



City Council

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

**Monday, June 14, 2021
7:00 p.m.**

- | Pg. # | ITEM |
|-------|--|
| | 1. Call to Order |
| | 2. Introduction of the His Honour Judge Richard Miller of the BC Provincial Court. |
| | 3. Administration of the Oath of Office and the Oath of Allegiance on the Councillor-Elect by His Honour Judge Richard Miller. |
| | 4. Expression of Appreciation to His Honour Judge Richard Miller by Mayor Brodie. |

MINUTES

- | | |
|---------|---|
| | 5. <i>Motion to:</i> |
| CNCL-9 | (1) <i>adopt the minutes of the Regular Council meeting held on May 25, 2021; and</i> |
| CNCL-20 | (2) <i>receive for information the Metro Vancouver 'Board in Brief' dated May 28, 2021.</i> |



Pg. # ITEM

AGENDA ADDITIONS & DELETIONS

6. CHANGES IN APPOINTMENT OF COUNCIL MEMBERS TO ANY EXTERNAL ORGANIZATIONS
7. CHANGES TO STANDING COMMITTEES AND THEIR COMPOSITION BY THE MAYOR
(in accordance with the Community Charter)
8. CHANGES IN APPOINTMENT OF MEMBERS OF COUNCIL (AND THEIR ALTERNATES) AS THE LIAISONS TO CITY ADVISORY COMMITTEES AND ORGANIZATIONS
9. CHANGES IN APPOINTMENT OF MEMBERS OF COUNCIL AS THE LIAISONS TO COMMUNITY ASSOCIATIONS
10. CHANGES IN APPOINTMENT OF MEMBERS OF COUNCIL AS THE LIAISONS TO VARIOUS BOARDS
11. CHANGES IN APPOINTMENT OF MEMBERS OF COUNCIL AS THE LIAISONS TO VARIOUS SOCIETIES
12. CHANGES IN APPOINTMENT OF ACTING MAYORS FROM JUNE 15, 2020 TO NOVEMBER 8, 2021

COMMITTEE OF THE WHOLE

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



14. 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.

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15. *Motion to rise and report.*

CONSENT AGENDA

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

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Renaming of Minoru Place Activity Centre – 7660 Minoru Gate
- Museum and Heritage Services Year in Review 2020
- Application to Amend Liquor Primary Liquor Licence # 307706 from Monkey 9 Brewing Pub Corp Doing Business as: Monkey 9 Brew Pub - 180 – 14200 Entertainment Blvd.
- YVR Proposed Land Use Plan Amendment (2021)
- Recommended Long-Term Streetscape Visions for Bayview, Chatham and Moncton Streets

16. *Motion to adopt Items No. 17 through No. 22 by general consent.*

17. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-31 (1) *the **Parks, Recreation and Cultural Services Committee** meeting held on May 26, 2021;*
- CNCL-36 (2) *the **General Purposes Committee** meeting held on June 7, 2021;*
- CNCL-39 (3) *the **Finance Committee** meeting held on June 7, 2021;*
- (4) *the **Planning Committee** meeting held on June 8, 2021 (distributed separately);*

be received for information.

Consent
Agenda
Item

Pg. # ITEM

Consent
Agenda
Item

18. **RENAMING OF MINORU PLACE ACTIVITY CENTRE – 7660 MINORU GATE**

(File Ref. No. 06-2050-20-MP) (REDMS No. 6623702)

CNCL-42

[See Page CNCL-42 for full report](#)

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

That the Minoru Place Activity Centre at 7660 Minoru Gate, currently awaiting renovation for conversion to a Community Arts Education and Program Space, be renamed Richmond Cultural Centre Annex as presented in the report titled “Renaming of Minoru Place Activity Centre – 7660 Minoru Gate,” dated April 12, 2021, from the Director, Arts, Culture and Heritage Services.



Consent
Agenda
Item

19. **MUSEUM AND HERITAGE SERVICES YEAR IN REVIEW 2020**

(File Ref. No. 11-7141-01) (REDMS No. 6661284)

CNCL-48

[See Page CNCL-48 for full report](#)

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

That the staff report titled, “Museum and Heritage Services Year in Review 2020,” dated April 24, 2021, from the Director, Arts, Culture and Heritage Services, be circulated to Community Partners and Funders for their information.



Consent
Agenda
Item

20. **APPLICATION TO AMEND LIQUOR PRIMARY LIQUOR LICENCE # 307706 FROM MONKEY 9 BREWING PUB CORP DOING BUSINESS AS: MONKEY 9 BREW PUB - 180 – 14200 ENTERTAINMENT BLVD.**

(File Ref. No. 12-8275-30-001) (REDMS No. 6665266)

CNCL-61

[See Page CNCL-61 for full report](#)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) *That the application from Monkey 9 Brewing Pub Corp., doing business as, Monkey 9 Brew Pub, for an amendment to Liquor Primary Licence # 307706 to request an increase to the occupant capacity by 260 persons at 180 – 14200 Entertainment Blvd., be supported for:*

Pg. # ITEM

- a) *Total person capacity to be amended and set at 460 persons;*
- b) *No changes to the hours of service currently set at Monday to Sunday, from 10:00 AM to 2:00 AM; and*
- (2) *That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the licence amendment for the reasons that this amendment has been determined, following public consultation, to be acceptable in the area and community.*



Consent
Agenda
Item

21. **YVR PROPOSED LAND USE PLAN AMENDMENT (2021)**
(File Ref. No. 01-0153-01) (REDMS No. 6676685)

CNCL-75

See Page CNCL-75 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Council receive the report titled “YVR Proposed Land Use Plan Amendment (2021)” dated May 20, 2021 from the Director, Policy Planning for information; and*
- (2) *That Council support the proposed amendment to the YVR 2037 Master Plan in principle, subject to a request that YVR:*
 - (a) *define the process and scope of the planning process that will precede any development in the areas proposed to be amended; and*
 - (b) *refine the “Groundside Commercial” land use designation south of the South Runway to clarify YVR’s stated intent to limit retail to be local-serving.*



Consent
Agenda
Item

22. **RECOMMENDED LONG-TERM STREETScape VISIONS FOR BAYVIEW, CHATHAM AND MONCTON STREETS**
(File Ref. No. 10-6360-01) (REDMS No. 5493598)

CNCL-84

See Page CNCL-84 for full report

PLANNING COMMITTEE RECOMMENDATION

That as described in the report titled “Recommended Long-Term Streetscape Visions for Bayview, Chatham and Moncton Streets” dated May 7, 2021 from the Director, Transportation:

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- (1) *The frontage surface elements and suite of street furniture be endorsed;*
- (2) *The long-term roadway geometry be endorsed; and*
- (3) *Staff be directed to report back with an implementation strategy.*



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

PLANNING COMMITTEE

Councillor Linda McPhail, Chair

23. **APPLICATION BY VIVID GREEN ARCHITECTS INC. FOR REZONING AT 6740 AND 6780 FRANCIS ROAD FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO A NEW SITE SPECIFIC “TWO-UNIT DWELLINGS (ZD7) – FRANCIS ROAD (BLUNDELL)” ZONE**

(File Ref. No. 12-8060-20-010271/010277; RZ 17-775025) (REDMS No. 6672418)

CNCL-90

[See Page CNCL-90 for full report](#)

PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Day and Steves

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10271, to create a new “Two-Unit Dwellings (ZD7) – Francis Road (Blundell)” site specific zone, be introduced and given first reading; and*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10277, for the rezoning of 6740 and 6780 Francis Road from the “Single Detached (RS1/E)” zone to the “Two-Unit Dwellings (ZD7) – Francis Road (Blundell)” zone, be introduced and given first reading.*



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24. **APPLICATION BY DOXA DEVELOPMENT FOR REZONING AT 6700 FRANCIS ROAD FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE SITE SPECIFIC “TWO-UNIT DWELLINGS (ZD7) – FRANCIS ROAD (BLUNDELL)” ZONE**
(File Ref. No. 12-8062-20-01273; RZ 19-867880) (REDMS No. 6665590)

CNCL-127

See Page CNCL-127 for full report

PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10273, for the rezoning of 6700 Francis Road from the “Single Detached (RS1/E)” zone to a new site specific “Two-Unit Dwellings (ZD7) – Francis Road (Blundell)” zone, be introduced and given first reading.



FINANCE AND CORPORATE SERVICES DIVISION

25. **2020 ANNUAL REPORT AND 2020 ANNUAL REPORT HIGHLIGHTS**
(File Ref. No. 01-0375-01) (REDMS No. 6676315)

CNCL-159

See Page CNCL-159 for full report

STAFF RECOMMENDATION

That the reports titled, “2020 Annual Report and 2020 Annual Report – Highlights” be approved.



PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

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



CNCL-257

- (1) Anastasia French and Stephen von Sychowski, to present on the city's living wage and scheduling a submission from Living Wage for Families campaign.
- (2) Chaslynn Gillanders, Richmond resident, to present on **Recognition of Indigenous People and Land**.

Pg. # ITEM

27. *Motion to rise and report.*

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAW FOR ADOPTION

CNCL-261

Business Regulation Bylaw No. 7538, Amendment **Bylaw No. 10263**
Opposed at 1st/2nd/3rd Readings – None.

ADJOURNMENT



Regular Council

Tuesday, May 25, 2021

Place: Council Chambers
Richmond City Hall

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

Corporate Officer – Claudia Jesson

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

RES NO. ITEM

MINUTES

R21/10-1 1. It was moved and seconded

That:

- (1) *adopt the minutes of the Regular Council meeting held on May 10, 2021;*
- (2) *adopt the minutes of the Special Council meeting held on May 17, 2021; and*
- (3) *adopt the minutes of the Regular Council meeting for Public Hearings held on May 17, 2021.*

CARRIED



**Regular Council
Tuesday, May 25, 2021**

COMMITTEE OF THE WHOLE

- R21/10-2 2. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on agenda items (7:01 p.m.).

CARRIED

3. Delegations from the floor on Agenda items

Item No. 19 – Traffic Intersection Cameras

Andy Hobbs, Richmond resident, spoke in favour of the recommendation and noted that (i) there are privacy concerns with regard to higher resolution cameras, (ii) considering the amount of time the cameras would be running, it would not be feasible for an individual to sit there and go through all footage without specifications on what they are looking for, (iii) a key factor in ensuring this tool works is control and access to the video, (iv) the RCMP should not have control over the contents, but perhaps another authority or the City and a process for requesting footage be put in place, (v) there needs to be reasonable grounds to access the videos, (vi) higher resolution footage can aid in police investigations, (vii) retention of the videos needs to be considered, and (viii) public safety is key.

- R21/10-3 4. It was moved and seconded
That Committee rise and report (7:19 p.m.).

CARRIED

CONSENT AGENDA

- R21/10-4 5. It was moved and seconded
That Items No. 6 through No. 17 be adopted by general consent.

CARRIED



**Regular Council
Tuesday, May 25, 2021**

6. **COMMITTEE MINUTES**

That the minutes of:

- (1) *the Community Safety Committee meeting held on May 11, 2021;*
 - (2) *the General Purposes Committee meeting held on May 17, 2021;*
 - (3) *the Public Works and Transportation Committee meeting held on May 18, 2021;*
 - (4) *the Special Planning Committee meeting held on May 19, 2021;*
- be received for information.*

ADOPTED ON CONSENT

7. **7036Q – SUPPLY AND DELIVERY OF MICROSOFT LICENSING**

(File Ref. No. 02-0775-50-7036Q; 03-1000-20-7036Q) (REDMS No. 6588348)

- (1) *That contract 7036Q – Supply and Delivery of Microsoft Licensing be awarded to Dell Technologies with three-year cost estimated at \$807,882.34, exclusive of taxes.*
- (2) *That a contingency amount of \$181,935.66 be approved to accommodate any unforeseen license true up requirements.*

ADOPTED ON CONSENT

8. **ORACLE RAC ENTERPRISE AND SOLARIS SPARC SERVER UPGRADES**

(File Ref. No. 04-1370-01; 02-0775-50-7191NOITC; 03-1000-20-7191NOITC) (REDMS No. 6659409; 66433508)

- (1) *That 7191NOITC -Oracle Database Software and Solaris Hardware Purchase be awarded to Eclipsys Solutions Inc., in the amount of \$850,000 as part of the 2021 capital plan; and*
- (2) *That the Chief Administrative Officer and Acting General Manager, Finance and Corporate Services be authorized to execute the contract and all related documentation with Eclipsys Solutions Inc.*

ADOPTED ON CONSENT

3.



Regular Council
Tuesday, May 25, 2021

9. APPLICATION FOR A NEW LIQUOR PRIMARY LIQUOR LICENCE - ZODIAC KARAOKE & PUB INC., AT 8191 ALEXANDRA ROAD, RICHMOND, BC.

(File Ref. No. 12-8275-30-001) (REDMS No. 6664317; 6633875)

- (1) *That the application from Zodiac Karaoke & Pub Inc., for a new Liquor Primary Liquor Licence to operate a new Karaoke Lounge at the premises located at 8191 Alexandra Road, with liquor service, be supported for:*
 - (a) *A new Liquor Primary Liquor Licence with total person capacity of 240 occupants;*
 - (b) *Proposed hours of liquor sales from Monday to Sunday, from 9:00 AM to 2:00 AM; and*
- (2) *That a letter be sent to Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the liquor licence application for the reasons that this new application for a Liquor Primary Liquor Licence has been determined, following public consultation, to be acceptable in the area and community.*

ADOPTED ON CONSENT

10. RICHMOND HOSPITAL ACUTE CARE TOWER REPLACEMENT PROJECT

(File Ref. No. 01-0155-03-02; 01-0150-20-HEAL1; 01-0150-20-OPRE1)(REDMS No. 6681761; 5340826)

- (1) *That Council write to the Premier, Minister of Health and the Minister of Finance and ask for Treasury Board approval of the Business Plan and confirmation of the funding and commencement of construction for the new Acute Care Tower in Richmond;*
- (2) *That copies of the letter be sent to the Richmond MLAs, Vancouver Coastal Health Board and the Richmond Hospital Foundation; and*
- (3) *That Council invite the Richmond MLAs to a meeting to discuss the funding and timeline for the Richmond Hospital upgrade.*

ADOPTED ON CONSENT

4.



Regular Council
Tuesday, May 25, 2021

11. CYCLING NETWORK PLAN UPDATE - PROPOSED PHASE 1 ENGAGEMENT

(File Ref. No. 10-6360-16-01; 03-1000-20-6708P) (REDMS No. 6614460)

- (1) *That the proposed Phase 1 engagement activities to support the update of the Cycling Network Plan, as described in the report titled “Cycling Network Plan Update – Proposed Phase 1 Engagement,” dated April 1, 2021 from the Director, Transportation, be endorsed for implementation; and*
- (2) *That staff be directed to report back on the results of the Phase 1 engagement.*

ADOPTED ON CONSENT

12. TRANSLINK 2021 COST-SHARE PROGRAMS - SUPPLEMENTAL APPLICATION

(File Ref. No. 01-0154-04; 10-6360-16-01;03-1000-03-188) (REDMS No. 6643926)

That as described in the report titled “TransLink 2021 Cost-Share Programs – Supplemental Application” dated April 1, 2021 from the Director, Transportation:

- (a) *the cycling-related project recommended for cost-sharing as part of the TransLink 2021 BICCS Recovery Program be endorsed;*
- (b) *should the above project receive final approval from TransLink, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements and the Consolidated 5 Year Financial Plan (2021-2025) be updated accordingly; and*
- (c) *staff be directed to implement the project approved by TransLink and report back as part of the City’s proposed applications to TransLink’s 2022 Cost-Share Programs.*

ADOPTED ON CONSENT



Regular Council
Tuesday, May 25, 2021

13. SIDEWALK WIDTH STANDARDS FOR MAJOR AND MINOR ARTERIAL ROADS

(File Ref. No. 10-6360-03-01; 06-2345-20-GARR2) (REDMS No. 6641372; 6673462)

That staff be directed to update the City of Richmond's Engineering Design Specifications to increase the sidewalk width from 1.5m to 2.0m on arterial roadways, as described in the report titled "Sidewalk Width Standards for Major and Minor Arterial Roads" dated April 6, 2021 from the Director, Transportation.

ADOPTED ON CONSENT

14. MULTI-FAMILY WATER METER PROGRAM AND WATER CONSERVATION INITIATIVES UPDATE

(File Ref. No. 10-6060-02-01; 10-6650-02) (REDMS No. 6664046)

That staff bring forward options and recommendations for a mandatory Multi-Family Water Meter Program for consideration as part of the 2022 Utility Budgets and Rates report.

ADOPTED ON CONSENT

15. APPLICATION BY KADIUM NO. 4 DEVELOPMENT LTD. FOR REZONING AT 10340, 10360, 10380, 10400 AND 10420 NO. 4 ROAD FROM THE "SINGLE DETACHED (RS1/E)" ZONE TO THE "MEDIUM DENSITY TOWNHOUSES (RTM2)" ZONE

(File Ref. No. RZ 18-831725; 12-8060-20-010261) (REDMS No. 6629251; 6654279)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10261, for the rezoning of the site at 10340, 10360, 10380, 10400 and 10420 No. 4 Road from the "Single Detached (RS1/E)" Zone to the "Medium Density Townhouses (RTM2)" Zone, be introduced and given first reading.

