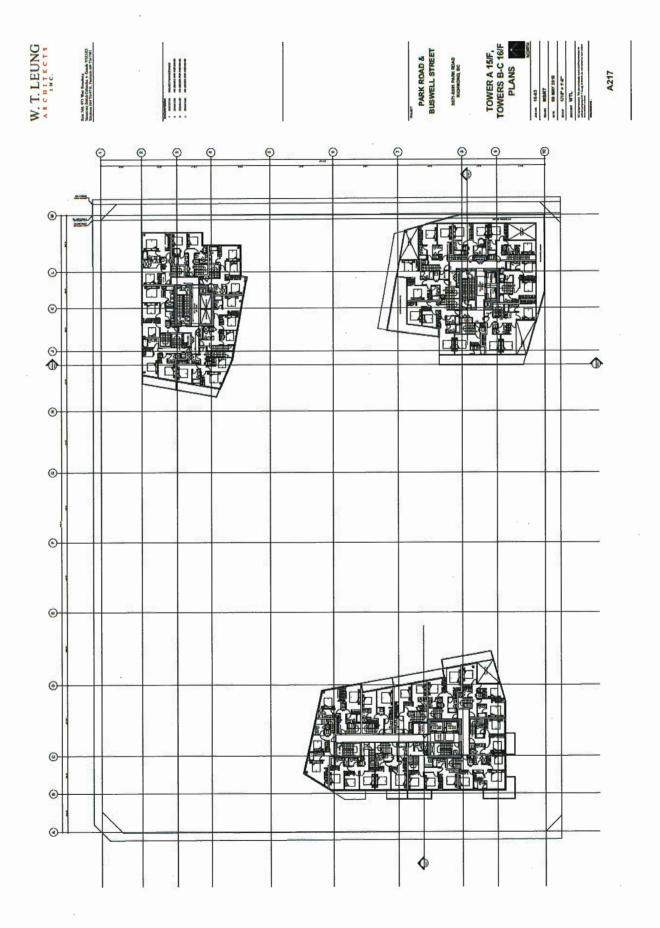


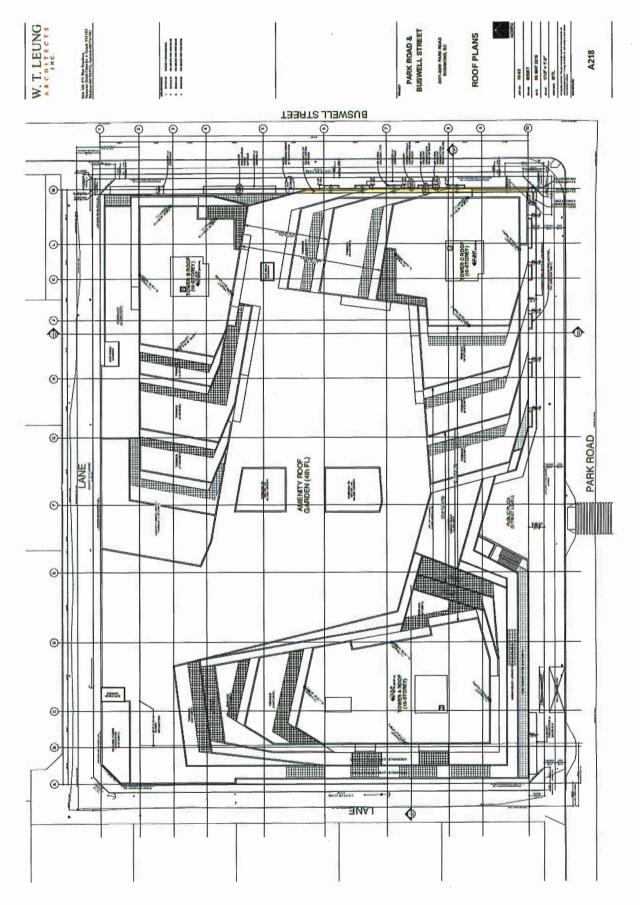


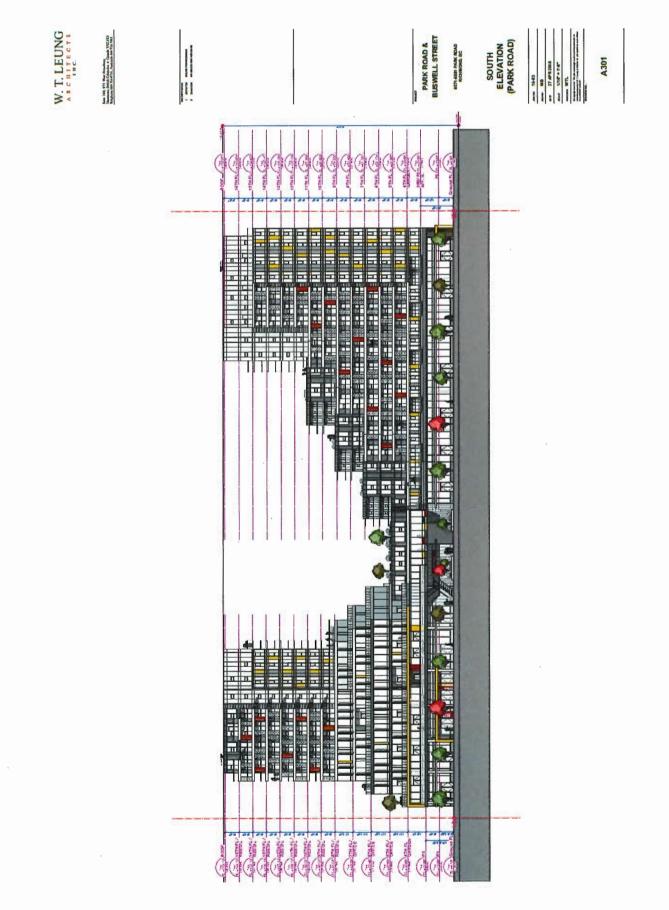




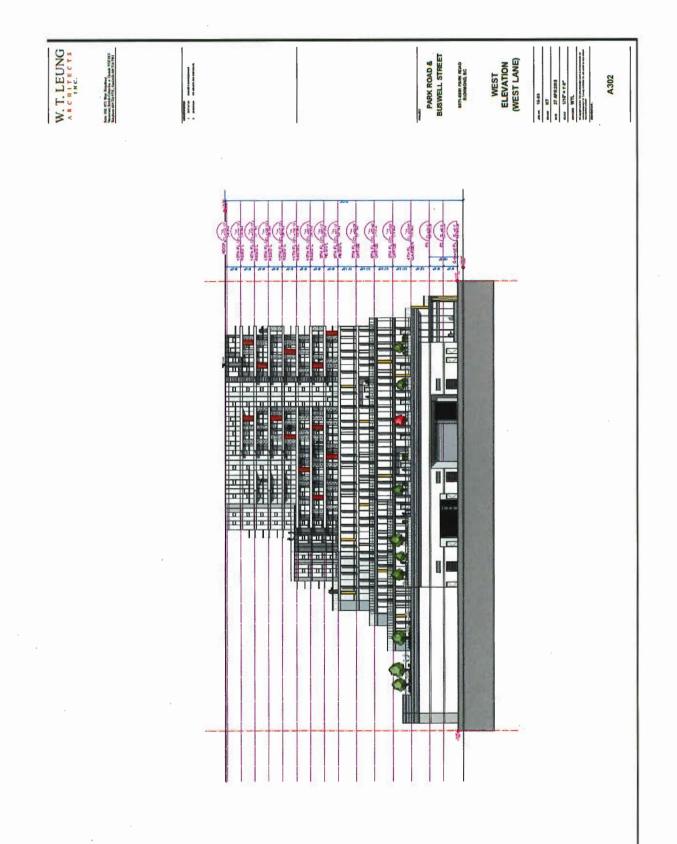
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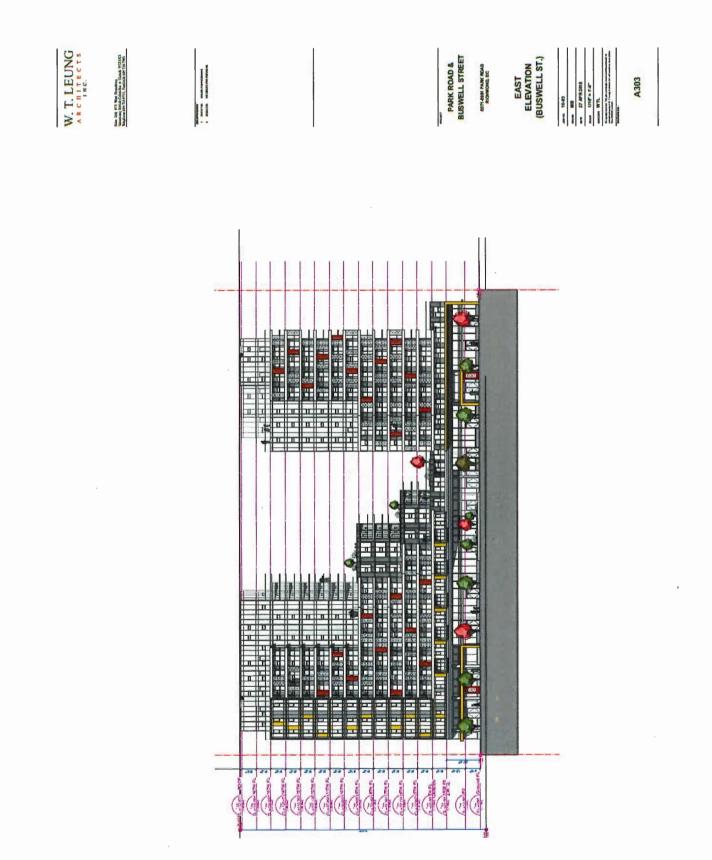


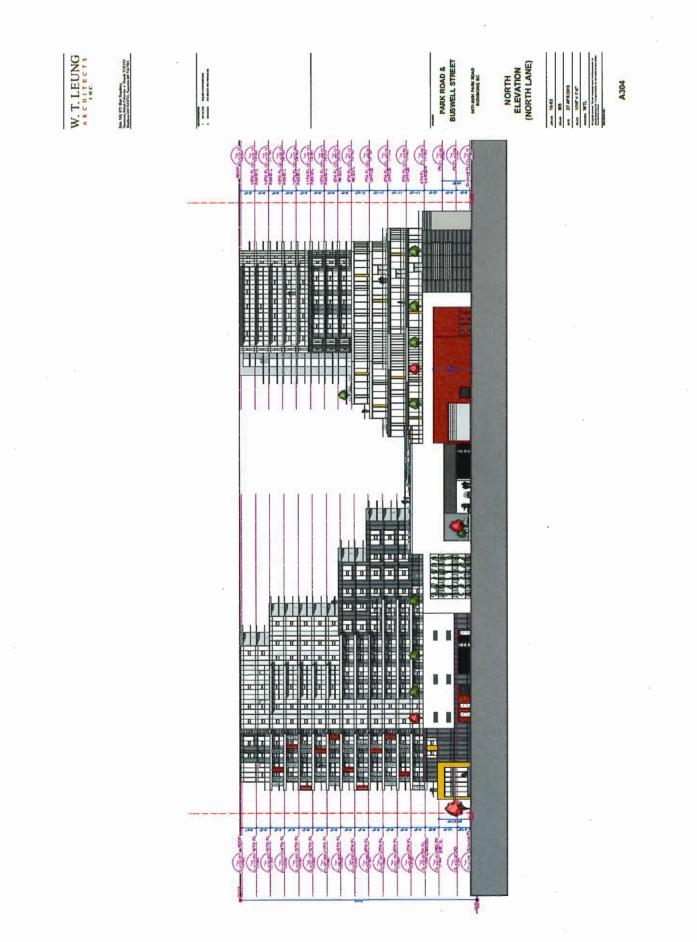




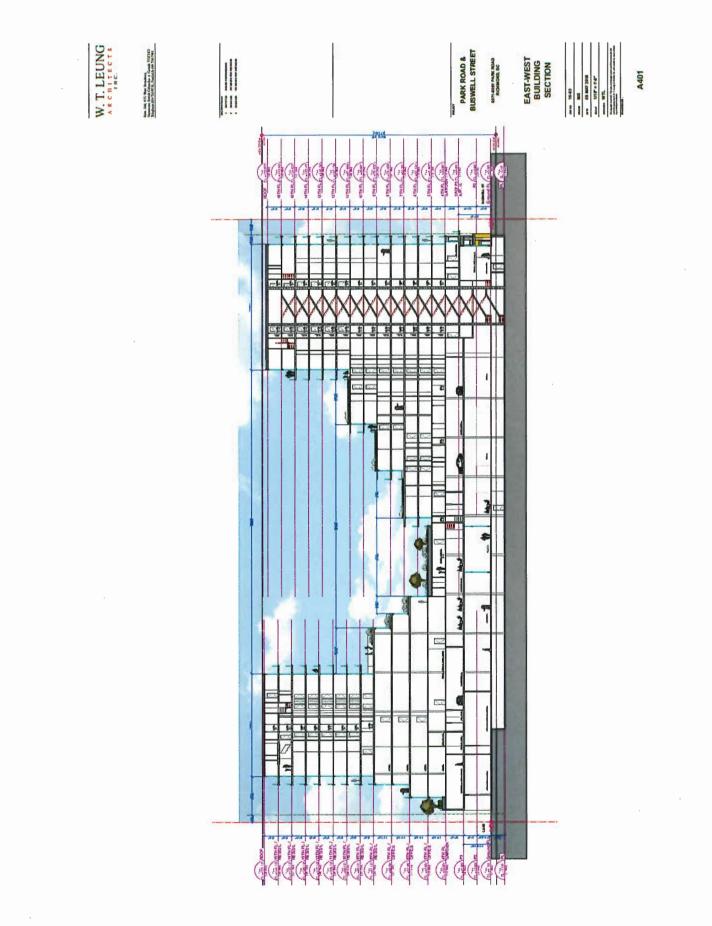
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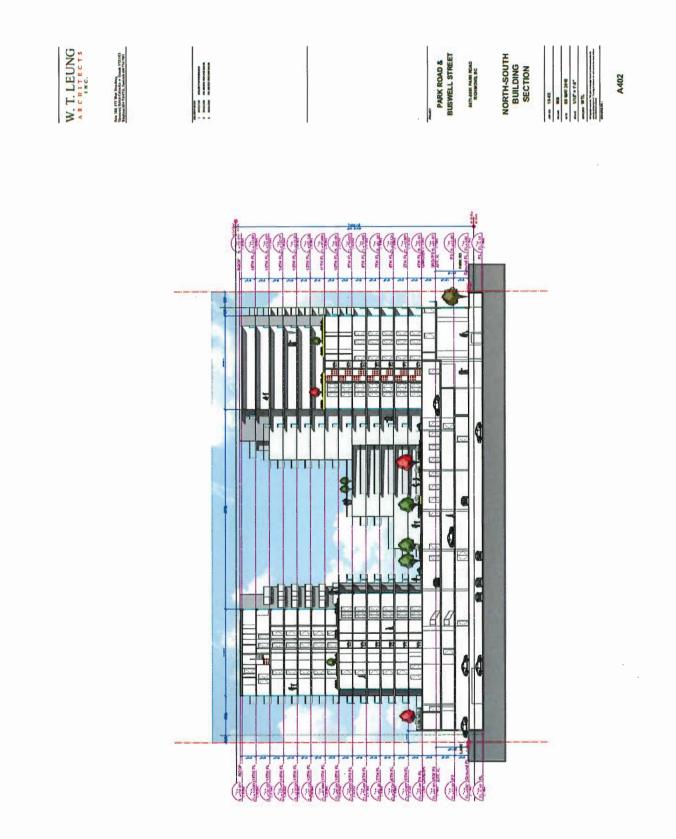


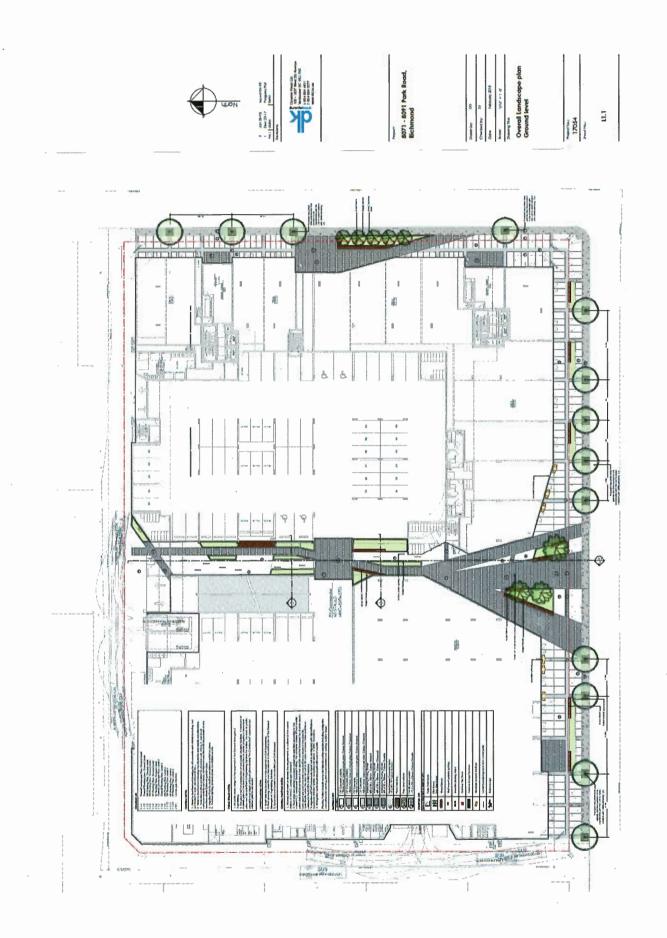


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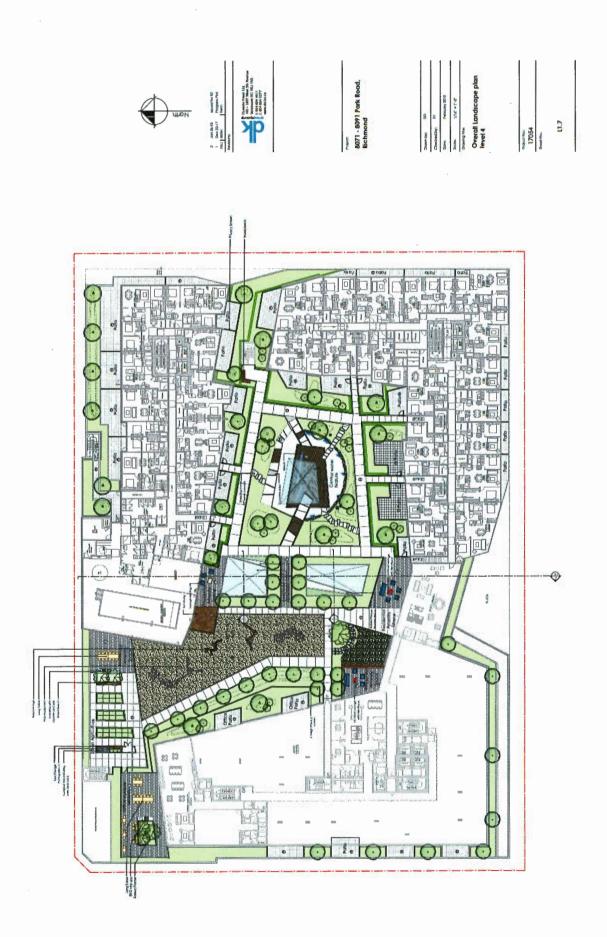
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neet 8071 - 8091 Park Road. Richmond

Image board

L1.13 Presed No: 17054



Reflective material increasing the amount of light in pedestian walkway







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Saction 8 : Through South Light well Scale: 1/8" = 1"

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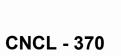
Section C : Langitudinal Section Through Walking Scale: 1/16' = 1

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Stoks to upper level Rafer to architecture

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Section A : Through North, Light well Societ 1/6" = 1'

Concey-



Development Application Data Sheet

Development Applications Department

RZ 17-779229

Attachment 3

Address:	8071 and	8091 F	Park Ro	ad		
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W.T. Leung Architects, Inc. on behalf of Grand Long Holdings Canada Ltd. & Park Applicant: Village Investments Ltd.

Planning Area(s): City Centre Area Plan (Brighouse Village)

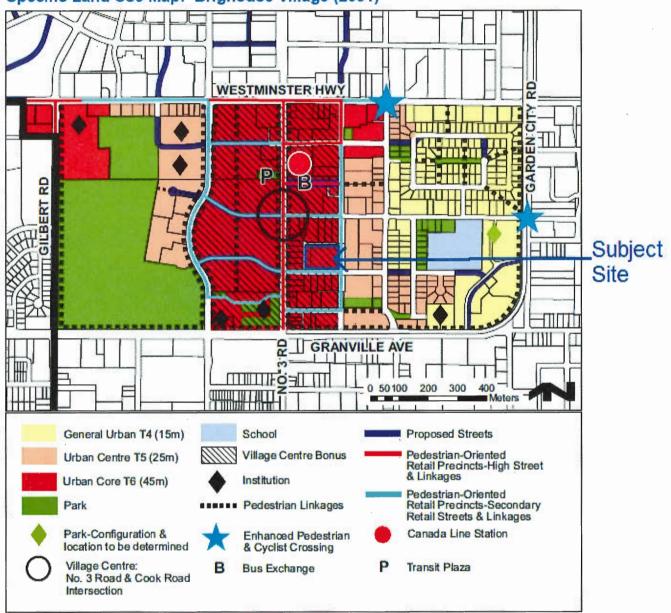
	Existing	Proposed				
Owner:	Grand Long Holdings Canada Ltd. & Park Village Investments Ltd., Inc. No. BC1091629	Grand Long Holdings Canada Ltd. & Park Village Investments Ltd., Inc. No. BC1091629				
Site Size (m ²):	10,621.61 m² (114,333 ft²)	10,216 m² (109,969 ft²)				
Land Uses:	Commercial, restaurant	Office, commercial, restaurant, residential				
OCP Designation:	Downtown Mixed Use	Downtown Mixed Use				
Area Plan Designation:	Urban Core T6 (45 m), Village Centre Bonus	Urban Core T6 (45 m), Village Centre Bonus				
Zoning:	Downtown Commercial (CDT1)	High Density Mixed Use (ZMU39) – Brighouse Village (City Centre)				
Number of Residential Units:	0	Market housing: 318 residential units <u>AH:21</u> Total: 339				

On Future Subdivided Lots	Proposed ZMU39 Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	 2.0 FAR increased to a higher density of 3.0 FAR conditional to complying with the City's affordable housing objectives 3.0 FAR increased to a higher density of 4.0 FAR conditional to the lot being located within a VCB designated area and designated area area area area area area area ar	Net: 3.86 FAR Residential: 2.93 FAR Non-residential: 0.93	none permitted
Buildable Floor Area (m ²):*	complying with VCB terms 40,863 m ² (439,846 ft ²)	Total: 39,482 m ² (424,980 ft ²) Residential: 29,970 m ² (322,615 ft ²) Non-residential: 9,512 m ² (102,397 ft ²)	none permitted
Lot Coverage (% of lot area):	90% for buildings	62.7%	none

On Future Subdivided Lots	Proposed ZMU39 Bylaw Requirement	Proposed	Variance
Lot Size:	CCAP minimum: 4,000 m ²	10,215 m² (109,969 ft²)	none
Lot Dimensions (m):	Width: 45 m Depth: 40 m	Width: 88 m Depth: 120 m	none
Setbacks (m):	 Park Road and Buswell Street: 3m minimum that may be reduced to 2.2m subject to conditions Rear: Min. 0 m Side: Min. 0 m 	 Park Road: Min. 3 m Buswell Street: Min. 2.2 to 3.0 m Rear (west): Min. 1.45 m Side (north): Min. 1.5 m 	none
Permitted setback projections:	 Balconies: 1/3 of required setback (0.73 m to 1.0 m) Architectural features: 0.6 m Awnings: to the property line (as approved through the DP) Cantilevered roofs: 1.2 m Above ground utilities: 0.6 m 	Balconies: Park Road: 0.72 m Buswell Street: 0.73 m Awnings: Park Road: 1.5 m Buswell Street: 1.52 m	none
Height (m):	47 m geodetic	Tower A: 46.93 m Tower B & C: 46.88 m	none
Parking Spaces – Total (Zone 1)	Total: 565 Residential: 337 Non-residential: -Commercial/restaurant: 153 (shared with residential visitors) -Office: 75	Total: 618 Residential: 343 Non-residential: -Commercial/restaurant: 191 (of which <u>153 are to be</u> <u>shared with residential</u> <u>visitors</u>) -Office: 84	none
Parking Spaces – Residential (City Centre Zone 1) Applied rates: Residential:1/unit AH: 0.9/unit Shared visitor/commercial parking (no exclusive use)	Total: 337 Residential: 318 AH: 19 Visitor: 64 spaces shared with commercial	343 (no TDM relaxation requested or required)	none
Parking Spaces – Non- Residential Applied rates: 3.75/100m2 (on 1 st 2 floors) + [1.5/100m2 (above 1 st 2 floors) – 15%]	Total: 228 Commercial/restaurant: 153 (shared with residential visitors) Office: 75	Total: 275 Commercial/restaurant: 191 (shared with residential visitors) Office: 84 (no TDM relaxation requested or required)	no TDM relaxation requested or required
Tandem Parking	50% max for market residential spaces (maximum permitted: 159)	88 parking stalls in tandem arrangement (44 tandem stalls)	none

On Future Subdivided Lots	Proposed ZMU39 Bylaw Requirement	Proposed	Variance
Accessible Parking	2% of required parking spaces (12 stalls)	13 Commercial: 6 Residential: 7	none
Loading	6 shared medium truck loading spaces No large on-site truck (WB17) parking	6 shared medium truck loading spaces	none
Class 1 Bike Storage (Secure) Applied rates: Residential: (1.25/unit) Commercial: (0.27/100m ² gross leasable area greater than 100 m ²)	Total:449 Residential: 424 Commercial: 25	Total:491 Residential: 425 Commercial: 66	none
Class 2 Bike Storage (Unsecure) Applied rates: Residential: (0.1/unit) Commercial:(0.1/100m ² gross leasable area greater than 100m ²)	Total: 44 Residential: 34 Commercial: 10	The location of 44 spaces to be determined through the DP review process.	none
Electric Vehicle (EV) Charging Equipment	All residential parking spaces (excluding) visitor parking spaces to feature energized outlet (minimum Level 2 charging)	Residential: 100% EV ready Commercial/visitor parking spaces: • 20% of stalls with 120 V electric vehicle charging receptacle • 25% of stalls with roughed in conduit for future installation of charging receptacle	none
Amenity Space – Indoor:	2 m²/unit: 678 m² (ZMU39 permits 0.1 FAR additional floor area provided it is used entirely to accommodate indoor amenity space [1,078 m²])	Total: 1,078 m ² (Residential: 804 m ² , Office: 274 m ²) Tower A: Residential: 145 m ² , Office: 804 m ² Tower B: Residential: 519 m ² Tower C: Residential: 139 m ² Amenity area exceeds Bylaw permitted exemption; therefore, 57 m ² of indoor amenity is included in the proposed FAR)	none
Amenity Space – Outdoor:	OCP: Min. 6.0 m ² /unit, including 600 m ² for children's play space: 2,034 m2 based on 339 units CCAP: Min. 10% of net site: (1,021 m ² based on 10,215 m ²)	Total: 3,558 m ² Office: 605 m ² Residential: 2,953 m ² , including 604 m ² children's play area	none

* Preliminary estimate, exact building size to be determined through zoning bylaw compliance review at Building Permit stage.



Specific Land Use Map: Brighouse Village (2031)

Preliminary Sustainability Checklist



May 1, 2018

Project: Park Road & Buswell Street

Re: Green Building Components

The following list highlights the prominent sustainable features of the Park Road & Buswell Street project. Many of these features are a passive response to energy conservation, thermal comfort and protection or restoration of a more natural environment.

We have also provided a draft Sustainability Scorecard. The Scorecard shows the project is incorporating numerous sustainable strategies currently targeting 53 LEED points (50 points are required for Silver). Several more points are potentially available and will be confirmed, as the design is refined. These strategies are consistent with the City of Richmond requirements.

- SSp1 Construction Activity: An erosion and sedimentation control plan will be implemented to minimize erosion and sedimentation during demolition, site preparation and throughout construction.
- SSc2 Development Density & Community Connectivity: The project is located in downtown area with high density and close proximity to a variety of community services.
- SSc4.1 Access to Transit: The project location is situated in close proximity to the Canada Line station and numerous bus lines surround the site.
- SSc4.2 & 4.3 Alternative Transportation: The project will incorporate bicycle storage, changing rooms with showers and provide electric vehicle charging stations to further strengthen the use of alternative methods of transportations.
- SSc5.2 Open Space: The project will incorporate a significant amount of plantings and public open space.

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- SSc7.1 Heat Island Effect: Strategies such as minimizing asphalt roadway and placing 100% of parking under the building will help reduce Urban Heat Island Effect.
- WEc1 Water Efficient Landscaping: Landscaping will utilize drought tolerant plant material (tree shrubs, groundcover and ornamental grasses), and adaptive plants to reduce the reliance on irrigation.
- WEc1 Irrigation Efficiency: High efficiency irrigation system will include a central controller and soil/rain sensors. The irrigation system will include pressure-reducing nozzles to reduce and equalize water pressure at the nozzle locations to reduce misting. The optimized positioning of spray nozzles, appropriate selection of spray heads for precise coverage and water delivery, and elimination of turf grass will all enhance irrigation efficiency.
- WEc3 Water Efficiency: Low flow/flush plumbing fixtures, including toilets, showerheads, lavatory faucets and kitchen faucets will be provided. They will not only reduce water consumption but also reduce the amount of energy required to produce hot water.
- EAc1 Energy Efficiency: Energy efficiency measures are evaluated via a full building energy simulation.
- EAc1 Energy Efficiency: the HVAC and domestic hot water systems will be compatible with the future planned City of Richmond DES.
- EAc4 Refrigerant Management: Refrigerant with low ozone depletion and global warming potential will be selected for HVAC&R system to protect the environment.
- MRc2 Construction Waste Management: A construction waste management plan will be developed and implemented throughout construction with a goal of diverting over 75% of waste generated.
- MRc4 & 5 Building Materials: Many of the building materials will be selected based on recycled content and/or regional manufacturing.
- MRc4 GHG Reduction: Use of cement substitutes such as flyash will reduce the developments CO2 footprint.

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- **EQc3.1 Indoor Air Quality:** Best practices will be implemented during construction to optimize air quality and provide a clean and healthy building for the future residents.
- EQc4.1 & 4.2 Indoor Air Quality: Low VOC finishes including adhesives, sealants and paints.
- EQc4.3 Indoor Air Quality: Low emitting carpet and flooring systems will be sourced.

End of Document

Park Road & Buswell Street

Sustainability Progress Report Last update: May 1st, 2018

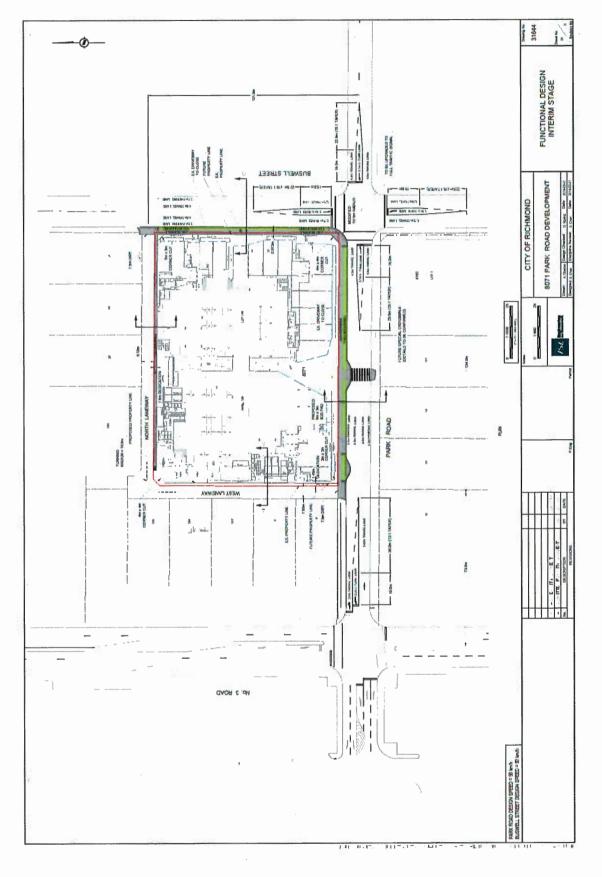


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Sustainability Analysis by: Kane Consulting

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Car Share Letter of Undertaking



May 29, 2018

Mr. Pally Zhong / Ms. Emily Yang Grand Long Holdings Canada Ud. #100 - 1525 West Bih Avenue Vancouver BC V6L1T5

Alm: Mr. Pally Zhang and Ms. Emily Yang

Dear Emily and Pally:

Re: Corshare arrangements at 8071 Park Road, Richmond

This latter will confirm that Mado sees the location of the proposed development at 8071 Park Road, Richmond as having good potential for carsharing. Under the following arrangements, Mado would be willing to enter into a renewable three year agreement with Grand Long Holdings Canada Lid. to provide carsharing services:

- Grand Long Holdings Canada Ltd. will provide, at no cost to Mado, two designated parking stalls at 8071 Park Road to be accessible to all Mado members on a 24/7/365 basis;
- When final parking plan become available, Modo will review them to ensure that the stalls to be provided will be suitable for carsharing and consistent with the plan enclosed;
- Mada will provide two new carshare vehicles of makes and modals mutually agreed between Grand long Holdings Canada Itd. and Mada to be located at 80/1 Park Road, Mada recommend to budget \$25,000 plus GST per vehicle to ensure vehicle diversity and complementarity nacessary to maximize service utilization;
- 4 Grand Long Holdings Canada Itd. will provide to Modola one-time Project Feal equivalent to the purchase price (including GST) of the carshare vehicles to be located at 80/21 Park Road;
- Mode will provide \$100 of driving credits to each accupant of the building laining Mode with an individual account;
- Mode will allow each commercial tenant of the building to open a Mode business and register their employees at no charge in order to gain access to Mode vehicles for their business needs;
- Z. Grand long Holdings Canada Ltd. will communicate the benefits of the carsharing services to prospective tenants and tenants of the building. This will be done through Grand long Holdings Canada Ltd. communications channels, representatives and leasing agents with

200-470 Gronville Street	Vancouver, 8C	V6C IVS	604 685.1393	inf@@moda.coop	www.mada.coop
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support as needed by Moda, with the intent to raise awareness and usage of the carsharing services;

 Mode will share data with the City of Richmond on the utilization of the onsite vehicles, including the ratio of hours beaked by building occupants vs non-accupants.

- 2 -

As part of our commitment to provide more fuel efficient electric and plugrin hybrid vehicles, the provision of parking stalls equipped with electrical wiring for eventual installation of Level 2 EV charging station will be seen as a plus.

Mode's purpose is to transform communities by connecting people with places in a way that's affordable, convenient, inclusive and sustainable. We advocate for walking, cycling, using transit and, when the trip requires a vehicle, use of a shared one.

To maximize the Impact of a carsharing TDM measure aimed at reducing personal vehicle ownership and use and parking demand from future occupants of the building at 8071 Park Road, Made encourage Grand long Holdings Canada Ltd. and the municipality to integrate Mode in a comprehensive sustainable commuting program incentivizing active transportation, public transit and carpooling and disincentivizing personal vehicle use and single occupancy vehicle trips.

Mode is interested in working with Grand tang Holdings Conada Ltd., and be part of the development located at 8071 Park Road whose occupants and nearby neighbours may no longer need to own a car (at a second one) of their own for their personal and business needs.

Thank you for your support of carshoring in the City of Richmond.

Regards

Sylvain Celaire Business Development Monagor

Enclosed:

Plan carshare parking spaces at parking P1 of development project located at 8071-8091 Park. Road, Richmond, B.C.

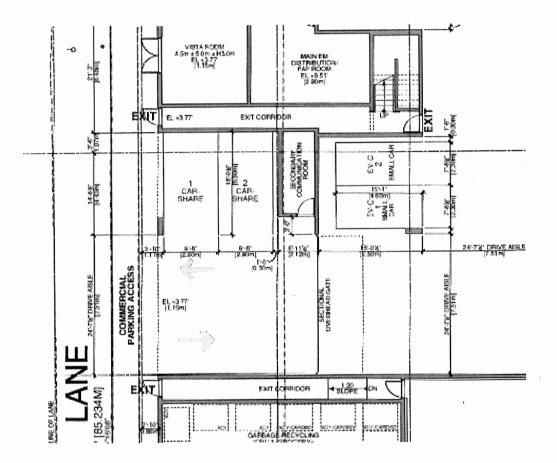
200-470 Granville Street

Vencouver, BC - V&C PV5

604.685.1393

nto@mudo.coop

www.mada.coop



Parking spaces for carshare vehicles at 8071-8091 Park Road, Richmond, B.C. GROUND FLOOR/PARKING P1 FLR PLAN, Dated: 9 May 2018



Rezoning Considerations

Development Applications Department 6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 8071 and 8091 Park Road

File No.: RZ 17-779229

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9878, the developer is required to complete the following:

- 1. Lot Consolidation: Consolidation of all the lots into one development parcel.
- 2. <u>Road Dedications</u>: Generally as indicated on the proposed road functional plan subject to final dimensions established by the surveyor on the basis of functional road plans for all frontage and off-site works completed to the satisfaction of the Director of Transportation through the Servicing Agreement:
 - Buswell Street: 0.913 m
 - East/West Lane: 1.5 m along the north property line
 - North/South Lane: 1.45 m along the west property line
 - Corner cuts:
 - 4 m x 4 m at the southeast corner of the new intersection of the new east property line and the south property line
 - 4 m x 4 m at the northwest corner of the new intersection of the new west property line and the north property line
 - 3 m x 3 m at the northeast corner of the new intersection of the new north property line and the east property line
 - \circ 3 m x 3 m at the southwest corner of the new intersection of the new west property line and the south property line
- Statutory Right of Way(s)⁺: Provide publicly accessible open space to the City, generally as shown on the Sketch Plan A (attached). The ultimate configuration of the spaces is to be confirmed to the satisfaction of the City through the Development Permit* review and approval process.
 - 3.1 <u>Park Road Plaza:</u> Approximately 368 m² located along the Park Road frontage and identified as Area 1 in Sketch Plan A, for the purpose of facilitating seamless linkages and public access to the building, the north/south pedestrian connection, and on-site commercial and residential uses. The statutory right of way (SRW) area will provide for:
 - 24 hour a day, universally accessible, public access and related landscape features for the use and enjoyment of pedestrians and cyclists, which may include, but may not be limited to, walkways, and plaza, lighting, furnishings, trees, planting, decorative paving, public art, and innovative storm water management measures, to the satisfaction of the City;
 - City utilities, traffic control (e.g. signals), and/or related equipment;
 - Emergency and service vehicle access, City Bylaw enforcement, and any related or similar City authorized actives;

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- The owner's ability to close a portion of the right of way to public access to facilitate maintenance or repairs to the right of way provided that adequate public access is maintained and the duration of the closure is limited, as approved by the City in writing in advance of any such closure;
- Maintenance at the sole cost of the owner except as may be determined to the City's sole satisfaction via the Servicing Agreement (SA) review and approval processes (City infrastructure including by not limited to sidewalks, utilities, streetlights, furnishings and/or City trees);
- Building encroachment below finished grade (e.g. below grade parking structure)

The SRW will provide for the following, provided that public access is not impeded and the features enhance the intended public amenity and operation of the right of way area as specified in the DP. Building encroachments, provided any such encroachments are:

- For awnings, sunshades, and canopies, any such feature shall be located a minimum of 2.5 m clear above the right of way area and a minimum of 2.0 m from a property line abutting a public street;
- For a structural column, any such feature shall be located a minimum of 3.0 m from a property line abutting a public street;
- For habitable portions of the building, balconies, cantilevered roofs, eaves, and similar architectural appurtenances, any such feature shall be located a minimum of 5.5 m clear above the right of way area and a minimum of 3.0 m from a property line abutting a public street;
- Movable furnishing and planters;
- Retail display and sale of items sold on the premises;
- Limited complimentary temporary uses, signage and related features; and
- Private utilities approved through a Servicing Agreement
- 3.2 <u>North/South Pedestrian Connection:</u> Approximately 455 m² through the building and identified as Area 2 in Sketch Plan A, for the purpose of providing a pedestrian connection between the Park Road Plaza and the east/west lane and access to the on-site parking. The SRW area will provide for:
 - Access during standard business hours, universally accessible, public access in the form of a combined walkway/off-street dismounted bike path and related landscape features, which may include, but not be limited to, lighting, furnishings, and landscape features for the use and enjoyment of pedestrians, to the satisfaction of the City;
 - Clearly visible signage that identifies the area as accessible to the public (i.e. not private space);
 - The owner's ability to close a portion of the right of way to public access to facilitate maintenance or repairs to the right of way provided that adequate public access is maintained and the duration of the closure is limited, as approved by the City in writing in advance of any such closure;
 - Maintenance at the sole cost of the owner;
 - Building encroachment below finished grade (e.g. below grade parking structure)

The SRW will provide for the following, provided that public access is not impeded and the features enhance the intended public amenity and operation of the right of way area as specified in the DP. Building encroachments, provided any such encroachments are:

- For habitable portions of the building and similar architectural appurtenances, any such feature shall be located a minimum of 5.5 m clear above the right of way area;
- Planters and related landscaping features and lighting;
- City and private utilities approved through a Servicing Agreement.

*Any works essential for public access within the required statutory right of way (SRW) are to be included in the Servicing Agreement (SA) and the maintenance and liability responsibility is to be clearly noted. The design must be prepared in accordance with City specifications and standards and the construction of the works will be inspected by

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the city concurrently with all other SA related works. Works to be secured via SA and secured with a Letter of Credit, prior to final adoption of the Rezoning Bylaw.

4. Car Share: Registration of a restrictive covenant and statutory right of way on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to provide car share space to a car share operator or the City, the terms of which shall be generally as follows:

- 3 -

- A minimum of two car share parking spaces, along with pedestrian and vehicular access, designed, constructed, equipped and maintained by the owner, at the owner's cost. The car share space is:
 - Located on-site and provision of space to maneuver on-site;
 - Designed to increase the minimum stall width to 2.9 m;
 - Designated to be safe, convenient and universally accessible;
 - Provided with design features, decorative finishing, lighting and signage, as determined through the Development Permit process; and
 - Accessible to all intended users (e.g. general public, car share operator personnel and car share operator members) at no added cost 365 days a year for a time period equalling the lengthiest combination of standard business hours and standard operating hours of local rapid transit.
 - Registration of a public right of passage statutory right of way, in favour of the City, to secure the car share spaces and the vehicular and pedestrian accesses, subject to the final dimensions established by the surveyor and to the satisfaction of the Director of Transportation, including provisions for:
 - The owner's ability to close a portion of the right of way to public access to facilitate maintenance or 0 repairs to the right of way provided that adequate public access is maintained and the duration of the closure is limited, as approved by the City in writing in advance of any such closure;
 - Maintenance at the sole cost of the owner except as may be negotiated through a private agreement with 0 the car share provider; and
 - Building encroachment below finished grade (e.g. below grade parking structure) 0
 - In the event that the car share parking spaces are not operated for car share purposes as intended (e.g. operator's contract is terminated or expires), control is transferred to the City, at no cost to the City, with the understanding that the City, at its sole discretion, without penalty or cost, shall determine how the parking spaces shall be used going forward.
 - Submission of the following to the satisfaction of the Transportation Department:
 - A copy of the draft contract between the owners and the car share operator describing the terms of the provision of car sharing services (e.g. minimum contractual period for the provision of car share services from the first date of building occupancy, additional provisions as negotiated by the owners and car share operator including. maintenance, repair and replacement by car share vehicles by the car share operator), confirmation that a sum of \$25,000.00/stall (total \$50,000.00) has been provided to the car share operator for the provision of car share cars. Prior to Final Building Permit issuance, provision of a copy of the purchase receipt for the car share cars to the attention of the Transportation Department.
- 5. Air Craft Noise: Registration of the City's standard "mixed use" aircraft noise sensitive use covenant on title to the subject site, as applicable to sites with aircraft noise sensitive uses. The owner-developer shall notify all initial purchasers of the potential aircraft noise impacts. Furthermore, prior to Development Permit* and Building Permit* issuance the owner-developer shall submit a report(s) and/or letter(s) of assurance prepared by an appropriate registered professional, which demonstrates that the interior noise levels and thermal conditions comply with the City's Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within dwelling units must achieve CMHC standards follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels

Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

- 6. <u>View and Other Development Impacts</u>: Registration of a legal agreement on title that identifies the building as a mixed use building and stipulates that:
 - Residents may be impacted by nuisances related to commercial uses permitted within the building which may include but are not limited to noise, smells, etc.
 - Commercial and other non-residential uses are required to mitigate unwanted noise and demonstrate that the building envelope is designed to avoid noise generated by the internal use from penetrating into residential areas that exceed noise levels allowed in the City's Noise Bylaw and noise generated from rooftop HUAC units will comply with the City's Noise Bylaw.
 - The development is subject to potential impacts due to other development that may be approved within the City Centre including without limitation, loss of views in any direction, increased shading, increased overlook and reduced privacy, increased ambient noise and increased levels of night-time ambient light.

The owner is required to provide written notification of these potential impacts through the disclosure statement to all initial purchasers, and to erect signage in the initial sales centre advising purchasers of the potential for these impacts.

- Flood Construction: Registration of a flood indemnity covenant on title identifying a minimum habitable elevation of 2.9 m GSC, or at least 0.3 m above the highest elevation of the crown of any adjacent parcel, or as exempted by Section 4.3 (a) of the Flood Plain Designation and Protection Bylaw No. 8204 for Area "A".
- 8. <u>Tandem Parking:</u> Registration of a legal agreement on title ensuring that where two parking spaces are provided in a tandem arrangement both parking spaces must be assigned to the same dwelling unit. (Parking spaces provided to satisfy Zoning Bylaw parking requirements for affordable housing and residential visitors cannot be provided in a tandem arrangement).
- 9. <u>Shared Parking</u>: Registration of a shared parking agreement on Title, subject to the final approval of the Director of Transportation, to ensure that 153 parking spaces are:
 - Shared between retail/restaurant uses and residential visitor uses;
 - Shared parking remains unassigned;
 - · Shared parking spaces are identified with signage regarding the shared use; and
 - Shared parking spaces are fully accessible to all users during standard business operating hours (e.g. entry gates open) and are accessible to residential visitor users (e.g. buzz entry) during non-standard business hours
- 10. <u>Shared Commercial and Residential Truck Loading</u>: Registration of a shared commercial and residential truck loading agreement on Title, subject to final approval of the Director of Transportation, to ensure that all shared loading spaces:
 - Are shared between commercial and residential uses;
 - Remain unassigned and identified with signage and accessible to all users during standard business hours (e.g. entry gates open) and are accessible to all users (e.g. buss entry) during non-standard business hours.
- 11. <u>Truck Size</u>: Registration of a restrictive covenant on Title, subject to the final approval of the Director of Transportation, to secure the owner's commitment to ensure that the maximum truck size for any truck servicing the site is a medium size truck (e.g. SU9) (No WB-17 size trucks are permitted to service the site).
- 12. <u>Non-Conversion of Bicycle Parking</u>: Registration of a legal agreement on Title, subject to final approval of the Director of Transportation, to prohibit conversion of bicycle parking areas into habitable or general storage space and to secure all bicycle parking areas for shared common use for the sole purpose of bicycle parking.
- 13. <u>Bicycle End of Trip Facilities</u>: Registration of a restrictive covenant on Title, or alternative legal agreement, subject to the final approval of the Director of Transportation, to secure the owner's commitment to provide bicycle end-of-trip facilities within the development for the shared use of all non-residential users (e.g. commercial and office) including a minimum of one male facility and one female facility, designed, constructed, equipped and maintained by the owner, each of which shall:
 - Be fully accessible to all intended users;

- Be easily accessible from commercial Class 1 bicycle parking areas;
- Be accessible by those with mobility impairments;
- Accommodate two or more people at one time; and
- Include, at minimum, a change room and lockers, showers, a toilet, a wash basin and a grooming station (i.e. mirror, counter and electrical outlets).
- 14. <u>Bicycle Maintenance and Repair Facilities</u>: Registration of a restrictive covenant on Title, or alternative legal agreement, subject to the final approval of the Director of Transportation, to secure the owner's commitment to provide bicycle maintenance and repair facilities within the development for the shared use of all residential users (e.g. owners, renters and their guests) including a minimum of one bicycle repair and maintenance station for each residential tower, designed, constructed, equipped and maintained by the owner, each of which shall:
 - Be fully accessible to all intended users;
 - Be easily accessible from residential Class 1 bicycle parking areas;
 - Be accessible by those with mobility impairments; and
 - Include, at minimum, a bicycle repair stand with tools, a foot pump and a faucet, hose and drain for bicycle washing.
- 15. <u>Affordable Housing</u>: Registration of the City's standard Housing Agreement to secure twenty one affordable housing units, the combined habitable floor area of which shall comprise at least 5% of the subject development's total residential building area. Occupants of the affordable housing units subject to the Housing Agreement shall enjoy full and unlimited access to and use of all on-site indoor and outdoor amenity spaces. The terms of the Housing Agreements shall indicate that they apply in perpetuity and provide for the following:

Unit Type	Number of Units	Minimum Unit Area (in-stream AH criteria)	Maximum Monthly Unit Rent** (in-stream AH criteria)	Total Maximum Household Income** (in-stream AH criteria)
1 bedroom	9	49 m ² (535 ft ²)	\$950	\$38,000 or less
2 bedroom	7	80 m ² (860 ft ²)	\$1,162	\$46,500 or less
3 bedroom	5	91 m ² (980 ft ²)	\$1,437	\$57,500 or less

^{**} May be adjusted periodically as provided for under adopted City policy.

- 16. <u>Public Art</u>: City acceptance of the developer's offer to make a voluntary contribution towards public art, with terms that include the following:
 - a) The value of the developer's voluntary public art contribution shall be at least \$308,380.00 based on the minimum Council-approved rates for residential and non-residential uses and the maximum buildable floor area permitted under the subject site's proposed site specific zone, excluding affordable housing, as indicated in the table below. Table 1

1000				
Use	Permitted Floor Area Under Proposed ZMU39 Zone	Affordable Housing Exemption	Min. Developer Contribution Rates	Min. Voluntary Developer Contribution
Residential	Maximum 30,647 m ² (329,885 ft ²)	1,536 m ² (16,533 ft ²)	\$8.93/m ² (\$0.83/ft ²)	\$ 259,961.00
Non- Residential	10,215 m ² (109,953 ft ²)	Nil	\$4.74 m ² (\$0.44/ft ²)	\$ 48,419.00
TOTAL	40,862 m ² (439,834 ft ²)	1,532 m ² (16,494 ft ²)	Varies	\$ 308,380.00

b) Where the developer elects to provide public art on site as part of the subject development, prior to rezoning bylaw adoption, the developer shall submit a Public Art Plan for the subject site, which shall be:

- Prepared by an appropriate professional;
- Based on a contribution value of at least \$308,380.00;
- Consistent with applicable City policy and objectives (e.g. the Richmond Public Art Program, City Centre Public Art Plan, and any relevant supplementary public art and heritage planning undertaken by the City for Brighouse Village), as determined to the satisfaction of the Director of Development and Director, Arts, Culture, and Heritage Services;

- Presented for review(s) by the Public Art Advisory Committee and endorsement by Council, as requested by the Director, Arts, Culture, and Heritage Services; and
- Implemented by the developer, as required by legal agreement(s) registered on Title prior to rezoning adoption.
- c) "No development" shall be permitted on the lot, restricting Development Permit issuance for any building on the lot, in whole or in part (excluding parking), until the developer to the City's satisfaction:
 - Enters into additional legal agreement(s), if any, required to facilitate the implementation of the Cityapproved Public Art Plan, which may require that, prior to entering into any such additional agreement(s), a Detailed Public Art Plan is submitted by the developer for the lot and/or an artist is engaged, to the satisfaction of the City (as generally set out in the legal agreement entered into and the Public Art Plan submitted prior to rezoning adoption); and
 - Submit a Letter of Credit or cash (as determined at the sole discretion of the City) with respect to the Plan's implementation, the value of which contribution shall be at least \$308,380.00.
- d) "No occupancy" shall be permitted on the subject site, restricting final Building Permit* inspection granting occupancy of the building (exclusive of parking), in whole or in part, on the lot until:
 - The developer, at his expense, commissions an artist(s) to conceive, create, manufacture, design, and oversee or provide input about the manufacturing of the public artwork, and causes the public artwork to be installed on City property, if expressly permitted by the City and pre-approved by Council, or within a statutory right-of-way on the developer's lands (which right-of-way shall be to the satisfaction of the City for rights of public passage, public art, and related purposes, in accordance with the City-approved Public Art Plan and, as applicable, Detailed Public Art Plan);
 - The developer, at his/her expense and within thirty (30) days of the date on which the public art is installed, executes and delivers to the City a transfer of all of the developer's rights, title, and interest in the public artwork to the City if on City property or to the subsequent Strata or property owner if on private property (including transfer of joint world-wide copyright) or as otherwise determined to be satisfactory by the City Solicitor and Director, Arts, Culture, and Heritage Services; and

<u>NOTE</u>: It is the understanding of the City that the artist's rights, title, and interest in the public artwork will be transferred to the developer upon acceptance of the artwork based on an agreement solely between the developer and the artist. These rights will in turn be transferred to the City, subject to approval by Council to accept the donation of the artwork.

- The developer, at his/her expense, submits a final report to the City promptly after completion of the installation of the public art in respect to the City-approved Public Art Plan, which report shall, to the satisfaction of the Director of Development and Director, Arts, Culture, and Heritage Services, include:
 - Information regarding the siting of the public art, a brief biography of the artist(s), a statement from the artist(s) on the public art, and other such details as the Director of Development and Director, Arts, Culture, and Heritage Services may require;
 - A statutory declaration, satisfactory to the City Solicitor, confirming that the developer's financial obligation(s) to the artist(s) have been fully satisfied;
 - The maintenance plan for the public art prepared by the artist(s); and
 - Digital records (e.g., photographic images) of the public art, to the satisfaction of the Director of Development and Director, Arts, Culture, and Heritage Services.
- e) Alternatively, the developer may offer to make a voluntary cash contribution of \$308,380.00 (to the Public Art Reserve 7600-80-000-90173-0000) in lieu of providing public art as part of the subject development, the value of the developer's voluntary public art contribution shall be consistent with Table 1 above. In this case, requirements b) to d) will not apply.

- 18. Child Care and Community Facility: City acceptance of the developer's voluntary contribution of at least:
 - \$3,573,717.00 (5% of the Village Centre Bonus floor area calculated using the proposed floor area e.g. 0.05 x 10,215 m² x \$6,997/m²) towards the development of community facilities (Leisure Statutory Reserve Account #7600-80-000-90169-0000); and
 - \$2,036,915.00 (1% of the residential floor area, excluding affordable housing floor area, calculated using the maximum permitted floor area e.g. 0.01 x (30,647 m² 1,536 m²) x \$6,997/m²) towards the development and operation of child care (90% to Childcare Development Reserve Fund Account #7600-80-000-90157-0000 and 10% to Childcare Operating Reserve Account # 7600-80-000-90159-0000).
- 19. <u>District Energy Utility (DEU)</u>: Registration of a restrictive covenant and statutory right of way and/or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to connect to District Energy Utility (DEU) and granting the statutory right of way(s) necessary for supplying the DEU services to the building(s), which covenant and statutory right of way and /or legal agreements(s) will include, at a minimum, the following terms and conditions:
 - a) No building permit will be issued for a building on the subject site unless the building is designated with the capability to connect to and be serviced by a DEU and the owner has provided an energy modelling report satisfactory to the Director of Engineering.
 - b) If a Low Carbon Energy Plant District Energy Utility (LCDEU) service area bylaw which applies to the site has been adopted by Council prior to the issuance of the Development Permit for the subject site, no Building Permit will be issued for a building on the subject site unless:
 - i. The owner designs, to the satisfaction of the City and the City's DEU service provider, Lulu Island Energy Company Ltd. (LIEC), a low carbon energy plant to be constructed and installed on the site, with the capability to connect to and be services by a DEU; and
 - ii. The owner enters into an asset transfer agreement with the City and/or the City's DEU service provider on terms and conditions satisfactory to the City to transfer ownership of the low energy plant to the City or as directed by the City, including to the City's DEU service provider, at no cost to the City or City's DEU service provider, LIEC, on a date prior to final building inspection permitting occupancy of the first building on the site;
 - c) The owner agrees that the building(s) will connect to a DEU when a DEU is in operation, unless otherwise directed by the City and the City's DEU service provider, LIEC.
 - d) If a DEU is available for connection and the City has directed the owner to connect, no final building inspection permitting occupancy of a building will be granted unless, and until:
 - i. The building is connected to the DEU;

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- ii. The owner enters into a Service Provider Agreement for that building with the City and/or the City's DEU service provider, LIEC, executed prior to depositing any Strata Plan with LTO and on terms and conditions satisfactory to the City; and
- iii. Prior to subdivision (including Air Space parcel subdivision and Strata Plan filing), the owner grants or acquires, and registers, all Statutory Right of Way(s) and/or easements necessary for supplying the DEU services to the building.
- e) If a DEU is not available for connection, but a LCDEU service area bylaw which applies to the site has been adopted by Council prior to the issuance of the Development Permit for the subject site, no final building inspection permitting occupancy of a building will be granted unless and until:
 - i. The City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU;

- ii. The building is connected to a low carbon energy plant supplied and installed by the owner, at the owner's sole cost, to provide heating, cooling and domestic hot water heating to the building(s), which energy plant will be designed, constructed and installed on the subject site to the satisfaction of the city and the City's service provider, LIEC;
- iii. The owner transfers ownership of the low carbon energy plant on the site, to the City or as directed by the City, including to the City's DEU service provider, LIEC, at no cost to the City or City's DEU service provider, on terms and conditions satisfactory to the City;
- iv. Prior to depositing a Strata Plan, the owner enters into a Service Provider Agreement for the building with the City and/or the City's DEU service provider, LIEC, on terms and conditions satisfactory to the City; and
- v. Prior to subdivision (including Air Space parcel subdivision and Strata Plan filing), the owner grants or acquires, and registers, all additional covenants, statutory right of way(s) and/or easements necessary for supplying the services to the building and the operation of the low carbon energy plant by the City and/or the City's DEU service provider, LIEC.
- f) If a DEU is not available for connection, and the LCDEU service area bylaw which applies to the site has not been adopted by Council prior to the issuance of the Development Permit for the subject site, no final building inspection permitting occupancy of a building will be granted until:
 - i. The City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU; and
 - ii. The owner grants or acquires any additional statutory right of way(s) and/or easements necessary for supplying DEU services to the building, registered prior to subdivision (including Air Space parcel subdivision and strata plan filing).
- 20. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
- 21. Enter into a Servicing Agreement* for the design and construction of works that include, but may not be limited to the following, all to the satisfaction of the City.

Water Works

- a. Using the Official Community Plan (OCP) Model, there is 161 L/s of water available at a 20 psi residual at the Park Road frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b. The developer is required to, at the developer's cost:
 - 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.
 - As the available flows are not adequate to service the proposed development, the Developer is required to provide the following:
 - Provide approximately 190 m of 200 mm diameter watermain along Buswell Street from Park Road to Cook Road, tied-in to the existing watermains along Park Road and Cook Road.
 - Provide fire hydrants at Park Road and Buswell Street frontages to achieve maximum 75 m spacing.
 - Provide a cash-in-lieu contribution for the construction of a new 200 mm watermain via the capital project works that will front the development. Through its 2015 Capital Plan and subject to funding approval, the City is planning to replace the existing watermain along Park Road from No. 3 Road to Cooney Road. A voluntary cash in-lieu of construction contribution amounting to \$163,537.92 is required to pay for the cost of the watermain upgrade from the proposed site's west property line to the tie-in point at the required watermain along Buswell Street. The length of the watermain upgrade being charged to the developer is approximately 128 meters. Note, the \$163,537.92 cost stated above is the cost required for the construction of the watermain fronting the development and not the total cost of the system from No. 3 Road to Cooney Road. The cash in lieu contribution shall be deposited into the water utility account. Alternatively, if servicing is required prior to completion of the City's capital project

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works, the Developer is required to provide approximately 128 m of 200 mm diameter watermain complete with fire hydrants (spaced as per City standards) along the Park Road frontage in place of the cash-in-lieu contribution specified above. The proposed watermain shall tie-in to the existing watermain at the proposed site's west property line and the proposed watermain along Buswell Street.

• Coordinate with the Fire department to confirm whether hydrants are required at the lane frontages. If required, provide 200 mm diameter watermains and hydrants that are spaced as per City standards at the proposed site's lane frontages.

c. At the Developer's cost, the City is to:

- Cut and cap all existing water service connections at the watermain along Park Road frontage.
- Install a new water service connection along the Park Road frontage.

Storm Sewer Works

- a. The Developer is required to, at the developer's cost:
 - Upgrade the existing drainage sewers, Inspection Chamber(s) (IC) and manholes along the lane frontages, to meet current City standards. Tie-ins shall be to the storm sewers at Park Road and Buswell Street frontages and shall be via the use of manholes. Removal of the existing storm sewers in the lane frontages is required.
 - Provide a cash-in-lieu contribution for the portion of the new storm sewer (which will be constructed via the capital project works) that will extend approximately 42 meters past the development's west property line at Park Road frontage. Through its 2016 Capital Plan and subject to funding approval, the City is planning to replace the existing twin storm sewer system along Park Road from No. 3 Road to 105 m east. A voluntary cash in-lieu of construction contribution amounting to \$114,982.56 is required for the 42 meters of upgrade that will overlap the development's Park Road frontage, which the developer would be required to construct otherwise. Note that the \$114,982.56 cost stated above is the cost required for the system from No. 3 Road to 105 meters eastward. The cash in lieu contribution shall be deposited into the drainage utility account. Alternatively, if servicing is required prior to completion of the City's capital project works, the developer is required to upgrade the existing twin storm sewer system in the middle of the street from the west property line to 42 metres east of the west property line in place of the cash-in-lieu contribution specified above. Tie-ins shall be via the use of manholes. Pipe sizing shall be determined via the SA review.
 - Upgrade the existing twin storm sewers at Park Road frontage, approximately 80 meters in length, into a single storm sewer system in the middle of the street from 42 meters east of the west property line to the existing storm sewer at Buswell Street. Tie-ins shall be via the use of manholes. Pipe sizing shall be determined via the SA review.
 - Remove the existing storm sewers along the north side of Park Road (at development's frontage only).
 - Upgrade the existing 375 mm diameter storm sewer to 600 mm diameter along Buswell Street from Park Road to the lane along the north property line. Tie-ins shall be via the use of manholes. A high point shall be created at the north end of the upgrade so flows will be directed to No. 3 Road via the new storm sewers at Park Road frontage.
- b. At the Developer's cost, the City is to:
 - Cut and cap all existing storm sewer service connections at all frontages of the proposed site.
 - Install a new storm service connection complete with an IC at Park Road frontage; right of way(s) may be required to accommodate IC.

Sanitary Sewer Works:

a. The Developer is required to, at the developer's cost:

- constructing via the Capital project works) by installing approximately 212 m of 200 mm sanitary sewer running south within the lane and east along Park Road to Buswell Street.
- Tie the new 200 mm sanitary sewer into the existing sanitary sewer within Park Road and reconnect the existing service connections to 6640, 6700, 6740 and 6760 No. 3 Road.

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- Install a new sanitary service connection complete with IC at the middle of the frontage at Park Road.
- Abandon the existing sanitary sewer between Park Road and SMH839 by filling with low strength flowable concrete as per Master Municipal Construction Document (MMCD).
- Provide, if necessary, additional statutory right of way(s) (SRW), to be defined through the SA drawings.
- b. At the Developer's cost, the City is to:
 - Cut and cap all existing sanitary service connections and remove the existing ICs located along the lane frontage of the development site.
 - Complete the two proposed sewer tie-ins to the existing sanitary sewer on Park Road and the proposed sanitary sewer on Buswell Street.

Frontage Improvements:

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- a. The developer is required to, at the developer's cost:
 - Coordinate with private utility companies to underground existing pole lines along the site's lane frontage, frontage along Park Road and frontage along Buswell Street.
 - If the development site requires soil densification and/or preload, coordinate with BC Hydro, Telus and Shaw to confirm clearance requirements between the preload and their pole lines along the frontages and identify and mitigate any impact.
 - Coordinate with BC Hydro to remove or relocate (inside the proposed development) the LPT on the east side of the property at Buswell Street.
 - To locate all above ground utility cabinets and kiosks required to service the proposed development within the development's 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
 - Pre-duct for future hydro, telephone and cable utilities along the Park Road and Buswell Street frontages.
 - Upgrade the site's entire lane frontage as required to meet City lane standards, to include new asphalt, roll over curb, drainage and lighting.
 - Provide dedication for any proposed lane widening.
- b. Other frontage improvements as per Transportation's requirements.

Streetlights

City Streets

- a. Buswell Street (West side of street)
- Pole colour: Blue
- Roadway lighting at back of curb: <u>City Centre Type Roadway/Pedestrian Luminaire Pole</u> (LED) Drawing L12.3 <u>including</u> 1 street luminaire, banner arms, 1 flower basket holder, and 1 duplex receptacle, but <u>excluding</u> pedestrian luminaires and irrigation.
- Pedestrian lighting: Not applicable (i.e. no stand-alone pedestrian poles)
- b. Park Road (North side of street)
- Pole colour: Blue
- Roadway lighting at back of curb: <u>City Centre Type Roadway/Pedestrian Luminaire Pole</u> (LED) Drawing L12.3 <u>including 1 street luminaire</u>, banner arms, 1 flower basket holder, and 1 duplex receptacle, but <u>excluding</u> pedestrian luminaires and irrigation.
- Pedestrian lighting: Not applicable (i.e. no stand-alone pedestrian poles)
- c. Lane
- Pole colour: Blue
- Roadway lighting at back of curb: <u>City Centre Type Laneway Luminaire Pole</u> (LED) Drawing L12.1, <u>excluding</u> duplex receptacle, flower basket holders, and irrigation.

Off-street Publicly-Accessible Walkways and Open Spaces Not applicable

Traffic Signals

- Pole colour: Blue
- Style: To match City Centre Type Roadway/Pedestrian Luminaire Pole (LED) Drawing L12.3

General Items:

The Developer is required to, at the developer's cost:

- Provide, within the first SA submission, a geotechnical assessment of preload and soil preparation impacts on the existing utilities fronting or within the development site and provide mitigation recommendations.
- The site plan dated July 20, 2017 indicates the proposed building to be in close proximity to existing sanitary mains along the lane frontages and to the existing AC watermain and storm sewers at Park Road frontage. The required on-site works (e.g., soil densification, preloading, foundation works, building construction, etc.) for the proposed building may impact the existing sanitary mains, watermain and storm sewers. Prior to the rezoning bylaw adoption or prior to the start of site preparation works, whichever comes first, the developer is required to:
 - Obtain the services of a Geotechnical Engineer to provide a report indicating the following:
 - 1) Projected settlements to the existing sanitary lines along the lanes and the watermain and storm sewers along Park Road.
 - 2) Assess the settlement at the utilities identified with consideration of the size, age, and material of the utility, and the impact of differential settlement across the utility.
 - 3) Provide a plan on how settlement impact to the utilities will be mitigated. This may include performing mitigation measures prior to pre-load to ensure that the utilities operate normally during site preparation and building construction, monitoring of the utilities during pre-loading, and replacement of any utilities damaged by the pre-load after site preparation is finished. For example, if the pipes will settle uniformly with the building, how will the differential settlement at each end of the pipe be managed so that the pipes don't break and services are not disrupted?
 - Provide a pre-preload condition assessment of the surrounding utilities, including sanitary sewers, watermains, storm sewers, etc. A follow-up post-preload condition assessment of the utilities will be required

after site preparation is complete. Any utilities impacted by the site preparation shall be replaced at the Developer's cost.

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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.

Transportation: The developer is required to enter into a Servicing Agreement (SA) for the design and construction of road widening and behind the curb frontage improvement works, including but not limited to the items listed below. The details of the SA works are subject to submission of a final functional road plan showing all frontage and off-site works completed to the satisfaction of the Director of Transportation through the Servicing Agreement.

All road and frontage improvement works are to be completed to the satisfaction of the City before the issuance of Final Building Permit. The overall road and frontage improvements have the following main components. The offsite frontage works will be based on the minimum works shown in the function road plan dated May 7, 2018 (Attachment 8) and will be confirmed through the detailed design of the Servicing Agreement.

The SA drawings will be required to detail all streetscape elements, including, but not limited to, a decorative pavement treatment and bollards required at the crosswalks at the Park Road and Buswell Street intersection and the Park Road and No. 3 Road intersection and at the midblock special crosswalk.

Park Road

Design and construction of the section of Park Road along the site's frontage between the lane and Buswell Street, including appropriate transitions to the existing frontage works west of the subject property. As well as intersection upgrades that include the intersection of Park Road and No. 3 Road, Park Road and Buswell Street, and a mid-block pedestrian actuated signalized crossing. Works to accommodate the cross section based on the function road plan dated May 7, 2018 include:

- Behind the existing north curb of Park Road:
 - 1.95 m boulevard (boulevard treatment to be determined through SA with Parks and Planning staff for decorative concrete and tree/landscaping details);
 - New 2.0 m wide concrete sidewalk at property line; and
 - Curb extensions along north side of curb.
- A pedestrian push button special crosswalk is required on Park Road aligned with the proposed north/south pedestrian connection.

Buswell Street

Road dedication: 0.913 m

Frontage upgrades behind existing west curb of road to include 1.5 m wide boulevard and 2.0 m wide sidewalk. Through the detailed functional road plan required as part of the SA, curb extensions may be required on Buswell Street.

East/West Lane

Road dedication: 1.5 m along north property line

Upgrade the existing east/west lane to City Centre standard with sidewalk and lighting. The sidewalk will extend to connect to the north/south lane. A raised crosswalk may be required to align with the proposed north/south pedestrian connection. Special design features for the lane are to be determined.

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North/South Lane

Road dedication: 1.45 m along the west property line. Upgrade the existing north/south lane to City Centre standard. All curb ramps to include tactile warning strips.

Traffic Signals

The developer is required to design and construct off-site traffic signal works including, but not limited to:

- Modify, relocate and/or replace traffic signal poles/bases, conduits, junction boxes, street light fixtures, cable and conductors;
- Modify, relocate and/or replace traffic signal equipment such as controller cabinet/base, Uninterrupted Power Supply (UPS) and service panel;
- Modify vehicle/pedestrian detection and vehicle phasing including left turn arrows; and
- Modify, relocate and/or replace communications conduit, cable and junction boxes.

In addition to the general description of works listed above, the specific traffic signal related works include:

- No. 3 Road/Park Road Intersection: Signal improvements including new traffic signal poles, UPS battery backup system, LED street name signs, new standard APS push buttons, new standard traffic cabinet, traffic cameras with new conduit. Additional north bound and south bound travel lane arrows are required at the intersection.
- **Park Road/Buswell Street Intersection:** New traffic signal at the Park Road/Buswell Street intersection. The City has collected \$50,000.00 towards the upgrade of this intersection, which is the City's contribution towards the intersection upgrades. The developer is responsible for the design and construction of this traffic signal. Works shall include, but are not limited to the installation of conduits, junction boxes, traffic pole bases, traffic signal heads, illuminated street name signs, video detection, Accessible Pedestrian Signals (APS), UPS base and controller cabinet base. New communications conduit/cable are also required to tie in this traffic signal with the City owned communication network. A full set of traffic signal design drawings will be required. The developer may have to assign a statutory right of way for the placement of some of this equipment, which is to be identified through the SA phase of the project.
- Mid-block Overhead Pedestrian Actuated Special Crosswalk: to be installed.

Prior to a Development Permit^{*} being forwarded to the Development Permit Panel for consideration, the developer is required to:

Complete an acoustical and mechanical a report and recommendations prepared by an appropriate registered
professional, which demonstrates that the interior noise levels and noise mitigation standards comply with the City's
Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and
their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004
"Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur.
Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

- 2. Submit a letter of confirmation from a surveyor confirming that the proposed building heights are in compliance with Transport Canada regulations.
- 3. Submission of a final LEED strategy report/summary confirming that the proposed development will achieve LEED Silver equivalency, to the satisfaction of the City.

4. As part of the permit drawings, submit a plan (drawings and related specifications) to the City's satisfaction, indicating waste management related facilities proposed on the subject site and compliance with City bylaws and policies, including but not limited to carts/bins (uses, types, numbers), waste/holding rooms (uses, location, sizes, clear heights), loading facilities (locations, sizes, clear heights), pedestrian/vehicle access (routes and vehicle turning templates) and related features as required (signage, janitor sinks, floor drains, ventilation, door/gate operations, etc.)

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 Division for approval. The plan shall identify (if applicable, for each development phase): construction vehicle access, emergency response vehicle access, parking facilities for construction works, staging areas for constriction vehicles, areas for deliveries and loading, and application for any lane closures. The plan will require the use of proper construction traffic control procedures and certified personnel as per Traffic Control Manual for works on roadways (Ministry of Transportation and Infrastructure) and MMCD Traffic Regulation Section 01570.
- 2. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
- 3. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

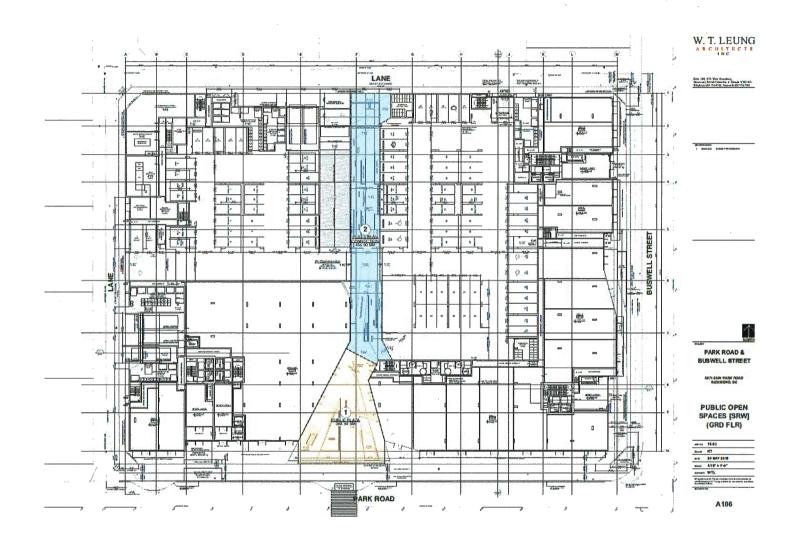
- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Perinits 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 (signed copy on file)

Date

Initial: ____

Sketch Plan A



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Bylaw 9878



Richmond Zoning Bylaw 8500 Amendment Bylaw 9878 (RZ 17-779229) 8071/8091 Park Road

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning Bylaw 8500 is amended by inserting the following into Section 20 (Site Specific Mixed Use Zones), in numerical order:

"20.39 High Density Mixed Use (ZMU39) – Brighouse Village (City Centre)

20.39.1 Purpose

The zone provides for a broad range of commercial, office, service, entertainment and residential uses typical of a City Centre. Additional density is provided to achieve, amongst other things, City objectives related to the development of affordable housing units, office uses and community amenities.

20.39.2 Permitted Uses

- amenity space, community
- animal day care
- animal grooming
- broadcasting studio
- child care
- community care facility, major
- community care facility, minor
- education
- education, commercial
- education, university
- emergency service
- entertainment, spectator
- government service
- health service, major
- health service, minor
- housing, apartment
- library and exhibit

- liquor primary
 establishment
- manufacturing, custom indoor
- microbrewery, winery and distillery
- neighbourhood public house
- office
- private club
- recreation, indoor
- religious assembly
- restaurant
- retail, convenience
- retail, general
- · retail, second hand
- · service, business support
- · service, financial
- · service, household repair
- service, personal
- studio

20.39.3 Secondary Uses

20.39.4 Additional Uses

boarding and lodging

• district energy utility

- home-based business
- home business

20.39.5 Permitted Density

- 1. The maximum **floor area ratio** is 2.0 together with an additional:
 - a) 0.1 floor area ratio provided that the additional floor area is used entirely to accommodate indoor amenity space.
- 2. Notwithstanding Section 20.39.5.1, the reference to "2.0" is increased to a higher floor area ratio of "3.0" if, at the time Council adopts a zoning amendment bylaw to create the ZMU39 zone and include the lot in the zone, the owner:
 - a) agrees to provide not less than twenty one (21) **affordable housing units** on the **site** and the combined **habitable space** for the **affordable housing units** is not less than 5% of the total residential **floor area**;
 - b) enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against title to the **lot** and files a notice in the Land Title Office; and
 - c) pays a sum to the City (Child Care Reserve Fund) based on 1% of the value of the total residential floor area ratio less the value of the affordable housing unit floor area ratio (i) multiplied by the "equivalent to construction value" rate of \$6,997/sq. m., if the payment is made within one year of third reading of the zoning amendment bylaw, or (ii) thereafter, multiplied by the "equivalent to construction value" rate of \$6,997/ m² adjusted by the cumulative applicable annual changes to the Statistics Canada "Non-residential Building Construction Price Index" for Vancouver, where such change is positive.
- 3. Notwithstanding Section 20.39.5.1 and Section 20.39.5.2, the **density** is increased by an additional **floor area ratio** of "1.0" if, at the time **Council** adopts a zoning amendment bylaw to create the ZMU39 **zone** and include the **lot** in the **zone**, the **owner**:
 - a) agrees to use the "1.0" additional **floor area ratio** for non-residential **uses** only; and
 - b) pays a sum to the City (City Centre Facility Development Fund) based on 5% of the "1.0" additional floor area ratio, calculated using the "equivalent to construction value" rate of \$6,997/ sq. m., if the payment is made within one year of third reading of the zoning

amendment bylaw, or (ii) thereafter, multiplied by the "equivalent to construction value" rate of \$6,997/ m² adjusted by the cumulative applicable annual changes to the Statistics Canada "Non-residential Building Construction Price Index" for Vancouver, where such change is positive.

20.39.6 Permitted Lot Coverage

1. The maximum **lot coverage** is 90% for **buildings**.

20.39.7 Yards & Setbacks

- 1. The minimum **setbacks** shall be:
 - a) for public road setbacks: 3.0 m, but this may be reduced to 2.2 m if:
 - i. a proper interface is provided at the sidewalk level as approved by the **City**;
 - ii. no driveways or loading areas are located along the public **road**.
 - b) for **side** and **rear yard**: 0 m.
 - c) for parts of a **building** situated below finished **grade**: 0 m.

20.39.8 Permitted Heights

- 1. The maximum **building height** for **principal buildings** is 47.0 m. geodetic.
- 2. The maximum **building height** for **accessory buildings** is 12.0 m.

20.39.9 Subdivision Provisions/Minimum Lot Size

- 1. The minimum **lot width** is 45.0 m.
- 2. The minimum **lot depth** is 40.0 m.
- 3. The minimum lot area is $4,000 \text{ m}^2$.

20.39.10 Landscaping & Screening

- 1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.
- 20.39.11 On-Site Parking and Loading

- 1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0, including the **City Centre** Parking Zone 1 standards set out in Section 7.9.
- 2. Notwithstanding Section 20.39.11.1:
 - a) the minimum number of truck loading spaces is 6.0 medium size truck spaces shared between non-residential and residential **uses**;
 - b) no large size truck spaces for residential **uses** and non-residential **uses** are permitted in this **zone**; and
 - c) the Class 2 bicycle parking requirement is:
 - i. Residential: 0.1/unit
 - ii. **General** and **Convenience Retail**, **Restaurant**, **Office**: 0.1 spaces per each 100.0 m² of gross leasable floor area greater than 100.0 m²

20.39.12 Other Regulations

- 1. Signage must comply with the City of Richmond's *Sign Bylaw 5560*, as it applies to **development** in the Downtown Commercial (CDT1) **zone**.
- 2. **Telecommunication antenna** must be located a minimum 20.0 m above the ground (i.e., on a roof of a **building**).
- 3. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."
- The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following parcels and by designating them HIGH DENSITY MIXED USE (ZMU39) – BRIGHOUSE VILLAGE (CITY CENTRE):
 - P.I.D. 004-899-075 LOT 125 EXCEPT: PART ON PLAN WITH BYLAW FILED A3889, SECTION 9 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 25523
 - P.I.D. 003-680-398 LOT 189 SECTION 9 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 55701
- 3. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9878".

5838285

FIRST READING	 CITY OF RICHMOND
PUBLIC HEARING	
SECOND READING	 APPROVED by Director
THIRD READING	 or Solicitor
OTHER CONDITIONS SATISFIED	
ADOPTED	

MAYOR

CORPORATE OFFICER



Report to Council

То:	Planning Committee	Date:	May 29, 2018
From:	Wayne Craig Director, Development	File:	AG 18-821304
Re:	Agricultural Land Reserve Non-Farm Use Appli Richmond to Host the RCMP Musical Ride on Au 13671 and 13871 No. 3 Road		

Staff Recommendation

That the application by the City of Richmond for an Agricultural Land Reserve Non-Farm Use application to host the RCMP Musical Ride event on August 14, 2018, located at 13671 and 13871 No. 3 Road, be endorsed and forwarded to the Agricultural Land Commission for approval.

a Wayne Craig

Director of Development

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Recreation Services Parks RCMP Transportation	년 전 전	he Ener

Staff Report

Origin

The Richmond RCMP detachment would like to host the RCMP Musical Ride on Tuesday, August 14, 2018, at Twin Oaks Farm – Oaktree Farms Ltd. (Twin Oaks), located at 13671 No. 3 Road (Location Map - Attachment 1). Parking would be available at the City-owned property, located at 13871 No. 3 Road. Access to Twin Oaks would be available via an adjacent vacant railroad right-of-way which is owned by the City of Richmond. The subject properties are zoned Agriculture (AG1) and are located within the Agricultural Land Reserve (ALR).

The purpose of this application is to hold a large-scale public event on agricultural lands with the equestrian display and temporary bleachers being held at Twin Oaks, and temporary parking occurring at the City-owned property to the south.

The RCMP Musical Ride event was previously held at Twin Oaks in 2013 and did not require a non-farm use application at that time. In 2016, the Agricultural Land Commission (ALC) amended the ALC Act to allow special events or gatherings to occur on ALR land, provided a number of conditions are met including that no more than 150 people be gathered at one time for the purpose of the event. As this event is expected to draw upwards of 3,000 spectators, a Non-farm Use application is required as per the ALC Act Policy L-22 (Attachment 2).

This ALR non-farm use application requires consideration and endorsement by City Council to host the RCMP Musical Ride on August 14, 2018. If endorsed by Council, this ALR non-farm use application will be forwarded to the ALC for their consideration. If City Council does not endorse the application, the application will not proceed to the ALC for consideration.

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

1.2. Program and service enhancements that improve community safety services in the City.

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

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

2.4. Vibrant arts, culture and heritage opportunities.

Findings of Fact

The purpose of the non-farm use application is to gain approval from the ALC to utilize the Twin Oaks equestrian facility at 13671 No. 3 Road, and the City-owned land at 13871 No. 3 Road and

the adjacent railroad right-of-way for parking, to host an evening RCMP Musical Ride event at on August 14, 2018. It is expected the event will draw approximately 3,000 spectators driving personal vehicles to and from the event. The parking will occupy no more than 1.2 ha (3 ac.) of the 28.1 ha (69 ac.) site and approximately 3.5 ha (8.6 ac.) on the Twin Oaks property (including the dedicated equestrian field and stabling facilities).

ALC Act – Section 3(4)(k)

Under the ALC Act s. 3(4)(k), the gathering of an event is permitted in the ALR provided the following conditions are met:

- i. The farm must be located on land classified as a farm under the Assessment Act;
- ii. Permanent facilities must not be constructed or erected in connection with the event;
- iii. Parking for those attending the event must be available on the farm, but must not be permanent nor interfere with the farm's agricultural productivity;
- iv. No more than 150 people, excluding residents and employees of the farm, may be gathered on the farm at one time for the purpose of attending the event;
- v. The event must be of no more than 24 hours duration; and
- vi. No more than 10 gatherings for an event of any type may occur on the farm within a single calendar year.

As the event is expected to draw up to 3,000 attendees, the RCMP Musical Ride event does not comply with subsection 3(4)(k)(iv) listed above. Consequently, an ALR non-farm use application must be referred to the ALC by Council.

Surrounding Development

Table 1: Surrounding Development at 13671 and 13871 No. 3 Road

Location	Development
North	A single-detached dwelling zoned Agriculture (AG1) and a farm field zoned Agriculture (AG1).
East	A farm business zoned Agriculture (AG1), located across No. 3 Road.
South	City-owned land zoned Agriculture (AG1), located across the unused railroad right-of-way.
West	The Lulu Island Wastewater Treatment Plant zoned Agriculture (AG1) and City owned land zoned Agriculture (AG1).

2041 Official Community Plan (OCP)

The subject site is designated for "Agriculture" in the 2041 Official Community Plan (OCP), which permits primarily farming, food production and supporting activities, including those activities permitted in the ALR.

Analysis

Project Description

The RCMP Musical Ride is a Canadian tradition and is performed by a full troop of 32 riders and their horses. The performance consists of intricate figures and drills which are choreographed to music. The Musical Ride is performed in up to 50 communities across Canada between the months of May and October and helps to raise thousands of dollars for local charities and non-profit organizations.

The Musical Ride provides the opportunity to experience the heritage and equestrian tradition of the RCMP. The riders act as goodwill ambassadors, promoting the RCMP's image throughout Canada and all over the world.

This is a family friendly event appealing to all ages. The event is expected to draw approximately 3,000 people from throughout the Metro Vancouver region. Additional RCMP units including the Emergency Response Team, Police Dog Services and other programs will be on display at the event as well.

Site Set-Up, Take Down and Logistics

The Musical Ride is a one-day event which will take place in the early evening of Tuesday, August 14, 2018. The set up for the event will be carefully designed to ensure no negative impacts on the site's farming activities or natural areas. Attached is a letter of support from the Twin Oaks Farm Ltd. supporting the use of their property for the event(Attachment 3). While the activated space is located on the Twin Oaks Farm Ltd. equestrian facility, temporary parking is proposed to be located immediately south of the event space on City-owned agricultural land (Proposed Musical Ride's Event Site Plan – Attachment 4).

In the proposed temporary parking area, parking and circulation will be marshaled to the north side of the property to minimize impact to the site. The proposed entrance to the temporary parking area is from No. 3 Road and the proposed exit is onto Gilbert Road along a City-owned gravel access and service road. Traffic control for the event will be managed by the Richmond RCMP auxiliary constables. No permanent structures will be installed. Trailers transporting the horses and equipment to and from Twin Oaks will utilize existing hard surface parking and access roads within the Twin Oaks site.

Event organizers have been asked to submit an online REACT (Richmond Events Application Coordination Team) application which will ensure that the various event logistics have been reviewed by the appropriate City of Richmond Departments including: Traffic Department, Parks Department, Fire Rescue and By-Laws.

Due to the rural location of the event site, it is anticipated that driving will be the primary mode of transportation for event participants and will require adequate parking capacity. Parking will also be required for police, first responders, event staff and volunteers. Research and consultation shows that no other sites in Richmond have the necessary stables and adequately sized venue space immediately adjacent to the stables to host this event.

CNCL - 406

Consultation

The Agricultural Advisory Committee (AAC) reviewed the proposal on Wednesday, May 23, 2018, and passed the following motion:

That the Agricultural Advisory Committee supports the Non-farm Use application as presented for the City of Richmond to host the RCMP Musical Ride on August 14, 2018 at the Twin Oaks equestrian facility (13671 No. 3 Road) and to use part of City owned land for parking (13871 No. 3 Road).

Staff Comments

Staff support this one day community event as it promotes agricultural activities, in particular, equestrian uses which is a permitted farm use. This is a public event that has been held in the past with success. Due to changes in the ALC Act in 2016, this event requires approval from the ALC. Endorsement from Council is required prior to the ALC reviewing this application. It is anticipated that the ALC will be able to consider this proposal no later than the end of the July 2018.

Financial Impact

None.

Conclusion

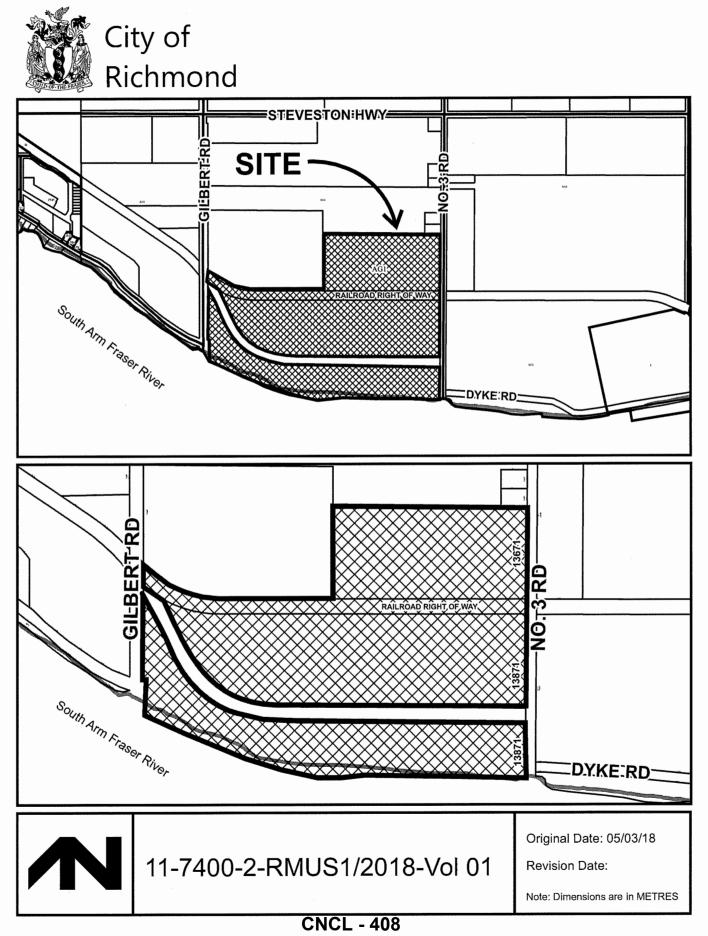
The non-farm use application is a one-day event which is expected to be well attended by Richmond residents. Staff recommends that the ALR non-farm use application for the RCMP Musical Ride event being proposed for August 14, 2018, be endorsed by Council and forwarded to the ALC for their consideration.

John Hopkins Planner 3 (604-276-4279)

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

Att. 1: Location Map – RCMP Musical Ride

- 2: ALC Act Policy L-22
- 3: Letter of support from Twin Oaks Farm, dated May 24, 2018
- 4: Proposed Musical Ride's Event Site Plan for RCMP Musical Ride





City of Richmond



Note: Dimensions are in METRES

Policy L-22



October 2016 ACTIVITIES DESIGNATED AS A PERMITTED NON-FARM USE: GATHERING FOR AN EVENT IN THE AGRICULTURAL LAND RESERVE ("ALR")

This policy is intended to assist in the interpretation of the <u>Agricultural Land</u> <u>Commission Act</u>, 2002, including amendments as of September 2014, (the "ALCA") and BC Regulation 171/2002 (<u>Agricultural Land Reserve Use, Subdivision and Procedure</u> <u>Regulation</u>), including amendments as of August 2016, (the "Regulation"). In case of ambiguity or inconsistency, the ALCA and Regulation will govern.

REFERENCE:

Agricultural Land Commission Act, S.B.C. 2002, c. 36, Section 1.

Agricultural Land Reserve Use, Subdivision and Procedure Regulation (BC Reg. 171/2002), the "Regulation", Section 1(4) and Section 3(4).

Section 3(4) The following non-farm uses are permitted in an agricultural land reserve and must not be prohibited by a local government bylaw or, for lands located in an agricultural land reserve that are treaty settlement lands, by a law of the applicable treaty first nation government:

(k) gathering for an event, if all of the following conditions are met:

- *i.* the farm must be located on land classified as a farm under the <u>Assessment</u> <u>Act</u>;
- *ii.* permanent facilities must not be constructed or erected in connection with the event;
- *iii.* parking for those attending the event must be available on the farm, but must not be permanent nor interfere with the farm's agricultural productivity;
- *iv.* no more than 150 people, excluding residents and employees of the farm, may be gathered on the farm at one time for the purpose of attending the event;
- v. the event must be of no more than 24 hours duration;
- vi. no more than 10 gatherings for an event of any type may occur on the farm within a single calendar year.

Section 1 (4) Definitions:

"gathering for an event" means a gathering of people on a farm for the purpose of attending

(a) a wedding, unless paragraph (c) (ii) applies,

- (b) a music festival, or
- (c) an event, other than
 - (i) an event held for the purpose of agri-tourism, or
 - (ii) the celebration, by residents of the farm and those persons whom they invite, of a family event for which no fee or other charge is payable in connection with the event by invitees.

Section 2(2.4) In subsections (2.1) to (2.3):

(f) gathering for an event, if the event is held only in the lounge referred to in paragraph (b) or the special event area referred to in paragraph (c) of this subsection, and, for this purpose, section 3 (4) (k) does not apply.

INTERPRETATION:

Gathering for an event is a permitted non-farm use in the Agricultural Land Reserve and must not be prohibited by a local government bylaw as long as the event meets the conditions set out in the Regulation.

No more than 150 people may be in attendance and the event must be less than 24 hours in duration.

A maximum of 10 events of any type are permitted within a calendar year on a farm. For example, 5 weddings, 2 music concerts and 3 art shows. Where more than one farm business is being operated from a farm, the maximum 10 events applies. It is recommended that a record of events be maintained by the farmer including type of event, date and number of attendees.

There is no requirement for these events to directly market or promote agricultural products grown on the farm and therefore are not considered agri-tourism events.

People hosting events must make every effort to avoid negative impacts to the use of agricultural land including but not limited to, damage to agricultural land and structures, noise that disturbs animals and livestock, trespass, vandalism, theft and blocking access to adjacent farm businesses.

Events may include weddings, private parties, corporate retreats, music concerts and concert series, music festivals, film and theatrical presentations, art shows, dance recitals, charitable and political fundraising events, dances, and sports events, so long as otherwise compliant with the Regulation. Any event that is not an agri-tourism event falls into this category.

The Regulation allows gathering for events in the ALR provided the land is assessed as "farm" under the *Assessment Act*. If the assessment changes, the use is no longer permitted. The farm may be comprised of one or several parcels of land owned or operated by a farmer as a farm business. The farm parcels should be contiguous or in the same general geographic area.

Permanent facilities must not be constructed or erected for any event activity. Permanent facilities include, but are not limited to: buildings or permanent structures, hard surface parking areas, concrete pads, structural foundations, retaining walls, permanent tents (erected for more than 90 days) and permanent alteration to the landscape (fill, gravel, berms, hills, dugouts, amphitheatres). The conversion of existing buildings and the construction associated with bringing them up to public assembly building code is also deemed as the construction or erection of a permanent facility. If permanent facilities are required, an application and approval of the Commission is necessary.

For the purposes of this policy, parking areas must not be permanent (asphalt, concrete, gravel, etc) and parking must not interfere with the farm's agricultural productivity. All vehicles visiting the farm for the event must be parked on site. To minimize impacting farm land, parking should be along field edges, adjacent to internal farm driveways and roads, and in farm yard areas or immediately adjacent to farm buildings and structures.

Personal family celebrations hosted by the farm owner where no fee is charged continue to be allowed.

This Policy does not apply to agri-tourism activities. See Related Policies.

As per subsection 2.4(f) of the regulation, these conditions do not apply to wineries, cideries, meaderies, breweries and distilleries if the event(s) is held only in the ancillary food and beverage service lounge that has been developed in compliance with section 2(2.4)(b) of the Regulation. Regulation section 3(4)(k) and associated restrictions apply if the event(s) are held outside the lounge area. This means wineries, cideries, meaderies, breweries and distilleries may host an unlimited number of events in their lounge area and an additional 10 events as per section 3(4)(k) held outside the lounge area.

Local governments have the authority to regulate events with regard to structures and building occupancy (including determining if an existing farm building is appropriate for a gathering or requires upgrades for public assembly), parking, lighting, hours of operation, health and safety, noise, access for police, fire and emergency vehicles, etc. Local governments have the authority to require permits for events.

Events in excess of the what is permitted under section 3(4)(k) require an application pursuant to section 20(3) of the Agricultural Land Commission Act and approval of the Commission.

TERMS:

family event means an event attended by

- (a) family members, and
- (b) close personal friends or close business associates of family members

family member with respect to a person means

- (a) parents, grandparents and great grandparents,
- (b) spouse, parents of spouse and stepparents of spouse,
- (c) brothers and sisters,
- (d) children or stepchildren, grandchildren and great grandchildren, and

(e) aunts, uncles, cousins, nephews and nieces

fee or other charge includes a gift in lieu of a fee or charge given in connection with the event

wedding means the ceremony of marriage or a marriage-like ceremony and/or the reception celebration

music festival means concert or concert series no more than 24 hours in duration

Unless defined in this policy, terms used herein will have the meanings given to them in the ALCA or the Regulation.

RELATED POLICY:

ALC Policy L-04 Activities Designated as a Farm Use: Agri-Tourism Activities in the ALR

ALC Policy L-03: Activities Designated as Farm Use: Wineries and Cideries in the ALR

ALR Policy L-21: Activities Designated as Farm Use: Brewery, Distillery and Meadery in the ALR

May 24, 2018

Twin Oaks Farm Ltd 13671 No. 3 Road Richmond, BC V7A 1X7

Attn: City of Richmond 6911 No. 3 Road Richmond, BC V6Y 2C1

To whom it may concern,

My family owns Twin Oaks Farm in Richmond, BC. The RCMP in partnership with the Steveston Rotary is looking to host the RCMP Musical Ride on August 14, 2018, in the evening at Twin Oaks Farm. My family is in full support of the event and it has been hosted at our farm in the past without any issues. I anticipate no issues for this event to take place again at the farm and am positive no damage would be done to the property.

Sincerely,

Chelsea Cavanaugh

(604)512-6826





Proposed Musical Ride's Event Site Plan Original Date: 2018-May-24 Revision Date: N/A

CNCL - 415



Report to Council

То:	Planning Committee	Date:	May 29, 2018
From:	Wayne Craig Director, Development	File:	AG 18-821773
Re:	Agricultural Land Reserve Non-Farm Use Appli Richmond to Host the Garden City Lands Farme at 5555 No. 4 Road		

Staff Recommendation

That the application by the City of Richmond for an Agricultural Land Reserve Non-Farm Use application to host the Garden City Lands Farmers Market on Saturday, August 11, 2018, located at 5555 No. 4 Road, be endorsed and forwarded to the Agricultural Land Commission for approval.

Wayne Craig

Director, Development

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Parks Services Major Events & Filming	凶	he Energ

Staff Report

Origin

On March 12, 2018, Council approved the major events plan for 2018 and 2019, including:

That \$28,000 be approved for the 2018 Garden City Lands Farmer's Market to be funded from the Rate Stabilization Account.

The Garden City Lands Farmers Market is scheduled to take place on Saturday, August 11, 2018, from 10:00 a.m. to 3:00 p.m. at 5555 No. 4 Road, also known as the Garden City Lands (Attachment 1). The subject property is zoned Agriculture (AG1) and is located within the Agricultural Land Reserve (ALR).

In 2016, the Agricultural Land Commission (ALC) amended the *ALC Act* to allow special events or gatherings to occur on ALR land provided a number of conditions are met, including that no more than 150 people are gathered at one time for the purpose of the event. This regulation is reinforced and interpreted in ALC Policy L-22 "Activities Designated as a Permitted Non-Farm Use: Gathering for an Event in the Agricultural Land Reserve" (Attachment 2). As the Garden City Lands Farmers Market is expected to draw 2,000 to 3,000 visitors over the course of five hours, an ALR non-farm use application is required.

This ALR non-farm use application requires consideration and endorsement by City Council to host the Garden City Lands Farmers Market on Saturday, August 11, 2018. If endorsed by Council, this ALR non-farm use application will be forwarded to the ALC for their consideration. If City Council does not endorse the application, the application will not proceed to the ALC for consideration. Without ALC approval, the event will not be permitted to take place and will have to be cancelled.

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

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

2.4. Vibrant arts, culture and heritage opportunities.

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

Review, develop and implement plans, policies, programs and practices to increase business and visitor appeal and promote local economic growth and resiliency.

8.3. The City's agricultural and fisheries sectors are supported, remain viable and continue to be an important part of the City's character, livability, and economic development vision.

Findings of Fact

The purpose of this report is to seek Council endorsement to proceed with an ALR non-farm use application to host the Garden City Lands Farmers Market on Saturday, August 11, 2018 at 5555 No. 4 Road. The single day event will occupy no more than 1 ha (2.47 acres) of the 55.2 ha (136.40 acres) site. Council endorsement is required as a necessary step in the non-farm use application process to the ALC.

ALC Act - Section 3(4)(k)

Under the ALC Act s. 3(4)(k), the gathering of an event is permitted in the ALR provided the following conditions are met:

- i. The farm must be located on land classified as a farm under the Assessment Act;
- ii. Permanent facilities must not be constructed or erected in connection with the event;
- iii. Parking for those attending the event must be available on the farm, but must not be permanent nor interfere with the farm's agricultural productivity;
- iv. No more than 150 people, excluding residents and employees of the farm, may be gathered on the farm at one time for the purpose of attending the event;
- v. The event must be of no more than 24 hours duration; and
- vi. No more than 10 gatherings for an event of any type may occur on the farm within a single calendar year.

As the event is expected to draw 2,000 to 3,000 visitors, the Garden City Lands Farmers Market does not comply with subsection 3(4)(k)(iv) listed above. Consequently, an ALR non-farm use application must be referred to the ALC by Council.

Surrounding Development

Table 1: Development Surrounding at 5555 No. 4 Road

Location	Description
North	Multi-family residential and commercial
East	Federal Government Department of National Defence (DND)
South	Multi-family residential
West	Multi-family residential and commercial

2041 Official Community Plan (OCP)

The subject site is designated for "Agriculture" in the 2041 Official Community Plan (OCP), which permits primarily farming, food production and supporting activities, including those activities permitted in the ALR.

Analysis

Project Description

The Garden City Lands Farmers Market was approved by Council on March 12, 2018, as part of the major events plan for 2018 and 2019. The event will feature a marketplace, educational exhibits, agricultural activations, food vendors and a small stage.

Festival highlights will include:

- Agricultural demonstrations and displays by local Richmond farmers and Kwantlen Polytechnic University's Sustainable Agriculture Program;
- Locally grown produce and artisanal products from Richmond farmers and local vendors;
- Community partner displays;
- Bog ecology and conservation education;
- Background music by local artists; and
- An interpreted wagon ride along the perimeter trail showcasing Garden City Lands.

Event Logistics

The set-up and take-down for the event will be carefully designed to ensure that there are no negative impacts on the site's agricultural or natural areas. Set-up and take-down will take place one to two days on either side of the event.

The event will be staged on an existing gravel area located at the west side of the site, accessible via Garden City Road (Attachment 3). No permanent structures will be installed.

Public parking will not be available at the site. Event attendees will be encouraged to arrive on foot, by bike, by public transit, or via a free shuttle service from Lansdowne Shopping Centre. The free shuttle service includes City buses operated by volunteer drivers from the Minoru Place Activity Centre.

Consultation

The Agricultural Advisory Committee (AAC) reviewed the proposal on Wednesday, May 23, 2018, and passed the following motion:

That the Agricultural Advisory Committee supports the non-farm use application as presented for the City of Richmond to host a Farmers Market Festival on August 11, 2018 at the Garden City Lands (5555 No. 4 Road).

Staff Comments

Staff support this one day community event as it promotes agricultural activities. Due to changes in the *ALC Act* in 2016, this event requires approval from the ALC. Endorsement from Council is required prior to the ALC reviewing this application. It is anticipated that the ALC will be able to consider this proposal no later than the end of the July 2018.

Financial Impact

None.

Conclusion

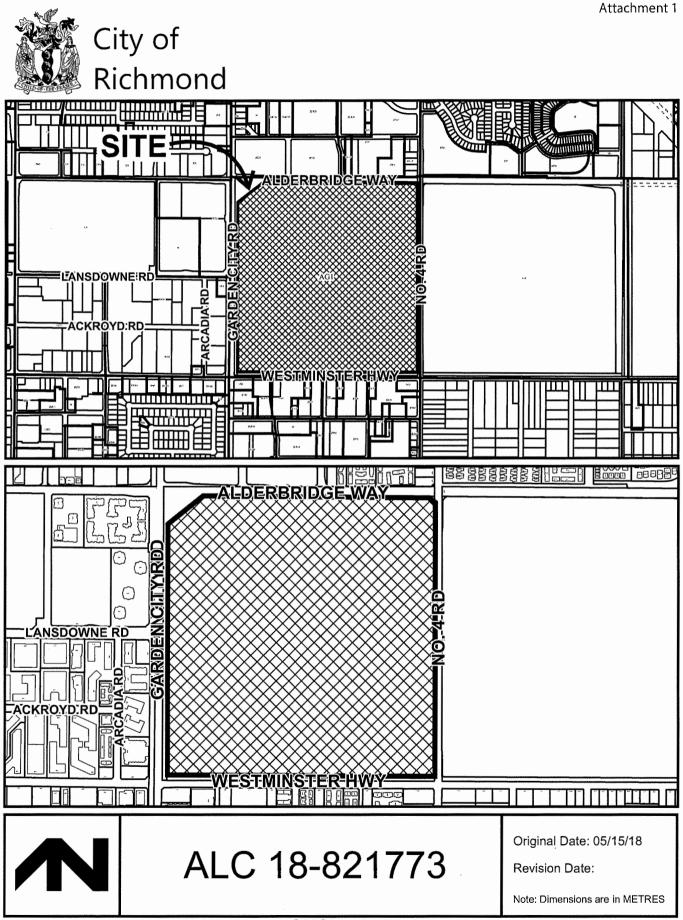
The non-farm use application is to hold a five hour, one day event, which is expected to be well attended by Richmond residents. Staff recommend that the ALR non-farm use application for the Garden City Lands Farmers Market be endorsed by Council and forwarded to the ALC for their consideration.

John Hopkins Planner 3 (604-276-4279)

and Kron

Paul Brar Manager, Parks Programs (604-244-1275)

Att. 1: Location Map of Subject Property
2: ALC Policy L-22 Gathering for an Event
3: Site Plan for Garden City Lands Farmers Market





City of Richmond



ALC 18-821773

Original Date: 05/15/18

Revision Date:

Note: Dimensions are in METRES

CNCL - 422

Policy L-22 October 2016



Commission Act

ACTIVITIES DESIGNATED AS A PERMITTED NON-FARM USE: GATHERING FOR AN EVENT IN THE AGRICULTURAL LAND RESERVE ("ALR")

This policy is intended to assist in the interpretation of the <u>Agricultural Land</u> <u>Commission Act</u>, 2002, including amendments as of September 2014, (the "ALCA") and BC Regulation 171/2002 (<u>Agricultural Land Reserve Use, Subdivision and Procedure</u> <u>Regulation</u>), including amendments as of August 2016, (the "Regulation"). In case of ambiguity or inconsistency, the ALCA and Regulation will govern.

REFERENCE:

Agricultural Land Commission Act, S.B.C. 2002, c. 36, Section 1.

Agricultural Land Reserve Use, Subdivision and Procedure Regulation (BC Reg. 171/2002), the "Regulation", Section 1(4) and Section 3(4).

Section 3(4) The following non-farm uses are permitted in an agricultural land reserve and must not be prohibited by a local government bylaw or, for lands located in an agricultural land reserve that are treaty settlement lands, by a law of the applicable treaty first nation government:

(k) gathering for an event, if all of the following conditions are met:

- *i.* the farm must be located on land classified as a farm under the <u>Assessment</u> <u>Act</u>;
- *ii.* permanent facilities must not be constructed or erected in connection with the event;
- *iii.* parking for those attending the event must be available on the farm, but must not be permanent nor interfere with the farm's agricultural productivity;
- *iv.* no more than 150 people, excluding residents and employees of the farm, may be gathered on the farm at one time for the purpose of attending the event;
- v. the event must be of no more than 24 hours duration;
- vi. no more than 10 gatherings for an event of any type may occur on the farm within a single calendar year.

Section 1 (4) Definitions:

"gathering for an event" means a gathering of people on a farm for the purpose of attending

(a) a wedding, unless paragraph (c) (ii) applies,

- (b) a music festival, or
- (c) an event, other than
 - (i) an event held for the purpose of agri-tourism, or
 - (ii) the celebration, by residents of the farm and those persons whom they invite, of a family event for which no fee or other charge is payable in connection with the event by invitees.

Section 2(2.4) In subsections (2.1) to (2.3):

(f) gathering for an event, if the event is held only in the lounge referred to in paragraph (b) or the special event area referred to in paragraph (c) of this subsection, and, for this purpose, section 3 (4) (k) does not apply.

INTERPRETATION:

Gathering for an event is a permitted non-farm use in the Agricultural Land Reserve and must not be prohibited by a local government bylaw as long as the event meets the conditions set out in the Regulation.

No more than 150 people may be in attendance and the event must be less than 24 hours in duration.

A maximum of 10 events of any type are permitted within a calendar year on a farm. For example, 5 weddings, 2 music concerts and 3 art shows. Where more than one farm business is being operated from a farm, the maximum 10 events applies. It is recommended that a record of events be maintained by the farmer including type of event, date and number of attendees.

There is no requirement for these events to directly market or promote agricultural products grown on the farm and therefore are not considered agri-tourism events.

People hosting events must make every effort to avoid negative impacts to the use of agricultural land including but not limited to, damage to agricultural land and structures, noise that disturbs animals and livestock, trespass, vandalism, theft and blocking access to adjacent farm businesses.

Events may include weddings, private parties, corporate retreats, music concerts and concert series, music festivals, film and theatrical presentations, art shows, dance recitals, charitable and political fundraising events, dances, and sports events, so long as otherwise compliant with the Regulation. Any event that is not an agri-tourism event falls into this category.

The Regulation allows gathering for events in the ALR provided the land is assessed as "farm" under the *Assessment Act*. If the assessment changes, the use is no longer permitted. The farm may be comprised of one or several parcels of land owned or operated by a farmer as a farm business. The farm parcels should be contiguous or in the same general geographic area.

Permanent facilities must not be constructed or erected for any event activity. Permanent facilities include, but are not limited to: buildings or permanent structures, hard surface parking areas, concrete pads, structural foundations, retaining walls, permanent tents (erected for more than 90 days) and permanent alteration to the landscape (fill, gravel, berms, hills, dugouts, amphitheatres). The conversion of existing buildings and the construction associated with bringing them up to public assembly building code is also deemed as the construction or erection of a permanent facility. If permanent facilities are required, an application and approval of the Commission is necessary.

For the purposes of this policy, parking areas must not be permanent (asphalt, concrete, gravel, etc) and parking must not interfere with the farm's agricultural productivity. All vehicles visiting the farm for the event must be parked on site. To minimize impacting farm land, parking should be along field edges, adjacent to internal farm driveways and roads, and in farm yard areas or immediately adjacent to farm buildings and structures.

Personal family celebrations hosted by the farm owner where no fee is charged continue to be allowed.

This Policy does not apply to agri-tourism activities. See Related Policies.

As per subsection 2.4(f) of the regulation, these conditions do not apply to wineries, cideries, meaderies, breweries and distilleries if the event(s) is held only in the ancillary food and beverage service lounge that has been developed in compliance with section 2(2.4)(b) of the Regulation. Regulation section 3(4)(k) and associated restrictions apply if the event(s) are held outside the lounge area. This means wineries, cideries, meaderies, breweries and distilleries may host an unlimited number of events in their lounge area and an additional 10 events as per section 3(4)(k) held outside the lounge area.

Local governments have the authority to regulate events with regard to structures and building occupancy (including determining if an existing farm building is appropriate for a gathering or requires upgrades for public assembly), parking, lighting, hours of operation, health and safety, noise, access for police, fire and emergency vehicles, etc. Local governments have the authority to require permits for events.

Events in excess of the what is permitted under section 3(4)(k) require an application pursuant to section 20(3) of the Agricultural Land Commission Act and approval of the Commission.

TERMS:

family event means an event attended by

- (a) family members, and
- (b) close personal friends or close business associates of family members

family member with respect to a person means

- (a) parents, grandparents and great grandparents,
- (b) spouse, parents of spouse and stepparents of spouse,
- (c) brothers and sisters,
- (d) children or stepchildren, grandchildren and great grandchildren, and

(e) aunts, uncles, cousins, nephews and nieces

fee or other charge includes a gift in lieu of a fee or charge given in connection with the event

wedding means the ceremony of marriage or a marriage-like ceremony and/or the reception celebration

music festival means concert or concert series no more than 24 hours in duration

Unless defined in this policy, terms used herein will have the meanings given to them in the ALCA or the Regulation.

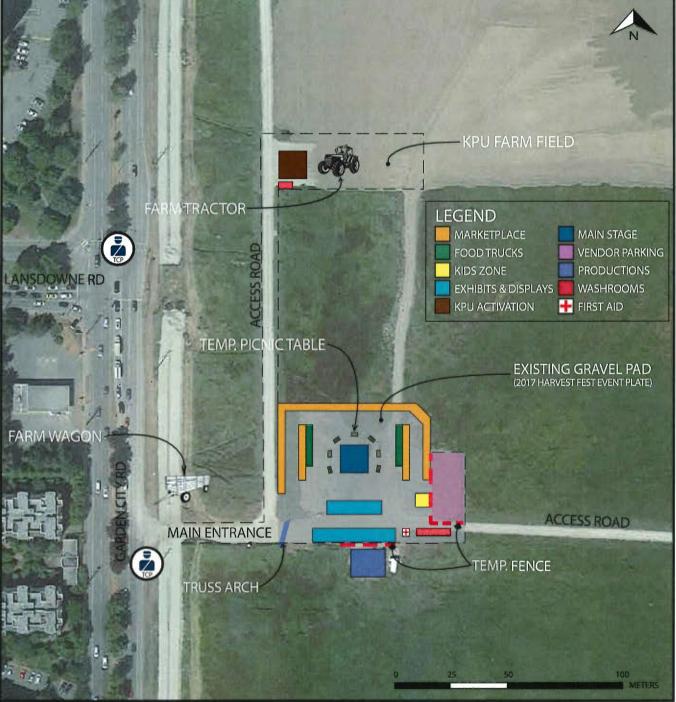
RELATED POLICY:

ALC Policy L-04 Activities Designated as a Farm Use: Agri-Tourism Activities in the ALR

ALC Policy L-03: Activities Designated as Farm Use: Wineries and Cideries in the ALR

ALR Policy L-21: Activities Designated as Farm Use: Brewery, Distillery and Meadery in the ALR





GCL Farmers Market Site Plan Original Date: 2018 May 24

Revision Date: N/A

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Report to Committee

To: Planning Committee

Date: May 30, 2018

From: Wayne Craig Director, Development File: RZ 17-773703

Re: Application by GBL Architects Ltd. on behalf of Keltic (Brighouse) Development Ltd. for Rezoning at 6340 No. 3 Road from "Land Use Contract 062 " to "High Density Mixed Use and ECD Hub (ZMU37) – Brighouse Village (City Centre)"

Staff Recommendation

1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9859 to:

- a) create the "High Density Mixed Use and ECD Hub (ZMU37) Brighouse Village (City Centre)" zone;
- b) rezone 6340 No. 3 Road from "Land Use Contract 062" to "High Density Mixed Use and ECD Hub (ZMU37) Brighouse Village (City Centre);" and
- c) discharge "Land Use Contract 062," entered into pursuant to "Techram Securities Ltd. Land Use Contract Bylaw No. 3366, 1977" (RD50359) from the Title of 6340 No. 3 Road;

be introduced and given first reading; and

2. That staff be directed to prepare a service area bylaw to provide district energy services to the development at 6340 No 3 Road.

Wayne Craig

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

WC:jd

Att. 7

	REPORT CONCURRE	ENCE
ROUTED TO: Law Affordable Housing Childcare Recreation Services Project Management Real Estate Services Engineering (Sustainability)	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER

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Staff Report

Origin

GBL Architects Ltd., on behalf of Keltic (Brighouse) Development Ltd., has applied to the City of Richmond to create the "High Density Mixed Use and ECD Hub (ZMU37) – Brighouse Village (City Centre)" zone, and to rezone the property at 6340 No. 3 Road from "Land Use Contract 062" to a new site-specific zone, "High Density Mixed Use and ECD Hub (ZMU37) – Brighouse Village (City Centre)" (Attachment 1), in order to permit the development of a commercial, office, residential and institutional use development in the City Centre's Brighouse Village. The proposed zoning amendment bylaw includes discharge of Land Use Contract 062. The application includes an offer by the developer to design and construct an Early Childhood Development Hub (ECD Hub), at its sole cost, and to transfer the facility to the City, along with access to parking and loading.

Key components of the rezoning proposal (Attachment 2) include:

- A podium and tower form of development with two levels of below-grade parking, ground level retail uses, one office tower and three residential towers and a podium level Early Childhood Development Hub (ECD Hub).
- A maximum floor area ratio (FAR) of 4.007 and a maximum height of 47.0 m geodetic.
- A total floor area of approximately 53,794 m² (579,034 ft²) including approximately:
 - \circ 2,784 m² (29,967 ft²) of commercial space.
 - \circ 9,621 m² (103,560 ft²) of office space.
 - \circ 39,624 m² (426,509 ft²) of residential space.
 - \circ 1,765 m² (19,000 ft²) of ECD Hub space.
- Approximately 546 residential units including:
 - o approximately 519 residential units.
 - o 27 affordable residential units.
- LEED Silver equivalent design with LEED ID+C Gold certification for the ECD Hub.
- DEU connection-ready and transfer of the on-site low carbon energy plant to the City.
- Widening of No. 3 Road and of Cook Road and provision of public right-of-passage (PROP) statutory rights-of-way (SRW) on the north and east sides of the site, various storm and sanitary sewer upgrades and frontage improvements.

The proposed transfer of an on-site low carbon energy plant to the City will enable immediate service by LIEC and connection to the City's District Energy Utility system in the future. A Service Area Bylaw for the subject site will be brought forward, in a subsequent report from Engineering, for Council consideration before adoption of the rezoning bylaw.

Findings of Fact

A <u>Development Application Data Summary</u> (Attachment 3) is provided for comparison of the proposed development with the proposed site-specific bylaw requirements.

Existing Site and Development

Existing Site and Development: The subject site is located in Brighouse Village of the City Centre (Attachment 4) on the east side of No. 3 Road between Cook Road and the future Bus Mall site. It is comprised of one lot and currently is developed with low-scale commercial uses and surface parking.

Existing Housing Profile: The subject properties were not previously developed with residential uses.

Surrounding Development

Surrounding development includes:

To the North:	Adjacent, an undeveloped City lot subject to an application (DP 11-593871) to construct a Bus Mall adjacent to the Brighouse Canada Line Station in keeping with the City Centre Area Plan (CCAP). This application is in process and will be the subject of a separate report to Council. To the north of the Bus Mall site, a recently-constructed mixed commercial and residential use development on a site zoned "Downtown Commercial (CDT1)" (DP 11-584010).
To the East:	Across the north-south City lane, at 6411 Buswell Street, an existing, low scale commercial and office use development. This site is part of the Bus Mall development application noted above, and will provide SRWs connecting the Bus Mall with Buswell Street. Adjacent to the subject site, at 8171 Cook Road, is an existing, low scale commercial and office use development.
To the South:	Across Cook Road, existing, low-scale commercial buildings with surface parking.
To the West:	Across No. 3 Road, the Richmond Centre Mall site, which is zoned "Downtown Commercial (CDT1)" and is subject to an Official Community Plan (OCP) amendment application (CP 16-752923) to adjust land use and form of development policies, as well as a Development Permit application (DP 17-768248) for the first phase of mall redevelopment and new mixed use building development. This application is in process and will be the subject of a separate report to Council.

Related Policies & Studies

Official Community Plan/City Centre Area Plan

Official Community Plan: The Official Community Plan (OCP) designates the subject site as "Downtown Mixed Use". The proposed rezoning is consistent with this designation.

City Centre Area Plan: The City Centre Area Plan (CCAP) Brighouse Village Specific Land Use Map designates the subject site as "Urban Centre T6 (45 m)". The proposed rezoning is consistent with this designation.

Other Policies, Strategies & Bylaws

Floodplain Management Implementation Strategy: The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204 for Area "A". Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Aircraft Noise Sensitive Development Policy: The proposed development is located in Area 2 (aircraft noise sensitive uses may be considered) on the Aircraft Noise Sensitive Development Map. Registration of an aircraft noise covenant is required prior to rezoning adoption.

Mixed-Use Noise, Canada Line Noise, Commercial Noise and City Centre Impacts: The proposed development must address additional OCP Noise Management Policies related to mixed-use, Canada Line, commercial and ambient noise, as well as other impacts of densification. Requirements include provision of acoustic consultant reports recommending residential sound attenuation measures and registration of associated noise covenants prior to final adoption of the rezoning bylaw. Provisions will be added to the mixed-use noise covenant to address noise from the ECD Hub indoor and outdoor facilities.

Consultation

Public: A rezoning application sign has been installed on the subject property. Staff have not received any comments from the general public in response to the sign. Should the Planning Committee endorse this application and Council grant first reading to the proposed rezoning, the application will be forwarded to a Public Hearing; where any area resident or interested party will have further opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Ministry of Environment and Climate Change Strategy (MOECCS): With respect to potential site contamination, MOECCS has issued a release for the City to approve rezoning and demolition. The applicant is required to expand this release before rezoning adoption to include Development Permit and Subdivision. As the proposed rezoning includes dedication of land to the City, a Certificate of Compliance, Final Determination or alternative legal instrument with associated indemnification must also be provided prior to rezoning adoption, as outlined in the rezoning considerations (Attachment 5).

TransLink: The site is adjacent to the terminus of the Canada Line at Brighouse Station and the future Bus Mall. TransLink has confirmed that the property owner has entered into an Adjacent and Integrated Development (AID) agreement for formal review and has worked cooperatively to date.

Analysis

Proposed Zoning Bylaw Amendment

A new site-specific zone, "High Density Mixed Use and ECD Hub (ZMU37) – Brighouse Village (City Centre)", is proposed. It addresses land use, density, density bonusing, height, siting and parking and loading requirements. Key details of the proposed zone and the associated rezoning considerations are discussed in the report. The rezoning considerations are attached (Attachment 5) and a signed copy is on file.

Infrastructure Improvements

The proposed rezoning will contribute to utility, transportation and park infrastructure improvements as described below. Additional details are provided in the Servicing Agreement section of the rezoning considerations (Attachment 5). Detailed design will take place through the Servicing Agreement process.

Engineering

City Utilities: The developer is required to undertake a variety of storm sewer and sanitary sewer frontage works. Included are:

- Up-graded lane drainage to meet City standards.
- A new sanitary sewer on Cook Road running through to Buswell Street.
- New street and/or pedestrian lighting on the roads and pedestrian statutory rights-of-way (SRW).

Relocation of existing sanitary sewers within the development site is subject to a separate Servicing Agreement application (SA 17-769245). Discharge of the five existing sanitary sewer SRWs is a consideration of the separate Servicing Agreement application, and must be completed prior to final adoption of the rezoning bylaw.

Development Cost Charges (DCCs): In Engineering's 2016 DCC program, there are:

- DCC credits available for 146 m of sanitary sewer between manhole SMH842 in Cook Road and manhole SMH775 in the north-south aligned right-of-way bisecting the development site under 2006-CC-1122.
- No available DCC credits for the storm or water works for this development.

Third Party Utilities: Requirements include undergrounding and/or pre-ducting of private utility lines and location of all private utility equipment on-site.

Transportation

No. 3 Road Frontage: Required back of curb improvements on No. 3 Road will necessitate a dedication and will include a boulevard wide enough to accommodate trees and bus stop infrastructure, development of an off-street bike lane to enhance cyclist safety, a buffer strip/greenway with a second row of trees, and, a 3.0 m wide sidewalk.

Cook Road Frontage: Improvements will include road widening and back of curb cross-section elements similar to No. 3 Road (a boulevard wide enough to accommodate trees and bus stop infrastructure, development of an off-street bike lane, a buffer strip/greenway with a second row of trees, and, a 3.0 m wide sidewalk). A dedication is required.

Bus Mall Frontage: A 4.0 m SRW PROP is required along the north property line to supplement the approximately 3.0 m sidewalk to be constructed on the adjacent Bus Mall site. This will be combined with SRW PROPs in favour of the City on the north-east and north-west corners of the site (overlaid on the SRWs provided to TransLink by the applicant).

North-South Pedestrian Mews: A SRW/PROP is required to accommodate a 6.0 m wide northsouth pedestrian mews running from Cook Road to the Bus Mall site. This intended to add connectivity for users of the Canada Line and the Bus Mall and will be landscaped. *Kiss and Ride*: An SRW/PROP is required over the north-east corner of the site to provide for a 437.6 sq. m. "kiss and ride" facility serving the Canada Line and Bus Mall. This will provide for approximately seven parking spaces for passenger pick up and drop off by taxis and private citizens.

Traffic Signals: The developer is required to install signal and associated facilities at the new Cook Road access and provide modifications of the signals at the Cook Road/Buswell Street and the Cook Road/No. 3 Road intersections to accommodate road widening and realignment.

Where eligible, Development Cost Charge (DCC) credits will be applied to the required improvements. All other improvements will be funded by the developer.

Preliminary functional road drawings demonstrating the proposed road improvements have been provided (Attachment 6). Design development of the back of curb cross-sections will occur through the DP and SA processes.

Amenity Contributions

The CCAP Implementation Strategy includes density bonusing and other measures to support the development of community amenities. The proposed rezoning includes contributions to community amenities as outlined below. Staff note that all contributions are based on rates at the time of writing and will be subject to indexing adjustments, should the rezoning not be adopted within the relevant applicable time periods.

Child Care and Community Facility: The proposed rezoning is located in the Brighouse Village Specific Land Use Map "T6" and "Village Centre Bonus" areas and is subject to the T6 Child Care and Village Centre Bonus provisions requiring contribution of floor area or cash-in-lieu for development of child care and/or community facilities. In the case of this development, Community Services staff propose that the contribution be taken in the form of floor area and that the floor area be used for a combined child care and community service facility, generally described as an Early Childhood Development Hub, to serve the Brighouse Village area of the City Centre. This use of the density bonus contribution for an ECD Hub is consistent with the 2017-2022 Richmond Child Care Needs Assessment and Strategy and the City Centre Area Plan and leverages opportunities inherent in a large mixed-use development located at the centre of Brighouse Village and adjacent to the Canada Line Station and Bus Mall.

The proposed ECD Hub would combine child care programs and child and family services programs in a facility with approximately $1,765 \text{ m}^2 (19,000 \text{ ft}^2)$ of floor area. The density bonusing provisions used to derive the developer's floor area contributions to the ECD Hub include:

- for "T6 Child Care", 1% of the proposed residential floor area minus affordable housing floor area (377 m² [0.01 x (39,624 m² 1,981 m²]); and
- for "Village Centre Bonus Community Facility", 5% of the Village Centre Bonus floor area (671 m² [0.05 x 13,425 m²]).

The combined floor area of these two contributions is 1,048 m² (11,281 ft²), which is 717 m² (7,718 ft²) less than the optimum facility size noted above. The developer has proposed an additional voluntary contribution of 717 m² (7,718 ft²) to address the shortfall. Staff support this proposal and have been working with the applicant to expedite the staff review process in recognition of this significant community amenity offer.

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The ECD Hub facility is proposed to include space for up to four child care programs as well as offices and multi-purpose spaces for child and family development services. The facility may also be used for after-hours community purposes (e.g. outside of the normal operating hours for the ECD Hub). The facility will be located on the third floor of the development, in the southwest corner of the site, and will have its own entry system from No. 3 Road and the parkade (Attachment 5 - Schedule 4). Outdoor space will be provided for the child care programs in the podium courtyard and, for the child and family development space, in the podium courtyard and overlooking No. 3 Road. Ancillary functions, such as bicycle storage, parking, loading and waste management, will be provided on various levels of the parkade. The required vehicle parking for the facility includes 22 staff spaces and 19 client spaces, as well as a designated space for a van or small delivery truck. These will be located on the ground and upper levels of the parkade, directly adjacent to the ECD Hub access lobbies. Additional parking spaces are provided for the after-hours community use of the facility within the shared non-residential / residential visitor parking area. Program and technical requirements are outlined in the rezoning considerations (Attachment 5) and detailed in the Brighouse Village Early Childhood Development Hub - Terms of Reference (Attachment 5 – Schedule 5).

In addition to contributing floor area to the facility (including the facility proper, ancillary facilities, such as parking, and outdoor space), the developer will undertake the design and construction of the facility, to a turnkey level of finish, at the developer's cost. Once completed and deemed acceptable, the facility will be provided to the City, at no cost, primarily in the form of an air space parcel. Ancillary facilities not practically included in the air space parcel will be secured with easements/statutory rights-of-way and associated cost sharing terms.

Further to contributing the facility, the developer will provide a project management fee based on 5% of the anticipated construction cost of the contributed floor area (e.g. minus the supplementary contributed floor area) in order to support the City's involvement in developing the facility program and construction documents, construction review and providing other input, as necessary. A Construction Agreement will be required to secure completion of the facility to the City's standards. If the Construction Agreement has not been signed before rezoning, a No Build Covenant will also be required. Registration of a No Occupancy Covenant, including terms regarding occupancy of the development and transfer of the completed facility to the City, is also a consideration of rezoning. The detailed conditions of the amenity contribution are provided in the rezoning considerations (Attachment 5).

Community Planning: The proposed rezoning is subject to a community planning implementation contribution which will be deposited into the City Centre - Community Planning and Engineering account for future community planning initiatives (a minimum of \$161,919.94 calculated using the proposed floor area [53,794 $m^2 x $3.01/m^2$]).

Public Art: The rezoning must address the Richmond Public Art Policy and proposes a voluntary cash contribution in lieu of installation of a site-specific artwork by the applicant. The applicant is working with staff to develop a combination of works that would support the City's "art walk" concept for No.3 Road and highlight the Brighouse Village Centre. The Public Art Plan will be subject to Council approval. The contribution will be secured through the rezoning in the form of a cash deposit (a minimum total of \$404,812.20 calculated using the proposed floor areas, excluding the ECD Hub community amenity floor area and the affordable housing floor area, $f(14,170 \text{ m}^2 - 1,765 \text{ m}^2) \times \$4.84/m^2 + (39,663 \text{ m}^2 - 1,983 \text{ m}^2) \times \$9.15/m^2]$).

Affordable Housing: The CCAP Implementation Strategy, in conjunction with the Affordable Housing Strategy, provides for density bonusing to achieve affordable housing in residential and mixed-use developments. The rezoning application for the proposed development was received prior to July 24, 2017 and is subject to grandfathering of the five percent affordable housing contribution rate. A total of 27 Low End Market Rental Housing (LEMR) units, with a combined floor area of 1,981 m² (21,323 ft²), are proposed and allocated as follows.

AFFORDABLE HOUSING SUMMARY

Unit Type	Affordable Housing Strategy Requirements			Project Targets (3)	
	Minimum Unit Sizes	Current LEMR Maximum Rents (1) (2)	Total Maximum Household Income (1) (2)	Unit Mix	# of Units (3)
Bachelor	37 m ² (400 ft ²)	\$811	\$34,650 or less	15%	4
1-Bedroom	50 m ² (535 ft ²)	\$975	\$38,250 or less	33%	9
2-Bedroom	69 m ² (741 ft ²)	\$1,218	\$46,800 or less	26%	7
3-Bedroom	91 m ² (980 ft ²)	\$1,480	\$58,050 or less	26%	7
TOTAL		N/A	N/A	100%	27

(1) Denotes 2017 amounts adopted by Council on July 24, 2017.

(2) Subject to Council approval, total annual household incomes and maximum monthly rents may be increased annually by the Consumer Price Index.

(3) 50% of affordable housing units shall meet Richmond Basic Universal Housing (BUH) standards or better.

The units will be secured with a Housing Agreement which will include the following terms: clustering of units in one area of the development; tenant access to indoor and outdoor common amenity areas; and, provision of affordable housing parking spaces at no additional charge.

Accessibility: The applicant proposes to include the following accessibility unit types in the development.

ACCESSIBILITY SUMMARY

Туре	Affordable	Market	Intent	Standard
Aging in Place	13	330	- support mobility and usability	Per OCP
Adaptable + Basic Universal Housing (1)	14	206	 renovation potential for wheelchair plus added floor area for manoeuvering 	Per BCBC and RZB
Barrier Free (2)	-	-	- move in with wheelchair	Per BCDH
Total Units	27	536		

(1) Includes Aging-in-Place

(2) Includes Aging-in-Place, Adaptable and Basic Universal Housing

Sustainability

District Energy Utility (DEU): Under typical rezoning considerations, developments are required to be ready for connection to the City's DEU system. In this case, the applicant is proposing to construct and transfer the low carbon energy plant to the City at no cost so that the Lulu Island Energy Company (LIEC) can provide immediate service to the customers and the equipment can be integrated into the future DEU system for this neighbourhood. This servicing opportunity is consistent with the City Centre DEU due diligence analysis, which will be brought forward to Council in early 2019. While the City Centre DEU due diligence analysis is being completed, this interim servicing strategy will secure the customer base for the immediate implementation of GHG emissions reduction. LIEC staff have completed the business plan

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whereby LIEC can service new customers from the on-site low carbon energy plants at competitive cost to customers for the same level of service. The applicant is working with LIEC staff to ensure the design of the system and equipment will be compatible with the future system. Mirroring the process of affordable housing strategy, the transfer of the energy plant to the City will proceed only if Council adopts a new Service Area Bylaw which will be provided for Council consideration in a separate report. Otherwise, the development will be built as "DEU-Ready". Details are provided in the rezoning considerations (Attachment 5).

Sustainability Rating System: The proposed development is expected to achieve Leadership in Energy and Environmental Design (LEED) v4 Silver equivalency. The applicant has provided a preliminary checklist and will incorporate the recommendations into the development and Building Permit drawings, where relevant. The ECD Hub, as a City-owned facility, is expected to achieve LEED v4 ID+C Gold Certification for Commercial Interiors.

Site Access, Parking and Loading

Site Access: Proposed pedestrian access to the site includes storefront entries, an office lobby at the corner of No. 3 Road and Cook Road, residential lobbies on the ground level on No. 3 Road, Cook Road and the north-south pedestrian mews, and an exclusive ECD Hub lobby on No. 3 Road. Vehicle and truck access is proposed to be provided from Cook Road, where there will be a new traffic signal to manage the vehicle and pedestrian movements at the intersection. A second car entry will be located on the east side of the site and will be accessed via the existing City lane that runs west from Buswell Street. Truck and waste management loading spaces are proposed to be grouped near the Cook Road access. An extra high drive aisle is provided between the loading area and the lane access, in order to support its use by trucks when the east-west lane is realigned and widened in the future.

Parking and Loading Rates: Bicycle parking rates are proposed to be consistent with the current bylaw requirements except as follows:

- the required Class 1 spaces for the ECD Hub are proposed to be specified based on anticipated staffing numbers rather than a floor area rate; and
- the required Class 2 spaces are proposed to be calculated at reduced rates due to the proximity of transit and opportunities to share amongst the varied on-site uses.

Vehicle parking rates are proposed to be consistent with the current bylaw requirements for commercial, office, residential and affordable residential uses. Required parking space numbers (rather than rates) have been established for the ECD Hub child care and community services uses in conjunction with actual facility programming. Parking necessitated by after-hours community use of the ECD Hub by the community (approximately 8 spaces) will be provided within the shared commercial/visitor parking area. The applicant has proposed adjusted rates for loading vehicles that include waiving of the requirement for large size truck spaces as there are no large format retail spaces, and, a reduction in the number of medium size truck spaces as these can be shared between non-residential (including the ECD Hub) and residential uses. The ECD Hub program has requested an additional small loading space to accommodate a passenger van that would be located close to the ECD Hub entry system. The alternative bicycle and vehicle parking and loading requirements are reflected in the draft site-specific zone provisions.

Transportation Demand Management (TDM) Measures: The applicant is not proposing a TDM reduction but is proposing to provide TDM measures nonetheless. The proposed measures are detailed in the rezoning considerations (Attachment 5) and include:

- Provision of the end-of-trip bicycle facilities (showers and changing rooms for the office building) and maintenance tools located in the bicycle storage area.
- Provision of bicycle maintenance and repair facilities for each residential tower.
- Provision of on-site public kiss & ride area for pick-up/drop-off near the Canada Line Brighouse Canada Line Station and the proposed Bus Mall.
- Provision of one-year, two-zone transit passes for the ECD Hub staff (maximum 25).
- Provision of two car share spaces within the parkade to be operated by a car share operator.

Electric Vehicle Charging: Consistent with Council Policy, effective on April 1, 2018, 100% of the residential parking spaces (excluding visitor spaces) are to be provided with an energized outlet for electrical vehicle charging.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report and Tree Survey (Attachment 7) which identifies on-site and off-site bylaw-sized trees that may be affected by the proposed development.

On-site Trees: There are 13 existing trees on site (eight Sweetgum and five Pine trees). None are in good condition and all interfere with the proposed development. Staff recommend that all be removed and replaced at a 2:1 ratio. Two trees located on the adjacent property at 8171 Cook Road will require tree protection.

Development Form and Character

The CCAP includes a variety of policies intended to shape development to be liveable, functional and complementary to the surrounding public and private realm. Those policies most critical to the development concept (Attachment 2) at the rezoning stage are reviewed below.

Public Adjacencies: The project has public frontages on all four sides and the proposed design concept provides for street animating uses at ground level and above. The massing of the development will intersperse podium and tower forms and provide for low podium heights on the No. 3 Road and Cook Road frontages. This will improve scale and light conditions on the streets, as well as enhance the visual connection to the ECD Hub indoor and outdoor facilities on the third level. The Bus Mall frontage will be lined with retail uses and will be overlooked by residential uses. The pedestrian mews will include a residential tower lobby, a landscape-lined passage and residential uses above. The No. 3 Road and Cook Road intersection, the focus of the Brighouse Village Centre, will be marked with a signature office tower.

Private Adjacencies: Because the proposed development has public open space on all four sides, it is well separated from existing and future development on nearby private properties. Consequently there are no immediate adjacency impacts. The property at 8171Cook Road is relatively small by City Centre Area Plan (CCAP) standards. The applicant has provided a viability study that demonstrates the property will be developable.

Massing: The applicant has proposed a four-tower massing concept that is intended to:

- Optimize space, light access and noise reduction for the ECD Hub child care outdoor space.
- Provide for towers with adequate separation and outlook.
- Enhance liveability for podium-oriented units with views through to the streets.
- Add to the rhythmical line of towers that is developing along No. 3 Road to the north and south.
- Create common outdoor spaces that will benefit from southern and western sunlight.
- Develop different identities for the office tower and the residential towers.

Amenity Space: The proposed outdoor amenity space includes enhanced public realm space on the ground level, separate child care and residential use outdoor areas on the podium and commercial and residential use spaces on the transition areas between the mid-rise and high rise components of the development. Indoor amenity space is provided for the residents on the third level and opens directly to the podium outdoor space.

Design Development: The form and character of the proposed development, as well as functional details related to on-site public realm design, parking, loading, waste management, on-site utilities, rooftop equipment, pedestrian weather protection, DEU, CPTED, LEED, indoor and outdoor amenity space, landscape, accessibility and acoustic requirements, will be assessed in more detail during the Development Permit Application process. The proposal will be expected to respond to comments arising from Council consideration of the rezoning, as well as, from staff, Advisory Design Panel and Development Permit Panel review.

Financial Impact or Economic Impact

As a result of the proposed development, the City will take ownership of developer contributed assets such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals. The anticipated operating budget impact for the ongoing maintenance of these assets is \$16,000. This will be considered as part of the 2019 Operating Budget.

With respect to the ECD Hub, it is anticipated that an operating budget impact (OBI) of approximately \$115,396.20 (based on today's costs) will be needed to fulfill landlord maintenance responsibilities for a nominal lease with a non-profit society. The Council approved non-profit operator will be responsible for operating costs. The estimated OBI, revised to reflect the costs of the day, will be included in the City's future Five Year Financial Plan to commence in the year the facility becomes operational. Other potential financial impacts may include: an annual permissible tax exemption for a future non-profit operator seeking relief from paying property taxes for a City leased facility; and \$35,000 for legal fees for conveyance of an air space parcel and advertising required in advance of leasing the facility to a non-profit. The source of funding for these costs would be an existing City-wide child care project budget.

Conclusion

The application to rezone the property at 6340 No. 3 Road to a new site-specific zone is consistent with the City Centre Area Plan Specific Land Use Map provisions including a maximum density of 4.007 FAR and a maximum height of 47.0 m. The mix of uses will contribute to a lively City core and the design of the development, with its emphasis on creating an animated and connected public realm on all sides of the development, will enhance the experience of the Brighouse Village Centre. Contributions, such as the kiss & ride, will improve civic functionality. Contributions to affordable housing will increase housing options for City residents. Most significantly, the contribution of an Early Childhood Development Hub for Brighouse Village will provide much needed child care and child and family development services for those living and working in the neighbourhood.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9859, be introduced and given first reading.

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Janet Digby, Architect AIBC Planner 3 (604-247-4620)

JD:blg

Attachment 1: Location Map and Aerial

Attachment 2: Development Concept

Attachment 3: Development Application Data Sheet

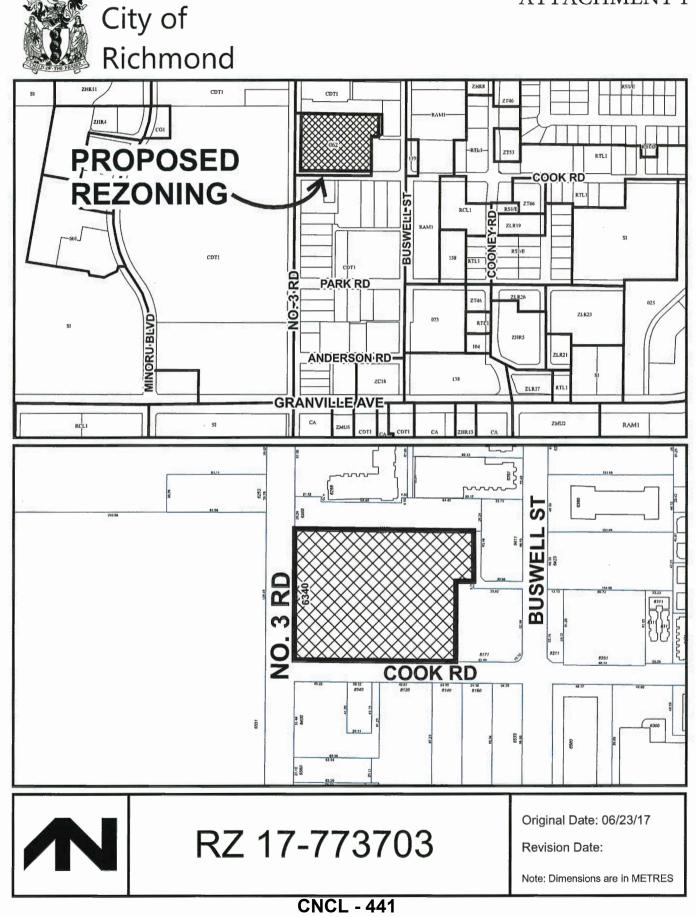
Attachment 4: Brighouse Village Specific Land Use Map

Attachment 5: Rezoning Considerations

Attachment 6: Preliminary Functional Road Drawings

Attachment 7: Tree Survey

ATTACHMENT 1





City of Richmond





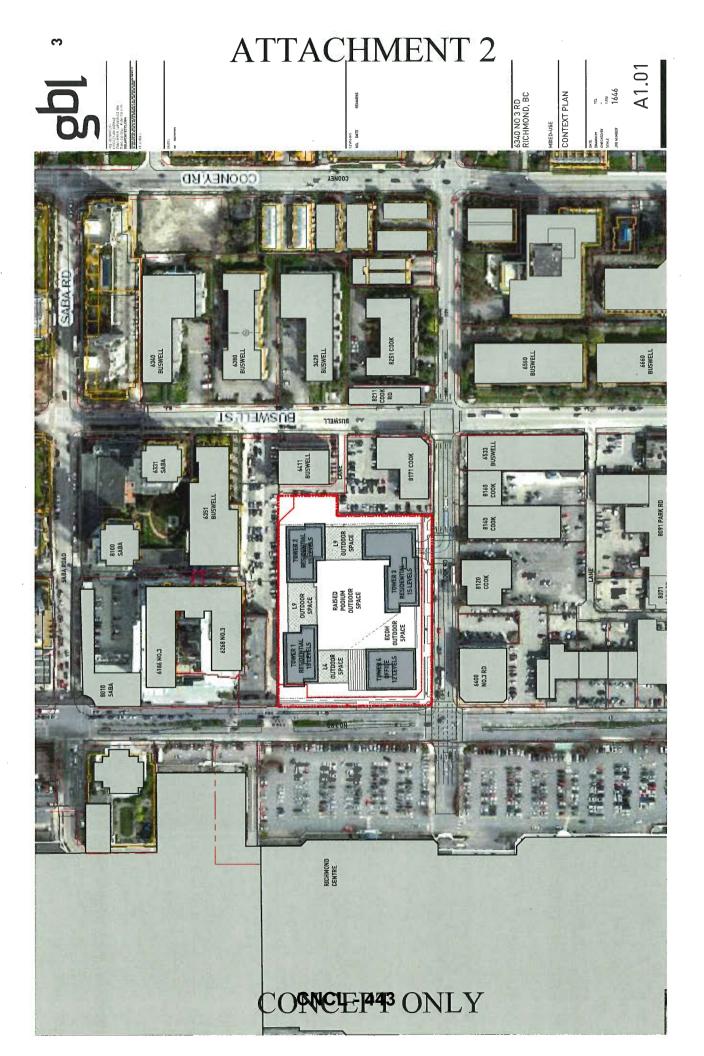
RZ 17-773703

Original Date: 06/23/17

Revision Date:

Note: Dimensions are in METRES

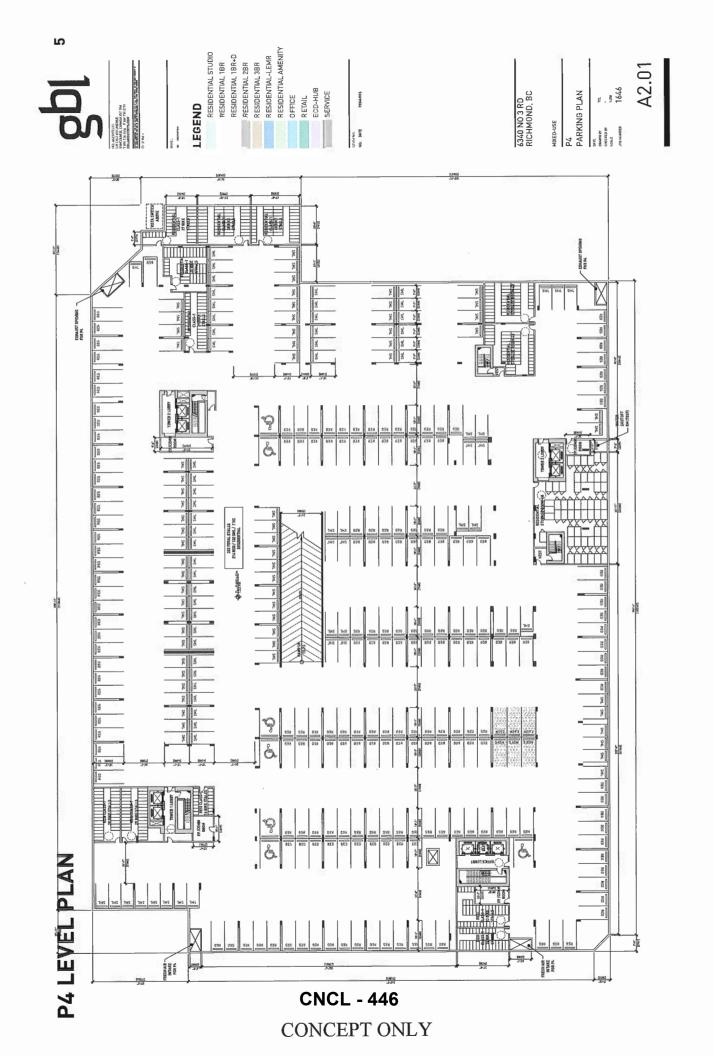
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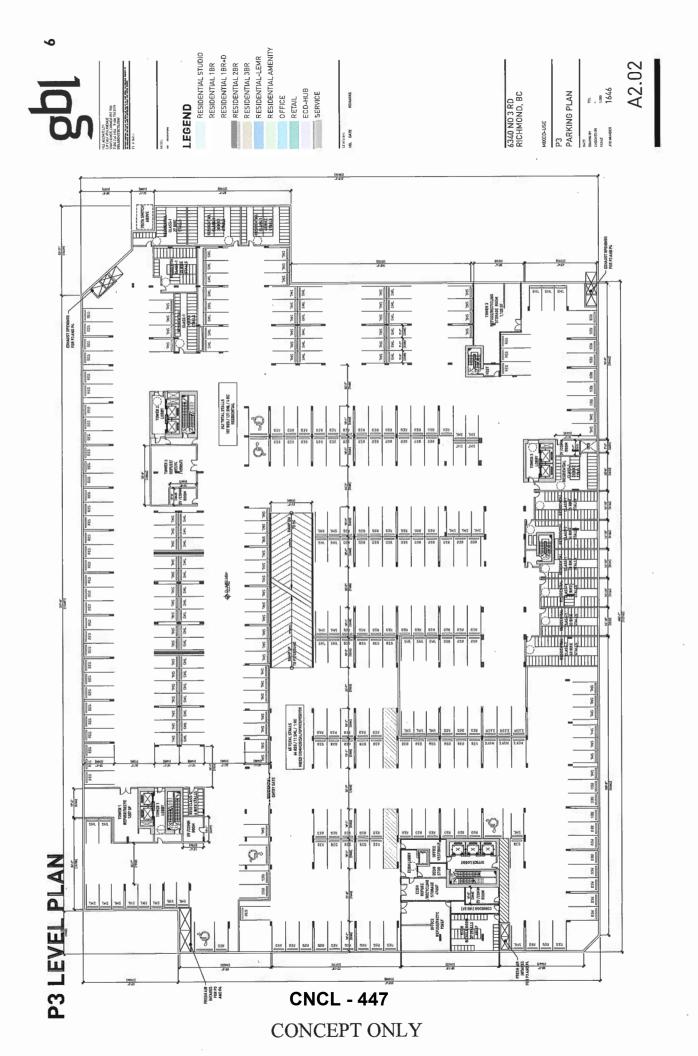


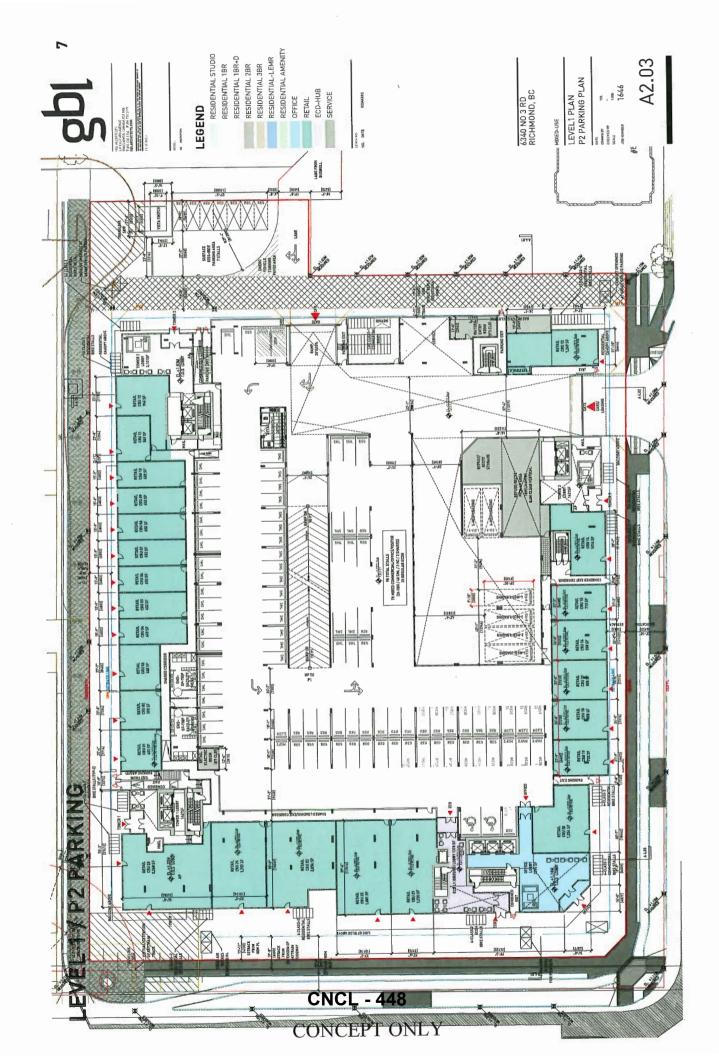


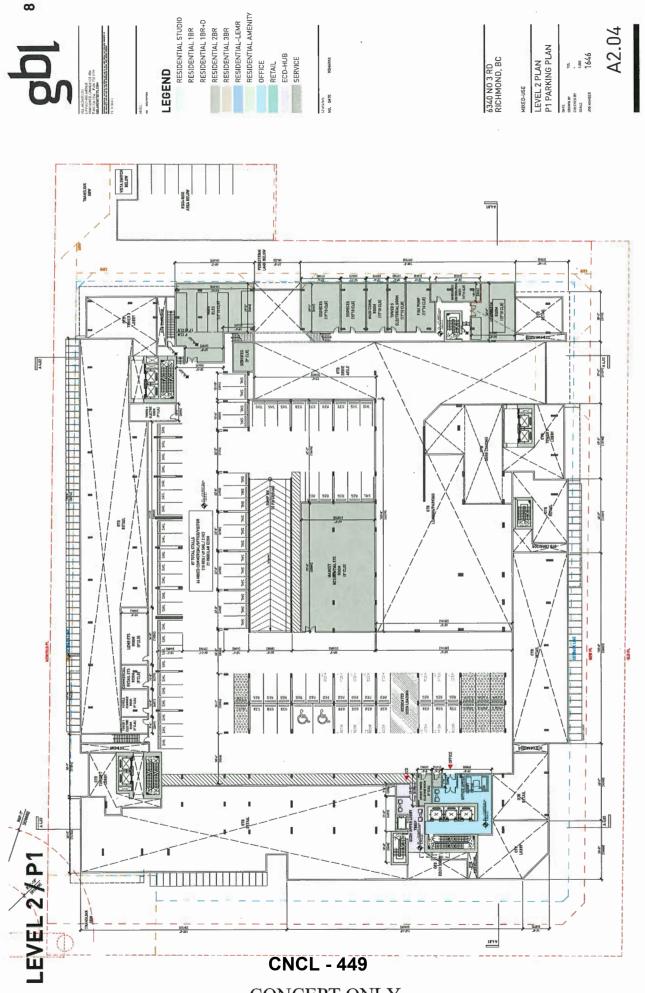
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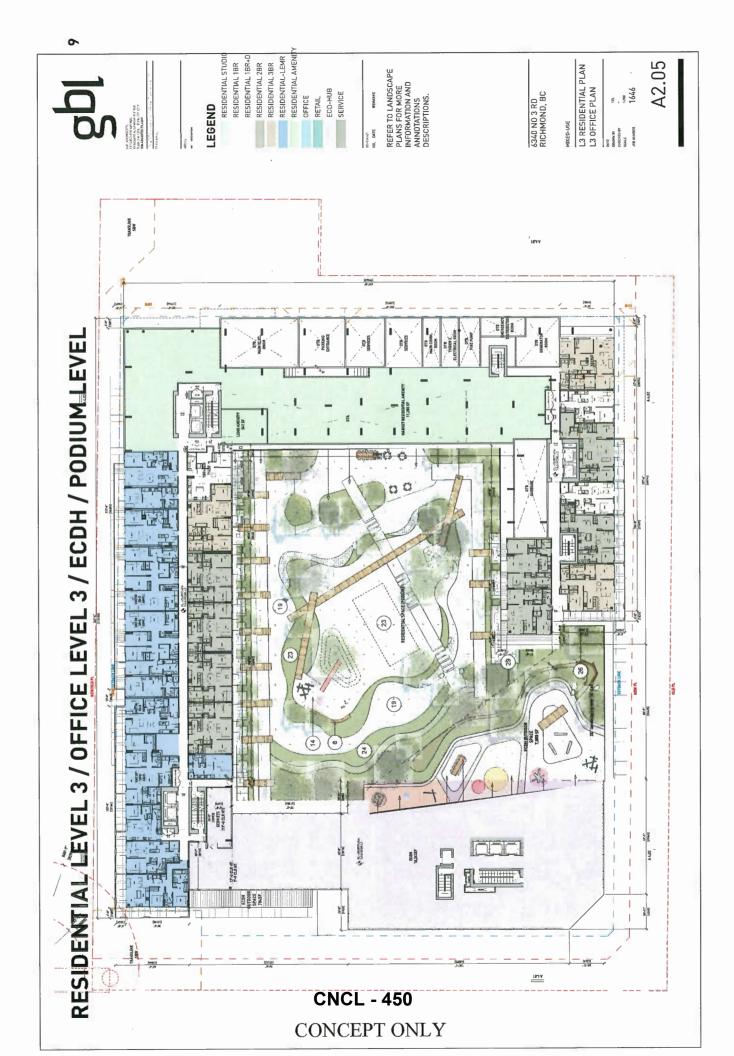


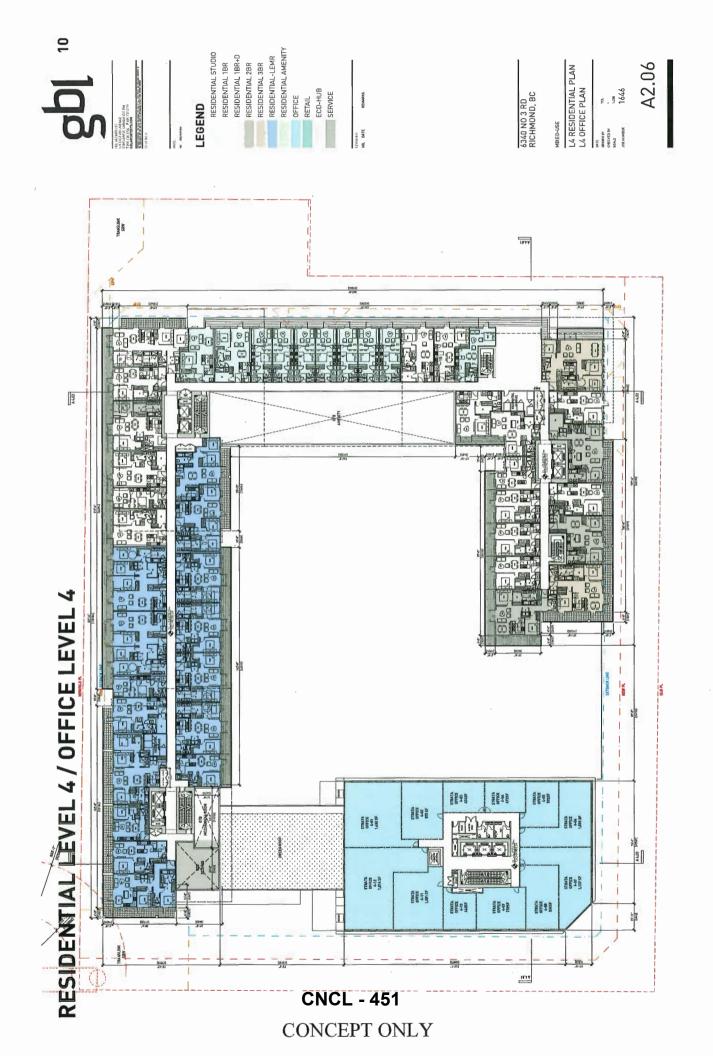


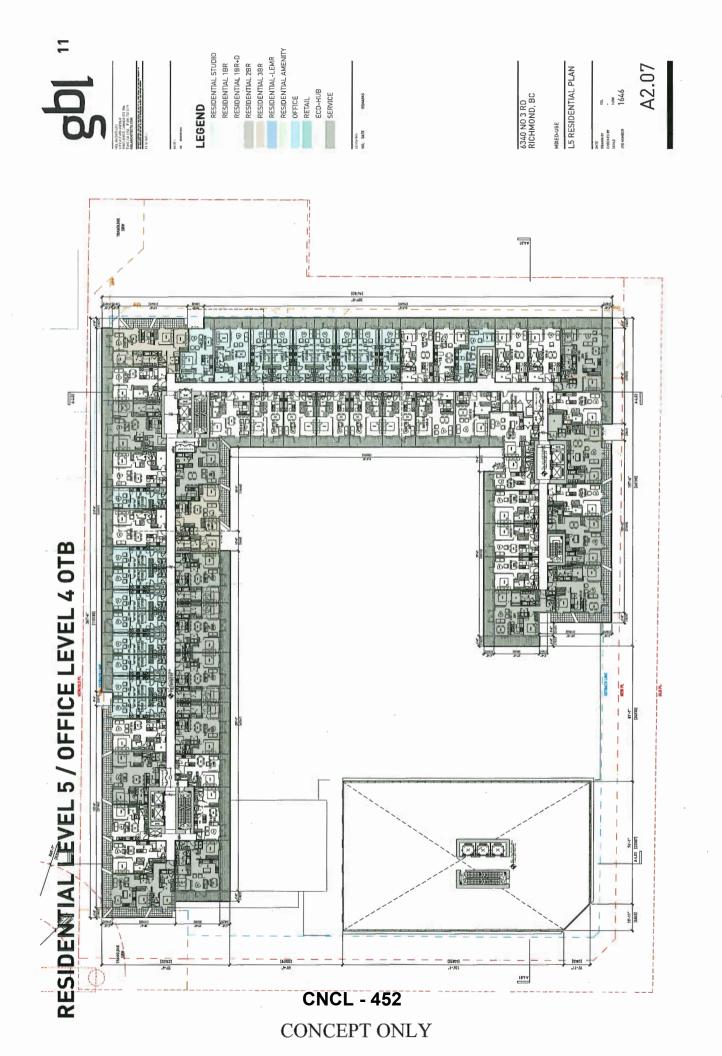


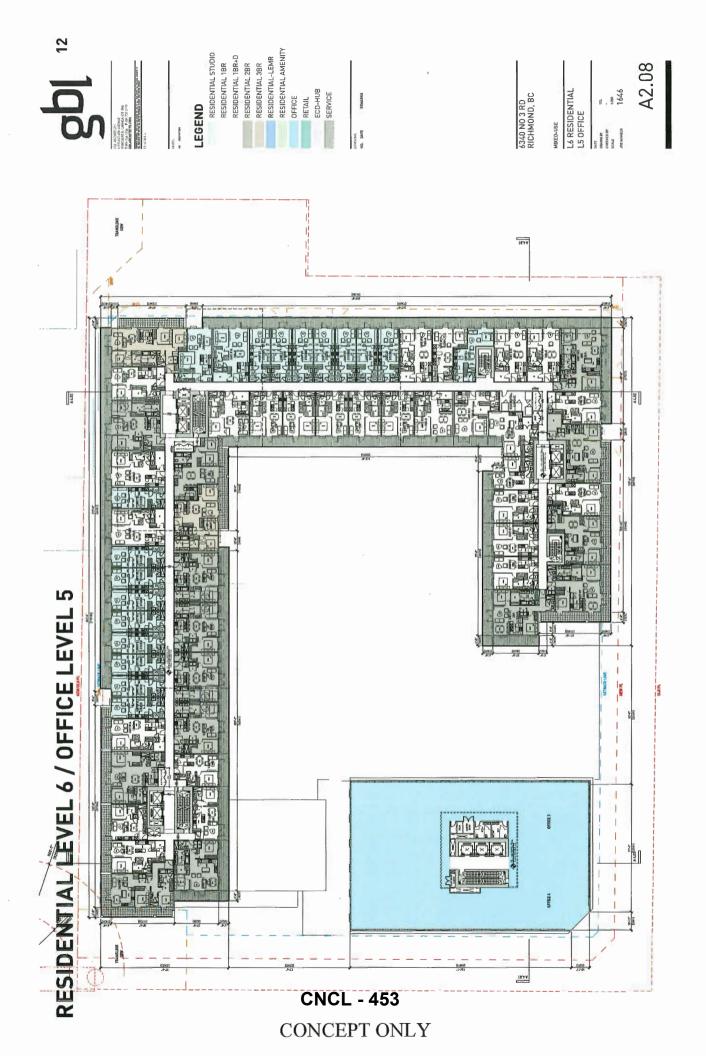


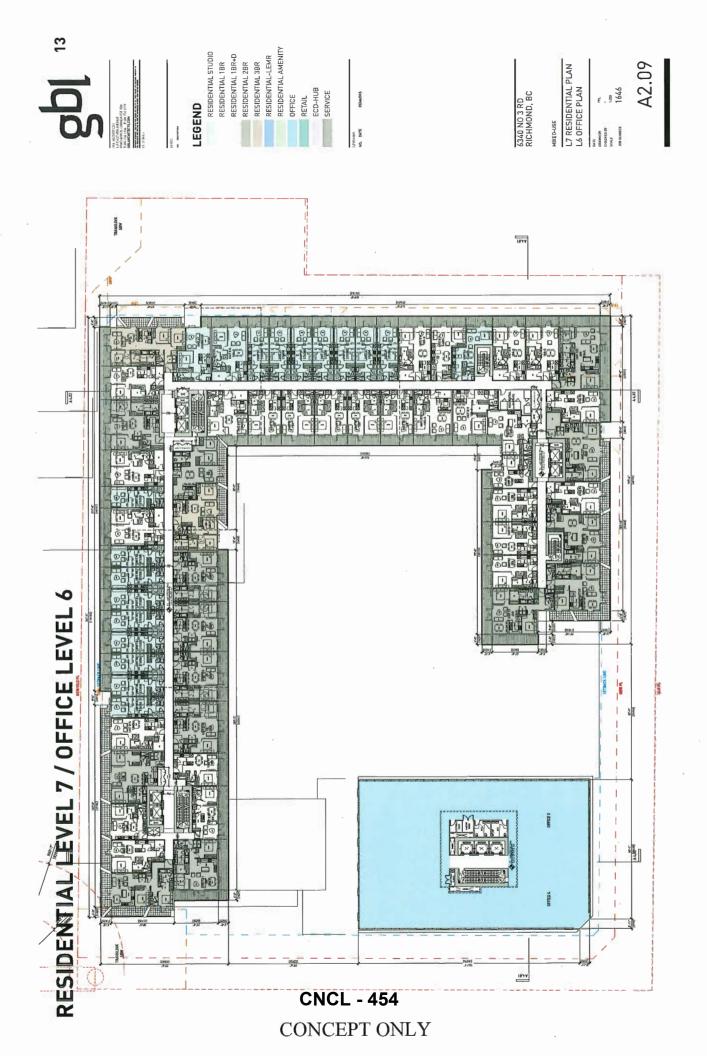
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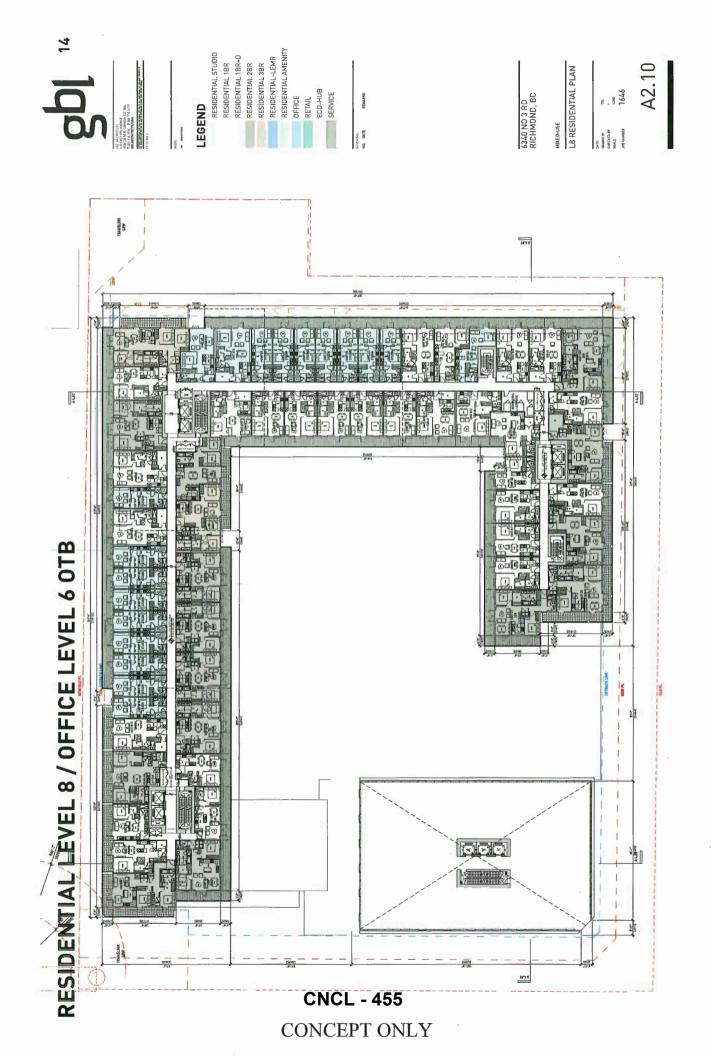