ADOPTED ON CONSENT



**Regular Council
Tuesday, May 25, 2021**

16. HOUSEKEEPING REQUEST - ABANDONMENT OF UNADOPTED BYLAWS

(File Ref. No. 12-8060-01; 12-8060-20-009873; RZ 15-707952; 12-8060-20-009703; RZ 16-748526; 12-8060-20-009697; RZ 15-707253; 12-8060-20-009630; RZ 15-699299; 12-8060-20-009211; RZ 13-630280; 12-8060-20-009210; RZ 13-630280; 12-8060-20-008465; RZ 08-446388; 12-8060-20-007737, RZ 04-268223) (REDMS No. 6667666; 5372950)

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

ADOPTED ON CONSENT

17. UBCM GRANT APPLICATION - LOCAL GOVERNMENT DEVELOPMENT APPROVALS PROGRAM

(File Ref. No. 08-4105-01; 03-1087-01) (REDMS No. 6664560; 5927806)

- (1) *That the application to the Union of British Columbia Municipalities (UBCM) Local Government Development Approvals Program for \$500,000 be endorsed;*
- (2) *Should the application be successful, that the Chief Administrative Officer and the General Manager, Planning and Development be authorized on behalf of the City to enter into an agreement with UBCM for the above mentioned project; and,*
- (3) *That a capital submission of \$740,000 for the Digitization of Development Approvals system (AMANDA) be approved with \$740,000 funded from Rate Stabilization Account, and that the Consolidated 5-Year Financial Plan (2021-2025) be amended accordingly.*

ADOPTED ON CONSENT



Regular Council
Tuesday, May 25, 2021

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

18. **SOIL USE FOR THE PLACEMENT OF FILL APPLICATION FOR
THE PROPERTY LOCATED AT 8511 NO. 6 ROAD (JIANG)**

(File Ref. No. 12-8080-12-01) (REDMS No. 6506278; 6552707, 6653116)

R21/10-5

It was moved and seconded

That the 'Soil Use for the Placement of Fill' application, submitted by Bohan Jiang (the "Applicant"), proposing to deposit soil on the property located at 8511 No. 6 Road for the purpose of remediating the property to develop a blueberry farm, be authorized for referral to the Agricultural Land Commission (ALC) for the ALC to review and determine the merits of the proposal from an agricultural perspective as the Applicant has satisfied all of the City's current reporting requirements.

The question on the motion was not called as discussion took place on (i) imposing geographic restrictions, (ii) traffic concerns along No. 6 Road, and (iii) a future staff report regarding raising agricultural land as sea level rises.

In reply to queries from Council staff noted that the agrologist has confirmed that the current condition of the soil does not allow for growth of any crops.

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



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Tuesday, May 25, 2021

19. **TRAFFIC INTERSECTION CAMERAS**

(File Ref. No. 10-6450-08-01; 01-0150-20-PSAF1)(REDMS No. 6676932)

R21/10-6

It was moved and seconded

(1) *That a letter be written to the Solicitor General for the Province of BC with copies to Richmond MLAs and the Premier seeking a meeting, as soon as possible, to address the issue of undue regulation on the use of intersection cameras in public places and the images generated including:*

(a) *Appropriate use of high resolution images on such devices including for the purposes of criminal investigation and prosecution; and*

(b) *Judicial or other oversight on the use of the images to prevent misuse.*

The question on the motion was not called as discussion took place on (i) the recent gang activity Richmond, (ii) using images from the traffic cameras in court to apprehend the perpetrators, (iii) use of dash cams and cellphone videos with no restrictions, (iv) involving the Federal Government and taking part in the modernization of the *Privacy Act*, (v) referring the matter to the Community Safety Committee for a more detailed examination of the process, (vi) examining the budget and cost for such a process, (vii) more public debate on the matter, (viii) using better quality images for justifiable reasons and increasing public safety, and (ix) privacy concerns of the citizens with cameras everywhere.

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

R21/10-7

It was moved and seconded

That a Part (c) be added to write a letter to the Office of the Privacy Commissioner of Canada.

The question on the amendment motion was not called as discussion took place on participating in the modernization of federal privacy laws.

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



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

BYLAWS FOR ADOPTION

R21/10-8

It was moved and seconded

That the following bylaws be adopted:

Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9788

Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9981

Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10082

CARRIED

DEVELOPMENT PERMIT PANEL

R21/10-9

20. It was moved and seconded

(1) *That the minutes of the Development Permit Panel meeting held on May 12, 2021, and the Chair's report for the Development Permit Panel meetings held on January 15, 2020 and January 13, 2021, be received for information; and*

(2) *That the recommendations of the Panel to authorize the issuance of:*

(a) *a Development Permit (DP 18-818161) for the property located at 5660 Parkwood Way; and*

(b) *a Development Permit (DP 20-896138) for the property located at 9571, 9591, 9611, 9671 Steveston Highway and 10831 Southdale Road;*

be endorsed, and the Permits so issued.

CARRIED



Regular Council
Tuesday, May 25, 2021

ADJOURNMENT

R21/10-10

It was moved and seconded
That the meeting adjourn (8:50 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Tuesday, May 25, 2021.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

For Metro Vancouver meetings on Friday, May 28, 2021

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:

Greg.Valou@metrovancouver.org.

Metro Vancouver Regional District

E1.1 Metro 2050 Draft Policy Language: Goal 4 – Provide Diverse and Affordable Housing Choices and Goal 5 – Support Sustainable Transportation Choices RECEIVED

Metro Vancouver staff, in collaboration with the *Metro 2050* Intergovernmental Advisory Committee, have drafted new and amended content for *Metro 2050* Goal 4, which is to “provide diverse and affordable housing choices” and Goal 5, to “support sustainable transportation choices.” The content has been prepared in alignment with the MVRD Board-endorsed policy recommendations from the *Metro 2040* housing and transport policy reviews, respectively, which were completed in collaboration with member jurisdictions and stakeholders throughout 2020 and early 2021.

The changes focus on:

- increasing the supply of transit-oriented, affordable rental housing;
- confirming Metro Vancouver’s role in monitoring housing data;
- calling for expanded measures to address housing speculation and vacant homes;
- new policies added focusing on the specific housing needs of lower income households, people experiencing homelessness and better protecting tenants;
- utilizing the Major Transit Growth Corridors concept to align with *Transport 2050*;
- improved policies related to transportation issues such as parking, active transportation, new mobility, goods movement, transport-related air quality and noise impact, and integration with regional land use planning; and
- improving resiliency in the housing and transportation policy areas.

In accordance with the approved project schedule, in June 2021 staff will present a complete draft of *Metro 2050* to the Regional Planning Committee and MVRD Board for consideration, with a recommendation that it be referred out for formal comment between July and November 2021.

The Board received the report for information.

E1.2 Metro Vancouver Industrial Lands Intensification Analysis Study RECEIVED

To advance the actions of the *Regional Industrial Lands Strategy* (RILS), Metro Vancouver commissioned a study to further explore the opportunities and challenges around industrial intensification and densification in the region.

The study builds on past research undertaken by Metro Vancouver exploring industrial lands intensification, and summarizes the key drivers of industrial intensification, provides examples and recommendations for developing higher density industrial forms, and offers recommendations to support intensification.

Metro Vancouver will continue to work with member jurisdictions, agencies and stakeholders to advance the recommendations of the RILS, including effective use of the region's limited industrial lands. Successfully achieving the vision of the RILS will require the continued close collaboration and partnership with stakeholders, and a long-term shared commitment by Metro Vancouver and its member jurisdictions. The study's recommendations include collaborating with member jurisdictions to implement RILS through:

- updating municipal zoning bylaws to permit the intended industrial activities, including new and emerging forms of industry and supportive accessory uses;
- zoning bylaw provisions that encourage density build out and/or creative design solutions;
- reviewing parking requirements for industrial developments;
- encouraging lot consolidation to create larger development sites; and
- advancing "bring-to-market" strategies to encourage reinvestment and more intensive development of industrial lands.

The Board received the report for information.

E1.3 Metro 2050 Regional Resilience Framework

RECEIVED

This report conveys the *Metro 2050* Regional Resilience Framework, which investigated how to integrate resilience into *Metro 2050* and *Transport 2050*, the two long-range regional growth management and transportation plans currently being developed by Metro Vancouver and TransLink.

The framework includes a definition of resilience as it pertains to regional growth management and transportation, an evaluation framework to test the resilience of *Metro 2050* and *Transport 2050*, an assessment of *Metro 2040's* policies, and recommendations to increase the resilience of proposed policies for *Metro 2050*. The recommendations include actions for Metro Vancouver to:

- support member jurisdictions in adopting hazard, risk and vulnerability analysis into long-range planning;
- regionally coordinate data and mapping of critical infrastructure;
- incorporate the updated regional greenways network to increase active transportation options;
- couple climate mitigation and adaptation strategies to increase climate resilience;
- focus on strategies to reduce the need for travel, in addition to transportation capital investment; and
- work with member jurisdictions to address social inequity to decrease vulnerability to a wide range of stresses and shocks.

The Board received the report for information.

E2.1 Regional Parks 2020 Annual Report**RECEIVED**

In 2020, Metro Vancouver worked to keep parks open and visitors safe during the COVID-19 pandemic. There were 16.5 million visits to regional parks — a 38% increase over 2019.

Staff demonstrated flexibility and creativity to continue the delivery of park programs safely. As a result, 5,629 people were able to take part in 310 programs, events and outreach activities while close to 2,500 volunteers and park partners contributed more than 8,237 hours to stewardship, education and interpretive programs. Nearly 240 hectares of land was added to the regional parks system while staff advanced numerous planning, design and asset management initiatives.

The Board received the report for information.

E3.1 Update to the 2019-2022 Board Strategic Plan**APPROVED**

A workshop was held February 26 to 27 as an opportunity for Directors to assess progress on the current *Board Strategic Plan*, to consider any adjustments, and to reflect on the changing landscape around resilience, equity, reconciliation and prosperity.

Throughout the workshop, diverse opinions were expressed, with some common themes emerging. Staff have compiled the comments and feedback provided at the workshop and proposed minor updates to the plan. The proposed updates were presented along with a design version of a 2021 update to the *Board Strategic Plan 2019-2022* in addition to of an appendix showcasing Board accomplishments of the past two years.

The Board approved the updated 2019-2022 *Board Strategic Plan* as presented.

E3.2 2020 Statement of Financial Information**APPROVED**

The *Financial Information Act* is provincial legislation that requires local governments to annually prepare and submit to the Board for approval a report called the Statement of Financial Information (SOFI). The SOFI consists of a series of statements and schedules, three of which are an integral part of the 2020 annual audited financial statements, which were approved by the Board on April 30.

Seven additional schedules include payments of remuneration and expenses for elected officials and employees, and payments made to suppliers for goods and services.

The Board approved the Statement of Financial Information for the year ended December 31, 2020.

E3.3 Project Delivery Best Practice Response – Capital Project Governance & Stage Gate Framework **RECEIVED**

Metro Vancouver is implementing best practices related to governance and oversight on capital projects. A key deliverable is to implement a formalized stage gate framework, with the goal of supporting the Metro Vancouver Board and Committees in achieving greater insight and clarity into highest value, risk and consequence projects, including more consistent information with which to make decisions over the lifecycle of a project. A stage gate is a point in time where the governing body makes go/no-go decisions at defined points throughout the project lifecycle. The implementation of stage gates as a key measure to improve project governance is based on a KPMG review of Metro Vancouver project delivery practices and a review of governance practices and stage gate frameworks used by other jurisdictions.

The Board received the report for information.

E4.1 Metro Vancouver External Agency Activities Status Report – May 2021 **RECEIVED**

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

- Delta Heritage Airpark Management Committee
- Fraser Valley Regional District Indigenous Relations Committee
- Fraser Valley Regional Library Board
- Katzie Treaty Negotiation Table
- Lower Mainland Flood Management Strategy Leadership Committee
- Lower Mainland Local Government Association
- Municipal Finance Authority of BC
- Ocean Watch Action Committee
- Pacific Parklands Foundation
- Sasamat Volunteer Fire Department Board of Trustees
- UBCM
- Western Transportation Advisory Council

G1 - Cancellation of Provincial Climate Action Revenue Incentive Program - On Table **APPROVED**

The Board authorized the Board Chair to write a letter to the Provincial Ministers of Municipal Affairs, Finance, and Environment and Climate Change Strategy, plus the Minister responsible for Housing about the cancellation of the provincial Climate Action Revenue Incentive Program (CARIP) including financial implications, impacts of the cancellation of the program and requesting an environmentally-sustainable replacement of the CARIP with an improved program with payments to start in 2022 without conditions.

The Board also referred the matter of the cancellation of the CARIP program to the Climate Action Committee and directed staff to prepare an additional response that provides details on suggested improvements to the program.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items and a delegation summary from standing committees.

Indigenous Relations Committee – May 6, 2021

Information Items:

5.2 Indigenous Relations Program Activities

This report outlines the Indigenous Relations Program’s current and ongoing activities, divided into major categories. In addition, the report provides statistics on the number of activities Indigenous Relations staff have assisted with over the past five years, and a breakdown of the total number activities for 2020, organized by Metro Vancouver’s departments.

5.3 Quarterly Report on Reconciliation Activities

This report provides a summary of reconciliation events and activities undertaken by Metro Vancouver over the past several months as well as information on upcoming events and activities over the next few months.

Finance and Intergovernment Committee – May 12, 2021

Delegation Summaries:

3.1 Nathan Davidowicz

Information Items:

5.4 Project Delivery Department – Governance Transition

The Finance and Intergovernment Committee is now the Metro Vancouver Board standing committee providing oversight for highest value, risk and consequence projects. This report serves to support this transition of governance by providing an overview of two of these projects being delivered by the Project Delivery Department on behalf of Liquid Waste and Water Services, respectively.

Metro Vancouver Housing Corporation

E1.1 Canada Mortgage and Housing Corporation Seed Funding Agreements – Signing Resolutions

APPROVED

Metro Vancouver Housing has received \$445,000 in seed funding for three affordable housing developments at Eastburn Square, Burnaby (\$150,000), Southwynde, Burnaby (\$150,000) and Poplar Landing, New Westminster (\$145,000). The Canada Mortgage and Housing Corporation requires MVHC to sign loan and contribution agreements to receive the approved seed funding and requires their standard form of Directors’ resolutions to be passed and certified. MVHC staff is requesting that the MVHC Board authorize the execution and delivery of the loan and contribution agreements as previously detailed.

The Board authorized the resolutions to execute and deliver the loan and contribution agreements as required by the Canada Mortgage and Housing Corporation for the purposes of the seed funding for

Eastburn Square, Burnaby (CMHC Seed #9238237), Southwynde, Burnaby (CMHC Seed #7887237), and Poplar Landing, New Westminster (CMHC Seed #5020054), affordable housing developments.

E1.2 Project Estimating Framework for MVHC Capital Projects

RECEIVED

In November 2020, Metro Vancouver’s Project Delivery Department provided a report and presentation to the Finance and Intergovernment Committee titled, “Project Delivery Best Practice Response – Project Estimating Framework.” The report provided information regarding best practice response in the area of project cost estimating and control for the Project Delivery Department. Metro Vancouver Housing is applying the Metro Vancouver Project Estimating Framework structure to provide consistency of cost estimating results for development and comprehensive rehabilitation projects, resulting in stabilized project cost forecasts.

The Board received the report for information.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items from a standing committee.

Housing Committee – May 5, 2021

Information Items:

5.2 Status of Metro Vancouver Housing Corporation Capital Expenditures to December 31, 2020

The capital expenditure reporting process to Standing Committees and Boards provide for regular status updates on capital expenditures. This is the year-end report for 2020, which compares capital spending for the 2020 fiscal year to the annual budget. In 2020, annual capital expenditures for the Metro Vancouver Housing Corporation (MVHC) were \$12.7 million compared to a capital budget of \$34.3 million. The variance is a result of delays in receiving city permits at the Kingston Gardens redevelopment in Surrey and a change to the scope to the Welcher Avenue redevelopment in Port Coquitlam extending the design process. Any capital funding surplus will remain with MVHC and be returned to its reserves to fund future capital projects.

5.4 Metro Vancouver Housing Approach to Operational Partnerships

Metro Vancouver Housing is working to implement the *Metro Vancouver Housing 10-Year Plan* goals to expand its portfolio of affordable rental housing through redevelopment, acquisition of new housing/sites and strategic partnerships. The *10-Year Plan* emphasizes the need for partnerships to leverage equity through provincial and federal funding support, and to collaborate and partner with other non-profits to support affordable rental housing across the region.