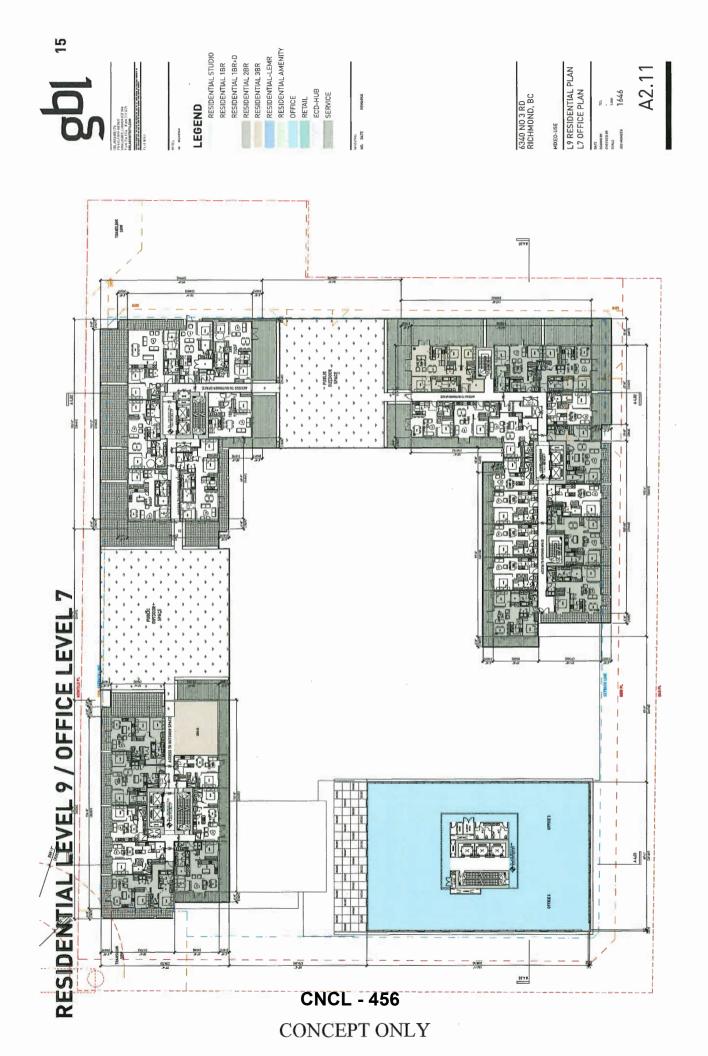


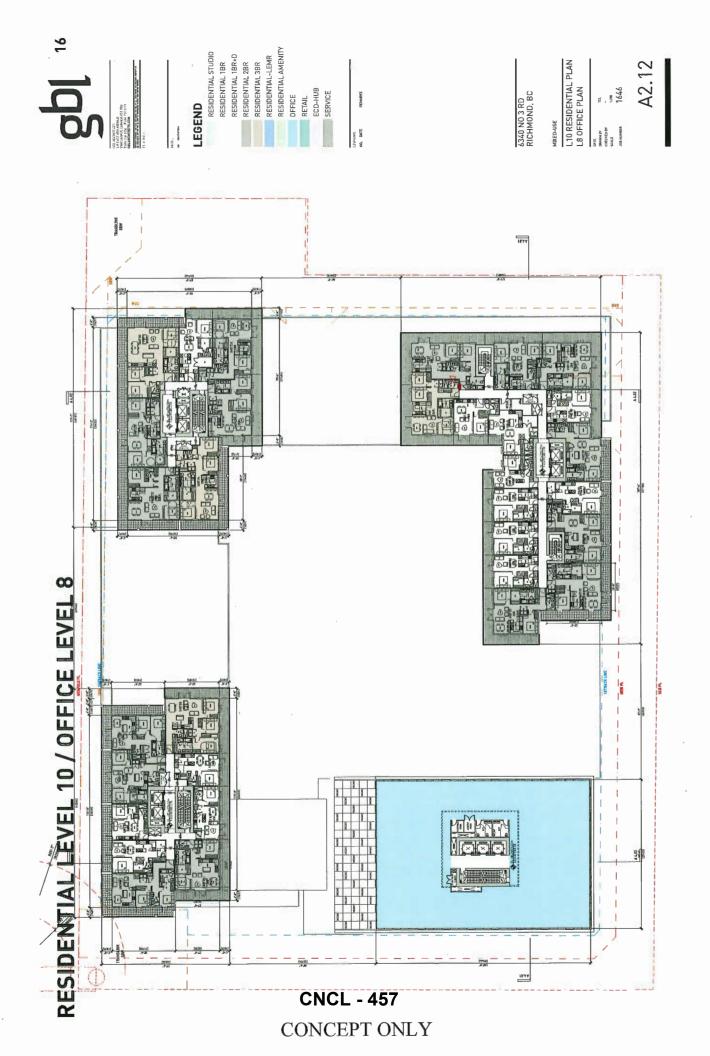


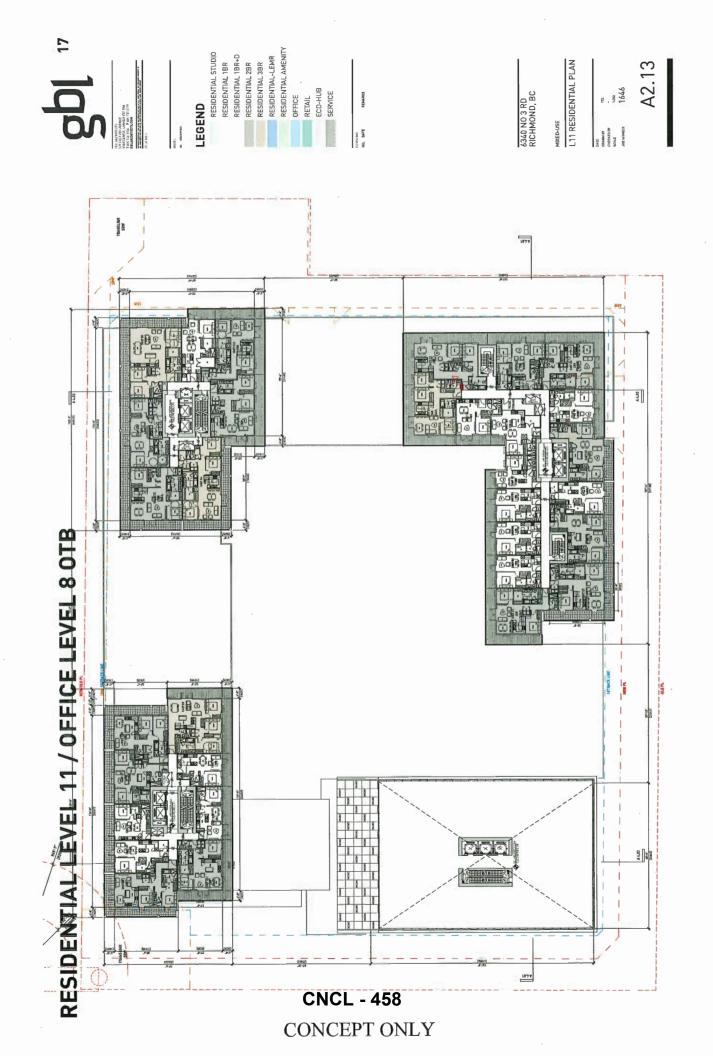


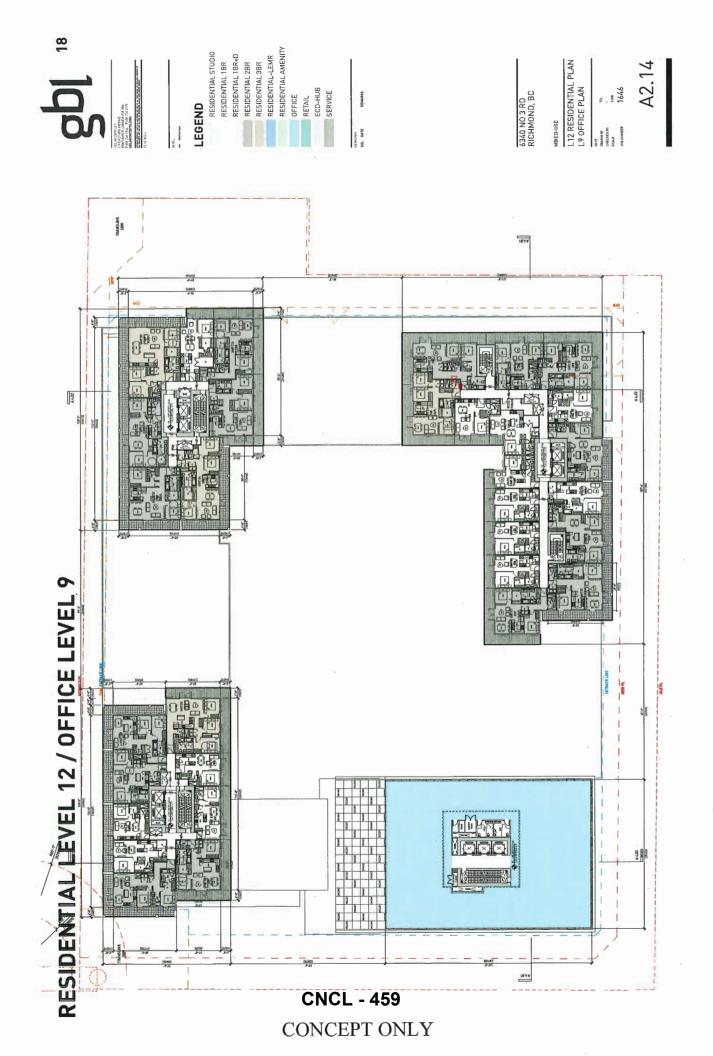


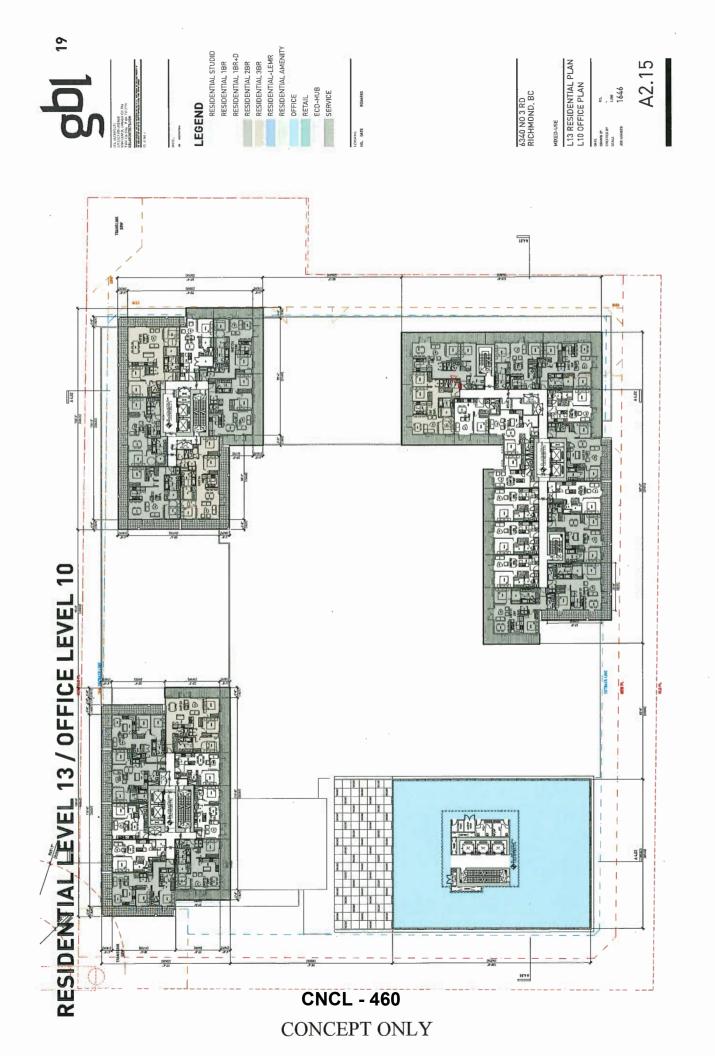


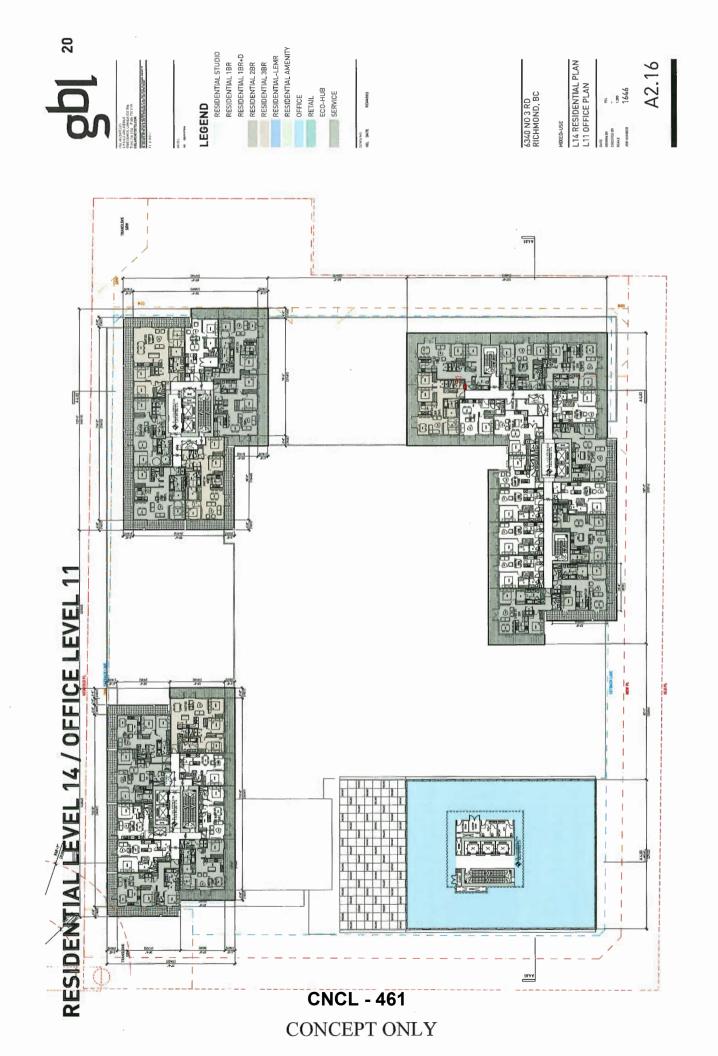


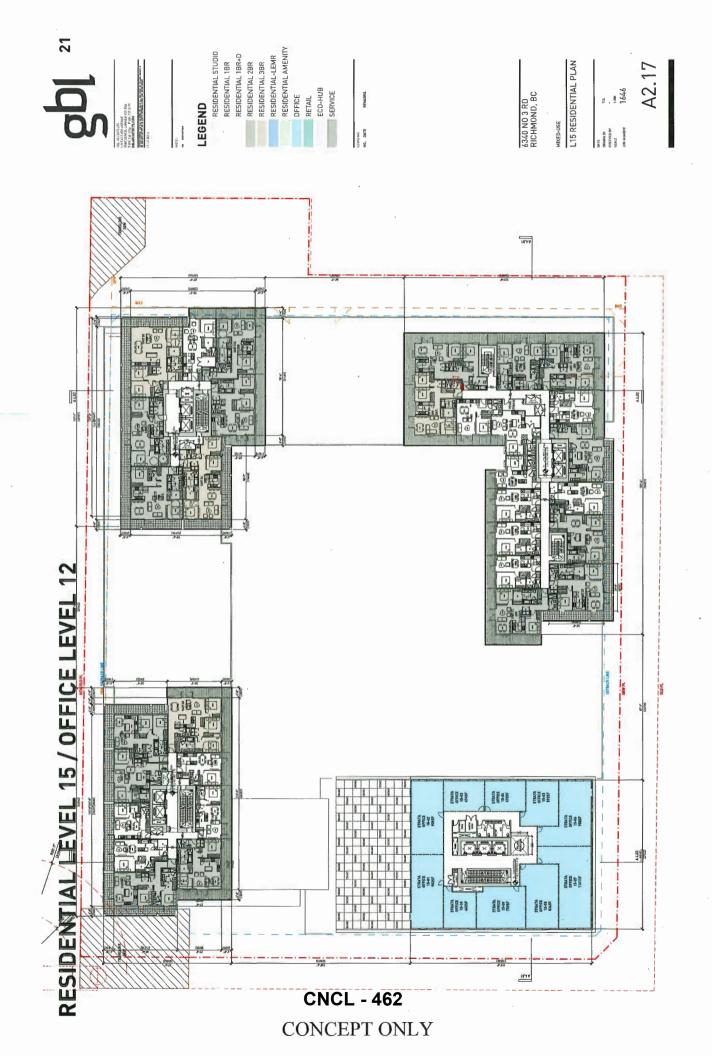


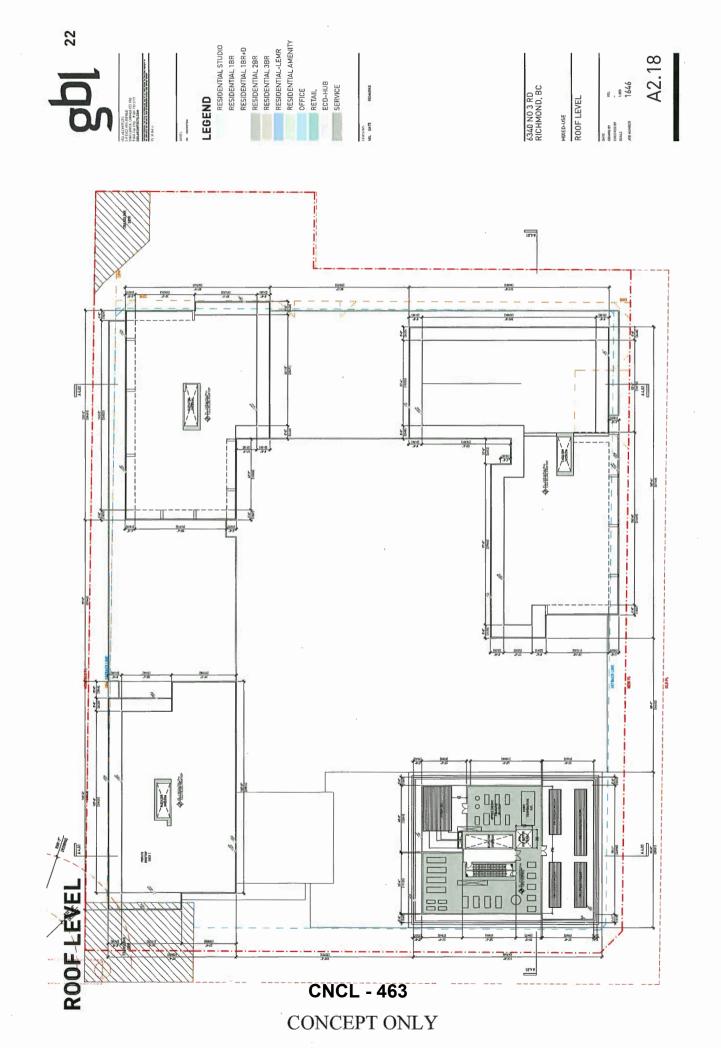




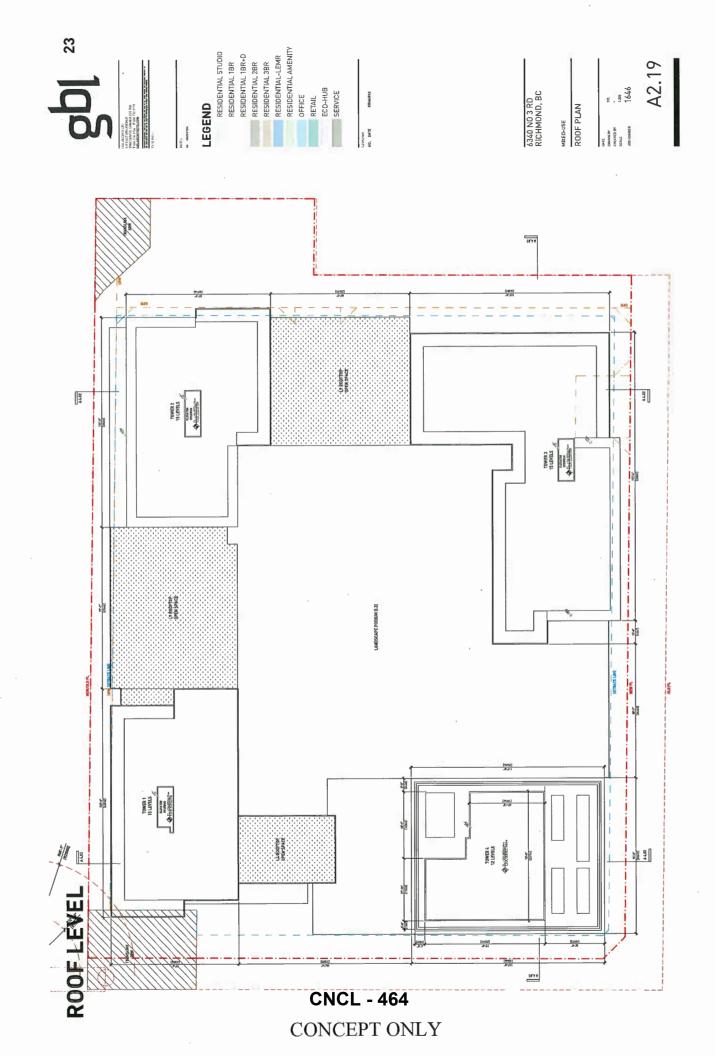


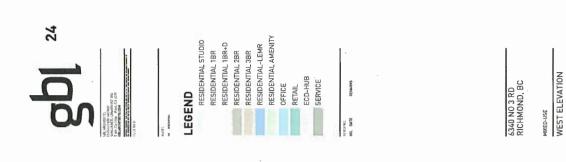


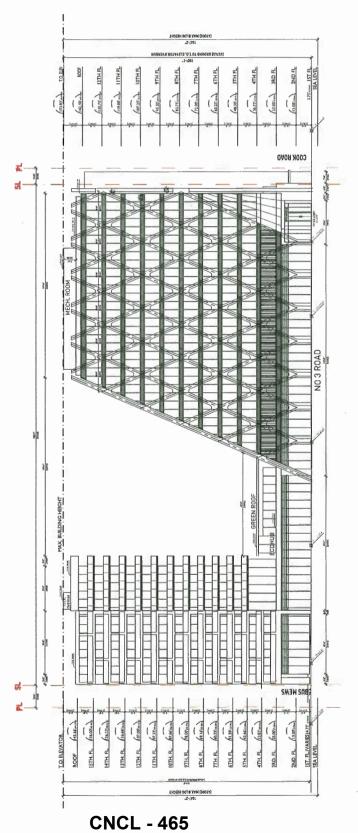




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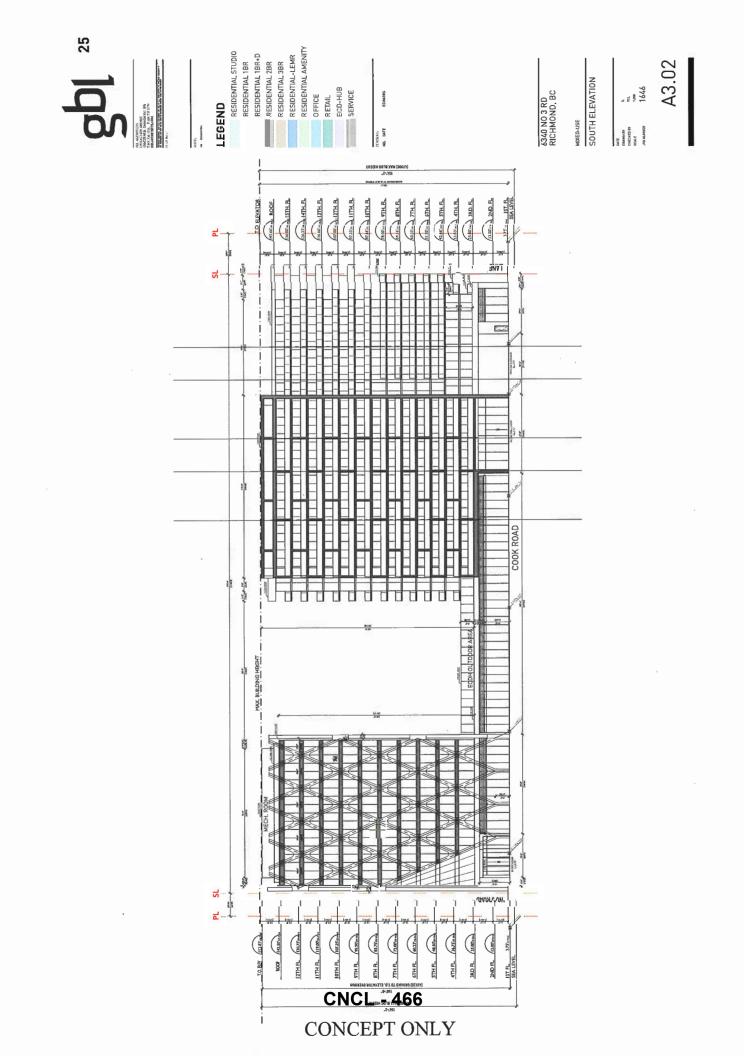


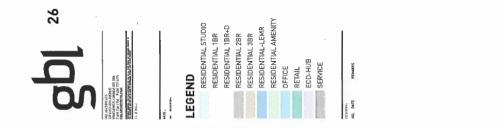
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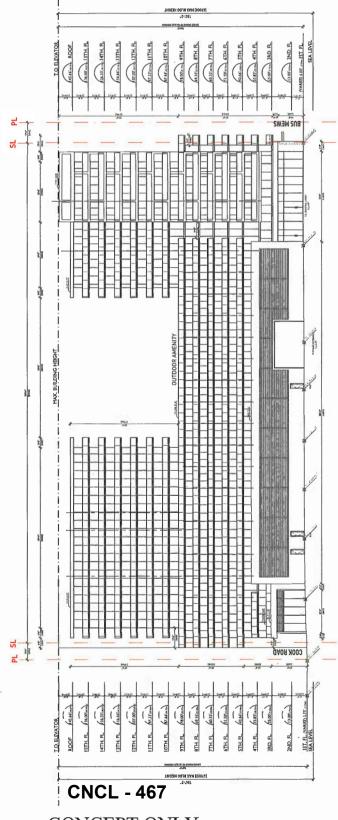
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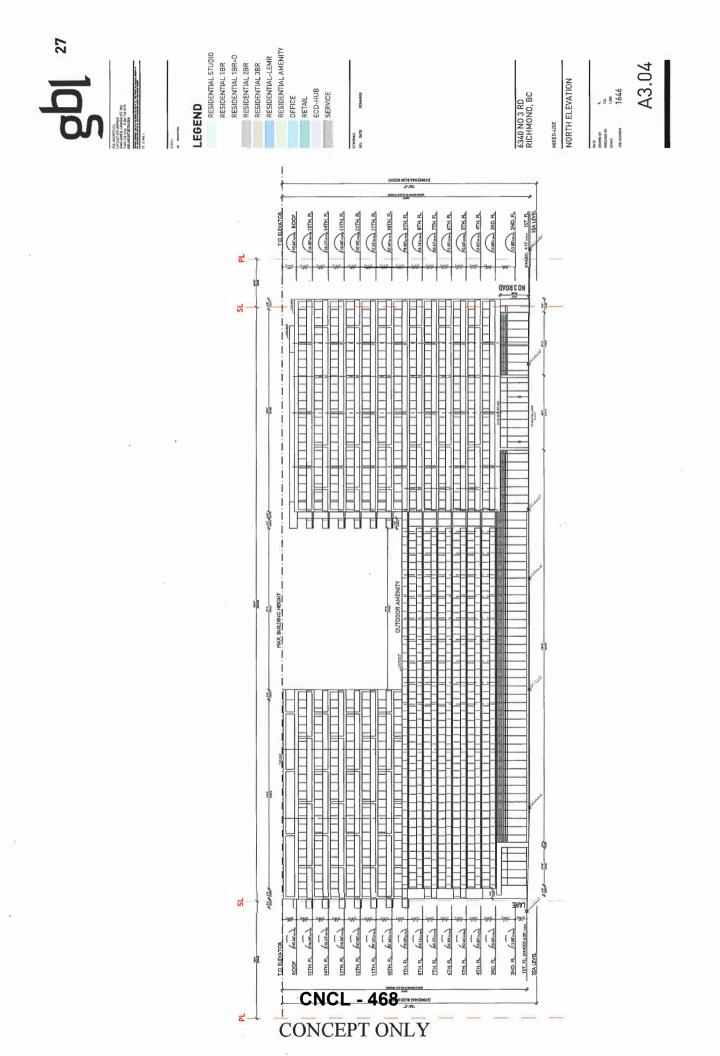
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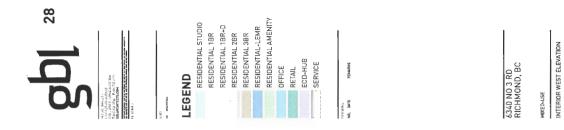
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MIXED-USE EAST ELEVATION

6340 NO 3 RD RICHMOND, BC



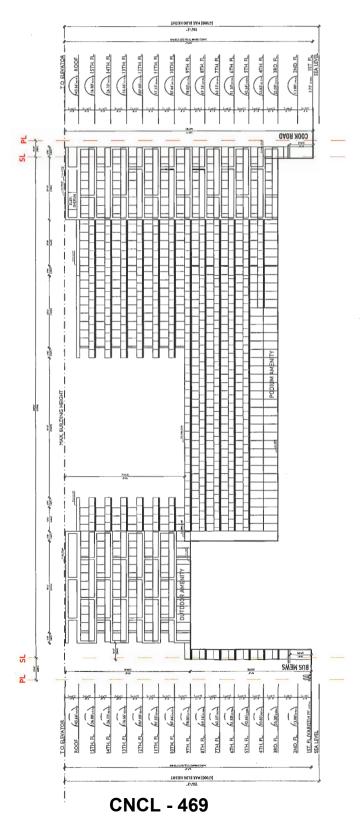




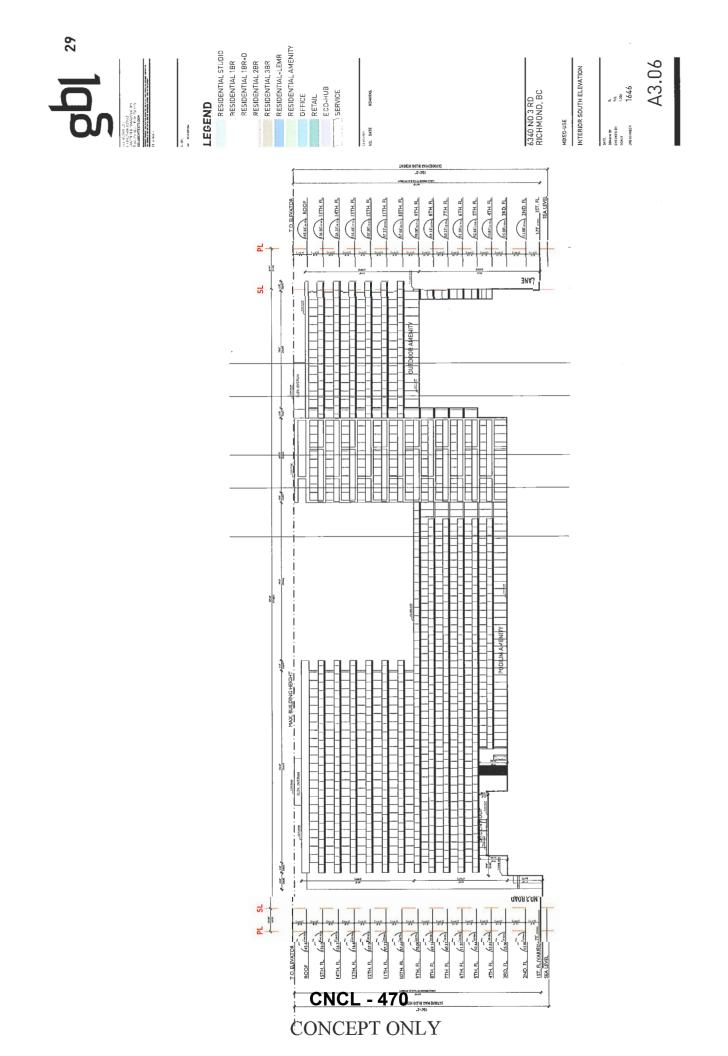
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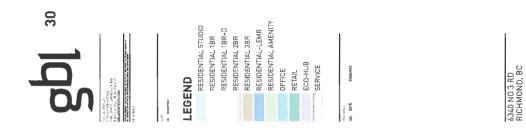
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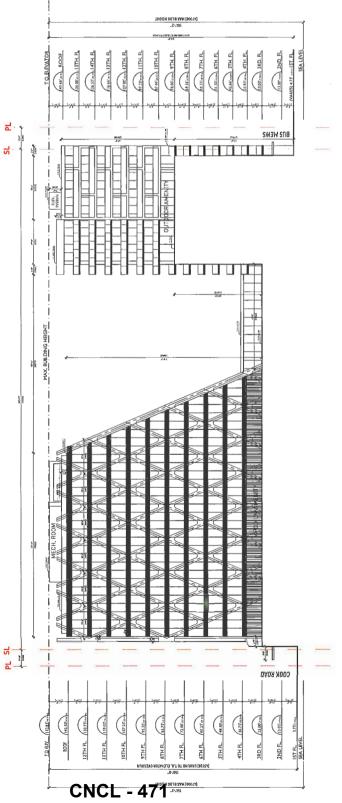
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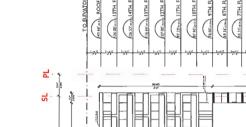


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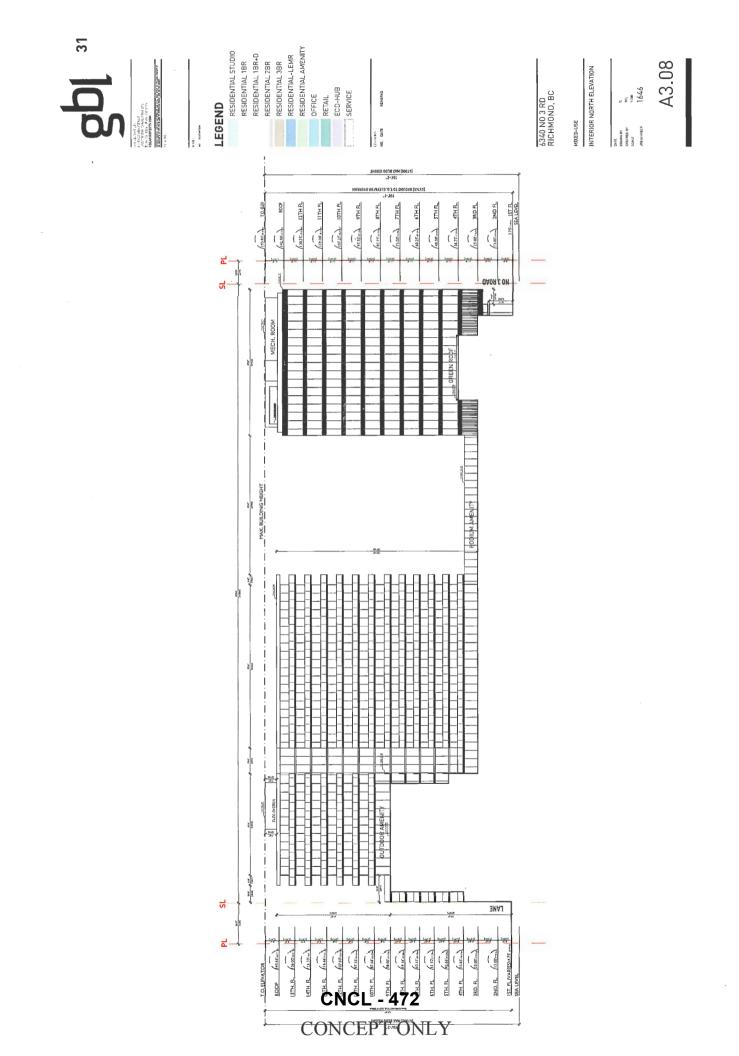
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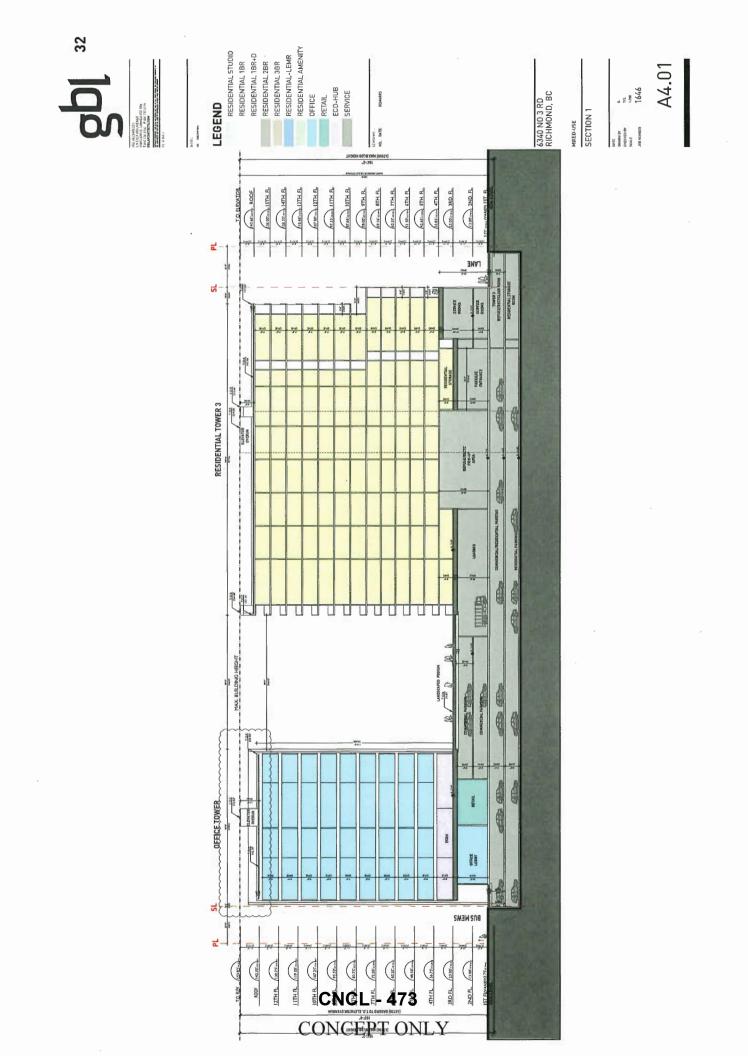
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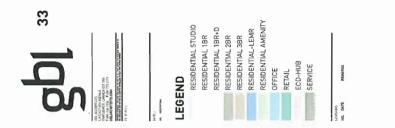
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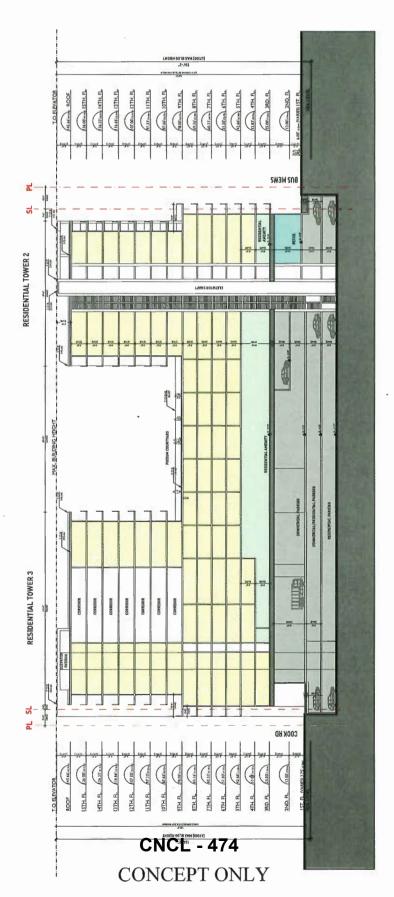


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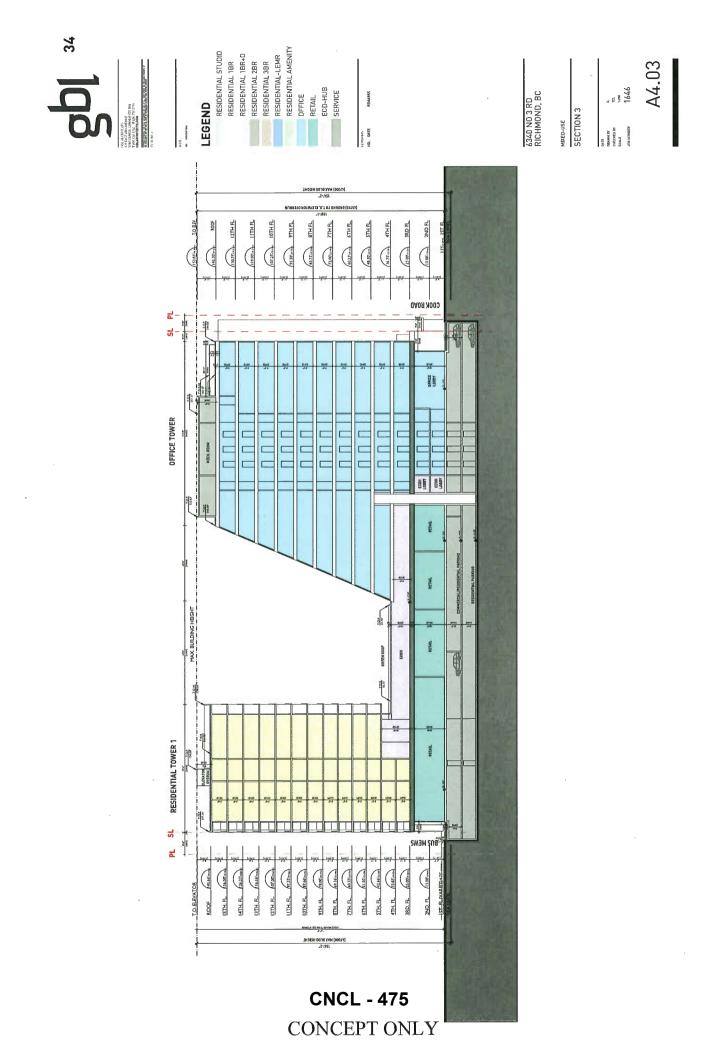














Development Application Data Sheet

Development Applications Department

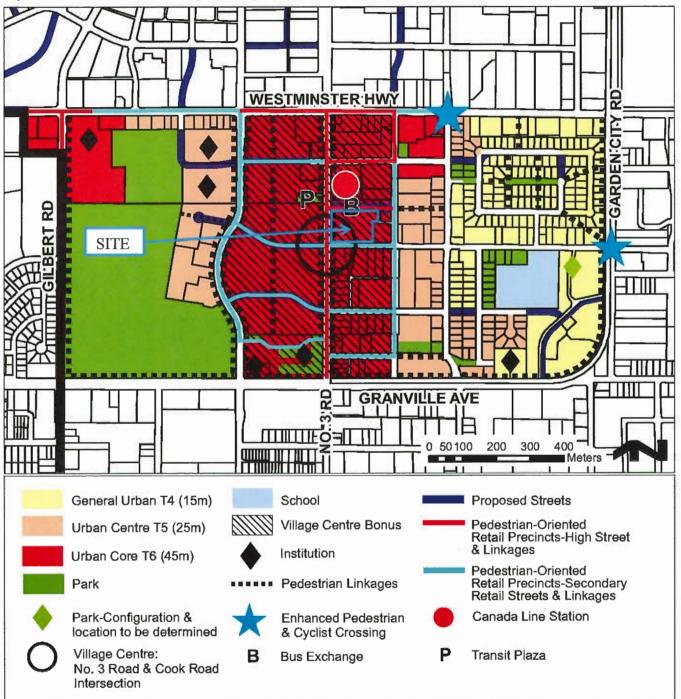
RZ15-694855							
Address:	6340 No. 3 Road						
Applicant:	Keltic (Brighouse) Development Ltd.						
Owner:	Keltic (Brighouse) Development Ltd.						
Planning Area(s):	City Centre – Brighouse Village						
RZ15-694855		Existing			Proposed		
Site Area:		14,484 m ²		12,999 m ²			
Net Development Site Area:		N/A		13,425 m ²			
Land Uses:		Commercial		Mixed Use			
OCP Designation:		Downtown Mixed Use		Downtown Mixed Use			
Area Plan Designation:		Urban Core T6 (45 m)			Urban Core T6 (45 m)		
Zoning:		LUC 062			ZMU37		
Number of Residentia	al Units:	nil			546		
RZ15-694855			Bylaw I	2ea't	Proposed	Variance	
Floor Area Ratio (FAF	र):		4.00		4.007	n/a	
Floor Area per FAR:			53,794 m ²		53,794 m ²	n/a	
Lot Coverage:			90%		74%	-	
Lot Size:			12,600 m ²		12,999 m ²	· _	
Lot Dimensions:			n/a		n/a	-	
Setback – No. 3 Road:			4.0 m		4.2 m	-	
Setback – Cook Road:			3.0 m		3.0 m		
Setback – Interior Side Yard (north):			4.0 m		4.0 m	-	
Setback – Rear Yard (east):			6.0 m		7.5 m	-	
Height Dimensional (geodetic):			47.0 m		47.0 m	-	
Off-Street Parking Spaces – Residential Unit:			519		572	-	
Off-Street Parking Spaces – Affordable Housing Unit:			24		24		
Off-Street Parking – Visitor (shared):			109		109		
Off-Street Parking Spaces – Commercial (shared):			83		83	-	
Off-Street Parking – Office (shared):			135		135		
Off-Street Parking – ECD Hub Overflow (shared):			8		8		
Off-Street Parking – ECD Hub:			41		41	-	
Off-Street Parking – Car Share Spaces:			2		2		
Off-Street Parking Spaces – Total:			804		856		
Loading Space – ECD Hub:			1		1		
Loading Spaces – Medium Size:			6		6	-	
Bicycle Parking Spaces – Class 1:			722		722	-	
Bicycle Parking Spaces – Class 2 (shared):			69		69	-	

Note: Site area and floor area figures rounded.

ATTACHMENT 4

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Specific Land Use Map: Brighouse Village (2031)



ATTACHMENT 5



Rezoning Considerations

Development Applications Department 6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 6340 No. 3 Road File No.: RZ 17-773703

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9859, the owner is required to complete the following.

- (Site Contamination General) Prior to rezoning bylaw adoption, submission to the City of a contaminated sites legal instrument (e.g. Certificate of Compliance (CoC) or Final Site Determination (FSD) showing no contamination in the project footprint) or an alternative notice from the Ministry of Environment and Climate Change Strategy that the City may approve the zoning, development, subdivision, and demolition applications.
- (Site Contamination Dedicated Land) Prior to rezoning bylaw adoption, submission to the City of sufficient information and/or other assurances satisfactory to the City in its sole discretion to support the City's accepting the proposed dedicated land. Such assurances could include one or more of the following:
 - a) a contaminated sites legal instrument (e.g. Certificate of Compliance (CoC) or Final Site Determination (FSD) showing no contamination in the dedication lands);
 - b) evidence satisfactory to the City, in its sole discretion, that the lands to be dedicated to the City are in a satisfactory state from an environmental perspective; and
 - c) the registration of a legal agreement on the title to the Lands which provides that:
 - i) no occupancy of any building on the Lands shall be granted until such time that the Owner/Developer has satisfied the City in its sole discretion that the lands to be dedicated to the City are in a satisfactory state from an environmental perspective and a contaminated sites legal instrument has been obtained for the proposed dedication lands; and
 - ii) the Owner/Developer shall release and indemnify the City from and against any and all claims or actions that may arise in connection with those portions of the lands being dedicated to the City being contaminated in whole or in part.
- 3. *(Subdivision)* Registration of a subdivision plan for the subject site that satisfies the following conditions, generally as shown in the sketch survey plan (Schedule 1):
 - a) dedication of approximately 5.75 m. along the No. 3 Road frontage for street widening, subject to final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the City;
 - b) dedication of approximately 6.95 m. along the Cook Road frontage for street widening, subject to final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the City;
 - c) dedication of approximately 0.41 m. along the mid-site east-west property line to contribute to the extension of the east-west lane from Buswell Street, subject to final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the City; and
 - d) dedication of 4 m. x 4 m. corner cut (road dedication) No. 3 Road / Cook Road intersection (northeast corner).

Note: All Builders Liens on the subject properties must be removed before the subdivision and registration of covenants can occur.

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- 4. *(Statutory Right of Way)* Granting of a Statutory Right-of-Way(s), generally as shown in the sketch Statutory Right-of-Way(s) plan (Schedule 2) and subject to final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the City, including:
 - a) public right of passage for pedestrians, bicycles and emergency services, City services and thirdparty utility services vehicles;
 - b) approximately 175.4 m² at the north west corner of the site, blanketing the portion of the TransLink Statutory Right-of-Way(s) that will be within the new property lines;
 - c) approximately 4.0 m. parallel to the north property line adjacent to the future Bus Mall site;
 - d) approximately 6.0 m. parallel to the east property lines, configured to run from Cook Road in a direct line toward the Bus Mall site;
 - e) a 3.0 m. x 3.0 m. corner cut at the intersection of the 4.0 m. and 6.0 m. portions of the Statutory Right-of-Way(s) noted above;
 - f) two 3.0 m. x 3.0 m. corner cuts at the parkade access on the east side of the development; and
 - g) a 3.0 m. x 3.0 m. corner cut on the west side of the 6.0 m. north-south pedestrian mews at Cook Road,

and to include:

- h) agreement to provide adequate below grade structure to support all Statutory Right-of-Way(s) functions, including possible use by emergency services vehicles and waste management trucks;
- i) agreement to accommodate fire truck access and manoeuvring as determined through the Development Permit, Building Permit and/or Servicing Agreement processes;
- j) design and construction, including but not limited to universal accessibility, decorative finishing, landscaping, lighting and utility infrastructure (e.g. fire hydrants), as well as, safety measures related to the vehicular and/or pedestrian use and/or crossing of the Statutory Right-of-Way(s), as determined through the Development Permit, Building and Servicing Agreement processes;
- k) design and construction, at owner's cost; and
- 1) maintenance and repair, at owner's cost.
- 5. *(Statutory Right of Way)* Granting of a Statutory Right-of-Way(s) in favour of the City over Statutory Right-of-Way(s) Plan EPP57357 and EPP57356 for purposes described in any current or future agreements between the City and TransLink, which may include construction and/or maintenance of road and equipment (reference Schedule 2).
- 6. *(Statutory Right of Way)* Granting of a Statutory Right-of-Way(s), generally as shown in the sketch Statutory Right-of-Way(s) plan (Schedule 3) and subject to final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the City, including:
 - a) public right of passage for pedestrians, bicycles, public and emergency services, City services and third-party utility services vehicles;
 - a) approximately 437.6 m² in the north eastern corner of the site for a kiss and ride facility; and to include:
 - b) agreement to provide adequate below grade structure to support all Statutory Right-of-Way(s) functions, including possible use by emergency services vehicles and waste management trucks;
 - c) agreement to accommodate fire truck access and manoeuvring as determined through the Development Permit, Building Permit and/or Servicing Agreement processes;
 - d) design and construction, including but not limited to universal accessibility, decorative finishing, landscaping, lighting and utility infrastructure (e.g. fire hydrants), as well as, safety measures related to the vehicular and/or pedestrian use and/or crossing of the Statutory Right-of-Way(s), as determined through the Development Permit, Building Permit and Servicing Agreement processes;
 - e) design and construction, at owner's cost; and
 - f) maintenance and repair, at owner's cost.
- 7. *(Statutory Right of Way)* Granting of a Statutory Right-of-Way(s) generally as shown in the sketch Statutory Right-of-Way(s) plan (Schedule 2) and subject to final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the City, including:

- a) public right of passage;
- b) an area adjacent to the new south property line that is the width of the parkade access and 10.0 m. deep; and
- c) two 3 m. x 3m corner cuts at the vehicle and truck access on Cook Road, and to include:
- d) agreement to provide adequate below grade structure to support all Statutory Right-of-Way(s) functions, including possible use by emergency services vehicles and waste management trucks;
- e) design and construction, including but not limited to universal accessibility, decorative finishing, landscaping, lighting and utility infrastructure (e.g. traffic equipment), as well as, safety measures related to the vehicular use and/or crossing of the Statutory Right-of-Way(s), as determined through the Development Permit and Servicing Agreement processes;
- f) design and construction, at owner's cost; and
- g) maintenance and repair, at owner's cost.
- 8. *(Statutory Right of Way)* Registration of a restrictive covenant on title or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to provide any additional Statutory Right-of-Way(s) and/or easements, as determined via the Development Permit* and/or Servicing Agreement* processes, to the satisfaction of the City.
- 9. *(Flood Construction Level)* Registration of a flood covenant on title identifying the basic minimum flood construction level of 2.9 m. GSC for Area A.
- 10. *(Aircraft Noise)* Registration of an aircraft noise sensitive use covenant on title addressing noise impacts on residential uses and establishing a Statutory Right-of-Way(s) in favour of the Airport Authority.
- 11. (*Mixed-Use Noise*) Registration of a mixed use noise sensitive use covenant on title addressing noise impacts on residential uses, including those related to the on-site ECD Hub indoor and outdoor facilities.
- 12. *(Canada Line Noise)* Registration of a mixed use noise sensitive use covenant on title addressing noise impacts on residential uses, including those related to the Canada Line and associated proposed Bus Mall.
- 13. (Commercial Noise) Registration of a commercial noise restrictive covenant on title addressing noise impacts generated by commercial uses and requiring demonstration that the building envelope is designed to avoid noise generated by the internal use from penetrating into residential areas that exceed noise levels allowed in the City's Noise Bylaw and that noise generated from rooftop HVAC units will comply with the City's Noise Bylaw.
- 14. *(City Centre Impacts)* Registration of a restrictive covenant on title noting that the development is located in a densifying urban area and may be subject to impacts that affect the use and enjoyment of the property including, but not limited to, ambient noise, ambient light, shading, light access, privacy, outlook, vibration, dust and odours from development or redevelopment of public and private land in the surrounding area.

Note: Some of the foregoing noise and impact covenants may be combined at the discretion of the City.

- 15. (Shared Parking) Registration of a restrictive covenant on title, or alternative legal agreement, subject to
 - the final approval of the Director of Transportation, securing the owner's commitment to ensure that:
 - a) all residential visitor parking spaces are shared with commercial and office uses,
 - b) the ECD Hub after hours (evening and weekend) uses is shared with commercial and office uses;
 - c) all shared parking spaces remain unassigned;
 - d) all shared parking spaces are located on or close to the ground level of the parking structure;
 - e) all shared parking spaces are identified with signage as to their intended usage;
 - f) all shared parking spaces are fully accessible to all users (e.g. entry gate open) during standard business operating hours; and
 - g) all shared parking spaces are fully accessible to residential visitor users (e.g. buzz entry) during nonstandard business hours;
 - h) identify the shared parking stalls in the Development Permit plans;
 - i) identify the shared parking stalls in the Building Permit plans; and
 - j) prior to building inspection permitting occupancy, provide wayfinding and stall identification

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signage for the shared visitor stalls, to the satisfaction of the Director of Transportation.

16. *(Shared Loading)* Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to ensure that:

- a) all loading spaces are shared between commercial, residential and ECD Hub uses;
- b) all shared loading spaces will remain unassigned;
- c) all shared loading spaces are located on the ground level;
- d) all shared loading spaces are identified with signage as to their intended usage;
- e) all shared loading spaces are fully accessible to all users (e.g. entry gate open) during business hours; and
- f) all shared loading spaces are accessible to all users (e.g. buzz entry) during non-standard business hours;
- g) identify the shared loading stalls in the Development Permit plans;
- h) identify the shared loading stalls in the Building Permit plans; and
- i) prior to building inspection permitting occupancy, provide wayfinding and stall identification signage for the shared loading stalls, to the satisfaction of the Director of Transportation.
- 17. *(Truck Size)* Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to ensure that the maximum truck size for any truck servicing the site is a medium size truck (e.g. SU9). *(Note: No WB-17 size trucks are permitted.)*
- 18. *(Car Share)* Registration of a restrictive covenant and Statutory Right-of-Way(s) on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to provide a car share facility and car share equipment to a car share operator or the City, at no cost to the car share operator or the City, both as the case may be, the terms of which shall be generally as follows:
 - a) a minimum of two (2) car share parking spaces within the development, along with pedestrian and vehicular access, designed, constructed, equipped and maintained by the owner, at the owner's cost, to be:
 - i) co-located and located on the ground level of the parkade;
 - ii) provided with satisfactory pedestrian access;
 - iii) provided with vehicle access from the lane;
 - iv) designed to be safe, convenient and universally-accessible;
 - v) provided with design features, decorative finishing, lighting and signage, as determined through the Development Permit and Servicing Agreement processes;
 - vi) provided with one EV quick-charge (240 volt) charging station for each car share space for its exclusive use;
 - vii) accessible to all intended users (e.g. general public, car share operator personnel and car share operator members) at no added cost;
 - viii) accessible to all intended users as follows:
 - i. the general public 365 days a year for a time period equalling the lengthiest combination of standard business hours and the standard operating hours of local rapid transit; and
 - ii. the car share operator personnel and members 365 days a year for a 24 hours per day (e.g. code entry);
 - ix) identify the car share stalls in the Development Permit plans;
 - x) identify the car share stalls in the Building Permit plans; and
 - xi) prior to building inspection permitting occupancy, provide wayfinding and stall identification signage for the car share stalls, to the satisfaction of the Director of Transportation;
 - b) terms of agreement between the owner and the car share operator which shall include:
 - i) a minimum contractual period for the provision of car share services of three years from the

first date of building occupancy; and

- ii) additional provisions as negotiated by the owner and car share operator (e.g. maintenance, repair and replacement by car share vehicles by the car share operator), or as required by the City, subject to the approval of the Director of Transportation;
- c) supporting submissions provided to the City (Transportation Department) as follows:
 - i) prior to the Public Hearing, a copy of the letter of intent addressed to the owner from the car share operator outlining the terms of the provision of car sharing services;
 - ii) prior to Development Permit issuance, a copy of the draft contract between the owner and the car share operator describing the terms of the provision of car sharing services;
 - prior to building inspection permitting occupancy, a copy of the executed contract between the owner and the car share operator describing the terms of the provision of car sharing services;
- a Public Right of Passage Statutory Right of Way, in favour of the City, to secure the car share spaces and the vehicular and pedestrian accesses, subject to the final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the Director of Transportation; and
- e) in the event that the car-share facilities are not operated for car-share purposes as intended via the subject rezoning application (e.g., operator's contract is terminated or expires), transfer control of the car-share facilities, to the City, at no cost to the City, with the understanding that the City at its sole discretion, without penalty or cost, shall determine how the facilities shall be used going forward.
- 19. *(Bicycle End-of-Trip Facilities)* Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to provide bicycle end-of-trip facilities within the development for the shared use of all non-residential users (e.g. commercial and office) generally as follows:
 - a) a minimum of one male facility and one female facility, designed, constructed, equipped and maintained by the owner, each of which shall:
 - i) be fully accessible to all intended users;
 - ii) be easily accessible from commercial Class 1 bicycle parking areas;
 - iii) be fully handicapped accessible;
 - iv) accommodate two or more people at one time; and
 - v) include, at minimum, a change room and lockers, two showers, a toilet, a wash basin and a grooming station (i.e. mirror, counter and electrical outlets);
 - vi) identify the end-of-trip facilities in the Development Permit plans;
 - vii) identify the end-of-trip facilities in the Building Permit plans; and
 - viii) prior to building inspection permitting occupancy, provide wayfinding and stall identification signage for the end-of-trip facilities, to the satisfaction of the Director of Transportation.
- 20. *(Bicycle Maintenance and Repair Facilities)* Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to provide bicycle maintenance and repair facilities within the development for the shared use of all residential users (e.g. owners, renters and their guests) generally as follows:
 - a) a minimum of one bicycle repair and maintenance station for each residential tower, designed, constructed, equipped and maintained by the owner, each of which shall:
 - i) be fully accessible to all intended users;
 - ii) be easily accessible from residential Class 1 bicycle parking areas;
 - iii) be fully handicapped accessible; and
 - iv) include, at minimum, a bicycle repair stand with tools, a foot pump and a faucet, hose and drain for bicycle washing;
 - v) identify the bicycle maintenance and repair facilities in the Development Permit plans;
 - vi) identify the bicycle maintenance and repair facilities in the Building Permit plans; and

- vii) prior to building inspection permitting occupancy, provide wayfinding and stall identification signage for the bicycle maintenance and repair facilities, to the satisfaction of the Director of Transportation;
- 21. (*Bicycle Facilities*) Registration of a restrictive covenant on title or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to maintain all required bicycle parking spaces and other bicycle facilities for their intended uses, as well as, securing the owner's commitment to maintain the bicycle parking areas for shared common use.
- 22. *(Transit Pass Program)* Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to provide a transit pass program, at the owner's cost, generally as follows:
 - a) provide 25 monthly two-zone transit passes for one year for ECD Hub staff;
 - b) extend the program, should it not be fully subscribed within one year, until the equivalent of the costs of the full one year transit pass program has been exhausted;
 - c) provide for administration by TransLink or a management company on behalf of the strata council;
 - d) notify the operator of the ECD Hub of the availability of the transit pass program;
 - e) indicate to the operator of the ECD Hub the availability and method of accessing the transit program; and
 - f) submit a Letter of Credit prior to Development Permit issuance to secure the owner's commitment to provide the transit passes based on 110% of transit pass costs (including 100% for transit pass purchases and 10% for future transit pass cost increases and administration).
 (Note: The remaining funds in the LOC will be released to the Owner/Developer when the 2-zone one year transit pass program is fully subscribed.)
- 23. (District Energy Utility) Registration of a restrictive covenant and Statutory Right-of-Way(s) and/or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to connect to District Energy Utility (DEU) and granting the Statutory Right-of-Way(s) necessary for supplying the DEU services to the building(s), which covenant and Statutory Right-of-Way(s) and/or legal agreement(s) will include, at minimum, the following terms and conditions:
 - a) No building permit will be issued for a building on the subject site unless the building is designed with the capability to connect to and be serviced by a DEU and the owner has provided an energy modelling report satisfactory to the Director of Engineering.
 - b) If a low carbon energy plant district energy utility (LCDEU) service area bylaw which applies to the site has been adopted by Council prior to the issuance of the development permit for the subject site, no building permit will be issued for a building on the subject site unless:
 - i) the owner designs, to the satisfaction of the City and the City's DEU service provider, Lulu Island Energy Company Ltd. (LIEC), a low carbon energy plant to be constructed and installed on the site, with the capability to connect to and be serviced by a DEU; and
 - the owner enters into an asset transfer agreement with the City and/or the City's DEU service provider on terms and conditions satisfactory to the City to transfer ownership of the low carbon energy plant to the City or as directed by the City, including to the City's DEU service provider, at no cost to the City or City's DEU service provider, LIEC, on a date prior to building inspection permitting occupancy of the first building on the site;
 - c) The owner agrees that the building(s) will connect to a DEU when a DEU is in operation, unless otherwise directed by the City and the City's DEU service provider, LIEC.
 - d) If a DEU is available for connection and the City has directed the owner to connect, no building inspection permitting occupancy of a building will be granted unless, and until:
 - i) the building is connected to the DEU;
 - ii) the owner enters into a Service Provider Agreement for that building with the City and/or the City's DEU service provider, LIEC, executed prior to depositing any Strata Plan with LTO and on terms and conditions satisfactory to the City; and
 - iii) prior to subdivision (including Air Space parcel subdivision and Strata Plan filing), the owner

grants or acquires, and registers, all Statutory Right-of-Way(s) and/or easements necessary for supplying the DEU services to the building.

- e) If a DEU is not available for connection, but a LCDEU service area bylaw which applies to the site has been adopted by Council prior to the issuance of the development permit for the subject site, no building inspection permitting occupancy of a building will be granted unless and until:
 - i) the City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU;
 - the building is connected to a low carbon energy plant supplied and installed by the owner, at the owner's sole cost, to provide heating, cooling and domestic hot water heating to the building(s), which energy plant will be designed, constructed and installed on the subject site to the satisfaction of the City and the City's service provider, LIEC;
 - the owner transfers ownership of the low carbon energy plant on the subject site, to the City or as directed by the City, including to the City's DEU service provider, LIEC, at no cost to the City or City's DEU service provider, on terms and conditions satisfactory to the City;
 - iv) prior to depositing a Strata Plan, the owner enters into a Service Provider Agreement for the building with the City and/or the City's DEU service provider, LIEC, on terms and conditions satisfactory to the City; and
 - v) prior to subdivision (including Air Space parcel subdivision and Strata Plan filing), the owner grants or acquires, and registers, all additional Covenants, Statutory Right-of-Way(s) and/or easements necessary for supplying the services to the building and the operation of the low carbon energy plant by the City and/or the City's DEU service provider, LIEC.
- f) If a DEU is not available for connection, and a LCDEU service area bylaw which applies to the site has not been adopted by Council prior to the issuance of the development permit for the subject site, no building inspection permitting occupancy of a building will be granted until:
 - i) the City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU; and
 - ii) the owner grants or acquires any additional Statutory Right-of-Way(s) and/or easements necessary for supplying DEU services to the building, registered prior to subdivision (including Air Space parcel subdivision and strata plan filing).
- 24. *(Affordable Housing)* The City's acceptance of the developer's offer to voluntarily contribute affordable housing, in the form of low-end market rental (LEMR) units, constructed to a turnkey level of finish at the sole cost of the developer, the terms of which voluntary contribution shall include, but will not be limited to, the registration of the City's standard Housing Agreement and Covenant on title to each lot to secure the affordable housing units. The terms of the Housing Agreements and Covenant shall indicate that they apply in perpetuity and provide for, but will not be limited to, the following requirements:
 - a) provide 5% of the residential floor area to affordable housing dwelling units, in perpetuity;
 - b) provide for affordable housing units, of numbers, types, sizes and associated rent and income levels in accordance with the table below:

Unit Type	A	Project Targets (3)			
	Minimum Unit Sizes	Current LEMR Maximum Rents (1) (2)	Total Maximum Household Income (1) (2)	Unit Mix	# of Units (3)
Bachelor	37 m ² (400 ft ²)	\$811	\$34,650 or less	15%	4
1-Bedroom	50 m² (535 ft²)	\$975	\$38,250 or less	33%	9
2-Bedroom	69 m² (741 ft²)	\$1,218	\$46,800 or less	26%	7
3-Bedroom	91 m ² (980 ft ²)	\$1,480	\$58,050 or less	26%	7
TOTAL		N/A	N/A	100%	27

AFFORDABLE HOUSING SUMMARY

1. Denotes 2017 amounts adopted by Council on July 24, 2017.

2. Subject to Council approval, total annual household incomes and maximum monthly rents may be increased annually by the Consumer Price Index.

- 3. 50% of affordable housing units shall meet Richmond Basic Universal Housing (BUH) standards or better.
- c) occupants of the affordable housing units shall enjoy full and unlimited access to and use of all onsite indoor and outdoor amenity spaces provided for the residential development as per OCP, City Centre Area Plan, and Development Permit* requirements, at no additional charge to the affordable housing tenants (i.e. no monthly rents or other fees shall apply for the casual, shared, or exclusive use of any amenities); and
- d) on-site parking, "Class 1" bike storage, and related electric vehicle (EV) charging stations shall be provided for the use of affordable housing occupants as per the OCP, Zoning Bylaw, and approved Development Permit* at no additional charge to the affordable housing tenants (i.e. no monthly rents or other fees shall apply for the casual, shared, or exclusive use of the parking spaces, bike storage, EV charging stations, or related facilities by affordable housing tenants).
- 25. (Combined Child Care and Community Facility) The City's acceptance of the owner's offer to voluntarily contribute a child care and community services facility, generally described as an Early Childhood Development Hub (ECD Hub), which may be used by the City as child care, community amenity space, or any other permitted use the City, in its sole discretion, deems appropriate. The broad terms of the contribution shall include:
 - a) design and construction of a complete facility (facility proper, ancillary facilities and outdoor space), including the base building and tenant improvements, all to a turnkey level of finish, on the subject site, by the developer, at the developers cost; and
 - b) transfer of the complete facility (facility proper, ancillary facilities and outdoor space), including the base building and tenant improvements, all at a turnkey level of finish, as an air space parcel, to the City, at no cost to the City,

and, the specific terms shall include:

- c) voluntary contribution of no less than 1,765 m² (19,000 ft²) of floor area (e.g. area that is considered to be floor area for the purposes of calculating density under the Richmond Zoning Bylaw) to the ECD Hub based on the following density bonusing and supplementary contribution calculation:
 - i) 377 m^2 (4,058 ft²) of floor area, calculated as one percent of the residential floor area, excluding affordable housing floor area (e.g. 0.01 x (39,624 m² 1,981 m²));
 - ii) $671 \text{ m}^2 (7,223 \text{ ft}^2)$ of floor area, calculated as five percent of the Village Centre Bonus floor area (e.g. $0.05 \text{ x} 1.0 \text{ x} 13,425 \text{ m}^2$); and
 - iii) a supplementary voluntary contribution of 717 m² (7,718 ft^2) less of floor area,

to be used for development of the facility proper including program spaces, private access and internal circulation, structure, walls (internal and external), building systems and building services where these elements are typically included in floor area calculations for the purposes of calculating density under the Richmond Zoning Bylaw and are used exclusively for the ECD Hub facility;

- d) voluntary contribution of additional indoor area from the development, as required for purposes ancillary to the facility use, including, but not limited to, bicycle storage, parking and loading, waste management, access, circulation and exiting, structure, walls (internal and external), building systems and building services, where such area is typically excluded from floor area calculations for the purposes of calculating density under the Richmond Zoning Bylaw or is not used exclusively by the facility;
- e) voluntary contribution of outdoor area of approximately 1050 m² (11,300 ft²), the final size and exact dimensions of which are to be determined through the development permit process, including both open and covered areas, neither of which will be considered to be floor area for the purposes of calculating density under the Richmond Zoning Bylaw;
- f) location of the facility proper and the outdoor space on Level 3 of the development, generally as shown in the location plan (Schedule 4), along with provision for private access (elevator and stair) to and from No. 3 Road (Level 1) and to and from ancillary facilities such as parking and loading, waste management rooms, service rooms, storage rooms and similar areas (multiple levels);

- g) design and construction of the complete facility, substantially in accordance with the summary requirements listed below and with reference to the attached "<u>Terms of Reference for the Brighouse</u> <u>Village Early Childhood Development Hub</u>" (Schedule 5) which describes, amongst other things, the facility intent, the facility program, reference standards and guidelines, technical requirements, functional requirements, outline construction requirements, involvement of City staff, its representatives, licensing bodies, operators and others of a similar nature, and occupancy and post-occupancy conditions:
 - i) the facility proper to provide for:
 - i. approximately 836 m² (9,000 ft²) of child care floor area to house up to four licensed child care programs serving children from birth to 12 years of age; and
 - ii. approximately 650 m² (7,000 ft²) of floor area to house early childhood development and family services programs;
 - iii. approximately 278 m² (3,000 ft²) for non-program floor area such as access and circulation, structure, walls and storage space; and
 - iv. use of the facility for other community purposes when not being used for the child care and/or early childhood development and family support programs,

all of which may be adjusted with design development during the Development Permit process,

- ii) the ancillary facilities to provide for:
 - i. bicycle storage, vehicle parking and loading for the use of the facility's clients, visitors, guests and staff, available 365/7/24, located within the parkade except where noted otherwise, generally in an area having direct or close access to the facility's private access system, including access from the street where applicable, clearly signed, including:
 - for the child care and community services uses, 15 Class 1 bicycle spaces;
 - for the child care and community services uses, Class 2 bicycle spaces in accordance with the site-specific bylaw and located close to the ground level entry lobby;
 - for the child care uses, vehicle parking for a minimum of 11 staff vehicles and 9 nonstaff vehicles (minimum non-staff space size of 2.65m. x 5.5 m.);
 - for the community services uses, vehicle parking for a minimum of 11 staff vehicles and 10 non-staff vehicles;
 - for after-hours ECD Hub parking (approximately 8 spaces), use of the parking within the shared parking areas of the parkade;
 - handicapped vehicle parking spaces provided consistent with the provisions of the Richmond Zoning Bylaw;
 - loading area space for use by a passenger van or similar-sized delivery van, with associated clear headroom and adjacent loading marshalling area (approximate area 5.0 m. x 11.0 m.);
 - ii. access to and use of the shared loading facilities provided on Level 1of the parkade for the whole development;
 - iii. a separate and exclusive use waste management room with direct access to the facility's private circulation system and provision for waste management removal in conjunction with the overall development's waste management provider; and
 - iv. services rooms and similar facilities, as required to meet functional, technical and operational requirements of the facility,
- iii) the outdoor program space to provide for:
 - . approximately 836 m^2 (9,000 ft²) for the child care outdoor areas; and
 - ii. approximately 214 m² (2,300 ft²) for the early childhood development and family services programs outdoor area,

or, as determined through the Development Permit process;

- iv) design and construction of the facility to achieve LEED v4 ID + C Commercial Interiors Gold Certification, with a focus on providing for robust monitoring and remote control capabilities of the systems and scheduling that are its responsibility and integration of these controls into-the building automation system through open language BACnet interfaces and, further, reference to the principles outlined in the "<u>City of Richmond Building Equipment</u>, <u>Monitoring, and Integration Requirements</u>" administrative procedure;
- v) design and construction of the facility to provide for separate addressing;
- vi) design and construction of the utility systems to provide for, amongst other things:
 - i. connection to the on-site, low-carbon, central energy plant for the purposes of heating and cooling, along with provision for sub-facilities and sub-metering, to the satisfaction of the City;
 - ii. connection to other building utility systems (e.g. electricity), along with provision for sub-facilities and sub-metering, to the satisfaction of the City; and
 - iii. conduit rough in for installation and connection of the City's fibre optic communications system, by the City or its contractor, noting the required conduit size is 2 inches and the outside end point is to be the City Traffic Junction Box location at the NE corner of Cook and No 3 Road;
- h) project development and procurement of approvals subject to the following benchmarks/timelines:
 - prior to issuance of a Development Permit for the development, in whole or in part:
 - i. the facility design (facility proper, ancillary facilities and outdoor space) must be resolved to a level typical of the design development stage of a development project, to the satisfaction of the City;
 - ii. the resulting design must be incorporated into the Development Permit application submission; and
 - iii. a preliminary construction cost estimate for facility proper, ancillary facilities and outdoor space, verified by an independent quantity surveyor that is acceptable to the City, must be provided;
 - ii) prior to issuance of a Building Permit for the development, in whole or in part:
 - i. the facility design (facility proper, ancillary facilities and outdoor space) must be resolved to a level typical of the building permit and issued for construction stages of a development project, to the satisfaction of the City;
 - ii. the resulting design must be incorporated into the building permit application submission; and
 - iii. a final construction cost estimate for facility proper, ancillary facilities and outdoor space, verified by a quantity surveyor, must be provided;
 - iii) prior to occupancy of the development, in whole or in part:
 - i. the constructed facility (facility proper, ancillary facilities and outdoor space) must be granted building inspection permitting occupancy;
 - ii. commissioning of the facility (facility proper and outdoor space) must be completed to the satisfaction of the City;
 - iii. occupancy and post-occupancy information for the facility (facility proper and outdoor space) must be provided, to the satisfaction of the City;
 - iv. as-built drawings and Operation & Maintenance (O&M) manuals in soft and hard copy form of the facility (facility proper and outdoor space) must be provided to the satisfaction of the City; and
 - v. a final construction cost for facility proper, ancillary facilities and outdoor space, verified by an independent quantity surveyor that is acceptable to the City, must be provided,

i)

unless the constructed facility is otherwise deemed acceptable by the Director, Development; the Director, Engineering; the Manager of Community Social Development; and, the Senior Manager of Real Estate Services, at their sole discretion.

- i) registration of a legal agreement(s), which may include, but may not be limited to, the following:
 - i) a "no build" covenant registered on title restricting Building Permit issuance for the whole development, to be in effect until such time as a "construction agreement" is registered on title with respect to the amenity; Note: This requirement may be waived if a "Construction Agreement" is signed before

Note: This requirement may be waived if a "Construction Agreement" is signed before rezoning adoption.

- a "construction agreement" setting out requirements with respect to the design, construction, supply, installation, approval, and warranty of the Early Childhood Development Hub and related works to the satisfaction of the City, which agreement may include provisions for a statutory right(s)-of-way and/or rent charge and include the terms set out in these rezoning considerations and the "Terms of Reference for the Brighouse Village Early Childhood Development Hub" as well as standard City facilities policies;
- iii) an Air Space Parcel (ASP) subdivision agreement to facilitate the future creation of an ASP containing the Early Childhood Development Hub, including the facility proper, ancillary facilities and outdoor spaces, to the extent deemed desirable or practical by the City, together with any easement(s) and/or statutory right(s)-of-way registered on title to secure any remaining facilities located elsewhere in the development and intended for the use of the Early Childhood Development Hub, along with terms for cost sharing between the ASP owner (the City) and the owner(s) of the remaining facilities, all in a form and content satisfactory to the City;
- a purchase and sale agreement to facilitate the transfer of the Early Childhood Development Hub ASP to the City, which transfer shall not occur until the City has, at its sole discretion, accepted the Early Childhood Development Hub works, which acceptance shall not relieve the developer of any outstanding obligations and which shall include an option to purchase for a consideration;
- a "no occupancy" covenant for the development, in whole or in part, registered on title, to be in effect until such time as the facility has been completed or otherwise deemed acceptable, at the sole discretion of the City, by the Director, Development; the Director, Engineering; the Manager of Community Social Development; and, the Senior Manager of Real Estate Services, in their sole discretion, and has been transferred to the City free and clear of any encumbrances; and
- vi) a blanket Statutory Right-of-Way, or alternative legal agreement(s), to the satisfaction of the City, securing public access to and egress from the ECD Hub facility (facility proper, ancillary facilities and outdoor space) and any part of the parking facility allocated for the ECD Hub facility use, across and through the drive aisles and pedestrian pathways forming part of the development and securing City access to the development for the maintenance of the utilities and mechanical systems servicing the ECD Hub facility (including maintenance of the City's fibre optic system), which agreement may be replaced prior to occupancy, to the satisfaction of the City, with a replacement agreement and a surveyed Statutory Right-of-Way(s) plan.
- j) submission of cash or other forms of financial security as follows:
 - i) a cash-in-lieu contribution of \$10,000 to fund the complete installation of the fibre optic service by city contractors within the conduit supplied by the developer (e.g. all costs for Civil work upgrades, connection of developer conduit to city systems, fibre cable/splice enclosure and all installation work) (Account # 1315-40-000-00000-CB00026);
 - ii) a project management fee of \$366,643 [equal to 5% of the preliminary construction cost estimate, using the City's "equivalent to construction value" rate of \$6,997/ sq. m. applied to

the density bonus floor area portions of the facility only (e.g. $377 \text{ m}^2 + 671 \text{ m}^2 = 1,048 \text{ m}^2$)] to provide for the participation of the City or its representatives in the schematic design, design development, building permit, issued for construction, contract administration and related stages of project development (Account # 1315-40-000-00000-CB00026);

- iii) a Letter of Credit (LOC), in the amount of 100% of construction cost estimate for the complete facility (facility proper, ancillary facilities and outdoor space), as verified by a quantity surveyor, to secure the developer's commitment to design, construct, and transfer the Early Childhood Development Hub to the City, with provision for the return of the subject monies as follows:
 - i. no reduction or release until a minimum of one (1) year after the ECD Hub has received final building inspection permitting occupancy;
 - ii. no reduction or release until Provincial licensing has been achieved;
 - iii. retention of the LOC, or portions thereof, at the sole discretion of the City, to rectify deficiencies;
 - iv. retention of the LOC, or portions thereof, at the sole discretion of the City, to ensure the air space parcel (ASP) is free and clear of builder's liens or other encumbrances; and
 - v. retention of the LOC, or portions thereof, at the sole discretion of the City, to complete the facility, should the developer fail in its contractual obligations.
- 26. *(Community Planning)* The City's acceptance of the owner's offer to voluntarily contribute at least \$161,919.94 (100% of the total floor area calculated using the proposed floor area e.g. 53,794 m2 x \$3.01/m²) towards City Centre community planning (CC-Community Planning and Engineering Account # 3132-10-520-00000-0000).
- 27. (Public Art) The City's acceptance of the owner's offer to voluntarily contribute at least \$404,812.20 (100% non-residential floor area and 100% residential floor area, excluding affordable housing floor area, @ \$4.84 and \$9.15 per square meter, respectively, (e.g. (14,170 m²-1,765 m²) x \$4.84/m²+ (39,663 m² 1,983 m²) x \$9.15/m²) towards public art (15% to Public Art Provision Account # 7500-10-000-90337-0000 and 85% to Account # 7600-80-000-90173-0000).
- 28. *(Servicing Agreement)* Submission and processing of a Servicing Agreement* application, completed to a level deemed acceptable by the Director of Engineering, for the design and construction of works associated with the proposed rezoning, subject to the following conditions: *(Engineering)*

Notes:

- a) The Owner/Developer has applied for a servicing agreement at this address (SA 17-769245) to relocate the sanitary sewers currently located within the development site into the roadway in advance of site preparation. This servicing agreement is not related to this rezoning application. As the works included in SA 17-769245 are required to serve the proposed development, and as it is the City's policy to have each application independent, the requirements of SA 17-769245 have been repeated below, marked with an asterix (*). Should SA 17-769245 not proceed, or if for any reason the scope of SA 17-769245 does not include one of the items below, then these works shall be done
 - through the servicing agreement for this rezoning.

Water Works:

- b) Using the OCP Model, there is 823.0 L/s of water available at a 20 psi residual at the No 3 Road frontage, and 407.0 L/s of water available at a 20 psi residual at the Cook Road frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- c) Prior to the rezoning staff report being written, the Owner/Developer is required to coordinate with the Richmond Fire Rescue to confirm whether fire protection service is required along the proposed development's Bus Mall and/or lane frontage. If required, install water mains and hydrants to provide fire protection service.
- d) The Owner/Developer is required to:
 - i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization

Initial: _____

(ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.

- ii) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for commercial land use.
- iii) Provide a right-of-way for the water meter, unless located within the building (i.e. in a mechanical room). Exact right-of-way dimensions to be finalized during the servicing agreement process.
- iv) Obtain approval from Richmond Fire Rescue for all fire hydrant locations, relocations, and removals, as required.
- v) Install a meter for the proposed water service connection.
- vi) Replace the length of AC water main to be disturbed by the proposed sanitary sewer works on the south side of Cook Road. *
- vii) The developer is required to provide private (developer-owned and -maintained) fire hydrant(s) within the SRW along the Bus Mall frontage of the development site. The fire hydrants shall be served by the onsite water system. The number and locations shall be as approved by Richmond Fire Rescue during the Development Permit and/or Building Permit review.
- e) At Owner/Developer's cost, the City is to:
 - i) Install one new water service connection.
 - ii) Cut and cap all existing water service connections serving the development site, and remove meters.
 - iii) Complete all tie-ins for the proposed works to existing City infrastructure.

Storm Sewer Works:

- f) The Owner/Developer is required to:
 - i) Install approximately 50 m. of minimum 200 mm or OCP size lane drainage in the east-west lane, and tie in to the existing storm sewer on Buswell Street via a new manhole.
 - ii) Provide, at no cost to the City, a 1.5 m. x 1.5 m. right-of-way for the proposed storm inspection chamber, if required.
 - iii) Provide a sediment and erosion control plan within the servicing agreement design.
- g) At Owner/Developer's cost, the City is to:
 - i) Cut and cap all existing storm service connections serving the development site and remove inspection chambers.
 - ii) Install one new storm service connection, complete with inspection chamber, to serve the development site. The inspection chamber may be located onsite in a right of way, if required.
 - iii) Complete all tie-ins for the proposed works to existing City infrastructure.

Sanitary Sewer Works:

- h) The Owner/Developer is required to:
 - i) Cut, cap, and remove the existing sanitary sewers onsite between manhole SMH775 and manhole SMH772. *
 - ii) Remove, or fill and abandon per MMCD specifications, the existing sanitary sewer in Cook Road between manhole SMH842 and manhole SMH772, and remove both manholes. *
 - iii) Fill and abandon, per MMCD specifications, the existing sanitary sewer in the future Bus Mall between manhole SMH775 and manhole SMH776. *
 - iv) Fill and abandon, per MMCD specifications, the existing sanitary sewer along the south property line of the development site from manhole SMH771 to manhole SMH772. *
 - v) Install a new 250 mm sanitary sewer in Cook Road from manhole SMH842 to Buswell Street, to tie in to the proposed Capital sanitary sewer in Buswell Street. *
 - vi) Reconnect all existing sanitary service connections to the new sanitary sewer, and provide

stubs for future developments where applicable. *

- vii) Provide, at no cost to the City, a 1.5 m. x 1.5 m. right-of-way for the proposed sanitary inspection chamber, if required.
- i) At Owner/Developer's cost, the City is to:
 - i) Cut, cap, and remove all existing sanitary connections serving the development site. *
 - ii) Install one new sanitary service connection off of the proposed sanitary sewer in Cook Road, complete with inspection chamber. The inspection chamber may be located onsite if required.
 - iii) Complete all tie-ins for the proposed works to existing City infrastructure.

Frontage Works:

i)

- j) The Owner/Developer is required to:
 - Coordinate with BC Hydro, Telus and other private communication service providers:
 - i. To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - ii. Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - iii. To locate/relocate all above ground utility cabinets and kiosks required to service the proposed development, and all above ground utility cabinets and kiosks located along the development's frontages, within the developments site (see list below for examples). Please note that locations of equipment on site may require adjustment of the frontage in plan and in section (typically overhanging structures are not permitted). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown on the architectural plans/functional plan, the servicing agreement drawings, and registered prior to Servicing Agreement design approval:
 - BC Hydro PMT 4.0 x 5.0 m
 - BC Hydro LPT 3.5 x 3.5 m
 - Street light kiosk 1.5 x 1.5 m
 - Traffic signal kiosk 2.0 x 1.5 m
 - Traffic signal UPS 1.0 x 1.0 m
 - Shaw cable kiosk 1.0 x 1.0 m
 - Telus FDH cabinet $-1.1 \times 1.0 \text{ m}$.
 - ii) Provide street lighting along all road frontages according to the following:
 - i. No 3 Road (east side of street)
 - Pole colour: Grey
 - Roadway lighting: N/A (No change to existing lighting in centre median)
 - Traffic Signals @ No 3 Road & Cook Road: N/A (No change to the existing Type 7 lighting.)
 - Pedestrian lighting: Type 8 (LED)
 - 1. <u>Without</u> off-street bike path: Locate lighting @ back of curb INCLUDING 1 pedestrian luminaire, 1 duplex receptacle, and flower basket holders, but excluding any banner arms or irrigation.
 - 2. <u>With</u> off-street bike path: Locate between sidewalk & bike path INCLUDING 2 pedestrian luminaires set perpendicular to the roadway, flower basket holders, and 1 duplex receptacle, but EXCLUDING any banner arms or irrigation.
 - ii. Cook Street (north side of street)

Initial:

- Pole colour: Blue
- Roadway lighting @ back of curb: City Centre Type Roadway/Pedestrian Luminaire Pole (LED) – Drawing L12.3 INCLUDING 1 street luminaire, banner arms, and 1 duplex receptacle, but EXCLUDING pedestrian luminaires, flower basket holders and irrigation.
- Pedestrian lighting: Not applicable (i.e. no stand-alone pedestrian poles)
- iii. Bus Mall (south side of mall)
 - Pole colour: Grey
 - Roadway lighting: N/A (Bus Mall/TransLink to install roadway lighting.)
 - Pedestrian lighting: N/A (Bus Mall/TransLink to install pedestrian lighting.) HOWEVER, if frontage improvements along the subject site require changes to the pedestrian lighting, it should be made to match the location & type installed along the north side of Bus Mall via Fairborne/SA 12-598011.
- iv. Lane @ east side of site
 - Pole colour: Blue
 - Roadway lighting @ back of curb: City Centre Type Laneway Luminaire Pole (LED)
 Drawing L12.1.

General Items:

- k) The Owner/Developer is required to:
 - i) Provide, prior to start of site preparation works or within the first servicing agreement submission, whichever comes first, a pre-load plan and geotechnical assessment of preload, dewatering, and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations.
 - ii) Provide a video inspection of the existing storm sewers along the No 3 Road and Cook Road frontages prior to start of site preparation works or within the first servicing agreement submission, whichever comes first. A follow-up video inspection after site preparation works are complete (i.e. pre-load removal, completion of dewatering, etc.) to assess the condition of the existing utilities is required. Any utilities damaged by the pre-load, de-watering, or other ground preparation shall be replaced at the Owner/Developer's cost.
 - iii) Monitor the settlement at the adjacent utilities and structures during pre-loading, dewatering, and soil preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to the City for approval.
 - iv) 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.

(Transportation)

- l) <u>General Provisions:</u>
 - i) The Owner/Developer is responsible for the design and construction of road widening, behind the curb frontage improvements and traffic signal improvements including but not limited to the items listed in this section.
 - ii) The road widening, behind the curb frontage improvements and traffic signal improvements noted below will be finalized once the final functional road plans are submitted for City review.
 - iii) The back of curb cross-section elements may be adjusted to accommodate functional requirements and/or to establish a more innovative public realm.

Initial:

- iv) Additional work, typically identified during the detailed design stage of the Servicing Agreement process, may be required.
- Above ground hydro/telephone kiosks and other third party equipment must not be placed within any frontage works area including sidewalk, greenway, bike bath and boulevard. A Statutory Right-of-Way(s) on the subject property is to be secured for the placement of this equipment.
- vi) All curb ramps to have tactile surface treatment.
- vii) All road and frontage improvement works are to be completed to the satisfaction of the City before the issuance of occupancy approval(s).

Road and Frontage Works:

- m) Cook Road between No. 3 Road and Buswell Street
 - i) <u>Scope of Work</u> Design and construction of the section of Cook Road between No. 3 Road and Buswell Street including the intersection of Cook Road and No. 3Road and Buswell Street. Works to accommodate a five-lane cross-section at the intersections, including the site access, are required. A new traffic signal at the site access is required.
 - i. Road works To be finalized based on functional road plan to the satisfaction of the Director of Transportation: Road widening to accommodate a future 5 lane cross-section with new westbound LT lane at No. 3 Road 3.1m to 3.3m, one 4.25m curb lane, 0.15m top of curb, 3m landscaped boulevard with street trees, 1.8m bike lane, 0.5m buffer strip, 2m s/w. The ultimate road functional design for Cook Road is required to establish the interim works and set the new north curb of Cook Road and interim frontage elements with trees and lighting, etc.
 - ii. Frontage improvement works Construction of road widening with full frontage works including landscaped boulevard, off-road bike lane, sidewalk and landscaped buffer strip as noted above.
 - iii. Road cross-section Details of the road cross-section are described below.
 - iv. Traffic signal Full traffic signal upgrades streetscape elements, including but not limited to decorative pavement surface treatment, bollards and place-making elements, etc. to the No. 3 Road /Cook Road intersection is required. Details of the traffic signal works are described under Section 3.0 (a) below.
 - v. Intersection works at Buswell Street Full traffic signal upgrades and streetscape improvements are to be constructed at this intersection. This includes decorative surface treatment of crosswalks.
 - vi. Site Access/Cook Road ultimate 5-legged cross-section with full traffic signalization is required with streetscape enhancements.
 - ii) <u>Functional Design (road works and behind the curb frontage works)</u> A functional design for this road construction project, prepared to the satisfaction of the City, is required. The criteria of the functional design are as follows for all roads and lanes:
 - i. Horizontal/vertical profiles The alignment is to be centered within the city road right-of-way.
 - ii. Road cross-section The lane configuration shall consist of a five-lane cross-section, with three westbound traffic lanes and a raised intersection.
 - iii. Lane widths:
 - o 3.25 m. wide curb lanes;
 - o 3.3 m. wide for other traffic lanes;
 - iv. Frontage Improvements The permanent new curb and gutter on the north side of the road is to be established. From the curb, the frontage improvements include:
 - o Road widening to establish ultimate cross-section.
 - 0.15 m. wide curb;
 - 2.5 to 3.0 m. wide landscaped boulevard planted boulevard with street trees;

Initial: _____

- 1.8 m. wide off-road bike lane;
- 0.5 to 1.0 m. buffer, strip with lighting, street furniture, landscape and street trees; and
- 2.0 m. wide sidewalk.
- v. Cross-section (ultimate) Five 3.25 m. wide traffic lanes (two eastbound and two westbound through traffic lanes and a left turn lane). The frontage improvements described above are to be maintained.
 - Other features: hard landscape features, street furnishings, and streetlights.
- iii) Functional Design (intersection works interim and ultimate road cross-sections)
 - i. <u>No. 3 Rd/ Cook Road intersection</u> Design and construction of the full intersection and a 30 m. long five-lane cross-section north of the intersection including a 20:1 taper section to connect to the four lane section of Cook Road. In the interim condition, additional signage restricting left-turns from Cook Road to the site may be required for operational reasons. All details on traffic signal design to be included in the servicing agreement.
 - ii. <u>Cook Road /Buswell Street</u> Design and construction of the full intersection to accommodate all directional traffic movements for the interim and ultimate five-lane cross-section.
- n) No. 3 Road
 - i) Scope of Work Frontage works are required behind the new east curb of No. 3 Road
 - i. Road works Design and construction frontage improvements.
 - ii. Frontage improvement works Curb and gutter, landscaped boulevard, bike lane, sidewalk and plaza area to the north.
 - ii) <u>Functional Design</u> Functional design drawings (interim and ultimate conditions) for this road construction project, prepared to the satisfaction of the City, are required. The criteria of the functional design are as follows.
 - i. Cross-section (interim) The existing east curb of No. 3 Road can be relocated as the bike lane is to be behind the curb in front of the site. Maintaining a minimum 3.25m curb lane width, the cross-section elements, measuring from the new curb: to include the following which is subject to change based on the outcome of the planning study for the No.3 Road public realm:
 - From new curb. The dedication required is based on the following frontage cross-section:
 - From existing curb:
 - 0.15m curb
 - 2.5 to 3.0m planted boulevard with street trees,
 - 2.00m bike lane
 - 1.0 to 1.5 m. buffer strip with lighting, street furniture, landscape and street trees;
 - 3.00m sidewalk
 - ii. Rough in for installation of public art along this frontage.
 - iii. The area beyond the above frontage improvements required for the plaza area at the north end of the site is in addition to the frontage dedication.
 - iv. The NE corner of the Cook Rd./No. 3 Rd. intersection to have bike treatment per Transportation direction.
 - v. At the north end of the bike lane at the No. 3 Rd. /Bus Mall intersection, the bike lane will need to transition on back to on street in advance of the intersection.
- o) East-West Lane:
 - i) Scope of Work Upgrade of the existing east-west lane to City standard as well a new eastwest lane (9m) from Buswell Street to the site's eastern parkade access. Additional lane upgrades of the existing lane connecting to Buswell St. are required and the works will be

determined through the servicing agreement to bring this lane up to City Centre standard as much as possible. Work may include but not be limited to the addition of special surface treatment pavement, lighting, sidewalk and rollover curb. The section of the east-west lane on the subject site is to be designed and constructed to City Centre standard with treatment and details to be designed through the Servicing Agreement. Special treatment and design elements, such as a raised crosswalk with decorative pavement treatment, signage, etc. may be required along the greenway where it intersects the lane. The Servicing Agreement is to also include the ultimate road functional plan for the east-west lane from Buswell St. to the site access face Buswell Street.

- ii) Functional Design Details on upgrades will be determined through the servicing agreement o From north PL:
 - 0.35m rollover curb
 - Remaining width to existing SPL to have new pavement with streetscape decorative surface treatment and possible rollover curb on south side with improved lighting. A functional lane design is required to determine the upgrades to the lane. The remaining 1.5m of the lane for a 9.0m ultimate dedication will be sought upon redevelopment of the property to the south.
- p) Bus Mall Frontage:
 - Scope of Work Frontage works are required behind the future south curb of the Bus Mall (See Servicing Agreement 11-598011. Please note the PMT location as the s/w along the north PL will have to meander around it. Temporary adjustments to the existing fence around the Bus Mall site may be required if the subject property advances prior to the Bus Mall project. If the Bus Mall frontage is not complete at the time of construction, additional works may be required to coordinate an interim condition. The interim works are to be included in the Servicing Agreement, and include but are not limited to lighting, sidewalk edge treatment and fencing
 - ii) Functional Design Details on upgrades will be determined through the servicing agreement, but include and are not limited to the following:
 - From the existing south curb of the Bus Mall set by Servicing Agreement 12-598011:
 - 0.15 curb
 - Minimum 7m hardscaped treed boulevard, as per north side frontage.
- q) <u>North-South Pedestrian Mews</u>: 6.0 m. SRW with a 3 m. min. walkway and landscaping on either side (where Fire requirements permit). Details of design to be developed through the Servicing Agreement, including details on but not limited to surface treatment, bollards, lighting, benches, landscaping, etc.
- r) "<u>Kiss and Ride</u>": A functional plan is required to the satisfaction of the Director of Transportation for the layout of the Kiss and Ride area to identify the scope of works for construction. Through the Servicing Agreement, the design details, for pavement marking, signage, lighting, etc. will be determined. The number of parking spaces in the Kiss and Ride area is to be maximized. The Vista switch and other utilities are preferred to be excluded from this area, if technically feasible.
- s) <u>North-West Corner Statutory Right-of-Way(s) PROP</u>: Servicing Agreement to include design of interim works for this area as part of Bus Mall plaza in the case that the subject development advances prior to the Bus Mall Servicing Agreement.

Traffic Signal/Communication Network Works:

- t) <u>General Provisions</u> Beyond what is specifically identified, the Owner/Developer is also responsible for the design and construction of any of the following elements at a traffic signal device and/or communications network.
 - i) Modify, relocate and/or replace traffic signal poles/bases, conduits, junction boxes, street light fixtures, cable and conductors.

Initial: _____

- ii) Modify, relocate and/or replace traffic signal equipment such as controller cabinet/base, UPS (Uninterrupted Power Supply) and service panel.
- iii) Modify vehicle/pedestrian detection and vehicle phasing including left turn arrows.
- iv) Modify, relocate and /or replace communications conduit, cable and junction boxes.
- u) Site Access/Cook Road Intersection:
 - i) Scope of Work A new signalized intersection is required to City standard. Truck wheel paths are required demonstrating lane width requirements for access and egress movements.
 - ii) Functional Design The Owner/Developer is responsible for the design and construction of this traffic signal. Works shall include, but not limited to the installation of conduits, junction boxes, City centre type blue traffic pole and bases, traffic signal heads, illuminated LED street name signs, video detection/traffic cameras, Accessible Pedestrian Signals (APS), UPS (Uninterrupted Power Supply) base and traffic controller cabinet, all components and base. New communications conduit, fibre cable is also required to tie in this traffic signal with City owned communication network. A full set of traffic signal design drawings will be required. The Owner/Developer may have to assign a Statutory Right-of-Way(s) for the placement of some of this equipment (to be identified through the Servicing Agreement phase of the project).
- v) Existing Traffic Signal at No. 3 Road/Cook Road (modification works):
 - i) Scope of Work Additional streetscape elements including decorative crosswalk treatment and architectural bollards at corners. traffic signal upgrades, special intersection treatment or operation as determined through the servicing agreement. Additional works are described in *Traffic Signals* section below.
 - ii) Functional Design The Owner/Developer will be responsible for all costs related to the modification of this traffic signal operation. Works shall include but not limited to new City centre type traffic poles on all corners, as well as light poles, pole bases, video detection/traffic cameras, UPS system and cabinet, new controller cabinet/controller, illuminated LED street name signs and APS and left-turn arrows for southbound and eastbound traffic. A full set of traffic signal modification design drawings will be required. The Owner/Developer may have to assign a Statutory Right-of-Way(s) for some of this equipment (to be identified through the Servicing Agreement phase of the project).
- w) Existing Traffic Signal at Cook Road/Buswell Street (modification works):
 - i) Scope of Work traffic signal upgrades are required for illuminated street name signs and streetscape treatments.
 - ii) Functional Design The Owner/Developer will be responsible for all costs related to the modification of this traffic signal for road widening and frontage works. Works shall include but not be limited to City Centre type blue traffic poles, pole bases, video detection/traffic cameras, UPS system, new controller cabinet/controller, illuminated street name signs and APS. A full set of traffic signal modification design drawings will be required. The Owner/Developer may have to assign a Statutory Right-of-Way(s) for some of this equipment (to be identified through the Servicing Agreement phase of the project).
- x) Provision of a Letter of Credit to secure the completion of the works in an amount determined by the Director of Engineering and Director of Transportation.
- y) Registration of the Servicing Agreement on title.
- 29. (*Development Permit*) Submission and processing of a Development Permit* application, completed to a level deemed acceptable by the Director of Development, demonstrating:
 - a) design development of the rezoning concept, as necessary, to address:
 - i) form and character objectives noted in the associated Report to Planning Committee;
 - ii) Council directions arising out of Public Hearing;
 - iii) pertinent comments of the Advisory Design Panel;
 - iv) form and character objectives described in the OCP and CCAP Development Permit

Guidelines;

- v) technical resolution of building services, private utilities, public utilities, fire access, parking and loading and waste management including provision of final utility, fire access, loading, waste management and signage and wayfinding plans; and
- vi) technical resolution of the landscape plans including:
 - i. the protection, installation and/or maintenance (including automatic irrigation) of retained and/or new landscape; and
 - ii. the protection, installation and/or maintenance (including automatic irrigation) of retained and/or new trees;
- vii) provision of twenty-six (26) replacement trees on site;
- b) the owner's commitment to design and construct the development in accordance with rezoning policy, the rezoning considerations and the draft site-specific zoning bylaw, by incorporating information into the Development Permit plans (inclusive of architectural, landscape and other plans, sections, elevations, details, specifications, checklists and supporting consultant work) prepared, stamped and sealed by qualified professionals including, but not limited to:
 - i) statutory rights of way, easements, encroachments, no build areas, agreements and other legal restrictions;
 - ii) flood construction level(s);
 - iii) use, density, height, siting, building form, landscaping, parking and loading and other zoning requirements;
 - iv) stamped and sealed floor area calculation overlays;
 - v) site access locations;
 - vi) horizontal and vertical clearance dimensions for all vehicular circulation, including heights of doors, gateways and other passages;
 - vii) the required shared non-residential parking and residential visitor parking spaces;
 - viii) the required shared loading spaces;
 - ix) the required EV-charging vehicle parking spaces;
 - x) the required car-share parking spaces;
 - xi) the required end-of-trip facilities, including their location, number, size, type and use;
 - xii) the required bicycle maintenance facilities;
 - xiii) identification and wayfinding marking and /or signage for all bicycle, vehicle and truck spaces and associated facilities, with particular attention to ECD Hub staff and visitor needs;
 - xiv) the location of all above ground utility equipment required to be on site including that needed for street lighting and traffic signals as well as that need for third parties;
 - xv) the location of areas reserved for DEU equipment and/or connection facilities and a notation regarding the need for DEU pre-ducting, as applicable in the case of the final DEU strategy;
 - xvi) the required affordable housing units, including their size and location;
 - xvii) the required aging in place, basic universal, accessible, adaptable and/or convertible dwelling units, as noted below, including notation of their associated design features:

Туре	Affordable	Market	rket Intent	
Aging in Place	g in Place 13 330 - support mobility and usability		Per OCP	
Adaptable + Basic Universal Housing (1)	14	206	 renovation potential for wheelchair plus added floor area for manoeuvering 	Per BCBC and RZB
Barrier Free (2)	-	-	- move in with wheelchair Per l	
Total Units	27	536	·	

* Includes Aging-in-Place

** Includes Aging-in-Place, Adaptable and Basic Universal Housing

xviii) the required ECD Hub facility including plans of indoor and outdoor facilities;

xix) an accessibility checklist and identification of specific recommended measures to be incorporated into the Building Permit plans, where relevant;

- xx) a CPTED checklist and identification of specific recommended measures to be incorporated into the Building Permit plans, where relevant;
- a LEED checklist for the overall development prepared by a LEED AP to achieve LEED v4
 NC Silver equivalency and identification of specific measures to be incorporated into the
 Building Permit plans to be incorporated into the Building Permit plans, where relevant;
- a LEED checklist for the ECD Hub prepared by a LEED AP to achieve LEED v4 ID+C Gold Certification and identification of specific measures to be incorporated into the Building Permit plans to be incorporated into the Building Permit plans, where relevant;
- an Acoustic and Mechanical Report with recommendations prepared by a registered professional regarding measures to be incorporated into the Building Permit drawings to achieve the exterior and interior noise levels and other noise mitigation standards articulated in the various noise covenants;
- an Arborist Contract entered into between the applicant and a Certified Arborist for
 supervision of any works conducted within the tree protection zone of the trees to be retained
 -the Contract should include the scope of work to be undertaken, including: the proposed
 number of site monitoring inspections, and a provision for the Arborist to submit a post construction assessment report to the City for review.
- xxv) the required common indoor, common outdoor and private outdoor amenity areas including their location, size and use;
- xxvi) the location, plans, detailing and specifications of the vertical clearance for the loading area, including the access/egress movement to/from Cook Road and Buswell St.to confirm truck loading movements are satisfied;
- xxvii) the location, plans, detailing and specifications for landscaping, including but not limited to required replacement trees and irrigation for private and common open space; and
- xxviii) the location and dimensions of on- and off-site any tree protection fencing illustrated on the Tree Retention/Management Plan provided with the application.
- c) Submission of a letter of credit for landscaping, including required replacement trees, based on 100% of the cost estimate provided by the Landscape Architect, including installation costs, plus a 10% contingency cost.

Building Permit Notes:

- 1. Prior to Building Permit issuance the approved Development Permit and associated conditions, as well as any additional items referenced in "Schedule B: Assurance of Professional Design and Commitment for Field Review", shall be incorporated into the Building Permit plans (drawings and documents) prior to Building Permit issuance.
- 2. Prior to Building Permit issuance, the applicant is to submit a detailed <u>Construction Parking and Traffic Management Plan</u> to the Transportation Division for approval. The Management Plan shall identify (for each development phase): construction vehicle access, emergency vehicle access, parking facilities for construction workers, staging areas for construction vehicles, areas for deliveries and loading, and application for any lane closures. The Plan will require the use of proper construction traffic control procedures and certified personnel as per Traffic Control Manual for works on roadways (Ministry of Transportation and Infrastructure) and MMCD Traffic Regulation Section 01570.
- 3. Prior to Building Permit issuance the developer must obtain a <u>Building Permit for construction hoarding</u>. 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.
- 4. Prior to Building Permit issuance the developer must obtain and provide to the City TransLink concurrence, in writing, regarding adequate completion or otherwise successful resolution of the AID process.

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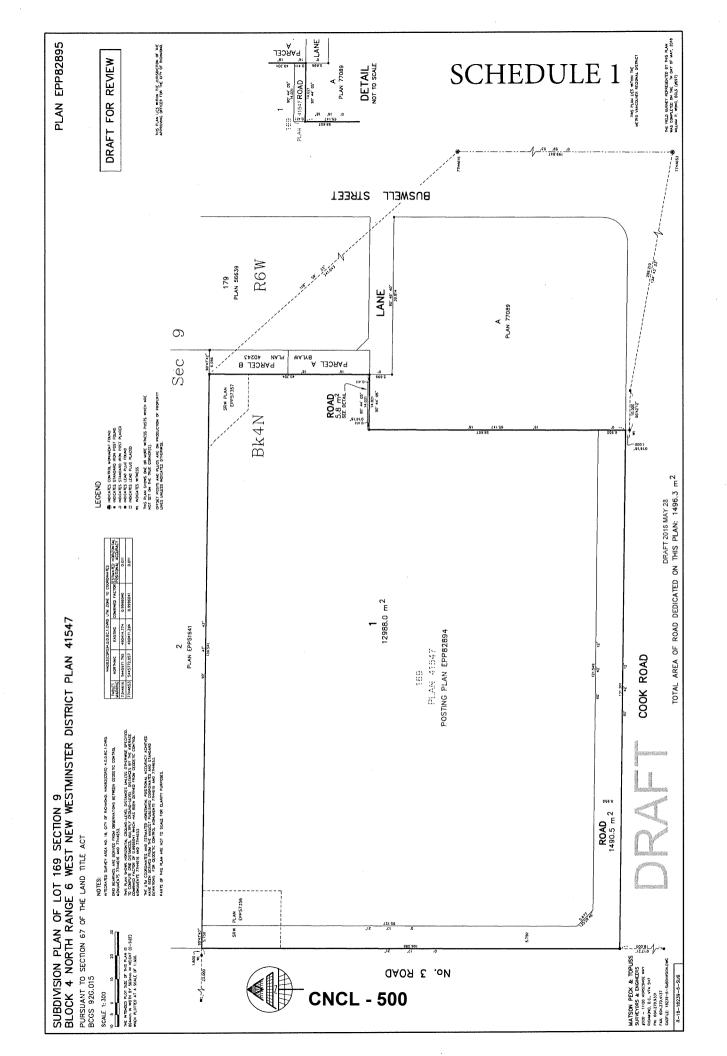
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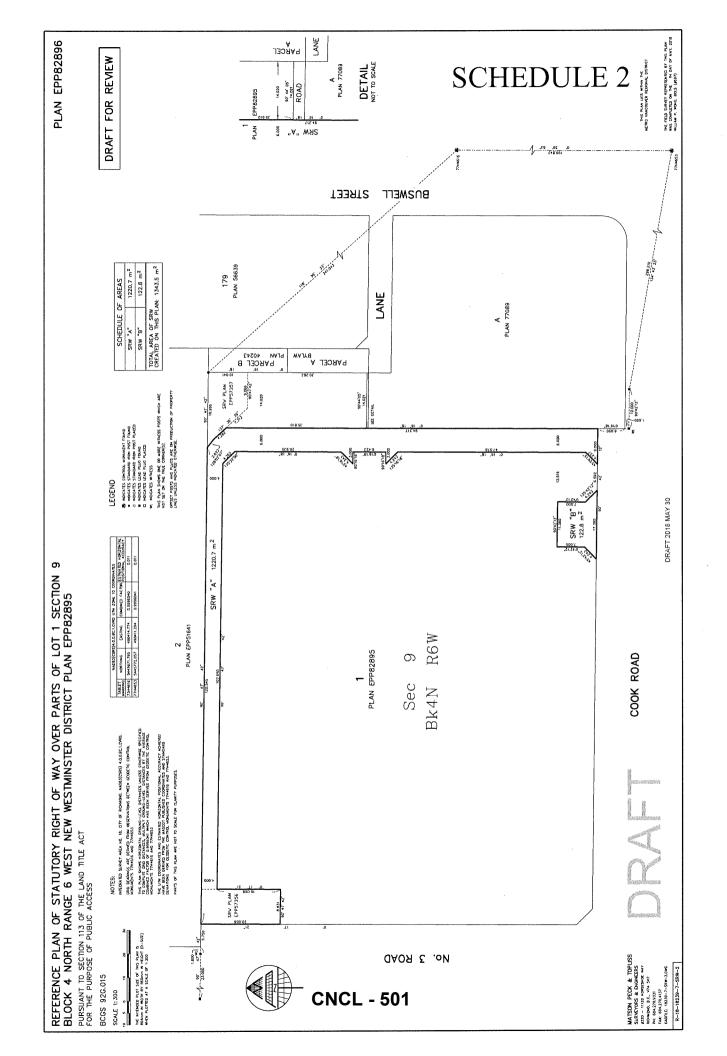
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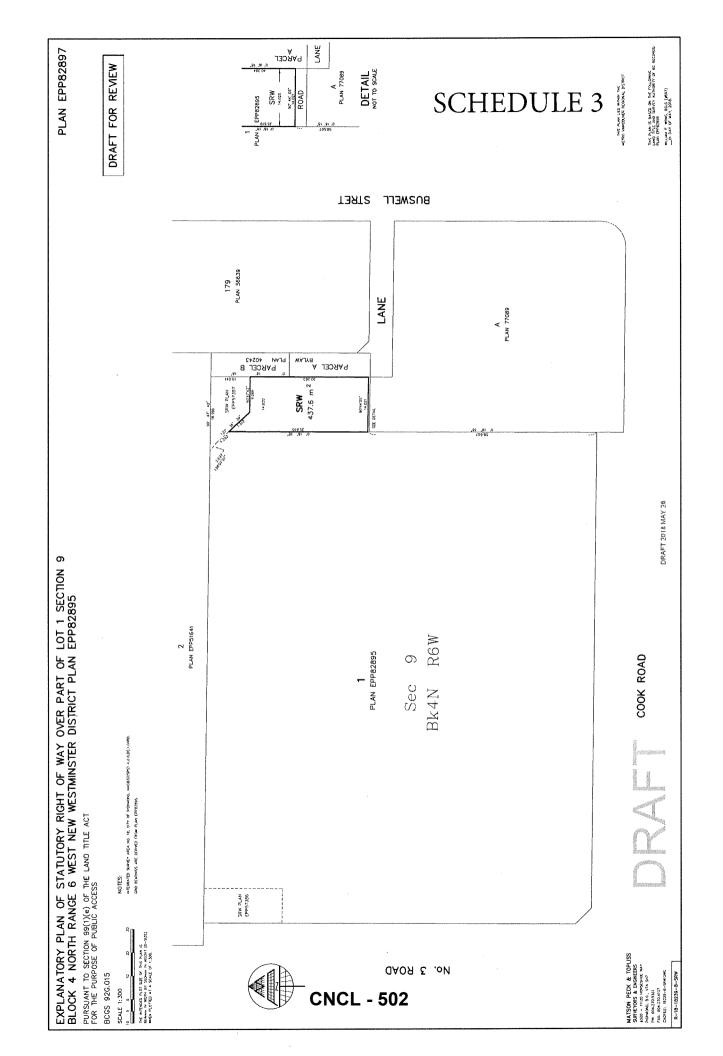
- 1. Some of the foregoing items (*) may require a separate application.
- 2. Where the Director of Development deems it appropriate, legal agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.
- 3. All agreements 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.
- 4. The legal agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding Permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.
- 5. Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, dewatering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- 6. Applicants for all City Permits are required to comply at all times with the conditions of the Provincial Wildlife Act and Federal Migratory Birds Convention Act, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal Permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on-site, the services of a Qualified Environmental Professional be retained.

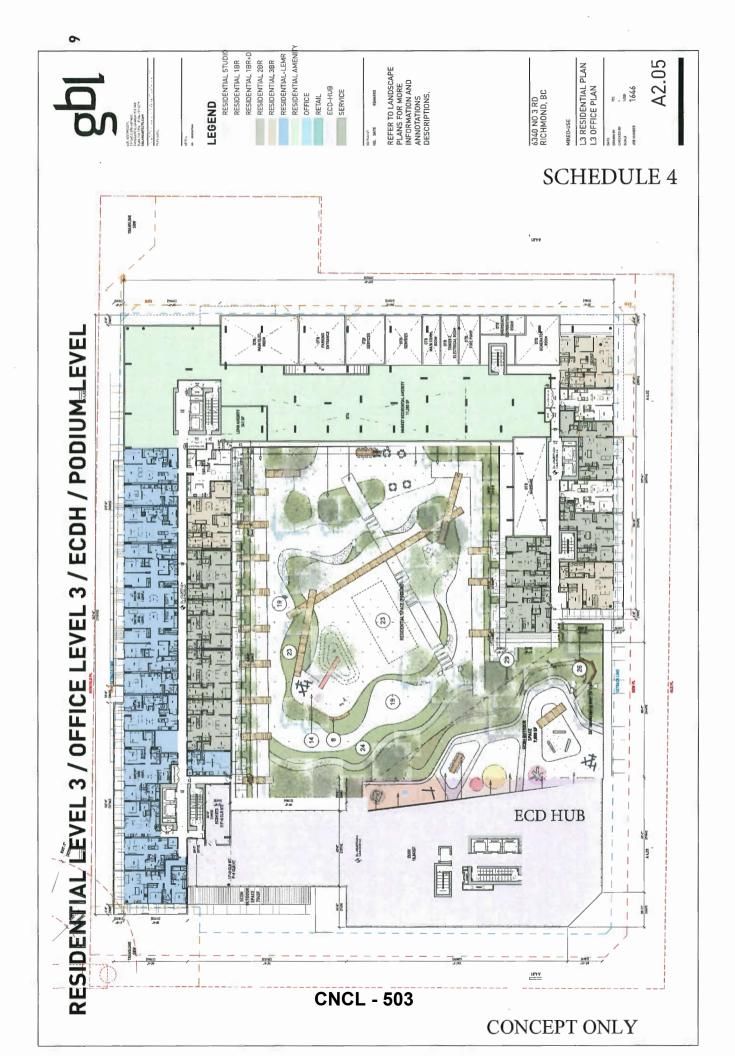
Signed

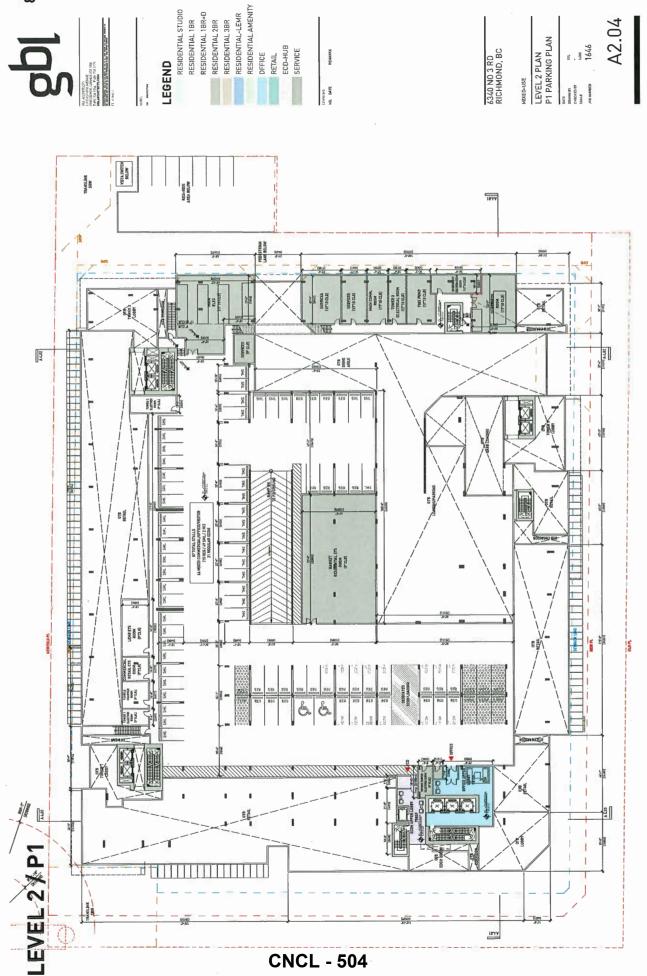
Date





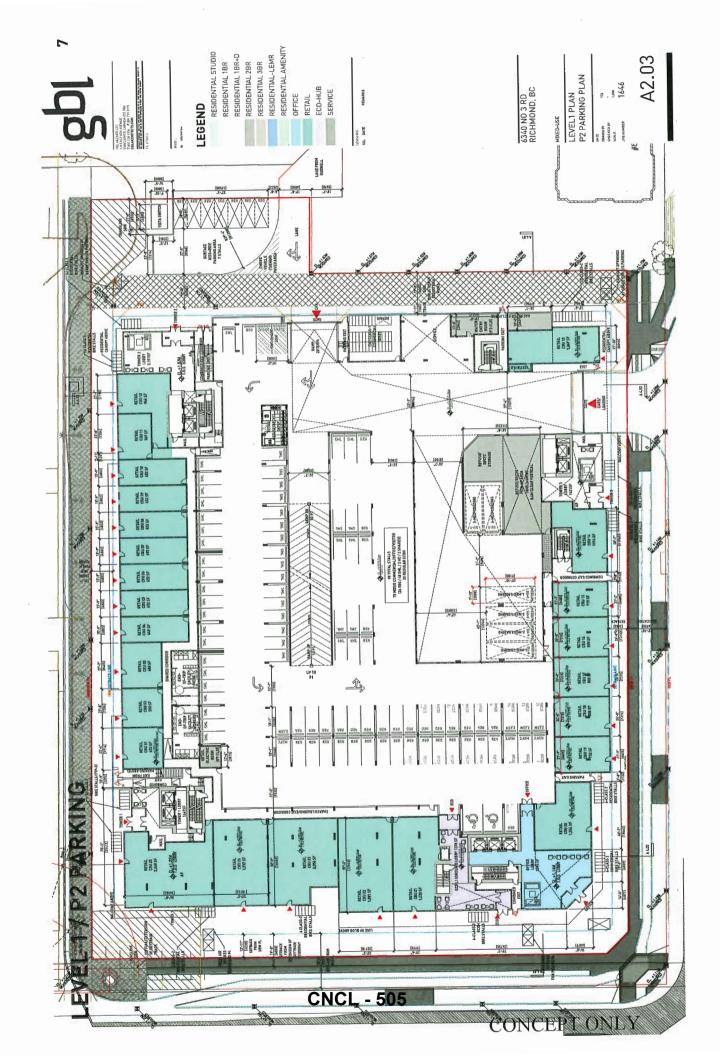


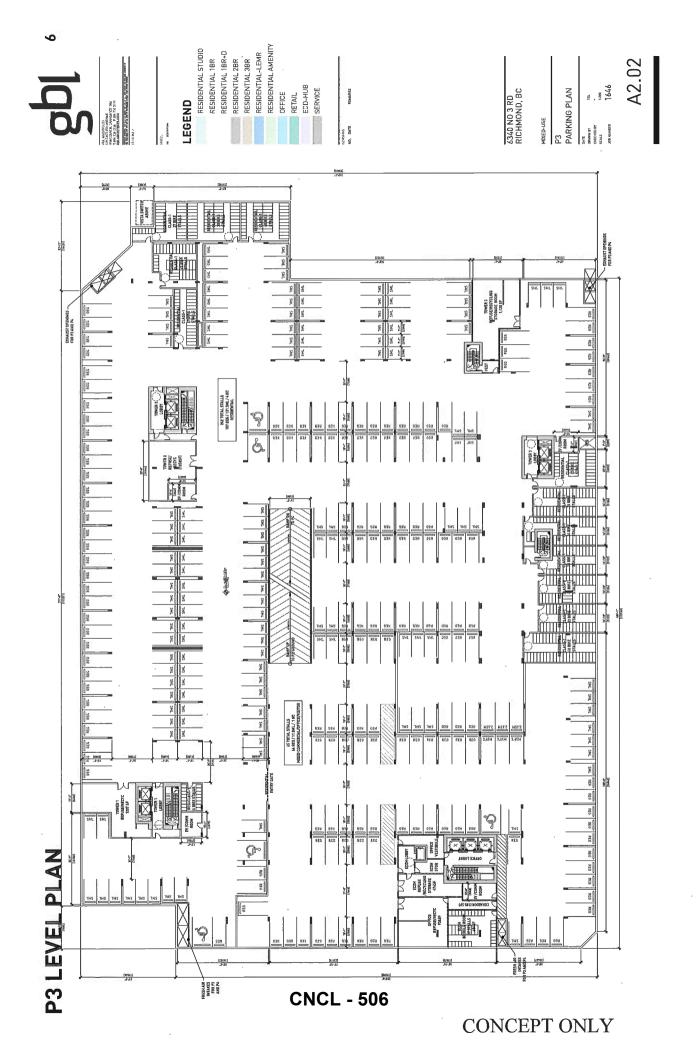




CONCEPT ONLY

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TERMS OF REFERENCE FOR THE BRIGHOUSE VILLAGE EARLY CHILDHOOD DEVELOPMENT HUB

6340 No. 3 Road

May 30, 2018



Prepared by: HDR | CEI Architecture Associates, Inc. 500 - 1500 West Georgia Street Vancouver, BC V6G 2Z6 604.687.1898



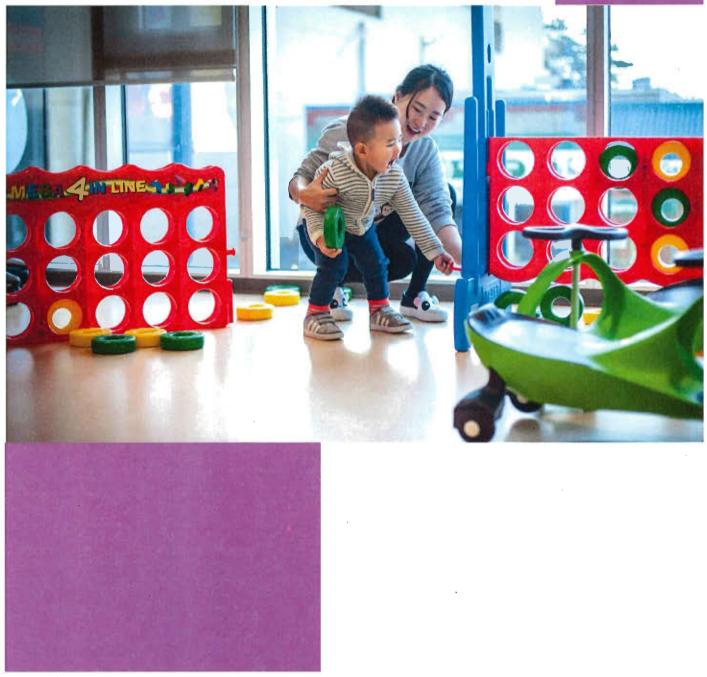
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I-D2 03

OVERVIEW







"Children are not things to be molded, but people to be unfolded."

- Jess Lair



OVERVIEW



1. PREFACE

The City of Richmond Early Childhood Development Hub is an air space parcel within the Keltic Brighouse Village development. **The Early Childhood Development Hub Facility Program document contains:**

• A summary description of the project including drawings provided by GBL Architects to illustrate the location, preliminary shape and relationship of the air space parcel to the development as a whole;

• A description of the City's expectations, standards and requirements that the facility and outdoor areas must meet;

 A summary of the recommended program areas for each programmatic function (building service areas will be determined by Keltic's design and engineering consultants, in conformance with City of Richmond City owned facility standards);

 Information for designing play areas for children

 Background, reference ,and resource material to inform and aid the design of the facility and outdoor playground areas;

Definitions of key terms

The Preliminary Early Childhood Development Hub Facility Program document is to be read in conjunction with the City of Richmond's <u>City</u> <u>Owned Child Care Facility Policies</u> <u>and Guidelines December 2016</u>; and Vancouver Coastal Health's <u>Design</u> <u>Resource for Child Care Facilities.</u>

In addition to the functional requirements outlined in the facility program document, the facility must meet applicable bylaws, building codes, government acts and health regulations. These include but are not limited to the City Of Richmond's Bylaws, the Government of British Columbia's Building Regulation, Community Care and Assisted Living Act, Child Care Licensing Regulation, Occupational Health and Safety Regulation (Worksafe BC), and the Community Care Facilities Director of Licensing Standards of Practice Safe Play Space.

Related to the child care programs, a provincial child care license from Vancouver Coastal Health (VCH) will need to be obtained by the Council approved operator for the facility. The licensing criteria for the operator extends beyond what is required for City issuance of a final inspection card permitting occupancy of the premises. VCH will only issue a child care license once municipal and fire approval have been granted. They will inspect the facility to ensure that all furnishings, equipment and supplies are on-site to deliver the intended child care programs and that the spaces provided meet the minimum requirements of the BC Child Care Licensing Regulation.

The standards and expectations of Richmond for City owned facilities and the requirements set out in the facility program may exceed those set out in the BC Child Care Licensing Regulation.

The ECD Hub is a parcel of a large Multi-use complex and will become a municipal facility for the City of Richmond. As with any of the city owned facilities, the Hub will be bound to achieve LEED Gold Certification; since the developer is not seeking certification for the whole project it was agreed that the ECD Hub should achieve LEED Gold CI for Commercial Interiors certification. LEED score card for the ECD Hub should be provide with the Rezoning application showing credits being sought. The LEED score card should be updated as project is defined and submitted with other project phase like Development Building Permit applications for review by City staff. Failure to certify the project may result in monetary penalty...

All the project drawings, plans, sections, and elevations have been provided and prepared by GBL Architects and are included for reference only. It is recognized that the size and shape of the air space parcel is subject to change as a result of the design process.

2. DEFINITIONS

Air space parcel:

Part 9 - Land Title Act

Definitions: *a volumetric parcel, whether or not occupied in whole or in part by a building or other structure, shown as such in an air space parcel plan.*

Air Space Plan - Section 14 Land Title Act

144 (1) An air space plan must:

- (a) have its side boundary limits consist of vertical or inclined surfaces conforming to or lying within the boundaries of the single parcel referred to in section 143 (1) (b),
- (b) have as its upper and lower limit a horizontal or inclined plane or arc of a circle, or combination of them,
- (c) have a title, identifying the single parcel on the plan referred to in section 143 (1) (b) and indicating that the plan is a subdivision of the whole or part of that parcel,
- (d) have noted on it the geodetic elevation of one corner of the ground surface of the single parcel referred to in section 143 (1) (b) and the geodetic elevation of every corner or angle of the air space parcel,
- (e) include
 - (i) a plot to scale of the single parcel referred to in section 143 (1) (b), and
 - a 3 dimensional paraline drawing of the air space parcel contained between the planes or arcs and, if the surfaces of the air space parcel are both horizontal and vertical the plan must so state, otherwise all boundaries of the air space parcel must be fully dimensioned for length and direction, and
- (f) contain a book of reference that
 - (i) allots a parcel letter or number to each air space parcel by reference to the lettered or numbered corners of it as shown on the plan, or as otherwise designated by a rule made under section 385 (5), and
 - (ii) states the cubic contents of each air space parcel.

For the purpose of these guidelines, the following definitions apply:

Early Childhood Development (ECD) Hub:	a facility that is designed for an operator to provide at least two types of licensed child care programs along with space for child and family development services or as a multi-agency service centre offering at least two types of licensed child care programs with child development and family strengthening services
F.A.R. Area:	the total area of space allocations as set out and defined in the legal agreement and zoning bylaw.
Gross Area:	the total area of the air space parcel including building services, walls, and circulation per the Land Title Act Part 9.



OVERVIEW

Net Area:	the area intended for the purpose/activity of the space not including walls or structure in interior spaces; In the exterior the net area does not include landscape areas, exterior walls, structure and functional circulation
Net Usable Area:	the area intended for the purpose/activity of the space not including walls and circulation, e.g in front of millwork (refers only to interior spaces)
Total Net Usable Area:	the sum of all Net Usable Area
Total Net Area:	the sum of all the Net Areas

Licensed Child Care Definitions

Infant:	a child under 18 months of age
Toddler:	a child between 18 and 36 months of age
Preschooler:	a child between 30 months of age and school age
School Age:	a child who attends school, including kindergarten between the ages of 5 and 12
Group:	a group of children having its own room or rooms which are fully furnished, equipped and licensed for child care. The groups are further defined as: Infant/Toddler - consists of a maximum 12 children under 30 months of age 3 to 5 Group - consists of a maximum 25 children at least 30 months of age at the date of entry and have not yet entered grade one Preschool - consists of a maximum of 20 children 30 months to school age School Age - consists of a maximum of 24 children if a preschool child or child in grade one is present School Age - consists of a maximum 30 children if no preschool child or child in grade one is present
Facility:	a building or portion of a building which houses one or more groups
Child Care Program:	a full-day program that operates Monday through Friday typically between 7:00a.m. and 6:00p.m.
Child Development Programs:	programs that support children's social, emotional, physical, and intellectual development e.g. drop in play, story time, drop in child-focused health services

Convertible Community: multi-purpose space that can be used on evenings and weekends to host meetings, events,



Space:	and other types of programs that meet community needs
Family Development Programs:	full and part-day family resource and drop-in programs, parenting programs, and wellness programs.
Preschool Program:	a part day program for children that provides either morning or afternoon sessions anywhere between 2 up to a maximum of 4 hours each session
School Age Program:	a part day program offered before and/or after school. Full day programs may be offered when school is not in session
Operator:	the person, or entity, selected by the City of Richmond that manages and operates the Facility
Child Care License:	refer to British Columbia's Community Care and Assisted Living Act and Child Care Licensing Regulation

Licensed child care statute and regulation references:

• Community Care and Assisted Living Act

• Child Care Licensing Regulation

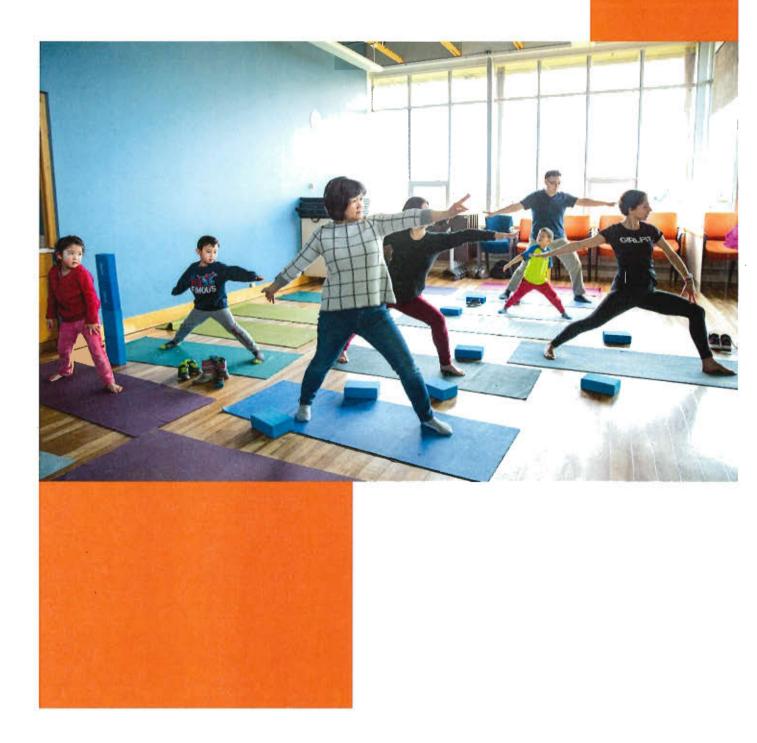
OVERVIEW







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1. INTRODUCTION

The City of Richmond is committed to the delivery of accessible, affordable and quality child care facilities and to providing these in service hubs particularly in the City Centre, to promote the health and wellbeing of children and families, to help foster overall economic stability and to support growth in Richmond.

Creating high quality, accessible, early childhood development hubs with child care spaces is a Council priority. To deliver the much-needed facilities the City is working with the business community, senior levels of government and the non-profit sector to realize these facilities with new child care spaces and wrap around services for families. Council has directed that new facilities are to be designed and constructed to provide healthy, secure and inspiring environments for children while also addressing the needs of early educators, parents and caregivers.

The Keltic Brighouse Village project is a mixed-use development. As part of the development the developer will deliver the construction an Early Childhood Development Hub to the City of Richmond.

The Early Childhood Development Hub air space parcel occupies areas on the first and second level for access lobbies and on the third floor where most of the program spaces are located. The Hub is accessed from the street and the parking garage thru lobbies where dedicated stair and elevator are located. The range and variety of programs and services offered at the ECD Hub are intended to serve the community in many ways and will include:

- A licensed combined Group Care Under 36 Months program with 12 spaces for children between the ages of birth to 36 months.
- 2. A licensed Group Care 30 Months to School Age program with twenty-five spaces for children between the age of 30 months to school age (5 years).
- 3. A licensed Preschool Care program with twenty spaces for no more than four hours of care for children between the ages of 30 months to school age .
- 4. A licensed School Age Care program with 30 spaces for children up to 12 years old providng no preschool child or child in Grade 1 is present.
- Child and family development programs serving a various ages.

The Hub may operate seven days a week. The child care component will at a minimum operate five days a week from 7:30am to 6:00pm. Child and Family Development programs may be offered during the day, evenings and on weekends. The Hub will deliver a variety of services to families. Administrative staff, licensed full-time and part-time early childhood educators, program and other support staff, will deliver the services. Families will come in search of information, attend programs; child care parents will come and go when they drop off and pick up their child, or children; and, community service specialist consultants and personnel will also visit from time to time.

A child will, on average, spend many more hours awake in a child care centre than they will spend in their home. The detail design of the indoor and outdoor environments is important. In addition to ensuring the safety of the children the following core principles will guide their design:

- community/urban design connectivity
- sensitive and thoughtfully detailed connected indoor and outdoor
- play-based learning places
- the fostering of the spectrum of early childhood development
- variety of experiences, noninstitutional in feel and spirit
- efficient functional spaces for the caregivers
- flexibility and adaptability
- best practices in the development of child care facilities
- best practices for sustainable development
- accessible and universal design
- resiliency
- durability
- differentiation between each program

2. KELTIC BRIGHOUSE VILLAGE

Keltic Canada Development (KCD) is proposing to develop a mixeduse project at the village centre of Brighouse Village, as per the City Centre Area Plan. The project is located at 6340 No 3 Road and faces No 3 Road to the west, Cook Road to the south, a new pedestrian mews to the east and a new Bus Mall to the north. The commercial and residential components of the project are designed to achieve Step 2 of the BC Energy Step Code, incorporating 70% renewable energy and allowing for a future tie-in to the Lulu Island Energy Company (LIEC) district energy system.

KCD is proposing the mixed-use 15-storey podium-four tower development to be comprised of:

- Early Childhood Development Hub,
- 543 market residential units,
- 27 non-market low-end of market rental (LEMR) units,
- Shared indoor and outdoor amenity spaces,
- 10 levels of office space,
- Commercial/Retail Units (CRU) along the Bus Mall, No 3 and Cook Roads at grade,
- 2 levels of underground and 2 levels of above-ground parking,

The Early Childhood Development Hub is proposed to be located on the third floor of an office building fronting No. 3 Road in an air space parcel connected to the street and parking levels by a dedicated elevator and stairway. The facility will have dedicated vehicle parking and loading areas plus bicycle parking. The child and family development programs and up to four licensed child care programs will be provided on Level 3.

3. CITY OF RICHMOND EARLY CHILDHOOD DEVELOPMENT HUB

Goals

- a. To provide one stop shop service center for families providing them with supports such as licensed child care, early childhood development, family strengthening, and wellness programs. The facility is intended to help enhance children's readiness for school, help families connect with each other and community services.
- Is envisioned to serve as a meeting place. It will also assist economic development by supporting working families.
- c. To provide a welcoming space for children and families.

Qualitative Aspects of ECD Hub in Brighouse Village

- a. Visitors to the ECD Hub should have a positive entry experience to the facility from both the street and parking levels (e.g. safe; following the best practices from CPTED - Crime Prevention Through Environmental Design and spacious) allowing for movement of people and strollers in opposite directions at peak times.
- b. As some of the services could be directed to families whose children require extra supports, some thought needs to be given to the location of loading zones or near-by parking stalls for the disabled.

- c. The arrival at Level 3 via a dedicated commercial elevator or communicating stair should be welcoming and provide space for client to sit and mingle.
- d. The Child and Family Development component of the Hub will have office spaces, meeting rooms and large multipurpose room which will include storage room for equipment and a dividing acoustic wall for programming. A commercial kitchen and large outdoor patio will be located in the vicinity of the multipurpose rooms. Storage and other support spaces should be located at the back of the house. An area for parent stroller storage is needed and will be located near the entrance.



- e. The arrival at Level 3 via a dedicated commercial sized elevator with the option of using an staircase should be welcoming and provide space for people to sit. The Child and Family Development component of the Hub should have multi-purpose rooms, a commercial kitchen and an outdoor patio area. Storage and other support spaces should be back of house. Parent stroller storage near the entrance should be considered as well.
- f. Each Child Care Program will be separate and secured spaces. The Child Care Program will include space for Infant / Toddlers; 3-5 age group; Preschoolers and School age group. The activity spaces for each program should have a contiguous relationship to the outdoor play areas. The idea is for children to be able to flow from the indoor activity to their dedicated outdoor play area yet be easily supervised as they play. Some support spaces may be shared (e.g. kitchen, washroom).
- g. The recommended number and size of program spaces, support spaces and other spaces are noted in this document in Section 4 Technical Requirements. The developer's consultants should also refer to the City of Richmond Child Care Design Guidelines, January 2016 and the City of Richmond Policies and Guidelines for the Development of City

-owned Child Care Facilities, December 2016 and licensing information referenced in the Appendices.

- h. Circulation corridors within the facility should not separate children's indoor spaces from their access to the outside. Aim to avoid long corridors.
- A dedicated elevator will be required. It should be of sufficient capacity to handle tripple, or quad strollers, with high ceiling to accommodate moving furniture and equipment as well as landscape supplies to the gardens on Level 3.
- j. A dedicated garbage/recycling room is required, close to the garbage collection point. Ensure that there is an accessible path to it.
- k. Parking and loading needs to be in a convenient location for pick-up and drop off of children, as close as possible to the elevator. Some staff parking spots are required for staff who will open and close the facility. See the COR Parking Bylaw. City of Richmond parking requirements can be found in the Richmond Zoning Bylaw 8500, Part A Procedures and Regulations: Section 7 -parking and Loading-see 7.7.2.3.General Parking Requirement -Child Care.

Anticipated Number of Children, Staff and Clients

- 1. Child Care Centre Space
- up to 87 Children
- ages: birth-12 years old
- up to 15 staff
- 2. Early Child and Family Development Program Space
- up to 15 staff (F⊤ and P⊤)
- up to 100 clients dropping in for services, of those 50 may be children

The ECD Hub will need to comply with Municipal and Provincial regulations. In particular, the licensed child care programs must meet the Child Care Licensing Regulation.

Site Context







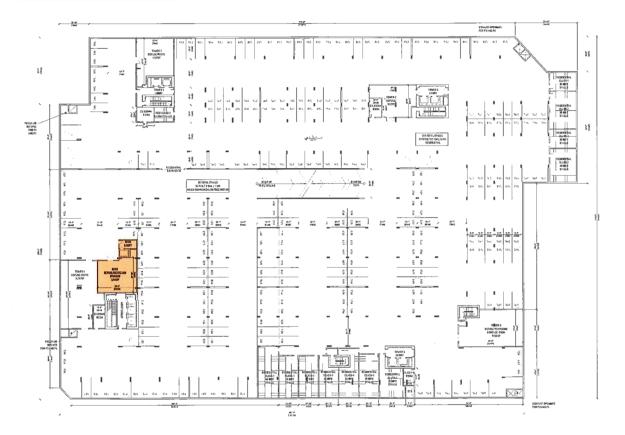
Context Plan









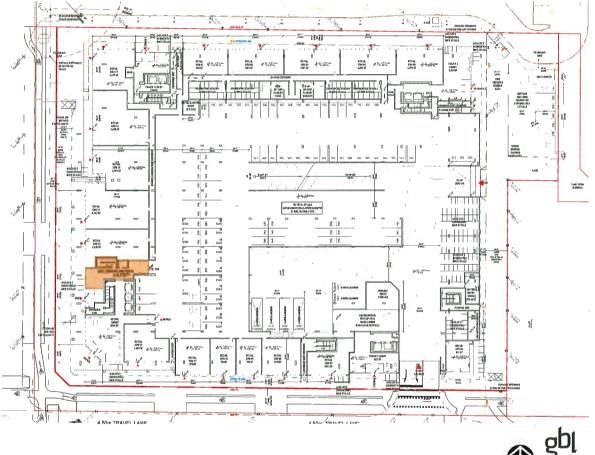




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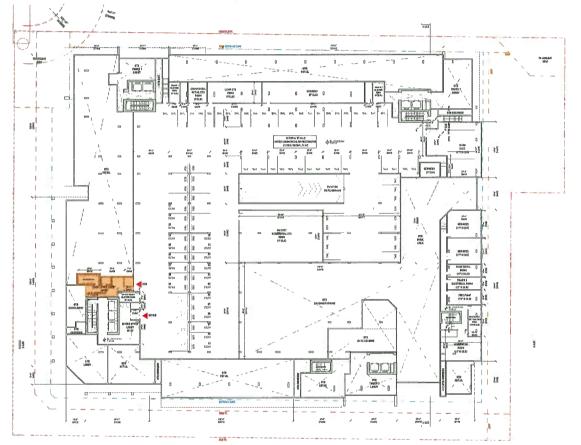


Level 1 Plan - P2 Parking Plan



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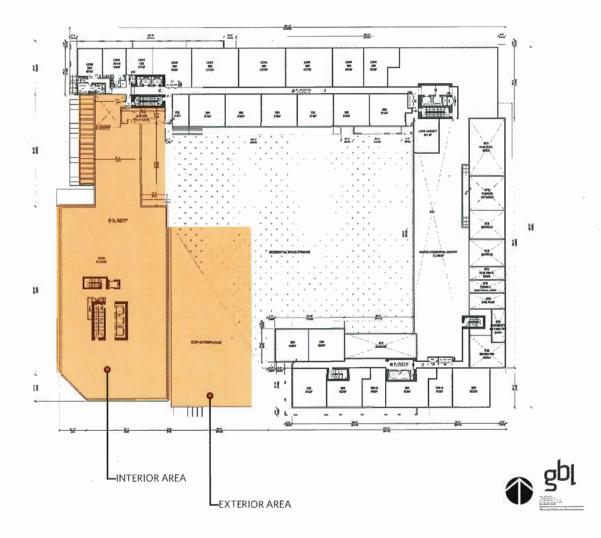


Level 2 Plan - P1 Parking Plan



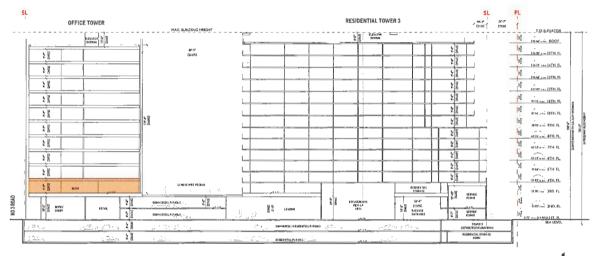


Level 3 - Early Childhood Development Hub







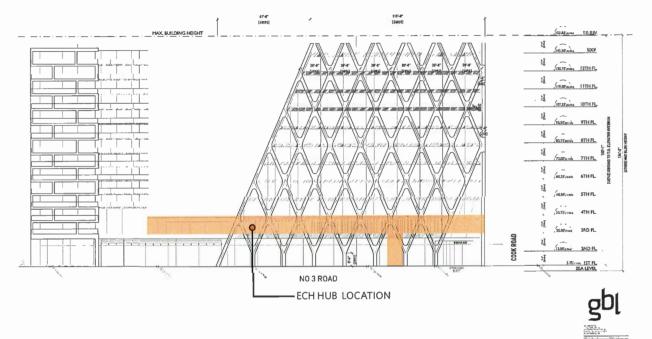




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West Elevation



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3D View



Outdoor Podium Level Daycare - Preliminary Concept



lut DPlayStructure 'ath DLog ed Sandbox DBoulder ge DEdible Planter fridge DBoardwalk ing Stone D5' Gate s and Chairs D5' Gate s DTimber Decking 1g DPlayWalt

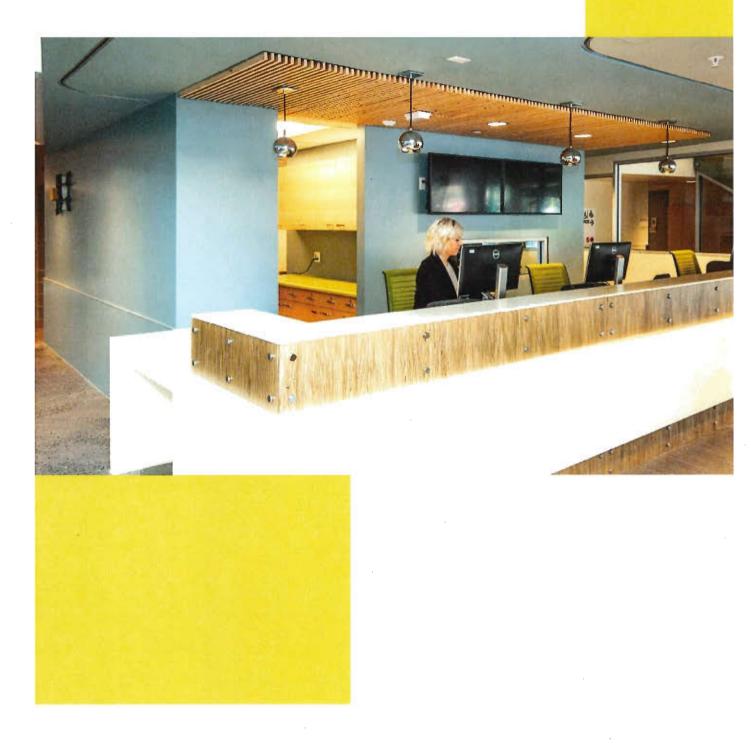
PWL partnership

*Technical guidelines for the ECD hub outdoor space are currently under preparation and will inform design development of the landscape plan.



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FACILITY REQUIREMENTS





"The essence of our effort, to see that every child has a chance, must be to assure each an equal opportunity, not to become equal, but to become different – to realize whatever unique potential of body, mind, and spirit he or she possesses."

-John Fischer





FACILITY REQUIREMENTS

BRIGHOUSE VILLAGE EARLY CHILDHOOD DEVELOPMENT HUB

1. Intent

The Early Childhood Development Hub facility must:

- a. Have a total floor area of 1,765 m² (19,000 ft²) comprised of the T6 Child Care bonus, the Village Centre Bonus (VCB) and an additional Voluntary Development Supplement to the satisfaction of the City;
- b. Provide space for up to four licensed child care programs serving children from birth to 12 years old (e.g.12 spaces of Group Care Under 36 Months, 25 spaces of Group Care 30 Months to School Age, 20 spaces of Preschool and 30 spaces of School Age Care);
- Provide space for early childhood development and family support programs that include multipurpose rooms that can be convertible for community use in the evenings and on weekends;
- d. Satisfy the minimum recommended sizes for the child care component of the facility as per the City of Richmond Child Care Design Guidelines (or the applicable City policy in effect at the time the facility is to be developed);
- e. Ensure that the child care spaces

are designed to be licensable by the Vancouver Coastal Health Community Care Facilities Licensing and/or other relevant licensing policies and/or bodies at the time of the facility's construction and in accordance with applicable Provincial Child Care Regulation and BC Community Care and Assisted Living Act;

- f. On an ongoing basis, be both functioning and fully operational, to the satisfaction of the City (see "Performance" under Development Processes/ Considerations);
- g. Provide functional space to meet the City Centre Area Plan objectives for non-residential uses such as a community hub for early childhood development where a continuum of services can be provided; and
- Be designed, developed and operated within the spirit of the City's Child Care Development Policy (#4017) which states that:
- The City of Richmond acknowledges that quality and affordable child care is an essential service in the community for residents, employers, and employees.

2. Development Processes/ Considerations

- a. City staff, City representative/ Operator involvement:
- The indoor floor plan and the outside play area for the child care facility and for the associated early childhood development and family support area should be developed in collaboration with the City, its representatives (e.g. consulting architect, etc.), and if available at the time of design development, the Council approved non-profit operator.
- To ensure the facility is satisfactory for licensable child care programs, and well designed for early childhood development and family support programs plus convertible community use space resulting, the City, its representative and the operator, if approved, should have input into:
- Space needs and design;
- Operation and function of the facility;
- Fittings and finishes;
- Mechanical, Electrical and other equipment; and
- Related considerations
- b. Child Care Licensing Officer involvement – The application of the Provincial Child Care Regulation can vary based on the local Child Care Licensing Officer's interpretation of programs' needs; it is therefore essential that the Licensing



Officer be involved with the design and development of the facility from the outset (the City will involve VCH representatives in the review of the design from rezoning through to building occupancy).

- c. Performance As a condition of Development Permit, to ensure the facility will, on an ongoing basis, be both functioning and operational to the satisfaction of the City, the developer will be required, in consultation with the City, its representatives (e.g. architectural and other consultants), the operator, and other affected parties, to define a standard of performance, and the measures necessary to safeguard that those standards will be achievable (e.g., responsibility for maintenance).
- d. Sustainability The ECD Hub is to meet LEED Gold v 4 fir ID+C Commercial Interiors.

3. Facility Description

a. **General Considerations** - As noted above (see Intent), the facility must satisfy all City of Richmond, licensing, and other applicable policies, guidelines, and bylaws as they apply at the time of development.

For reference purposes

Early Childhood Development Hub:

- Indoor 19,000 ft² (1,766 m²)
- Outdoor 11,300 ft² (1051 m²)

maximum to be comprised of:

Child Care Programs

The minimum net floor area and outdoor play area recommended for the child care component to allow for up to 87 children of various ages (infants to 12 years of age), exclusive of space peripheral to the primary function of the facility, such as parking, elevators and stairs, etc.:

- Indoor floor area 7,835 ft² (728.2 m²)
- Outdoor area 9,000 ft² (836 m²)

Early Childhood Development and Family Support Programs

The minimum net floor area and outdoor area recommended for multi-purpose rooms, a commercial kitchen, offices, public washrooms, staff washroom, staff break room and reception area is:

- Indoor floor area 7, 050 ft² (655 m²)
- Outdoor area 2,300 ft² (213.8m²)

Internal Walls, Circulation, and Service Areas

It is recommended that there be a space allowance for internal walls, circulation, and service areas such as a mechanical room, electrical room, data/comzmunications room, and a dedicated garbage recycling room:

 Internal walls, circulation, lobbies, and service areas – 4,093 ft² (380 m²) It is important to note that the above sizes are subject to change based on a number of factors, including policy developments, changes in licensing requirements or the design guidelines, community needs, advice of the operator, and/or other considerations.

- b. Access Safe, secure, and convenient access for children, staff, and parents is key to the viability of an ECD Hub. As the facility will be located above the ground floor, special attention will be required to how the facility is accessed (e.g., by foot, by car, in an emergency), the distance travelled, convenience, and related considerations. Where determined necessary, the City may require that the facility is equipped with special features designed to address the challenges of locating a child care facility in a high-density, mixeduse development including, but not limited to:
- A dedicated, over-sized elevator capable of accommodating triple child strollers, large groups of people, and landscape materials (to be transported to the roof deck play area);
- Parking and loading features required with respect to the ECD Hub entirely on-site and shall include, but may not be limited to, the following:
- For the child care and community services uses, 15 Class 1 bicycle spaces;
- ii. For the child care and community services uses, Class 2 bicycle



FACILITY REQUIREMENTS

spaces in accordance with the site-specific bylaw and located close to the ground level entry lobby;

- iii. For the child care uses, vehicle parking for a minimum of 11 staff vehicles and 9 non-staff vehicles (minimum non-staff space size of 2.65m. x 5.5 m.);
- iv. For the community services uses, vehicle parking for a minimum of 11 staff vehicles and 10 non-staff vehicles;
- v. For after-hours ECD Hub parking (approximately 8 spaces), use of the parking within the shared parking areas of the parkade;
- vi. Handicapped vehicle parking spaces provided consistent with the provisions of the Richmond Zoning Bylaw
- vii. Loading area space for use by a passenger van or similar-sized delivery van, with associated clear headroom and adjacent loading marshalling area (approximate area 5.0 m. x 11.0 m.) and
- Legal agreements are registered on title to secure adequate access in favour of the ECD Hub for shared use of on-site SU-9 loading spaces, to the satisfaction of the City, as determined via the Development Permit* design, review, and approval processes;
- A dedicated garbage room in

close proximity to the garbage collection area equipped with a mop sink, hose bib and floor drain; and

- Private/secured entry from the fronting public street and private/ secured entry from the parkade.
- c. Outdoor Space

The outdoor play space for the child care programs must be:

- Provided with covered and open play areas;
- Fully equipped with play structures and other apparatus that meet the requirements of Licensing authorities and are to the satisfaction of the City of Richmond and its approved operator;
- Include outdoor storage for children's play equipment and gardening tools, etc.;
- Landscaped with a combination of hard and soft play surfaces, together with appropriate fencing and access (taking into account the challenges of locating a facility on a rooftop) to provide for a wide variety of activities including, but not limited to, the use of wheeled toys, ball play, and gardening;
- Situated with good access to sunlight for at least three hours per day at winter solstice, two

hours of which should occur during typical playtimes 9:30 a.m. to 11: 30 a.m. or 1:30 p.m. to 4:00 p.m.

- Located where it is protected Atraffic, transit, construction) and ensures good air quality (e.g., protect from vehicle exhaust, restaurant and other ventilation exhausts, noxious fumes);
- Situated where it is immediately adjacent to and directly accessible (visually and physically) to the indoor child care space;
- Safe and secure from interference by strangers and others;
- Situated to avoid conflict with nearby uses (e.g., residential); and
- If multiple age groups of children are to be accommodated within the space, demised with fencing and be tailored to meet the various developmental needs of the ages of children being served.

The outdoor space for the early childhood development and family support plus convertible community use space must be:

- Situated so it is contiguous with the multi-purpose rooms;
- Have access to good sunlight;
- Be fully landscaped with planted areas and hardscape areas;



- Include some sun protection; and
- Outdoor storage for gardening tools, etc.

d. Noise Mitigation

Special measures should be incorporated to minimize ambient noise levels both indoors and outdoors (e.g., incorporating a roof over part of the outdoor play space to help create an area of reduced aircraft noise, ensuring no mechanical equipment that generates noise, vibration or noxious fumes is placed directly on or above the child care program spaces or in the outdoor play areas).

- e. Height Above Grade The facility is not to be located above the fourth floor of the project, except where this is determined to be to the satisfaction of the City.
- f. Natural light & ventilation The facility's indoor spaces (with the exception of washrooms, storage, and service areas) must have operable, exterior windows offering attractive views (near or far) and reasonable privacy/overlook, as determined through Richmond's standard development review process.
- g. The facility should have an active visual presence from the street,
 e.g., support spaces should
 be placed away from the front

windows on No. 3 Road and spaces such as a multi-purpose room, lounge and reception should be visible.

4. Level of Finish

The ECD Hub must be turnkey and ready for immediate occupancy upon completion (with the exception of loose furnishings, toys, and related items). This includes, but is not limited to, the following requirements:

- Finished floors installed (e.g. vinyl and/or carpet);
- Walls and ceiling painted and wall protection installed;
- Window coverings installed (curtains or blinds);
- A commercial kitchen with fire suppression and servery kitchens fully fitted out, including major appliances (e.g., stove/ovens, refrigerators, microwaves) and cabinets;
- Washrooms fully fitted out, including sinks, toilets, and cabinets;
- Wired for cablevision, internet, phone, and security;
- Non-movable indoor millwork, including kitchen cabinets, cubbies, parent sign-in counters, etc.;
- All outdoor landscaping, including all permanently mounted play equipment and furnishings and an irrigation system;

- Operable, exterior windows; and
- Noise attenuation to the satisfaction of the City.

5. Tenure

Parcel: Air space parcel

Ownership: Developer transfers ownership to the City

6. Legal

As a condition of completing the pending rezoning, legal documents will be required to secure the ECD Hub facility contribution, including a "nodevelopment" covenant, a Letter of Credit, and/or other measures as determined to the satisfaction of the City.



FACILITY REQUIREMENTS











FACILITY REQUIREMENTS

LEED CERTIFICATION CONTENT:

- 1. Summary Prepaired for by Integral Group (email)
- 2. Preliminary LEED Score Card

EARLY CHILDHOOD DEVELOPMENT HUB TERMS OF REFERGING IN 543AD



May 24, 2018

Planning and Development Services City of Richmond

Re: ECDH – Summary of Proposed Sustainability Measures

The applicant and design team are committed to incorporating green building principles into the design and long term operations of the proposed ECDH fit out of the 6340 No. 3 Road. The project will be registered with the Canada Green Building Council's LEED v4 rating system for Interior Design and Construction (ID+C) rating system and will utilize a 60+ point strategy to be equal to a Gold level of design. The following list, along with a LEED checklist, highlights prominent sustainable features which will achieve a preliminary 60 points.

The development will support a Gold level of performance for the ECDH through the following strategies.

Sustainable Sites

The development's design densifies the existing site to maximize land usage. The site is located within a short walking distance (50 m) of No. 3 Road and the good variety of amenities at the Richmond Center. This location also provides optimum connectivity to pedestrian, bicycle and public transit options. The No. 3 Road roads offer access to the Canada line, 301, and 340 encouraging building occupants to utilize alternative transportation opportunities, reducing dependence on single occupancy vehicles. The location along transit corridors combined with secured storage for bicycles and electric vehicle charging within the proposed building affords a distinct advantage for carless commuters.

Water Use Efficiency

The project will address water management through two design approaches. Firstly, water conservation through low flow plumbing fixtures, the project will be targeting a 35% reduction in the use of potable water through selection of plumbing fixtures.

The fixture flows proposed for the targeted 35% reduction include the following:

- 4.2/ 3 LPF Dual Flush Water Closet
- 1.3 LPM Lavatory (Non-metering)
- 5.7 LPM Kitchen Faucet
- 5.7 LPM Shower

Energy Performance

The project's goal is to satisfy as many of the prescriptive energy performance criteria as possible. This will be done through a combined effort by both the design team and the daycare provider to identify and implement the necessary measures. At an early stage of design the following measures are proposed to save energy in the ECDH space.