To this end, this report explores considerations for operational partnerships with other non-profits in new developments (for example, those who serve specific populations that align well with Metro Vancouver), and recommends next steps to explore and identify potential partnership opportunities

Greater Vancouver Water District

E1.1 Coquitlam River Watershed Roundtable’s 2020 Annual Report for Greater Vancouver Water District RECEIVED

The Coquitlam River Watershed Roundtable (CRWR) is a non-profit society with a mission “to preserve and enhance the health of the Coquitlam River Watershed through collaboration, education and advisory action.” GVWD has a three-year (2020-2022) contribution agreement to the CRWR, via the Watershed Watch Salmon Society as financial trustee, for \$34,000 annually. This funding supports a paid full-time coordinator role and a number of community initiatives in the cities of Coquitlam and Port Coquitlam that provide public education and environmental outreach in the lower Coquitlam River watershed. Key funding organizations in addition to GVWD include the Kwikwetlem First Nation, City of Coquitlam and City of Port Coquitlam, as well as several industry and business contributors. The CRWR met the requirements of the GVWD Contribution Agreement in 2020.

The Board received the report for information.

E1.2 Award of Contract Resulting from Tender No. 20-154: Pebble Hill Reservoir Unit No. 1 & 2 Seismic Upgrades APPROVED

The Pebble Hill Reservoir Unit No. 1 & 2 Seismic Upgrades Project is located at 411 Milsom Wynd, in the City of Delta. The work involves construction of interior seismic force resisting systems, thickening of perimeter walls and footings, roof slab strengthening, repair of columns, joint sealant replacement and installation of rooftop sports facilities. As a result of Request for Qualifications No. 18-117, five experienced firms were shortlisted and invited to respond to the tender.

The Board approved award of a contract in the amount of \$7,062,500 (exclusive of taxes) to Bennett Mechanical Installations (2001) Ltd. resulting from Tender No. 20-154: Pebble Hill Reservoir Unit No. 1 & 2 Seismic Upgrades, subject to final review by the Commissioner.

I 1 Committee Information Items and Delegation Summaries RECEIVED

The Board received information items from a standing committee.

Water Committee – May 13, 2021

Information Items:

5.2 GVWD Watershed Wildfire Preparedness Update

Metro Vancouver provides clean, safe drinking water to 2.7 million residents. An integral component of this service is management of the forested lands surrounding Capilano, Seymour and Coquitlam reservoirs. These water supply lands are closed to the public for protection from pollution and fire, and to ensure they are solely used for drinking water supply. The watersheds have a historically low incidence of fire due in large part to these restrictions. Consequently, the primary cause of fire is from lightning strikes during periods of moderate to high fire danger. Most fires are extinguished quickly and without incident due to

rapid discovery made possible by real-time lightning detection, staff patrols, local air traffic and public reports.

The Water Services Protection Program has staff with expertise in wildfire management, equipment available for strategic deployment, a resource sharing agreement, and monitoring stations ready for the 2021 fire season.

5.4 Water Supply Forecast and Water Consumption Update for Summer 2021

This report summarizes the current state of source water supply and trends in water use, and reflects current plans for operating the source reservoirs and water system this summer and fall. The existing snowpack, overall precipitation in the form of rainfall, and expected full source lake storage will be sufficient to ensure adequate water supply for the 2021 summer season. Peak day and winter water use continue to decrease while average day water use is starting to stabilize, indicating the importance of continued conservation initiatives. System improvements have increased the capacity of the transmission system to meet peak summer demands.

5.5 Update on Cleveland Dam Safety Enhancements Program

Metro Vancouver is updating the public warning system along the Capilano River downstream of the Cleveland Dam. This includes installing audible and visible alarms, installing new signage, evaluating access areas, and enhancing our communications and education. Starting May 13, the first of two phases of public engagement will begin, during which the public, stakeholders and First Nations will be invited to provide input on various themes to help inform the design of the long-term enhanced public warning system. This work is in addition to extensive internal reviews of our dam operations and procedures.

Greater Vancouver Sewage and Drainage District

E1.1 Award of Contract Resulting from Request for Proposal No. 20-349: New Westminster Interceptor – Columbia Section Rehabilitation by Sliplining

APPROVED

The New Westminster Interceptor – Columbia Section is located on Columbia Street in New Westminster. Inspections have determined that it is in a degraded condition and needs to be rehabilitated. RFP 20-349 was issued to three shortlisted contractors in February 2021 and closed in April. Three proposals were received, and were evaluated for technical and financial performance.

The work involves sliplining approximately 1.6 kilometres of the existing sewer, with work to start this summer. The timing of this work is synchronized with the Pattullo Bridge Replacement project to minimize the duration of impacts to the local business community.

The Board approved the award of a contract for an amount of up to \$26,219,750 (exclusive of taxes) to Oscar Renda Contracting of Canada resulting from RFP No. 20-349, subject to final review by the Commissioner.

E2.1 Regional Harmonization of Single-Use Item Reduction Bylaws

APPROVED

A harmonized regulatory approach for single-use items across the region would benefit both residents and businesses. Metro Vancouver does not have the authority to regulate the sale or distribution of single-use items. The primary regulatory tool used currently is municipal single-use item bylaws. Approved bylaws within the region are generally consistent but not identical.

Three municipalities have written to Metro Vancouver requesting a consistent regional regulatory approach be pursued. To support members seeking to implement bylaws.

The Board directed staff to collaborate with member jurisdictions, the B.C. Ministry of Environment and Climate Change Strategy and other stakeholders on the development of a standard for municipal single-use item reduction bylaws for the Board's consideration.

E3.1 North Shore Wastewater Treatment Plant Debt Amortization

APPROVED

The Board directed staff to consider an option to look at a 30-year amortization term for the North Shore's share of the North Shore Wastewater Treatment Plant Project only, and directed staff to organize a Board workshop on the amortization terms.

G1.1 Greater Vancouver Sewerage and Drainage District Trucked Liquid Waste Bylaw No. 345, 2021; Sani-dump Bylaw No. 346, 2021; Sewer Use Amending Bylaw No. 347, 2021

APPROVED

Two new bylaws were developed to improve clarity on regulatory requirements applicable to trucked liquid waste and sani-dumps. The two new proposed bylaws will complement requirements in the *Sewer Use Bylaw* which are still applicable to trucked liquid waste and sani-dump discharges. Amendments also improve compliance and alignment between the bylaws. Engagement was undertaken with industry representatives and local governments in the region from October 2019 to December 2020.

The Board:

- Gave first, second and third readings to *Greater Vancouver Sewerage and Drainage District Trucked Liquid Waste Bylaw No. 345, 2021*, then passed and finally adopted said bylaw.
- Gave first, second and third readings to *Greater Vancouver Sewerage and Drainage District Sewer Use Amending Bylaw No. 347, 2021*, then passed and finally adopted said bylaw.
- Gave first, second and third readings to *Greater Vancouver Sewerage and Drainage District Sewer Use Amending Bylaw No. 346, 2021*, then passed and finally adopted said bylaw.

G2.1 GVS&DD Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. 348, 2021 **APPROVED**

The *Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 306, 2017* (Tipping Fee Bylaw) sets rates and requirements at Metro Vancouver solid waste facilities. The bylaw is typically amended or replaced on an annual basis or as changes are needed. This report proposes updating the solid waste facilities listed in Schedule "A" to include United Boulevard Recycling and Waste Centre, a replacement facility for the existing Coquitlam Recycling and Waste Centre that is on leased land scheduled for redevelopment, and replace the term Transfer Station with Recycling and Waste Centre in the facility names to better reflect the range of services provided at those facilities.

The Board approved amendments to the *Tipping Fee Bylaw* effective June 1, 2021 to update the municipal solid waste disposal facilities listed in Schedule "A" to include United Boulevard Recycling and Waste Centre and replace the term Transfer Station with Recycling and Waste Centre in the facility names.

Subsequently, the Board gave first, second and third readings to *Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. 348, 2021*, then passed and finally adopted said bylaw.

I 1 Committee Information Items and Delegation Summaries **RECEIVED**

The Board received information items and a delegation summary from standing committees.

Liquid Waste Committee – May 13, 2021

Information Items:

5.1 Environmental Management System for the Liquid Waste Utility

The Liquid Waste Services department has adopted the ISO 14001 Environmental Management System approach to proactively, systematically and consistently identify, evaluate and prioritize environmental risks for mitigating action. The analysis indicates that most risks related to core liquid waste utility business have rigorous management systems in place to keep these risks to a minimum.

Core risks that require strengthened mitigation include combined sewer overflows, management of compounds of emerging environmental concern and wastewater treatment air contaminants/greenhouse gas emissions. There are areas that require development of new environmental programs. These include management of solid/hazardous waste at liquid waste facilities, handling of fuel and de-icing salt, management of invasive species and air contaminants/greenhouse gas emissions from vehicles and cooling equipment.

A future Environmental Management Policy will commit the Liquid Waste Services and Water Services departments to the ISO 14001 EMS approach and drive decision-making to mitigate risks and continuously improve utility environmental performance.

5.3 Testing for COVID-19 Virus in Wastewater

This report provides an overview of the Liquid Waste Services efforts related to wastewater testing which began in spring 2020 for SARS-CoV-2, the virus that causes COVID-19. Results have been posted on Metro Vancouver’s website. Increasing and decreasing trends with each new wave of the outbreak or new phase of restrictions are apparent, although the concentration of the virus in wastewater varies across the region and has changed over time. In spite of numerous challenges, the results provide a valuable source of information for public health agencies. Future work is expected to include genetic sequencing by the British Columbia Centre for Disease Control and the University of British Columbia to allow for differentiation of various virus strains.

Zero Waste Committee – May 14, 2021

Information Items:

5.3 2021 Food Scraps Recycling Campaign Results

The 2021 “Food Scraps Aren’t Garbage” campaign ran from January 11 to March 7. The primary objective was to increase the diversion of organic waste into the green bin, and the approach built on the 2019 and 2020 campaigns by continuing to use the food face characters. New in 2021 was a secondary objective to reduce contamination overall, as well as an audience segment focused on multi-family housing residents. Hyper-targeted banner ads and a new webpage were used to address common confusing items. The Green Bin Q&A on Instagram Stories also returned in 2021. Performance was strong, with 43 million total impressions, 2.8 million reach and over 30,000 website page views. The campaign will run again in early 2022.



Parks, Recreation and Cultural Services Committee

Date: Wednesday, May 26, 2021

Place: Council Chambers
Richmond City Hall

Present: Councillor Harold Steves, Chair (by teleconference)
Councillor Michael Wolfe (by teleconference)
Councillor Chak Au (by teleconference) (entered the meeting at 4:25 p.m.)
Councillor Bill McNulty (by teleconference)
Councillor Linda McPhail (by teleconference)

Also Present: Councillor Alexa Loo (by teleconference)

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on April 27, 2021, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

June 29, 2021, (tentative date) at 4:00 p.m. in Council Chambers

DELEGATION

1. Linda Barnes, Chair, Richmond Arts Coalition, reported that the Richmond Arts Coalition launched a social media platform and are soliciting sponsorships from businesses, and the platform is to promote, support and showcase Richmond artists to a global audience. Ms. Barnes shared two videos with Committee.

Parks, Recreation & Cultural Services Committee
Wednesday, May 26, 2021

In reply to queries from Committee, Ms. Barnes advised that (i) the social media platform was launched on May 19, 2021, (ii) applications for cultural arts grants have been submitted, and (iii) Richmond Arts Coalition media addresses will be forwarded to Council.

Susan Skemp, Richmond Arts Coalition, advised that (i) sponsorship for the social media platform will fund the artists involved and production costs, (ii) subscriptions and Patreon will result in a self-sustaining platform, and (iii) subscriptions will be free and can garner advertisers to generate funding.

Discussion ensued with regard to a recommendation that both videos be shown at a future Richmond Council meeting.

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

It was moved and seconded

- (1) *That the Richmond Arts Coalition promotional videos be shown at a future Richmond Council Meeting, and*
- (2) *That staff address opportunities to work with the Richmond Arts Coalition to support the social media initiative.*

CARRIED

COMMUNITY SERVICES DIVISION

2. **MAGICAL BRIDGE PLAYGROUND FOUNDATION**

(File Ref. No. 06-2345-01) (REDMS No. 6656538)

In reply to queries from Committee, staff advised that (i) playground distribution standards in the Parks and Open Space Strategy requires playgrounds every 400 square meters and for every new park to include a playground in the City Centre area where there is increasing density, (ii) staff seek opportunities for the addition of playgrounds and open spaces in all new development proposals, (iii) public consultation is undertaken for every new playground, including through “Let’s Talk Richmond”, and (iv) accessibility elements, similar to the Magical Bridge initiative, are considered in the design of all new playgrounds.

Discussion ensued with regard to (i) a suggestion that organizations that work with youth with accessibility challenges be included as stakeholders in future public engagements on Magical Bridge playgrounds, (ii) Magical Bridge playground concepts being added to existing and new parks in the future, and (iii) whether Magical Bridge playgrounds could be considered a cultural harmony opportunity due to the involvement of ambassadors and youth.

Councillor Au entered the meeting by teleconference (4:25 p.m.).

2.

Parks, Recreation & Cultural Services Committee
Wednesday, May 26, 2021

It was moved and seconded

That the staff report titled “Magical Bridge Playground Foundation,” dated April 29, 2021, from the Director, Parks Services, be received for information.

CARRIED

Councillor Loo left the meeting (4:27 p.m.).

3. RENAMING OF MINORU PLACE ACTIVITY CENTRE – 7660 MINORU GATE

(File Ref. No. 06-2050-20-MP) (REDMS No. 6623702)

In reply to a query from Committee, staff advised that the translation of the word “Annex” was not considered.

It was moved and seconded

That the Minoru Place Activity Centre at 7660 Minoru Gate, currently awaiting renovation for conversion to a Community Arts Education and Program Space, be renamed Richmond Cultural Centre Annex as presented in the report titled “Renaming of Minoru Place Activity Centre – 7660 Minoru Gate,” dated April 12, 2021, from the Director, Arts, Culture and Heritage Services.

CARRIED

4. MUSEUM AND HERITAGE SERVICES YEAR IN REVIEW 2020

(File Ref. No. 11-7141-01) (REDMS No. 6661284)

Staff shared a video titled “Museum and Heritage Services year in Review 2020”.

In reply to a query from Committee, staff advised that the walking tours developed by the Richmond Museum Society identify the historical value in Richmond’s neighbourhoods.

Committee requested that the video be shown at the next Richmond City Council meeting.

It was moved and seconded

That the staff report titled, “Museum and Heritage Services Year in Review 2020,” dated April 24, 2021, from the Director, Arts, Culture and Heritage Services, be circulated to Community Partners and Funders for their information.

CARRIED

Parks, Recreation & Cultural Services Committee
Wednesday, May 26, 2021

5. **MANAGER'S REPORT**

(i) ***Community Gardens by Branscombe House***

In reply to queries from Committee regarding correspondence on community gardens, staff advised that (i) meetings have been arranged with the strata council of the development adjacent to Branscombe House regarding a community garden in the area, and (ii) a plan on potential locations of community gardens is in development and will be shared with Council when completed.

(ii) ***Hamilton Dog Park***

In reply to a query from Committee regarding the Hamilton dog park, staff advised that improvements have been approved and funding has been secured to update some of the existing parks.

(iii) ***Usage Fees at McDonald Beach***

In reply to a query from Committee regarding usage fees at McDonald Beach, staff advised that fees are presented for Council's approval through the annual consolidated fees bylaw.

(iv) ***Walkway Adjacent to 3880 Bayview Street***

Staff was requested to provide information on approvals previously granted for the walkway adjacent to 3880 Bayview Street.

(v) ***Vegetation on Recreational Trails***

Staff was requested to ensure vegetation is trimmed on recreational trails to encourage their use during Bike to Work week on May 31 to June 6, 2021 and Bike Month in June 2021.

(vi) ***City Initiated Tree Sale***

Staff reported that they are pursuing options to provide tree sales to the public in winter 2021 and spring 2022 which will synchronize with the optimum planting season.

(vii) ***Urban Forest Management***

Staff reported that guidelines and protocols for managing city trees is contained in the document entitled "City of Richmond Public Tree Management Strategy, 2045" and key aspects of the document are to conserve and protect Richmond's city trees and to increase the canopy cover from the current 20% to 30% by 2045.

In reply to a query from Committee, staff clarified that tree retention is a priority for all new developments in addition to fostering new growth.

Parks, Recreation & Cultural Services Committee
Wednesday, May 26, 2021

(viii) The Gardens Agricultural Park

Staff reported that improvements and updates include removal of invasive species, replacing dead hedges and installation of more benches and tables.

(ix) Railway Bike Park

Staff reported that construction is nearing completion and the park should be open in June 2021.

In reply to a query from Committee, staff advised that an asphalt surface was selected as public consultation identified a preference for inclusivity for all uses such as bicycles, scooters, and inline skates.

(x) 14th Annual Doors Open Richmond event

Staff advised that the event will be online and will launch on June 5, 2021.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:09 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 Wednesday, May 26, 2021.

Councillor Harold Steves
Chair

Debbie Reimer
Recording Secretary



General Purposes Committee

Date: Monday, June 7, 2021

Place: Council Chambers
Richmond City Hall

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

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

AGENDA ADDITION

It was moved and seconded
That Possible Renaming of Trutch Avenue be added to the agenda as Item No. 3.