<u>HVAC Systems and Zoning</u>. The space will be designed to identify and provide thermal comfort control to each anticipated thermal zone in the space. This will ensure the thermal comfort can be met for each space type without having to waste energy also conditions other spaces which may not need the same space conditioning.

Interior Lighting Power- The space will be designed to utilize lighting which can demonstrate a minimum reduction of 25% from the ASHRAE 90.1-2010 baseline values.

<u>Interior Lighting Controls</u>- The space will include daylight responsive controls at the perimeter to reduce electrical lighting power when the daylighting is sufficient for the space. The lighting controls will also be fitted with occupancy sensors to ensure spaces not in use will have the lighting turned off to avoid energy waste.

Integral Group | Suite 180 - 200 Granville Street, Vancouver, BC V6C 1S4 +1.604.687.1800 | Integralgroup.com Equipment and Appliances- The spaces appliances (fridges, dishwashers, etc.) and applicable IT equipment (computers, printers, AV equipment, etc.) will be selected to be EnergyStar certified to ensure they are the most energy efficient equipment available on the market.

In addition to high performance system design, the development will introduce an energy metering scheme for the space to be used in the performance based commissioning of the space to make sure all systems are operation according the performance assumptions targeted for the project.

Building Materials

Construction waste management will be an integral part of the building process, firstly through source minimization, smart product selection, packaging and transport. Recycled content and regionally sourced materials will be preferred through the selection process, focusing on steel, concrete and glass components, reducing the impact of extracting of virgin resources. These materials retain their high value in the recycling chain and so once the service life of the proposed building comes to an end, re-use and integration into new building materials is a viable option. Furthermore, waste generated on site during construction will be addressed through a comprehensive waste management plan, detailing recycling facilities and documenting the diversion of standard debris from landfill.

To reduce the impacts of the materials used in the fit out of the ECDH, products with Environmental Product Declarations will be used to help disclose and inform the selection of the most environmentally products possible. This will extend beyond the construction of the space and include the selection of the furniture and fittings in the space. The fit out will also be encouraged to consider flexibility and adaptive design to minimize the increased use of materials should the space undergo renovation years after occupancy.

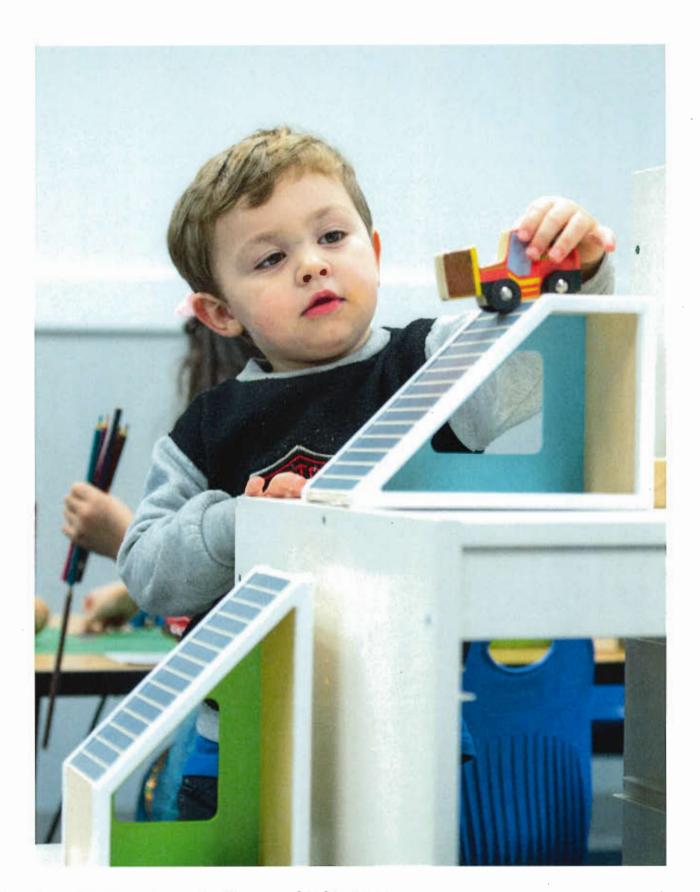
Indoor Environment

Outdoor air ventilation will be implemented, adhering to ASHRAE 62.1-2007 to reduce occupant exposure to indoor pollutants by ventilating with outdoor air. Airflow supplied to the space will be monitored to ensure ongoing compliance with the ASHRAE 62.1 -2010 ventilation requirements. In densely occupied spaces CO2 monitoring will be provided to alert occupants when CO2 concentrations become too high.

To further improve the indoor air quality of the building, interior finishes and coatings will be specially selected to limit the quantities of harmful volatile organic compounds (VOCs) which would be off-gassed after installation.

Lighting design and views will be optimized in the proposed fit-out of the space.

The above noted strategies support a holistic approach to addressing the requirements of the City of Richmond's sustainability requirements for the ECDH space. Implementing these strategies through design and construction will produce an intelligently designed project capable of delivering enhanced building performance while also improving indoor environmental quality for occupants. A LEED checklist is included with the application for review.





FACILITY REQUIREMENTS

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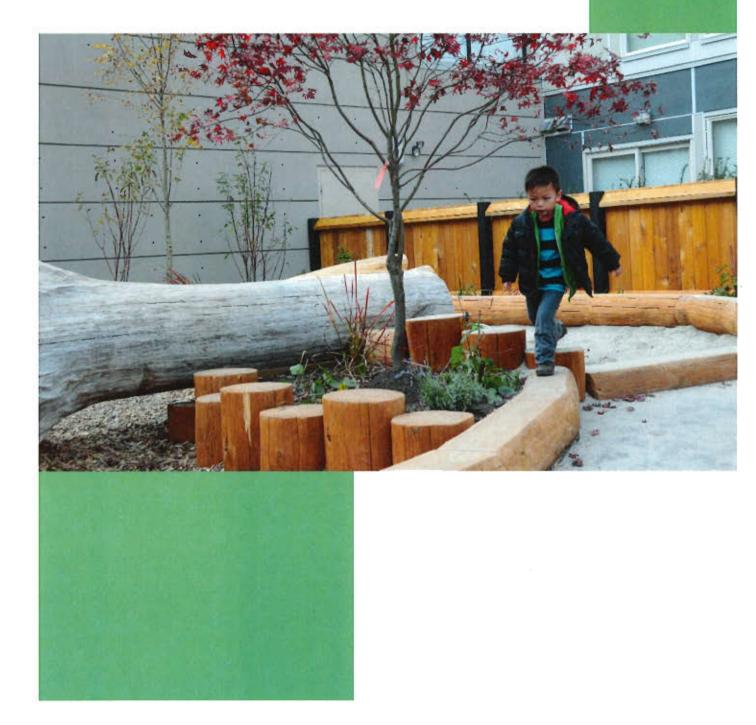
LEED v4 for ID+C: Commercial Interiors 6340 No. 3 Road ECDH- Preliminary LEED Checklist

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1	12	6	18	Locat	ion and Transportation	18
		-		Credit	LEED for Neighborhood Development Location	18
	4	4		Credit	Surrounding Density and Diverse Uses	8
Press.	7			Credit	Access to Quality Transit	7
1	1	-		Credit	Bicycle Facilities	1
	-	2		Credit	Reduced Parking Footprint	2
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-	6	2	4	Water	Efficiency	12
1	Y			Prereq	Indoor Water Use Reduction	Required
	6	2	4	Cradit	Indoor Water Use Reduction	12
1	17	8	12	Energ	y and Atmosphere	38
	Y			Pnareq,	Fundamental Commissioning and Verification	Required
-	Y			Pnereq	Minimum Energy Performance	Required
-	Y			Pnareq	Fundamental Refrigerant Management	Required
	5			Cnedit	Enhanced Commissioning	5
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	1	1	-	Cnedit	Advanced Energy Metering	2
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-	1			Credit	Enhanced Refrigerant Management	1
	-	2		Credit	Green Power and Carbon Offsets	2
		2		Children		-
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_	Y			Prereq	Storage and Collection of Recyclables	Required
	Y			Prareq	Construction and Demolition Waste Management Planning	Required
	1			Credit	Long-Term Commitment	1
	1	3		Credit	Interiors Life-Cycle Impact Reduction	4
	1	1		Credit	Building Product Disclosure and Optimization - Environmental Product Declarations	2
	1	1		Credit	Building Product Disclosure and Optimization - Sourcing of Raw Materials	2
	1	1		Credit	Building Product Disclosure and Optimization - Material Ingredients	2
	2			Credit	Construction and Demolition Waste Management	2
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42 EARLY CHILDHOOD DEVELOPMENT HUB TERMS OF REFERGINGLO NO 548.

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44 EARLY CHILDHOOD DEVELOPMENT HUB TERMS OF REFERGING LO NO.550 D



1. NET ACTIVITY AREA SUMMARY

		Min. Net Activity Floor Area to be provid				
Number	Activity	SQ. FT	SQ. M			
P1.1	Vertical Circulation/floor					
P1.1.1	Elevator					
	Garbage and Recycling	886	82.3			
	Loading Bay					
	Visitor Car Parking					
25.00	Visitor Bicycle Parking - Class 2					
	Building Services					
	Mechanical	522				
	Electrical					
	I/T- Data and Security					
	Secure Staff Parking					
			M. Martin Earlier			
	Secure Bicycle Parking - Class 1					
	Vestibule to Parking Garage (non-FAR) NET TOTAL	000	82.3			
		886	02.3			
	CHILD & FAMILY DEVELOPMENT PROGRAM HUB (CFDH)					
	LEVEL 1 - STREET & PARKING ENTRANCE (P2)					
1.1	Parking Vestibule Entrance (non FAR)					
1.2	Public Street Vestibule Entrance	80	7.4			
1.3	Public Lobby from Street & Parking	500	46.5			
1.4	Interconnecting Stair	160	14.4			
1.5	Elevator	75	6.9			
	SUB-TOTAL	740	68.8			
	LEVEL 2 - PARKING ENTRANCE LEVEL (P1)		A			
2.1	Vestibule to Parking (non-FAR)					
2.2	Public Lobby from Parking	440	40.9			
2.3	Interconnecting Stair	0	0			
2.4	Elevator	0	0			
	SUB-TOTAL	440	40.9			
	LEVEL 3 - ECD HUB					
3.1	Lobby	300	27.9			
3.2	Reception	200	. 18.6			
3.3	Interconnecting Stair	0	0.0			
3.4	Elevator	0	0.0			
3.5	Office -1	120	11.2			



Number	Activity	Min. Net Activity Floor Area to be provid			
umper	Activity	SQ. FT	SQ. M		
3.6	Shared Office - 2	200	18.6		
3.7	Shared Office - 3	200	18.6		
3.8	Break Out Rooms 2 @ 50	100	9.3		
3.9	Copier and Mail/Paper Storage	90	8.4		
3.10	Meeting Room 1	400	37.2		
3.11	Meeting Room 2	120	11.2		
3.12	Male public washroom (at CFDH Lobby)	100	9.3		
3.13	Female Public Washroom (at CFDH Lobby)	210	19.5		
3.14	Multi-Purpose and Family Activity Room	2,500	232.3		
3.15	Commercial kitchen *	400	37.2		
3.16	Multi Purpose Program storage	160	14.9		
3.17	Storage	100	. 9.3		
3.18	Staff Room	140	13.0		
3.19	Staff Washroom - Single Occupancy with Shower	110	10.2		
3.20	Staff Washroom - Single Occupancy	40	3.7		
3.21	Men's Washroom (North)	100	9.3		
3.22	Women's Washroom (North)	170	15.8		
3.23	Public Accessible Washroom	40	3.7		
3.24	Janitor	70.0	6.5		
	LEVEL 1 - NET TOTAL	740	68.8		
	LEVEL 2 - NET TOTAL	440	40.9		
	LEVEL 3 INDOOR (CFDH component) - NET TOTAL	5,870	545.5		
	TOTAL ECD Child and Family Development Area	7,050	655		
	FAMILY DEVELOPMENT/COMMUNITY OUTDOOR AREA				
-	Outdoor Storage	1			
	Outdoor Terrace and Gardens	2300	213.8		
5		2300	213,0		
-	Covered **				
	Outdoor				
	NET TOTAL	2300	213.8		
	LICENSED CHILD CARE PROGRAMS AND ADMINISTRATION PUBLIC AND SHARED SUPPORT FUNCTIONS				
3.30	Lobby	400	37.2		
3.31	Parent Stroller Storage	70	6.5		
3.32	Parent Meeting	80	7.4		
3.33	CC Office	105	9.8		
3.34	Electrical	100	9.3		
3.35	Program Stroller Storage	100	9.3		
3.36	Accessible Washroom	45	4.2		
	Shower Shared with CFD	0	0.0		
3.37	Janitor & Laundry	75	7.0		

* Technical requirements for the commercial kitchen are under development and will inform the design development of this space.

** Technical guidelines for the ECD hub outdoor space are currently under preparation and will inform design development of the landscape plan.



Number	Activity	Min. Net Activity Floor Area to be provide				
Number	Activity	SQ. FT	SQ. M			
3.38	Staff Washroom	30	2.8			
3.39	Staff Room	120	11.2			
	NET TOTAL	1125	104.6			
3.5	LICENSED INFANT/TODDLER CHILD CARE PROGRAM					
3.51	Cubby and Parent Sign In	152	14.1			
3.52	Main Activity Room					
3.52.1	Open Play Area	215	20.0			
3.52.2	Table/Art Area	215	20.0			
3.52.3	Quiet area	101	9.4			
3.53	Small Nap Room	100	9.3			
3.54	Large Nap Room	180	16.7			
3.55	Large Nap Room Storage	50	4.6			
3.56	Shared Kitchen (with 3-5 programl)	100	9.3			
3.57	Children's Washroom	80	7.4			
3.58	General Storage	86	8.0			
3.59	Staff Office	100	9.3			
	Staff Counter & Storage	32	3.0			
	NET TOTAL INDOOR	1,411	131.1			
	INFANT/TODDLER OUTDOOR PLAYGROUND					
	Outdoor Storage	86	8.0			
	Covered Play	323	30			
	Open Area	646	60			
	NET TOTAL OUTDOOR	1,055	98			
3.6	LICENSED 3-5 CARE PROGRAM					
3.61	Cubby and Parent Sign In	172	16.0			
3.62	Main Activity Room		(1996) - 1997 - 1997			
3.62.1	Open Play Area	549	51.0			
3.62.2	Quiet Room	100	9.3			
3.62.3	Table/Art Area	360	33.5			
3.63	Gross Motor/ Nap Room	360	33.5			
3.64	Gross Motor/Nap Room Storage	50	4.6			
3.65	Children's Washroom	118	11.0			
3.66	General Storage	100	9.3			
3.67	Staff Office	100	9.3			
3.68	Shared Kitchen (with I/T Program)	100	9.3			
	Staff Counter & Storage	32	3.0			
	NET TOTAL INDOOR	2,041	189.7			
	3-5 GROUP OUTDOOR PLAYGROUND					
	Outdoor Storage	100	9.3			



Number	Activity	Min. Net Activity Floor Area to be provid				
number		SQ. FT	SQ. M			
	Covered Play	628	58.4			
	Open Area	1,256	116.7			
	NET TOTAL OUTDOOR	1,984	184.4			
3.7	LICENSED PRESCHOOL CARE PROGRAM					
3.71	Cubby and Parent Sign In	142	13.2			
3.72	Main Activity Room					
3.72.1	Open Play area	490	45.5			
3.72.2	Quiet Room	100	9.3			
3.72.3	Table/Art Area	210	19.5			
3.73	General Storage	100	9.3			
3.74	Children's Washroom	97	9.0			
3.75	Shared Kitchen (with School Age Program)	100	9.3			
3.76	Staff Office	100	9.3			
	Staff Counter & Storage	32	3.0			
	NET TOTAL INDOOR	1,371	127.4			
	PRESCHOOL CARE OUTDOOR AREA		A STATE OF A			
	Storage	86	8.0			
	Covered Play	506	47.0			
	Open Area	1,001	93.0			
	NET TOTAL OUTDOOR	1,593	148			
	LICENSED SCHOOL AGE CARE PROGRAMS					
LO T MC	Main Activity Room	1195	111.1			
2010	Cubby and Parent Sign In	202	18.8			
	Washrooms	150	13.9			
	General Storage	100	9.3			
	Staff Office	100	9.3			
	Shared Kitchen (with Preschool Program)	108	10.0			
10000	Staff Counter & Storage	32	3.0			
	NET TOTAL INDOOR	1,887	175.4			
	SCHOOL AGE PLAYGROUND					
	Storage	86	8.0			
	Covered Play	753	70			
	Open Area	1,507	140			
	NET TOTAL OUTDOOR	2,346	218			
1	CHILD CARE LEVEL BUILDING SERVICES & CIRCULATION					
	Elevator	T.B.D.				
	Interconnecting Stair	T.B.D.				
	Building Services	T.B.D.	<u></u>			
	Mechanical	T.B.D.				



Number	Activity	Min. Net Activity Floor Area to be provide		
Number	Activity	SQ. FT	SQ. M	
	I/T- Data and Security	T.B.D.		
	Corridors/Horizontal Circulation	T.B.D.		
THERES	TOTAL	T.B.D.		
(Coy)	SUMMARY OF INTERIOR NET CHILD CARE PROGRAM AREAS		LOW SHELL	
	Total Net Public and Support Activities	1,125	104.6	
	Total Net Interior Infant Toddler Program Activity Area	1,411	131.1	
	Total Net interior 3-5 Program Activity Area	2,041	189.7	
	Total Net Interior Preschool Activity Area	1,371	127.4	
	Total Net Interior School Age Children	1,887	175.4	
	TOTAL	7,835	728.2	
H MARTIN	SUMMARY OF OUTDOOR PODIUM ROOF TOP AREAS			
-15-16	Total I/T Outdoor Play	1,055	98.0	
	Total 3-5 Group Outdoor Play	1,984	184.4	
	Total Preschool Outdoor Play	1,593	148.0	
	Total School Age Outdoor play	2,346	218.0	
	Outdoor Deck- East of MP Rooms	1,500	139.4	
	Outdoor Deck- west of MP Rooms (Family Dev. Space)	800	74.3	
	Common Play Area/ Community Garden	2,022	187.9	
	TOTAL OUTDOOR AREA	11,300	1051	
	SUMMARY OF ECD HUB INTERIOR PRIMARY FUNCTION MINIMUM	NET AREAS	AN POULSHIEL	
1st level	Child Care & CFDH Entrance	740	68.8	
2nd level	Child Care & CFDH Entrance	440	40.9	
3rd level	CFDH Program (3rd Floor)	5,870	545.5	
	Child Care Programs	7,835	728.2	
	TOTAL INDOOR AREA	14,885	1,383	
	gross up factor of 27.5% for circulation and services (does not include identified lobby spaces)	4,093	380	
and the second second	TOTAL INDOOR AREA (including gross up)	18,978	1,764	

50 EARLY CHILDHOOD DEVELOPMENT HUB TERMS OF REFERENCE NO 5556AD



2. ACTIVITY AREA DESCRIPTIONS

Number	Activity	Programmatic Notes and Requirements
-	NON-FAR AREAS IN PARKING ON LEVEL 1	- PARKING AND FACILITY SUPPORT SPACES
P1.1	Vertical Circulation/floor	
	Elevator	 Key Function: Access to ECD Hub from Parking and between floors (refer to Appendices) Locate so that there is visual connection to ECD Hub lobbies on each level Elevator to be easily accessible from the loading area to facilitate delivery of items for routine maintenance such as sand and engineered wood chips Elevator to be able to accommodate freight for the purposes of maintaining the play areas (for example: to move heavy loads for sand replacement and top-up) – recommended minimum capacity for 4000lbs The elevator lobby should not open directly into any secure child care space Cab size and layout to accommodate three, 3-position parent strollers and/ or the Program's quad stroller – Sizes of strollers vary, but as a guideline, use 1.9m (75") long, by 0.6m (24") wide, by 1m (40") high. Ensure circulation space from entrance to elevator accommodates the turning radius of the stroller Ablilty to schedule door activation, fob control, times Security camera Hardy wall protection (strollers and playground material delivery will use the elevator)
	Garbage and Recycling	 Key Function: Close to garbage and recycling collection point Provide a safe and accessible route from the elevato, no impediments such as columns or parking spaces in front of door or access route. Requires Mop sink, floor drain and hose bib Requires ventilation to remove odours Double solid core doors with heavy duty hardware, hold open, kick plates and door edge protection Occupancy sensor Hardy wall protection up to 42" high for walls that are not cast-in-place concrete or blook
	Loading Bay	
	Visitor Car Parking	9 for Daycare + 8 for ECDH visitors = 17
	Visitor Bicycle Parking - Class 2	
· · · · ·	Building Services	
	Mechanical	
	Electrical	
5	I/T- Data and Security	
	Secure Staff Parking	11 for Daycare program staff + 21 for ECDH program staff = 32
	Secure Bicycle Parking - Class 1	
	Vestibule to Parking Garage (non-FAR)	



Number	Activity	Programmatic Notes and Requirements
	CHILD & FAMILY DEVELOPMENT PROGRAM HUE	3 (CFDH)
	LEVEL 1 - STREET & PARKING ENTRANCE (P2)	
1.1	Parking Vestibule Entrance (non FAR)	 Function: Entry to ECD Hub from visitor parking Independently secured and accessed from this area with FOB or Video enter phone Security camera FOB / Video enter phone
1.2	Public Street Vestibule Entrance	 Function: Inform, direct to activity spaces Function: Access point for public, parents, staff and other community members, delivery and courier personnel. Independently secured and accessed from this area with FOB or Video enter phone Security camera FOB / Video enter phone Walk-off mat (min. 6' by with of doors with child safe recessed grille)
1.3	Public Lobby from Street & Parking	 Function: Inform, direct to activity spaces Accessible from street and parking to stairs and elevators for staff and child care families only with FOB and entry phone before and after hours. Open to public during Child and family Development program hours All Family Development functions secure during non-operational times from Entry Lobby Adjacencies to stairs and elevator Mail box Seating area Wall mounted LCD screen for program info (power /data req'd) Program pamphlets board
1.4	Interconnecting Stair	 stairs to meet current Building Code requirements locate stairs near the building entrance; be visual from building exterior and allow for natural daylight within the space make stairs wide enough to accommodate travel in both directions stair risers to be 7" (178mm) maximum with treads to be 11" minimum (280mm) in order to be more comfortable for children provide handrails set at 2 different heights; upper handrail to meet current building code; lower handrail at maximum 28" high (710mm) with a vertical clearance between upper and lower handrail of 9" (230mm) provide slip resistant floor finishes
1.5	Elevator	 Key Function: Access to ECD Hub from Parking and between floors (refer to Appendices) Locate so that there is visual connection to ECD Hub lobbies on each level Elevator to be easily accessible from the loading area to facilitate delivery of items for routine maintenance such as sand and engineered wood chips Elevator to be able to accommodate freight for the purposes of maintaining the play areas (for example: to move heavy loads for sand replacement and top-up) – recommended minimum capacity for 4000lbs The elevator lobby should not open directly into any secure child care space Cab size and layout to accommodate three, 3-position parent strollers and/ or the Program's quad stroller – Sizes of strollers vary, but as a guideline, use 1.9m (75") long, by 0.6m (24") wide, by 1m (40") high. Ensure circulation space from entrance to elevator accommodates the turning radius of the stroller Ability to schedule door activation, fob control, times Security camera Hardy wall protection (strollers and playground material delivery will use the elevator)



Number	Activity	Programmatic Notes and Requirements
	LEVEL 2 - PARKING ENTRANCE LEVEL (P1)	
2.1	Vestibule to Parking (non-FAR)	 Function: Entry to ECD Hub from visitor parking Independently secured and accessed from this area with FOB or Video enter phone Security camera FOB / Video enter phone
2.2	Public Lobby from Parking	 Function: Inform, direct to activity spaces Access from parking to stairs and elevators for staff and child care families only with FOB and video enter phone before and after hours. Open to public during Child and family Development program hours All Family Development functions secure during non-operational times from Entry Lobby Adjacencies to stairs and elevator
2.3	Interconnecting Stair	 stairs to meet current Building Code requirements locate stairs near the building entrance; be visual from building exterior and allow for natural daylight within the space make stairs wide enough to accommodate travel in both directions stair risers to be 7" (178mm) maximum with treads to be 11" minimum (280mm) in order to be more comfortable for children provide handrails set at 2 different heights; upper handrail to meet current building code; lower handrail at maximum 28" high (710mm) with a vertical clearance between upper and lower handrail of 9" (230mm) provide slip resistant floor finishes
2.4	Elevator	 Key Function: Access to ECD Hub from Parking and between floors (refer to Appendices) Locate so that there is visual connection to ECD Hub lobbies on each level Elevator to be easily accessible from the loading area to facilitate delivery of items for routine maintenance such as sand and engineered wood chips Elevator to be able to accommodate freight for the purposes of maintaining the play areas (for example: to move heavy loads for sand replacement and top-up) – recommended minimum capacity for 4000lbs The elevator lobby should not open directly into any secure child care space Cab size and layout to accommodate three, 3-position parent strollers and/ or the Program's quad stroller – Sizes of strollers vary, but as a guideline, use 1.9m (75") long, by 0.6m (24") wide, by 1m (40") high. Ensure circulation space from entrance to elevator accommodates the turning radius of the stroller Ability to schedule door activation, fob control, times Security camera Hardy wall protection (strollers and playground material delivery will use the elevator)



Number	Activity	Programmatic Notes and Requirements
	LEVEL 3 - ECD HUB	
3.1	Lobby	 Function: Inform, direct to activity spaces Arrival from stairs and elevators for staff and child care families before, during and after hours. Adjacencies to stairs, elevator, reception, stroller storage Community Notice board Program pamphlet board Security camera
3.2	Reception	 Function: Reception, security Adjacencies: Lobby, office, and meeting rooms Reception desk with upstand and storage cabinets under Grommets in counter Outlets for equipment Video monitor and phone Phone Data
3.3	Interconnecting Stair	 stairs to meet current Building Code requirements locate stairs near the building entrance; be visual from building exterior and allow for natural daylight within the space make stairs wide enough to accommodate travel in both directions stair risers to be 7" (178mm) maximum with treads to be 11" minimum (280mm) in order to be more comfortable for children provide handrails set at 2 different heights; upper handrail to meet current building code; lower handrail at maximum 28" high (710mm) with a vertical clearance between upper and lower handrail of 9" (230mm) provide slip resistant floor finishes
3.4	Elevator	 Key Function: Access to ECD Hub from Parking and between floors (refer to Appendices) Locate so that there is visual connection to ECD Hub lobbies on each level Elevator to be easily accessible from the loading area to facilitate delivery of items for routine maintenance such as sand and engineered wood chips Elevator to be able to accommodate freight for the purposes of maintaining the play areas (for example: to move heavy loads for sand replacement and top-up) – recommended minimum capacity for 4000lbs The elevator lobby should not open directly into any secure child care space Cab size and layout to accommodate three, 3-position parent strollers and/ or the Program's quad stroller – Sizes of strollers vary, but as a guideline, use 1.9m (75") long, by 0.6m (24") wide, by 1m (40") high. Ensure circulation space from entrance to elevator accommodates the turning radius of the stroller Ability to schedule door activation, fob control, times Security camera Hardy wall protection (strollers and playground material delivery will use the elevator)
3.5	Office -1	 Private room Window blinds electrical outlets per code 1 telephone 1 data outlet Independent lighting control Locked with access card reader
3.6	Shared Office - 2	 Window blinds 2 – electrical outlets per person minimum 1 – telephone jack per person 1 – data outlet per person Floor data and electrical outlets to allow for open space office layout Independent lighting control Locked with access card reader



Number	Activity	Programmatic Notes and Requirements
3.7	Shared Office - 3	 Window blinds 2 – electrical outlets per person minimum 1 – telephone jack per person 1 – data outlet per person Floor data and electrical outlets to allow for open space office layout Independent lighting control Locked with access card reader
3.8	Break Out Rooms 2 @ 50	 Function: Small meeting space for 1-2 people Visual connection to circulation 1 electrical outlets per room 1 telephone jack per person Window blinds
3.9	Copier and Mail/Paper Storage	 electrical outlets per code 1 telephone 1 data outlet 6' long counter, 36" high with upper and lower storage. All counters to have electrical outlets above counter Task lighting under shelving over work counters Independent lighting control Bulletin board
3.10	Meeting Room 1	 Function: Small and large meetings, flexible meeting space Adjacencies: Reception, Street Entry Lobby Primary Users: Staff, External consultants, Agencies, Community Independent lighting control 1 Data outlet 1 telephone outlet Acoustic separation STC 50 Visual connection and blinds for sun control and/or privacy to street and Hub
3.11	Meeting Room 2	 Function: Small and large meetings, flexible meeting space Adjacencies: Reception, Street Entry Lobby Primary Users: Staff, External consultants, Agencies, Community Independent lighting control 1 Data outlet 1 telephone outlet Acoustic separation STC 50 Visual connection and blinds for sun control and/or privacy to street and Hub



Number	Activity	Programmatic Notes and Requirements
3.12	Male public washroom (at CFDH Lobby)	 Function: Child and Adult Washroom Location visual connection from Activity Room Drop down stainless steel diaper changing table that supports static loads up to 200 lbs. complete with child protection straps Interior floor drain to be provided. Floor drain to have a pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind an access panel. Tank type toilet with locked tank with lids, sealed to floor. Provide low-flow, gravity standard, and dual flush. Toilets to meet a Maximum Performance (MaP) Test of 500g or better. Flush Valves to be Sloan Dual Flush or approved equal. Sink with lever handles, tempered water set to 38-40 degrees Celsius prior to Occupancy Sink counter at 32" AFF Toilet accessories: Wall recessed paper towel dispenser/disposal, large roll toilet paper dispenser, mirror above counter, soap dispenser Door locks to be inaccessible to 3-5 year olds (56" AFF) and able to be unlocked from corridor To keep in line with industry facility programming, it would be acceptable to group male and female washrooms to create non-gender washrooms provided that: Toilet stalls are enclosed from floor to underside of the ceiling Urinal stalls, if provided, are identified with appropriate signage Number sink or faucets, if communal sink is proposed, meet the building code requirements
3.13	Female Public Washroom (at CFDH Lobby)	 Function: Child and Adult Washroom Location visual connection from Activity Room Drop down stainless steel diaper changing table that supports static loads up to 200 lbs. complete with child protection straps Interior floor drain to be provided. Floor drain to have a pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind an access panel. Tank type toilet with locked tank with lids, sealed to floor. Provide low-flow, gravity standard, and dual flush. Toilets to meet a Maximum Performance (MaP) Test of 500g or better. Flush Valves to be Sloan Dual Flush or approved equal. Sink with lever handles, tempered water set to 38-40 degrees Celsius prior to Occupancy Sink counter at 32" AFF Toilet accessories: Wall recessed paper towel dispenser/disposal, large roll toilet paper dispenser, mirror above counter, soap dispenser Door locks to be inaccessible to 3-5 year olds (56" AFF) and able to be unlocked from corridor To keep in line with industry facility programming, it would be acceptable to group male and female washrooms to create non-gender washrooms provided that: Toilet stalls are enclosed from floor to underside of the ceiling Urinal stalls, if provided, are identified with appropriate signage Number sink or faucets, if communal sink is proposed, meet the building code requirements



Number	Activity	Programmatic Notes and Requirements
3.14	Multi-Purpose and Family Activity Room	 Function: Activity space for a variety of programmed and non-programmed play areas and range of activities for young children with parents Good visual connection to outdoors Adjacencies: Commercial kitchen, public washroom Primary users: Parents with children Acoustic moveable wall to divide the room in two activity rooms 1 activity room to have; Art Sink Area with; 10" deep stainless steel art sink with floor mounted sediment trap Zurn Z1180 Solids Interceptor or pre-approved alternate Tempered water set to 38-40 degrees Celsius prior to occupancy Minimum 8' long counter with cabinets above and below, lighting under upper cabinets Acoustics: provide appropriate acoustic surface treatment for interior finishes: Ceiling to meet NRC (noise reduction coefficient) = 0.70 or better, or room design shall meet an equivalent acoustical performance Ceilings are not to exceed 3m (10'0"); should a deviation to this be accepted, additional acoustic treatment is required Doors into Activity Room be glazed in such a way to see in and out of the room, and to see children playing on either side of the door Independent lighting control, Zone lighting, Multi-level switching TV cable Telephone Child proof electrical outlets with childproof and shatterproof faceplates and tamper resistant receptacles Wall protection to 30" AFF Window blinds with manual or electrical control



Number	Activity	Programmatic Notes and Requirements
3.15	Commercial kitchen *	 Key Functions: The kitchen will be used for hot meals and cooking for family events and teaching as part of the Child and Family Development Program. Adjacencies: Multi-Purpose Room To be accessible from Multipurpose Room and main circulation Space to include pantry Adjustable wire shelving Broom closet with shelving for cleaning supplies Locked with access card reader Kitchen to have ability to close off one or both sides with rolling acoustic closure Work Island w/ hand sink, coved corners for ease of cleaning LED under cabinet counter lighting to light work surfaces Cabinets to be 1'-6" Max. above countertop (2) Commercial fridges, min. 21 cu.ft. per fridge, energy star rated with environmentally friendly R290 hydro carbon refrigeration, bottom mount compressor Commercial freezers, min. 21 cu.ft., energy star rated with environmentally friendly R290 hydro carbon refrigeration, bottom mount compressor Energy Star rated 26: Wide 4 burner electric stove top with controls on countertop Self Cleaning Wall Ovens (1 to be a convection oven) Dishwasher: Energy Star rated commercial style dishwasher, high temperature, cold water supply only with energy recovery, high temperature sanitizing with built-in booster, stainless steel interior, backflow preventer valve & corrosion resistant pump Commercial 100-200 watt, 2 cu.ft. microwaves, on microwave shelf w/ closed ends Energy Star rated 21 cu.ft. frost free fridge with freezer on bottom (no icemaker) Exhaust hood to meet NFPA 96 standard, seismically braced Stainless Steel 1 and sink , coved corner for ease of cleaning, faucet ledge, commercial grade faucet // gooseneck nozzle , high temperature water between 46°C and 48°C Stainless Steel hand sink , coved corner for ease of cleaning, faucet ledge, commercial grade faucet // gooseneck nozzle , high temperature water between 46°C and
3.16	Multi Purpose Program storage	 Function: program storage and extra tables and chairs Adjacency: meeting rooms 6' long x 3 x 15" deep shelving to be located above full table and chair dollies Occupancy sensor Program Storage Occupancy sensor Step ladder storage Door to open out Locked with access card reader
3.17	Storage	 Function: program storage and extra tables and chairs Adjacency: meeting rooms 6' long x 3 x 15" deep shelving to be located above full table and chair dollies Occupancy sensor Program Storage Occupancy sensor Step ladder storage Door to open out Locked with access card reader

* The list of commercial kitchen equipment will be provided with the technical requirements for this space.



Number	Activity	Programmatic Notes and Requirements
		 Key Functions: Staff work room, storage, etc. 12'-0"+ long counter (3-drawer lateral files to fit under) and closed upper cabinet, LED lighting under cabinet Kitchenette, Dining & Sitting Areas Provision for garbage/recycling/compost containers
		Kitchenette to Include:
3.18	Staff Room	 Stainless Steel Sink, 10" Deep, coved corners for ease of cleaning, complete with faucet ledge, high temperature water between 46°C and 48°C Minimum 6'-0" long counter with cabinets below and above with under counter LED lighting Commerical 110 watt min., 2 cu ft. microwave, on microwave shelf with closed sides Coffee Maker w/ hot water spigot Energy Star rated fridge 17 cu. Ft. frost free with freezer compartment Dishwasher: Energy Star rated commercial style dishwasher, high temperature sanitizing with built-in booster, stainless steel interior, backflow preventer valve & corrosion resistant pump Bulletin Board Data Outlets (2 required) Telephone
		Appliance outlets above counter for toaster, kettle, blender, etc. 10 half lockers
3.19	Staff Washroom - Single Occupancy with Shower	 Function: non-gender staff washroom with shower for Daycare and CFD staff Adjacency: CFD Staff Room Bench 3 coat hooks Counter with mirror Locked with access card reader
3.20	Staff Washroom - Single Occupancy	 non-gender single occupancy Locked with access card reader Interior floor drain to be provided. Floor drain to have pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind an access panel Cabinet for personal storage; fixtures and accessories as required



Number	Activity	Programmatic Notes and Requirements
3.21	Men's Washroom (North)	 Function: Child and Adult Washroom Location visual connection from Activity Room Drop down stainless steel diaper changing table that supports static loads up to 200 lbs. complete with child protection straps Interior floor drain to be provided. Floor drain to have a pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind an access panel. Tank type toilet with locked tank with lids, sealed to floor. Provide low-flow, gravity standard, and dual flush. Toilets to meet a Maximum Performance (MaP) Test of 500g or better. Flush Valves to be Sloan Dual Flush or ap- proved equal. Sink with lever handles, tempered water set to 38-40 degrees Celsius prior to Occupancy Sink counter at 32" AFF Toilet accessories: Wall recessed paper towel dispenser/disposal, large roll toilet paper dispenser, mirror above counter, soap dispenser Door locks to be inaccessible to 3-5 year olds (56" AFF) and able to be unlocked from corridor To keep in line with industry facility programming, it would be acceptable to group male and female washrooms to create non-gender washrooms provided that: Toilet stalls are enclosed from floor to underside of the ceiling Urinal stalls, if provided, are identified with appropriate signage Number sink or faucets, if communal sink is proposed, meet the building code requirements
3.22	Women's Washroom (North)	 Function: Child and Adult Washroom Location visual connection from Activity Room Drop down stainless steel diaper changing table that supports static loads up to 200 lbs. complete with child protection straps Interior floor drain to be provided. Floor drain to have a pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind an access panel. Tank type toilet with locked tank with lids, sealed to floor. Provide low-flow, gravity standard, and dual flush. Toilets to meet a Maximum Performance (MaP) Test of 500g or better. Flush Valves to be Sloan Dual Flush or ap- proved equal. Sink with lever handles, tempered water set to 38-40 degrees Celsius prior to Occupancy Sink counter at 32" AFF Toilet accessories: Wall recessed paper towel dispenser/disposal, large roll toilet paper dispenser, mirror above counter, soap dispenser Door locks to be inaccessible to 3-5 year olds (56" AFF) and able to be unlocked from corridor To keep in line with industry facility programming, it would be acceptable to group male and female washrooms to create non-gender washrooms provided that: Toilet stalls are enclosed from floor to underside of the ceiling Urinal stalls, if provided, are identified with appropriate signage Number sink or faucets, if communal sink is proposed, meet the building code requirements



Number	Activity	Programmatic Notes and Requirements
3.23	Public Accessible Washroom	 Function: Child and Adult Washroom Location visual connection from Activity Room Drop down stainless steel diaper changing table that supports static loads up to 200 lbs. complete with child protection straps Interior floor drain to be provided. Floor drain to have a pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind an access panel. Tank type toilet with locked tank with lids, sealed to floor. Provide low-flow, gravity standard, and dual flush. Toilets to meet a Maximum Performance (MaP) Test of 500g or better. Flush Valves to be Sloan Dual Flush or approved equal. Sink with lever handles, tempered water set to 38-40 degrees Celsius prior to Occupancy Sink counter at 32" AFF Toilet accessories: Wall recessed paper towel dispenser/disposal, large roll toilet paper dispenser, mirror above counter, soap dispenser Door locks to be inaccessible to 3-5 year olds (56" AFF) and able to be unlocked from corridor
3.24	Janitor	 Key function: Child care program laundry and janitorial storage Adjacencies: infant/toddler program; accessible from public area by other programs 1 - large capacity stacking washer 1 - large capacity stacking, loading, dryer 3' folding counter open below with cabinets above Minimum 3' sink counter with upper and lower cabinets 10" deep large single stainless sink complete with faucet ledge, high Temperature water and gooseneck faucet with paddle handles Floor mounted mop sink complete with approved backflow preventer valve, high temperature water Interior floor drain to be provided. Floor drain to have pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind an access panel Wall mounted hooks for mops Storage area for storing buckets, mops, brooms, vacuum, ladder Shelving for supplies for cleaning, paper products, light bulbs, etc. Wall protection around mop sink
	FAMILY DEVELOPMENT/COMMUNITY OUTDOOR	AREA
	Outdoor Storage	 Vented waterproof storage for outdoor play equipment Shelving Occupancy sensors
	Outdoor Terrace and Gardens	
	Covered **	 Covered play to be within range of 553 to 655 sf of total outdoor area Frost proof hose bib Close proximity to teh Multipurpose room and commercial Kitchen - activities will spill out into this area during summer and offers covered play opportunities in inclement and hot weather Landscape lighting on light level sensor that can be turned off in evenings when playground is not in use Provide electrical or gas BBQ connection

** Technical guidelines for the ECD hub outdoor space are currently under preparation and will inform design development of the landscape plan.

EARLY CHILDHOOD DEVELOPMENT HUB TERMS OF REFERENCE IN COLOR STORE

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Number	Activity	Programmatic Notes and Requirements
	Outdoor	 Outdoor play areas to be effectively acoustically buffered from any noise from traffic, mechanical equipment or other disruptive noises to achieve a maximum sound pressure level of 55 dB(A) 24 hour equivalent sound level 8' high perimeter glazing at building roof edges Lighting on light level sensor Refer to Roof Landscape and Irrigation Guidelines in City of Richmond's: City Owned Child Care Facility Policies and Guidelines December 2016
	LICENSED CHILD CARE PROGRAMS AND AD-	(Based on 6,484 sf net for primary activity areas)
	MINISTRATION PUBLIC AND SHARED SUPPORT FUNCTIONS	The child care program is located on Level 3 of the development. All points of entry in and out of Daycare program to be secure.
3.30	Lobby	 Function: central access to child care programs; acts as informal gathering, waiting and conversation Accessible only by FOB / video phone from elevator lobby and only during child care program. Adjacencies: Parent Room, child care office, washroom, parent stroller storage Security camera
3.31	Parent Stroller Storage	 Function: Open area to store 15-20 strollers Adjacencies: Multi-Purpose Children and Family Room; Accessible to all programs Wall protection Locked with access card reader
3.32	Parent Meeting	 Function: meetings with parents, consultants 4' counter with storage cabinets below Tack board locking with card reader access
3.33	CC Office	 6' counter desk height with pedestal and upper cabinets Bulletin board B1
3.34	Electrical	
3.35	Program Stroller Storage	 Function: to store 2 oversize strollers (triple 58" L x 21" W and quads 57" L x 33" W) required to take children on outings Adjacency: Lobby, infant / toddler care program 3 wall mounted 15" deep shelves mounted 42" above floor x 8' long wall protection 42" high locking with card reader access
3.36	Accessible Washroom	H/C with a fold down change table located closer to the Preschool/School Age Program
	Shower Shared with CFD	• Bench • 3 coat hooks • Counter with mirror



Number	Activity	Programmatic Notes and Requirements
3.37	Janitor & Laundry	 Key function: Housekeeping of child care program, laundry, and janitorial storage Adjacencies: infant/toddler program; accessible from public area by other programs; office; staff room 1 - large capacity stacking washer 1 - large capacity stacking, loading, dryer 3' folding counter open below with cabinets above Minimum 3' sink counter with upper and lower cabinets 10" deep large single stainless sink complete with faucet ledge, high Temperature water and gooseneck faucet with paddle handles Floor mounted mop sink complete with approved backflow preventer valve, high temperature water Interior floor drain to be provided. Floor drain to have pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind an access panel Wall mounted hooks for mops Storage area for storing buckets, mops, brooms, vacuum, ladder Shelving for supplies for cleaning, paper products, light bulbs, etc. Wall protection around mop sink Locked with access card reader
3.38	Staff Washroom	 Interior floor drain to be provided. Floor drain to have pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind an access panel Cabinet for personal storage; fixtures and accessories as required
3.39	Staff Room	 Key Functions: Staff work room, storage, etc. 12'-0"+ long counter (3-drawer lateral files to fit under) and closed upper cabinet, LED lighting under cabinet Kitchenette, Dining & Sitting Areas Provision for garbage/recycling/compost containers Kitchenette to Include: Stainless Steel Sink, 10" Deep, coved corners for ease of cleaning, complete with faucet ledge, high temperature water between 46°C and 48°C Minimum 6'-0" long counter with cabinets below and above with under counter LED lighting Commerical 110 watt min., 2 cu ft. microwave, on microwave shelf with closed sides Coffee Maker w/ hot water spigot Energy Star rated fridge 17 cu. Ft. frost free with freezer compartment Dishwasher: Energy Star rated commercial style dishwasher, high temperature sanitizing with built-in booster, stainless steel interior, backflow preventer valve & corrosion resistant pump Bulletin Board Data Outlets (2 required) Telephone Appliance outlets above counter for toaster, kettle, blender, etc. 10 half lockers



Number	Activity	Programmatic Notes and Requirements
3.5	LICENSED INFANT/TODDLER CHILD CARE PROGRAM	 Program area licensed for 12 children age under 36 months All points of entry in and out of the program to be secure Exterior noise, such as traffic, mechanical equipment or other disruptive noises is to be controlled by appropriate acoustical design of the exterior partitions to meet the allowable noise level for residential living, dining, and recreation rooms as defined in the local zoning by-law Under no circumstances is the exterior noise to exceed a sound pressure level of 45 dB(A) 24 hour equivalent sound level in the interior of the Facility in all spaces occupied by children Interior noise within a child care group is to be controlled with appropriate acoustic surface treatment for interior finishes: 75% of ceiling area shall be T-bar ceiling with NRC (noise reduction coefficient)= 0.70 or better, or Alternately the room design shall meet an equivalent acoustical performance Ceilings are not to exceed 3m (10'0"); should a deviation to this be accepted, additional acoustic treatment is required All millwork corners to be minimum 1/8" radius 12 Licensed spaces (area based on based on 3.7m2 x 12 x 10.76 = (Based on 75 SF x kids = 900 SF)
3.51	Cubby and Parent Sign In	 Key Functions: Storage of children's outdoor clothing, personal supplies, extra clothing, Parent sign in and information/communications Adjacencies and visual connection: Lobby, Activity Room, Children's Washroom, Outdoor Play 14 cubbies and storage units for each cubby Teacher coat and shoe storage for 3 teachers Parent Sign counter and storage cabinet Bulletin board at Parent Sign In
3.52	Main Activity Room	 Key Function: The interior program play and eating space Adjacencies: cubby, staff communication, kitchen, children's washroom/ Staff communication and storage to be near cubby area to allow staff to monitor entry and activity room Includes: Table area, open play area, quiet areas, staff communication, art sink, and art material cabinets Layout of space to accommodate play centres and ancillary functions, visual connection, adjacencies, etc. Look for opportunity to have views between programs to quiet or activity rooms Doors into activity room be glazed in such a way to see in and out of the room, and to see children playing on either side of the door Independent lighting control, zone lighting, multi-level switching TV Cable Telephone Child proof electrical outlets with childproof and shatterproof faceplates and tamper resistant receptacles Thermostat control for each zone Wall protection to 30" AFF Bulletin board at staff communication and storage Window blinds
3.52.1	Open Play Area	
3.52.2	Table/Art Area	 Table area (min. 20sm/215SW), art sink, and supply storage 10" deep stainless steel art sink with floor mounted sediment trap Zurn Z1180 Solids Interceptor or pre-approved alternate Tempered water set to 38-40 deg C. Prior to occupancy Min. 8' long counter with cabinets above and below, lighting under upper cabinets
3.52.3	Quiet area	 Includes 35sf for Staff Communications and 48sf for bottle Warming station with large capacity fridge, counter with stainless steel sink, upper and lower cabinets and microwave Wall Protection to 36" AFF



Number	Activity	Programmatic Notes and Requirements
3.53	Small Nap Room	 Key functions: Nap room for infants and younger toddlers and may be used for other activities if no infants in program Locate away from kitchen, washroom, mechanical equipment, and cubbies Adjacencies: nap room storage Allow 24" between cribs (4 cribs in total) Music shelf @ 42" AFF with electrical outlet at 48" AFF Wall scones – dimmable Door to have window at visual connection at adult height, black out blind on door to be located on activity room side No unswitched lights such as security lighting Multi-level switching to be located outside of the room Carbon dioxide monitor Thermostat control Wall protection @ 42" Minimum Sun and blackout window blinds
3.54	Large Nap Room	 Key functions: Nap and gross motor play Adjacencies: Main activity room Locate away from kitchen, washroom, cubbies, and mechanical equipment Allow 24" between cots (8 mats in total) Music shelf @ 42" AFF with electrical outlet at 48" AFF Wall scones – dimmable Door to have window at visual connection at adult height, black out blind on door to be located on activity room side No unswitched lights such as security lighting Multi-level switching to be located outside of the room Carbon dioxide monitor Thermostat control Wall protection @ 42" Minimum Sun and blackout window blinds
3.55	Large Nap Room Storage	 Key Function: Storage of 1- cot carrier, gross motor play equipment and children's personal nap belongings Adjustable three rows 15" deep shelves on one wall to start at 30" at one wall AFF (gross motor play equipment stored) Occupancy sensor connect with double doors to Activity Room
3.56	Shared Kitchen (with 3-5 programl)	 Open to Activity Room with good visual connection Gate Access from Activity Room Provision for Garbage/Recycling Bin & Compost Containers Two Compartment Stainless Steel Sink c/w faucet ledge, coved corners for ease of cleaning, commercial grade faucet, high temperature water between 46°C and 48°C Minimum 6'-0" Long Counter with cabinets below and above, LED lighting under upper cabinets, cabinets to be 1'-6" Max. above countertop 3'-0" Long low counter section for children at 24" A.F.F. Commercial 1000-1200 watt min. 2 cu f.t microwave on microwave shelf with closed sides Energy Star fridge –freezer frost free Dishwasher: Energy Star rated commercial style dishwasher, high temperature sanitizing with built-in booster, stainless steel interior, backflow preventer valve & corrosion resistant pump



Number	Activity	Programmatic Notes and Requirements
3.57	Children's Washroom	 Adjacencies: Visual connection to activity room, kitchen, doors to covered play Gate between children's washroom and activity room Room for two potties (NIC) Stacked Washer and Dryer Exhaust so no smells enter activity rooms – exhaust fan to be below 45 decibels Interior floor drain to be provided. Floor drain to have a pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind access panel 2-round bowl tank type toilets, 15" high, closed front seats, locked tank with lids, sealed to floor. Provide low-flow, gravity standard, and duel flush. Toilets to meet a max performance (MaP) test of 500g or better. Flush values to be Sloan Duel Flush or approved equal 2- Children's sink with lever handles, tempered water set to 38-40deg. C prior to occupancy. Install sinks as close to front of counter as possible Children's sink counter at 18" AFF Wall cabinet for paper storage 2-15" deep x 14' minimum shelving for each child's diaper and personal baskets for paper storage Toilet accessories: 1 – paper towel dispenser at accessible height, large roll toilet paper dispenser at each toilet, mirror above counter Toothbrush holder (14 toothbrushes) Change table with: Moveable stairs for children to access Room for laundry hamper and diaper pail No exposed luminaire shining directly onto prone child Single compartment sink complete with a faucet ledge, minimum 300mm (12") deep, with swing tap (gooseneck preferred), paddle handles, and spray attachment Paper towel dispenser
3.58	General Storage	 Shelving Wall Protection to 36" AFF Locked with access card reader
3.59	Staff Office	 Key function: Staff work area and Infant Toddler Activity Room observation Adjacencies: Main Activity Room one way vision glass from Staff Office into Activity Room Work counter with pedestal under and shelf over with lighting under for one person Bulletin board between shelf and work counter
	Staff Counter & Storage	 Adjacency: staff office Counter with lockable storage below and whiteboard above



Number	Activity	Programmatic Notes and Requirements
	INFANT/TODDLER OUTDOOR PLAYGROUND	
	Outdoor Storage	- Vented waterproof storage for outdoor play equipment • 3 x 15" deep x 6' long metal shelving arm bike • Occupancy sensors
	Covered Play	 Directly accessed from Main Activity Area - indoor activities will spill out into this area during summer and offers covered play opportunities in inclem- ent and hot weather Frost proof hose bib Landscape lighting on light level sensor that can be turned off in evenings when playground is not in use Inter-program gates to be equipped with child-proof latches. All gates to be self-closing Covered play to be within range of 600 to 620 sf. of total outdoor area
	Open Area	 provide a good range of play opportunities for each child care program Outdoor play areas to be effectively acoustically buffered from any noise from traffic, mechanical equipment or other disruptive noises to achieve a maximum sound pressure level of 55 dB(A) 24 hour equivalent sound level 30" fence with child proof latched gate between Infant Toddler and adjacent playgrounds Exposure to sunlight for at least three hours per day at the winter solstice, two hours of which occur between 9:30-11:30am or 1 :30- 4:00pm 8' high perimeter glazing at building roof edges Frost proof hose bib Lighting on light level sensor Refer to Roof Landscape and Irrigation Guidelines in City of Richmond's: City Owned Child Care Facility Policies and Guidelines December 2016 Inter-program gates to be equipped with child-proof latches. Include seating for supervisors Sand play structure to be located away from building All gates to be self-closing Provide shade for each sand play area (either with trellis structure, or with trees) Ensure edible planters are raised Provide a preliminary plant palette, typical cross sections (noting minimum soil depths) and preliminary details/sketches for major elements/structures with the DP submission



Number	Activity	Programmatic Notes and Requirements
3.6	LICENSED 3-5 CARE PROGRAM	 Licensed for 25 spaces for children 30 months to school age Adjacencies: Cubby, Staff Communication, Kitchen, Children's Washroom. Staff Communication and Storage to be near Cubby area to allow staff to monitor entrance and Activity Room The Preschool/School Age Activity Room may extend into the 3-5 Group Activity Program on weekends and evenings Could share Kitchen with Infant/Toddler program. All points of entry in and out of the program to be secure Exterior noise, such as traffic, mechanical equipment or other disruptive noises is to be controlled by appropriate acoustical design of the exterior partitions to meet the allowable noise level for residential living, dining, and recreation rooms as defined in the local zoning by-law Under no circumstances is the exterior noise to exceed a sound pressure level of 45 dB(A) 24 hour equivalent sound level in the interior of the Facility in all spaces occupied by children Interior noise within a child care group is to be controlled with appropriate acoustic surface treatment for Interior finishes: 75% of ceiling area shall be T-bar ceiling with NRC (noise reduction coefficient)= 0.70 or better, or Alternately the room design shall meet an equivalent acoustical performance Ceilings are not to exceed 3m (10'0"); should a deviation to this be accepted, additional acoustic treatment is required All millwork corners to be minimum 1/8" radius
3.61	Cubby and Parent Sign In	 Key Functions: Storage of children's outdoor clothing, personal supplies, extra clothing, Parent sign in and information/communications Adjacencies and visual connection: Lobby, Activity Room, Children's Washroom, Outdoor Play 27 cubbies and storage units for each cubby Teacher coat and shoe storage for 4 teachers Parent Sign counter and storage cabinet Bulletin board at Parent Sign In Whiteboard
3.62	Main Activity Room	 Key Function: The interior program play and eating space Adjacencies: cubby, staff communication, kitchen, children's washroom/ Staff communication and storage to be near cubby area to allow staff to monitor entry and activity room Includes: Table area, open play area, quiet areas, staff communication, art sink, and art material cabinets Layout of space to accommodate play centres and ancillary functions, visual connection, adjacencies, etc. Look for opportunity to have views between programs to quiet or activity rooms Doors into activity room be glazed in such a way to see in and out of the room, and to see children playing on either side of the door Independent lighting control, zone lighting, multi-level switching TV Cable Telephone Child proof electrical outlets with childproof and shatterproof faceplates and tamper resistant receptacles Thermo stat control for each one Wall protection to 30" AFF Bulletin board at staff communication and storage Window blinds
3.62.1	Open Play Area	
3.62.2	Quiet Room	 Includes 35sf for Staff Communications and 48sf for bottle Warming station with large capacity fridge, counter with stainless steel sink, upper and lower cabinets and microwave Wall Protection to 36" AFF



Number	Activity	Programmatic Notes and Requirements
3.62.3	Table/Art Area	 Table area (min. 20sm/215SW), art sink, and supply storage 10" deep stainless steel art sink with floor mounted sediment trap Zurn Z1180 Solids Interceptor or pre-approved alternate Tempered water set to 38-40 deg C. Prior to occupancy Min. 8' long counter with cabinets above and below, lighting under upper cabinets
3.63	Gross Motor/ Nap Room	 Key Functions: Nap and gross motor play Adjacencies: Main Activity Room, nap room storage Locate away from Kitchen, Washroom and Cubbies, mechanical equipment Allow 24" between cots Music Shelf@ 42" AFF with electrical outlet at 48" AFF Wall sconces- dimmable Door to have window at visual connection at adult height, black out blind on door to be located on Activity Room side No un-switched lights such as security lighting Multi- level switching to be located outside room a Carbon dioxide monitor Thermostat control Wall protection @ 42" minimum Window blinds
3.64	Gross Motor/Nap Room Storage	• Wall protection
3.65	Children's Washroom	 Adjacencies: Visual connection to activity room, kitchen, doors to covered play Gate required between children's washroom and activity room Room for two potties (NIC) Exhaust so no smells enter activity rooms – exhaust fan to be below 45 decibels Floor drain to be provided. Floor drain to have a pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind access panel 3-round bowl tank type toilets, 15" high, closed front seats, locked tank with lids, sealed to floor. Provide low-flow, gravity standard, and duel flush. Toilets to meet a max performance (MaP) test of 500g or better. Flush values to be Sloan Dual Flush or approved equal 3- Children's sink with lever handles, tempered water set to 38-40deg. C prior to occupancy. Install sinks as close to front of counter as possible Children's sink counter at 18" AFF Wall cabinet for paper storage 2-15" deep x 14' minimum shelving for each child's diaper and personal baskets for paper storage Toilet partitions stalls complete with doors Toilet paper dispenser at each toilet, mirror above counter Tooltbrush holder (program children number + 2 extra) Room for laundry hamper and diaper pail No exposed luminaire shining directly onto child eyes Single compartment sink complete with a faucet ledge, minimum 300mm (12") deep, with swing tap (gooseneck preferred), paddle handles, and spray attachment set in counter with lower storage Paper towel dispenser
3.66	General Storage	 Adjustable three rows 15" deep shelves to start at 30" AFF to allow storage of program rolling storage units on one or two walls only



Number	Activity	Programmatic Notes and Requirements
3.67	Staff Office	 Key function: Staff work area and Group 3-5, Activity Room observation Adjacencies: Main Activity Room, Infant/Toddler program Shared with I/T program to be directly accessible by each program One way vision glass from Staff Office into Activity Room Work counter with pedestal under and shelf over with lighting under for one person Bulletin board between shelf and work counter
3.68	Shared Kitchen (with I/T Program)	 Open to Activity Room with good visual connection Gate Access from Activity Room Provision for Garbage/Recycling Bin & Compost Containers Two Compartment Stainless Steel Sink c/w faucet ledge, coved corners for ease of cleaning, commercial grade faucet, high temperature water between 46°C and 48°C Minimum 6'-0" Long Counter with cabinets below and above, LED lighting under upper cabinets, cabinets to be 1'-6" Max. above countertop 3'-0" Long low counter section for children at 24" A.F.F. Commercial 1000-1200 watt min. 2 cu f.t microwave on microwave shelf with closed sides Energy Star fridge –freezer frost free Dishwasher: Energy Star rated commercial style dishwasher, high temperature, cold water supply only with energy recovery, high temperature sanitizing with built-in booster, stainless steel interior, backflow preventer valve & corrosion resistant pump
	Staff Counter & Storage	 Adjacency: staff office Counter with lockable storage below and whiteboard above
	3-5 GROUP OUTDOOR PLAYGROUND	 Outdoor play areas to be effectively acoustically buffered from any noise from traffic, mechanical equipment or other disruptive noises to achieve a maximum sound pressure level of 55 dB(A) 24 hour equivalent sound level. 3-5 Outdoor Play areas to be interconnected with the Preschool/School Age Outdoor Play to provide expanded play opportunities 30" fence with child proof latched gate between adjacent playgrounds (Based on 75 SF / kid= 1,875 SF)
	Outdoor Storage	 Vented waterproof storage for outdoor play equipment Shelving Occupancy sensors
	Covered Play	 Directly accessed from Main Activity Area - indoor activities will spill out into this area during summer and offers covered play opportunities in inclem- ent and hot weather Frost proof hose bib Landscape lighting on light level sensor that can be turned off in evenings when playgrounds are not in use Inter-program gates to be equipped with child-proof latches. All gates to be self-closing Covered play to be within range of 630sf - of total outdoor play area



TECHNICAL REQUIREMENTS

Number	Activity	Programmatic Notes and Requirements
	Open Area	 Outdoor play areas to be effectively acoustically buffered from any noise from traffic, mechanical equipment or other disruptive noises to achieve a maximum sound pressure level of 55 dB(A) 24 hour equivalent sound level provide a good range of play opportunities for each child care program Exposure to sunlight for at least three hours per day at the winter solstice, two hours of which occur between 9:30-11:30am or 1 :30- 4:00pm 8' high perimeter glazing if at edge of building Frost proof hose bib Lighting on light level sensor Refer to Roof Landscape and Irrigation Guidelines in City of Richmond's City Owned Child care Facility Policies and Guidelines December 2016 Inter-program gates to be equipped with child-proof latches. All gates to be self-closing Include a trike path Include seating for supervisors Sand play structure to be located away from building Provide shade for each sand play area (either with trellis structure, or with trees) Ensure edible planters are raised Provide a preliminary plant palette, typical cross sections (noting minimum soil depths) and preliminary details/sketches for major elements/structures with the DP submission
3.7	LICENSED PRESCHOOL CARE PROGRAM	 Licensed for 20 spaces of Preschool Could share Kitchen with School age care group. All points of entry in and out of the program to be secure (20 Licensed Preschool spaces
3. 7 1	Cubby and Parent Sign In	Cubby and parent sign in • Key Functions: Storage of children's outdoor clothing, personal supplies, extra clothing, Parent sign in and information/communications • Adjacencies and visual connection: Lobby, Activity Room, Children's Washroom, Outdoor Play • 24 cubbies and storage units for each cubby • Teacher coat and shoe storage for 2 teachers • Parent/Children Sign counter and storage cabinet • Bulletin board at Parent Sign In
3.72	Main Activity Room	 Key Function: The interior program play and eating space Adjacencies: cubby, staff communication, kitchen, children's washroom/ Staff communication and storage to be near cubby area to allow staff to monitor entry and activity room Includes: Table area, open play area, quiet areas, staff communication, art sink, and art material cabinets Layout of space to accommodate play centres and ancillary functions, visual connection, adjacencies, etc. Look for opportunity to have views between programs to quiet or activity rooms Doors into activity room be glazed in such a way to see in and out of the room, and to see children playing on either side of the door Independent lighting control, zone lighting, multi-level switching TV Cable Telephone Child proof electrical outlets with childproof and shatterproof faceplates and tamper resistant receptacles Thermo stat control for each one Wall protection to 30" AFF Bulletin board at staff communication and storage Window blinds



Number	Activity	Programmatic Notes and Requirements
3.72.1	Open Play area	
3.72.2	Quiet Room	 Includes 35sf for Staff Communications and 48sf for bottle Warming station with large capacity fridge, counter with stainless steel sink, upper and lower cabinets and microwave Wall Protection to 36" AFF
3.72.3	Table/Art Area	 Table area (min. 20sm/215SW), art sink, and supply storage 10" deep stainless steel art sink with floor mounted sediment trap Zurn Z1180 Solids Interceptor or pre-approved alternate Tempered water set to 38-40 deg C. Prior to occupancy Min. 8' long counter with cabinets above and below, lighting under upper cabinets
3.73	General Storage	 Adjustable three rows 15" deep, 8' long shelves to start at 36" AFF to allow storage of program rolling storage units on one or two walls only Occupancy sensor Step ladder storage
3.74	Children's Washroom	 Adjacencies: Visual connection to activity room, kitchen, doors to covered play Gate required between children's washroom and activity room Room for two potties (NIC) Exhaust so no smells enter activity rooms – exhaust fan to be below 45 decibels Floor drain to be provided. Floor drain to have a pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind access panel 2-round bowl tank type toilets, 15" high, closed front seats, locked tank with lids, sealed to floor. Provide low-flow, gravity standard, and duel flush. Toilets to meet a max performance (MaP) test of 500g or better. Flush values to be Sloan Dual Flush or approved equal 2- Children's sink with lever handles, tempered water set to 38-40deg. C prior to occupancy. Install sinks as close to front of counter as possible Children's sink counter at 18" AFF Wall cabinet for paper storage 2-15" deep x 14' minimum shelving for each child's diaper and personal baskets for paper storage Toilet accessories: 1 – paper towel dispenser at accessible height, large roll toilet paper dispenser at each toilet, mirror above counter Toothbrush holder (program children number + 2 extra) Room for laundry hamper and diaper pail No exposed luminaire shining directly onto child eyes Single compartment sink complete with a faucet ledge, minimum 300mm (12") deep, with swing tap (gooseneck preferred), paddle handles, and spray attachment set in counter with lower storage Paper towel dispenser Whiteboard
3.75	Shared Kitchen (with School Age Program)	 Open to Activity Room with good visual connection Gate Access from Activity Room Provision for Garbage/Recycling Bin & Compost Containers Two Compartment Stainless Steel Sink c/w faucet ledge, coved corners for ease of cleaning, commercial grade faucet, high temperature water between 46°C and 48°C Minimum 6'-0" Long Counter with cabinets below and above, LED lighting under upper cabinets, cabinets to be 1'-6" Max. above countertop 3'-0" Long low counter section for children at 24" A.F.F. Commercial 1000-1200 watt min. 2 cu f.t microwave on microwave shelf with closed sides Energy Star fridge –freezer frost free Dishwasher: Energy Star rated commercial style dishwasher, high temperature sanitizing with built-in booster, stainless steel interior, backflow preventer valve & corrosion resistant pump



TECHNICAL REQUIREMENTS

Number	Activity	Programmatic Notes and Requirements
3.76	Staff Office	 Key function: Staff work area and Preschool/School Age Activity Room observation Adjacencies: Main Activity Room one way vision glass from Staff Office into Activity Room Work counter with pedestal under and shelf over with lighting under for one person Bulletin board between shelf and work counter Locked with access card reader
	Staff Counter & Storage	 Adjacency: staff office Counter with lockable storage below and whiteboard above
	PRESCHOOL CARE OUTDOOR AREA	
	Storage	 Vented waterproof storage for outdoor play equipment Shelving Occupancy sensors could be shared with older kids
	Covered Play	Covered play to be within range of 506 to 603sf of total outdoor play area
	Open Area	 Outdoor play areas to be effectively acoustically buffered from any noise from traffic, mechanical equipment or other disruptive noises to achieve a maximum sound pressure level of 55 dB(A) 24 hour equivalent sound level Preschool/School Age Outdoor Play to be interconnected with the 3-5 Outdoor Play to provide expanded play opportunities be shared so as to not duplicate play opportunities The two areas will be fenced at a height of 30" with gates and latches provide a good range of play opportunities for each child care program Exposure to sunlight for at least three hours per day at the winter solstice, two hours of which occur between 9:30-11:30am or 1 :30- 4:00pm Frost proof hose bib Lighting on light level sensor Refer to Roof Landscape and Irrigation Guidelines in City of Richmond's City Owned Child care Facility Policies and Guidelines December 2016 Inter-program gates to be equipped with child-proof latches. All gates to be self-closing Include seating for supervisors Sand play structure to be located away from building Provide a preliminary plant palette, typical cross sections (noting minimum soil depths) and preliminary details/sketches for major elements/structures with the DP submission

Number	Activity	Programmatic Notes and Requirements
	LICENSED SCHOOL AGE CARE PROGRAMS	30 Licensed School Age (Area based on 40 SF x 30 kids = 1200 SF
	Main Activity Room	 Key Function: The interior program play and eating space Adjacencies: cubby, staff communication, kitchen, children's washroom/ Staff communication and storage to be near cubby area to allow staff to monitor entry and activity room Includes: Table area, open play area, quiet areas, staff communication, art sink, and art material cabinets Layout of space to accommodate play centres and ancillary functions, visual connection, adjacencies, etc. Look for opportunity to have views between programs to quiet or activity rooms Doors into activity room be glazed in such a way to see in and out of the room, and to see children playing on either side of the door Independent lighting control, zone lighting, multi-level switching TV Cable Telephone Child proof electrical outlets with childproof and shatterproof faceplates and tamper resistant receptacles Thermo stat control for each one Wall protection to 30" AFF Bulletin board at staff communication and storage Window blinds Table / Art area (min. 20sm/215 sf), art sink, and supply storage 10" deep stainless steel art sink with floor mounted sediment trap Zurn Z1180 Solids Interceptor or pre-approved alternate Tempered water set to 38-40 deg C. Prior to occupancy Min. 8' long counter with cabinets above and below, lighting under upper cabinets
	Cubby and Parent Sign In	 Key Functions: Storage of children's outdoor clothing, personal supplies, extra clothing, Parent sign in and information/communications Adjacencies and visual connection: Lobby, Activity Room, Children's Washroom, Outdoor Play 34 cubbies and storage units for each cubby Teacher coat and shoe storage for 3 teachers Parent Sign counter and storage cabinet Bulletin board at Parent Sign In
	Washrooms	 Three separate toilet rooms provided to facilitate multi age groups and license requirements for 30 children Key Function: Child and Adult Washroom Visual connection to Activity Room Drop down diaper changing table that supports static loads up to 200 lbs. complete with child protection straps in one washroom only One washroom to meet code requirements for H/C washroom - grab bars located Interior floor drain to be provided. Floor drain to have a pre-approved trap primer. The trap primer is to be accessible within the same room as the floor drain behind an access panel Round bowl tank type toilet 15" high, closed front seats, locked tank with lids, sealed to floor. Provide low-flow, gravity standard, and dual flush. Toilets to meet a Maximum Performance (MaP) Test of 500g or better. Flush Valves to be Sloan Dual Flush or approved equal Sink with lever handles, tempered water set to 38-40deg. C prior to Occupancy Sink counter at 28" AFF a Toilet accessories: Wall recessed paper towel dispenser/disposal, large roll toilet paper dispenser, mirror above counter, soap dispenser Door locks to be inaccessible to 3-5 year olds (56" AFF) and able to be unlocked from Activity Room side Exhaust so no smells enter Activity Room - exhaust fan to be below 45 decibels One washroom to meet code requirements for H/C accessibility. Grab bar to be mounted at 27" a.f.



TECHNICAL REQUIREMENTS

Number	Activity	Programmatic Notes and Requirements
	General Storage	 Adjustable three rows 15" deep, 8' long shelves to start at 36" AFF to allow storage of program rolling storage units on one or two walls only Occupancy sensor Step ladder storage
	Staff Office	 Key function: Staff work area and School Age Activity Room observation Adjacencies: Main Activity Room one way vision glass from Staff Office into Activity Room Work counter with pedestal under and shelf over with lighting under for one person Bulletin board between shelf and work counter Locked with access card reader
	Shared Kitchen (with Preschool Program)	 Open to Activity Room with good visual connection Gate Access from Activity Room Provision for Garbage/Recycling Bin & Compost Containers 3'-0" Long low counter section for children at 18" A.F.F. Commercial 1100 watt min., 2 cu.ft. microwave on microwave shelf with closed sides Energy Star rated 21 cu.ft. frost free fridge with freezer on bottom (no icemaker) Energy Star rated 4 burner 30" wide electric stove (coil burners), with controls at back, self-cleaning oven cycle Exhaust Hood, Energy Star rated, quiet, high exhaust, seismically braced if required, direct vent to outside Dishwasher: Energy Star rated commercial style dishwasher, high temperature, cold water supply only with energy recovery, high temperature sanitizing with built-in booster, stainless steel interior, backflow preventer valve & corrosion resistant pump Broom Closet and pantry wall cupboard with pull out shelves Stainless Steel Double Sink (min. 10" deep) w/ faucet ledge, coved corners for ease of cleaning, commercial grade faucet, high temperature water between 46°C and 48°C Minimum 6'-0" long counter with cabinets below and LED lighting under cabinets, cabinets to be 1'-6" Max. above countertop
	Staff Counter & Storage	 Adjacency: staff office Counter with lockable storage below and whiteboard above
	SCHOOL AGE PLAYGROUND	(based on 75 SF x 30 kids = 2,250 SF)
	Storage	 Vented waterproof storage for outdoor play equipment Shelving Occupancy sensors could be shared with older kids
	Covered Play	 Directly accessed from Main Activity Area - indoor activities will spill out into this area during summer and offers covered play opportunities in inclem- ent and hot weather Frost proof hose bib Landscape lighting on light level sensor that can be turned off in evenings when playgrounds are not in use Inter-program gates to be equipped with child-proof latches. All gates to be self-closing Covered play to be within range of 506 to 603sf of total outdoor play area



Number	Activity	Programmatic Notes and Requirements
	Open Area	 Outdoor play areas to be effectively acoustically buffered from any noise from traffic, mechanical equipment or other disruptive noises to achieve a maximum sound pressure level of 55 dB(A) 24 hour equivalent sound level provide a good range of play opportunities for each child care program Exposure to sunlight for at least three hours per day at the winter solstice, two hours of which occur between 9:30-11:30am or 1 :30- 4:00pm 8' high perimeter glazing Frost proof hose bib Lighting on light level sensor Refer to Roof Landscape and Irrigation Guidelines in City of Richmond's City Owned Child care Facility Policies and Guidelines December 2016 Inter-program gates to be equipped with child-proof latches. All gates to be self-closing Include a trike path Include a trike path Include stating for supervisors Sand play structure to be located away from building Provide shade for each sand play area (either with trellis structure, or with trees) Ensure edible planters are raised Provide a preliminary plant palette, typical cross sections (noting minimum soil depths) and preliminary details/sketches for major elements/structures with the DP submission
	CHILD CARE LEVEL BUILDING SERVICES & CIRC	BULATION
		 Key Function: Access to ECD Hub from Parking and between floors (refer to Appendices) Locate so that there is visual connection to ECD Hub lobbies on each level Elevator to be easily accessible from the loading area to facilitate delivery of items for routine maintenance such as sand and engineered wood chips Elevator to be able to accommodate freight for the purposes of maintaining the play areas (for example: to move heavy loads for sand replacement and top-up) – recommended minimum capacity for 4000lbs The elevator lobby should not open directly into any secure child care space Cab size and layout to accommodate three, 3-position parent strollers and/or the Program's quad stroller – Sizes of strollers vary, but as a guideline, use 1.9m (75") long, by 0.6m (24") wide, by 1m (40") high. Ensure circulation space from entrance to elevator accommodates the turning radius of the stroller Ability to schedule door activation, fob control, times Security camera Hardy wall protection (strollers and playground material delivery will use the elevator)
	Interconnecting Stair	 stairs to meet current Building Code requirements locate stairs near the building entrance; be visual from building exterior and allow for natural daylight within the space make stairs wide enough to accommodate travel in both directions stair risers to be 7" (178mm) maximum with treads to be 11" minimum (280mm) in order to be more comfortable for children provide handrails set at 2 different heights; upper handrail to meet current building code; lower handrail at maximum 28" high (710mm) with a vertical clearance between upper and lower handrail of 9" (230mm) provide slip resistant floor finishes
	Building Services	
[Mechanical	
	Electrical	
	I/T- Data and Security	
	Corridors/Horizontal Circulation	



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1. Outline of Requirements

Designing for Families and Children

The design of the Early Childhood Development Hub facility will:

 Provide interior and exterior environments designed to support the development of the children and their physical, social and emotional growth

• Provide interior and exterior environments designed to support staff in their work with Richmond families

The Facility Program document sets out specific functional requirements for the City of Richmond's t Early Childhood Development Hub.

The City of Richmond's Citv-Owned Child Care Facility Policies and Guidelines. December 2016 sets out general requirements for City owned child care facilities.

The Vancouver Coastal Health Design Resource for Child Care Facilities (September 2016) contains detail design information and recommendations for licensed child care centres that is not included in either the Facility Program or Policy and Guideline documents.

The references listed in sections 2-6 of the Appendices provide additional information to assist and inform the design of the family centred facility.

In addition to addressing the family/ child-centred design

requirements of the Hub the facility will meet:

a. Applicable codes and bylaws

b. Current BC Community Care and Assisted Living Act, Child Care Licensing Regulation for a:

licensed 12 space Group Care
 Under 36 Months Program

 licensed 25 space Group Care 30 Months to School Age Program

licensed 20 space
 Preschool program

 licensed 30 space School Age Program

c. Local Community Care Facilities Licensing approval of the facility

Building for Durability

Other design considerations are durability, livability, security, ease of operation and maintenance of the facility. These will also inform the design, specifications and demands of workmanship. The selection of all materials and finishes and details will address the need for minimal maintenance, durability, health and ease of cleaning. Workmanship, material choices and design will together ensure that a ten year life expectancy of interior finishes, millwork, equipment and fixtures. While the quality of the finishing materials and detailing should endure, they also need to fit the context of a child care facility by providing a warm,

comfortable, inviting and childoriented environment that supports the developmental and daily needs of the children and the staff who work there.

The design goal is to provide a facility that has a look and feel that belies its hardiness and institutional character. The choice of materials and detail design of the facility needs to be of a high standard appropriate for such an intensively used facility. Heavyduty commercial or institutional standards should be applied. In some instances such as the dchild care programs quality residential appliances may be acceptable if they meet the City's performance criteria and if warranties are available for the intended use of the appliance.

Rough materials, sharp corners, uneven surfaces, and trip hazards will attract a very high level of scrutiny by Community Care Facilities Licensing once the building is completed. The goal of delivering a facility with licensable child care program spaces hinges on ensuring these issues do not present themselves at the end of construction.

As-built drawings, manuals, warrantees, guarantees and a separate and complete maintenance manual must be provided as part of the project close-out procedure. Refer to Appendix 6.1 for list and City of Richmond's City Owned Child Care Facility Policies and Guidelines, December 2016.





"To every child: I dream of a world where you can laugh, dance, sing, learn, live in peace, and be happy."