CARRIED

MINUTES

It was moved and seconded
That the minutes of the meeting of the General Purposes Committee held on May 17, 2021, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

June 21, 2021, (tentative date) at 4:00 p.m. in Council Chambers

General Purposes Committee
Monday, June 7, 2021

DELEGATION

1. Jacqueline Gijssen, Project Director, Social Purpose Real Estate Collaborative, with the aid of a PowerPoint presentation (copy on file, City Clerk's Office), noted the following:
 - BC has some of the least affordable housing markets in the world;
 - non-profits, social enterprises, and small businesses are all impacted;
 - there is loss of community spaces;
 - everyone is affected;
 - a new BC wide study was conducted that involved a research report, online surveys, workshops, community events and a final report;
 - many challenges such as affordability, tenure, and suitability play a role; and
 - increasing the supply of affordable secure housing, advocating for the sector, funding and financing, designing spaces for social purpose, are all ideas for action.

COMMUNITY SAFETY DIVISION

2. **APPLICATION TO AMEND LIQUOR PRIMARY LIQUOR LICENCE # 307706 FROM MONKEY 9 BREWING PUB CORP DOING BUSINESS AS: MONKEY 9 BREW PUB - 180 - 14200 ENTERTAINMENT BLVD.**

(File Ref. No. 12-8275-30-001) (REDMS No. 6665266)

It was moved and seconded

- (1) *That the application from Monkey 9 Brewing Pub Corp., doing business as, Monkey 9 Brew Pub, for an amendment to Liquor Primary Licence # 307706 to request an increase to the occupant capacity by 260 persons at 180 – 14200 Entertainment Blvd., be supported for:*
 - a) *Total person capacity to be amended and set at 460 persons;*
 - b) *No changes to the hours of service currently set at Monday to Sunday, from 10:00 AM to 2:00 AM; and*
- (2) *That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the licence amendment for the reasons that this amendment has been determined, following public consultation, to be acceptable in the area and community.*

2.

General Purposes Committee
Monday, June 7, 2021

The question on the motion was not called as in reply to queries from Committee, Bert Hick, Rising Tide, advised that the requested licence is comparable to other bowling centres and similar to that of a golf course and the liquor service is an added amenity to the main activity of bowling.

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

3. **POSSIBLE RENAMING OF TRUTCH AVENUE**

(File Ref. No.)

Discussion took place on the potential to change the name of Trutch Avenue due to the challenging background of the name.

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

It was moved and seconded

That the matter of Trutch Avenue be referred to staff to:

- (a) analyze the situation and meaning of the name;*
- (b) provide options with the possibility of renaming the road; and*
- (c) notify the residents of Trutch Avenue of the analysis being undertaken.*

The question on the referral motion was not called as discussion took place on potential replacement names for the street and procedures for residents to come forward to change road names if necessary.

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

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:33 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 7, 2021.

Mayor Malcolm D. Brodie
Chair

Sarah Goddard
Legislative Services Associate



Finance Committee

Date: Monday, June 7, 2021

Place: Council Chambers
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 4:34 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Finance Committee held on May 3, 2021, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

July 5, 2021, (tentative date) at 4:00 p.m. in Council Chambers

Finance Committee
Monday, June 7, 2021

FINANCE AND CORPORATE SERVICES DIVISION

1. **FINANCIAL INFORMATION – 1ST QUARTER MARCH 31, 2021**

(File Ref. No.) (REDMS No. 6668369)

It was moved and seconded

That the staff report titled, “Financial Information – 1st Quarter March 31, 2021”, dated May 7, 2021 from the Acting Director, Finance be received for information.

CARRIED

2. **ACTIVE CAPITAL PROJECTS INFORMATION - 1ST QUARTER MARCH 31, 2021**

(File Ref. No. 03-0975-01) (REDMS No. 6657762)

It was moved and seconded

That the staff report titled, “Active Capital Projects Information – 1st Quarter March 31, 2021”, dated May 10, 2021 from the Director, Finance be received for information.

CARRIED

3. **2022-2026 BUDGET PROCESS**

(File Ref. No. 03-0970-25-2021-01) (REDMS No. 6665522)

It was moved and seconded

That the staff report titled “2022-2026 Budget Process” dated May 17, 2021 from the Director, Finance be received for information.

The question on the motion was not called as in reply to queries from Committee, staff noted that a copy of Policy 3016 can be provided and all external factors will be considered when preparing the budget.

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

4. **LULU ISLAND ENERGY COMPANY – 1ST QUARTER MARCH 31, 2021 FINANCIAL INFORMATION**

(File Ref. No. 10-6600-10-01) (REDMS No. 6672096)

It was moved and seconded

That the Lulu Island Energy Company report titled “Lulu Island Energy Company – 1st Quarter March 31, 2021 Financial Information”, dated May 7, 2021 from the Chief Executive Officer and Chief Financial Officer, be received for information.

CARRIED

2.

Finance Committee
Monday, June 7, 2021

5. **RICHMOND OLYMPIC OVAL CORPORATION – 2021 Q1 INTERIM FINANCIAL STATEMENTS**

(File Ref. No.) (REDMS No. 6671478)

It was moved and seconded

That the report on the 2021 first quarter interim financial statements ended March 31, 2021 for the Richmond Olympic Oval Corporation from the Director, Finance, Richmond Olympic Oval Corporation be received for information.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:43 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 7, 2021.

Mayor Malcolm D. Brodie
Chair

Sarah Goddard
Legislative Services Associate



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee
Date: April 12, 2021

From: Marie Fenwick
 Director, Arts, Culture and Heritage Services
File: 06-2050-20-MP/2021-Vol 01

Re: Renaming of Minoru Place Activity Centre – 7660 Minoru Gate

Staff Recommendation

That the Minoru Place Activity Centre at 7660 Minoru Gate, currently awaiting renovation for conversion to a Community Arts Education and Program Space, be renamed Richmond Cultural Centre Annex as presented in the report titled “Renaming of Minoru Place Activity Centre – 7660 Minoru Gate,” dated April 12, 2021, from the Director, Arts, Culture and Heritage Services.

CM Fenwick

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

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Parks Services	<input checked="" type="checkbox"/>	<i>Sevener</i>
Facility Services & Project Development	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: <i>MF</i>	APPROVED BY CAO <i>[Signature]</i>

Staff Report

On November 13, 2018, Council approved Community Arts Education and Program Space as the preferred program for the building formerly known as the Minoru Place Activity Centre. Tendering for this project is anticipated to occur in 2021 with completion by late summer 2022, subject to an announcement by this summer of the City's grant application status under the Investing in Canada Infrastructure Program.

The purpose of this report is to recommend the adoption of a name for the repurposed facility.

This report supports Council's Strategic Plan 2018-2022 Strategy #3 One Community Together:

Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.

3.1 Foster community resiliency, neighbourhood identity, sense of belonging, and intercultural harmony.

3.2 Enhance arts and cultural programs and activities.

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

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

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

Analysis

Background

Located directly across from the Richmond Cultural Centre/Richmond Public Library in Minoru Park, the converted facility will include an array of cultural programs including two Dance/Performing Arts Studios, Museum Program/Multi-purpose Room, Workshop/Multi-purpose Room, Pottery Studio, Media Arts Studio, Arts Studio/Multi-purpose Room, Flex-Lobby Space featuring Exhibition Space for local artists and Reception/Administration Spaces.

This facility will add vitality to the Arts and Culture District proposed in the Minoru Park Vision Plan. In function, it will be operated as an extension of the public programs currently offered in the Richmond Cultural Centre, offering additional and/or enhanced arts and cultural activities, particularly by the Richmond Arts Centre, Richmond Museum and Richmond Media Lab. As well, the facility will be operated and managed by the same staff team that operates the Richmond Cultural Centre.

Policy

Council Policy 2016, Naming of Public Building – Parks or Places (Attachment 1) states that a proposal for naming a public building, park or place, will be considered if:

A place has significant meaning for, or ties to, the City

A program, activity, or symbol is pertinent to the life of the City specific to the location and may be used to effectively promote and market the program or activity both within and outside the community.

Naming Considerations

In identifying potential names of the facility, consideration was given to:

- the program for the facility which is an extension of that offered in the Richmond Cultural Centre;
- the facility's close proximity to the Richmond Cultural Centre;
- fit with the names of other facilities within the park and the City of Richmond;
- flexibility in relation to the variety of arts, culture and heritage activities that will take place within the facility; and
- compliance with the Council Policy 2016.

Naming Options

To address the above naming considerations, the following are options for consideration:

- Richmond Cultural Centre Annex (Recommended),
- Richmond Cultural Continuum: and
- The Culture Lodge.

Option 1 - Richmond Cultural Centre Annex (Recommended)

Staff recommend that the building formerly known as the Minoru Place Activity Centre be renamed as Richmond Cultural Centre Annex.

The recommended name responds to the naming considerations, reflects that the program is an extension of the services offered in the existing Cultural Centre and is the name that staff are already using internally for pre-conversion facility planning. Annex is also an accurate and literal description of the facility, which is “a building that is attached to or near a larger building and usually used as part of it” (Merriam-Webster).

While there is another nearby “Annex” (City Hall Annex), this facility is used predominantly by City staff. For the general public that would typically use the Richmond Cultural Centre Annex, the name is unlikely to present confusion.

Option 2 - Richmond Cultural Continuum

This name responds to the naming considerations and reflects that the program is an extension of the services offered in the existing Cultural Centre.

It is also a play on the title of the large-scale mural that encircles the Richmond Cultural Centre: *Continuum* by Richard Tetrault and Jerry Whitehead. Upon completion of the renovations, a linear mural will be added along the top of the newly converted building's façade in order to visually connect it to the existing Cultural Centre.

The disadvantage of this name and the reason it is not recommended is that it is not in keeping with the typical naming conventions in the City and it may be considered to be too abstract.

Option 3 – The Culture Lodge

This name responds to the naming considerations and reflects that the program is an extension of the services offered in the existing Cultural Centre. It is a good-natured reference to the relatively smaller scale of this wooden building, located in a treed area of Minoru Park, suggesting, as well, a place for gathering.

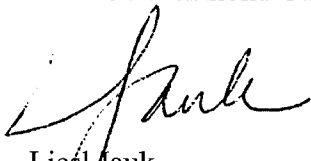
The disadvantage of this name, and the reason it is not recommended, is that the word “lodge” has longstanding connotations that do not fit with the building's function, such as Indigenous healing lodges and as a meeting place for organizations such as the Freemasons.

Financial Impact

None.

Conclusion

Staff are recommending that the former Minoru Place Activity Centre at 7660 Minoru Gate be renamed Richmond Cultural Centre Annex.



Liesl Jauk
Manager Arts Services
(604-204-8672)

Att. 1: Policy 2016 – Naming Public Buildings – Parks or Places



POLICY 2016:

It is Council policy that:

The naming of public buildings, parks or places within the City shall be undertaken to:

1. Honour or memorialize individuals, corporations, events, and places that have attained achievements of extraordinary and lasting distinction and contribution to the City, or
2. Pay tribute to an association with an activity or program which is specific to the use of the public building, park, or place.

In all cases, staff will review the proposals/submissions based on the following "Guidelines for Naming", prior to making a recommendation to City Council. The final decision rests with City Council by means of a resolution adopted by majority vote of Council. In the absence of a clear direction or decision from staff, the final decision will be made by Council.

After the final decision on the naming of public facilities, parks and spaces has been made, the City Clerk shall notify all parties affected by, or interested in, such new public buildings, parks or places.



GUIDELINES FOR NAMING

1. Proposals/submissions for naming a public building, park or place may be received from the public (including residents, community associations and organizations), staff, and corporations.
2. A proposal for naming a public building, park or place in honour of a person who has rendered outstanding service to the City, will be considered. Names of living individuals may be considered, but the use of individual names should be minimized.
3. A proposal for naming a public building, park or place, other than in honour of an individual, will be considered if:
 - an organization has had historical and exceptional ties to the City.
 - an event or date is significant in the City's history.
 - a place has significant meaning for, or ties to, the City.
 - a program, activity, or symbol is pertinent to the life of the City specific to the location and may be used to effectively promote and market the program or activity both within and outside the community.
4. In a proposal for naming "joint sites" between the City and School District, the park and school names should coincide through consultation between the two organizations.
5. A proposal for naming "parks and open spaces" may consider the name of the abutting road. Similarly, a public building accommodated on a park, the park name, or the building, should relate to each other.
6. A proposal for naming a "character area" such as a neighbourhood and/or open space should be designated by names linking persons, events, places or activities with appropriate references to location and activities to be conducted on the site or land form.
7. A proposal for naming a public building or park in recognition of a corporation which has made a significant gift or contribution to the City may be considered.
8. A named facility will retain that name as long as it exists. However, if a name is designated for a facility associated with a specific program or activity and that activity is subsequently changed, the name may be applied to a similarly-used facility, if possible, and if not, to another facility.



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee
Date: April 24, 2021

From: Marie Fenwick
 Director, Arts, Culture and Heritage Services
File: 11-7141-01/2021-Vol 01

Re: **Museum and Heritage Services Year in Review 2020**

Staff Recommendation

That the staff report titled, "Museum and Heritage Services Year in Review 2020," dated April 24, 2021, from the Director, Arts, Culture and Heritage Services, be circulated to Community Partners and Funders for their information.

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

Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
City Clerk	<input checked="" type="checkbox"/>	<i>Sevenson</i>
SENIOR STAFF REPORT REVIEW	INITIALS: <i>MF</i>	APPROVED BY CAO <i>[Signature]</i>

Staff Report

Origin

On June 11, 2007, Council approved the following vision for Museum and Heritage Services: Richmond is a city that proudly celebrates its past, present and future. The City's museum and heritage services policies will interpret the unique and dynamic story of where Richmond came from, where it is now, and how it will develop into the future.

This Museum and Heritage Services Year in Review 2020 highlights the achievements from the past year that helped to achieve this vision.

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

6.4 Recognize Richmond's history and heritage through preservation, protection and interpretation.

Analysis

Impact of COVID-19 Pandemic

2020 was a year of challenges and opportunities. While there were many programs and activities planned at the start of the year, with the COVID-19 pandemic, staff were required to rethink and adapt plans.

On March 17, 2020, facilities across the City were temporarily closed due to COVID-19. The table below identifies the museum and heritage sites that closed and the date and extent of facility re-openings to date. Unfortunately, the Steveston Tram has not yet been reopened as regular sanitizing of the historic tramcar would cause irreparable damage and the facility itself is challenging to reopen under the current physical distancing guidelines.

While the facility was closed, the Richmond Archives adjusted and realigned services to a virtual delivery model. This allowed the Archives to remain open virtually with researchers able to access online services 24/7.

Site	Re-opening Date	2020 Visitation
Minoru Chapel	June 6, 2020	35 ceremonies
Britannia Shipyards	Park remained open all year Some buildings re-opened with limited hours on July 23, 2020	15,413
Richmond Archives	August 17, 2020	376
Steveston Museum	Post office re-opened for full hours on September 21, 2020 (Attachment 1)	12,865
Richmond Museum	October 7, 2020	9,585

Site	Re-opening Date	2020 Visitation
London Heritage Farm	Park remained open all year Farmhouse was not open in 2020	n/a
Steveston Tram	Remained closed	3,170 (January - March 17, 2020)

Programs and Events

Despite the challenges of the pandemic, many programs were successfully delivered in-person where safe or online.

The Richmond Museum delivered the Junior Curators and Young Archaeologist camps for youth during Spring Break and summer. Although spaces were limited for COVID-safety, the camps were well received by the public. Richmond Museum staff also continued to support teachers with in-class education kits and a newly developed teacher resource newsletter. While the *City at Work* exhibit was held over another year, two new neighbourhood walking-tour experiences were developed which allowed people to explore the Terra Nova and Brighthouse areas of Richmond in their own time. These downloadable guides won a 2020 Heritage Award from the Richmond Heritage Commission. (Attachment 2)

The Steveston Heritage Sites joined with Tourism Richmond to develop a new Steveston-wide scavenger hunt. The online activity invites participants to join Big Red, the Irish Setter dog, on his quest to uncover Richmond's history and mysteries by following clues to find the answers left by the Cannery Cat. The scavenger hunt takes place outdoors, starting at Britannia Shipyards and ending at the Gulf of Georgia Cannery.

To maintain connections with the community while in-person visits were limited, a variety of new online programming was created and delivered through each site's social media channels. Through trending themes like #DiversityIsOurStrength and online events, artefacts and images told the unique and diverse story of the City.

Due to the pandemic restrictions limiting gatherings, events were re-envisioned in a variety of ways.

- London Heritage Farm Plant Sale – Being outside, the annual Plant Sale was able to continue with new safety protocols in place. Although smaller scale, the London Heritage Farm Society successfully delivered the event and raised funds to support their work at the site.
- Doors Open Richmond – This event brought together 37 sites for a new online behind-the-scenes experience of Richmond places and organizations. The successful event was held June 6 to 13 and offered 135 virtual experiences for participants to enjoy from home. For the first time, this event was supported by a grant of \$17,500 from the Department of Canadian Heritage. (Attachment 3)
- Richmond Maritime Festival – With support from the Richmond Arts Coalition and Britannia Shipyards National Historic Site Society, the event was transformed into a

series of online performances delivered over 11 days. Original content premiered daily, featuring pre-recorded performances, hands-on activities and storytelling that celebrated the City's maritime heritage with the Britannia Shipyard National Historic Site as the backdrop.