-Malala Yousafzai



Equipment & Furnishings List

Activity Number	Activity	Typical Equipment & Furnishings by Operator
	Level 1 Child and Child and Ch	ild and Family Development Program & ECD HUB ADMINISTRATION
1.3	Entry Lobby Waiting and Eleva- tor Lobby	• Rug 8' x 12' • Soft seating - 2 groupings of 5-6 people • coffee table
3.2	Reception	• Rug 6' x 8'
3.1	Lobby	 Soft seating - 1 grouping of 4 people Coffee table
3.14	Multi Purpose Children and Family Activity Room	
	Eating	• 1 - 48" x 30" table • 6 - 10" high chairs
	Soft Climbing Area	 Playtime island 6' x 6' area Soft tunnel set 6' x 6' area Crawl through tunnel 6' x 1' Soft house 2' x 3' Rainbow arch 37" x 15" x 18" H 2 mats - 5' x 5' 1 - Shelving unit 48" x 15" x 24"
	Dramatic Play	 3 - 4 piece Kitchen Set 36" x 12" x 24" H shelving unit Low table 28" x 18" x 14" H 2 chairs 6" high Child sofa 34" x 18" x 20" Child armchair 23" x 18" x 20"
	Art/Creative/Sensory	 1-shelving unit 48" x 15" x 24" 1- Art easel - 25" x 27" x 48" H 1 - Water table - 27" x 24" x 20" H 1 - Sand table - 27" x 24" x 20" H 2 - Tables 48" x 30" 6 - Chairs @ 8" high
	Puzzles/Manipulatives	• 2 - Shelving units 48" x 15" x 24" H • 2 - 30" x 30" tables • 2 - mats 5' x 5' • 6 - Chairs 8" high
	Blocks/Construction	• 1 - Shelving Unit 48" W x 15" D x 30" H • 1 - Construction Rug 6' x 8' • 1 - Storage shelving unit 30" x 15" D x 24" H



Activity Number	Activity	Typical Equipment & Furnishings by Operator
	Quiet Area	• 1 - Shelving Unit 36" W x 15" D x 24" H • 1 - Bookstand - 30" x 15" x 14" H • 1 - Rug 6' x 8' • 2 -2 Seater sofas • Cosy seating 48" x 18" x 20" H
	Meeting Rooms	
3.1	Meeting Room 1	• 36 stacking chairs • lecturn • screen • TV
3.11	Meeting Room 2	• 60" x 30" x 29" H table • 4 - stacking chairs
	Storage	• 2 - Table dollies • 2 - Chair dollies
	Administration	
3.5	Office	- 1 - Desk • 1 - Desk chair • 1 - 36" diameter table • 2 - side chairs • 1 3-drawer lateral file
3.6	Shared Office	 3 workspaces with desk, chair and partitions 2 3-drawer lateral filing cabinets
3.7	Shared Office	 3 workspaces with desk, chair and partitions 2 3-drawer lateral filing cabinets
3.8	Break Out Room	• 1 - 36"dia table • 2 - stacking chairs
3.9	Copier and Mail/Paper/Storage	 Floor size copier Area for Shredding and other disposal containers (4' x 2') Postal machine on counter 2 - printers on counter 6 3-drawer lateral filing cabinets under workcounter
3.17	Storage	• 2 - Table dollies • 2 - Chair dollies
3.18	Staff Room	• 1 - 48" x 30" table • 4 - stacking chairs • 3 - seater couch • coffee/side tables



Activity Number	Activity	Typical Equipment & Furnishings by Operator
	Public Area and Administration	n
3.3	Lobby	• 4 - Club chairs • Area rug
3.32	Parent Meeting Room	• 48" diamter table • 4 - chairs
3.33	Child Care Office	 2 - Office chairs 1 - 36" table 4 - chairs 1 - 4 drawer lateral file cabinet
3.35	Program Stroller Storage	 2 - Quad strollers - 75" long x 24" W x 40" high
3.5	Infant Toddler Program	
3.52	Main Activity Area	
	Eating	 2 - 30" x 48" rectangular 2- Transition Chair with transition table (for infants) 12 - 10" high Child Chairs
	Art/Creative/Sensory	 1-Table - 30" x 48" 1 - 24" x 24" x 36" Art drying rack (mobile rack to fit into millwork - dimensions to be confirmed) 1 - Storage unit 36" w x 15" d x 24" h 1 - Art easel 28" w x 25" d x 47" h
	Manipulatives	• 1-30" x 36" table • 2-Storage units 48" w x 15" d x 24" h • 2-Activity Mats - 48" square
	Creative	• 1 - Sand 26.5" w x 24" d • 1 - 1 Water table 26.5" w x 24" d • 1 - Light table 24" x 24" x 20" h
	Dramatic Play	 1 - Toddler Kitchen set - 3-4 pieces includes stove, sink, fridge 1 - Dramatic Play Table - 28" x 20" d x 16" h 2 - Dramatic Play Chairs - 8" high 1 - Dress up storage to hang dress up clothes 25.25" w x 13.75" d 1 - Mirror - shatterproof wall mounted 1 - Child's armchair 23" w x 18" d x 20" h 1 - Child's sofa 34" w x 18" d x 20" h 1 - Storage Unit 48" w x 12" d x 24" high
3.52.3	Quiet Area/Reading	• 1 - Book Shelf - 20" h x 25" w x 11" d • 1 - Adult 2-seater love seat • 1 - Rug approx 4' x 6'
	Climbing, crawling, motor	 1 - Riser kit - Community playthings (starter kit and rectangle or soft gym climbing equipment needs about a 6' radius)
	Blocks	• 2 - Storage Unit 48" w x 15" d x 20" h • 1 - Rug 4' x 6'
	Staff Communications & Stora	ge• 1 - Desk chair

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Activity Number	Activity	Typical Equipment & Furnishings by Operator
	Other	• 3 - Adult Chairs - 14" high • Notice boards
3.53	(Small) Nap Room 1	 4 - Compact Folding Cribs 39.6" long x 26" high x 34.25" wide Music Player (CD player)
3.54	(Large) Interactive Nap Room 2	 12 - Cots 40" long x 22" wide x 7" high, or mats Music player (CD player)
3.55	Large Nap Room 2 Storage	 Cot carrier for 12 cots 52" long x 22" wide x 50" when stacked Large motor equipment 14 - Child Bins for child nap storage
3.56	Kitchen	 Bottle warmer Coffee Maker Blender Electric Griddle Kettle Food processor Hand held blender Hand mixer Toaster Broom and Dustpan
3.57	Children's WC and Diapering	 1 - Laundry hamper with lid 1 - Diaper garbage with lid 1 - Garbage container (one at side of child sink counter) 1 - Change table mat 14 - Diaper storage boxes for each child 2 - Potties (floor plan to allow potties to be on hand at all times)
3.59	Staff Office	 1 - Desk chair 2 - Visitor chairs 3 - Drawer lateral file 4 - stacking chairs 3 - seater couch coffee/side tables 1 - 48" x 30" table
	Covered Play (Extension of Activity Area)	• Art easel 46" x 22.5" • Sand and Water 35" x 25" w x 17-22" h • Table 24" x 35" x 17" h
3.6	3-5 Group Program Licensed f	or 25 Children
3.62	Main Activity Area	
	Eating	• 1 - Table 60" x 30" • 1 - Table 48" x 30"
	Art/Creative/Sensory	 1 - Storage Unit 48" w x 15" d x 24" h 25 - Stacking children's chairs - 12" seat 1 - Art Drying Rack 24" w x 24" d x 43" h 1 - Paint Easel island 28" w x 25" d x 47" h 3 - Tables - 30" x 30"
	Sand/Texture	• 1 - 45" x 24" Sand/Texture Table • 1 - Clear Water Table - 35" x 25" x 20" h
	Quiet Area and Reading	• See Quiet Room

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Activity Number	Activity	Typical Equipment & Furnishings by Operator
	Dramatic Play	 1 - Dramatic Play 28" diamter table and two chairs 1 - Kitchen Set - 4-5 pieces with connecting counter 24" long 1 - Children's armchair - 25" w x 20" d x 21" h 1 - Children's sofa - 36" w x 20" d x 21" h 1 - Rug 6' x 4' 1 - Community Playthings Dress up unit, mirror or wardrobe 1 - Shelving Unit - 48" w x 30" h x 12" d
	Manipulative Toys	• 2 - Tables 30" x 30" • 1 - Shelving unit 48" x 30" x 12"
	Blocks	 1 - Shelving Unit 48" W x 15" D x 30" H 1 - Construction Rug 6' x 8' 1 - Storage shelving unit 30" x 15" D x 24" H 1 - Lego table 32" w x 27" d x 18" h
	Staff Communications & Storage	• 1 - Desk chair
	Other	• 4 - Stacking adult chairs - 16" seat • 6 - Stacking children chairs - 12" seat
3.62.2	Quiet Room	• 1 - Library Rack 37" w x 14" w x 31.5" • 1 - Adult sofa - 2 seater love seat • 1 - Rug 8' x 6' • 1 - Storage shelving unit - 48" x x 24" d x 24" h
3.63	Gross Motor/Nap Room	• 25 - Cots 52" long - 22" wide x 7" high or mats • Gross motor activity gym toys
3.65	Children's WC and H/C Diaper- ing	 1 - Garbage container - free standing beside counter 1 - Laundry hamper under counter
3.64	Gross Motor/Nap Room Storage	 2 - Cot carriers for 25 cots 52" long x 22" wide x 50" when stacked Large gross motor/indoor 'gym' equipment
3.67	Staff Office	• 2 - Desk chairs • 2 - Visitor chairs • 3 - Drawer lateral file
3.38	Shared Kitchen	 2 - Coffee Maker 1 - Blender 2 - Electric Griddles 1 - Kettle 1 - Food Processor 1 - Handheld blender 1 - Hand Mixer 2 - Toasters 1 - Broom and Dustpan
	Covered Play Area (Extension of প্রকাগাাগ প্রান্দর)	• 1 - Art Easel 36" w x 24" h
3.7	Preschool/School Age License	d for 20/30 Children
3.72	Main Activity Area	
	Eating	• 1 - 30" x 30" table • 1 - Table 48" x 30"





Activity Number	Activity	Typical Equipment & Furnishings by Operator
	Art/Creative/Sensory	 1 - Storage Unit 48" w x 15" d x 24" h 20 - Stacking children's chairs - 12" seat 1 - Art-drying rack 24" w x 24" d x 43" h (mobile unit to fit into millwork) 1 - Paint Easel island 28" w x 25" d x 47" h 3 - Tables - 30" x 30"
3.72.2	Quiet Area and Reading	 1 - Library Rack 37" w x 14" w x 31.5" 1 - Adult sofa - 2 seater love seat 1 - Rug 8' x 6' 1 - Storage shelving unit - 48" x x 12" d x 24" h
	Dramatic Play	 1 - Dramatic Play Round table and two chairs 1 - Kitchen Set - 4-5 pieces with connecting counter 24" long 1 - Children's armchair - 25" w x 20" d x 20" h 1 - Children's sofa - 36" x 20" x 21" h 1 - Rug 6' x 4' 1 - Community Playthings Dresup unit, mirror or wardrobe 1 - Shelving Unit - 48" x 24" x 24" h
	Manipulative Toys	• 2 - Table 30" x 30" • 2 - Shelving Unit 48" x 30" 12" • Light table 42" x 24" x 24" h
	Blocks	 1 - Shelving Unit 48" W x 15" D x 30" H 1 - Construction Rug 6' x 8' 1 - Storage shelving unit 30" x 15" D x 24" H 1 - Lego table 32" w x 27" d x 18" h
	Other	2 Stacking adult chairs - 18" seat
	Staff Communications & Storage	e• 1 - Desk chair
3.74	Staff Office	• 1 - Desk chair • 1 - 3 Drawer lateral file • 2 - Visitor Chairs
3.73	General Storage	 The School Age program furniture listed below will be moved into Activity Room and the PreSchool Program furniture will be moved into Storage when Storage/Age furniture is in use: 8 - Chairs 14" high 8 - Chairs - 16" high 4 - Folding tables 60" x 30" 3 - Folding tables 48" x 30" 4 - Storage units 48" x 15" x 36" h 3 - Storage units 48" x 12" x 36" h 1 - Outdoor storage unit 39" x 24" x 44" h 1 - Bookshelf 46" x 13" x 26" h 2 - 36" bean bag chairs 4 - cozy seating 18" x 24" x 24" h
	Covered Play (Extension of Activity Area)	• 1 - Art easel 46" x 22.5"
	Air Space Parcel Service Spa	ces
	Garbage Area	240 Litre Garbage Containers - 27.5" deep x 24.5" wide x 43.25" high













STAFF W/C

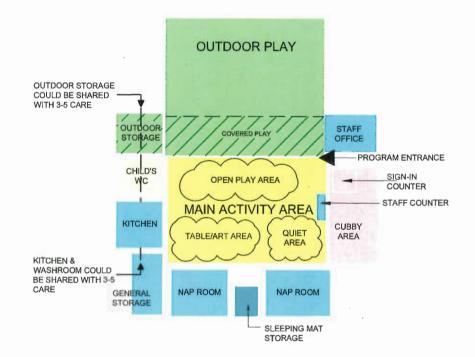
Adjacency Diagrams: Overall Program Areas

STAFF W/C FEMALE PUBLIC W/C STAFF ROOM OUTDOOR TERRACE SHARED OFFICE 2 JAN. . OU RM MALE PUBLIC W/C COMMERCIAL KITCHEN MP ROOM 2.00 TORAGI RM SHARED OFFICE 2 MEETING RM 1 OFFICE 1 MAIL MULTI-PURPOSE ROOM MEETING PUBLIC RM 2 RECEPTION LOBBY SECURED CHILD CARE ENTRANCE PARENT PARENT PRESCHOOL CARE OUTDOOR PLAY TOLET OFFICE POSSIBILITY OF SHARED SPACES STAFF JANE STAF OUTDOOR PLAY SCHOOL AGE CARE OUTDOOR PLAY INFANT / TODDLER CARE POSSIBILITY ///OF SHARED SPACES OUTDOOR PLAY 3-5 CARE

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Infant/Toddler Care Program

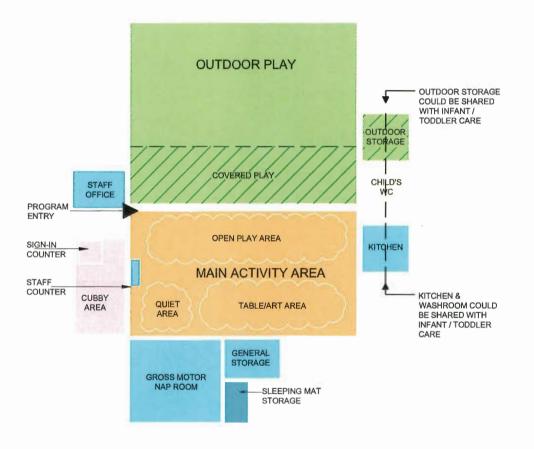


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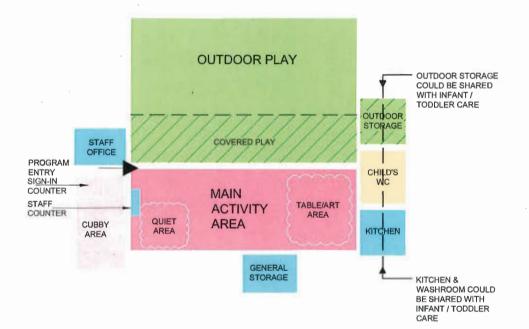
3-5 Care Program

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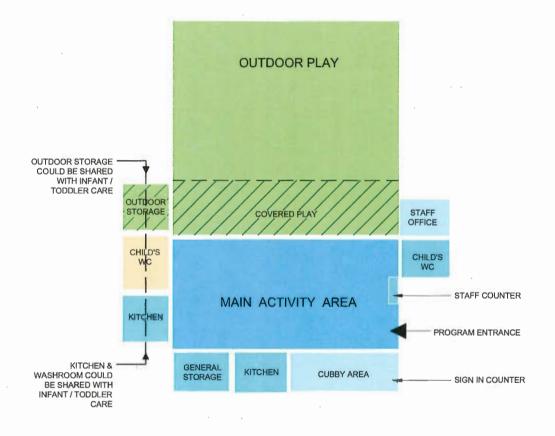
Preschool Care Program



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School Age Care Program



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OTHER DESIGN GUIDELINES AND RESOURCES:

1. Vancouver Coastal Health Design Resource Guide for Child Care Facilities http://www.vch.ca/Documents/Design-resource-for-Child-care-facilities.pdf

2. Director of Licensing Standards of Practice Safe Play Space <u>Space https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/child-day-care/safe_play_space.pdf</u>

3. City of Richmond Policies and Guidelines for the Development of City-owned Child Care Facilities: <u>https://www.richmond.ca/___shared/assets/PoliciesandProceduresforCity-ownedchildcarefacilities45413.pdf</u>

4. City of Richmond Child Care Design Guidelines: https://www.richmond.ca/__shared/assets/designguidelines43266.pdf

5. City of Richmond Building Equipment, Monitoring, and Integration Requirements

OTHER USEFUL CHILD CARE DESIGN RESOURCES:

1. Children Height Requirements:

When children are the principal users in a building or facility (e.g., elementary schools), a second set of handrails at an appropriate height can assist them and aid in preventing accidents. A maximum height of 28 inches (710 mm) measured to the top of the gripping surface from the ramp surface or stair nosing is recommended for handrails designed for children. Sufficient vertical clearance between upper and lower handrails, 9 inches (230 mm) minimum, should be provided to help prevent entrapment.

https://inlinedesign.us/handrail-height-requirements-ada





1. PROJECT DOCUMENTATION REQUIREMENTS

As-built drawings, manuals, warrantees, guarantees and a separate and complete maintenance manual must be provided as part of the project close-out procedure. Refer to City of Richmond's City Owned Child Care Facility Policies and Guidelines, December 2016.

In brief the following information will be required and should be part of the project's procurement documentation:

- a. Operations & Maintenance (0 & M) Manuals 2 hard copies, 1 digital copy either usb stick, or downloadable;
- b. As-built Drawings 2 hard copies, 1 digital copy same as above;
- c. Warranties to be included with Operations & Maintenance Manuals;
- d. Asset Labelling all mechanical units, electrical panels require labels, detail to be provided
- e. Spare Materials the following spare materials to be provided, amounts to be confirmed:
 - Carpet Tile
 - Paint
 - Sheet Flooring
 - Protective wall covering

1. DESIGN CONSIDERATIONS CHECKLIST

The following checklist is an extract from the Vancouver Coastal Health Design Resource for Child Care Facilities Appendix V - Page 24-7 and is provided for information. In some instances the VCH Guidelines differ from those of the City of Richmond. The City of Richmond's requirements take precedence.

GENERAL CONSIDERATIONS INDOORS:

Natural Light

• all primary indoor activity spaces have a direct source of natural light equal to a minimum of 10% of the wall space

Windows

• child-accessible opening windows must be limited to a maximum opening of 4 in. for low-level windows, (i.e. sill less than 18 in. above floor) use tempered or laminated glass where impact with a window may occur

• if the window opens into a walkway or play area, provide either a sliding window or restrict window swing out to avoid creating a safety hazard outside

• window covering cords must be out of the reach of children

• all opening windows should be screened

• exterior windows should be at a height that children can see out of

Lighting

provide a minimum lighting level of:
 - 30 ft. candles (320 lux) in nap

rooms, quiet rooms, and infant activity room

- 40 ft. candles (420 lux) in the 3-5, toddler, and school age activity rooms

- 50 ft. candles (540 lux) in the kitchen and washrooms

 each room has its own light switch/ controls provide two banks of lights on separate switches/controls in activity rooms provide dimmers in quiet rooms and gross motor/nap rooms

• diaper-changing areas must have glare shielding for overhead fixtures

• all fixtures to be properly shielded or use shatterproof bulbs

Floor Covering

• floor coverings in kitchens, washrooms, laundry, janitorial closets, and art areas must be smooth, non-absorbent, and washable

 other activity areas should have smooth, non-absorbent, and washable flooring

 nap rooms and quiet rooms should be carpeted

• all edges and base boards must be sealed

Heat

• where electric or hot water heat is being used, provide an individual thermostat in each activity room and sleep/gross motor room

• ensure the heating system does not limit the functional use of the space

 all baseboard heaters and radiators must be shielded to prevent child access to sharp edges and/or to hot surfaces

Electrical Outlets

• child-accessible electrical outlets must be childproof

Ventilation

• ensure all rooms are adequately ventilated to remove odours, especially from diapering, laundry, maintenance, and washroom areas

avoid locating air intakes near sources of fumes (e.g. laneways) or dust
 (e.g. ducting low to the ground)

Counters, Ledges, Shelves and Cabinets

round off all corners and edges

• all tall cabinets (> 4 ft.) must be secured to prevent tipping

Telephone Jacks

 provide a minimum of one jack in each activity room, kitchen, and staff office

Doors/Gates

- provide piano hinges on all gates
- ensure doors/gates can be secured in the open position

 provide a locking mechanism on all sliding doors in both the open and closed position (to prevent fingers/ toes being pinched)

ACTIVITY AREAS:

Activity Rooms

• provide at adult height, a stainless steel art/ clean up sink with a riser tap

 provide a minimum of 3 ft. of counter space adjacent to the sink, with cupboards above and below

a sediment trap is recommended

Gross Motor/Sleep Rooms (3-5 years of age and Toddlers)

• provide enclosed area for mat storage sufficient for licensed capacity (e.g. a sliding door cabinet)

• mats/cots may be stacked for storage

• provide individual storage for blankets and stuffies provide storage for extra clean sheets and blankets

• floor area must allow sufficient space between mats so that staff can move/sit comfortably between mats

Infant/Toddler Sleep Rooms

 provide two sleep rooms for infants to accommodate a total of twelve cribs/mats

 allow 2 ft. between each crib/mat, except where adjacent to a wall or partition a provide storage for extra clean sheets and blankets

provide a baby monitor

SUPPORT AREAS:

Preschool Washrooms (for 25 children — 3-5 years of age)

• provide a diaper and/or soiled clothing change area with readily access water a provide three toilets sealed to the floor

provide closed front toilet seats

• provide privacy for one toilet (e.g. using a low partition and 1/2 door)

 provide three hand basins, a maximum 2 ft. high with the bowl placed as close to the front of the vanity as possible and with lever faucets hand sink's maximum hot water temperature must not exceed 49°C (120°F)

 provide mirrors over the hand basins a provide back splash at all sinks

 provide location for child-accessible soap dispensers

 provide two paper towel dispensers at child height (ensure location and/or type does not pose risk of head injury) or provide alternate child-accessible storage for paper or cloth towels

 provide a toilet roll holder adjacent to each toilet at child height

 provide shelves at adult height for storage of toothbrushes and other supplies (toothbrushes must not touch each other)

NOTE: If adult-sized toilets are used the bowl should be round and a suitable child-sized seat insert available. A 6 in. step should be provided in front of the toilet.

Infant/Toddler Washrooms (for 12 children — under 3 years of age)

- provide two 10 in. toilets sealed to the floor
- provide closed front toilet seats

• provide a toilet roll holder adjacent to each toilet placed at child height

• provide two hand basins, a maximum of 18 in. high with the bowl placed as close to the front of the vanity as possible and with lever faucets

• provide location for child-accessible soap dispensers

 hand sink's maximum hot water temperature must not exceed 49°C (120°F)

• provide 1 change counter with cove tops, 3 ft. (length) x 2 ft. (width) x 3 ft. (height) NOTE: If only infants are being cared for provide 2 change counters.

provide one stainless steel sink

• provide 1 ft. deep open shelves 2 ft. above the change counters

• provide a rack above the sink for storage of sanitizers, etc.

provide a mirror above the hand basin

provide a back splash at all sinks

• provide a full length, high quality mirror behind the change counter

• provide a paper towel dispenser in the vicinity of the change sink (ensure the location does not pose a risk of injuring a child while being changed or limit the use of the change counter)

• provide enough open space for two potties

 provide shelves for storage of toothbrushes

and other suplies (toothbrushes must not touch each other)

• provide steps for children to access the change table

provide space for diaper buckets

Staff Washrooms

 provide a change counter, wide sink, and storage shelf if no other diaper change counter is provided in the centre

• provide a towel and soap dispenser a provide a back splash at the sink

Staff Offices

provide storage shelves/cupboards

 provide space for a lockable filing cabinet a place interior windows to ensure maximum visibility of activity space

Staff Rooms

• provide individual storage for staff belongings

Janitorial Closets (may be combined with the laundry area)

 ensure adequate space to store mops, brooms, ladder, cleaning chemicals, and personal safety equipment

 place janitorial sink at floor level; equip the sink with an approved backflow preventer valve

provide storage shelves

• provide an inside releasing-locking mechanism for securing the door

Laundry Areas

• provide a washer and dryer durable enough for the number of children enrolled and the volume of laundry

provide an area for folding clothes

• provide separate storage areas for both soiled and clean laundry

 recommend two washers/dryers when capacity exceeds 37 children

Cubbies

 provide a sufficient number for the licensed capacity and an extra 20% for part-time children



Storage

 provide adequate storage space for supplies and equipment, both inside and outside

Building Security

• all gates to be equipped with childproof latches

• provide storage for centre strollers and 3 parent strollers, car seats, etc.

 utilize an appropriate entry security system (e.g. bell, buzzer, intercom, etc. which will operate during program hours)

• ensure all fire alarms, building alarms, speakers, etc. can be heard in the outdoor play space

Kitchen

• provide at least 100 sq. ft. (9.3 sq. m.) of floor space. When the capacity exceeds 25 children and a kitchen is to be shared, provide an additional 3 sq. ft. per licensed space

 walls and ceiling surfaces to be non-absorbent, smooth, crack-free, and easily washable

• provide a two-compartment sink plus dishwashing machine which operates with a sani- cycle. If the licensed capacity exceeds 25 children, a commercial dishwasher might be more practical.

 provide a paper towel dispenser and a soap dispenser by the two-compartment sink and hand sink

• provide one refrigerator per program that is equipped with a thermometer

 provide a microwave oven and a domestic stove. A stove canopy exhausting to the outside is required.

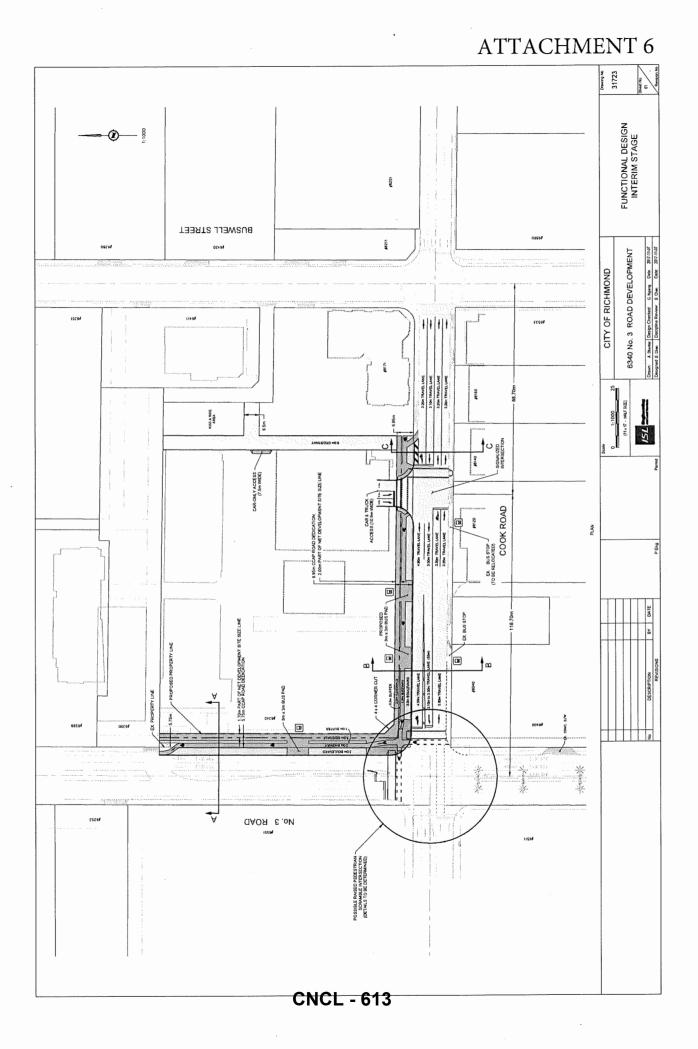
• overhead counters should not obstruct views of the activity areas, etc.

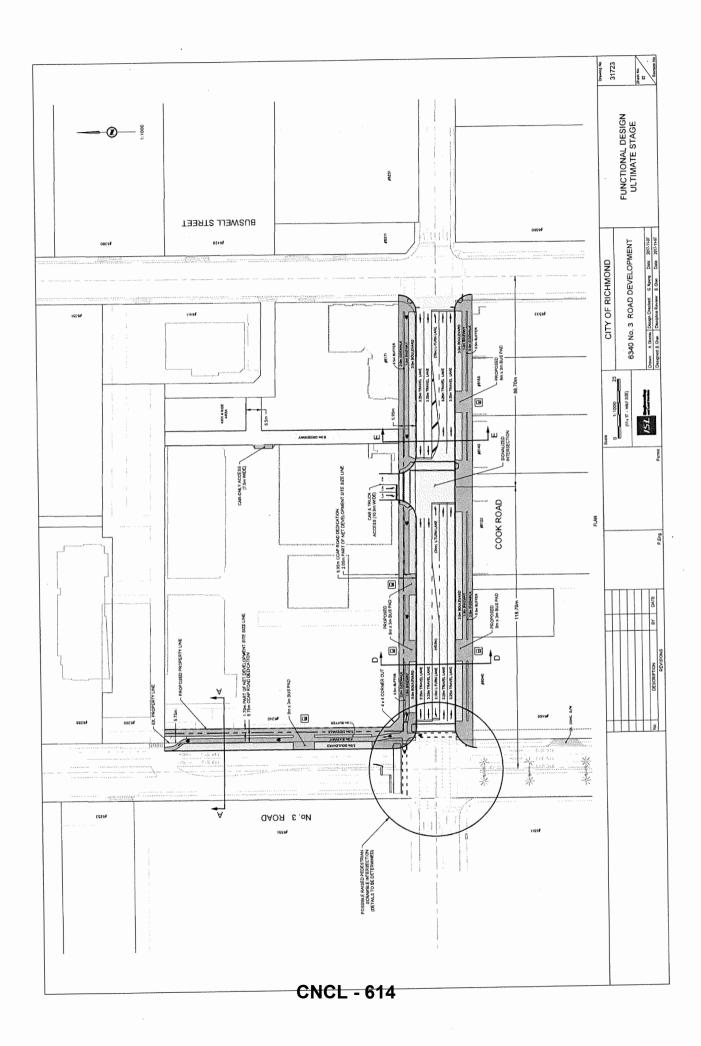
• in a multi-program facility, in addition to the main kitchen, provide a small kitchen (approx. 40 sq. ft.) in the infant room to accommodate a full fridge, microwave, and single sink

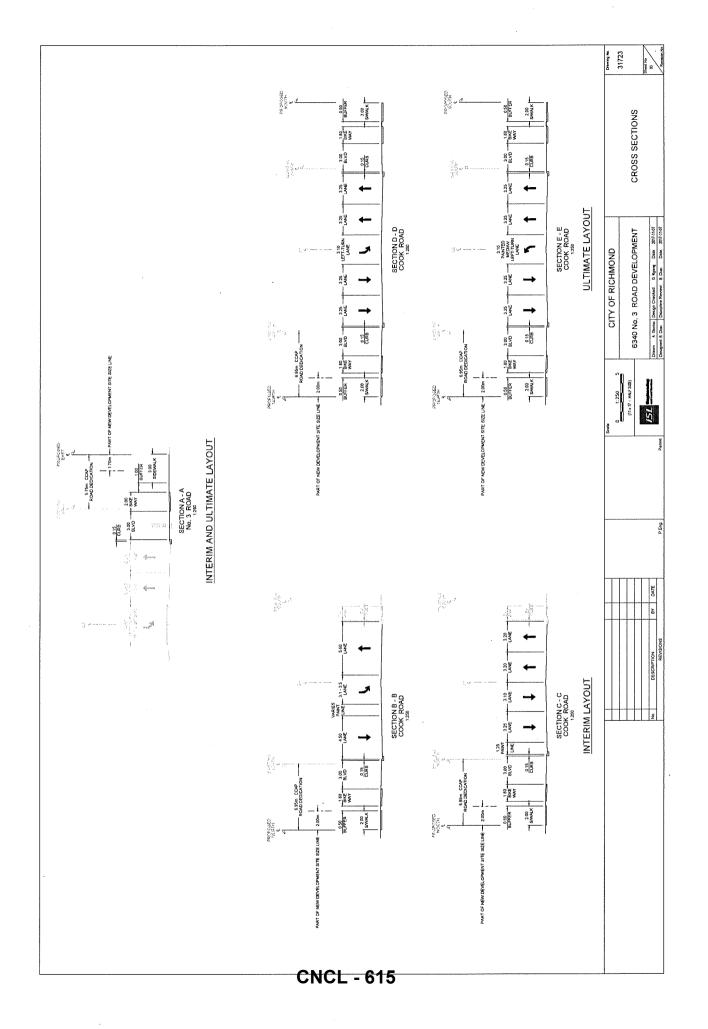
NOTE: If a food permit is required, there may be additional requirements for the kitchen (e.g. additional hand sink, commercial dishwasher, stove hood).

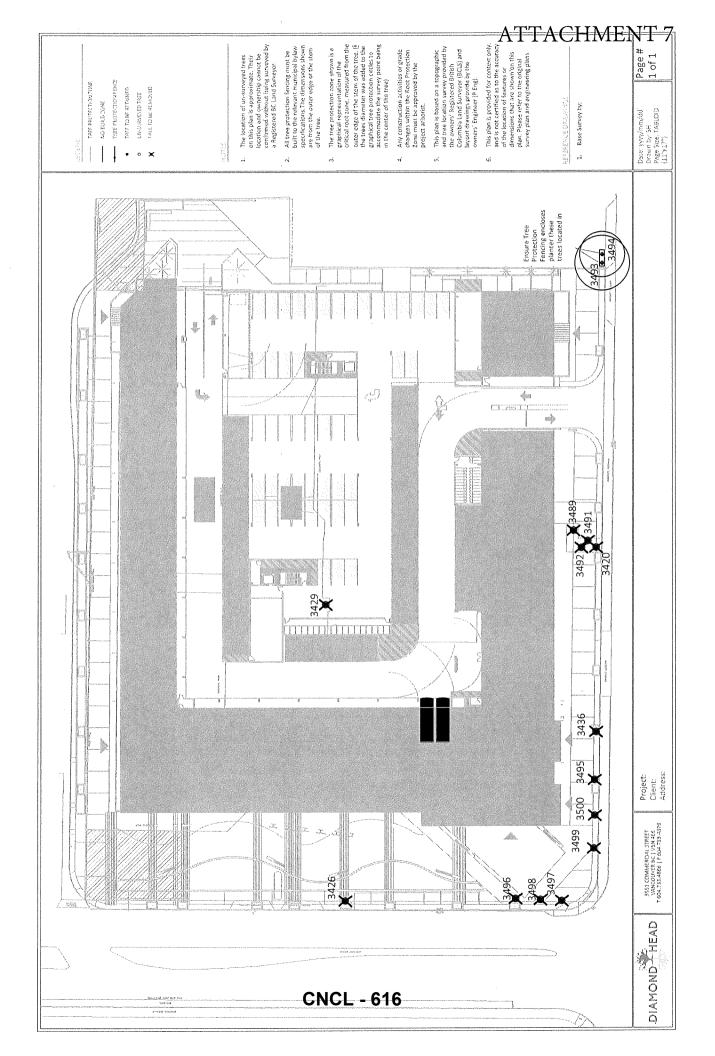


Prepared by: HDR | CEI Architecture Associates, Inc. 500 - 1500 West Georgia Street Vancouver, BC V6G 2Z6 604.687.1898









Bylaw 9859



Richmond Zoning Bylaw 8500 Amendment Bylaw 9859 (RZ 17-773703) 6340 No. 3 Road

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning Bylaw 8500 is amended by inserting the following into Section 20 (Site Specific Mixed Use Zones), in numerical order:

"20.37 High Density Mixed Use and ECD Hub (ZMU37) – Brighouse Village (City Centre)

20.37.1 Purpose

The **zone** provides for a broad range of **commercial**, **office**, service, institutional, entertainment and residential **uses** typical of the **City Centre**. Additional **density** is provided to achieve, amongst other things, **City** objectives related to the **development** of **affordable housing units**, **office uses** and **community amenities**, including an Early Childhood Development Hub.

20.37.2 Permitted Uses

- amenity space, community
- animal day care
- animal grooming
- broadcasting studio
- child care
- education
- education, commercial
- education, university
- emergency service
- entertainment, spectator
- government service
- health service, minor
- housing, apartment
- library and exhibit
- liquor primary
 establishment
- manufacturing, custom indoor

- microbrewery, winery and distillery
- neighbourhood public house
- office
- private club
- recreation, indoor
- religious assembly
- restaurant
- retail, convenience
- retail, general
- retail, second hand
- service, business support
- service, financial
- service, household repair
- service, personal
- studio
- veterinary service

20.37.3 Secondary Uses

- boarding and lodging
- home business
- home-based business

20.37.4 Additional Uses

• district energy utility

20.37.5 Permitted Density

- 1. For the purposes of this **zone**, the calculation of **floor area ratio** is based on a net **development site** area of 13,424.8 sq. m.
- 2. The maximum **floor area ratio** is "2.0" together with an additional:
 - a) "0.1" **floor area ratio** provided that the additional **floor area** is used entirely to accommodate indoor **amenity space**.
- 3. Notwithstanding Section 20.37.5.2, the reference to "2.0" is increased to a higher **floor area ratio** of "4.007" if the **owner**:
 - a) provides 27 affordable housing units on the site and the combined habitable space of the affordable housing units is not less than 5% of the total residential floor area;
 - b) enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against title to the **lot** and files a notice in the Land Title Office;
 - c) uses a minimum of "1.0" of the additional **floor area ratio** for non-residential **uses** only;
 - d) uses a minimum of "0.007" of the additional **floor area ratio** for **child care** and community services **uses** only;
 - e) grants to the **City**:
 - i) at least 1% of the value of the total residential floor area ratio less the value of the affordable housing unit floor area ratio, or 377 sq. m., whichever is greater, toward an 1,765 sq. m. "Early Childhood Education Hub" community amenity space;
 - ii) at least 0.05 floor area ratio, or 671 sq. m., whichever is greater, toward an 1,765 sq. m. "Early Childhood Education Hub" community amenity space; and
 - iii) no less than 717 sq. m. toward an 1,765 sq. m. "Early Childhood Education Hub" **community amenity space**,

the whole of which shall be designed and constructed to the satisfaction of the **City** and provided to the **City** in the form of an **air space parcel** prior to occupancy of the **development**.

4. Notwithstanding Section 4.5.1, the following items are not included in the calculation of maximum **floor area ratio**:

- a) common mechanical, heating, ventilation, air conditioning, electrical, telephone and similar type service rooms not co-located with an **enclosed parking** area and not intended as **habitable space**;
- b) unenclosed, above grade, covered open space provided for the use of child care facility outdoor activities, including deep roof overhang and standalone roof areas, to a maximum of 30% of the combined covered and uncovered open space area; and
- c) unenclosed, above grade, covered common open space provided for the use of building tenants and building residents outdoor activity, including deep roof overhang and standalone roof areas, to a maximum of 15% of the combined covered and uncovered common open space area.

20.37.6 Permitted Lot Coverage

1. The maximum **lot coverage** is 90% for **buildings**.

20.37.7 Yards & Setbacks

- 1. Minimum **setbacks** shall be:
 - a) from a **road**, measured to the **lot line**, 6.0 m., except that a **road setback** may be reduced to:
 - i) 4.0 m., in the case of No. 3 Road, for portions of a **building** above **finished site grade**, as specified in a Development Permit approved by the **City**;
 - ii) 3.0 m., in the case of Cook Road, for portions of a building above finished site grade, as specified in a Development Permit approved by the City; and
 - iii) 0.0 m. for portions of a building below finished site grade, as specified in a Development Permit approved by the City;
 - b) from a **side lot line**, measured to the **lot line**, 5.5 m, except that a **side lot line setback** may be reduced to:
 - i) 4.0 m., for portions of a **building** above **finished site grade**, as specified in a Development Permit approved by the City; and
 - ii) 0.0 m., for portions of a **building** below **finished site grade**, as specified in a Development Permit approved by the City; and
 - c) from a **rear lot line**, measured to the **lot line**, 7.5 m, except that a **rear lot line setback** may be reduced to:
 - i) 6.0 m., for portions of a **building** above **finished site grade**, as specified in a Development Permit approved by the City; and
 - ii) 0.0 m., for portions of a **building** below **finished site grade**, as specified in a Development Permit approved by the City.
- 2. Notwithstanding Section 20.37.7.1, minimum **setbacks** for parts of a **building** directly adjacent to **City** land or land secured for public use via **right-of-way**, measured to a **lot** line or the boundary of the **right-of-way**, shall be:

- a) where a door provides **access**, 1.5 m or the depth of the door swing, whichever is greater.
- 3. Notwithstanding Sections 4.11 and 4.12, projections into **setbacks** for architectural features, **cantilevered roofs**, **balconies**, **awnings**, sunshades, canopies, privacy screens or similar **building** elements located 3.0 m or more above **finished site grade** may be increased, subject to the depth of the associated **setback**, to a maximum of:
 - a) for **road setbacks**, 2.5 m., as specified in a Development Permit approved by the **City**;
 - b) for **side lot line** and **rear lot line setbacks**, 2.0 m., as specified in a Development Permit approved by the **City.**

20.37.8 Permitted Heights

- 1. The maximum **building height** for **principal buildings** is 47.0 m. geodetic.
- 2. The maximum **building height** for **accessory structures** is 12.0 m.

20.37.9 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 12,600 sq. m.

20.37.10 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

20.37.11 On-Site Parking and Loading

- 1. On-site bicycle and **vehicle** parking and loading shall be provided according to the standards set out in Section 7.0.
- 2. Notwithstanding Section 20.37.11.1, the minimum number of required bicycle **parking spaces** shall be:
 - a) for Class 1, for the combined **child care** and community services **uses**, 15 spaces;
 - b) for Class 2, for general retail, convenience retail, restaurant, office, child care, community services and other non-residential uses, calculated as 0.1 spaces per 100.0 sq. m. of floor area; and
 - c) for Class 2, for residential **uses**, calculated as 0.1 spaces per **dwelling unit**.
- 3. Notwithstanding Section 20.37.11.1, the minimum number of **vehicle parking spaces** for the combined **child care** and community services **uses** shall be:

- a) for the child care staff, 11 parking spaces;
- b) for the child care drop-off/pick-up, 9 parking spaces;
- c) for the community services staff, 11 parking spaces; and
- d) for the community services clients, 10 parking spaces.
- 4. Notwithstanding Section 20.37.11.1, the minimum number of **vehicle parking spaces** required for after-hours community use of the ECD Hub facility shall be 8 **parking spaces** and the **parking spaces** may be provided within the shared non-residential/visitor parking area.
- 5. Notwithstanding Section 20.37.11.1, the **vehicle parking spaces** for **child care** pick-up/drop-off shall be no smaller than 2.65 m. wide by 5.5 m. long.
- 6. Notwithstanding Section 20.37.11.1, the minimum number of truck **loading spaces** is:
 - a) no large size truck **loading spaces** for non-residential **uses** and residential **uses**;
 - b) 6.0 medium size truck **loading spaces** shared between all non-residential and residential **uses**; and
 - c) 1.0 small size van **loading space** with associated marshalling area, to be no less than 5.0 m. wide x 11.0 m. long, for the exclusive and shared use of the **child care** and community services **uses**.

20.37.12 Other Regulations

- 1. Signage must comply with the City of Richmond's *Sign Bylaw 5560*, as it applies to **development** in the Downtown Commercial (CDT1) **zone**.
- 2. **Telecommunication antenna** must be located a minimum 20.0 m above the ground (i.e., on a roof of a **building**).
- 3. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."
- The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following parcel and by designating it HIGH DENSITY MIXED USE AND ECD HUB (ZMU37) – BRIGHOUSE VILLAGE (CITY CENTRE):
 - P.I.D. 000-586-919 LOT 169 SECTION 9 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 41547

- 3. That the Mayor and Clerk are hereby authorized to execute any documents necessary to discharge "Land Use Contract 062" ("Techram Securities Ltd. Land Use Contract Bylaw No. 3366, 1977" (RD50359)) from the following area:
 - P.I.D. 000-586-919 LOT 169 SECTION 9 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 41547
- 4. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9859".

FIRST READING	CITY OF RICHMOND
PUBLIC HEARING	 APPROVED
SECOND READING	 APPROVED by Director
THIRD READING	or Solicitor
OTHER CONDITIONS SATISFIED	
ADOPTED	

MAYOR

CORPORATE OFFICE



Report to Committee

Re:	Update to Election and Political Signs Bylaw		
From:	David Weber Director, City Clerk's Office and Chief Election Officer	File:	12-8060-20-9887
То:	General Purposes Committee	Date:	May 16, 2018

Staff Recommendation

That Election and Political Signs Bylaw No. 8713, Amendment Bylaw No. 9887 be introduced and given first, second and third readings.

Zanil Weles

David Weber Director, City Clerk's Office and Chief Election Officer (604-276-4098)

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Law Community Bylaws	E E		
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO	

Staff Report

Origin

An amendment to the Election and Political Signs Bylaw is recommended in order to bring the Bylaw into alignment with the language in the Sign Regulation Bylaw regarding generally prohibited sign types.

The deadline for the adoption of any bylaws that apply to the 2018 General Local and School Election is July 9, 2018.

Analysis

In 2011, Council adopted Election and Political Signs Bylaw No. 8713. The Bylaw was adopted as a stand-alone Bylaw separate from the Sign Bylaw that was in effect at that time. Subsequently, the regulation of signage in the City underwent a review which resulted in the adoption of Sign Regulation Bylaw No. 9700 in July 2017. Because election and political signs were already regulated by a stand-alone bylaw, a clause was included indicating that the new Sign Bylaw did not apply to signs regulated by the Election and Political Signs Bylaw.

As part of the Sign Regulation Bylaw adopted in 2017, a number of sign types were prohibited, including flashing signs, inflatable signs, and signs located on rooftops, vehicles and shipping containers. These prohibitions were intended to apply City-wide and in all circumstances, however, due to the above noted bylaw wording, it could be interpreted that these prohibited types of signs would not apply to election and political signage.

For clarity and to remove all doubt concerning the use of generally prohibited signs, an amendment to the Election and Political Signs Bylaw is recommended to bring this bylaw into alignment with the general prohibitions in the Sign Regulation Bylaw.

Financial Impact

None.

Conclusion

An amendment to the Election and Political Signs Bylaw is recommended to bring the Bylaw into alignment with generally prohibited sign types as defined in the adopted Sign Regulation Bylaw. This amendment would ensure a consistent approach and would avoid confusion during the upcoming civic election period.

Paril Wiles

David Weber Director, City Clerk's Office And Chief Election Officer (604-276-4098)



Election and Political Signs Bylaw No. 8713, Amendment Bylaw No. 9887

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

- 1. *Election and Political Signs Bylaw No. 8713*, as amended, is further amended by deleting the word "nor" from the end of subsection 1.1.2(a);
- 2. *Election and Political Signs Bylaw No.* 8713, as amended, is further amended by adding the following after subsection 1.1.2(b) as new subsections 1.1.2(c) through (g) and renumbering the remainder of the bylaw:
 - "(c) that is a container sign, being a **political sign** of any type displayed on a shipping container that is placed primarily for the purpose of displaying the **political sign**;
 - (d) that is a flashing sign, being a **political sign**, other than a **changeable copy sign**, that incorporates an intermittent or flashing light source or effect whether actual or simulated;
 - (e) that is an inflatable sign, being a gas-supported three dimensional device anchored or attached to land or a **building**, that displays a **political sign** or attracts attention to the property;
 - (f) that is a roof sign, being a **political sign** erected on the parapet or roof of a **building**, or attached to the wall of a **building** and extending above the roof line; or
 - (g) that is a vehicle sign, being a **political sign** of any type displayed on a vehicle, including any truck trailer, that is parked or stored primarily for the purpose of displaying the **political sign**."
- 3. *Election and Political Signs Bylaw No. 8713*, as amended, is further amended at Section 4.1 by adding the following definition in alphabetical order:

"CHANGEABLE COPYmeans changeable copy sign as defined in the City's SignSIGNRegulation Bylaw No. 9700.

4. This Bylaw may be cited as "Election and Political Signs Bylaw No. 8713, Amendment Bylaw No. 9887".

FIRST READING	 CITY OF RICHMOND
SECOND READING	APPROVED by
THIRD READING	
	 by Manager or Solicitor
ADOPTED	 613

MAYOR

CORPORATE OFFICER



Report to Committee

Planning and Development Division

To:	Planning Committee	
From:	Wayne Craig Director, Development	

Date: June 1, 2018 File: RZ 16-724589

Re: Application by IBI Group on behalf of Goodwyn Enterprises (2015) LTD., Inc. No. 1056275 for Official Community Plan (OCP)/City Centre Area Plan (CCAP) amendment and rezoning at 7111, 7451 and 7531 Elmbridge Way, 7600, 7640, 7671 and 7880 Alderbridge Way, 5751 and 5811 Cedarbridge Way, 5003 Minoru Boulevard, from Industrial Retail (IR1) to a new site specific zone

Staff Recommendation

That the application to amend the Official Community Plan (OCP) and City Centre Area Plan (CCAP), and to rezone the subject properties, including 7111, 7451 and 7531 Elmbridge Way, 7600, 7640, 7671 and 7880 Alderbridge Way, 5751 and 5811 Cedarbridge Way, 5003 Minoru Boulevard, from Industrial Retail (IR1) to a new site specific zone be denied.

Wayne Craig

Director, Development

WC:dn Att.

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Real Estate Services Affordable Housing Parks Services Recreation Services Engineering Law Policy Planning Transportation	विव हा हा हा हा	hereg

Staff Report

Origin

IBI Group, on behalf of Goodwyn Enterprises (2015) Ltd., Inc. No. 1056275, has applied to amend the Official Community Plan (OCP) and City Centre Area Plan (CCAP), to rezone the 10 subject properties, and to increase the permitted building height on 5 lots (Attachment 1).

The developer proposes to:

- Increase the CCAP supported residential density by 50%, from 2.0 Floor Area Ratio (FAR) to 3.003 FAR over 10 lots. The proposal would introduce approximately 57,277 m² (616,532 ft²) of additional residential floor area in a location where additional floor area is not supported by the CCAP; and
- Pre-zone 8 of the 10 lots while retaining existing uses for an unrestricted period of time. The developer provided timeframe for redevelopment extends to 2040.

Based on a comprehensive analysis of the application, the developer's proposal is not supported due to:

- Fundamental inconsistencies with key OCP and CCAP objectives;
- The precedent and related consequences of pre-zoning properties; and
- The significant imbalance between benefits to the developer and the lack of amenities of an equivalent value to the City, which includes consideration of the developer's proposal to transfer ownership of Lot 3 to the City.

The applicant's proposal is to provide $9,290 \text{ m}^2$ (100,000 ft²) of Affordable Housing (AH) (approximately 6% of anticipated residential floor area) in the first phase of development at 7600 Alderbridge Way (Lot 3) along with approximately 4,645 m² (50,000 ft²) of market rental housing (88 units) and voluntary transfer of Lot 3 to the City. This report includes a detailed analysis of the AH proposed by the applicant including, but not limited to the following considerations:

- The developer's proposal to provide approximately 6% of anticipated market residential development as AH is a slight increase over the 5% AH requirement that applied at the time the application was submitted to the City.
- Council amended the AH Strategy on July 24, 2017 to increase the required AH contribution from 5% of residential floor area to 10% of residential floor area. Grandfathering provisions that maintain the 5% requirement apply only until July 24, 2018.
- If the subject properties are rezoned at the time of future development, the applicant would be required to comply with the AH requirements that apply at the time. Applying the current AH Strategy requirement to secure 10% of residential floor area as AH and assuming redevelopment that is consistent with the CCAP (2.0 FAR) is anticipated to secure approximately 2,130 m² (22,960 ft²) more AH than is proposed by the subject proposal, although it would be secured at a future date.

This report:

- 1. Summarizes the developer's proposal.
- 2. Summarizes consultation with stakeholders and the public.

- 3. Analyzes the proposed OCP and CCAP amendments and the cumulative impacts on:
 - a. City Centre population projections;
 - b. Amenities and infrastructure; and
 - c. Anticipated urban form.
- 4. Evaluates the developer's proposal to pre-zone the properties and to use a Phased Development Agreement (PDA) to facilitate development including the impact on a future Council's discretionary authority to ensure a project's contributions to public amenities and off-site works reflect policies, requirements and Council objectives that are in place at the time of development.
- 5. Evaluates the community amenities and contributions that are proposed by the developer, including a comparative summary of the potential total value of the additional density to the developer and the amenities proposed to the City.
- 6. Suggests two options based on the findings of the analysis:
 - a. Option 1 (Recommended): Deny the OCP/CCAP amendment and rezoning application.
 - b. Option 2: That Council provide direction to staff related to specific elements of the developer's proposal (increasing residential density, pre-zoning properties, extending the Affordable Housing (AH) Strategy grandfathering provisions for 15 years, and accepting ownership of a property that is encumbered with housing agreements and a 60 year lease).

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 2).

Background & Project Description

The development proposal includes the following defining characteristics:

- The development proposal includes ten properties that are dispersed within the Lansdowne Village but are located outside of a designated Village Centre where the CCAP supports the highest density and tallest building heights (Attachment 3).
- The maximum CCAP supported density for the subject properties is a Floor Area Ratio (FAR) of 2.0. The applicant proposes to amend the CCAP to permit an average of 3.003 FAR over the 10 subject lots. Although the density over the 10 lots is 3.003 FAR, the proposed density on individual lots ranges between 2.9 FAR to 3.6 FAR (Attachment 4).
- The proposal seeks to develop approximately 171,515 m² (1.84 million ft²) of floor area dispersed amongst the subject properties and includes approximately 57,277 m² (616,532 ft²) of additional residential floor area that was not anticipated in the planning process for the City Centre and is not supported by the CCAP. The proposal represents a 50% increase in the CCAP supported density over the subject properties, all of which is proposed as residential development.
- The applicant proposes to pre-zone eight of the ten lots and development is projected to occur in phases extending to 2040. The subject properties are currently developed with existing

commercial, office and warehouse uses, which the applicant proposes to maintain during the interim.

- Conceptual massing plans for the subject properties that reflect density and building heights that were initially proposed by the developer can be found in Attachment 5. The plans are a general representation of building forms that would accommodate the proposed building density, including an additional 57,277 m² (616,532 ft²) of building floor area on the properties. A typical rezoning application would require the applicant to provide more detailed plans than those that are attached to this report.
- The AH proposed by the developer includes the following features:
 - Upfront construction of all of the proposed AH at 7600 Alderbridge Way (Lot 3);
 - Approximately 9,290 m² (100,000 ft²) of AH, which is proposed to be allocated as a combination of 98 Low End Market Rental (LEMR) and 24 Non-Market units;
 - An AH unit mix that includes 10% bachelor, 30% 1 bedroom, 30% 2 bedroom, and 30% 3 bedroom units and is supported by staff;
 - Eighty eight (88) market rental units in the AH building;
 - Transferring ownership of Lot 3 to the City with a lease agreement in place that assigns operation and management to an experienced third party operator (e.g. S.U.C.C.E.S.S.);
 - Registration of legal agreements and covenants that would secure AH and market rental housing. The legal agreements and covenants, as well as the lease agreement with a housing operator, significantly impact the value of Lot 3; and
 - Inclusion of approximately 278 m² (3,000 ft²) of amenity space to offer support to residents.

Typically, AH units are dispersed through a development. The City's criteria for consolidating AH units are outlined in the Affordable Housing Special Development Circumstances criteria (Attachment 6).

- The developer justifies increasing the residential density supported by the CCAP by 50% based on the provision of approximately 6% of the anticipated total residential floor area (9,290 m² [100,000 ft²]) as AH in the first phase of development. 9,290 m² (100,000 ft²) of AH represents surplus AH *only if* Council supports extending grandfathering AH provisions beyond July 24, 2018 for the subject properties. The current policy requires 10% of residential floor area to be secured as AH. The applicant has requested that the AH requirement be grandfathered at 5% of residential floor area for a period of 15 years.
- With the exception of development on Lot 3, the rezoning requested by the developer would preserve the option of unrestricted market residential housing development on the properties (up to 156,930 m² [1.68 million ft²] of market residential development). While the applicant has referenced the possibly of including seniors oriented congregate housing and approximately 1,840 m² (19,797 ft²) of commercial space at 7640 Alderbridge Way (Lot 4), the developer would not commit to zoning bylaw restrictions to secure development of congregate housing on the property.

Surrounding Development

The subject sites are currently developed with uses that are permitted by the Industrial Retail (IR1) zone and accommodate a range of existing uses. Attachment 7 provides a detailed synopsis of adjacent land uses and designations.

Consultation

Signage notifying the public of the proposal to amend the OCP/CCAP and to rezone the ten properties has been installed on the subject lots. Comments received from the public include:

- General inquiries related to the scope of the application; and
- Inquiries whether the City would support similar increased density and building height elsewhere within the City Centre and/or Lansdowne Village neighbourhood.

Staff have met with and/or received correspondence from the following agencies, who have provided specific comments on the developer's proposal:

School District

According to the OCP Bylaw Preparation Consultation Policy 5043, which was adopted by Council and agreed to by the School District, the proposal to amend the OCP/CCAP and rezone the properties to increase permitted density by 1.003 FAR and potentially introduce approximately 106 additional school aged children (62 elementary students, 44 secondary students) to Richmond schools is required to be referred to the School District.

Staff have received an email response from the School District on May 29, 2018 that advises:

- An additional 5 classrooms (3 elementary classrooms and 2 secondary classrooms) would be required to accommodate an additional 106 school aged students.
- The subject properties are within an area where there is an existing need to introduce a new school to provide students within the City Centre with a local elementary school.
- Additional elementary school aged children will increase the already significant pressure on the area elementary school (Tomsett Elementary School) and should be considered as part of the school addition project.

The School District comments are specific to the number of additional school aged students specific to the proposal to increase residential density on ten properties. The cumulative impact of increasing residential density within the City Centre was not assessed and would be significant.

Richmond Chinese Community Society (RCCS)

Originally, the applicant proposed to allocate approximately 496 m² (5,340 ft²) of space within the building at Lot 4 for use by the Richmond Chinese Community Society (RCCS). In response to a Council referral, Community Services staff prepared a memo for Council's consideration (dated May 4, 2016) that reviewed the proposal to allocate space for exclusive use by RCCS. The applicant reassigned the space to the City and it is included in the approximately 930 m² (10,000 ft²) that was offered to the City.

Richmond Emmanuel Church

The Richmond Emmanuel Church operates out of the existing building at 7451 Elmbridge Way (Lot 1), which is included in the expected second phase of development (2020-2028). Staff have received written correspondence from the church that expresses their interest in remaining in the current location (Attachment 8). The CCAP supports mixed uses and may accommodate assembly use conditional to compliance with standard zoning and policy terms. The subject application does not include reference to assembly specific uses. Inclusion of assembly space would be secured by a private agreement with the property owner. The church has contacted the owner directly and staff have been advised by the applicant that it is premature to consider retention of the church. Rezoning of property, that will be developed at a future date (i.e. pre-zoning) does not provide staff with opportunity to facilitate reasonable discussion between interest groups and the developer.

<u>S.U.C.C.E.S.S.</u>

S.U.C.C.E.S.S. is a non-profit charitable organization that has been identified by the developer to purchase a lease hold interest from the applicant to manage and operate the proposed AH and market rental housing.

The developer has provided staff with six letters from S.U.C.C.E.S.S. that support the applicant's proposal (Attachment 9). The AH proposal has changed during the application review process and the series of attached letters demonstrates that S.U.C.C.E.S.S. has been kept up to date on the changes. The letters also reference a \$6 million grant from BC Housing, which is intended, but not required or restricted, to being used to subsidize market rental housing units. The use of the grant is consistent with the AH Strategy, which does not support using senior government funding to fulfill AH Strategy requirements. S.U.C.C.E.S.S.'s involvement in the project remains subject to their Board's approval.

Analysis

PART 1 - Official Community Plan (OCP) & City Centre Area Plan (CCAP) Amendments

The developer proposes to amend the OCP and the CCAP land use designations for the subject properties to permit high density development on the ten subject properties and to increase building height on five of the subject properties (Attachment 4). The proposed amendments raise fundamental concerns for staff that include:

- Establishing a repeatable precedent that may result in City Centre population targets being significantly exceeded and surpassing a higher growth scenario of 156,000 people in the City Centre. This higher growth scenario was previously specifically considered and rejected by Council as it would not be possible to maintain a strategic balance of population, parkland and employment with the additional population;
- A shortfall in amenities and services for City Centre residents;
- Financial impacts that affect the City and development community generally; and
- Development that is inconsistent with CCAP design objectives.

Precedent Setting

 Supporting the developer's application would set a repeatable precedent for a proportional 50% increase in CCAP supported residential density in exchange for upfront provision of AH as proposed by the developer.

Staff regularly receive inquiries and applications to increase residential density and building height that is inconsistent with the CCAP. Generally, these applications are not supported by staff and the applicant withdraws or revises the development proposal before it is considered by Council. Despite staff's expressed concerns, the developer proposes to increase density from 2.0 FAR to 3.003 FAR over 10 lots, which represents a 50% increase to the CCAP supported density for the subject properties.

The developer proposes a 50% increase in density conditional to providing approximately 6% of anticipated residential floor area as AH in the first phase of development. The applicant suggests that the development proposal is original and therefore not repeatable based on the following rationale:

- Total land area (including detached properties): The total land area included in the rezoning application (which includes non-contiguous properties) is greater than typical redevelopment sites in the City and as a result, the required AH contribution is substantial and reasonably suited to being consolidation in a designated rental building. The developer suggests limiting future applications from seeking a proportional 50% increase in density by requiring them to provide a minimum of 9,290 m² (100,000 ft²) of AH.
- AH is provided in the first phase of development: The applicant advises that developers would generally be reluctant to provide AH in the first phase of development because the obligation to provide AH is calculated based on the assumed future residential floor area, which may be converted to non-residential uses in the future and thereby result in the developer providing a surplus of AH to the City. Further, the City benefits from early delivery of AH while the property owner may be required to delay market redevelopment due to changing market conditions and/or a long term lease.
- Market rental housing: Eighty eight market rental housing units are proposed within the building at Lot 3.
- Non-market units: The developer voluntarily proposes to assign 24 of the proposed AH units as Non-market housing units, which would be rented at lower rents than the Low End Market (LEMR) units.

Staff believe that a proportional 50% increase in CCAP supported density would provide strong incentive for property owners to submit similar applications that seek increased density.

Therefore, staff remain concerned that the subject proposal will establish a significant and impactful precedent that others will seek to duplicate. Although the introduction of an additional $57,277 \text{ m}^2$ (616,532 ft²) of residential floor area within the City Centre is significant, it is secondary to the impacts associated with establishing a repeatable precedent for increasing residential density within the City Centre.

Impact on CCAP Population Target

- The Council approved population target for the City Centre is 120,000 people.
- The developer's proposal would set a precedent to support a 50% increase in residential density that may result in the City Centre population increasing by approximately 40,000 additional people, which would increase the projected population from 120,000 to 160,000 people.
- During the CCAP preparation process, Council and the community specifically considered and rejected a higher growth scenario of 156,000 people because a strategic balance of population, parkland and employment lands could not be maintained with an additional 36,0000 people.

The process of preparing the CCAP, which included significant community consultation, established an acceptable growth scenario and the CCAP population target of 120,000 people. The existing CCAP population target supports a strategic balance of population, parkland and employment lands. Setting a precedent that would support a proportionate increase in residential density for properties with reasonable redevelopment potential may increase the City Centre population by 25% or approximately 40,000 people bringing the overall number of people in the City Centre to 160,000. 160,000 people within the City Centre is both greater than the CCAP population target of 120,000 people and exceeds a higher growth scenario of 156,000 people, which was considered during the CCAP preparation process and was rejected by the community and Council because a balance of population, parkland and employment lands could not be maintained with an additional 36,000 people. In addition, the existing strategic balance of population, parkland and employment lands that is achieved by the CCAP would be upset. Attachment 10 summarizes the potential population increase by Village Centre where residential use is permitted and includes only properties with reasonable redevelopment potential.

Impact on Amenities and Infrastructure

• Additional people over and above the Council approved population target for the City Centre would strain existing and planned amenities and infrastructure resulting in costly upgrades, strategic plan updates, and increases to development related fees.

Setting a precedent that increases residential density and the overall City Centre population has the potential to strain access to amenities (park space, community centre, libraries, art facilities), services (emergency services, health care facilities) and infrastructure (roads, utilities). As a result of up to 40,000 additional people within the City Centre, projections and strategic plans (Parks and Open Space Plan, City Centre Transportation Plan, City's Development Cost Charges program) that are based on the existing CCAP framework would no longer be valid and would require revision and expensive upgrades to ensure that the population receives an acceptable level of service.

Community Amenity, Parks and Open Space Plan Impacts

In order to meet the City's standards for quality and distribution of public amenities, an increase of 40,000 people would necessitate increasing City amenity spaces including:

• An additional 3,715 m² (40,000 ft²) of community centre space would be required to service an additional 40,000 people and planned facilities would need be larger, as well as potentially being required earlier.

• Additional City wide and City Centre specific parks and open space to comply with the park quantity standard established by the OCP and CCAP (3 hectares [7.66 acres]/1,000 people, of which 1.3 hectares [3.25 acres]/1,000 people is to be located within the City Centre). The projected additional population would require an additional 124 hectares (306 acres) of park land.

The costs associated with providing park space in accordance with Council approved rates is estimated at approximately \$723.5 million for land acquisition costs and \$218 million in park development costs. The additional park and open space required to provide sufficient amenities for use by the increased population may significantly impact future Development Cost Charges (DCC) programs. DCC rates for all developments would need to increase to fund associated land acquisition and park development costs. The increases are estimated at:

- Land acquisition cost of an additional 306 acres: 253% increase.
- Park development cost of the additional park acreage: 104% increase,

Transportation and City Infrastructure Plan Impacts

The projected additional 40,000 people would affect the City Centre Transportation Plan and City infrastructure plans, which were developed to accommodate a maximum of 120,000 people within the City Centre. Expanding City infrastructure would result in increases to DCC rates for all developments. The process of quantifying the cumulative impacts and identifying mitigation measures and costs would require repeating the technical work that was undertaken as part of the comprehensive process of developing the CCAP using updated population projections.

Staff have determined that based on the cost and scope of work involved in updating the plans, the quantitative assessment will not be undertaken in advance of resolution of the fundamental issues associated with the proposal, which includes impacts on population projections, and amenity and infrastructure impacts. Similarly, subsequent to initial review of the submitted Traffic Impact Study (TIS), staff have suspended the review process as its findings are not acceptable to staff. Specifically, the TIS has not assessed nor identified any further transportation improvements than those already identified in the CCAP to mitigate the additional transportation impacts associated with both the unexpected proposed increase in density on the subject properties, as well as the potential cumulative impact of approximately 40,000 additional people in the City Centre.

Impact on Urban Form and Transit Oriented Development

The CCAP is founded on the principle of creating six distinct urban Village Centres and supporting transit oriented development. As a result, the greatest building density and height is concentrated within identified Village Centres and in close proximity to a frequent transit network to support compact, mixed-use walkable communities. The resulting high density development planned to be located within identified Village Centres strategically contrasts with lower density development and building heights elsewhere within the City Centre.

• The developer proposes to accommodate the additional residential density in continuous and tall streetwalls and additional building height on some properties, which is inconsistent with CCAP urban design objectives.

To study the impact on urban design of introducing high urban density to the subject properties, which are outside a Village Centre, the developer prepared conceptual building massing plans (Attachment 5). In the absence of a concurrent Development Permit (DP) application, building massing, form, and character is subject to change. To accommodate the additional floor area, the developer proposes to introduce a mid-rise building typology that is characterized by long building façades and concentrated building massing, which is inconsistent with existing CCAP design guidelines and sub-area guidelines that apply to the subject properties. Buildings that exceed CCAP supported building heights are proposed on five lots to accommodate the proposed additional floor area (Lot 1, 4, 5, 9, 10).

To achieve the City's objectives to support the use of alternative modes of transportation, decisions about individual development applications need to consider important connections between the places where people live, work, shop and play, and where alternative transportation options are most concentrated. Supporting high density development outside a designated Village Centre undermines the City's efforts to introduce resilient, high-density, mixed use communities and to reduce car dependency within the City Centre.

Table 1: Summary of Proposed OCP/CCAP Amendment Impacts Proposal would set a precedent & expectation that the City would entertain increasing Precedent setting residential density in exchange for additional AH and transfer of ownership of AH to the City. Proportionate 50% increase to properties with reasonable redevelopment potential may introduce 40,000 additional people resulting in the following impacts. Applied assumptions: 50% increase in CCAP supported density applied to undeveloped parcels 93m² average unit size 2.1 people/unit - City Centre population may exceed CCAP 120,000 population target and increase to CCAP 160,000 residents. population - During development of the CCAP, Council rejected a higher growth scenario of 156,000 target people as the additional people would upset the existing CCAP strategic balance of population, parkland and employment lands. Additional people would necessitate increasing City facilities and services: - Additional 3,715 m² (40,000 ft²) of community centre space; - Planned facilities to be larger and potentially required earlier; - Additional 124 hectares (306 acres) of park (approximately \$723.5 million in land Amenities & acquisition costs & \$218 million in park development costs to be collected through infrastructure increased DCCs); - Impacts to strategic plans including City Centre Transportation & Infrastructure Plans. Transportation DCCs likely to increase, Engineering DCCs may increase. - High density building massing and taller buildings outside a Village Centre is contrary to the CCAP and sub-area guidelines, and City objectives to support the greatest building **Urban form** density and height within identified Village Centres, which contrast with strategically lower density development and building heights between Village Centres.

PART 2 – PROPOSED PRE-ZONING TO SITE SPECIFIC ZONE

The developer proposes to pre-zone eight of ten lots while retaining existing buildings and uses for an unrestricted period of time. Staff do not support the proposal to pre-zone ten properties as it

limits Council's discretionary authority and unnecessarily restricts the amenities and contributions that are secured through the future development process.

Pre-Zoning

• Council's discretionary authority to secure amenities and contributions is tied to rezoning. Pre-zoning removes Council's strongest tool to secure up to date and/or new contributions, amenities and off-site works that are in place at the time of redevelopment.

Negotiating amenities with the developer is undertaken through the rezoning application review process as rezoning is local government's strongest tool to secure community amenities. Prezoning compromises Council's discretionary authority to ensure that a project's contributions to public amenities and off-site works, which are expected to increase over time, reflect up to date policies, requirements, and Council objectives that are in place at the time of development. By pre-zoning property, Council would also forego the ability to require amenities and provisions that may be requirements in the future but have not yet been articulated (ex. sustainability initiatives such as green infrastructure and solar energy provisions, increases in AH requirements).

In comparison, the benefits to the developer associated with amending a property's zoning in advance of development include the following:

- Pre-zoning provides the developer with certainty regarding future land uses and permits the developer to realize the increased value of the property (i.e. the property can be sold at a price that reflects the increased permitted residential density).
- Zoning is secured at current amenity and contribution rates rather than at future rates, which are expected to increase.
- The developer avoids the obligation to provide any new amenities and/or contributions that are introduced in the future, which would typically be secured as a condition of rezoning bylaw adoption.

Updated or newly introduced amenities and contributions can be significant. For example, Council adopted amendments to the AH Strategy in July 2017 that increased the AH area requirements from 5% to 10% of market residential floor area. Grandfathering provisions apply only until July 24, 2018.

- The developer's proposal includes the provision of 9,290 m² (100,000 ft²) of AH. Providing approximately 6% of the residential floor area as AH is a slight increase over the 5% AH requirement that applied at the time the application was submitted to the City.
- The proposal would effectively extend the grandfathering provisions, which secure 5% rather than 10% of market residential floor area, for 15 years.
- If the properties are rezoned at the time they are anticipated to be redeveloped, they would be subject to the City's AH requirements that apply at that time. Given the update to the City's AH Strategy in July 2017, if the properties were rezoned in accordance with the CCAP (2.0 FAR), the requirement to secure 10% of residential floor area would result in more AH units, although these units would be realized at a future date. (A 10% AH requirement at 2.0 FAR, assuming the sites are developed solely for residential purposes [i.e. no market rental or commercial floor area], is anticipated to generate 11,420 m² [122,965 ft²] of AH.).

• If grandfathering provisions are not extended and the applicant's proposal remained the same (i.e. 50% increase in residential density with the inclusion of 4,645 m² (50,000 ft²) of market rental and limited commercial), the 10% AH requirement would generate approximately 7,145 m² (76,940 ft²) more AH floor area than the current proposal in order to comply with the current AH Strategy requirement (i.e. a total of 16,435 m² [176,940 ft²] of AH).

Within the City Centre, a number of properties with redevelopment potential are pre-zoned Downtown Commercial (CDT1) zone, which supports high density development. Redevelopment of these properties typically requires only a Development Permit application, which limits the contributions and amenities that can be secured through the development application review process. To secure suitable contributions and amenities at the time a pre-zoned property is redeveloped, existing bylaws and policies include incentives (e.g. exemptions from reduced City Centre parking rates, exemption from CCAP density bonusing provisions, density calculation based on gross site area to secure public amenities on private property, etc.).

Phased Development Agreement (PDA)

 A Phased Development Agreement (PDA) between a local government and a developer limits the ability of a future Council to secure up to date or new amenities that apply at the time of redevelopment while protecting the developer's zoning interests for a defined period of time.

The developer has requested use of a Phased Development Agreement (PDA) rather than the standard site specific rezoning and Development Permit process to facilitate the proposed development of the ten properties. The *Local Government Act* was expanded in 2007 to include PDAs. A PDA is an agreement that provides assurance, primarily to the benefit of the developer of a multi-phase project that may take years to complete. The PDA establishes fundamental terms of the development, including zoning, that are in place at the time of approval will not change before the final phase of development is complete. The standard timeframe for a PDA is 10 years; however, the developer proposes to extend the duration of the PDA to 15 years, which would be subject to approval by the Inspector of Municipalities. A project that is facilitated by a PDA is characterized by its associated substantive amenity package to the community. It is staff's suggestion that the subject development proposal does not include a sufficient range or scope of unique qualities that support use of a PDA rather than the standard site specific rezoning and Development Permit Process.

Although it is technically feasible to draft a PDA for the subject application, there is no associated benefit to the City to use a PDA.

- The standard application review process effectively facilitates development in Richmond, including large, multi-phased developments with a complicated and expansive amenity package. Further, upfront delivery of AH and market rental housing can be facilitated through the standard rezoning process and does not require use of a PDA.
- While a PDA provides the developer with a high level of certainty, it limits the decisions that can be made by a future Council when active redevelopment is undertaken including the ability to secure up to date and/or new amenities and/or contributions. A PDA does not address staff's pre-zoning concerns.

• A PDA would address the developer's expressed concern that even if the properties are successfully rezoned to support 50% additional density, the City retains the authority to down-zone the properties (i.e. local government initiated changes to the zoning bylaw or property zoning that narrows uses, changes permitted uses or reduces permitted density on a property). For context, City Council does not have a history of down-zoning properties with site specific zoning.

Legal Agreement with Escalation Clause

• During the 15 year term subsequent to rezoning bylaw adoption, the City would forgo supplementary AH and any new amenities and/or contributions.

The developer proposes to use a legal agreement to address staff concerns that pre-zoning and a PDA compromise the City's ability to secure required amenities that apply at the time of redevelopment. The applicant proposes a legal agreement with the following characteristics:

- The term of the agreement would extend for 15 years after the date of rezoning bylaw adoption (however, the applicant has advised that the owner is receptive to considering a shorter 10 year term).
- During the 15 year term, contributions for current amenities that are identified at the time of rezoning (i.e. public art and community planning) would be adjusted to reflect rates that are in effect at the Development Permit stage.
- The agreement would not apply to AH. Subsequent to securing 9,290 m² (100,000 ft²) of AH as a condition of rezoning, the City would be unable to secure any additional AH for the duration of the agreement irrespective of future policy amendments.
- At the end of the 15 year term, properties that have not yet developed would be required to comply with the AH requirements that apply at the time of redevelopment that are in addition to the AH secured by the grandfathering provision, which requires 5% of the residential floor area to be secured as AH. Using a legal agreement to secure a future obligation to provide supplementary AH, rather than using the rezoning process, is associated with a greater degree of risk to the City.

The City would be unable to collect any new amenities/contributions that are introduced during the term of the agreement, which include amenities and provisions that have not yet been articulated (ex. sustainability initiatives such as green infrastructure and solar energy provisions, increases in AH requirements). For those properties that do not redevelop within 15 years of rezoning bylaw adoption, the applicant proposes to include provisions in the agreement that would permit the City to collect up to date amenities/contributions, which would ordinarily be secured as a condition of rezoning.

Rezoning is local government's strongest tool to secure contributions, amenities and off-site works. Using a legal agreement to secure amenities, which are best collected through the rezoning process, unnecessarily exposes the City to risk as the validity of the agreement could be challenged in the future. Although the legal agreement can be drafted to minimize this risk, compared to rezoning, it is an inferior process to secure amenities.

Table 2: Summary of Proposed Pre-zoning Concerns and Developer	r's Proposal
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Table 2. Summary of Tropoced Tre Zoming Concerne and Bereloper of Tropocal			
Pre-zoning	 Rezoning is local government's strongest tool to secure contributions, amenities & off-site works. Using a legal agreement to secure amenities typically secured through the rezoning process increases the level of risk assumed by the City. Pre-zoning means the City secures contributions, amenities and off-site works at current rates rather than those that are in place when redevelopment occurs in the future, which are expected to be greater. 		
Developer's	Proposed Modifications to Pre-zoning Proposal		
Developer proposes using a PDA	 A PDA limits the decisions that can be made by a future Council at the time redevelopment is undertaken and limits Council's ability to secure up to date amenities/contributions. A PDA assures the developer that density and amenity terms negotiated through the rezoning and PDA process remain unchanged for the duration of the agreement. A PDA requires a B/L and Public Hearing & secures the terms of development for the duration of the PDA (the developer proposes an extension from 10 to 15 years). 		
Developer proposed escalating legal agreement	 For existing amenities, an escalation clause in the agreement would secure supplementary amenity contributions that apply at the time of redevelopment for 15 years after bylaw adoption. The escalation clause does not apply to AH. The AH provided as a condition of rezoning would be the total AH provided for the duration of the term of the agreement. At the end of the 15 years, if the AH terms have increased, the developer is responsible for providing the difference. This approach increases the risk assumed by the City. The City would be unable to collect any new amenities and/or contributions until 15 years after bylaw adoption. 		

PART 3 - DEVELOPER PROPOSED COMMUNITY AMENITIES AND CONTRIBUTIONS

 An economic evaluation of the proposal that was undertaken by a third party consultant, Richard Wozny – Site Economics Ltd., and reviewed by staff indicates a significant financial imbalance in favor of the developer. The value of the additional density to the developer is estimated to be approximately \$81.7 million. In comparison, Richard Wozny's analysis indicates that the value to the City of the community amenities beyond standard requirements and contributions that are proposed by the developer is less than \$6.5 million.

Rezoning to permit additional residential density is not supported by any City policy. In unique scenarios when additional residential density is supported, the City's practice is to recover approximately 100% of the value of the additional residential density as part of a comprehensive amenity package. The subject proposal includes standard development requirements and the community amenities and contributions proposed by the developer do not include provisions for the City to recover the value of the additional residential density that is proposed by the developer.

To assist staff with the economic analysis of this complex development proposal, staff retained the services of Richard Wozny, Site Economics Ltd. A summary of the analysis and advice that was provided to staff by written correspondence and a series of meetings with the consultant regarding valuation of additional density, pre-zoning, and the developer's community amenity package, including the proposal to transfer ownership of Lot 3 to the City, can be found in Attachment 11.

Affordable Housing (AH) and Market Rental Housing Proposed in the First Phase of Development

The standard City practice is to secure AH provisions at the time of rezoning with timing for development of the residential units based on market demand. This proposal is unusual in that the developer proposes to rezone all ten subject properties but only two properties would be developed immediately following rezoning. Development of some of the properties would be significantly delayed at the applicant's discretion (even though rezoning will have been granted). Typically, provision of AH closely follows granting of rezoning adoption, based on market forces. In this context, it can be argued that this proposal is not "front-ending" provision of AH as rezoning and the ability to develop all lots at a higher density will have been obtained.

The first phase of development would include approximately 9,290 m² (100,000 ft²) of AH (98 Low End Market Rental [LEMR] and 24 Non-Market units) and 4,645 m² (50,000 ft²) of market rental housing (88 units). The provision of AH and market rental housing is supported by staff. The details of the AH and market rental proposal include the following:

- 1. The developer would construct the AH and market rental building at Lot 3, which includes 122 AH units and 88 market rental units. BC Housing has indicated a willingness to provide the developer with construction financing. The AH Strategy requires the developer to assume all costs associated with the construction of AH.
- 2. The developer would register housing agreements and covenants to secure AH and market rental housing in the building and would enter into a 60 year lease with S.U.C.C.E.S.S.
- 3. S.U.C.C.E.S.S. would purchase a lease hold interest to occupy the land and the building for 60 years from the developer. BC Housing has indicated a willingness to provide S.U.C.C.E.S.S. with a mortgage for the purchase, which would repay a portion of the developer's construction loan from BC Housing. Rent collected by S.U.C.C.E.S.S. from occupants would service the mortgage payments and general operating costs.
- 4. S.U.C.C.E.S.S. would receive a \$6 million grant from BC Housing that is intended to subsidize market rental housing units or otherwise provide support services to residents. However, the grant would not be restricted to these uses and could include operation and administration costs (Attachment 9).
- 5. Subsequent to S.U.C.C.E.S.S. purchasing the lease hold interest in the AH and market rental building from the developer, the developer would transfer ownership of Lot 3, which is leased to S.U.C.C.E.S.S., to the City. Attachment 12 outlines the lease terms that are proposed by the developer.

Richard Wozny – Site Economics Ltd., advised staff that the value to the City of the provision of AH in the first phase of development cannot be expressed in terms of financial value for the City, rather the upfront provision of AH is a social good with an associated economic benefit to the developer. While this proposal would provide AH in the first phase of development at Lot 3, the applicant's proposal removes the AH requirement from the remaining properties, which would be developed in the future without obligation to provide AH and would be associated with an increased value. Richard Wozny, Site-Economics Ltd., advised staff that properties that are not required to provide on-site AH would be worth at least 5% more overall than if the property was required to provide on-site AH units (i.e. approximately \$11 million). This increase in value reflects the preference of buyers and developers for properties that are not required to provide on-site AH units (i.e. approximately \$11 million).

Table 3: Upfront P	Provision of Affordable	Housing and Mark	ket Rental Housing Summary	

	<u>Delivery timeline</u> : AH (122 units) and market rental (88 units) in the 1 st phase of development
	<u>6% AH</u> : 9,290 m ² (100,000 ft ²) of AH in the 1 st phase of development (approximately 6% of anticipated residential floor area) 6% exceeds the AH contribution requirement in place at the time the application was submitted. The current AH strategy requires 10%. Grandfathering provisions (5% rather than 10%) apply only until July 24, 2018.
Proposed	Supporting the developer's proposal would secure 4% (7,150 m ² [76,940 ft ²]) less AH than required by the current policy. Requiring redevelopment to comply with the CCAP supported density and current AH Strategy would secure approximately 2,130 m ² (22,970 ft ²) <i>more</i> AH than proposed.
AH/Market Rental Features	<u>Unit Mix</u> : Proposed unit mix: 10% bachelor, 30% 1 bedroom, 30% 2 bedroom, 30% 3 bedroom LEMR units: 98 units Non-Market units: 24 units (20% of AH units)
	Market rental: 4,645 m ² (50,000 ft ²) of market rental development that provides 88 units
	Experienced operator: Third party operator selected by the developer (S.U.C.C.E.S.S.) to manage the AH and market rental for the duration of a 60 year lease Note: Family housing would be provided; however, seniors are S.U.C.C.E.S.S.'s preferred target group.
	Lot 3: Transfer ownership of Lot 3 (encumbered with AH & market rental agreements) to the City. S.U.C.C.E.S.S. would purchase a leasehold interest to occupy the building and the land from the developer.
Benefit to Developer	 Richard Wozny, Site Economics Ltd., advises that properties that are not required to provide on-site AH are worth at least 5% more than properties that are required to provide on-site AH. Providing consolidated AH in the first phase of development increases the value to the developer of the remaining properties by approximately \$11 million. The total AH proposed by the developer is less than required by the amended AH Strategy. Securing 6% rather than 10% of proposed residential floor area as AH is a benefit to the developer (Estimated value: \$10 million)

Transferring Ownership of 7600 Alderbridge Way (Lot 3) to the City

- The developer proposes to transfer ownership of 7600 Alderbridge Way (Lot 3) to the City. The lot would be encumbered with housing agreements and covenants in perpetuity and a 60 year lease that grants exclusive use and access to the site/building to S.U.C.C.E.S.S.
- Richard Wozny, Site Economics Ltd., advised that the encumbrances and lease significantly reduce the value of the property to the City.

The developer's proposal to transfer ownership of Lot 3 to the City, which includes the associated AH and market rental building, is a significant component of the community amenities and contributions that are proposed by the developer (Attachment 13). However, staff have been advised by Richard Wozny, Site Economics Ltd., that the present value of Lot 3 to the City is marginal for the following reasons:

- Lot 3 would be encumbered with legal agreements that will run with the land in perpetuity and restrict on-site uses to AH (LEMR, Non-market units) and market rental housing. The encumbrances that restrict use reduce the value of Lot 3 by more than 60%.
- Subsequent to S.U.C.C.E.S.S. purchasing the lease hold interest in the AH and market rental building from the developer, the developer would transfer ownership of Lot 3, which is leased to S.U.C.C.E.S.S. at a rate of \$1/year, to the City. The City is unable to collect any financial payment or use of the building/land for 60 years.
- A long term lease is comparable to a sale; therefore, the building and land value is provided up front to the leaseholder (S.U.C.C.E.S.S.) rather than to a land owner (the City) who is unable to use or otherwise benefit from the land/building for the duration of the lease. The current value of Lot 3 to the City reflects the City's inability to use the land/building for 60 years (less than \$ 2 million, calculated by applying a discount rate of 2.5% over 60 years to a property that is encumbered with housing agreements). Further, after 60 years, the building has no notable associated value and maintenance may become a liability.

If Council supports the developer's proposal to transfer ownership of Lot 3 to the City, which includes an associated AH and market rental building, an operational budget would be required to be established for major building repairs as these are not specifically assigned to the tenant in the lease terms that are proposed by the developer (Attachment 12).

Table 4: Lot 3 Present Value of Lot 3 to the City

	- The value of Lot 3 to the City is marginal:
Richard	-The land would be encumbered with two housing agreements and covenants in
Wozny, Site	perpetuity that restrict use to AH and market rental housing.
Economics,	-The City would inherit a lease with a 3 rd party who is guaranteed exclusive access
Ltd.	and use of the land/building for 60 years at a rate of \$1/year. The City will not
Evaluation	receive any financial compensation for use of the land/building.
of Present	A long term lease is comparable to a sale.
Value of Lot	- The current value of Lot 3 to the City is less than \$2 million. The land can only be used
3	for AH and market rental housing and the City is unable to use the lot/building for 60
and the second	years.