- Winter in the Village – With the addition of a new holiday light tour, Steveston Village was transformed into a sparkling winter wonderland for the month of December. In addition, family-friendly activities were offered by a range of Steveston organizations, including Tourism Richmond’s Holiday Window Display Contest, Steveston Post Office’s Letters to Santa, and the Gulf of Georgia Cannery National Historic Site’s Festival of Trees. (Attachment 4)
- Songs in the Snow – Part of the Winter in the Village celebration, the fourth annual Songs in the Snow was delivered online via a video conference platform. The event featured a line-up of musicians and entertainers performing holiday favourites over three nights. Locals could also pre-order and pick up free craft kits and snack packages ahead of the show to enjoy at home.

Program	In-Person Visitation	Online Engagement
Youth Camps	31 children	
School Programs (January 1 – March 17, 2020)	42 classes	
Doors Open		22,000
Richmond Maritime Festival		46,000
Songs in the Snow		1,057

Heritage Conservation

One of the highlights of the year was the return of the *MV Burnaby* boat. Eriksen Brothers Shipyards in North Vancouver built the historic tugboat in 1925. The *MV Burnaby* was restored in partnership with the Britannia Shipyard National Historic Site Society. (Attachment 5) Staff are working to develop supporting interpretation and programming at Britannia Shipyards.

Staff continued work to preserve the important history of Richmond through the oral history program and artefact collections. In 2020, the Richmond Museum collected extensive oral histories from two long-time members of the Richmond community. Additionally, collections staff took in over 187 objects donated by community members and organizations.

Lastly, the closure of facilities and reduced visitor numbers caused by the pandemic provided an opportunity to undertake a number of much needed facility repairs and upgrades at the heritage sites.

Planning for the Future

While program delivery was restricted, planning for future programs and interpretation continued. Projects included:

- Steveston Heritage Sites Interpretive Plan – Development of an overarching interpretive plan for the heritage sites in Steveston took place throughout 2020. As a first step, staff hosted a workshop with heritage group stakeholders in January that focused on defining intended audiences, interpretive themes, and desired interpretive methods for each site. Through subsequent discussions with these groups, staff further refined the proposed audiences, themes, and interpretive methods for each site. Council has been provided updates on this work via memos dated May 11, 2020 and December 3, 2020. This plan will be brought forward for Council’s consideration in 2021.
- Steveston Museum Visitor Experience Planning - Through the process of developing the Steveston Heritage Sites Interpretive Plan, the Steveston Museum was identified as site with opportunity for further interpretation of Steveston history and heritage. In particular, stakeholders favoured the idea of the Steveston Museum becoming an “interpretive hub” for the area, providing historical context for visitors to Steveston and serving as a driver for visitation to other local heritage sites. With this in mind, staff undertook a process with the Steveston Historical Society and Tourism Richmond to explore what other visitor experience opportunities might be possible for the site. Options for the Steveston Museum will be brought forward for Council’s consideration in 2021.
- London Heritage Farm Master Plan – Also stemming from the work on the Steveston Heritage Sites Interpretive Plan, staff worked with the London Heritage Farm Society to develop a new Master Plan for the park at London Heritage Farm. Planning began with a facilitated workshop with Society board members to explore areas of the site that were working well and aspects that could use improvement (Attachment 6). A draft Master Plan was created based on this input and guided by the interpretive themes identified in the interpretive planning work. This plan was endorsed by Council on February 8, 2021.
- Exhibit planning for the Steveston Tram – Now that the Tramcar restoration is complete, the small exhibits surrounded the Tram will be installed. The exhibits will provide opportunities for children to engage with the Tram in a meaningful way and for the public to learn about the Tram’s history in Richmond.
- Richmond History Video Series – Throughout 2020, the Richmond Museum team worked to produce a series of short videos that tell the many stories of Richmond, from sports to agriculture and from Steveston to Terra Nova. This series of ten videos of three to five minutes will be presented at museum and heritage sites, online, and used in school and public programs. This series will launch in 2021.

Cultivating Partners

In spite on the inability to meet in person from much of 2020, staff continued to work effectively with Museum and Heritage Stakeholders. Conversations with the City’s partner societies (London Heritage Farm Society, Britannia Shipyards National Historic Site Society, Steveston Historical Society, Richmond Museum Society, and the Scotch Pond Cooperative) were ongoing throughout the year.

In February, a roundtable was held with the Britannia Shipyards National Historic Site Society, Steveston Historical Society, and London Heritage Farm Society to discuss the potential for changes to the governance and operating models. This preliminary discussion indicated interest in increased collaboration between groups. Although the pandemic has slowed these conversations, there remains interest in this subject.

In addition to the many planning-related discussions described above, societies and staff worked collaboratively to negotiate the challenges of the pandemic. In some cases, this meant societies took on additional staffing to support sites during City layoffs. In other cases, this meant societies and City working together to access new funding streams to support museum and heritage projects.

The year also brought changes to some society operating agreements. A new operating agreement with the London Heritage Farm Society was executed in November. This agreement replaced their original 25-year agreement from 1980. Additionally, the agreement with the Steveston Historical Society to operate the post office and Tourism Richmond’s lease agreement for the Visitor Centre at the Steveston Museum were renewed for two years.

In addition to the on-going relationships with local heritage societies, two new agreements with heritage partners were established in 2020. The first was a three-year agreement, with the *Providence* sailing ship to be the flagship for the Britannia Shipyards. The 1903 sailing ship will be docked at Britannia Shipyards during the winter months and support events and programs at the site throughout the year.

In October, the Richmond Museum signed a memorandum of understanding with the University of British Columbia Initiative for Student Teaching and Research in Chinese Canadian Studies. The collaboration allows the Richmond Museum to extend its knowledge of and connection to Richmond’s Chinese Canadian heritage by working with students in the UBC program to undertake specific research projects in the Richmond community.

Lastly, although the pandemic greatly reduced the capacity for working with volunteers, museum and heritage sites still benefited from the support of individuals from the community. The volunteer hours outlined in the table below, illustrates this commitment.

Site	Volunteer Hours
Britannia Shipyards	408
London Heritage Farm	908
Steveston Museum	n/a
Steveston Tram	95
Richmond Museum	16
TOTAL	1,427

Grant Funding

As a result of the pandemic, provincial and federal governments made new grant opportunities available. Richmond's museum and heritage sites benefitted from this with the following grants:

- The Richmond Museum Society received the annual BC Arts Council operating grant of \$32,000, which was an increase of \$4,000 over the previous year. Additionally, the Richmond Museum Society received \$37,000 in funding from the BC Arts Council Expanded Arts and Culture Resilience Supplement Award program to support Museum operations and programs during the pandemic.
- The City received a \$100,000 grant from the Department of Canadian Heritage COVID-19 Emergency Support Fund for Heritage Organizations program. The funding supported ongoing operational needs across Museum and Heritage Services including the development of educational programming for teachers, enhancing online platforms to better share public programming initiatives, and supporting artefact collections work.
- The Artefact Collections team benefitted from two fully funded students through the Department of Canadian Heritage Young Canada Works program. The Collections Assistant supported the on-going work to care for the City's collection. While the Collections Intern began the review of the London Heritage Farm Society's collection in preparation for transfer to the City.

Financial Impact

None.

Conclusion

Richmond is a city that proudly celebrates its past, present and future. The Museum and Heritage Services Year in Review demonstrates the valuable contribution that these services provide to the community.



Rebecca Clarke
Manager, Museum and Heritage Services
(604-247-8330)

Attachment 1: Photo – Steveston Museum Post Office Re-opening

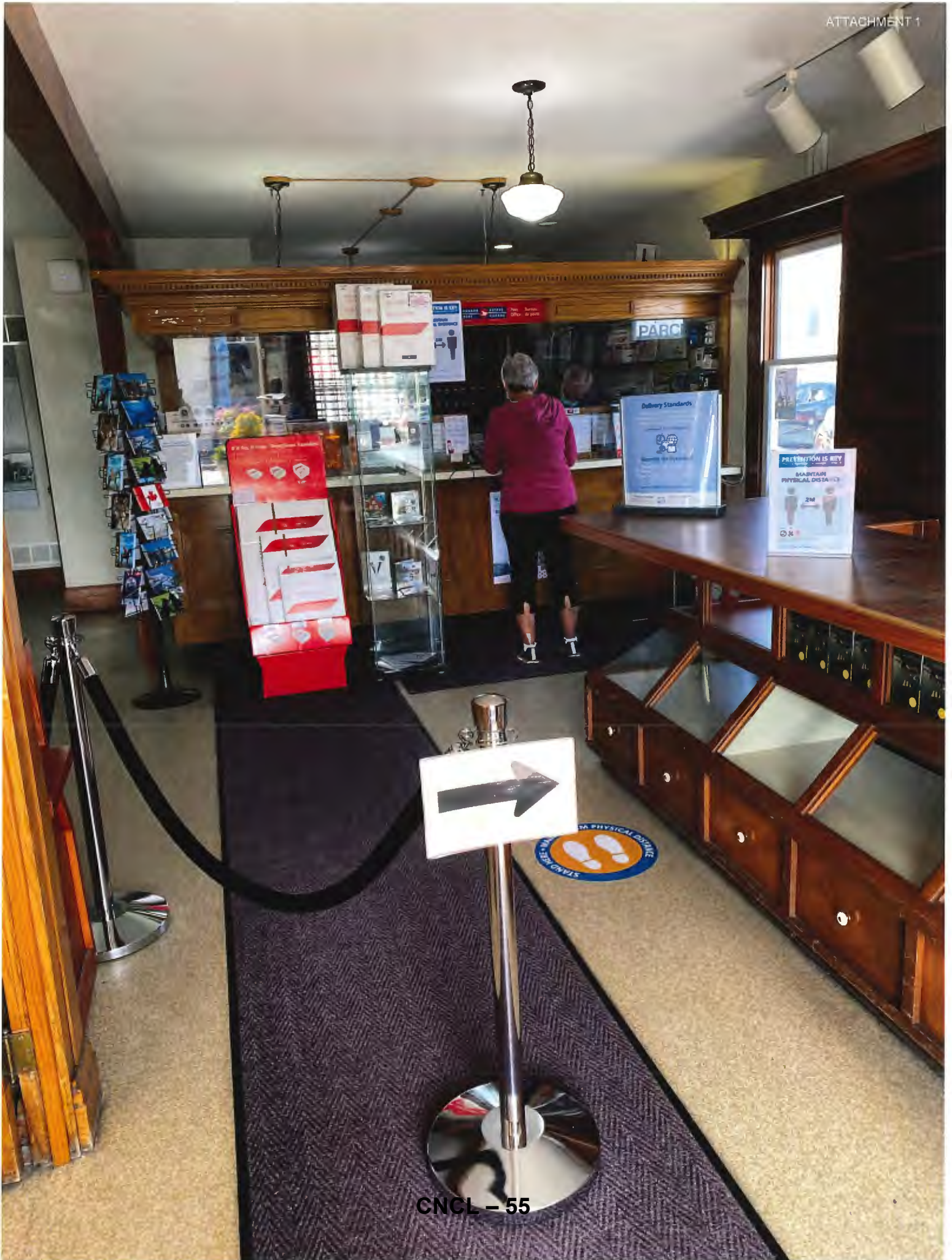
Attachment 2: Photo – Richmond Museum Society Receives Award for Walking Tour Guides

Attachment 3: Photo – Doors Open Richmond Behind-the-Scenes

Attachment 4: Photo – Winter in the Village at Steveston Tram

Attachment 5: Photo – *Burnaby* Boat Restored

Attachment 6: Photo – London Heritage Farm Master Planning Workshop











ATTACHMENT 5





To: General Purposes Committee **Date:** April 27, 2021
From: Cecilia Achiam **File:** 12-8275-30-001/2021-
 General Manager, Community Safety Vol 01
Re: **Application To Amend Liquor Primary Liquor Licence # 307706 From Monkey 9 Brewing Pub Corp Doing Business As: Monkey 9 Brew Pub - 180 - 14200 Entertainment Blvd.**

Staff Recommendation

1. That the application from Monkey 9 Brewing Pub Corp., doing business as, Monkey 9 Brew Pub, for an amendment to Liquor Primary Licence # 307706 to request an increase to the occupant capacity by 260 persons at 180 – 14200 Entertainment Blvd., be supported for:
 - a) Total person capacity to be amended and set at 460 persons;
 - b) No changes to the hours of service currently set at Monday to Sunday, from 10:00 AM to 2:00 AM; and
2. That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the licence amendment for the reasons that this amendment has been determined, following public consultation, to be acceptable in the area and community.

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

Att. 5

REPORT CONCURRENCE	
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

The Provincial Liquor and Cannabis Regulation Branch (LCRB) issues licences in accordance with the *Liquor Control and Licensing Act* (the Act) and the Regulations made pursuant to the Act. This report deals with an application to the LCRB and the City of Richmond by Monkey 9 Brewing Pub Corp., doing business as Monkey 9 Brew Pub, (hereinafter referred to as “Monkey 9 Brew Pub”) for an amendment to the Liquor Primary Licence.

The City of Richmond is given the opportunity to provide written comments by way of a resolution to the LCRB with respect to the liquor licence applications and amendments. For an amendment to the Liquor Primary Licence, the process requires the local government to provide comments with respect to the following criteria:

- The location of the establishment;
- The proximity of the establishment to other social or recreational and public buildings;
- The person capacity and hours of liquor service of the establishment;
- The impact of noise on the community in the immediate vicinity of the establishment;
- and
- The general impact on the community if the application is approved.

This report supports Council’s Strategic Plan 2018-2022 Strategy #7 A Supported Economic Sector:

Facilitate diversified economic growth through innovative and sustainable policies, practices and partnerships.

Analysis

Location of Establishment

This application relates to Monkey 9 Brew Pub, who operates a licensed restaurant as well as a ten and five pin bowling centre under the business name of Lucky 9 Lanes. Both are situated at 14200 Entertainment Blvd. Unit 150 & 180.

The property is zoned Entertainment and Athletics (CEA) with the following relevant permitted uses respective to this application:

- Liquor primary establishment;
- Restaurant; and
- Recreation indoor.

The Monkey 9 Brew Pub is situated in a commercial use area focusing on sports and entertainment. There are approximately 21 businesses covering a wide footprint. The largest, being a movie theatre followed by a City operated skating arena and swimming pool. The businesses in this area range

from entertainment, sports, indoor recreation, retail shops and restaurants. There is also a residential complex east of the Monkey 9 Brew Pub.

The bowling alley and restaurant have been operating in this location since 1997 and under the Monkey 9 Brew Pub ownership since November 2016. Since the change of ownership, no issues have arisen regarding non-compliance in respect to City bylaws or Liquor Licence Regulations.

The overall footprint of the bowling establishment and the Monkey 9 Brew Pub will remain unchanged other than the licenced service areas. The increase to the person capacity will not alter from the current occupant load set for the Monkey 9 Brew Pub.

Proximity of the Establishment to Other Social, Recreational and Public Building

There are no schools or parks within 500 metres from the Monkey 9 Brew Pub. There are two recreational buildings, Watermania and Richmond Ice Centre, situated in the vicinity of the Monkey 9 Brew Pub. There is also one other liquor primary establishment within the vicinity of the establishment.

Person Capacity and Hours of Liquor Service of the Establishment

The Monkey 9 Brew Pub is seeking approval for an increase to in-person capacity for the existing Liquor Primary Licence currently set at 145 persons indoor, plus two outdoor patios that accommodate 55 persons, for a total of 200 persons. The proposed increase will add the bowlers' sitting area, set at 160 persons, and the bowling lanes concourse area, set at 100 persons, for a total of 460 persons for the entire facility. The 100 seats in the bowlers' concourse area is currently covered by a food primary licence but this application seeks to replace the current licencing with a liquor primary licence. . The bowlers' sitting area is not currently covered under any liquor licence.

The applicants operating hours of liquor service will be unchanged and is currently set at Monday to Sunday, 10:00 AM to next day 2:00 AM, which is consistent with City's Policy 9400.

The Impact of Noise on the Community in the Immediate Vicinity of the Establishment

The establishment's location is situated in the entertainment district with various athletics and recreational facilities within the area. There are also other restaurants and businesses frequently visited by the public. There have been no reported issues for the Monkey 9 Brew Pub. The increased in-person capacity is a change to service area only and no change to the business footprint or current occupant load. Based on this assessment, the noise level is not a concern due to the location of the establishment.

Summary of Community Consultation Process and Comments

The City's community consultation process for reviewing applications for liquor-related licences is prescribed by the Development Application Fees Bylaw No. 8951, which under Section 1.8.1 calls for:

- 1.8.1 Every **applicant** seeking approval from the **City** in connection with:

- (a) a licence to serve liquor under the *Liquor Control and Licensing Act and Regulations*;

must proceed in accordance with subsection 1.8.2.

1.8.2 Pursuant to an application under subsection 1.8.1, every **applicant** must:

- (b) post and maintain on the subject property a clearly visible sign which indicates:
 - (i) type of licence or amendment application;
 - (ii) proposed person capacity;
 - (iii) type of entertainment (if application is for patron participation entertainment); and
 - (iv) proposed hours of liquor service; and
- (c) publish a notice in at least three consecutive editions of a newspaper that is distributed at least weekly in the area affected by the application, providing the same information required in subsection 1.8.2(b) above.

The required signage was posted on March 16, 2021 and three advertisements were published in the local newspaper on March 18, 2021, March 25, 2021 and April 1, 2021.

In addition to the advertised signage and public notice requirements, staff sent letters to businesses, residents and property owners within a 50 meter radius of the new establishment. On March 17, 2021, a total of 334 letters were mailed out to businesses, residents and property owners. The letter provided information on the proposed liquor licence amendment and contained instructions to comment on the application. The period for commenting for all public notifications ended April 16, 2021.

Based on the community consultative process described, the City has received one response opposed to this application. The concerns of the complaint pertains to vehicle traffic and car racing in the parking lot (Attachment 1).

Two responses were received on the notice letters mailed out with acceptance of the application and signatures (Attachment 2).

All feedback and responses have been analyzed and staff conclude that these concerns can be mitigated by the operator continuing to follow the terms and conditions of the Liquor and Cannabis Regulation Branch. In addition, existing municipal Bylaws, along with regular inspections and enforcement, are sufficient to further mitigate the public's concerns with this application.

Other Agency Comments

As part of the review process, staff requested comments from other agencies and departments such as Vancouver Coastal Health, the Richmond RCMP, Richmond Fire-Rescue and the Liquor & Cannabis Regulation Branch. These agencies and departments generally provide comments on the compliance history of the applicant's operations and premises. All of the agencies and departments expressed no concerns regarding this application.

Financial Impact

None.

Conclusion

The results of the community consultation of the Monkey 9 Brew Pub Liquor Primary Licence amendment application was reviewed based on the LCRB criteria. The assessment concluded there is no potential impact from noise, no significant general impact in the community and no concerns raised by Richmond Fire-Rescue or other agencies. The Monkey 9 Brew Pub has operated since 2016 with the same footprint with no issues. Based on the aggregate of these factors, the application to amend the Liquor Primary Licence with increase in-person capacity to 460 persons and no change to the liquor service currently set at Monday to Sunday from 10AM to next day 2 AM, is recommended.



Carli Williams, P. Eng.
Manager, Business Licence and Bylaws
(604-276-4136)

- Att. 1: Appendix A
- 2: Letter of Intent
- 3: Aerial Map with 50m buffer area
- 4: Notice of Opposition
- 5: Notice of Support

Appendix A

Re: Application for an Amendment to Liquor Primary Liquor Licence # 307706 – Monkey 9 Brewing Pub Corp. Doing Business As: Monkey 9 Brew Pub – 180-14200 Entertainment Blvd., Richmond BC

1. That the amendment application from Monkey 9 Brewing Pub Corp., operating at, 180-14200 Entertainment Blvd., requesting an increase to the person capacity by 260 persons, be supported for:
 - a) A total person capacity to be amended and set at 460 persons;
 - b) Hours of Liquor service to remain the same as currently permitted as, Monday to Sunday, from 10:00 AM to 2:00 AM.
2. That a letter be sent to Liquor and Cannabis Regulation Branch advising that:
 - a) Council supports the applicants request to amend the Liquor Primary Licence application, and the hours of liquor service remaining the same;
 - b) The total person capacity set at 460 persons is acknowledged;
3. Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licencing Regulations) are as follows:
 - a) The impact of additional noise and traffic in the area of the establishment was considered;
 - b) The potential impact on the community was assessed through a community consultation process; and
 - c) Given that this is an amendment to an existing establishment, there is no history of non-compliance with this establishment;
 - d) As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the City gathered the views of the community through a community consultation process as follows:
 - i) Residents, businesses and property owners within a 50 meter radius of the establishment were notified by letter. The letter provided information on the application with instructions on how to submit comments or concerns; and
 - ii) Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and public notice provided information on the application with instructions on how to submit comments and concerns.

- e) Council's comments on the general impact of the views of residents, businesses and property owners are as follows:
 - i) The community consultation process was completed within 90 days of the application process; and
 - ii) The community consultation process determined only one comment received opposed to this application and two comments received in support from residents, businesses and property owners.
- f) Council recommends the approval of the licence amendment application with the increase of person capacity of 260 persons for a total of 460 person capacity, with no change to the hours of liquor service to 2AM, for the reasons that this amendment application to Liquor Primary Licence is acceptable to the majority of the residents, businesses and property owners in the area and community.



April 1, 2021

VIA ONLINE PORTAL

Business Licenses
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

AND

Licensing
Liquor and Cannabis Regulation Branch
400 – 675 Tye Road
Victoria, B.C. V9A 0B4

To Whom it may concern:

RE: Structural Change applications for Food Primary Licence #307260 and Liquor Primary licence #307706
AT: Lucky 9 Lanes/Monkey 9 Brew Pub., 180-14200 Entertainment Blvd
APPLICANT: Monkey 9 Brewing Pub Corp.

The writer is assisting the above noted applicant with a request to the Liquor and Cannabis Regulation Branch for an increase in capacity to the existing Liquor Primary Licence at Monkey 9 Brew Pub, in Richmond.

The applicant is proposing to add the Bowlers' sitting area of Lucky 9 Lanes Bowling Centre to the existing Liquor Primary licence, held by Monkey 9 Brewing Pub Corp. They are also proposing to transfer the Concourse area of the Lucky 9 Lanes Bowling Centre, which is currently part of the existing Food Primary Licence (FP Licence# 307260) to the existing Liquor Primary Licence under Monkey 9 Brewing Pub. You will note the Food Primary licence (FP# 307260) is associated with Lucky 9 Lanes Bowling Centre and the Liquor Primary licence (LP# 307706) is associated with Monkey 9 Brew Pub, however both licenses are issued to the same Licensee, Monkey 9 Brewing Pub Corp. and both establishments share the same physical address. There is access to Monkey 9 Brewing Pub from two points inside the Lucky 9 Lanes Bowling centre.

Therefore, we are submitting a Liquor Primary Structural Change application to request approval for an increase in capacity to the existing Liquor Primary licensed area (LP Licence# 307706). We are also submitting a companion application to the Liquor and Cannabis Regulation Branch to decrease the capacity of the Lucky 9 Lanes' Food Primary licensed area by removing the Concourse and transferring it to the

Attachment 2

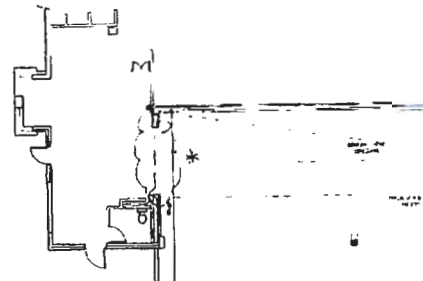
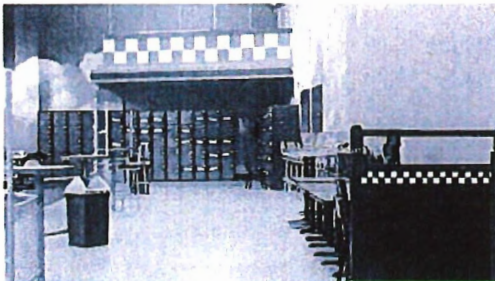
existing Liquor Primary licence at Monkey 9 Brewing Pub.

Along with the above noted Structural Change applications, we will also submit the application for a Recreational Endorsement, so that pending approval of the Structural change applications, unaccompanied minors may be permitted to stay in the Liquor Primary Bowler's sitting area and Concourse area. Minors will continue to be permitted in the licensed area of the Monkey 9 Brew Pub, until 10pm when accompanied by a parent or guardian.

The increase in capacity for the licensed establishments will have benefits to the community as it will allow the Licensee to better serve the general population and further diversify the venue for tourists and regular patrons. Upon approval, this change will also provide an added revenue stream for the Licensee, as well as a source of additional tax revenue for the City of Richmond and the Province of BC.

It is important to note, the physical footprint of the Lucky 9 Lanes bowling Centre and Monkey 9 Brew Pub, upon approval, will remain unchanged. To date, Lucky 9 Lanes and Monkey 9 Brewing have maintained a positive record with the City of Richmond, the local RCMP detachment as well as the Liquor and Cannabis Regulation Branch. The Licensee does not envision any adverse impacts to the community as a result of these changes or the increased capacity of the proposed Liquor Primary licensed area. Indeed, it will have very positive impacts and benefits, as previously mentioned.

A wall that used to pass through to other shops within the building has since been closed off by a full height wall and with no access to the outside. This wall is located on the far left side of the attached floor plan, circled in red.



The specific occupancy details of these changes are as follows:

- Both licenses are issued to Monkey 9 Brewing Pub Corp.. The Food Primary is located within the Lucky 9 Bowling Centre and the Liquor Primary is located within the Monkey 9 Brew Pub. Both existing licenses are located within the same building and at the same civil address, in Richmond.
- The Food Primary licensed areas consist of a small banquet room with a capacity of 27 Persons and the bowling Concourse area, a capacity of 100 Persons. We are not proposing any changes to the 27 Person banquet room, at this time.
- The existing Liquor Primary licence has an existing interior capacity of 145 Persons within the



Monkey 9 Brewing Pub and two adjacent patios of 25 Persons and 30 Persons. We are not proposing any changes to these existing areas, at this time. (LCRB currently approved floor plan attached for reference).

- The existing licenses do not include the bowlers' sitting areas, which consists of table & chairs configurations for four people at each lane and providing a place where participating bowlers can sit between turns. The occupant load for the Bowlers' sitting area is 160 persons.
- A companion Food Primary Structural Change application will be submitted to the LCRB along-side this Liquor Primary Structural Change, in order to decrease the current Food Primary licensed area capacity by 100 Persons upon approval to transfer the 100-person Concourse area to the existing Liquor Primary licence.
- Upon the completion of these companion Structural Change applications, the existing Liquor Primary licence will result in an increased capacity of 260 Persons (100 persons for the Concourse and 160 persons for the Bowlers' seating area). Pending approval, the total capacity of the updated Liquor Primary licensed area will be 460 persons.

To support this application, the following documentation will be submitted:

- Copies of the proposed floor plans, stamped by local government;
- Photos of the application signage and local newspaper ads, as required by the City of Richmond's public notification process.
- A companion Food Primary Structural Change application will also be submitted to remove the Concourse from the existing Food Primary licence (No. 307260) at the same location.

Please do not hesitate to contact me, if you require any further information.

Yours truly,

RISING TIDE CONSULTANTS LTD.

A handwritten signature in black ink, appearing to read "Christina Beehler".

Christina Beehler | Liquor Licensing Specialist
christina@risingtideconsultants.ca
p: 604.669.2928



4/29/2021, 2:32:32 PM

Lines

- Override 1
- Override 2

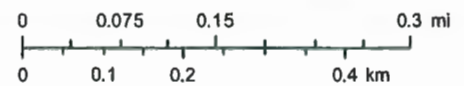
Points

- Override 1

Areas

- Override 1

1:9,028



CNCL - 71

From: kenneth lau [mailto:kennethlau@mail.com]
Sent: March 24, 2021 09:29
To: Duarte,Victor
Subject: Re: RE: Amendment exiting license #307706

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

Hi Victor,

I like to oppose this admendment as we found there are car racing in the parking lot.

My telephone number is 604-313-3018

Kenneth Lau 303-14100 Riverport Way, Richmond, B.C. V6W 1M3

The above info just for yoyp record purpose.

Thanks,

Regards

Kenneth Lau

Sent: Wednesday, March 24, 2021 at 11:30 PM
From: "Duarte,Victor" <VDuarte@richmond.ca>
To: "kennethlau@mail.com" <kennethlau@mail.com>
Subject: RE: Amendment exiting license #307706

Hello Kenneth,

The seating capacity is not going to change the maximum seating capacity will remain the same and the hours of service will remain the same. This business has a Food Primary Liquor Licence and a Liquor Primary Licence and they are converting seats from one to the other. The standards of the business operations should not change any more than how they are currently operating.

Please let me know if you still want to be included as opposed to this application. I will need your, name address and telephone number for the record.



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca

March 17, 2021

**Community Safety Department
Business Licences**
Telephone: 604-276-4328
Fax: 604-276-4157
Email: BusLic@richmond.ca

BEVANDICK MURIEL M
14100 RIVERPORT WAY #102
RICHMOND BC V6W 1M3

Re: Notice of an Amendment to Existing Liquor Primary Licence # 307706 Application in Your Neighbourhood

This notice serves to advise you of an application received by the Liquor Control and Licensing Branch and by the City of Richmond to amend the Liquor Primary Licence # 307706.

An application has been received from: Monkey 9 Brewing Pub Corp., doing business as: Monkey 9 Brew Pub, operating from premises located at 180-14200 Entertainment Blvd., Richmond, BC.

The intent of the application is to amend the existing Liquor Primary Licence # 307706 and increase the occupant capacity by 260 persons and decrease the Food Primary Liquor Licence occupant capacity by 260 Persons.

The total person capacity proposed to be amended and will be set at 460 persons.

You are receiving this notice because you own property, own a business, or reside near the establishment that is applying for the proposed amendment.

A copy of this application may be viewed Mondays to Fridays from 8:15 am to 5:00 pm at Richmond City Hall, 6911 No. 3 Road. You may comment on this application by writing to:

CITY OF RICHMOND
BUSINESS LICENCES
LIQUOR LICENCE APPLICATIONS
6911 NO. 3 Rd
RICHMOND BC V6Y 2C1

To ensure the consideration of your views, your written comments must be received on or before, **April 16, 2021**. Your name and address and telephone number must be included on your comments.

Petitions will not be considered in the review process.

Please note that your comments may be made available to the applicant where disclosure is necessary to administer the licensing process. If you have further questions on this matter, please contact writer at 604-276-4389.

Yours truly,

Victor Duarte
Supervisor, Business Licences

VMD:vmd

*I am okay with it.
M Bevandick*



City of
Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca

March 17, 2021

Community Safety Department
Business Licences
Telephone: 604-276-4328
Fax: 604-276-4157
Email: BusLic@richmond.ca

BEVANDICK ANTHONY P
14100 RIVERPORT WAY #102
RICHMOND BC V6W 1M3

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Yours truly,

Victor Duarte
Supervisor, Business Licences

VMD:vmd

*I am fine with this,
NOT A PROBLEM
A. Bevandick*



City of Richmond

Report to Committee

To: Planning Committee **Date:** May 20, 2021
From: John Hopkins **File:** 01-0153-01/2021-Vol
 Director, Policy Planning 01
Re: YVR Proposed Land Use Plan Amendment (2021)

Staff Recommendations

1. That Council receive the report titled “YVR Proposed Land Use Plan Amendment (2021)” dated May 20, 2021 from the Director, Policy Planning for information;
2. That Council support the proposed amendment to the YVR 2037 Master Plan in principle, subject to a request that YVR:
 - a. define the process and scope of the planning process that will precede any development in the areas proposed to be amended; and
 - b. refine the “Groundside Commercial” land use designation south of the South Runway to clarify YVR’s stated intent to limit retail to be local-serving.

John Hopkins
 Director, Policy Planning

Att. 2

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

Staff Report

Origin

Vancouver International Airport (YVR) staff have recently informed City of Richmond staff of proposed amendments to the YVR 2037 Master Plan, which was adopted in 2017, and requested comments from the City before they submit the proposal to Transport Canada, the approving agency. YVR staff have indicated that they expect to present the proposed amendments to their Board of Directors in June 2021, before submitting it to Transport Canada for consideration. A letter outlining YVR's land use amendment (Attachment 1) and associated map (Attachment 2) are attached.

The purpose of this report is to inform Council of the amendment proposal and staff's response, and provide members of Council an opportunity to comment on the proposed amendments before YVR staff submit their request to Transport Canada.

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

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

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

This report supports Council's Strategic Plan 2018-2022 Strategy #7 A Supported Economic Sector:

Facilitate diversified economic growth through innovative and sustainable policies, practices and partnerships.

7.2 Encourage a strong, diversified economic base while preserving agricultural land and maximizing the use of industrial land.

Findings of Fact

Planning Context at the Airport

YVR's planning framework is determined through their ground lease with Transport Canada, and includes their YVR 2037 Master Plan which includes a broad strategic framework and a Land Use Plan. The YVR 2037 Master Plan which was last updated in 2017, is updated every 10 years and requires extensive consultation. Amendments to the Land Use Plan component of the Master Plan require less consultation as set out in YVR's ground lease with the Federal Government where they must consult with agencies, municipalities and First Nations. Transport Canada is the approving body. Transport Canada's primary considerations are protection of land for aviation purposes, and the highest and best use of the land asset.

In the past, YVR has not had a defined process for detailed land use planning. YVR staff have indicated that they intend to define and follow a specific “Area Planning” process in future, but the scope and process (including technical elements and consultation with the City and others) has not yet been defined.