Other Developer Proposed Community Amenities and Contributions

Attachment 13 includes the developer's evaluation of the proposed community amenities and contributions.

Unrecoverable costs associated with construction of AH

In accordance with the AH Strategy, the developer would construct the AH, which is proposed to be located at Lot 3. Accommodating the City's general preference to encumber City owned property with a 60 rather than 99 year lease, and considering the maximum mortgage payments that S.U.C.C.E.S.S. could manage to repay their purchase of the lease hold interest from the developer, the applicant has concluded that the sale will not recover the full cost of constructing. the building on Lot 3. Therefore, the developer has subtracted the unrecoverable construction cost (\$32 million) from their valuation of net value to the land owner. The AH Strategy assigns the cost of AH construction to the developer. Whether a developer is able to recover the full cost of AH construction is a private matter that does not involve the City.

Although the developer's AH package complies with existing policy only until July 24, 2018, staff's assessment of the developer's proposed community amenities and contributions assigns the 'surplus' 1% of AH value (approximately \$4.6 million calculated using \$4,300/m² [\$400/ft²] to reflect the cost of constructing the 'surplus' AH floor area), which is applicable until July 24, 2018.

Purchase of lane for redevelopment

The developer proposes to purchase the existing north/south lane between Lots 3-6, for the purpose of development, and has included the estimated purchase price in the community amenity package (\$3.3 million). The City has no history of recognizing the purchase of City land for the purpose of development as a community amenity.

The developer has initiated a Servicing Agreement application (SA 16-739101) to relocate the services that are currently located within the north/south lane to advance the redevelopment process. The developer is aware that the SA application review process is independent of the subject development application. The cost of relocating City utilities to facilitate development is not considered an amenity.

Upfront road alignment changes and provision of Lansdowne Linear Park

The amenities and services that the applicant suggests may be delivered during the first phase of development are limited, which is contrary to standard practice whereby the City secures all or the majority of infrastructure and public realm dedications and improvements through the Servicing Agreement as a condition of rezoning bylaw adoption. The developer proposes to determine whether road dedications and/or frontage improvements are undertaken as conditions of rezoning based on site specific consideration of existing on-site uses and the associated impacts on site access and parking. These details have not been studied in advance of addressing the fundamental issues associated with the development proposal. Discussions have included the following:

- The developer proposes to undertake road alignment changes to establish the ultimate Minoru Boulevard alignment adjacent to 7880 Alderbridge Way (Lot 7) and 5003 Minoru Boulevard (Lot 8) and includes the associated costs in their community amenity summary (\$1.6 million). Although the improvements are consistent with the City's long term road alignment objectives, staff have confirmed that the timing of Minoru Boulevard's realignment adjacent to Lot 7 and Lot 8 does not impact redevelopment of nearby properties and that an interim design of the intersection would meet standard transportation requirements.
- The developer proposes to introduce sections of the Lansdowne Linear Park at 7640 Alderbridge Way (Lot 4), 5751 Cedarbridge Way (Lot 5) and 7671 Alderbridge Way (Lot 9) during the first phase of development. Lot 4 and 5 are included in the developer's initial phase of development (Phase 1A/1B); therefore the linear park improvements would necessarily be installed at the time of active development.
- Interim frontage improvements were undertaken on Lot 9 in association with a recently issued Development Permit for the property.

Transfer of approximately 930 m² (10,000 ft²) of amenity space to the City at 7640 Alderbridge Way (Lot 4)

The developer originally proposed to transfer ownership of approximately 930 m² (10,000 ft²) of indoor amenity space within the building at Lot 4 to the City. Following careful consideration, staff advised the applicant that the space does not meet criteria of a desirable City asset. The space is no longer included in the developer's proposed community amenities and contributions assessment; however, the applicant recently advised staff that the space could be reinstated as a community amenity contribution if Council expresses an interest in the area.

The City secures amenity space through identified density bonusing provisions in the CCAP, which do not apply to the subject properties. Criteria of a desirable City asset include the following:

• Need for an amenity space in the area

The City has amenities in the area (Richmond Olympic Oval and City Centre Community Centre) and has secured a future amenity (City Centre North Community Centre). Based on CCAP population plans, these amenities are projected to be sufficient for the neighbourhood's needs.

• Efficiency and function

The City's objective is to maximize operational efficiency and function of City amenity space. Typically, City amenity space is part of an amenity hub or co-located with other facilities. Although influenced by the specific type of amenity, spaces are typically a minimum of $1,580 \text{ m}^2 (17,000 \text{ ft}^2)$.

Table 5: Developer's Proposed Community Amenities and Contributions (see Attachment 14 for the expanded version of this table)

	Developer's community amenities and contributions (as shown in Attachment 13)	Assessment of developer's community amenity package by Richard Wozny, Site Economics Ltd.
	Net value to the developer: \$13.8 million	Net value to the developer: Approximately \$81.7 million
Summary Value to the Developer and to the City	Value of additional density to the developer: Lift in land value (Land Lift Value– Developer Identified Supplementary Amenities/Costs) : \$84.8 million - Value of community amenity <u>package: \$71 million</u> \$ 13.8 million City would recapture approximately 84% of the value of the additional density to the developer	Value of additional density to the developer: (Residential floor area at \$1,453/m ² (\$135/ft ²) + market rental at \$538/m ² (\$50/ft ²) +(required AH - 'surplus') at \$538/m ² (\$50/ft ²) + premium for unencumbered lots -'cost to construct 'surplus' AH - <u>present value to City of Lot 3 transfer</u> Approximately \$81.7 million City would recapture less than \$6.5 million of the value of the additional density to the developer

Financial Impact

This proposal would trigger amendments to strategic plans, infrastructure upgrades and increases in the City's DCC programs to maintain the City's standards for quality and distribution of services and amenities. To quantify these costs, the comprehensive and costly process that was applied during the development of the CCAP would need to be repeated using updated population projections. The associated costs would become the responsibility of the City and would necessarily be passed on to the development community generally.

The projected operational budget impact for the OCP/CCAP density is estimated at \$59,000.00. No work has been undertaken to assess the impact on infrastructure that would be associated with an additional 40,000 people over current population projections in the City Centre.

Options for Consideration

Option 1: Deny the OCP amendment and rezoning application (recommended option)

Staff recommend that the applicant's proposal to amend the OCP and rezone 10 lots to permit 50% additional density and additional building height on 5 lots be denied based on the fundamental issues discussed in this report.

Option 2: To refer the application back to staff with specific direction on fundamental aspects of the proposal that do not comply with existing City policy.

Given the significant difference between the applicant's proposal and existing City policy, staff require direction on specific aspects of the proposal should the application be referred back to staff as outlined below:

- 1. The developer proposes to increase residential density by 50% (from 2.0 FAR to 3.003 FAR) over 10 lots that are outside a designated Village Centre. Council direction is needed on whether there is support to:
 - a. Increase CCAP supported residential density, and if so, to what extent would additional residential density be supported.
- 2. The proposal includes elements that would limit a future Council's discretionary authority to ensure a project's contributions to public amenities and off-site works reflect up to date policies, requirements and Council objectives that are in place at the time of development. Council direction is needed on whether there is support to:
 - a. Pre-zone properties with an anticipated but unsecured development timeframe.
 - b. Use a Phased Development Permit Agreement (PDA), rather than the City's standard rezoning and Development Permit process.
- 3. The developer's proposal includes providing AH in the first phase of development. Council direction is needed on whether there is support to:
 - a. Extend grandfathering Affordable Housing (AH) Strategy requirements beyond July 24, 2018 for the subject application (i.e. secure a minimum 5% of the anticipated residential floor area as AH and forego the current requirement to secure 10% of the anticipated residential floor area as AH for 15 years).
 - b. Accept the developer's proposal to transfer ownership of 7600 Alderbridge Way (Lot 3) to the City with consideration of:
 - i. The lease terms proposed by the developer (i.e. 60 year lease to S.U.C.C.E.S.S., assignment of maintenance/repair responsibilities);and

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ii. Establishing an operating budget for anticipated and unanticipated costs during the life of the building.

Conclusion

IBI Group, on behalf of Goodwyn Enterprises (2015) Ltd., has applied to the City of Richmond to amend the OCP and CCAP, to rezone 10 properties to increase the CCAP supported residential density by 50%, and to permit additional building height on 5 lots. The proposal also includes extending grandfathering AH provisions beyond July 24, 2018.

The developer's proposal includes notable elements (provision of AH in the first phase of development, a staff supported AH unit mix, inclusion of market rental housing); however, the overall proposal is not supported by staff based on significant unresolved issues related to:

- Inconsistencies with key OCP and CCAP objectives;
- The precedent and related consequences of rezoning development parcels that would be redeveloped at a later date; and
- The significant imbalance between benefits to the developer and the lack of amenities of an equivalent value to the City.

It is recommended that the developer's proposal to amend the OCP and CCAP to increase the supported residential density by 50%, and to rezone the 10 subject properties be denied.

Diana Nikolic, MCIP Senior Planner/Urban Design

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Attachment 1: Location Map

Attachment 2: Development Application Data Sheet

Attachment 3: Map Identifying Location of Subject Properties and Location of Lansdowne and Oval Village Centres

Attachment 4: Table: Proposed Density on Individual Subject Lots

Attachment 5: Conceptual Building Massing Plans

Attachment 6: Affordable Housing Special Development Circumstance (AHSDC)

Attachment 7: Synopsis of Adjacent Land Uses & Designations

Attachment 8: Correspondence from Richmond Emmanuel Church

Attachment 9: Correspondence from S.U.C.C.E.S.S.

Attachment 10: Table: City Centre Population Cumulative Impacts

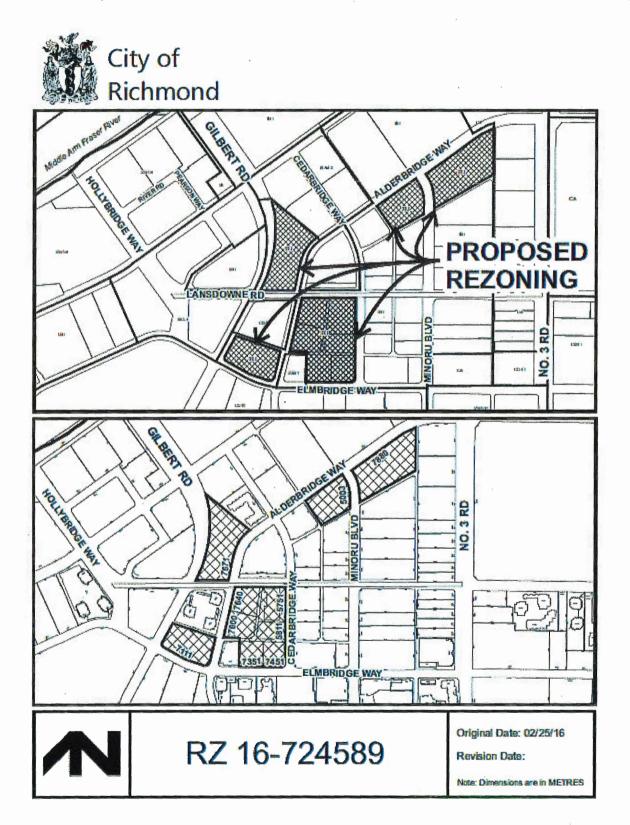
Attachment 11: Summary of Economic Analysis Undertaken by Richard Wozny, Site Economics Ltd.

Attachment 12: Proposed Lease Agreement

Attachment 13: Developer's Evaluation: Community Amenities and Contributions

Attachment 14: Table: Developer Proposed Community Amenity Package and Analysis

Location Map





Development Application Data Sheet

Development Applications Department

RZ 16-724589

Attachment 2

7111, 7531 and 7451 Elmbridge Way, 7600, 7640, 7671 and 7880 Alderbridge Way, Address: 5751, 5811 Cedarbridge Way, 5003 Minoru Boulevard

Applicant: IBI Group on behalf of Goodwyn Enterprises (2015) LTD., Inc. No. 1056275

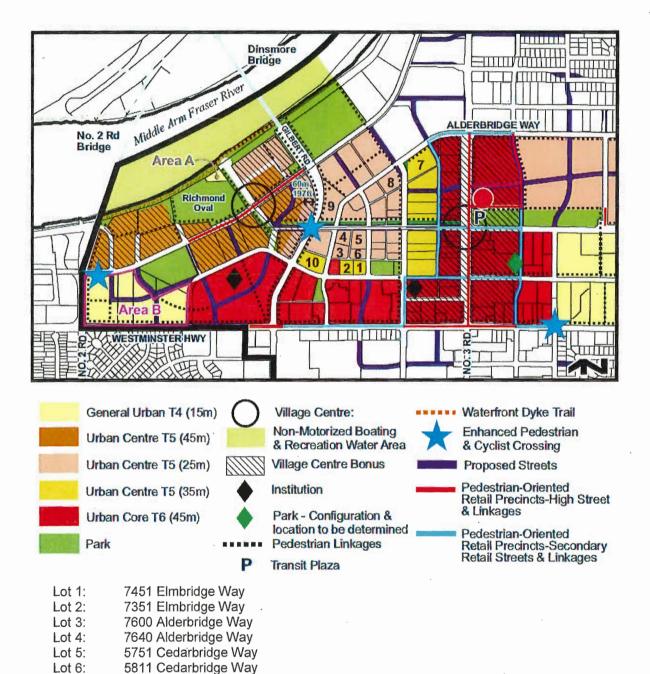
Planning Area(s): Lansdowne Village – City Centre Area Plan

Lot 1: 7451 Elmbridge Way Lot 2: 7351 Elmbridge Way Lot 3: 7600 Alderbridge Way Lot 4: 7640 Alderbridge Way Lot 5: 5751 Cedarbridge Way Lot 6: 5811 Cedarbridge Way Lot 7: 7880 Alderbridge Way Lot 8: 5003 Minoru Boulevard Lot 9: 7671 Alderbridge Way Lot 10: 7111 Elmbridge Way

	Existing	Proposed
Owner:	Goodwyn Enterprises (2015) Ltd., Inc. No. 1056275	Goodwyn Enterprises (2015) Ltd., Inc. No. 1056275
Site Size (m²):	Lot 1: 3,181 m ² Lot 2: 3,400 m ² Lot 3: 4,645 m ² Lot 4: 3,790 m ² Lot 5: 3,923 m ² Lot 6: 3,510 m ² Lot 7: 13,238 m ² Lot 8: 6,846 m ² Lot 9: 12,141 m ² Lot 10: 7,558 m ² Total: 62,232 m ² (669,860 ft ²) 15.37 acre	Approximate net (to be confirmed) Lot 1: 2,992 m ² Lot 2: 3,209 m ² Lot 3: 4,373 m ² Lot 4: 3,358 m ² Lot 5: 3,561 m ² Lot 6: 3,410 m ² Lot 7: 12,397 m ² Lot 8: 5,402 m ² Lot 9: 11,392 m ² Lot 9: 11,392 m ² Total: 57,119m ² (614,824 ft ²) 14.11 acre
Land Uses:	Lot 1: assembly Lot 2,3, 5 – 8: commercial Lot 4: undeveloped surface parking lot Lot 9: office and warehouse (recently renovated) Lot 10: commercial (Rona)	Lot 1: market residential Lot 2: market residential Lot 3: AH (LEMR and subsidized), market rental Lot 4: market residential, possibly seniors oriented congregate housing Lot 5 - 10: market residential
OCP Designation:	Mixed Use	Downtown Mixed Use
CCAP(Lansdowne Village) Designation, Density, Height:	Lot 1,2, 7, 10: Urban Centre T5 (35 m) Lot 3-6, 8,9: Urban Centre T5 (25 m)	Lot 1 and 2: Urban Centre T6 Proposed density: 2.9 FAR, Max. height: 40, 34 m Lot 3: Urban Centre T6 Proposed density: 3.3, Max. height: 25 m Lot 4: Urban Centre T6 Proposed density: 3.6 FAR, Max height: 30 m Lot 5: Urban Centre T6
		Proposed density: 3.35 FAR, Max height: 37 m

	Existing	Proposed
		Lot 6: Urban Centre T6 Proposed density: 2.9 FAR, Max height: 25 m
		Lot 7: Urban Centre T6 Proposed density: 2.9 FAR, Max. height: 28 m
		Lot 8: Urban Centre T6 Proposed density: 2.9 FAR, Max. height: 25 m
		Lot 9: Urban Centre T6 Proposed density: 2.9 FAR, Max. height: 43 m
		Lot 10: Urban Centre T6 Proposed density: 2.9 FAR, Max. height: 37 m
Sub Area:	Sub Area B.2: Lots 1-6, 8-10 Sub-Area B.3: Lot 7	
Zoning:	Lot 1-10: Industrial Retail (IR1)	Site Specific
Number of Units:	Ten (10) commercial, office, warehouse buildings with multiple tenants	Approximately 2,505 units

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Off-street Parking Spaces	Proposed parking variance detail by staff conditional to issues. Residential: 12% reduction Visitor: shared between bu Loading: 30% reduction	resolution of fundamental	Proposed



Map 1: Location of Subject Properties, Existing Designations & Location of Lansdowne and Oval Village Centres

7880 Alderbridge Way

5003 Minoru Boulevard 7671 Alderbridge Way

7111 Elmbridge Way

Lot 7: Lot 8:

Lot 9: Lot 10:

Proposed I	Density,	Floor Area	a and Ti	meline	Summary
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Property	CCAP supported density	Proposed density	Proposed additional floor area	CCAP supported building height	Proposed building height	Phasing
Lot 1 - 7451 Elmbridge Way	2.0 FAR	2.9 FAR	2,692 m ² (28,985 ft ²)	35 m	40.1 m	Phase 2 2020-
Lot 2 - 7351 Elmbridge Way	2.0 FAR	.2.9 FAR	2,888 m ² (31,087 ft ²)	35 m	34.3 m	2028
Lot 3 - 7600 Alderbridge Way	2.0 FAR	3.4 FAR	5,839 m ² (62,852 ft ²)	25 m	25.6 m	Phase 1A 2018-
Lot 4 - 7640 Alderbridge Way	2.0 FAR	3.6 FAR	5,372 m ² (57,832 ft ²)	25 m	30.6 m	2024
Lot 5 - 5751 Cedarbridge Way	2.0 FAR	3.4 FAR	4,807 m ² (51,899 ft ²)	25 m	37.2 m	Phase 1B 2020-
Lot 6 - 5811 Cedarbridge Way	2.0 FAR	2.9 FAR	3,069 m ² (33,034 ft ²)	25 m	25.5 m	2028
Lot 7 - 7880 Alderbridge Way	2.0 FAR	2.9 FAR	11,157 m ² (120,096 ft ²)	35 m	28.5 m	Phase 3 2025-
Lot 8 - 5003 Minoru Boulevard	2.0 FAR	2.9 FAR	4,861 m ² (52,332 ft ²)	25 m	25.9 m	2040
Lot 9 - 7671 Alderbridge Way	2.0 FAR	2.9 FAR	10,252 m ² (110,360 ft ²)	25 m	43.0 m	
Lot 10 - 7111 Elmbridge Way	2.0 FAR	2.9 FAR	6.322 m ² (68,055 ft ²)	35 m	37.0 m	
Total proposed additio	nal floor area	(Lots 1-10)		App (616	proximately 57, 5,532 ft ²)	277 m ²
TOTAL proposed floor a 10) at proposed 3.003 F.				171,515 m² (*	1.84 million ft ²)	
CCAP supported density	(2.0 FAR)			114,238 m ² (*	1.2 million ft^2)	

Note: On-site uses would be confirmed at the time the developer applies for a Development Permit(s). The amount of proposed AH is estimated at approximately 6%. The applicant's proposal to provide 9,290 m^2 (100,000 ft²) of AH is approximately:

- 5.4% of the overall floor area proposed on the 10 lots;
- 5.6% of the residential floor area (exempting the market rental housing at Lot 3, and 560 m² (19,797 ft²) of possible commercial development at Lot 4.) This scenario assumes that market housing rather than senior oriented congregate housing is built on Lot 4; or
- 6% of the residential floor area (exempting the market rental housing at Lot 3 and all development at Lot 4 where seniors congregate housing may be constructed).

Concept Building Massing Plans

Level 1

Attachment 5





Parting 1



Floor	Height				
	Rriber	Height	Housing (SF)	Total (SM)	Total (SF)
Appertenance				,	,
Tap	•	2151	,		,
14		129.5	•	,	,
13	3.5	120	7,602	706	7,602
12	9.5	110.5	7,602	706	7,602
. 11	9.5	101	15,203	1,412	15,203
10	9.5	515	15,944	1,481	15,944
	9.5	82	16,684	1,550	16,684
50	9.5	725	16,684	1,550	16,684
-	9.5	G	16,684	1,550	16,684
10	9.5	53.5	16,684	1,550	16,684
50	9.5	\$	13,596	1,728	18,596
4	9.5	34.5	19,360	1,799	19,360
m	5.6	R	20,171	1,874	20,171
N	IO	15	20,171	1,874	20,171
1	10	5	20,833	1,935	20,833
H	10	47		,	,
TOTAL			212,218	317,91	212,218
	BYLAW RATE	REQUIRED	PROVIDED (SM)	PROVIDED (SF)	SURPLUS (SM)
INDOOR AMEN	2 SM / UNIT	558	571	6,143	B
ON SITE	6 SM / UNIT	1,674	3,005	32,346	1,331
			REDUIRED	MOT HITW	DIFE
PARKING		14/UNIT	195	379	(12)
					I

379 Cars

500 Metres



Sites 1 & 2 adhere to the convertional "podium-and-point tower" development pattern that predominates Richmond's current downtown skyline. The base frontin Elmbridge Way, Cedarbridge Way and the lane adjacent Site 1 is flined with twostorey townhouse development; the residential towers present a building height of 40 m and offer apartment units that provide significant views from all units.

Sites 1 & 2

279 Units

348 Bikes





Retirement Living Community complex (Site 4).

Site 3 is the affordable housing complex comprising 9,290 m² (100,000 sf) of low-end market rental housing, and an additional 4,545 m² (50,000 sf) of market rental housing to "normalize" the housing mux. In addition to the building's own indoor and on site amenities, residents may have access to the indoor pool facility of the Seniors





Heigh Firm

Floor Appen Tep 5 5 1 9

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21,788 21,788 21,788 11,228 12,440

2024 2,024 2,024

21,798 21,788 21,738 21,788

5

2,024 1,043 2,024

21,793 11,228 12,629

53.5 725

6

3 \$

56







145,237

13,493

145,237

1,156

12,440

1,173

34.5

SURPLUS (\$M)

2233

(109)

PROVIDED 18,223 5,192 (SF) DIFF 227 PROVIDED 1,693 HIIM (WS) 482 336 REQUIRED REQUIRED 1.4/ UNIT 1,440 (ws) 480 BYLAW, RATE 2SM/U 6 SM/U INDOOR AMEN ON SITE PARKING

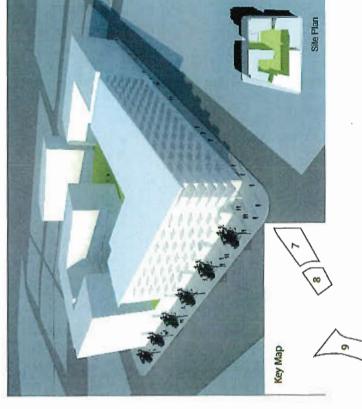
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- 2 -

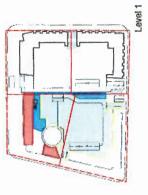


- 3 -

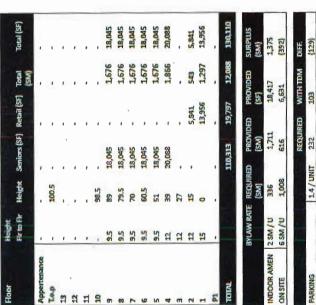


of memory care units on the intermediate floor and seniors market rental units home for the Richmond Chinese Community Society (RCSS). A key feature of the Seniors Retirement Living Community is a generous internal porte cochere (independent and assisted living) on the upper five floors. The street level and Site 4 houses the Seniors Retirement Living Community and comprises both including a small restaurant/coffee shop and beauty salon, as well as a new the mezzanine floors provide nominal retail services to tenants - possibly drop off area.

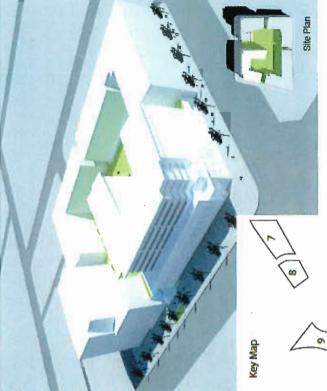








103 Cars





500 Metres

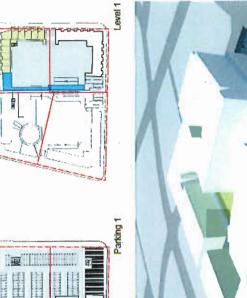
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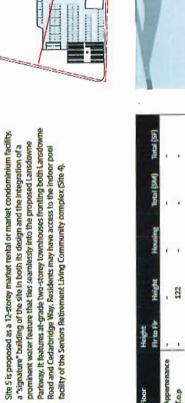
CNCL - 655

207 Bikes

168 Units







Floor	Height					
	RrtoPr	Height	Housing	Total (SM)	Total (SF)	
Appertenance	,		,	-	,	
Lop	,	122	,	,	,	
1		120	,		,	
12	5.5	10.5	TEL'OL	146	161,01	
~	5.6	101	IET,01	941	10,131	
10	5.6	915	TEL,OL	116	10,131	
6	3.6	8	IET'OT	1.941	10,131	
00	5.6	72.5	10,131	146	161,01	
F	9.5	8	IEL'OT	941	10,131	
9	2.6	53.5	E61,21	1,189	12,793	
2	3.5	4	E61, 11	1,189	12,793	
4	9.5	34.5	£67,51	1,189	12,793	
м	5	25	E61,21	1,189	12,793	
2	to	붜	8,218	763	8,218	_
T	10	-	3,386	644	8,386	
H	10	ş				
TOTAL			128,562	Melli	128,562	
	BYLAW RATE	REQUIRED (SM)	PROVIDED (SM)	PROVIDED (SF)	SURPLUS (SM)	
NDOOR AMEN	2 SM / U	306	313	3,366	7	
ON SITE	6SM/U	918	974	10,434	56	-
			RECURED	MITHTW	DIFF	_
		The state		101	Pinel.	_
ADWY PILS			114	-		







Site Plan

Key Map

H J H J I

Site 5









CNCL - 656

500 Metres

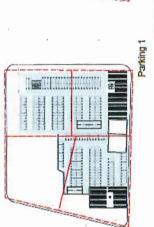
-4-



- 2 -



Site 6, the last of the four site initial development completes the 4-Site development. It is an 8-storey market rental or market condominium housing. Like Site 5 it, too, features street front townhouses on Cedarbridge Way and, in addition, along the lane separating Site 6 from Sites 1 & 2. Residents may have access to the indoor pool facility of the Seniors Hetirement Living Community complex (Site 4).



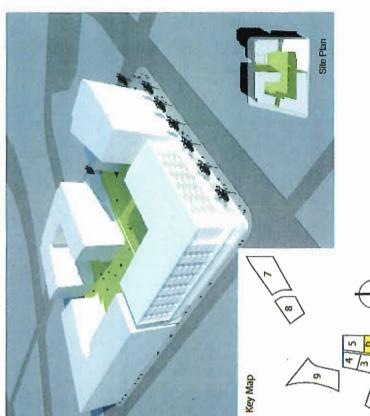
299

Level 1

Hoor	Height Firia Fir	Height	Houping	Total (SM)	Total (SF)
Appertenance	,	,	,	-	-
T.o.p	,	83.5	ī	,	,
13	,	,	,	,	,
12	,	,	,	ť	,
Ħ		1	į	,	,
10	•	4	,	,	,
-	1	815	,	,	
60	55	72	065,6	885	9,530
7	5.6	62.5	17,463	1,622	17,463
9	9.5	23	17,463	1,622	17,463
5	9.5	43.5	17,463	1,622	17,463
4	50	34	17,463	1,622	17,463
m	25	24.5	14,300	1,329	14,300
2	3.5	15	10,055	934	10,055
Ŧ	15	0	10,055	934	10,055
Id			,		,
TOTAL			262,611	10,573.01	113,792
	BYLAW RATE	REQUIRED (SM)	PROVIDED (SM)	PROVIDED (SF)	SURPLUS (SM)
INDOOR AMEN	2 SM/U	290	296	3,190	9
ON SITE	6 SM/U	870	1,212	33,046	342
			REQUIRED	MUTHTIM	DIFE
PARKING	ľ	1.4 / UNIT	203	157	(46)

157 Cars

500 Metres



N

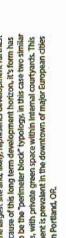
181 Bikes

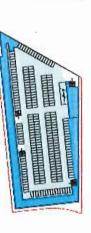
145 Units

- 9 -

out time wise. Because of this long term development horizon, it's form has been conceived to be the "perimeter block" typology, in this case two similar Site 7 represents the largest site and, fikely, represents development furthest mid-height towers, with private green space within internal courtyards. This form of development is prevalent in the downtown of major European cities and popularized in Portland, OR.

13,238 M2







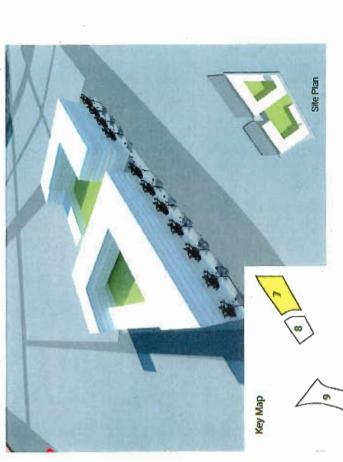
Parking 1

Level 1

(IS) 54.412 57,641 429,383 54,412 54,412 67,759 61,759 23,777 22,787 2,455 (MUS) 5,055 6,295 6,295 5,355 2,209 2,455 2,117 5,055 5,055 **198,91** 54,412 54,412 54,412 61,759 67,759 57,641 23,777 ESE, PLA 181,22 2,455 93.5 915 725 53.5 34.5 8 3 \$ ų, 10 56 9.5 33 5 9 9 9 9 S 5.6 Appertenance Floor T.o.p 101 3 a = 2 E m -LO LO

623 Bikes

680 Cars



	BYLAW RAIE REQUIRED (SM)	(SM)	(SM)	(SF)	(SM)
INDOOR AMEN 2 SM / U	2 SM/U	866	1,018	10,957	20
ON SITE	6 SM/U	2,994	4,603	49,546	1,609
			RECUIRED	MOT HTIW	DIFF.
PARKING		12/UNIT	665	680	81

250 Metres

4 5 Tm 2

lp

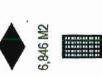
CNCL - 658

499 Units

8 Floors (25m)

9 Floors (30m)







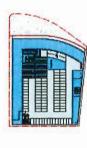








Site 8's form of development replicates that of Site 7 - "perimeter block" typology - due both to fis proximity to that larger site and the square shape of its lot.





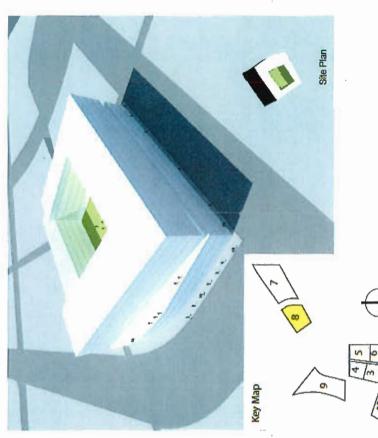
Parking 1

Total [SF]

Tech (SMI)

Height Firto

Level 1



28,280 15,350 15,350

3,564 2,627 1,426 1,426

28,280 15,350 15,350

34.5

5 5 6

38,366 30,974 38,366 38,366

3,564 3,564 2,878

53.5 725 5 44

30,974 395,85 38,366 39E'8E

1 50 9.5 3.5

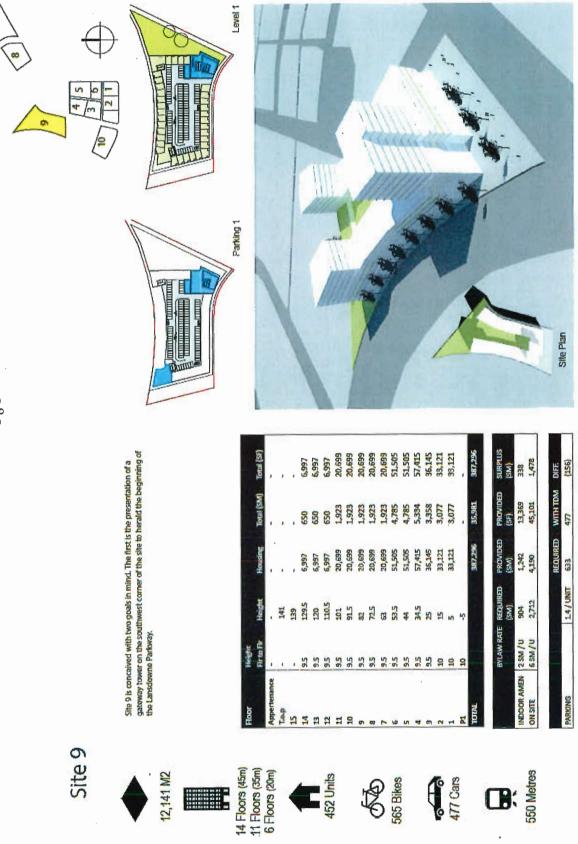
m

10 -5 200,402 BYLAW RATE REQUIRED PROVIDED BYLAW RATE REQUIRED PROVIDED WEN 2 SM / UNIT 495 603 VMEN 2 SM / UNIT 1,485 1,331	1	10	ŝ	15,350	1,426	15,350
200,402 BYLAW RATE REQUIRED PROVIDED (SM) (SM) (SM) (SM) (SM) (SM) (SM) (SM) (SM)	1d	10	-0			,
BYLAW RATE REQUIRED PROVIDED (SM) (SM) (SM) WEN 2 SM / UNIT 496 609 6 SM / UNIT 1,488 1,331 REQUIRED	IOIN			204,022	20,476	2220,402
WIEN 2 SM/UNIT 496 609 6 SM/UNIT 1,498 1,331 REQUIRED		BYLAW RATE	REQUIRED (SM)	PROVIDED (SM)	PROVIDED (SF)	SURPLUS (SM)
REQUIREDS	INDOOR AMEN ON SITE	2 SM / UNIT 6 SM / UNIT	496 1,438	609 1,331	6,553 14,327	113 (127)
				REQUIRED	MOT HITW	DIFF.
1.4/UNIT 347	PARKING		1.4/UNIT	347	341	(9)

12

CNCL - 659

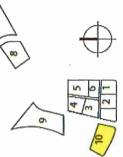
- 7 -



CNCL - 660

8-

Key Map





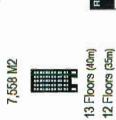
Level 1 innin



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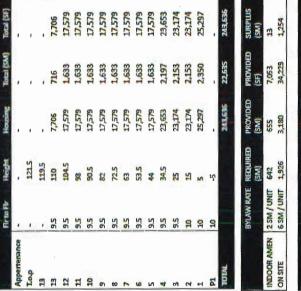
6	
1	

Site 10



Height

Site 10, like Sites 1 & 2, represents the predominant "podium and point" typology of Richmond, currently. And like Sites 1 & 2 it is 40 m high, with townhouses facing Embridge Way' lining the parking podium.



(32) DIFF MOT HTW 417 REQUIRED 443 14/UNIT



PARKING

650 Metres

CNCL - 661

401 Bikes

417 Cars

321 Units

Richmond Affordable Housing Special Development Circumstance (AHSDC)

A key assumption of the "Strategy" is that effective affordable housing solutions are the result of long-term, stable policies and strategic innovations that enable an expanded range of options along key points of the housing continuum.

It is the City's preferred approach to disburse affordable housing units throughout a development. Clustered groups of affordable housing units on one floor or in one location will only be considered if a sound business and social programming approach has been identified and demonstrated at the time of the development application being submitted to the City for Council consideration, which:

- Supports the affordable housing needs of the intended tenant population;
- Meets the City's Affordable Housing Special Development Circumstance (AHSDC) requirements, criteria and key elements as defined; and
- Exemplifies a high level of social innovation.
- 1. A developer, group of developers or non-profit affordable housing developers may concentrate affordable rental units together in one building or site, rather than having them scattered in a number of different buildings or sites. In these cases, affordable housing development proposals should include a sound rationale to receive Council consideration for approval as an AHSDC to:
 - Provide affordable housing, social programming and community supports to meet the targeted or specialized needs of an intended population (e.g. Seniors, single parents, individuals experiencing disabilities, low income households); and
 - Emphasize sustainable development principles and practices with respect to: the physical development, social programming, innovation, and financial feasibility.
- 2. The purpose of an AHSDC is to provide affordable housing, programming, and community supports to meet the targeted or specialized needs of an intended low-income population (e.g. Seniors, single parents, individuals experiencing disabilities).
- 3. AHSDC proposals are to be reviewed on a "project specific" basis and are subject to Council approval to:
 - Generates a sound resident management and operations model that meets the needs of the intended tenant population (i.e. rents, income levels, appropriate level of programming and supports);
 - Considers a community partnership approach for the delivery of community services and supports;
 - Exemplifies social innovation approach to encourage project viability, tenant liveability and community connections;
 - Provides a sound capital financial and operating sustainability plan;
 - Ensures unlimited access for tenants to indoor and outdoor amenity spaces; and

- Includes a sound property management model to address maintenance, repair, upkeep and financial costs related to these requirements.
- 4. The City's standard Housing Agreement and Housing Covenant terms do apply to a Council approved AHSDC.
- 5. Additional business terms, legal agreements or operations policies may be developed with respect to:
 - Ownership and management,
 - Maintenance and upkeep of the units,
 - Maintenance and upkeep of the common indoor and outdoor areas,
 - Tenant management policies,
 - On-going capital and operating funding and budget considerations, and
 - Other project specific considerations.
- 6. An AHSDC proposal should incorporate best practices and consideration to the socioeconomic outcomes of the proposed development, rather than just building an economic or business case for a development.
- 7. An AHSDC proposal should also consider the selection of a qualified non-profit affordable housing provider to own, manage and/or operate the affordable housing units or a coordinated partnership approach with the non-profit sector for service delivery. The selection process for an affordable housing and/or service provider(s) may include the joint development and Request for Proposals (RFP) with the City and/or Senior Government or developer.

Synopsis of Adjacent Land Uses and Designations	ons
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Lot	Current Use	To the North	To the South	To the East	To the West
1&2	Assembly and Industrial retail.	Lane and proposed Phase 1A and 1B lots.	Elmbridge Way, existing high rise development. Zoned Downtown Commercial (CDT1), designated Urban Core T6 (45m)	Cedarbridge Way, existing courthouse. Zoned Industrial Retail (IR1), designated Park	Existing 12- storey multi-family development (including 4 live/work units). Zoned High Rise apartment (ZHR7) – Lansdowne Village (City Centre), designated Urban Core T6 (45m)
3-6	Industrial retail and under- developed surface parking.	Lansdowne and multi-storey residential buildings ranging from 7 to 11 stories. Zoned Residential/Limit ed Commercial (RCL2), designated Park and Urban Center T5 (25m)	Lane and proposed Phase 2 lots	Cedarbridge Way, two storey industrial retail uses. Zoned Industrial Retail (IR1), designated Urban Center T5 (25m)	Alderbridge Way, residential development including three (3) residential towers, which superceded the CCAP. Zoned Downtown Commercial (CDT1), designated Urban Center T5 (25m)
7 and 8 (separated by Minoru Boulevard)	Industrial retail	Alderbridge Way and industrial retail and warehouse use. Zoned Industrial Retail (IR1), designated Urban Center T5 25m and 35 m	Industrial retail. Zoned Industrial Business Park (IB1), designated Urban Center T5 (25m) and (35m)	Preloaded site. RZ 16-740262 in circulation to develop a multi tower mixed use development. Zoned Auto- Oriented Commercial (CA), designated Urban Core T6 (45) and Village Center Bonus (VCB)	Industrial retail. Zoned Industrial Retail (IR1), designated Urban Centre T5 (25m)
9	Recent exterior renovations and minor addition to an existing light	Six storey residential apartment building. Zoned High Density Low Rise Apartments	Lansdowne Road, three tower residential development. Zoned Downtown Commercial (CDT1), designated	Alderbridge Way, multi-storey residential buildings ranging from 7 to 11 stories. Zoned Residential/Limited Commercial (RCL2),	Gilbert Road, existing City of Richmond Winter Club. Zoned Industrial Business Park (IB1), designated Urban

Lot	Current Use	To the North	To the South	To the East	To the West
	industrial and office building	(RAH2), designated Urban Center T5 (25m)	urban Centre T5 (25m)	designated Urban Center T5 (25m)	Center T5 (35), (25) and VCB)
10	Industrial retail	Lansdowne Road, three tower residential development. Zoned Downtown Commercial (CDT1), designated urban Centre T5 (25m)	Redevelopment to introduce two residential towers. Zoned Downtown Commercial (CDT1), designated Urban Core T6 (45m) and Park	Existing 12- storey multi-family development (including 4 live/work units). Zoned High Rise apartment (ZHR7) – Lansdowne Village (City Centre), designated Urban Core T6 (45m)	Gilbert Road, mixed use high- rise development. Zoned Residential/Limited Commercial (RCL3), designated Urban Centre T5 (25m), (35m)

Correspondence from Richmond Emmanuel Church



The Rt. Rev. Dr. Silas Tuk Yin Ng Apostolic Vicar (Chief Bishop), Anglican Mission in Canada Rector, Richmond Emmanuel Church

> 7451 Elmbridge Way, Richmond, BC Canada V6X 1B8 • Office: 604-214-0320 Fax: 604-214-0320 Mobile: 604-230-1201 Email: bishopsilasng@gmail.com Blog/Podcast: http://discipler113.hlogspoi.com

March 29, 2017

Mr. Terry Crowe Manager, Policy Planning City of Richmond 6911 No.3 Road, Richmond, B.C. V6Y 2C1

Dear Terry,

We are writing to follow up on our conversation concerning the future development plans in the rezoning of 7451 Elmbridge Way and the potential role of Richmond Emmanuel Church in it. After our conversation, we spoke with RCG Group to discuss our church's vision in this rezoning project. We have attached a brief proposal for your perusal as requested regarding our vision for the use of the space.

Our vision is to shine as a diverse intergenerational hub that builds up communal, physical, and spiritual health through loving God and loving people. Since we have been at this location, we have built relationships with CCM (Chinese Christian Mission), The Richmond Food Bank, S.U.C.C.E.S.S., and others in the community.

CCM serves the Chinese immigrant community through childcare, day camps, and family enrichment courses. This spring break, CCM held their spring camp at our church for the third time. Our church has partnered through youth serving as leaders and seniors who volunteer for intergenerational activities.

We have served The Richmond Food Bank through volunteers from our church, as well as hosting fundraisers in their support.

We are connected with S.U.C.C.E.S.S. through the vice-chair of our church development committee, Jason Lam, who is also the vice-chair of S.U.C.C.E.S.S. Foundation.

Richmond Emmanuel Church is invested in enriching the vitality of our diverse city. We hope you will consider our proposal so that together we may bless the city and the lives of the people living here.

Yours truly,

Stel

Rt. Rev. Dr. Silas Ng, Rector of Richmond Emmanuel Church

Richmond Emmanuel Church

Development Proposal

Vision: To shine as a diverse intergenerational hub that builds up communal, physical, and spiritual health through loving God and loving people

Community Hall (6000 sq. ft)

-seats 350, for worship, theatre, and concerts

Multipurpose hall (800 sq. ft) -seats 100, for worship and classes

Intergenerational Childcare and Eldercare Facility (1000 sq. ft.)

-Weekday shared space w/indoor playground that facilitates children and senior interactive programs (up to 100 people, in open space and classrooms)

-Weekend space for church children's ministry

Kitchen (800 sq. ft)

-commercial kitchen with commercial equipment
-for serving community meals (approx. 120 people)

Gym & Dining Hall (beside kitchen) (6000 sq. ft.)

-full size basketball & badminton court -can be set up as dining area for 120

Library (600 sq. ft) -spacious and family friendly -close to entrance and childcare space

Lobby area with café tables (800 sq. ft.)

-function as a gathering space for the community, connected with library -children can read in the library while adults can chat and/or read

Guest suites (5-10 rooms) (1500-2000 sq. ft. total)

-for international exchange students and/or missionaries

-for emergency/temporary accommodations, like short term occupant for hospital treatment or family emergencies

Laundry/Cleaning Storage (150 sq. ft.) -for guests and church needs

Office space (2000 sq. ft)

-both private and shared co-working space
- meeting rooms available for booking
-for students, artists, designers, programmers, etc.

5 x Small Multipurpose Rooms (300 sq. ft/room, 1500 sq. ft. total) -for small groups/classes

-nursery/playroom -art room (painting, drawing, gallery)

Bathrooms and Storage (2000 sq. ft.)

Total: 23,650 sq. ft.

Correspondence from S.U.C.C.E.S.S.





Honorary Patron The Honorable Judith Guidhon, OBC Lieutenant Governor of British Columbia Patron: Daniel T.T. Chan, B.Sc. and Maggie Ip, M.Ed, Luta (hond)

Head Office: 28 West Pender St, Vancouver, B.C. V68 1R6 Tel: 604;684;1628 Fax: 604;408;7236

S.U.C.C.E.S.S.'s goal is to provide affordable housing in this consolidated project. As such, this project needs to be financially viable (at an affordable housing level) and sustainable with the assistance from RCG Group and others. The project development and viability and participation will be subject to Board approval.

We look forward to working with RCG and the City of Richmond on this proposal to deliver more affordable housing in Richmond.

Sincerely,

4.00

Queenie Choo, MN, CHE Chief Executive Officer

cc: Mr. Wayne Craig, Director of Development, City of Richmond





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HERRICH WE AS A SUBJECT MERCING AND TO BE SUB-

June 29, 2016

Mr. Gordon Walker Senior Vice President, Real Estate & Development RCG Group 5831 Cedarbridge Way Richmond, British Columbia CANADA

Dear Gordon,

I wish to update you on the progress that we have made at our end to actively pursue the affordable housing project at 7600 Alderbridge Way, Richmond. We have retained CPA Development Consultants to provide S.U.C.C.E.S.S. development management services in this project which includes budgeting, financing, planning and design input. They have assisted in developing a proposal seeking a \$6 million grant from BC Housing under the Provincial Investment in Affordable Housing Program, and have made presentations to the Community Real Estate Committee of the Board comprising the Board Chair as well as the Chair of the Finance Committee and subsequently the Executive Committee of the Board, the funding application was submitted to BC Housing on June 15, 2016. Thus we have further demonstrated our commitment to this much needed housing project which benefits low and moderate income seniors, families and individuals in Richmond and which is closely in alignment with the City of Richmond's Affordable Housing Strategy. We will continue to use our best efforts to secure the financing and support from BC Housing that will help bring this project closer to becoming a reality.

- 3 -

With best wishes,

Yours truly,

na dia manana kantana dia mata www.success.sc.ca Emahinfatikan cata ta

RCG GROUP RESPONSE TO CITY #1 (JULY 2016)

CNCL - 670

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Honorary Patron The Honourable Juckth Guichon, OBC Lieutenant Governor of British Columbia Patron: Daniel T.T. Chan, B.Sc. and Maggie Ip, M.Ed., LLD. (hon.)

Head Office: 28 West Pender St, Vancouver, B.C. V68 1R6 Tel: 604.684.1628 Fax: 604.408.7236

March 31, 2017

City of Richmond 6911 No. 3 Road Richmond, BC

Attn.: Diana Nikolic

Re: Additional Affordable Housing Units at 7600 Alderbridge Way

It is our understanding that the design of 7600 Alderbridge Way has been changed to include additional affordable and market units. We understand the design is accommodating additional units in two ways: by reducing the size of the amenity space from 5,305 square feet to 3,000 square feet, and by reducing the size of the two-bedroom units from 867 square feet to 760 square feet.

A 3,000 square foot amenity space is still a considerably large space for a building that is only intended as rental housing, and the configuration of the space — as an open space consolidated on one floor — will enable us to program the space effectively.

As for the unit sizes, a 760 square foot two-bedroom unit is still an adequate size and we do not envision any difficulties in renting a unit of that size, especially as an affordable housing unit.

Sincerely,

Queenie Choo Chief Executive Officer



CNCL - 671

5749017



Honorary Patron The Honourable Judith Guichon, OBC I.leutenant Governor of British Columbiz Patron: Daniel T.T. Chan, B.Sc. and Maggie Ip, M.Ed., LL.D. (hon.)

Head Office: 28 West Pender St, Vancouver, B.C. V6B 1R6 Te:: 604.684.1628 Fax: 604.408.7236

.....

November 24, 2017

City of Richmond 6911 No. 3 Road Richmond, BC

Re: Changes to 7600 Alderbridge Way

In previous correspondence, when the lease for 7600 Alderbridge Way was contemplated between S.U.C.C.E.S.S. and RCG Group, S.U.C.C.E.S.S. indicated a preference for a 99-year lease. Under the new proposed arrangement, whereby title to the lands would be transferred from RCG to the City of Richmond and the long-term lease would be between S.U.C.C.E.S.S. and the City of Richmond, S.U.C.C.E.S.S. will consider a 60-year lease provided it meets the terms required for BC Housing financing.

Further, we understand there is an ongoing conversation regarding the unit mix within the project, shifting from mostly studio and 1-bedroom units to the City's preferred mix of 10% studios, 30% 1-bedroom units, 30% 2-bedroom units and 30% 3-bedroom units. While S.U.C.C.E.S.S. prefers the previous unit mix with an emphasis on studio and 1-bedroom units, we would remain supportive of the project with the City's preferred unit mix of 10-30-30-30 subject to financial sustainability of the project.

Sincerely,

1) Choo

Queenie Choo Chief Executive Officer

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Honorary Patron The Honourable Judith Guichon, DBC Lleutenant Governor of British Columbia Patron: Daniel T.T. Chan, B.Sc. and Maggie Ip, M.Ed. LLD. (hon.)

Head Office: 28 West Pender St, Vancouver, B.C. V6B 1R6 Tel: 604.684.1628 Fax: 604.408.7236

February 21, 2018

City of Richmond 6911 No. 3 Road Richmond, BC

(Attn: Joyce Rautenberg)

Re: Response to City Staff Questions

Regarding Staff's question on whether any of the grant money will be used to purchase the lease from Goodwyn Enterprises, the answer is no – no grant funds will be used to purchase the lease. It has also been our understanding that lease value, if any, will only be nominal.

- 6 -

Further to our letter to the City dated November 24, 2017 regarding the changes to RCG's proposal, a copy of which is attached for your ease of reference, it is our understanding that as part of RCG's amended proposal, title to the lands located at 7600 Alderbridge Way will be transferred to the City of Richmond, thus the lease will be between S.U.C.C.E.S.S. and the City of Richmond.

BC Housing has approved up to \$6M of grant funds for S.U.C.C.E.S.S. Our original proposal had the grant funds supporting the project delivery, but through various dialogues and discussion with City Staff, it was made clear that the grant funds could not support the delivery of the project by RCG.

Thus the intention of the grant funds are to create additional non-market units, taking market rents and reducing them to non-market rents, or to further reduce the rents of the non-market units that are a condition of the rezoning.

The grant funds are to support S.U.C.C.E.S.S. in this endeavor, which in addition to purpose stated above, may also be used to support project costs directly attributed to S.U.C.C.E.S.S., which could include lawyer fees, consultant fees, etc. The grant is not intended to support RCG.

Sincerely,

Queenie Choo Chief Executive Officer

Cc: Naomi Brunemeyer, Director, Regional Development, BC Housing Joseph Lau, Director of Administration & Building Development Casey Clerkson, Principal, CPA Development Consultants Graham Plant, Development Manager, CPA Development Consultants

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Honorary Patron The Honourable Janet Austin, OBC Lieutenant Governor of British Columbia Patron: Daniel T.T. Chan, B.Sc. and Maggie Ip, M.Ed., LL.D. (hon.)

Head Office: 28 West Pender St, Vancouver, B.C. V6B 1R6 Tel: 604.684.1628 Fax: 604.408.7236

May 22, 2018

City of Richmond 6911 No. 3 Road Richmond, BC

Attn.: Mayor Brodie and Council

Re: Affordable Housing Units at 7600 Alderbridge Way

We understand that on June 5th, the City of Richmond Planning Committee will be receiving a staff report related to the rezoning application from RCG Group that includes the up-front and immediate delivery of an affordable and market rental housing project at 7600 Alderbridge Way. S.U.C.C.E.S.S. is excited to be partnering with RCG Group on this proposed 210-unit housing project, which includes:

- 24 subsidized housing units
- 98 low-end market rental (LEMR) units
- 88 market rental units

Further to the proposal from RCG Group, S.U.C.C.E.S.S. has received provisional allocation of a \$6 million capital grant from BC Housing, approved specifically for S.U.C.C.E.S.S. for the project at 7600 Alderbridge Way. Should this project not proceed, we would lose the benefit of this significant grant allocation. This BC Housing grant to S.U.C.C.E.S.S. does not modify or reduce the promised contribution from RCG Group. Rather, the grant is additional funding that is 100% available to S.U.C.C.E.S.S. to deepen the overall affordability of the project once operational. The details of how the grant funds are to be utilized are subject to approval by BC Housing, but would be used to enhance affordability – for example, by converting market rental units to LEMR units or by further lowering rents on LEMR or subsidized units.

S.U.C.C.E.S.S. operates hundreds of multi-ethnic housing units across the Lower Mainland, including Austin Harris, Remy and Storeys in Richmond. We are excited by the opportunity to complement this portfolio in Richmond and provide – at a critical time – more affordable rental housing to the many local residents who desperately need it.

Sincerely,

Queenie Choo Chief Executive Officer, S.U.C.C.E.S.S.

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Table: City Centre Population Cumulative Impacts

	and the second second	CC	AP Population Incre	ase		
- 93 r			y applied to undevelo	ped parcels		
Affected CCAP Villages	CCAP Village Population	Proposed 1.2 to 1.8 FAR and resulting additional people	Proposed 2.0 to 3.0 FAR and resulting additional people	Proposed 3 FAR to 4.5 FAR Additional people	Total Population Increase	% of Unanticipated CCAP Population Increase
Capstan	12,000- 14,000	1,250	4,221	n/a	5,471	43-49%
Lansdowne	26,000- 31,000	2,253	6,003	6,264	14,520	47-56-%
Brighouse	26,000- 30,000	2,785	3,134	8,087	14,006	50-58%
Oval	12,000- 14,000	1,184	1,982 2,933 6,099 43-50		43-50%	
Totals	76,000- 89,000	7,472	15,340	17,284	40,096	47-55%
Total Unanticipated Impact on 2009 approved CCAP Approximately 40,000 unanticipated people Average 51% increase						
	* The p	BP issued between S	ing conditions are exclu September 14, 2009 and s expected to be issued elopment potential	February 14, 20		

Summary of Economic Analysis Undertaken by Richard Wozny, Site Economics Ltd.

Evaluation purpose: Quantitative analysis to assess the value of a proposal to increase building floor area by 50% over 10 lots to a) the developer, and b) the City of Richmond.

Finding: The developer's proposal is associated with modest benefit to the City limited to the value of the surplus AH ($62,261 \text{ ft}^2 \text{ x } \$538/\text{m}^2 [50/\text{ft}^2]$) and the discounted value of 7600 Alderbridge Way at the termination of the proposed 60 year lease.

Value of Additional Density to the Developer

An industry standard pro forma was drafted to quantify the market value to the developer of the proposed additional floor area (approximately 616,530 ft²). Applying the following rates, the benefit to the developer of the additional floor area associated with the proposal to increase density is approximately \$73.5 million*:

- Market housing: \$1,453/m² (\$135/ft²) (As of October 2017, market values were rising up to \$150/ ft²)
- Market rental housing: $538/m^2$ ($50/ft^2$); and
- Congregate housing* (assumed to apply): $645/m^2$ ($60/ft^2$).

*Subsequent to undertaking the evaluation, the applicant confirmed that congregate housing would not be secured by zoning and the developer required the option to construct market residential development. Therefore the valuation is amended to approximately \$77.8 million.

Pre-zoning

As market rates increase over time, the price increases benefit the landowner. Pre-zoning creates an opportunity for the developer to refinance the properties at higher rates that reflect the increased permitted density. As a result, the developer may retain the existing on-site uses and opt to wait to redevelop the properties for a longer period of time than would otherwise be the case. In addition, as land values increase, the City may be in a position to require more amenities and/or contributions through the rezoning process. However, by pre-zoning, this opportunity is lost to the City while the developer reduces his exposure to future as yet undetermined amenities/contributions.

Affordable Housing (AH) Proposal

The value to the City of the upfront provision of AH cannot be expressed in terms of financial value for the City, rather the upfront provision of AH is a social good.

Unencumbered properties

The developer would benefit from the increased value of the unencumbered lots, which would subsequently have no ongoing AH requirement. Unencumbered properties would be worth at least 5% more overall than if they remained encumbered sites that are required to provide on-site AH units. This valuation is based on industry standards and the preference of buyers and developers for properties without encumbrances, for which they are willing to pay a premium.

Cost of construction

Several major AH developers were consulted to confirm that the costs of constructing AH are the same as market housing and reflect the inclusion of durable materials and products in AH developments. The total hard and soft costs for a concrete building in Richmond, excluding land are approximately $400/\text{ft}^2$ or $4,300/\text{m}^2$.

Present Value of 7600 Alderbridge to the City

The present value to the City is negligible for the building and land at 7600 Alderbridge Way, which would be encumbered to provide AH and market rental housing for 60 years. A long term lease is comparable to a sale; therefore, the building and land value is provided up front to the leaseholder rather than to the land owner who is unable to use or otherwise benefit from the land/building. The present day total land value of 7600 Alderbridge Way reflects the housing encumbrances that would be registered on the property (including Low End Market Rental, non-market, and market rental housing) and the lease. Note that this value is assigned to the leaseholder (S.U.C.C.E.S.S.) rather than to the City.

The value to the City is realized only at the termination of the lease. The present day value to the City in this scenario where the City can use the land in 60 years is less than \$2 million. This low value reflects a 2.5% annual decrease in value resulting from the City's inability to use the property for 60 years. The building has no notable associated value in 60 years and as the building ages, its maintenance becomes a liability that may or may not be addressed through the terms of the lease.

Form of tenure	Value
Market residential strata title value of 7600 Alderbridge Way	\$21.2 million
Use of 7600 Alderbridge Way is restricted to rental only	63% less than a market residential strata title property
Rental only property with a 60 year lease	Leaseholder (S.U.C.C.E.S.S.) receives economic benefit
Value to property owner (i.e. value is realized after 60 years)	2.5% discount rate applied over 60 years to a property that is: -encumbered with legal agreements that restrict use to rental only; and -leased for 60 years

Table: Summary of Depreciating Value

Developer's Proposed Lease Terms Constructed Using Storeys Lease Template

Lease	Key Points Storeys Development	SUCCESS Comparison Developer Proposed Terms
Basic Terms	 60 years Lease Excerpts Between the City and Non- Profit Consortium (5 non-profit organizations) Nominal base rent (e.g. \$1/year in rent) 	60 years Lot 3 Between the City and S.U.C.C.E.S.S. Affordable Housing Society Nominal base rent (e.g. \$1/year in rent)
Tenant's Financial Obligations	 Property Taxes Utilities Any other applicable taxes/fees 	 Property Taxes Utilities Any other applicable taxes/fees
Repairs, Maintenance and Alterations	 Tenant is solely responsible for: condition, operation, maintenance, repair and replacement of the project Tenant solely responsible for all repairs, whether interior/exterior, structural/non-structural, ordinary/ extraordinary and foreseen/ unforeseen – also includes renewals, alterations, additions, substitutions and improvements Landlord has right to repair if tenant fails to perform obligation within 14 days' written notice at the expense of the tenant Major repairs over \$100,000 will be at the cost of the tenant and subject to landlord approval 	 Tenant is solely responsible for: condition, operation, maintenance, repair and replacement of the project Tenant solely responsible for all repairs, whether interior/exterior, structural/non-structural, ordinary/ extraordinary and foreseen/ unforeseen – also includes renewals, alterations, additions, substitutions and improvements Landlord has right to repair if tenant fails to perform obligation within 14 days' written notice at the expense of the tenant
End of Lease	Building/Improvements revert back to the City upon end of lease	 Building/Improvements revert back to the City upon end of lease
Reporting Obligations	 Tenant will report to the landlord every 3 years with: Tenant's financial statements Current rents for each unit Household income of each occupant as of the date they moved into the project Engineering report as to physical condition of project Tenant will annually report: Strata budget and financial statements All repairs, maintenance and replacements made or planned, together with costs and results 	 Tenant will report to the landlord every 3 years with: Tenant's financial statements Current rents for each unit Household income of each occupant as of the date they moved into the project Engineering report as to physical condition of project Tenant will annually report: Strata budget and financial statements All repairs, maintenance and replacements made or planned, together with costs and results
Mortgaging and Rights of Lender (Part 15)	 Landlord has approved the form of the interim construction mortgage and assignment of rents in favour of the Commission (e.g. BC Housing) provided the mortgage doesn't exceed \$35,000,000 Tenant cannot mortgage, charge, encumber or pledge its leasehold interest without landlord consent Every mortgage under the lease is a mortgage of the leasehold interest of the tenant and not the Landlord's fee simple interest 	 Landlord will approve the form of the interim construction mortgage and assignment of rents in favour of the Commission (e.g. BC Housing) Tenant cannot mortgage, charge, encumber or pledge its leasehold interest without landlord consent Every mortgage under the lease is a mortgage of the leasehold interest of the tenant and not the Landlord's fee simple interest

Developer's Evaluation: Community Amenities and Contributions



IBI GROUP 700–1285 West Pender Street Vancouver BC, V6E 4B1 Canada tel 604 683 8797 fax 604 683 0492 Ibigroup.com

Memorandum

To/Attention	Wayne Craig	Date	November 24, 2017	
From	Andrew Browne	Project No	30301	
Subject	Attachment C - Community Benefit			

Proportion of	benefit

_

Lift in land value	\$84,887,420
Community benefit	\$71,002,748
Value of community benefit as % of landowner benefit	84%

Value of additional density		
Total floor area after rezoning		1,846,184
(less) Floor area permitted by current CCAP	-	(1,229,652)
Additional floor area after rezoning	=	616,532
(less) Site 3 additional floor area	-	(62,854)
Additional floor area available to RCG	=	553,678
Land value assumption psf buildable	х	<u>\$135</u>
Value of additional density	=	\$74,746,530
Rezoned floor area for Sites 1-2 and 4-10		1,689,190
Affordable housing requirement	х	0.05
AHVT rate	х	\$278

Market value discount for AH-unencumbered site	х	0.75
Premium for AH-unencumbered sites	=	\$17,609,806
Gross value of additional density	=	\$92,356,336
(less) Cost of lane acquisition	-	(3,368,916)
(less) Cost of Minoru Blvd realignment	-	(1,600,000)
(less) Cost of SA #1	-	(2,500,000)
Net value of additional density	=	\$84,887,420
Value of community benefits		
1. Site 3 - Land value for freehold transfer to City		\$21,194,190
2. Site 3 - Landowner equity required for debt retirement		\$32,500,000
MR + additional AH floor area on Site 3 (sf)	-	62,261
AHVT rate psf	х	<u>\$278</u>
3. Site 3 - Value of additional AH/MR floor area		\$17,308,558
Total value of community benefits	=	\$71,002,748

Developer's Proposed Community Amenities and Contributions Analysis

	Developer's community amenities and contributions (as shown in Attachment 13)	Assessment of developer's community amenity package by Richard Wozny, Site Economics Ltd.	
	Net value to the developer: \$13.8 million	Net value to the developer: Approximately \$81.7 million	
Summary Value to the Developer and to the City	Value of additional density to the developer: Lift in land value (Land Lift Value– Developer Identified Supplementary Amenities/Costs) : \$84.8 million - Value of community amenity <u>package: \$71 million</u> \$ 13.8 million	Value of additional density to the developer: (Residential floor area at \$1,453/m ² (\$135/ft ²) + market rental at \$538/m ² (\$50/ft ²) +(required AH - 'surplus') at \$538/m ² (\$50/ft ²) + premium for unencumbered lots -'cost to construct 'surplus' AH - <u>present value to City of Lot 3 transfer</u> Approximately \$81.7 million	
	City would recapture approximately 84% of the value of the additional density to the developer	City would recapture less than \$6.5 million of the value of the additional density to the developer	

	Developer's assessment	Assessment by Richard Wozny, Site Economics Ltd.		
Land Lift Value				
Value of proposed additional floor area	Additional floor area at \$1,453/m ² (\$135/ft ²) - proposed additional floor area on <u>Lot 3 (62,854 ft²)</u> \$74.7 million	Residential floor area at \$1,453/m ² (\$135/ft ²) + market rental at \$538/m ² (\$50/ft ²) <u>+required AH -'surplus' AH at \$538/m² (\$50/ft²)</u> \$77.8 million		
Premium for unencumbered sites	\$17.6 million (proposed value transfer rate)	5% premium: \$11 million		
TOTAL value to developer	Additional floor area at \$1,453/m ² (\$135/ft ²) - proposed additional floor area on Lot 3 (62,854 ft ²) <u>+ premium for unencumbered lots</u> \$ 92.3 million	Residential floor area at \$1,453/m ² (\$135/ft ²) + market rental at \$538/m ² (\$50/ft ²) +required AH - 'surplus' at \$538/m ² (\$50/ft ²) <u>+ premium for unencumbered lots</u> Approximately \$88.8 million		
Applicant Identified Community Amenities				
Lot 3 transfer to City	\$21.1 million	 Present value to the City: less than \$2 million Value of Lot 3 is reduced by: Housing Agreements = 63% less value than a market residential property 60 year lease Value is realized after 60 years = application of a 2.5% discount rate to encumbered property 		

	Developer's assessment	Assessment by Richard Wozny, Site Economics Ltd.		
Unrecoverable costs associated with construction of AH	\$32.5 million	AH Strategy requires developer to assume all costs associated with the construction of AH.		
Cost of providing 'surplus' AH and market rental housing vs. applying a value transfer rate (i.e. cash contribution toward off-site provision of AH)	\$17 million	'surplus' AH is recognized a benefit to the City: \$4.6 million (cost to construct 'surplus' AH using \$4,300/m ² [\$400/ft ²])		
TOTAL value of community amenities	\$71 million	Less than \$6.5 million		
Developer Identified Supplementary Amenities/Costs (subtracted from Value of Additional Density)				
Purchase of lane	\$3.3 million	\$0. Land purchased for development		
Upfront realignment of Minoru Boulevard	\$1.6 million	\$0. Off-site improvements are typically secured at rezoning adoption with the developer assuming the full cost if there are no associated DCC credits available.		
Costs associated with SA 16-739101	\$2.5 million	\$0. Land preparation for the purpose of redevelopment.		
TOTAL value of supplementary amenities	\$7.4 million	\$0		
Previously Developer Identified Supplementary Amenities/Costs (omitted from current valuation [Attachment 13]				
Upfront introduction of Lansdowne Linear Park along Lots 4, 5, & 9	No assigned value.	\$0. Off-site improvements are typically secured at rezoning adoption with the developer assuming the full cost if there are no associated DCC credits available.		
930 m ² (10,000 ft ²) of indoor amenity to the City on Lot 4	\$6,019,200	\$0. Space does not meet the criteria of a desirable City asset		



To: Mayor and Councillors

From: Wayne Craig Director, Development Date: June 8, 2018 File: RZ 16-724589

Re: Rezoning and Official Community Plan Amendment Application (RZ 16-724589) Applicant's Revised Financial Evaluation

Subsequent to Planning Committee's consideration on Tuesday, June 5, 2018 of IBI Group's proposal, on behalf of Goodwyn Enterprises, to rezone ten properties and to amend the Official Community Plan (OCP) to increase the maximum permitted residential density within the City Centre Area Plan (CCAP) by 50%, staff received a financial analysis, prepared by Coriolis Consulting Corp., on Wednesday, June 6, 2018 (Attachment 1).

Staff's recommendation to deny the application is based on fundamental inconsistencies with City Bylaws, policies and objectives related to:

- Maintaining the integrity of the CCAP;
- Significant cumulative impacts associated with amending the CCAP;
- The implications of pre-zoning properties; and
- The inequality between the financial incentives for the applicant resulting from the 50% increase in density and the lack of amenities of an equivalent value to the City.

The significant imbalance between the financial benefits to the developer and the lack of equivalent amenities to the City that would result if this application is supported is one of several concerns that are articulated in staff's June 1, 2018 report to Committee.

The attached financial evaluation report establishes from the applicant's perspective:

- The value of the additional density to the developer; and
- The value of the proposed community amenities and contributions.

Staff have reviewed the report and offer the following comments:

Value of the Additional Density to the Developer

The attached report estimates the value to the developer of the increase in land value resulting from the proposed additional residential floor area at approximately \$87.2 million. Certain elements of the methodology used are inconsistent with advice provided by the City's third party consultant, Richard Wozny – Site Economics Ltd.

1. Lane Acquisition for the Purpose of Redevelopment: Labeled a deductible cost (\$3.3 million) in the report by Coriolis Consulting Corp.



With respect to the value of the additional density to the developer, the report indicates that the cost of purchasing an existing City lane for the purpose of development is to be deducted from the value of the additional density to the developer. "The estimated lane acquisition cost of \$3,365,550 is attributable to the proposed incremental floorspace, so we deduct this cost from our overall estimate of increased land value".

The applicant's original evaluation of community amenities and contributions provided in Attachment 13 of the staff report identified the lane acquisition cost as a community benefit. The cost of acquiring the lane for the purpose of redevelopment is repositioned as a deductible cost in the Coriolis Consulting Corp. financial analysis.

Notwithstanding whether acquisition of the lane is identified as a deductible cost or a community benefit, as stated in staff's June 1, 2018 report to Committee, the City has no history of recognizing the purchase of City land to facilitate development as a community amenity or a deductible cost.

2. Additional density on Lot 4: Lot 4 is assumed to redevelop as seniors oriented congregate housing in the report by Coriolis Consulting Corp.

The attached report assigns a reduced value $(\$60/\text{ft}^2)$ to the additional building floor area associated with development at Lot 4, which the applicant has advised may possibly include seniors oriented congregate housing but has maintained an unwillingness to commit to zoning bylaw restrictions to secure development of seniors oriented congregate housing at Lot 4.

As a result the seniors congregate care use would be unsecured and the owner would maintain the option to redevelop Lot 4 as a market residential development, which is associated with a higher land valuation of at least $135/\text{ft}^2$.

Community Amenities and Contributions

The attached report estimates the value of the proposed community amenities and contributions between \$58.9 million and \$68.5 million based on three primary elements:

1. Value of the Land Proposed to be Transferred to the City (Lot 3): Valued at \$13.5 million to \$21.2 million in the report by Coriolis Consulting Corp.

The land value assigned to Lot 3 in the Coriolis Consulting Corp. report does not account for:

- The legal encumbrances that would run with the land in perpetuity and restrict on-site uses to rental use only including:
 - 98 Low End Market Rental (LEMR) units with tenancy and rental rate restrictions;
 - 24 Non-market rental units with tenancy and rental rate restrictions; and
 - 88 Market rental units.
- The City being unable to use the building/land for the duration of the lease (60 years). A long term lease of this nature is comparable to a sale and the value of the building and land is provided up front to the leaseholder (S.U.C.C.E.S.S.) rather than to a land owner (the City).

Richard Wozny – Site Economics Ltd., determined that the present value of Lot 3 to the City is less than \$2 million based on encumbrances on the property that apply in perpetuity and the 60 year lease, which reflects the City's inability to use the land/building for 60 years. Both City staff and the applicant agree that the land has a value; however, there is significant discrepancy in the amount.

2. Construction of Affordable Housing (AH): Valued at \$40.4 million to \$42.3 million in the report by Coriolis Consulting Corp.

The applicant estimates that the cost to construct the building on Lot 3 is approximately \$72.7 million and that only a portion of that cost will be recovered by selling a lease hold interest to S.U.C.C.E.S.S. to occupy the land and building for 60 years. These unrecoverable costs are included in the applicant's assessment of provided amenities and contributions.

The City's inclusionary Affordable Housing (AH) Strategy secures the provision of 5% of the overall residential floor area as LEMR units. The provision of the 5% of residential floor area as AH is thus a standard rezoning consideration associated with all high density residential developments. The construction cost of providing the 5% AH is therefore not an additional community benefit.

The Coriolis Consulting Corp. report indicates that the unrecoverable costs after the sale of the lease hold interest to S.U.C.C.E.S.S. are a community benefit. As the provision of 5% of the overall residential density as AH is a standard rezoning consideration, the only community benefit is the surplus 1% AH. Richard Wozny identified the construction value associated with the 1% surplus to be approximately \$4.6 million.

3. Community Amenity Space: Valued at \$5 million in the report by Coriolis Consulting Corp.

The Coriolis Consulting Corp. report indicates that the applicant proposes to "construct 10,032 ft² of community amenity space at Site 4 and make this space available to non-profit users at a nominal cost" and considers the construction of this space as a community benefit.

The City secures City owned amenity space through identified density bonusing provisions in areas of the CCAP that support the greatest building density, which do not apply to the subject properties. The applicant originally proposed to provide approximately 930 m² (10,000 ft²) of amenity space to the City at Lot 4. Staff carefully evaluated this proposal and determined that acquisition of 930 m² (10,000 ft²) of City owned amenity space in this location does not meet criteria of a desirable City asset.

A space that is privately owned and that would be leased to a private user is not considered a community amenity space from the City's perspective. Therefore, no value is assigned to the 930 m² (10,000 ft²) as it is private space that the applicant would choose to lease to a private user.

The updated financial analysis (Attachment 1) that was provided to staff on June 6, 2018 includes minor adjustments to the Developer's Evaluation: Community Amenities and Contributions that is

June 7, 2018

- 4 -

attached to staff's June 1, 2018 report to Committee. However, two major inconsistencies remain. These include:

- Assigning a land value for Lot 3 that is between \$10 and \$20 million more than the advice provided by Richard Wozny Site Economics Ltd.; and
- Including unrecoverable costs associated with constructing AH at Lot 3 as a community benefit.

Should Council support the staff recommendation to deny this OCP amendment and rezoning application it would not preclude the applicant from making a future rezoning application that is in keeping with the OCP and other established City policies.

If you have any questions or would like to discuss the information in this memo, please contact the undersigned.

in

Wayne Craig Director, Development

DN:rg

Att.1: Financial Evaluation of Proposed Amenity Contribution for Rezoning Application by RCG Group, Richmond BC

Financial Evaluation of Proposed Amenity Contribution for Rezoning Application by RCG Group, Richmond BC

25 May 2018

CONFIDENTIAL

Prepared for: RCG Group and IBI Group

RECEIVED JUN 0 6 2018



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Summary

RCG Group has submitted a rezoning application for ten properties in Richmond's City Centre to allow the development of a mix of strata residential, market rental, low end of market rental (LEMR), subsidized housing, and senior's housing. RCG intends to develop the properties on a phased basis over the long term. The first phase would include all of the proposed market rental, LEMR and subsidized units.

If approved, the rezoning will increase the value of the applicant's properties.

For rezonings that are not contemplated in the City Centre Area Plan (CCAP), it is the City's practice to negotiate a portion of the increased land value created by the rezoning as an amenity contribution. However, Richmond does not have a written policy that identifies the approach to a negotiated amenity contribution or the share of the increase in value that should be allocated toward an amenity contribution.

Therefore, RCG Group commissioned Coriolis Consulting Corp. to estimate the potential increase in property value associated with the proposed rezoning, compare this with the value of the public benefits package being proposed by RCG, and comment on whether the proposed contribution is reasonable in financial terms.

Estimated Increase in Land Value Due to Proposed Rezoning

RCG proposes to rezone ten properties, of which nine will be retained by RCG. On the tenth site (Site 3), RCG will build a new affordable housing project, turn it over to a non-profit operator, and transfer ownership of the land to the City at no cost to the City.

The first step in our evaluation is to estimate the incremental land value created by the additional proposed floorspace (beyond the 2.0 FAR permitted under the CCAP) for the nine properties being retained by RCG. This includes:

- An increase of 480,343 square feet of strata residential space.
- An increase of 120,082 square feet of seniors' rental residential space.
- A reduction of 56,775 square feet of required LEMR space on the nine sites.

Our estimate of the overall increase in land value for the nine properties that will be retained by RCG due to the proposed rezoning is about \$87.2 million.



Estimated Value of Proposed Public Benefits

RCG proposes to construct a new 210 unit affordable housing project at Site 3 and turn the building over to a non-profit operator (S.U.C.C.E.S.S.) for 60 years at a nominal rent of \$1.00 per year. At completion of construction, the ownership of the site would be transferred to the City of Richmond at no cost to the City. RCG would be responsible for all costs associated with creating the new affordable housing project. Upon completion a mortgage would be obtained by the non-profit operator, the proceeds of which would be paid to RCG to purchase the building. RCG would be responsible for the additional costs not covered by the mortgage.

In addition, RCG proposes to construct 10,032 square feet of amenity space at Site 4 which would be made available for use by non-profit groups at a nominal rent.

The overall estimated value of the proposed public benefits package is between \$58.9 million and \$68.5 million depending on the land value allocated to Site 3, the final cost of the affordable housing project and the mortgage terms available to the non-profit housing provider upon completion of the building.

Conclusions

The proposed public benefits contribution is equal to between 68% and 79% of the estimated increase in land value due to the rezoning, as shown in the following exhibit.

Estimated Increase in Land Value due to Rezoning (before amenity contribution)	\$87.2 million
Total Value of Affordable Housing and Amenity Contribution	\$58.9 to \$68.5 million
Share of Increased Value Allocated to Public Benefits	68% to 79%

Comparison of Increase in Land Value with Proposed Public Benefits Value

Richmond has no written policy or practice about the share of increased value that should be considered for a negotiated amenity contribution. Therefore, RCG asked us to comment on whether the share of increased value being proposed by RCG for the overall amenity contribution is reasonable. We considered the following:

- 1. Although Richmond does not have a written policy, Richmond staff indicate that the City has aimed for a high share of increased value in the few instances that amenity contributions have been negotiated.
- 2. Other Metro Vancouver municipalities also aim for a high share of any increased land value to be allocated toward amenity contributions. The approaches used by each municipality vary, but municipalities that negotiate the value of contributions at rezoning typically seek between about 50% and 75% of increased land value created by increased residential density.

It is notable that municipalities typically seek significantly less than 100% of the increased value from a rezoning. Otherwise, there would be no financial reason for an applicant to proceed with rezoning. Applicants would be better off buying another property for full market value given the time, costs and risks associated with rezoning.

The RCG proposal allocates about 68% to 79% of the estimated increase in land value to the public benefits package. This brackets the upper limit typically targeted by other major Metro Vancouver municipalities that negotiate the value of amenity contributions from residential rezonings (75%), so we think that the value of the public benefits package proposed by RCG is reasonable.



It is worth noting that the proposed public benefits package provides some benefits to the City and allocates risks to RCG that are not captured by our financial evaluation and should be taken into account by the City as part of the determination of an appropriate overall amenity contribution. Each suggests a lower amenity contribution could be considered:

- 1. RCG proposes to take on all of the risk associated with creating the affordable housing on Site 3, so the actual total cost to RCG may be higher than currently estimated as the total cost will be impacted by changes in construction costs and borrowing costs over the next two to three years. There is currently upward pressure on construction costs and borrowing rates. Therefore, it is possible that RCG may need to inject additional equity beyond the \$40.4 to \$42.3 million estimate. Relatively small changes in construction and borrowing costs could materially increase the overall cost of the public benefits package to RCG.
- 2. RCG proposes to provide all of the affordable housing upfront (rather than phasing it over time) which is a benefit to the community.
- 3. Building the affordable housing upfront creates the risk to RCG that recovery of the affordable housing costs from development of the nine retained sites will be delayed if the nine sites are not redeveloped in the short term.
- 4. If land values decline over the next decade or so, the benefit to RCG of the additional development rights could be less than estimated in this analysis.
- If RCG's development program at the nine sites that it retains changes over time to include less strata residential floorspace (and more commercial or rental space), then RCG will have provided more LEMR space than currently required by City policy.



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1.0 Introduction

1.1 Background

RCG Group has submitted a rezoning application for ten properties in Richmond's City Centre to allow the development of a mix of strata residential, market rental, low end of market rental (LEMR), subsidized housing, and senior's housing. If approved, RCG intends to develop the properties on a phased basis over the long term. The first phase would include all of the proposed market rental, LEMR and subsidized units (on Site 3).



Exhibit 1: Location of Subject Properties

Each of the properties is currently designated in Richmond's City Centre Area Plan (CCAP) for high density development to a maximum density of 2.0 FAR. To achieve the full 2.0 FAR, City policy currently requires 5% of the strata residential floorspace¹ at each site to be LEMR units.

The current rezoning application would result in an overall density at the ten properties in excess of the 2.0 FAR designation (the application is about 3.0 FAR). If additional density beyond 2.0 FAR is approved, this will increase the value of the applicant's properties.

For rezonings that are not contemplated in the CCAP, it is the City's practice to negotiate a portion of the increased land value created by the rezoning as an amenity contribution. However, Richmond does not have

¹ The City recently increased the required share of LEMR floorspace increased from 5% to 10%. However, because the RCG application was submitted in 2016, our understanding is that the City and RCG have agreed that it is subject to the 5% requirement.





a written policy that identifies the approach to a negotiated amenity contribution or the share of the increase in value that should be allocated toward an amenity contribution.

The City of Richmond and RCG have been in discussions about the scale of the voluntary contribution that is appropriate for the proposed rezoning given the additional property value that could be created. These discussions have been ongoing for several months. RCG has proposed a specific amenity and public benefits package, but the City and RCG have not agreed on whether it is reasonable in financial terms.

Therefore, as input to this process, RCG Group commissioned Coriolis Consulting Corp. to estimate the potential increase in property value associated with the proposed rezoning, compare this with the value of the public benefits package being proposed by RCG, and comment on whether the proposed contribution is reasonable. Our understanding is that the City and RCG Group will use the findings as input to the negotiations about the appropriate public benefits package.

This report provides a summary of our evaluation.