YVR’s Proposed Land Use Plan Amendments

The amendments proposed by YVR:

1. shift land uses to allow more flexibility along the North runway and create space for more logistics-related uses;
2. adjust the designation of the Central Utilities Building next to the terminal; and
3. expand commercial uses near the South runway.

Adjacent to the South runway, YVR are proposing to expand “Airside Commercial” land uses (aircraft service uses accessed primarily from the runway) as well as “Groundside Commercial” land uses (uses that could include light industrial, commercial and retail accessed primarily from roadways).

Part of the expansion adjacent to the South runway includes one of the area options for a possible future third runway parallel to the existing South runway as outlined in the 2037 YVR Master Plan. YVR has not begun the process of selecting a third runway which would involve an environmental assessment review and comprehensive consultation process with stakeholders (e.g., the City) and the public. The expansion of “Airside Commercial” land uses parallel to the existing South runway suggests that YVR’s review for a third runway will not begin for some time.

Analysis

Strategic Alignment

In terms of intent and direction, the proposal is aligned with City Strategic Direction 7.2 to maximize the use of industrial/employment lands and is consistent with the City’s Official Community Plan.

Potential Impacts

The amendment proposal is presented as a change to the land use map that is part of the YVR 2037 Master Plan, without accompanying text changes. Broadly, it is similar to an Official Community Plan amendment in that subsequent work is needed to more clearly define development and supporting changes to infrastructure.

Based on the amendment proposal, staff are concerned that the “Groundside Commercial” land use designation proposed along the south end of Sea Island is very broad, and could include general retail. This would be a concern if substantial retail were built here as it could compete with Richmond retailers and draw traffic. YVR has indicated verbally that their intent is to have

some local-serving retail (e.g., restaurants for local workers), but the proposed amendment language is too flexible to assure this outcome.

As a high-level land use amendment, the proposal does not include details of utility and transportation network changes that would accommodate increased development. Recognizing that future work will define these changes, and that YVR and the City collaborate on infrastructure planning, staff have identified the following concerns:

1. **Utilities:** YVR has not completed high-level analyses of impacts on utilities (e.g., to a similar level as for an OCP amendment of this scale). While YVR does not anticipate major impacts, they are not able to provide substantiating data at this time. Enhancements to the City's infrastructure may be needed to address increased development. YVR will be conducting assessments on the impacts of their proposed land use amendments to City utilities as the scope becomes further defined. YVR should be fully responsible for the costs of any required utility upgrades.
2. **Transportation:** Staff anticipate the amendments will advance and add to the road and alternate mode network upgrades as envisioned in the YVR 2037 Master Plan. YVR anticipates but has not formally communicated transportation network changes associated with the amendment. They anticipate the need for improvements such as an airport-only lane along northbound Russ Baker Way and re-alignment of Ferguson Road, but these are not formally discussed in the amendment proposal. The nearby transportation network includes important links for Richmond commuters, and increased demands will require further assessment by YVR to identify and mitigate impacts resulting from the amendments in consultation with the City.
3. **Consultation:** Impacts on neighbouring communities and residents using adjacent transportation routes are expected, and diligent consultation with Richmond residents and businesses is essential.

Recommended Response

Given the amendment's alignment with the City's strategic direction and YVR's expressed intent to conduct an "Area Planning" process that would address staff's concerns, staff recommend that the proposal be supported in principle, subject to:

- A written assurance that YVR consult with the City to define the "Area Planning" scope and process in such a way as to address identified concerns around utilities, transportation and consultation in an integrated fashion; and
- Refinement of the "Groundside Commercial" designation in the proposed amendment to clarify that retail space be a small proportion of the total developable area and that any retail be limited to uses primarily serving local businesses and employees.

Financial Impact

None.

Conclusion

YVR staff have informed the City of Richmond of proposed amendments to the YVR 2037 Master Plan and requested comments from the City before they submit the proposal to Transport Canada.

It is recommended that Council support the proposed amendments to the YVR 2037 Master Plan in principle, subject to a request that YVR:

- a. define the process and scope of the planning process that will precede any development in the areas proposed to be amended; and
- b. refine the “Groundside Commercial” land use designation south of the South Runway to clarify YVR’s stated intent to limit retail to be local-serving.



Peter Whitelaw, MCIP, RPP
Planner 3, Policy Planning

PW:cas

- Att. 1: YVR Land Use Amendment Letter, dated April 22, 2021
2: YVR Land Use Amendment Map, dated April 21, 2021



P.O. BOX 44638
 YVR DOMESTIC TERMINAL RPO
 RICHMOND BC
 CANADA V7B 1W2

TELEPHONE 604.276.6500
 FACSIMILE 604.276.6505
 WWW.YVR.CA

April 22, 2021

Peter Whitelaw, MCIP, RPP – Policy Planner 3
 Policy Planning Department
 City of Richmond,
 6911 No. 3 Road,
 Richmond, BC. V6Y 2C1

via email: pwhitelaw@richmond.ca

Dear Peter

Re: Proposed Amendment to the YVR 2037 Land Use Plan

In response to the impacts of the COVID-19 pandemic on aviation and on our region, Vancouver Airport Authority (VAA) has prepared a 2021 Strategic Plan (see: <https://www.yvr.ca/en/about-yvr/2021-strategic-plan>). The 2021 Strategic Plan sets out at a high level how VAA proposes to serve the community and the economy that supports it as we enter into a period of post-pandemic recovery. A core aspect of strategy implementation relates to the future utilization of airport infrastructure and land assets. As such, VAA intends to amend the YVR 2037 Land Use Plan. A copy of the current Land Use Plan showing proposed amendments is appended to this letter.

As required under the terms of our ground lease with the federal government, VAA is seeking the City of Richmond's comments on the proposed amendments, prior to submitting an application to Transport Canada for approval.

Context

The COVID-19 pandemic has had an unprecedented impact on aviation: passenger volumes in 2020 were the lowest ever experienced in VAA history. Reduced passenger throughput has resulted in decreased airport revenues. As a result, capital budgets have been curtailed and the CORE program has been terminated. While cargo traffic remains robust, the forecast for recovery of passenger traffic remains uncertain.

The YVR 2037 Master Plan forecast that the timeline within which a third parallel runway would be required was beyond the 20-year lifetime of the YVR 2037 Master Plan. This need has been further deferred as a result of the pandemic. VAA proposes to support the development of the lands within the footprint of a proposed future runway at Airport South, allowing these parcels to be used productively until such time as a third parallel runway may be required in future.



In addition, cessation of the Core Program has prompted the need to reconsider the future use of the partially completed Central Utilities Building (CUB) structure.

Strategic Plan Drivers

The YVR 2021 Strategic Plan underpins the proposed amendments to the Land Use Plan, driven by three focus areas of our Strategy:

- **Strengthen the Core:** improving utilization and efficiency of existing infrastructure and enhancing operations. This enables us to get the most out of our existing assets, and to support our core business.
- **Financial Sustainability:** diversifying our revenue base and improving financial resilience. This compels us to utilize our land assets productively to generate revenue.
- **Gateway to the New Economy:** aligning to the future growth and needs of our community and economy. This requires us to consider opportunities for supporting regional economic growth and employment creation.

Proposed Changes

A total of around 65 ha of undeveloped land and a further 39 ha of currently leased land is located within the area protected for a future potential South Parallel Runway at Airport South. By deferring the construction of a third parallel runway and supporting use of aircraft accessible land at Airport South for Airside uses, greenfield parcels can be brought into productive use, certainty can be provided to existing leaseholders and operators, and the urgent need for additional air cargo and aircraft maintenance sites can be accommodated. Retaining and releasing land at Airport South for Airside development, until such time as a third parallel runway is required, allows optimal use of existing airside infrastructure (taxiways, aprons, airside road, aircraft run-up facility), while also forestalling the need for a costly new parallel taxiway to support aircraft accessible Airside uses at Airport North.

Changes are reflected in the proposed Land Use Plan Amendment whereby land within the footprint of the future South Parallel Runway is to be re-designated for Airside uses, while land at Airport North will be re-designated for a mix of Groundside Commercial and Airside (accessible by airside vehicles only) uses. Land parcels at Airport South which do not benefit from airside access via existing taxiway infrastructure will be re-designated for Groundside Commercial uses.

The CUB building will be re-designated for Groundside Commercial use, optimizing development flexibility in the repurposing of this structure.



Benefits of the Proposed Land Use Changes

- Permitting Airside development at Airport South will enable realization of cargo growth potential, supplementing the shortfall in supply at Cargo Village (which is fully occupied) and supporting just-in-time delivery of high value air cargo shipments, critical to Metro Vancouver businesses
- Providing more flexibility in the use of land at Airport North will enable large lots (which are in short supply in Metro Vancouver) at Airport North to be developed for trade-enabling warehouse and logistics uses, consistent with the objectives of Metro Vancouver's Industrial Lands Strategy and Regional Growth Strategy update
- Land development for employment uses will increase the supply of jobs in the region while also supporting the generation of non-aeronautical revenues for the Airport Authority

Impacts to the Airport Zoning Regulations Process

The proposed Land Use Amendment does not alter the need for VAA to protect for a future South Parallel Runway over the long term or the requirement to ensure that aircraft using that runway can operate safely. Transport Canada is currently processing an application from VAA to create new Airport Zoning Regulations (AZRs), which will serve to protect the airspace in areas of the City from intrusions that would impact use of the future runway. The height maxima associated with the new AZR would remain in effect irrespective of the outcome of the Land Use Plan Amendment.

Should you have any comments on the proposed changes, please provide these to the under-signed before 24 May 2021. If we do not hear from you by this date, the Airport Authority will assume that the City of Richmond has no comments on the proposed amendment to the Land Use Plan. Should you have any questions, please feel free to get in touch with me at peta_wolmarans@yvr.ca or 778.995.5182.

Yours truly,



Peta Wolmarans
Director, Planning

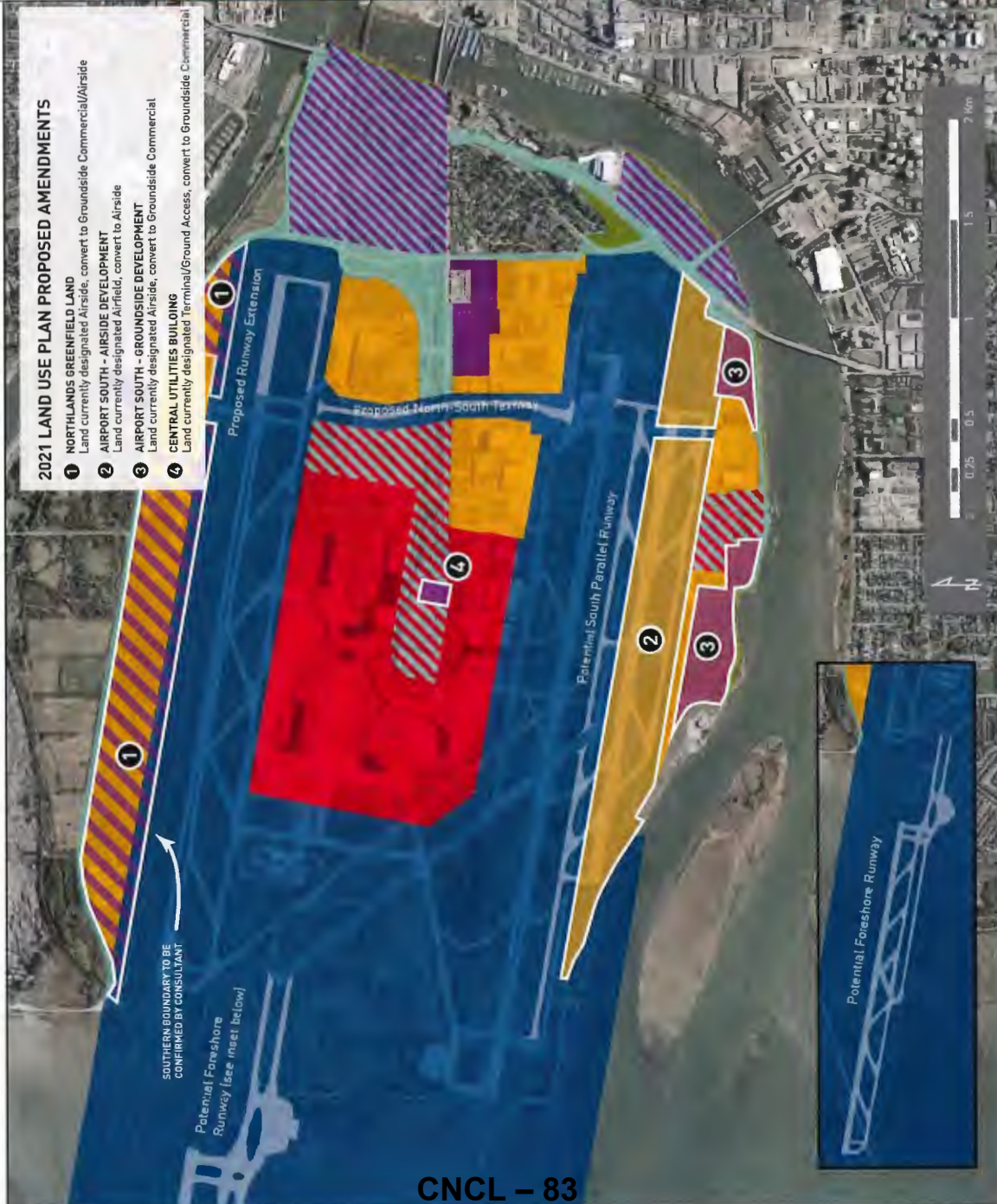
ATTACHMENT: PROPOSED AMENDMENTS TO THE YVR LAND USE PLAN



Vancouver International Airport Land Use Plan – Approved May 8, 2018

YVR recognizes that Sea Island holds historical and cultural significance to Musquam and that recorded and unrecorded heritage resources are present.

A	Airfield – Land for existing and future airfield to support the safe movement of aircraft. Includes runways, runway and safety areas, taxiways, airside roads, navigational aids and other facilities.
T	Terminal – Land for existing and future passenger terminal facilities, aprons, and ancillary commercial and operational uses.
A	Airside – Land for existing and future uses that require direct access to the airfield. Priority to be given to those uses requiring access for aircraft (cargo buildings, aircraft maintenance, etc.) and then to those uses requiring vehicle access to the airfield.
G	Ground Access and Parking – Land that enables the flow of goods and people to, from, and around Sea Island. Includes bridges, roads, the Canada Line, cycling and walking corridors, public and employee parking, commercial transportation, and car rentals.
C	Groundside Commercial – Land for uses not requiring direct access to the airfield. Uses can be: 1. Aviation Related: Uses that are directly related to ongoing airport operations. 2. Aviation Dependent: Uses that benefit from close access to aviation services. 3. Aviation Compatible: Uses that support the ongoing development of YVR as a sustainable gateway and connecting hub.
R	Recreational Area – Designates lands for recreational uses.
G/P	Groundside Commercial / Ground Access and Parking – Land for both Groundside and Ground Access and Parking uses. a) Land that enables the flow of goods and people to, from, and around Sea Island. Includes bridges, roads, the Canada Line, cycling and walking corridors, public and employee parking, commercial transportation, and car rentals. b) Land for uses not requiring direct access to the airfield. Uses can be: 1. Aviation Related: Uses that are directly related to ongoing airport operations. 2. Aviation Dependent: Uses that benefit from close access to aviation services. 3. Aviation Compatible: Uses that support the ongoing development of YVR as a sustainable gateway and connecting hub.
T	Terminal / Ground Access and Parking – Land for existing and future passenger terminal support facilities, ancillary commercial and operational uses and land that enables the flow of goods and people to, from, and around Sea Island. Includes bridges, roads, the Canada Line, cycling and walking corridors, public and employee parking, commercial transportation, and car rentals.





To: Planning Committee **Date:** May 7, 2021
From: Lloyd Bie, P. Eng. **File:** 10-6360-01/2017-Vol
 Director, Transportation 01
Re: **Recommended Long-Term Streetscape Visions for Bayview, Chatham and Moncton Streets**

Staff Recommendation

That as described in the report titled “Recommended Long-Term Streetscape Visions for Bayview, Chatham and Moncton Streets” dated May 7, 2021 from the Director, Transportation:

- (a) The frontage surface elements and suite of street furniture be endorsed;
- (b) The long-term roadway geometry be endorsed; and
- (c) Staff be directed to report back with an implementation strategy.

Lloyd Bie, P. Eng.
 Director, Transportation
 (604-276-4131)
 Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Parks	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the November 21, 2017 Planning Committee meeting, the following referral was carried:

- (3) *That the recommended long-term Bayview, Moncton and Chatham Street Streetscape visions be referred back to staff for further investigation and future reporting on issues related to details of the streetscape elements, the Steveston interurban tram and an upgraded Steveston bus exchange.*

This report responds to the referral with respect to the details of the streetscape elements. The referral regarding the interurban tram was addressed in a staff report presented in July 2020. Staff have been working with TransLink to identify options for a Steveston bus exchange. While the bus exchange is identified in Phase Three of the Mayors' Council on Regional Transportation current 10-Year (2017-2026) Investment Plan, it is currently unfunded. Staff will address the Steveston bus exchange referral in a separate report scheduled to be presented in July 2021.