1.2 Professional Disclaimer

This document may contain estimates and forecasts of future growth and urban development prospects, estimates of the financial performance of possible future urban development projects, opinions regarding the likelihood of approval of development projects, and recommendations regarding development strategy or municipal policy. All such estimates, forecasts, opinions, and recommendations are based in part on forecasts and assumptions regarding population change, economic growth, policy, market conditions, development costs and other variables. The assumptions, estimates, forecasts, opinions, and recommendations are based on interpreting past trends, gauging current conditions, and making judgments about the future. As with all judgments concerning future trends and events, however, there is uncertainty and risk that conditions change or unanticipated circumstances occur such that actual events turn out differently than as anticipated in this document, which is intended to be used as a reasonable indicator of potential outcomes rather than as a precise prediction of future events.

Nothing contained in this report, express or implied, shall confer rights or remedies upon, or create any contractual relationship with, or cause of action in favor of, any third party relying upon this document.

In no event shall Coriolis Consulting Corp. be liable to RCG Group, IBI Group, or any third party for any indirect, incidental, special, or consequential damages whatsoever, including lost revenues or profits.



2.0 Rezoning Proposal

The rezoning proposal covers ten properties in the Lansdowne Village area of Richmond's City Centre. If approved, the application would allow a mix of strata residential, market rental, LEMR, subsidized housing, and senior's housing at the ten sites. The total proposed floorspace is about 1.85 million square feet, which is equivalent to about 3.0 FAR across all ten properties, although the proposed density varies by property.

The applicant proposes to transfer ownership of one of the sites (Site 3) to the City of Richmond (at no cost to the City) and contribute to the cost of creating a 156,994 square foot affordable housing building at the site that would include a combination of subsidized housing, LEMR and market rental units. In total, this building would include 210 units. RCG proposes to construct the affordable housing building and turn the building over to a non-profit operator (S.U.C.C.E.S.S.) for 60 years at a nominal rent of \$1.00 per year. At completion of construction, the ownership of the site would be transferred to the City of Richmond at no cost to the City. RCG would be responsible for all costs associated with creating the new affordable housing project. Upon completion a mortgage would be obtained by the non-profit operator, the proceeds of which would be paid to RCG to purchase the building. RCG would be responsible for the additional costs not covered by the mortgage.

The remaining nine sites would be retained by the applicant for development of about 1.7 million square feet of floorspace. For these nine properties being retained by RCG, Exhibit 2 shows the amount of floorspace (by type) that is proposed, the amount that would be permitted under the existing CCAP designation (2.0 FAR), and the incremental additional floorspace (by type) that would be permitted if the rezoning application is approved.

		Existing Achievable Under	
	Proposed Rezoning	CCAP 2.0 FAR	Incremental Change
Strata Residential	1,559,074	1,078,731	480,343
Commercial	0	0	0
Low End of Market Rental (LEMR)	0	56,775	-56,775
Seniors' Rental	120,082	0	120,082
Community Amenity Space	10,032	0	10,032
Total – Nine Retained Sites	1,689,188	1,135,506	553,682

Exhibit 2: Incremental Floorspace by Type on Nine Sites Retained by RCG

As shown in the exhibit, the proposed rezoning would allow development of an additional 553,682 square feet of floorspace at the nine sites that RCG proposes to retain², including:

- An increase of 480,343 square feet of strata residential space.
- An increase of 120,082 square feet of seniors' rental residential space.
- An increase of 10,032 square feet of space of community amenity space. This space would be constructed by RCG and made available to non-profit users at a nominal rent.



² The tenth site (Site 3) would accommodate the planned affordable housing project. After construction of the affordable housing project, ownership of the site would be transferred to the City at no cost to the City.

 A reduction of 56,775 square feet of required LEMR space on the nine sites (this LEMR space would all be constructed by RCG on Site 3).

Site 3 is proposed to include 156,994 square feet of subsidized, LEMR and market rental floorspace. Of this, 61,482 square feet is LEMR space that would have been required under City policy at 2.0 FAR (56,775 square feet that would have been required at the nine sites being retained by RCG and 4,707 sf that would have been required at Site 3). The remainder is additional subsidized, affordable or market rental housing.



3.0 Approach to Analysis

RCG is proposing to construct affordable housing at Site 3, turn the building over to S.U.C.C.E.S.S. and transfer ownership of the lot to the City at no cost to the City. In return, RCG is proposing an increase in the amount of strata and seniors' housing on the other nine sites and a reduction in the amount of LEMR space required at the other nine sites. Therefore, our approach to this evaluation is to estimate the additional land value that would be created by the increased permitted floorspace at the nine sites being retained by RCG (including the impact of the reduction in LEMR space at the nine sites being retained) and compare this to the cost of creating the affordable housing at Site 3 plus the cost of other contributions proposed by RCG.

To complete this evaluation:

- We estimated the additional land value created by the incremental proposed strata and seniors' rental floorspace on the nine sites to be retained by RCG, less costs associated with obtaining approval for this incremental floorspace.
- 2. We estimated the land value benefit to RCG due to the reduction in LEMR floorspace at the nine sites being retained by RCG.
- 3. We estimated the cost of the amenities and public benefits proposed to be provided by RCG. This includes:
 - The estimated land value of Site 3. This needs to be included in the cost of the public benefits package because our estimates of the increased floorspace (and increased land value) in step 1 do not account for the strata floorspace currently permitted at Site 3 that will not be built. If the strata floorspace currently permitted at Site 3 was deducted from our estimate in step 1, the estimated increased land value associated with the proposed rezoning would be significantly lower (but the land value for Site 3 would be excluded from the public benefits package so the public benefits value would also be lower)³.
 - The costs to RCG associated with creating the affordable housing at Site 3.
 - The cost of any other contributions proposed by RCG as part of the rezoning.
- 4. We compared the increased land value associated with the incremental strata and seniors' and the reduced LEMR on the nine sites being retained by RCG with the overall cost of the public benefits proposed by RCG.





³ An alternate approach to this evaluation would be to estimate the additional land value created by the incremental proposed strata and seniors' rental floorspace at all ten sites (including Site 3) and compare this to the net cost of the public benefits package. This would result in a lower estimate of the increased land value, but also a lower cost to RCG for the proposed public benefits package because the public benefits package cost would exclude the land value associated with Site 3. In this alternate approach, the existing Site 3 development rights would reduce the overall incremental proposed strata floorspace, so the land value for Site 3 would be accounted for by the lower increase in land value associated with the proposed incremental floorspace. This approach would result in the same estimate of the net contribution (increased land value less estimated contributions) by RCG.

4.0 Estimated Increase in Value Due to Rezoning

The first step in our evaluation is to estimate the incremental land value created by the additional proposed floorspace beyond the 2.0 FAR permitted under the CCAP, taking into account the amount of increased floorspace and the type of increased floorspace. This estimate only includes the additional space at the nine properties being retained by RCG as Site 3 will not create any value for RCG. Therefore, we estimated the market land value of the proposed incremental:

- 480,343 square feet of strata residential floorspace.
- 120,082 square feet of senior's rental floorspace.

We also estimated the benefit to RCG from the 56,775 square foot reduction in the LEMR floorspace on the nine properties being retained by RCG. The value of the completed LEMR units is lower than the cost to create these units. Therefore, the requirement to include LEMR space has a negative impact on development site value. In other words, the 5% LEMR requirement at 2.0 FAR (the CCAP designation) reduces the value of these nine RCG properties so allocating this required LEMR space to Site 3 is a benefit to the nine properties being retained by RCG. There are different methods to account for this benefit to RCG. Our evaluation treats it as an increase in land value to RCG. An alternative approach would be to deduct this value from the estimated cost of the amenity package. However, each approach produces the same net increase in land value to RCG.

As part of this step, we excluded the incremental 10,032 square feet of community amenity space. This space will not generate revenue to RCG (it will be rented at a nominal rate to non-profit users), so it does not create land value for RCG. We treat this space a part of the amenity package being proposed by RCG (outlined in Section 5.0).

4.1 Key Assumptions

4.1.1 Site 3

The ownership of Site 3 is assumed to be transferred to the City of Richmond at no cost to the City, so there is no benefit to RCG from any incremental floorspace approved for Site 3. The estimated increase in value associated with the rezoning proposal only applies to the nine sites being retained by RCG.

4.1.2 Incremental Floorspace

The incremental permitted floorspace (beyond the 2.0 FAR permitted under the current designation) on the nine sites to be retained by RCG is assumed to match the figures outlined in Section 2.0.

4.1.3 Development Timing

Development of the 1.7 million square feet of floorspace at the nine properties being retained by RCG will likely span a decade or more. However, our estimate of the increased land value due to the proposed rezoning does not include holding costs that could be incurred by RCG and potential future changes in market



values, construction costs, government levies or property taxes that will occur over the time period that RCG develops the sites.

These items are excluded because RCG could elect to sell the rezoned properties to other parties for market value in the short term. However, if RCG retains the properties and develops the sites over time, our evaluation may overstate the value of the incremental development rights if there are significant holding costs or if land values decrease over time.

4.1.4 Strata Residential Land Value and Impact of LEMR Floorspace

Based on discussions with RCG, the City of Richmond and RCG have already agreed that the value of additional market strata development rights is about \$135 per square foot buildable.

We researched development site values in the City Centre and completed a land residual analysis (based on Q1 2018 strata unit prices and construction costs in Richmond) to determine the market value for residential development sites in the City Centre.

Our research indicates that the \$135 per square foot buildable estimate being used by the City and RCG is reflective of current land value in the City Centre. However, for our evaluation, we needed to divide this figure into two components:

- The land value associated with the strata residential component of a project.
- The reduction in land value due to the requirement to include 5% LEMR floorspace in new strata projects in the City Centre.

We have attached three land residual proformas (based on our estimates of Q1 2018 market values and construction costs) in Section 7.0 that illustrate the land value supported by:

- A hypothetical apartment project in the City Centre that is 95% strata residential and 5% LEMR. This shows a supportable land value of about \$130 to \$140 per square foot buildable. This is almost identical to the \$135 per square foot figure agreed between the City and RCG.
- The 5% of floorspace at the hypothetical project required to be LEMR units. This shows that each square foot of LEMR space reduces supportable land value by about \$200 per square foot.
- The strata residential component of the hypothetical project. This shows that that strata residential portion supports a land value of about \$150 per square foot buildable.

Based on our market research and analysis, our evaluation assumes that:

- Additional strata development rights increase land value by about \$150 per square foot buildable.
- LEMR units reduce supportable land value by about \$200 per square foot of LEMR floorspace (gross floorspace). The LEMR space reduces market land values because the cost of creating the LEMR space exceeds the value of the space upon completion. Therefore, a reduction in LEMR floorspace increases land value by about \$200 per square foot buildable.
- A combination of 95% strata and 5% LEMR supports a land value of about \$135 per square foot buildable (as already agreed between the City RCG).



4.1.5 Senior's Rental Land Value

Our understanding is that the City of Richmond and RCG have agreed that the value of additional seniors' rental housing development rights is about \$60 per square foot buildable. We are not aware of any recent sales of development sites in Richmond that provide an indication of the market land value for seniors' housing. However, based on analysis we have completed for senior's housing projects in Metro Vancouver, senior's rental housing supports a significantly lower land value than strata residential development. Therefore, we think that the \$60 per square foot buildable estimate is a reasonable figure to use for this evaluation⁴.

4.1.6 Costs Associated with Rezoning Approval

There will be a variety of costs associated with rezoning the property, including:

- 1. Costs associated with design, planning, management and rezoning approvals.
- 2. Costs to realign Minoru Boulevard at Alderbridge. This is estimated by RCG at \$1.6 million.
- 3. Costs to reconstruct existing services that run under Sites and 1 and 2. This is estimated by RCG at \$2.5 million.
- 4. Costs to create a portion of the Lansdowne Greenway park.
- 5. Costs to acquire an existing lane from the City of Richmond that is adjacent Sites 3, 4, 5 and 6. According to RCG, the lane acquisition cost is estimated at \$3,365,550 (\$135 per square foot buildable at 3.0 FAR).

Our understanding is that all (or most) of the costs associate with items 1, 2, 3, and 4 would likely be incurred if the site was rezoned under the existing CCAP designation, so these costs are not associated with the incremental floorspace being proposed beyond 2.0 FAR and do not need to be included in our evaluation.

However, our understanding is that the lane acquisition (item 5) would not be required if the property was redeveloped under the existing CCAP designation. In addition, the lane acquisition creates the opportunity for a portion of the incremental floorspace that is the focus of the estimated increase in land value. Therefore, the lane acquisition is an incremental cost associated with obtaining the increased floorspace beyond 2.0 FAR.

The estimated lane acquisition cost of \$3,365,550 cost is attributable to the proposed incremental floorspace, so we deduct this cost from our overall estimate of increased land value.

⁴ As a comparison, our research and analysis indicate that market rental apartment development in the City Centre supports a land value of about \$50 per square foot buildable, which is similar to this senior's housing land value estimate.



4.2 Overall Estimated Increase in Land Value Before Amenity Contribution

Exhibit 3 summarizes our estimate of the overall increase in land value for the nine properties that will be retained by RCG due to the proposed rezoning plus the benefit of the reduced LEMR space at these nine properties. As shown in the exhibit, the total benefit to RCG is estimated at about \$87.2 million.

	Incremental Change	Estimated Land Value PSFB	Total Additional Land Value for RCG
Strata Residential	480,343	\$150	+\$72,051,450
Seniors' Rental	120,082	\$60	+\$7,204,920
Reduced LEMR at Nine Sites	-56,775	-\$200	+\$11,355,000
Subtotal	543,650	n/a	=\$90,611,370
Less Lane Acquisition	n/a	n/a	-\$3,365,550
Total Increase in Land Value	n/a	n/a	=\$87,245,820

Exhibit 3: Estimated Increase in Value to RCG



5.0 Estimated Value of Proposed Public Benefits Package

This section summarizes the overall estimate of the value of the public benefits package being offered by RCG. Items that we have included in the estimate of the overall amenity contribution include:

- 1. The cost of creating the affordable housing project on Site 3.
- 2. The cost of the community amenity space RCG plans to build at Site 4.

5.1 Affordable Housing at Site 3

5.1.1 Land Value

RCG is proposing to transfer the ownership of Site 3 to the City (at no cost to the City) and construct affordable housing at the site. There are two different scenarios that could be considered to establish the land value for Site 3:

- A lower land value scenario that is based on the site's land value under the current CCAP designation of 2.0 FAR. Under this scenario, we estimate the land value at about \$13.5 million (49,998 square foot existing site x 2.0 FAR x \$135 per square foot buildable). This is the site's current value to RCG prior to rezoning.
- A higher land value scenario based on the cost that the City or a non-profit developer would incur to purchase a site zoned for a 156,994 square foot residential project (the proposed size of the affordable housing project at Site 3). In this scenario, the land value for Site 3 would be about \$21.2 million (156,994 buildable square feet x \$135 per square foot buildable). This is the cost that the City or a non-profit would incur to purchase a suitable residential site.

Therefore, the value of Site 3 is in the range of \$13.5 million to \$21.2 million.

5.1.2 Equity Contribution

RCG proposes to fund the full cost of creating the 156,994 square foot project at Site 3. Based on information provided by RCG and Ventana Construction, the estimated all-in cost of the project is \$72.7 million⁵.

Upon completion of the project, S.U.C.C.E.S.S will obtain the maximum mortgage that is supportable from the net operating income generated by the rental units at the site and use the proceeds to purchase the building from RCG.

⁵ The estimated all-in cost for the project from Ventana Construction and RCG Group as of early 2018 is \$65.9 million. Ventana recommended including an inflation allowance between 2018 and the projected project start in 2020. We included a construction inflation allowance of 5% per year to 2020, bringing the total anticipated cost to \$72.7 million. Given the current level of construction cost inflation in the Metro Vancouver market, it is possible that the inflation allowance that we included is conservative (low)



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Based on the projected rents for the project, the net operating income will likely support a mortgage of about \$32.3 million⁶. This is about \$40.4 million less than the estimated construction costs. Therefore, RCG anticipates that it will need to inject about \$40.4 million of equity to create the project.

The amount of equity required is sensitive to the cost of constructing the project and to the interest rate on the mortgage upon project completion.

There is currently upward pressure on borrowing rates. Therefore, it is possible that RCG may need to inject additional equity beyond the \$40.4 million estimate. For example, if interest rates are 0.5 percentage points higher than assumed, the required equity would increase to \$42.3 million. Therefore, our analysis assumes that the required equity is in the range of \$40.4 to \$42.3 million.

5.1.3 Total Affordable Housing Contribution

The overall value of the proposed affordable housing contribution is about \$53.9 million to \$63.5 million depending on the land value allocated to Site 3, total construction costs, and the terms of the mortgage that is obtainable upon completion of the building (in about 2022), as shown in Exhibit 4.

	Lower Value Scenario	Higher Value Scenario
Site 3 Land Value	\$13.5	\$21.2
Equity Contribution Toward Construction	\$40.4	\$42.3
Total	\$53.9	\$63.5

Exhibit 4: Estimated Value of Proposed Affordable Housing Contribution at Site 3

5.2 Amenity Space

As part of the rezoning, RCG proposed to construct 10,032 square feet of community amenity space at Site 4 and make this space available to non-profit users at a nominal cost. Our understanding is that this space would be made available for rent or lease at a rate that covers operating costs but does not help RCG recover the cost of creating the space. Therefore, the overall cost to RCG for this amenity is the estimated construction cost⁷.

The estimated all-in cost of creating this space is \$500 per square foot (not including any land cost) so the cost of this amenity space is estimated at about \$5.0 million (10,032 square feet x \$500 per square foot).

⁷ If the rent is set at a rate that is higher than the costs associated with operating the space, then there would be net income generated by the space that could off-set part of the construction costs. If this is the case, the net cost to RCG would be lower than assumed.



⁶ Based on a 35-year amortization period, 5.0% interest rate and 1.1 Debt Coverage Ratio.

5.3 Total Public Benefits

The overall estimated value of the proposed public benefits package is about \$58.9 million to \$68.5 million depending on the land value allocated to Site 3, total construction costs for the affordable housing, and the terms of the mortgage that is obtainable upon completion of the building, as shown in Exhibit 5.

Exhibit 5: Estimated Value of Proposed Public Benefits Package

	Lower Value Scenario	Higher Value Scenario
Site 3 Land Value	\$13.5	\$21.2
Equity Contribution Toward Construction	\$40.4	\$42.3
Community Amenity Space	\$5.0	\$5.0
Total	\$58.9	\$68.5



6.0 Conclusions

The estimated overall increase in land value for the nine properties that will be retained by RCG due to the proposed rezoning plus the benefit of the reduced LEMR space at these nine properties is about \$87.2 million.

The overall estimated value of the proposed public benefits package is about \$58.9 million to \$68.5 million depending on the land value allocated to Site 3, the total affordable housing construction costs, and the terms of the mortgage that is obtainable upon completion of the affordable housing project. Therefore, the proposed contribution is equal to between 68% and 79% of the estimated increase in land value due to the rezoning as shown in Exhibit 6.

Exhibit 6: Comparison of Increase in Land Value with Proposed Public Benefits Value

Estimated Increase in Land Value due to Rezoning (before amenity contribution)	\$87.2 million
Total Value of Affordable Housing and Amenity Contribution	\$58.9 to \$68.5 million
Share of Increased Value Allocated to Public Benefits	68% to 79%

The City of Richmond rarely negotiates the value of amenity contributions as it relies on specific formulaic contributions from rezonings involving increased density, so the City has no written policy or practice about the share of increased value that should be considered for a negotiated amenity contribution. Therefore, RCG asked us to comment on whether the share of increased value being proposed by RCG for the overall amenity contribution is reasonable. We considered the following:

- Although Richmond does not have a written policy, Richmond staff indicate that the City has aimed for a high share of increased value in the few instances that amenity contributions have been negotiated.
- Other Metro Vancouver municipalities also aim for a high share of any increased land value to be allocated toward amenity contributions. The approaches used by each municipality vary, but municipalities that negotiate the value of contributions at rezoning (such as Vancouver, Burnaby, Coquitlam, District of North Vancouver, District of West Vancouver) seek between about 50% and 75% of increased land value created by increased residential density.

It is notable that municipalities typically seek significantly less than 100% of the increased value from a rezoning. Otherwise, there would be no financial reason for an applicant to proceed with rezoning. Applicants would be better off buying another property for full market value given the time, costs and risks associated with rezoning.

The RCG proposal allocates about 68% to 79% of the estimated increase in land value to the public benefits package. This brackets the upper limit typically targeted by other major Metro Vancouver municipalities that negotiate the value of amenity contributions from residential rezonings (75%), so we think that the value of the public benefits package proposed by RCG is reasonable.



It is worth noting that the proposed public benefits package provides some benefits to the City and allocates risks to RCG that are not captured by our financial evaluation and should be taken into account by the City as part of the determination of an appropriate overall amenity contribution. Each suggests a lower amenity contribution could be considered:

- 1. RCG proposes to take on all of the risk associated with creating the affordable housing on Site 3, so the actual total cost to RCG may be higher than currently estimated as the total cost will be impacted by changes in construction costs and borrowing costs over the next two to three years. There is currently upward pressure on construction costs and borrowing rates. Therefore, it is possible that RCG may need to inject additional equity beyond the \$40.4 to \$42.3 million estimate. Relatively small changes in construction and borrowing costs could materially increase the overall cost of the public benefits package to RCG.
- 2. RCG proposes to provide all of the affordable housing upfront (rather than phasing it over time) which is a benefit to the community.
- 3. Building the affordable housing upfront creates the risk to RCG that recovery of the affordable housing costs from development of the nine retained sites will be delayed if the nine sites are not redeveloped in the short term.
- 4. If land values decline over the next decade or so, the benefit to RCG of the additional development rights could be less than estimated in this analysis.
- If RCG's development program at the nine sites that it retains changes over time to include less strata residential floorspace (and more commercial or rental space), then RCG will have provided more LEMR space than currently required by City policy.



7.0 Attachments

The following attachments include three land residual proformas (based on our estimates of Q1 2018 values and construction costs) that illustrate the land value supported by:

- 1. A hypothetical apartment project in the City Centre that is 95% strata residential and 5% LEMR. This shows a supportable land value of about \$130 to \$140 per square foot buildable.
- 2. The 5% of floorspace at the project required to be LEMR units. This shows that each square foot of LEMR space reduces supportable land value by about \$200 per square foot.
- 3. The strata residential component of the project. This shows that that strata residential portion supports a land value of about \$150 per square foot buildable.



Attachment 1 - 3.0 FAR with 5% LEMR and 95% Strata

Assumptions Major Assumptions (shading indicates figures that are inputs; unshaded cells are formulas)

Revenue and Value		· · · · · · · · · · · · · · · · · · ·	
Average Sales Price Per Sq. Ft.	\$9.60	per sq.ft. of net saleable residential space	5 1
	,	por sque of her saleable restaution opaces	
Site and Building Size			3
Site Size	1.00	acres or	43,560 sq. ft.
	218	frontage feet x	200 feet depth
Base Density		FAR	
Affordable Housing Bonus Density	0.85	FAR (with separate 0.15 FAR as LEM Rental - 5% o	f entire building)
EMR	0.15	FAR	
Total Assumed Density	3,00	FAR	ŧ
Gross Residential Floorspace	130,680	sa.ft.	
Assumed Affordable Rental Floorspace	6.534	sq.ft. or	5.0% of total residential space
Gross Strata Residential Floorspace	124,146		
Vet Saleable Strata Residential Floorspace	104,283		· · · · · · · · · · · · · · · · · · ·
Average Gross Unit Size	1,035		
Average Net Unit Size		sq.ft	84% of gross area
Number of Units		units or	120 units per acre
Required Parking Stalls (Includes 0.2 per unit of guest parking)		per unit	izo dillo poi dello
Residential Stalls		stalls	<u></u>
		stalls	····· ··· ··· ··· ······
Commercial/Amenity Stalls	-	stalls	
lotal Stalls	144	Stalis	
Construction Costs	1		
Allowance for Demolition of Existing Buildings	\$435,600		
Site Servicing	\$132,805	or about	\$2,000 per lineal metre of frontage
Nater, Storm, Sanitary Connections	\$50,000	per site	
Piling, Preload or Site Preparation Allowance		per square foot of site area on	100% coverage
Hard Construction Costs			
Strata Residential Floorspace	\$280.00	per gross sq.ft.	4
Cost Per Parking Stall		per parking stall (above grade parking structure)	
Overall Costs Per Square Foot (excl LEMR)		per gross sq.ft. assuming parking structure	
andscaping		per sq.ft, of site area on	50,0% of site (not covered by building
Soft Costs, Professional Fees		of hard costs, servicing, landscaping	co.ora of and (not covered by building
Development Management		of hard costs, servicing, landscaping	on roft costs
Contingency on Hard and Soft Costs		of hard and soft costs	
Aetro Vancouver DCC Charge		per unit	
			÷4
Metro Vancouver Commercial DCC		per sq.ft	
School Site Acquisition Charge (High Density: 82+ units per acre)		per unit	for \$22,201 por pupress unit
Aunicipal DCCs - residential		per sq.ft. of gross strata residential building area	or \$23,391 per average unit
Aunicipal DCCs - commercial		per sq.ft. of commercial area	\$2.5 year construction period
nterim Financing on Construction Costs		on 50% of hard and soft costs, assuming	"∠o] year construction period
Share of Construction Costs Financed	75%		
inancing Fees		of construction loan	4
inancing on Land		on land costs during approvals and construction	· · · · · · · · · · · · · · · · · · ·
Share of Land Financed	75%		
Other Costs and Allowances			
Sales Costs and Commissions	3.0%	of gross residential revenue	
Residential Marketing		of gross residential revenue	1
Developer's Profit		of gross revenue, or	15.0% of total costs
Residential Property Taxes		of assessed value	
Assumed Current Assessment (Year 1 of analysis)	\$13,068,000		······································



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Attachment 1 cor	ntinued – 3.0 FAR with	5% LEMR and 95% Strata
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Analysis		
Revenue		
Gross Strata Apartment Sales Revenue	\$98,025,682	
Capitalized Value of LEMR Space (see separate sheet)	\$1,481,454	
Less Marketing and Commissions	\$2,940,770	
Net Sales Revenue	\$96,566,365	
Construction Costs		
Allowance for Demolition of Existing Buildings	\$435,600	
Site Servicing	\$132,805	
Piling, Preload or Site Preparation Allowance	\$871,200	
Water, Storm, Sanitary Connections	\$50,000	
Hard Construction Costs	\$40,520,880	
Landscaping	\$435,600	
Soft Costs, Professional Fees	\$3,702,536	
Development Management	\$1,845,945	
Contingency on Hard and Soft Costs	\$2,399,728	
Residential Marketing	\$2,940,770	
Metro Vancouver DCC Charge residential	\$80,760	
School Site Acquisition Charge	\$55,560	
Municipal DCCs residential	\$2,806,941	
Less Residential Property Tax	\$280,100	
Interim Financing	\$2,651,176	
Financing Fees/Costs	\$666,108	
Total Construction Costs	\$59,875,710	
LEMR Costs (see separate sheet)	\$2,865,001	
Developer's Profit	\$12,975,730	
· · · · · · · · · · · · · · · · · · ·		
Residual to Land and Land Carry	\$20,849,924	· · · · · · · · · · · · · · · · · · ·
	\$2,111,055	
	\$210,812	
Less Property Purchase Tax	\$989,943	
Residual Land Value Strata Component	\$17,538,114	
Total Residual Land Value	\$17,538,114	
Residual Value per Square Foot Buildable	\$134	



				_		
Assumptions				antide bandwide		
Site and Building Size					l	
Site Size	43,560	sa ft	inter	frontage feet x	(Rojó).	
A CONTRACTOR AND A CONT		FAR	72 Inci	ITOILlage Teel A	282.67	
Assumed LEMR Density		The lines and a second se				
Total Gross LEMR Housing Floorspace		sq.ft.			5	
Vet Residential Floorspace		sq.ft. rentable	84%	of gross area	J	
Average Net Unit Size		sq.ft.				
Number of Units		units				
Number of Parking Stalls (Includes 0.2 of guest parking)	1.2	per multifamily uni	10		t	
Construction Costs			10	In total		
Demolition Costs***	\$0					under Vander
					Para da se da se	
Site Servicing ***		assuming			per lineal metre	of frontage
Dn-Site Landscaping ***		per sq.ft. of site are			of site	1010.
Piling, Preload, Site Preparation ***		per square foot of s			coverage	
Building Construction Costs - Residential		per square foot (ac	counts for sm	aller unit sizes	and less expens	ive finishings)
Parking Construction Costs		per stall				
otal Hard Construction Costs	\$321	per gross sq.ft. ass	uming parking	structure		
Soft Costs/Professional Fees	9%	of hard costs, lands	caping and s	ervicing	1	
Development Management	4%	of hard costs, lands	caping, soft o	osts, servicing	demoliton	
Contingency on Costs		on hard costs, lands				anagement
Netro Vancouver DCC Charge		per apartment unit				•
Aunicipal DCCs		per sq.ft. of building	area		3	
SSAC		per unit				
nterim Financing on construction costs		on 50% of construc	tion costs for	2.5	vears	
Share of Construction Costs Financed	75.0%			2.0	years	
Share of Land Value Financed	50.0%					
Financing fees	1,50%					
	1,50%					
Other Creation Costs and Allowances						
Rezoning	\$0	1 1				
nitial Costs to Rent Units		per unit	······			
ees, legal and survey for rental portion		assuming mixed use	building requ	uiring volumetri	c subdivision	
Assessed Value Year 1		assumed land value		aning volument	C SUDUIVISION	
Faxes during Year 1	\$0 \$0					
	+-	and the transmission of the transmission of the second sec				
Assessed Value Year 2		(roughly 50% of co	npieted value			_
Property Tax Rate	0,3008%					
Faxes during Year 2	\$2,228		- 7.7			
Developer's Profit Margin Allowance		of costs or		of value		
Commission on Sale Upon Completion	0%	of value (retained by	/ developer)			
Operating Revenue, Cost and Value Assumptions						
Market Rental Rates						
· · · · · · · · · · · · · · · · · · ·	64 404	nor unliner must	_	84.00	nor on 6	anth
Residential Units (average) *		per unit per month o		\$1.66	per sq.ft. per m	onth
Laundry Revenue		per unit per month (m-suite)			
Parking Revenue		per stall per month				
Residential Vacancy Allowance	2.0%			Second an operation of the	- 200 - 200 -	
Property Tax Allowance		-	1			
Residential Assessment (upon completion of new building)		(see capitalized valu	e below)			
Residential Tax Rate	0.38820%		i			
Residential Property Taxes	\$5,823	or	\$715	per unit per ye	ar	
Residential Operating Costs - excluding taxes	\$4,000	per unit per year or		28.0%	of effective gros	ss revenue
vet GST (assuming self supply)		of capitalized value	of rental units	(assumes part	ial rebate)	

Attachment 2 - LEMR Portion of Overall Project



Attachment 2 continued	- LEMR P	Portion of (Overall Project

Analysis	:		
	······································		
Net Operating Income and Value			
Revenues		1	
Apartment Gross Potential Rent	\$109,543		
Parking Revenue	\$9,000		
Total Gross Potential Revenue	\$118,543		
Apartment Vacancy	\$2,371		
Effective Gross Apartment Revenue	\$116,172		
Residential Property Taxes	\$5,823		
Residential Operating Expenses	\$32,573		
Net Operating Income	\$77,776	24	
Capitalization Rate on Rental Apartment Space **	5.25%		
Capitalized Value of Rental Space	\$1,481,454		1
	.,		
Total Capitalized Value of Rental Units	\$1,481,454		
Less Sales Commissions	\$0		
Net Value	\$1,481,454		•
	· · · · · · · · · · · · · · · · · · ·		
Construction Costs			······································
Rezoning	\$0		
Fees, legal and survey for rental portion	\$0		
Demolition Costs***	\$0		
Site Servicing ***	\$0		
Piling, preloading, site prep	\$0		
On-Site Landscaping ***	\$0	444 480 444	
Hard Construction Costs	\$2,098,840		
Soft Costs/Professional Fees	\$188,896		
Development Management	\$91,509		
Contingency	\$118,962	1	n ar Nakala
nitial Lease Up Costs	\$4,072	;	
Metro Vancouver DCC Charge	\$5,480		
Municipal DCCs	\$147,734		
The state of the s	a construction of a second in the second		-
SSAC	\$3,770		
Property Taxes during approvals and construction	\$2,228		i i
nterim Financing	\$124,757	47478P	10010 apress
Financing fees	\$31,345		t
Net GST (assuming builder holds units)	\$47,407	1	
Total Costs	\$2,865,001	·	1
Total Construction Costs per sq.ft.	\$438.48		
Developer's Profit Margin Allowance	\$193,182] ,
Posidual to Land Land Carry Tayon	\$1 576 709	THE AN TEACH MARK	
Residual to Land, Land Carry, Taxes	-\$1,576,728		
ess interim financing on land value	-\$112,342 -\$10,983		
ess financing fee on land		100 - 170 - 1464-1700	
ess property purchase tax	-\$154,670 -\$1,298,733		
			1
Residual Value per sq.ft. buildable	-\$199	-	-
Notes	·····		
rents based on permitted LEMR rental rates and unit size	es.		
* cap rate is higher than market rental cap rate to accour		C INC	



Attachment 3 - Strata Apartment Portion of Overall Project

Assumptions

Major Assumptions (shading indicates figures that are inputs; unsha	ded cells are form	nulas)	แล้งสู้จะสระสมสาร และ
Revenue and Value		· · · · · · · · · · · · · · · · · · ·	
Average Sales Price Per Sq. Ft.	\$940	per sq.ft. of net saleable residential space	Art with the second
Site and Building Size			
Sile Size	1.00	acres or	43,560 sq. ft.
		frontage feet x	feet depth
Base Density		FAR	
Affordable Housing Bonus Density		FAR (with separate 0.15 FAR as LEM Rental - 5%)	of entire building)
Total Assumed Density		FAR	
Total Floorspace	124,146		
Assumed Affordable Rental Floorspace		sq.ft_or	0.0% of total residential space
Gross Strata Residential Floorspace	124,146		0,070 01 102110310011001 30200
Net Strata Residential Floorspace	104,283		
Average Gross Unit Size	1,035		
Average Net Unit Size		sq.ft	84% of gross area
Number of Units		units or	120 units per acre
Required Parking Stalls (Includes 0.2 per unit of guest parking)		per unit	
Residential Stalls		stalls	
Commercial/Amenity Stalls		stalls	
Total Stalls		stalls	
		Sidiis	
Construction Costs		ant	Million And Antonio
Allowance for Demolition of Existing Buildings	\$435,600		
On-Site Servicing	\$132,805	or about	\$2,000 per lineal metre of frontage
Water, Storm, Sanitary Connections	\$50,000	per site	
Pilling, Preload or Site Preparation Aliowance	\$20	per square foot of site area on	itelastic coverage
Hard Construction Costs			
Strata Residential Floorspace	\$280	per gross sq.ft.	
Cost Per Parking Stall		per parking stell (above grade parking structure)	
Overall Costs Per Square Foot		per gross so ft. assuming parking structure	
Landscaping		per sq.ft. of site area on	50.0% of site (not covered by building
Soft Costs, Professional Fees		of hard costs, servicing, landscaping	
Development Management		of hard costs, servicing, landscaping, piling, demol	ition, soft costs
Contingency on Hard and Soft Costs		of hard and soft costs	
Metro Vancouver DCC Charge	\$673.00	per unit	von anamar -
Metro Vancouver Commercial DCC		per sq.ft.	
School Site Acquisition Charge (High Density: 82+ units per acre)		per unit	
Municipal DCCs - residential			or \$23,391 per average unit
Municipal DCCs - commerciai		per sq.ft, of commercial area	- Por anna - Bo anna
Interim Financing on Construction Costs		on 50% of hard and soft costs, assuming	2.5 year construction period
Share of Construction Costs Financed	75%		
Financing Fees		of construction loan	
Financing on Land		on land costs during approvals and construction	
Share of Land Financed	75%		
Other Costs and Allowances			
Sales Costs and Commissions	2 00/	of gross residential revenue	·
Sales Costs and Commissions Residential Marketing			
		of gross residential revenue	45.00/ is tatal a sate
Developer's Profit		of gross revenue, or	15.0% of total costs
Residential Property Taxes		of assessed value	
Assumed Current Assessment (Year 1 of analysis)	\$13,068,000		
Assumed Assessment After 1 year of Construction (Year 2 of analysis)	\$49,012,841	(50% of completed project value)	:



CNCL - 711

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Attachment 3	(continued) -	Strata Apartment F	Portion of Overall Project
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Analysis		
Revenue		
Gross Strata Apartment Sales Revenue	\$98,025,682	
Less Marketing and Commissions	\$2,940,770	
Net Sales Revenue	\$95,084,911	
Construction Costs		
Allowance for Demolition of Existing Buildings	\$435,600	
Site Servicing (Upgrade of Adjacent Roads/Sidewalks/etc)	\$132,805	1
Piling, Preload or Site Preparation Allowance	\$871,200	
Water, Storm, Sanitary Connections	\$50,000°	
Hard Construction Costs	\$40,520,880	
Landscaping	\$435,600	
Soft Costs, Professional Fees	\$3,702,536	
Development Management	\$1,845,945	
Contingency on Hard and Soft Costs	\$2,399,728	
Residential Marketing	\$2,940,770	
Metro Vancouver DCC Charge residential	\$80,760	
Sichool Site Acquisition Charge	\$55,560	
Municipal DCCs residential	\$2,806,941	
Less Residential Property Tax	\$280,100	
Interim Financing	\$2,651,176	
Financing Fees/Costs	\$666,108	
Total Construction Costs	\$59,875,710	
Eleveloper's Profit	\$12,782,549	
Riesidual to Land and Land Carry	\$22,426,653	
Less Interim Financing on Land (approvals/presales/construction)	\$2,270,699	
Less financing fee on land	\$226,754	
Less Property Purchase Tax	\$1,060,798	
Riesidual Land Value Strata Component	\$18,868,402	
Total Residual Land Value	\$18,868,402	
Riesidual Value per sq.ft. of Site	\$433.16	
Residual Value per Square Foot Buildable	\$152	



Bylaw 9515



Richmond Zoning Bylaw 8500 Amendment Bylaw 9515 (RZ 15-705925) 11971 Dewsbury Drive

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. 001-933-914 Lot 98 Section 36 Block 5 North Range 6 West New Westminster District Plan 49529

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9515".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL

OTHER REQUIREMENTS SATISFIED

ADOPTED

 FEB 0 9 2016

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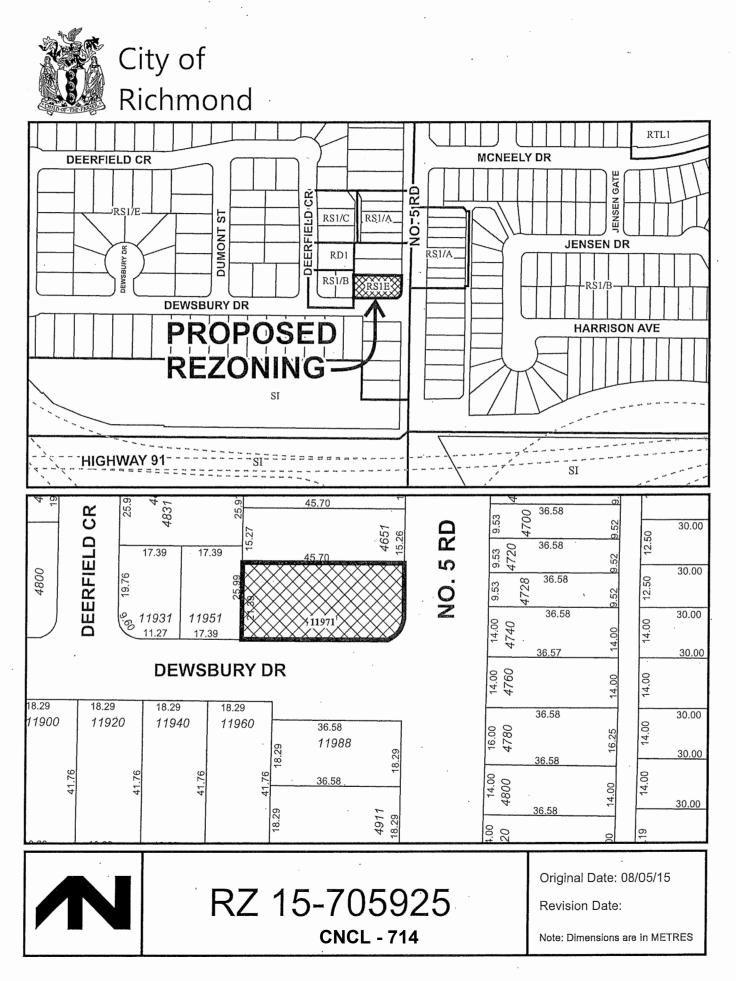


APR 0 4 2016

JUN 0 6 2018

MAYOR

CORPORATE OFFICER





UNDERPINNING WORKS AND CONSTRUCTION FENCE ENCROACHMENT BYLAW NO. 9833

WHEREAS Part 2, Division 1, Section 8 of the *Community Charter* confers upon the City authority to, by bylaw, regulate, prohibit, and impose requirements in relation to public places and buildings and other structures;

AND WHEREAS Part 7, Division 2, Section 194 of the *Community Charter* confers upon the City authority to, by bylaw, impose a fee in respect of the exercise of authority to regulate, prohibit or impose requirements;

AND WHEREAS the Council deems it desirable to regulate Underpinning Works and Construction Fences during the development and construction of buildings and structures;

NOW THEREFORE, the Council enacts as follows:

PART ONE: UNDERPINNING WORKS AND CONSTRUCTION FENCE

1.1 Underpinning Works Permit

1.1.1 No person shall excavate for, construct, use or maintain for Underpinning Works any encroachment upon, under or over City Property without first making application for and obtaining an Underpinning Works Permit and every such excavation, construction, use or maintenance shall be undertaken in all respects to the requirements and regulations of this Bylaw and the terms and conditions of the Underpinning Works Permit.

1.2 Construction Fence Permit

1.2.1 No person shall build, install or maintain a Construction Fence upon or over City Property without first making application for and obtaining a Construction Fence Permit and every such excavation, construction, use or maintenance shall be undertaken in all respects to the requirements and regulations of this Bylaw and the terms and conditions of the Construction Fence Permit.

PART TWO: UNDERPINNING WORKS PERMIT AND CONSTRUCTION FENCE PERMIT APPLICATION PROCESS

2.1 Application Requirements

- 2.1.1 Unless exempted by the General Manager, an application for a Permit must:
 - (a) be made in the form provided from time to time by the City for the purpose of excavating for, constructing, using or maintaining Underpinning Works or building, installing or maintaining a Construction Fence, as applicable;
 - (b) be made by the Owner of the Subject Property to, or by an agent of the Owner, provided that such agent has been granted written authority to act on behalf of the Owner;
 - (c) be accompanied by sufficient information, as required or determined as necessary by the General Manager, to adequately review the proposed Underpinning Works or Construction Fence;
 - (d) include the applicable fees as specified in the *Consolidated Fees Bylaw No.* 8636;
 - (e) include written confirmation from the Owner that the Owner will waive, remise, release, indemnify and save harmless the City Personnel from and against all claims, demands, losses, costs (including legal costs), damages, actions, suits, or proceedings whatsoever brought by reason of, or arising from, the issuance of a Permit by the City or the proposed Underpinning Works or Construction Fence by or on behalf of the Owner;
 - (f) if applying for an Underpinning Works Permit, include a sealed report from a Professional Engineer containing some or all of the following, as required by the General Manager;
 - (i) depth, length, number and description of Underpinning Works;
 - (ii) area of excavation face abutting City property;
 - (iii) details of which Underpinning Works will be removed, de-tensioned or fully grouted and the time by which they will be removed, detensioned or fully grouted; and
 - (iv) such other details as the general manager may require;
 - (g) if applying for an Construction Fence Permit, include a sealed report from a Professional Engineer containing some or all of the following, as required by the General Manager:

- (i) depth, length and description of the Construction Fence;
- (ii) area where the Construction Fence will be placed; and
- (iii) such other details as the general manager may require.
- 2.1.2 An application will be deemed to have been abandoned if the Applicant fails to fully and completely respond to a request by the General Manager for documentation or information under this Bylaw within 6 months of the date the request is made. Once abandoned, all application fee(s) collected will be forfeited to the City. If the Applicant wishes to proceed with an Underpinning Works or a Construction Fence after any such abandonment, the Applicant must, unless exempted in writing by the General Manager, submit a new application for a Permit and must pay an additional non-refundable application fee as specified in the *Consolidated Fees Bylaw No. 8636*. If the Security Deposit has been forfeited, a Security Deposit in accordance with section 2.2 must also be provided to the City.
- 2.1.3 If it is determined by the General Manager that any Underpinning Works has been constructed or a Construction Fence has been installed without a valid Permit, all work must cease and the appropriate Permit application must be immediately submitted with a non-refundable application fee of twice the amount as specified in the *Consolidated Fees Bylaw No. 8636*.

2.2 Security Deposit

- 2.2.1 Prior to the issuance of a Permit, every Applicant must provide a Security Deposit to the General Manager. The amount of the Security Deposit will be equal to the fee specified in the *Consolidated Fees Bylaw No. 8636*.
- 2.2.2 If applying for an Underpinning Works Permit:
 - (a) in addition to such amounts as set out in section 2.2.1, the amount of the Security Deposit will be 105% of such amount equal to the Applicant's Professional Engineer's reasonable estimate of the amount required to:
 - (i) remove all Underpinning Works within two meters, or such other depth as determined by the General Manager, of the finished grade; and
 - (ii) de-tension or fully grout all Underpinning Works below two meters, or such other depth as determined by the General manager, of the finished grade; and
 - (b) the Security Deposit will be sealed by a Professional Engineer.
- 2.2.3 If the Security Deposit is not sufficient for the City to rectify any contravention or non-compliance with the Permit, this Bylaw, or any other City bylaw relevant to

the matter that is subject to the applicable Permit, the Owner will pay any deficiency to the City within seven days of receiving a written demand for same from the City.

- 2.2.4 If a Security Deposit which takes the form of a letter of credit will expire prior to the Permittee complying with the provisions of this Bylaw, or prior to the performance of all of the terms and conditions expressed in the applicable Permit, the Permittee will deliver to the City, at least 30 days prior to its expiry, a replacement letter of credit on the same terms as the original letter of credit provided to the City, unless otherwise approved by the General Manager. If the Permittee fails to do so, the City may realize the letter of credit and hold the Security Deposit in lieu thereof.
- 2.2.5 Where the Security Deposit is drawn upon for any reason, the Permittee will, within 15 days of receipt of written notice from the City, replenish the Security Deposit to the amount required by section 2.2.1 and section 2.2.2, unless exempted in writing by the General Manager.
- 2.2.6 Subject to section 2.2.7, if the Permittee complies with the provisions of the Bylaw and performs all of the terms and conditions expressed in the applicable Permit, the City will then have up to six months, after the earlier of the expiration of the Permit and the completion and decommissioning of the Underpinning Works or removal of the Construction Fence, as applicable, to return the Security Deposit with no interest to the Permittee, or if the Permittee is no longer authorized by the Owner of the Subject Property, to the Owner of the Subject Property, upon written request by the Owner or the Owner's agent. If, after making reasonable efforts to locate the Permittee, or the Owner if the Permittee is no longer authorized by the Owner of the Subject Property, a non-refundable administrative fee of \$500 will be charged by the City and paid from the Security Deposit for each year that the City retains the Security Deposit commencing six months after the earlier of the expiration of the Permit completion and decommissioning of the Underpinning Works or removal of the Construction Fence, as applicable.
- 2.2.7 Upon expiry of a Permit (including any renewal thereof), or completion and decommissioning of the Underpinning Works or removal of the Construction Fence, as applicable, whichever occurs earlier, the Permittee, or if no longer authorized by the Owner, the Owner, will undertake any activity required by the General Manager to ensure that the provisions of this Bylaw, and the terms and conditions of the Permit, have been complied with.
- 2.2.8 The City will not be required to release any Security Deposit, or issue a new permit, or renew an existing Permit, until all requirements imposed by the General Manager pursuant to section 2.2.7 have been complied with to the satisfaction of the General Manager.

2.3 Permit Issuance

- 2.3.1 Subject to section 2.3.2, the General Manager may issue an Underpinning Works Permit or a Construction Fence Permit upon being satisfied that:
 - (a) the proposed Underpinning Works or Construction Fence, as applicable, complies with this Bylaw and all Applicable Laws;
 - (b) the Underpinning Works or Construction Fence operation, as applicable, can be carried out safely, without undue nuisance or interference to adjacent Properties or the public, or damage or injury to persons or Property;
 - (c) the Applicant has complied with the applicable requirements of section 2.1 [*Permit Application Requirements*] and section 2.2 [*Security Deposit*];
 - (d) the Applicant has paid to the City all applicable fees required under the *Consolidated Fees Bylaw No. 8636*; and
 - (e) the Applicant has provided proof of general liability insurance coverage in an amount and on terms satisfactory to the General Manager.
- 2.3.2 The General Manager may refuse to issue an Underpinning Works Permit or a Construction Fence Permit if the requirements of section 2.3.1 have not been met or the General Manager is of the opinion that the proposed Underpinning Works or Construction Fence will or is reasonably likely to:
 - (a) endanger, damage, or otherwise adversely affect any adjacent Property, structure, Highway, easement, utility works and services or right-of-way, whether privately or publicly owned;
 - (b) foul, obstruct, destroy, impede, divert, or otherwise adversely affect any waterway, watercourse, waterworks, ditch, drain, sewer or other established drainage facility, whether privately or publicly owned;
 - (c) contravene any Applicable Laws;
 - (d) threaten the health, safety, or welfare of the public or be otherwise contrary to the public interest;
 - (e) result in the use of the Subject Property in a manner inconsistent with the current zoning for the Subject Property; or
 - (f) cause a Governmental Authority to incur excessive costs to provide public utilities, works, or services to the Subject Property, or an adjoining or reasonably adjacent Property.

PART THREE – REGULATIONS

3.1 General Regulations

- 3.1.1 In addition to any terms and conditions contained in a Permit, no person shall perform any Underpinning Works or install a Construction Fence except in accordance with the following requirements, unless exempted in writing by the General Manager:
 - (a) when acting pursuant to the terms and conditions of a Permit, the Permittee shall at all times act reasonably and with due consideration for the interests of the City and the users of City Property and shall cause as little disturbance to the City and the users of City Property as is reasonably possible;
 - (b) that neither the Owner nor any of its directors, officers, employees, agents or contractors shall deviate in a material way from the materials submitted to the City as part of the application package, or the construction and construction monitoring methods and procedures set out by a Professional Engineer and accepted by the City unless any plans and specifications or other information with respect to any deviation are first approved by the City;
 - (c) the design, construction and installation of the Underpinning Works or the Construction Fence, as applicable, occurs at all times in accordance with sound engineering and construction practices and is carried out in accordance with the terms of this Bylaw and the applicable Permit;
 - (d) the installation of the Underpinning Works or the Construction Fence, as applicable, will not interfere with or cause damage to any existing underground utilities or services, whether such utilities or services are owned by the City, by the Greater Vancouver Regional District or by any private or public utility. The Owner shall be solely responsible for all costs of determining the location of any and all such relevant utilities and services;
 - (e) the construction of Underpinning Works and the installation of Construction Fence will be designed and supervised by a Professional Engineer who shall be insured against professional liability arising from errors and omissions occurring in the performance of professional services rendered in relation to the construction of the Underpinning Works or installation of a Construction Fence, as applicable, including such policy limits as are reasonably required by a prudent engineer in such circumstances;
 - (f) the Underpinning Works and installation of a Construction Fence will be carried out expeditiously with reasonable diligence and in a good workmanlike manner by competent tradesmen, skilled in this particular work and at all times having consideration for the interests of the City, and

will at times ensure the City has free and unobstructed use and access to all City Property;

- (g) the Owner shall obtain any and all approvals and authorizations required by any applicable governmental authority, public utility or other governmental agency in connection with the construction, installation and commissioning of the Underpinning Works or the installation of a Construction Fence;
- (h) the Owner will take all proper precautions to secure and protect the City streets and City infrastructure and buildings from structural or superficial damage and injury arising out of or in any way connected with the Underpinning Works or Construction Fence;
- the Owner will be solely responsible throughout the construction of the Underpinning Works or installation of the Construction Fence to protect persons and property in the vicinity of the Underpinning Works or Construction Fence from injury, loss or damage;
- (j) the Owner will be responsible for the prompt payment of all fees, permits and construction expenses of the Underpinning Works or Construction Fence of any kind whatsoever including, without limitation, reasonable legal fees and disbursements incurred by the City in connection with or arising out of the preparation and interpretation of this Bylaw or a Permit and any dispute or enforcement in connection therewith.

3.2 Underpinning Works Regulations

- **3.2.1** In addition to any terms and conditions contained in a Permit or listed in section 3.1, no person shall perform any Underpinning Works except in accordance with the following requirements, unless exempted in writing by the General Manager:
 - (a) the Owner will ensure that upon completion and decommissioning of the Underpinning Works:
 - (i) all anchor rods comprising components of the Underpinning Works:
 - (I) within two metres, or such other depth as determined by the General Manager, of finished ground surface will be removed; and
 - (II) below two metres, or such other depth as determined by the General Manager, of finished ground surface will be detensioned or fully grouted for their entire length after the lock-off load has been applied, which removal, detensioning and grouting will be completed concurrently with any backfill placement undertaken by the Owner;

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- (ii) no part of the Underpinning Works will be located within 1.5 metres horizontally of the any existing or currently proposed service or utility;
- (iii) all of the Underpinning Works will be least one metre below any existing or currently-proposed services or utilities; and
- (iv) all components of the Deep Soil Mix Wall are removed to a depth of at least two metres, or such other depth as determined by the General Manager, below the projected finished street grade specified by the City;
- (b) prior to the commencement of construction of the Underpinning Works, and at regular intervals during the course of excavation and construction of the foundation walls in connection with the development of the Subject Property, and upon completion and decommissioning of such work, the Owner shall carry out such inspections and surveys of the Subject Property and any adjacent Properties as are reasonably required at reasonable times to monitor and evidence the effect of the Underpinning Works;
- (c) within 30 days after the completion and decommissioning of the excavation phase of construction of the Underpinning Works, the Owner shall deliver to the General Manager a certificate prepared by a Professional Engineer evidencing that the Underpinning Works have been completed and identifying any movement, damage or adverse effects on any improvements caused by the Underpinning Works. The Owner shall promptly repair any such movement, damage or adverse effects after notifying the General Manager in writing of the Owner's proposed corrective action and obtaining the General Manager's acceptance of such action;
- (d) after the partial reduction, de-tensioning and/or grouting of the Underpinning Works as contemplated in section 3.2.1(a), the Owner shall provide to the City the As-Built Drawings and the Completion Certificate;
- (e) title to the Underpinning Works shall remain in the Owner until completion and decommissioning of the Underpinning Works whereupon the title to that part of the Underpinning Works located on or under City Property shall pass to and vest in the City automatically; and
- (f) the City makes no representations or warranties as to:
 - (i) the subsurface soil conditions within any Property adjacent to the Subject Property, including as to whether the soil or ground water within the License Area contains any contamination, special waste or prescribed substance in a quantity or concentration which exceeds

the standards permitted under the relevant provisions of the *Environmental Management Act* and Regulations thereto; and

(ii) the accuracy of any plans or documentation provided by the City.

3.3 Expiry

3.3.1 Every Permit issued under this Bylaw shall expire and cease to authorize any Underpinning Works or Construction Fence 12 months following the date of issue or upon such earlier date as may be specified in the Permit unless an expiry date for a different term is specified in the Permit or a renewal for the Underpinning Works Permit has been issued in accordance with section 3.4.

3.4 Renewal, Extension, or Modification

- 3.4.1 If the Underpinning Works operations are not completed before the Underpinning Works Permit expires or if a Construction Fence is still required at the time the Construction Works Permit expires, the General Manager may renew, extend, or modify the Permit upon written request of the Permittee, subject to the following:
 - (a) there is no obligation on the City to renew any Permit;
 - (b) the Permittee shall pay the appropriate non-refundable Permit renewal fee as specified in the *Consolidated Fees Bylaw No. 8636*;
 - (c) the application for a renewal, extension, or modification is received no later than 30 days before the expiry date of the existing Permit;
 - (d) the General Manager may require that the Permittee provide additional information authorized by this Bylaw as a pre-condition to considering an application for a Permit renewal, extension or modification.

PART FOUR: ENFORCEMENT

4.1 Suspension of a Permit

4.1.1 The General Manager may suspend any Permit where, in the opinion of the General Manager there is a contravention of or non-compliance with the terms and conditions of the Permit, this Bylaw, or any other City bylaw relevant to Underpinning Works or Construction Fence that is the subject of the Permit. The Permit shall remain suspended and will cease to authorize the Underpinning Works until, in the opinion of the General Manager, compliance is obtained. During a Permit suspension, the General Manager may require an Owner to remove the Construction Fence which the Owner will do within five days of notice.

- 4.1.2 Where a Permit is suspended, the General Manager will cause written notice of suspension to be delivered to the Owner of the Subject Property by registered mail and to be posted on the Subject Property where possible.
- 4.1.3 Sections 4.1 and 4.1.2 are without prejudice to any other remedies available to the City under this Bylaw, any other law, or in equity.

4.2 Enforcement

- 4.2.1 If a Permittee or the Owner of the Subject Property contravenes a provision of this Bylaw or a term of a Permit, or if the Underpinning Works or Construction Fence contravenes any provision of this Bylaw, the General Manager may notify the Permittee or the Owner in writing of such contravention and may instruct the Permittee or the Owner to correct the contravention by a date specified in the notice. If the correction of the contravention will not be completed by the date specified in the notice, the Permittee or the Owner as instructed by the General Manager must:
 - (a) immediately take all reasonable steps to begin to correct the contravention;
 - (b) provide the General Manager with a schedule acceptable to the General Manager for such correction; and
 - (c) complete the correction in accordance with such schedule.
- 4.2.2 If a Permittee or the Owner of the Subject Property fails to correct a contravention referenced in section 4.2.1 by the date specified in the notice, or otherwise instructed by the General Manager:
 - (a) the City may carry out such works and undertake such actions as the City deems necessary to correct the contravention;
 - (b) the General Manager may revoke or suspend the relevant Permit; and
 - (c) in the event that any person having received notice fails to correct a contravention within the time specified in the notice, the City or its appointed agents may enter upon the Property or any part thereof and carry out the works required to remedy the contravention, and the expense of doing so, plus a reasonable sum as determined by the General Manager as a charge for the City's overhead, shall be paid by the Owner. If not paid within 90 days, the expense, with interest at the prescribed rate and costs, shall be recovered in the same manner and with the same remedies as municipal taxes.
- 4.2.3 Other than in case of emergency (in the opinion of the General Manager), in which case no notice is required, the City will give ten days' written notice to the Permittee of the City's intention to carry out works pursuant to section 4.2.2.

- 4.2.4 If the City carries out works pursuant to section 4.2.2, the Permittee or the Owner of the Subject Property will reimburse the City for the City's cost of carrying out such works, within ten days of receiving a written request by the City for such reimbursement.
- 4.2.5 The City may cash and use the Security Deposit for one or more of the following purposes:
 - (a) to remedy a contravention of this Bylaw, a Permit or any other City bylaws relevant to the Underpinning Works or Construction Fence that is the subject of the Permit;
 - (b) to remedy any emergency condition which, in the opinion of the General Manager, is associated with, arises from, or is the result of a contravention of this Bylaw, a Permit, or any other City bylaw relevant to the Underpinning Works or Construction Fence that is the subject of the Permit, and requires immediate action; and
 - (c) to satisfy any outstanding fee payable under this Bylaw.
- 4.2.6 The City will not be liable for any damage, loss or expense of any nature or kind whatsoever, arising out of or in connection with the issuance of a Permit, or the Underpinning Works or Construction Fence, or any other action by the City under this Bylaw or a Permit.
- 4.2.7 In the event of damage to City or privately-owned drainage facilities, watercourses, Highways, lands, or other City Property or privately-owned Property or facilities, resulting from a Underpinning Works or Construction Fence operation, the Permittee, or an agent of the Permittee, will promptly and properly repair the damage to the satisfaction of the General Manager

PART FIVE – OFFENCES AND PENALTIES

5.1. Offences and Penalties

- 5.1.1 Any person who contravenes or violates any provision of this Bylaw, or who suffers or allows any act or thing to be done in contravention or violation of this Bylaw, or who fails or neglects to do anything required to be done under this Bylaw, commits an offence and upon conviction shall be liable to a fine of not more than \$10,000.00, in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.
- 5.1.2 A violation of any of the provisions identified in this bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*, as amended or replaced from time to time.
- 5.1.3 A violation of any of the provisions identified in this bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the

Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 in accordance with the Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60, as they may be amended or replaced from time to time.

5.1.4 Any person who gives false information required under this Bylaw is deemed to have committed an infraction of, or an offence against, this Bylaw, and is liable on summary conviction to a penalty of not more than \$2,000 in addition to the costs of the prosecution, and each day that such violation is caused or allowed to continue constitutes a separate offence.

PART SIX: INTERPRETATION

6.1 In this bylaw, unless the context requires otherwise:

APPLICABLE LAWS	means all enactments, regulations, bylaws, standards, ordinances, codes, rules, orders, judgments, directions, directives, guidelines, and policies enacted, adopted, issued or published by a Governmental Authority which are applicable in the City, other than this Bylaw.
APPLICANT	means the person who has applied for a Underpinning Works Permit or a Construction Fence Permit.
AS-BUILT DRAWINGS	means a set of engineered drawings, prepared by a Professional Engineer which will identify, in cross sections and plan views, the completed locations of all of the Underpinning Works.
CITY	means the City of Richmond.
CITY PERSONNEL	means the City, its elected officials, agents, employees, officers and servants.
CITY PROPERTY	means all Property owned by the City including, without limitation, City owned streets, roads, grassed areas, access sidewalks, steps, fences, rockeries, hedges or garden areas, water mains, sewer conveyance systems, pipes and street lighting.
COMMUNITY CHARTER	means <i>Community Charter</i> , SBC 2003, c. 26, as amended or replaced from time to time.

COMPLETION CERTIFICATE

means a letter, prepared by a Professional Engineer and bearing the Professional Engineer's professional seal, certifying that the Underpinning Works have been installed in accordance with the As-Built Drawings and that all anchor rods comprising a portion of the Underpinning Works have been de-tensioned and grouted or removed as required by this Bylaw.

means a fence built, installed or enacted for the purpose or effect of enclosing an area under construction or development.

means an authorization by the City to install a Construction Fence issued under this bylaw.

means the Council of the City.

means the below grade retaining wall that is to be constructed by a property owner by mixing grout and/or cement into the soil that is located on the lands with an auger or cutting head in such a manner that so as to create a continuous wall of columns that are comprised of the soil grout/cement mixture and other structural supports all as approved by the City.

means the General Manager, Engineering and Public Works, his or her designates and authorized agents.

means any government, parliament, legislature, administrative or regulatory agency, board, tribunal or commission; any other authority charged with the administration or enforcement of legal requirements or any person under the authority of any of the foregoing, other than the City.

includes a street, road, lane, bridge, viaduct and any other way open to public use, other than a private right of way on private Property.

CONSTRUCTION FENCE

CONSTRUCTION FENCE PERMIT

COUNCIL

DEEP SOIL MIX WALL

GENERAL MANAGER

GOVERNMENTAL AUTHORITY

HIGHWAY

OWNER	means a person registered in the records of the Land Title Office as the fee simple owner of the Property to which the Underpinning Works or Construction Fence, as applicable, relate.
PERMIT	means, as applicable, either or both of an Underpinning Works Permit or a Construction Fence Permit issued under this Bylaw.
PERMITEE	means the holder of a Permit.
PROFESSIONAL ENGINEER	means a professional engineer registered and in good standing with the Association of Professional Engineers and Geoscientists of British Columbia and maintaining professional liability and errors and omissions insurance in the amount of not less than \$2,000,000 per occurrence during the term of his or her engagement.
PROPERTY	means any lot, block or other area in which land is held or into which it is subdivided, including unopened road allowances but excluding a Highway.
SECURITY DEPOSIT	means a security deposit in the form of cash or an unconditional, irrevocable letter of credit drawn on a Canadian financial institution, in a form acceptable to the General Manager.
SUBJECT PROPERTY	means the Property to which an Underpinning Works Permit or a Construction Fence Permit relates.
UNDERPINNING WORKS	means any tie-back rods, steel sheet piles, anchor rods, soldier piles and any related anchors, plates and underpinnings, concrete facing and other necessary structural supports and the Deep Soil Mix Wall required in connection with the development and construction of lands, buildings and structures.

UNDERPINNING WORKS PERMIT

means an authorization by the City to perform Underpinning Works issued under this bylaw.

6.2 References in this Bylaw to enactments, bylaws of the City, include those enactments, bylaws, and plans as they may be amended or replaced from time to time.

PART SEVEN: SEVERABILITY AND CITATION

- 7.1 If any section, section, paragraph, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.
- 7.2 This Bylaw is cited as "Underpinning Works and Construction Fence Encroachment Bylaw No. 9833"

PART EIGHT: FEES BYLAW

8.1 The *Consolidated Fees Bylaw* No. 8636, as may be amended from time to time, applies to this bylaw.

FIRST READING	MAY 2 8 2018	CITY OF RICHMOND
SECOND READING	MAY 2 8 2018	APPROVED for content by originating
THIRD READING	MAY 2 8 2018	BN
ADOPTED		APPROVED for legality by Solicitor

MAYOR

CORPORATE OFFICER



CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 9868

The Council of the City of Richmond enacts as follows:

- 1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding Schedule A attached to and forming part of this bylaw as a schedule to Consolidated Fees Bylaw No. 8636, in alphabetical order.
- 2. This Bylaw is cited as "Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9868."

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RICHMONDSECOND READINGMAY 2 8 2018APPROVED
for content by
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dept.THIRD READINGMAY 2 8 2018BNADOPTEDMAY 2 8 2018BN

MAYOR

CORPORATE OFFICER

SCHEDULE – Underpinning Works and Construction Fence Encroachment

Underpinning Works and Construction Fence Encroachment Bylaw No. 9833 Sections 2.1 and 2.2

Description		
Underpinning Works	Fee	
Application Fee	\$500.00 per Underpinning Works Permit application	
Encroachment Fee	\$52.21 per square meter of excavation face that will be supported by the Underpinning Works	
Inspection Fee	\$237	
Additional Inspection Fees	\$89.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies	
Security Deposit	\$5,000 plus such additional amounts set forth in section 2.2 of Bylaw No. 9833	
Construction Fence	Fee	
Application Fee	\$100.00 per Construction Fence Permit application	
Encroachment Fee	\$10 per year per square meter of encroachment	
Inspection Fee	\$237	
Additional Inspection Fees	\$89.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies	
Security Deposit	\$5,000	



Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 9876

The Council of the City of Richmond enacts as follows:

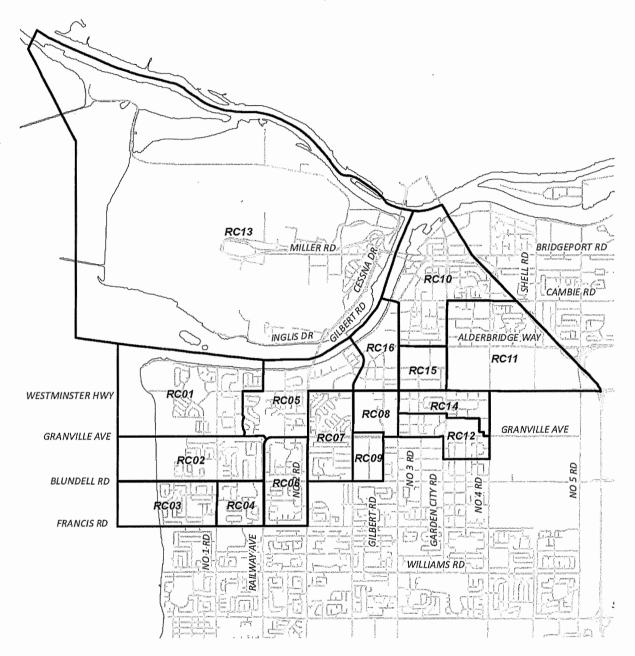
- 1) Civic Election Administration and Procedure Bylaw No. 7244, as amended, is further amended:
 - a) by deleting Schedule B to Bylaw No. 7244 and replacing it with Schedule A as attached to this bylaw.
 - b) by deleting Schedule C to Bylaw No. 7244 and replacing it with Schedule B as attached to this bylaw.
 - c) by deleting Schedule D to Bylaw No. 7244 and replacing it with Schedule C as attached to this bylaw.
- 2) This Bylaw is cited as "Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 9876".

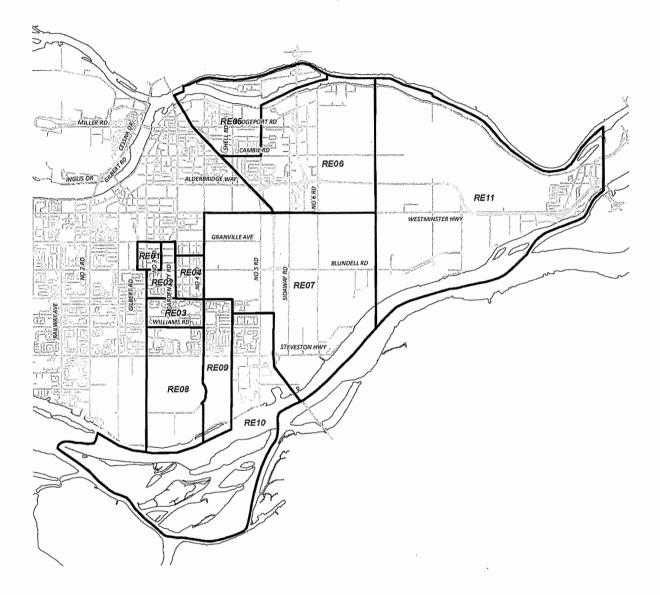
FIRST READING	MAY 2 8 2018	CITY OF RICHMOND
SECOND READING	MAY 2 8 2018	APPROVED for content by originating dept.
THIRD READING	MAY 2 8 2018	
ADOPTED		for legality by Solicitor

MAYOR

CORPORATE OFFICER

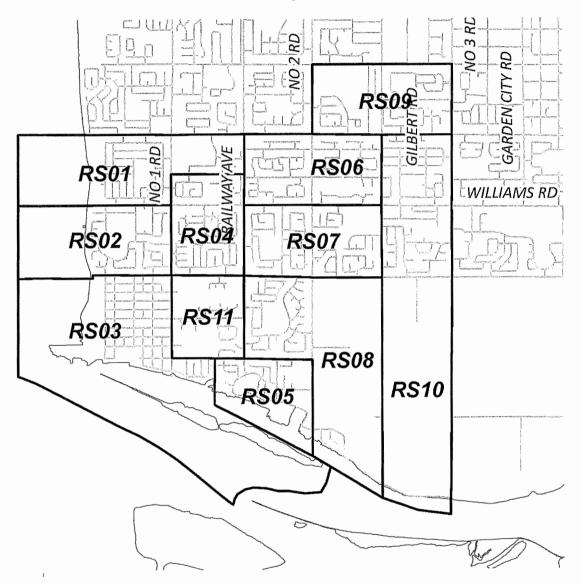






Schedule C to Bylaw No. 7244

Schedule D to Bylaw No. 7244





Development Permit Panel Wednesday, May 30, 2018

Time: 3:30 p.m.

- Place: Council Chambers Richmond City Hall
- Present: John Irving, Chair Victor Wei, Director, Transportation Peter Russell, Senior Manager, Sustainability and District Energy

The meeting was called to order at 3:30 p.m.

Minutes

It was moved and seconded That the minutes of the meeting of the Development Permit Panel held on May 16, 2018 be adopted.

CARRIED

Minutes

1. Development Permit 17-772227 (REDMS No. 5727636)

APPLICANT: Interface Architecture Inc.

PROPERTY LOCATION: 11671 and 11691 Cambie Road

INTENT OF PERMIT:

- 1. Permit the construction of a 20 townhouse unit complex with driveway access from Cambie Road at 11671 and 11691 Cambie Road on a site zoned "Low Density Townhouses (RTL4)"; and
- 2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) reduce the minimum lot width on a major arterial road from 50.0 m to 43.3 m; and
 - (b) reduce the front yard setback to Cambie Road and rear yard setback to Mellis Drive from 6.0 m to 4.5 m.

Applicant's Comments

Ken Chow, Interface Architecture, provided background information on the proposed development and highlighted the following:

- the proposed townhouse site has a double frontage on Cambie Road and Mellis Drive;
- there is an existing 3-meter wide sanitary right-of-way (ROW) along the west property line and an existing 6-meter wide east-west sanitary (ROW) which bisects the site;
- a 3.5-meter wide public walkway is proposed in the east side of the subject development connecting Cambie Road and Mellis Drive;
- vehicle access was originally proposed at Mellis Drive but was relocated to Cambie Road due to neighbours' concern regarding potential increase in traffic and onstreet parking along Mellis Drive;
- permeable pavers are proposed throughout the internal drive aisle and no direct vehicular access to Mellis Drive through the internal drive aisle is permitted;
- the two-storey end units fronting onto Mellis Drive provide an appropriate interface with the existing single-family homes to the west and across Mellis Drive;
- the north-south orientation of the townhouse buildings allow sunlight penetration into the proposed development;
- a cross access easement is proposed allowing access to/from the adjacent future development sites through the subject site;
- a Level 2 electric vehicle charging is proposed in each townhouse unit's garage;
- acoustic sound insulation measures are proposed to mitigate aircraft noise; and
- two convertible units are proposed for the project.

Meredith Mitchell, M2 Landscape Architecture, briefed the Panel on the main landscaping features of the project, noting that (i) a public art feature is being considered to be installed at the Cambie Road entrance to the public walkway due to its significant volume of pedestrian traffic, (ii) appropriate landscaping is proposed to address the grade changes from Cambie Road to Mellis Drive, (iii) neighbouring off-site trees will be retained and protected, (iv) a landscaped area including a feature tree is proposed at the north end of the drive aisle, (v) trees in movable planters and movable play structures are proposed in the outdoor amenity area which is located along the east-west sanitary ROW, (vi) permeable pavers are proposed at unit entries, and (vii) a slightly raised area is proposed on the north-south internal drive aisle adjacent to the outdoor amenity area for traffic calming.

In addition to his presentation, Mr. Chow noted that overlook and privacy concerns for the neighbouring homes have been properly addressed through (i) reducing the height of units adjacent to single-family homes from three to two storeys, (ii) incorporating solid fencing along the east and west property lines, and introducing visual screening through landscaping.

In response to queries from the Panel, the design team noted that (i) the provision of green space at the south end of the site was not a factor in the proposal for a reduction of rear yard setback to Mellis Drive, (ii) the proposed equipment for heating and cooling system will be located as far as possible from adjacent developments, and (iii) installing sod is proposed on lawn areas as it is more practical than seeding.

Staff Comments

Wayne Craig, Director, Development, advised that (i) the proposed variance to reduce the minimum lot width on a major arterial road is a technical variance, (ii) the proposed variance to reduce the front yard setback to Cambie Road and rear yard setback to Mellis Drive is a function of road dedication along Cambie Road as well as the provision of a public walkway along the eastern edge of the site, (iii) the two proposed variances were identified at rezoning stage and no comments were received at the Public Hearing, (iv) there will be a Servicing Agreement for frontage works along both road frontages and the provision of site services and the public walkway, and (v) the project has been designed in accordance with the City's Aircraft Noise policy and EnerGuide 82 requirement.

Gallery Comments

None.

Correspondence

Bryan and Isabel Alexander, 11880 Mellis Drive (Schedule 1)

In response to queries from the Panel regarding the concern of Mr. and Ms. Alexander on the proposed reduction of rear yard setback to Mellis Drive and the project's interface with the immediately adjacent single-family home to the west, the design team noted that (i) the reduced 4.5 meter rear yard setback to Mellis Drive is staggered and not uniform, (ii) the end units fronting Mellis Drive are designed to have a single-family scale, (iii) trees are not allowed to be planted within the 3-meter wide ROW along the west property line; however, a six-foot high wooden fence and hedging is proposed along the west property line, and (iv) the applicant will consider increasing the height of the hedging along the west property line to improve the project's interface with the adjacent singlefamily home to the west.

Panel Discussion

The Panel expressed support for the project, noting that (i) the applicant has provided public amenities especially the proposed public walkway which will enhance the accessibility of public transit for the neighbourhood, and (ii) the applicant should consult with the owner of the adjacent single-family home to the west for possible landscaping enhancement, e.g. increasing the height of hedging, to improve the project's interface with the adjacent single-family home.

Panel Decision

It was moved and seconded *That a Development Permit be issued which would:*

- 1. permit the construction of a 20 townhouse unit complex with driveway access from Cambie Road at 11671 and 11691 Cambie Road on a site zoned "Low Density Townhouses (RTL4)"; and
- 2. vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) reduce the minimum lot width on a major arterial road from 50.0 m to 43.3 m; and
 - (b) reduce the front yard setback to Cambie Road and rear yard setback to Mellis Drive from 6.0 m to 4.5 m.

CARRIED

2. Development Variance 18-805801 (REDMS No. 5731367)

APPLICANT:	Darlene Dueckman, Mark Dueckman, John Goossen, Clayton
	Zwicker and Rita Gooding

PROPERTY LOCATION: 12431 McNeely Drive

INTENT OF PERMIT:

To issue a Development Variance Permit which would vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum front yard setback from 6.0 m to 1.8 m in order to permit the property to be subdivided to create five single-family lots, while retaining the existing dwelling on a property zoned "Single Detached (RS2/B)".

Applicant's Comments

Darlene Dueckman, 12431 McNeely Drive, spoke on the rationale for the proposed variance to reduce the minimum front yard setback in relation to the subdivision of the subject property into five single-family lots and read from her submission (attached to and forming part of these minutes as <u>Schedule 2</u>).

In response to a query from the Panel, Ms. Dueckman acknowledged that (i) the proposed variance will allow her family to retain the existing family home, and (ii) her family will be keeping a few of the subdivided lots for future development.

Gallery Comments

None.

Correspondence

None.

Panel Discussion

The Panel expressed support for the proposed variance, the subdivision of the subject property, and the preservation of the applicant's family home.

Panel Decision

It was moved and seconded

That a Development Variance Permit be issued which would vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum front yard setback from 6.0 m to 1.8 m in order to permit the property to be subdivided to create five single-family lots, while retaining the existing dwelling on a property zoned "Single Detached (RS2/B)".

CARRIED

3. Date of Next Meeting: June 13, 2018

4. Adjournment

It was moved and seconded *That the meeting be adjourned at 4:00 p.m.*

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, May 30, 2018.

John Irving Chair Rustico Agawin Committee Clerk

Schedule 1 to t	the Minutes of the	PHOTOCOPIED	
Development meeting held		MAY 3 0 2018	To Development Permit Panel Date: May 30, 2018
May 30, 2018.		& DISTRIBUTED	Item #
			Ke:
From:	(CityClerk	DP 17-77227
Sent:	,	Wednesday, 30 May 2018 12:16	
To:		Isabel Alexander'	
Subject:		RE: Development Permit Panel Meeting May 30)th 2018 - PERMIT 17-772227

Hello,

This is to acknowledge and thank you for your email. Please be advised that copies of your email will be provided to the Development Permit Panel this afternoon; also you email has been forwarded to Wayne Craig, Director, Development

Thank you again for taking the time to share your views.

Regards, Hanieh

Hanieh Berg | Acting Manager, Legislative Services City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Isabel Alexander [mailto:isabelha47@gmail.com]
Sent: Wednesday, 30 May 2018 11:29
To: CityClerk
Subject: Development Permit Panel Meeting May 30th 2018 - PERMIT 17-772227

DEVELOPMENT PERMIT 17-772227

APPLICANT: Interface Architecture Inc.

PROPERTY LOCATION: 11671 and 11691 Cambie Road

Regarding item:

2 (b) reduce the front yard setback to Cambie Road and rear yard setback to Mellis Drive from 6.0 m to 4.5 m.

To whom it may concern

From: Bryan and Isabel Alexander 11880 Mellis Drive, Richmond isabelha47@gmail.com (604) 836-3602

We are against the reduction of rear-yard setback on Mellis Drive. We believe this will degrade the integrity of our mature neighbourhood and be detrimental to the visual symmetry with adjacent homes – especially the single-family homes on the south side of Mellis Drive



CNCL₁-742

May 30th 2018 Applicant: Darlene Dueckman Location: 12431 McNeely Drive Schedule 2 to the Minutes of the Development Permit Panel meeting held on Wednesday, May 30, 2018.

Thankyou Richmond Development Permit Panel for letting me speak today

A VARIANCE is required for our Long time Family Home to be permitted to continue being our Family home on MCNEELY DRIVE and to SUBDIVIDE the property into 5 LOTS

My Family have owned and have lived and still live in the home since My Dad built the house in the mid-1960s. Our lot was a full acre at that time and the house was built with the required setbacks.

In 1992 we had agreed to dedicate the east 10.2 meters on McNeely Dr., the south 4 meters on Cameron Dr. (a total of 4200 sq. ft.) To fit into the community plan. Which we do fit in that plan.

In 1992 our lot changed from a full Acre to 0.8 of an acre. The lot sales history shows a \$1.00 sale purchase price for 0.2 of the Acre (4200.sq ft.) to the City of Richmond.

With the New updated surveyors report, Cameron Drive is too close to our home.

Which is why we need the Variance Approved by you to keep the home until we rebuild and to Allow the Subdividing into the 5 lots.

Malland Thankyou

Darlene Dueckman Clayton Zwicker

CNCL - 743



Report to Council

То:	Richmond City Council	Date:	June 6, 2018
From:	John Irving Chair, Development Permit Panel	File:	DV 18-805801
Re:	Development Permit Panel Meeting Held on May 30, 2018		

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Variance Permit (DV 18-805801) for the property at 12431 McNeely Drive be endorsed, and the Permit so issued.

John Irving Chair, Development Permit Panel (604-276-4140)

SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on May 30, 2018.

<u>DV 18-805801 – DARLENE DUECKMAN, MARK DUECKMAN, JOHN GOOSSEN,</u> <u>CLAYTON ZWICKER AND RITA GOODING – 12431 MCNEELY DRIVE</u> (May 30, 2018)

The Panel considered a Development Variance Permit application to vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum front yard setback from 6.0 m to 1.8 m in order to permit the property to be subdivided to create five single-family lots, while retaining the existing dwelling on a property zoned "Single Detached (RS2/B)".

Applicant, Darlene Dueckman, spoke on the rationale for the proposed variance to reduce the minimum front yard setback in relation to the subdivision of the subject property into five single-family lots.

In response to a Panel query, Ms. Dueckman acknowledged that: (i) the proposed variance will allow her family to retain the existing family home; and (ii) her family will be keeping a few of the subdivided lots for future development.

The Panel expressed support for the proposed variance, the subdivision of the subject property, and the preservation of the applicant's family home.

No correspondence was submitted to the Development Permit Panel regarding the application.

The Panel recommends that the Permit be issued.