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

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

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

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

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

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

6.3 Build on transportation and active mobility networks.

Analysis

Recommended Streetscape Visions

Previous iterations of the streetscape visions identified upscale surface treatments, including wood plank textured concrete. Council indicated that these treatments did not reflect Steveston's heritage. This revised streetscape vision includes simple surface treatments that reflect the working harbour heritage of Steveston, align with the Steveston Village Conservation Strategy, and are consistent with the recent frontage upgrades. The revised vision still includes the roadway geometries supported by the previous public consultation, which were reinforced by observations and feedback received during summer 2020 when temporary road changes in Steveston Village were implemented.

Surface Materials and Elements

- Moncton Street: Recent developments that have frontage on Moncton Street have retained the existing simplified streetscape elements including concrete sidewalk and unit paver treatment in the boulevard (Figure 1). These streetscape elements are recommended to align with the Steveston Village Conservation Strategy and give prominence to heritage resources.
- Chatham Street: Similarly, the street frontage improvements for recent developments along Chatham Street (e.g., former Rod's Lumber site) have a simple concrete surface and an understated street furniture design. The muted backdrop serves to showcase heritage structures and features (Figure 2). Staff have not received any negative correspondence from either the public or businesses regarding these frontage upgrades.



Figure 1: Newer Streetscape on Moncton St



Figure 2: Newer Streetscape on Chatham St

- Bayview Street: Concrete sidewalks and boulevards are recommended for Bayview Street, similar to what is recommended for Chatham Street.

These surface materials and elements are recommended to form the suite of treatments for street furniture including benches, bike racks and receptacles to be deployed as part of the streetscape visions.

Long-Term Roadway Geometry

The report presented to Planning Committee in November 2017 recommended long-term roadway geometry options for Bayview, Chatham and Moncton Streets. As direction was not received at that meeting, this report includes the following recommended options with consideration of observations and feedback received during the temporary road changes implemented in Steveston Village during summer 2020.

- Moncton Street: Staff recommend no changes to the existing roadway geometry for Moncton Street. Feedback received from the public and businesses in summer 2020 when temporary road changes were implemented indicated a strong desire to maintain the existing pedestrian realm and road geometry on Moncton Street. Retaining the status quo roadway geometry for

Moncton Street will maintain the street in the same condition that has been in place for over forty years and recognizes public and business resistance to road changes on Moncton Street.

- **Bayview Street:** The observed conditions in summer 2020 reinforce the need for dedicated cycling facilities on Bayview Street. The temporary walkway implemented on the south side during May-October 2020 was used by both pedestrians and cyclists, and staff received complaints of conflicts regarding the shared use facility. The recommended roadway geometry provides separation of cyclists from pedestrians to avoid conflicts between these modes with wider sidewalks for pedestrians on the south side of the street. Delineation with painted lines is suitable for the on-street cycling lanes as the speed limit on Bayview Street is 30 km/h.

Provision of a wider pedestrian realm and cycling facility requires the permanent removal of 17 parking spaces on Bayview Street. The temporary walkway implemented in May 2020 did not generate any complaints regarding the loss of the 14 parking spaces removed to accommodate the walkway on the south side. Conversely, the subsequent temporary road changes implemented on Moncton Street in August 2020 did prompt serious concerns regarding the loss of parking on that street.

- **Chatham Street:** Similar to Bayview Street, the recommended option includes expanded pedestrian space and the introduction of cycling facilities. The wider road right-of-way available enables the provision of directional off-street bike paths and the retention of on-street parking.

Typical cross-section and plan view are illustrated for Bayview and Chatham Streets (Attachment 1). Table 1 summarizes the recommended streetscape visions based on:

- Past consultation results and the observed conditions associated with the temporary road changes implemented in summer 2020.
- The recently established surface materials associated with new developments.
- The addition of cycling facilities to support the increase in active transportation modes observed in the Village since summer 2020, and progress towards travel mode share targets for walking and cycling as identified in the Official Community Plan and the Community Energy and Emission Plan 2020-2050 Directions.
- Flexibility for operation under temporary or special event traffic management plans.

Table 1: Recommended Long-Term Streetscape Visions

Street	Recommended Long-Term Streetscape Vision	Est. Cost
Moncton Street	Retain surface treatment and road geometry	N/A
Bayview Street	Enhanced pedestrian realm plus bike lanes: <ul style="list-style-type: none"> • move north and south curbs to create wider pedestrian realms • remove on-street parking and relocate accessible parking space • provide directional on-street cycling facility 	\$3.20 million
Chatham Street	Enhanced pedestrian realm plus bike paths: <ul style="list-style-type: none"> • shift north and south curbs into the roadway • wider pedestrian realm on north side • retain on-street parking on both sides • provide off-street directional cycling paths 	\$6.73 million

Implementation Strategy

Should the recommended long-term roadway geometry be endorsed, staff will report back with a potential funding strategy including consideration of grant opportunities, development funded improvements and City-funded capital, and the timing of implementation of the improvements.

Steveston Interurban Tram

At the July 13, 2020 Council meeting, Council considered a report presented by Community Services on the outcome of a feasibility study that examined operation of the tram along three routing options including potential impacts on the long-term streetscape designs. Council resolved on consent to retain the current tram program.

Financial Impact

None.

Conclusion

The recommended streetscape visions for Bayview Street, Chatham Street and Moncton Street reflect public feedback, are supportive of the heritage character of Steveston and improve the public realm with wider sidewalks and opportunities for active transportation to reduce reliance on private auto trips to the Village.



Joan Caravan
Transportation Planner
(604-276-4035)

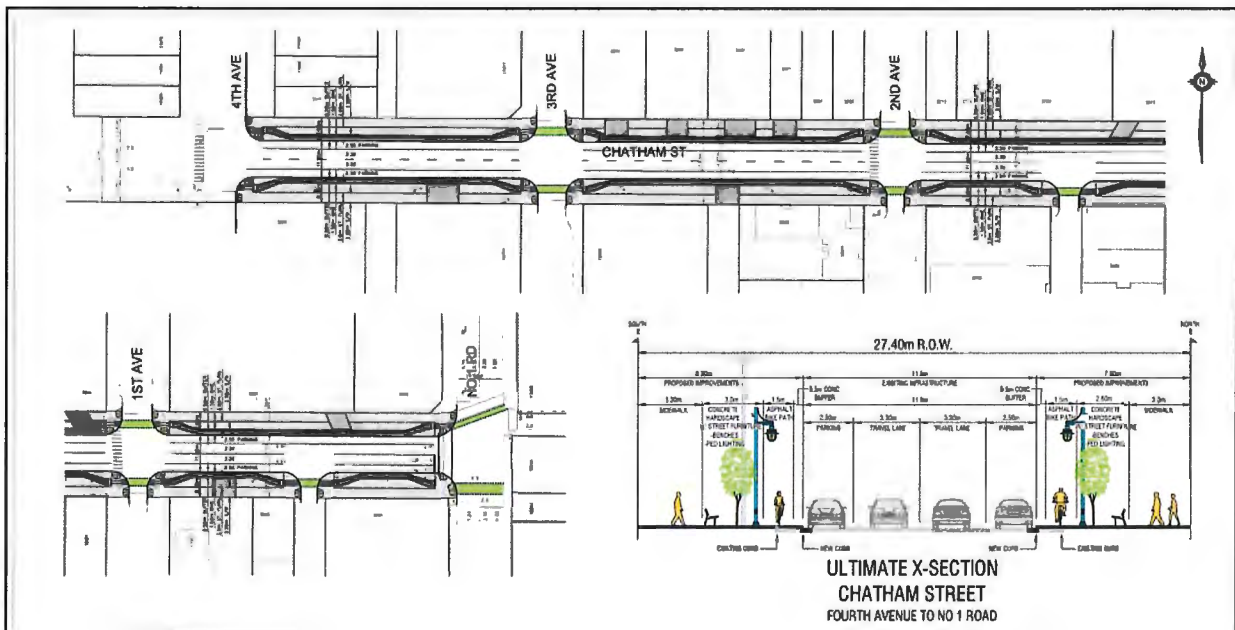
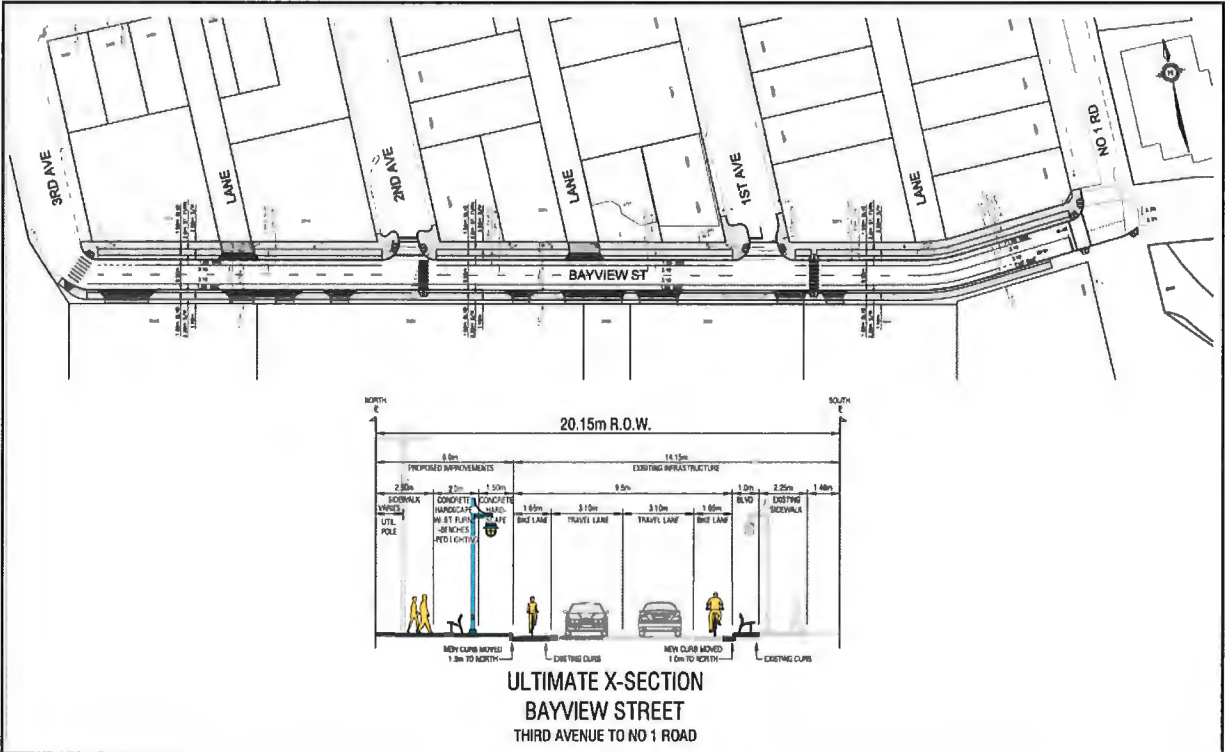


Sonali Hingorani, P.Eng.
Transportation Engineer
(604-276-4049)

JC:jc

Att. 1: Typical Cross Section and Plan View of Recommended Streetscape Design for Bayview Street and Chatham Street

Typical Cross Section and Plan View of
Recommended Streetscape Design for Bayview Street and Chatham Street





City of Richmond

Report to Committee

To: Planning Committee
From: Wayne Craig
Director, Development

Date: May 25, 2021
File: RZ 17-775025

Re: **Application by Vivid Green Architects Inc. for Rezoning at 6740 and 6780 Francis Road from the "Single Detached (RS1/E)" Zone to a new Site Specific "Two-Unit Dwellings (ZD7) – Francis Road (Blundell)" Zone**

Staff Recommendation

1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10271, to create a new "Two-Unit Dwellings (ZD7) – Francis Road (Blundell)" site specific zone, be introduced and given first reading.
2. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10277, for the rezoning of 6740 and 6780 Francis Road from the "Single Detached (RS1/E)" zone to the "Two-Unit Dwellings (ZD7) – Francis Road (Blundell)" zone, be introduced and given first reading.

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

WC:na
Att. 7

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing Law	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	

Staff Report

Origin

Vivid Green Architecture Inc. has applied to the City of Richmond, on behalf of Ding City Development, Jack Yao (owner), for permission to rezone 6740 and 6780 Francis Road (Attachment 1) from the “Single Detached (RS1/E)” zone to a new site specific “Two-Unit Dwellings (ZD7) – Francis Road (Blundell)” zone in order to permit the property to be subdivided to create four duplex lots (Attachment 2) with shared access from Francis Road. A Development Permit application is required to further address the form and character of the proposed duplexes. A preliminary site plan, streetscape elevation, and renderings are provided for reference in Attachment 3.

A new site specific “Two-Unit Dwellings (ZD7) – Francis Road (Blundell)” zone is being introduced to support the proposed development.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 4).

Subject Site Existing Housing Profile

The subject properties are currently vacant as two single-detached houses were previously demolished.

Surrounding Development

- To the North: Across Francis Road, low density townhouses zoned “Land Use Contracts 047, 075”.
- To the South: Single-family lots zoned “Single Detached (RS1/B)”.
- To the East: A single-family lot zone “Single Detached (RS1/E)”.
- To the West: A single-family lot zoned “Single Detached (RS1/E)” with a rezoning application in for duplex redevelopment separate from the subject site (RZ 19-867880).

Related Policies & Studies

Official Community Plan

The 2041 Official Community Plan (OCP) Land Use Map designation for the subject site is “Neighbourhood Residential”. The development proposal for two duplex lots is consistent with these designations.

Arterial Road Policy

The Arterial Road Land Use Policy in the City's 2041 Official Community Plan Bylaw 9000 directs appropriate duplex and triplex developments onto certain minor arterial roads outside the City Centre. The subject site is identified for "Arterial Road Duplex/Triplex" on the Arterial Road Housing Development Map and the proposal is consistent with the Arterial Road Duplex Development Requirements under the Arterial Road Policy with the exception of reduced lot width.

Single Family Lot Size Policy 5428

The subject site is located within Single Family Lot Size Policy Area 5428 (Attachment 5), adopted was adopted by Council on December 18, 1989 and amended on December 15, 2008. The Single Family Lot Size Policy provides direction on the size of single-family lots that may be created through rezoning and subdivision. The Policy permits those properties along Francis Road without lane or internal road access to be rezoned and subdivided as per the "Single Detached (RS1/C)" zone; where the minimum lot size is 360 m² and minimum lot width is 13.5 m.

Lot size policies are used to govern rezoning and subdivision of single-family lots and the proposal is for duplexes. The proposed rezoning application for duplexes is not subject to this Lot Size Policy 5428 since the subject site is located along an arterial road which designates the site for "Single-Detached/Duplex/Triplex" uses.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Staff originally encouraged the applicant to work with the adjacent site to the west (6700 Francis Road RZ 19-867880) so a rezoning application that meets the required minimum lot widths for the established “Arterial Road Two-Unit Dwellings (RDA)” zone could be achieved. Despite these efforts, two separate rezoning applications are proposed. A new site specific zoning district (ZD7) is proposed to allow duplexes on a slightly narrower lot width of 10.0 m as compared to the 10.35 m lot width required by the RDA zone. Further information on the proposed site specific zoning is provided later in this report.

Built Form and Architectural Character

The applicant proposes one duplex on each of the four lots to be created through rezoning and subdivision, for a total of eight dwelling units. The duplexes will be in a “front-back” configuration; with one dwelling unit at the front of the property and the second dwelling unit at the back. The front and back units will be connected by individual attached carports. In keeping with the built form of the block, the duplexes will be two storeys and will feature a slanted roof.

Existing Legal Encumbrances

There is an existing 3.0 m wide utility Right-of-Way (ROW) along the south property line of the subject site for an existing sanitary sewer line. The developer is aware that no construction is permitted in these areas.

Accessible Housing

The developer has agreed that aging in place features will be provided in all units (e.g., inclusion of blocking to bathrooms for installation of grab-bars, provision of blocking to stair walls to accommodate lift installation at a future date, and provision of lever door handles). Details of the accessible housing features and convertible units will be reviewed at the future Development Permit stage and required prior to Development Permit Panel.

Transportation and Site Access

Vehicle access to the proposed four duplex lots will be limited to two shared driveway crossings from Francis Road. The shared driveway will be centred at the common property line between the proposed lots. The following measures are required as part of the frontage upgrades for the development:

- The first 6 m of each driveway from the back of the sidewalk is to be maintained as 6 m wide to allow for two vehicles in opposing directions to pass, and then tapered at a 5:1 transition to a minimum width of 4 m.
- The driveway is to be constructed to City design standards with 0.9 m flares at the curb and 45° offsets to meet the grade of sidewalk/boulevard.

Each unit will have two parking stalls in a private carport and one visitor parking stall will be provided at the end of each common drive aisle for the shared use between each set of two duplex lots.

Prior to rezoning adoption, the applicant is required to provide a \$45,600.00 contribution towards the construction of a special crosswalk at the Francis Road/Milner Road intersection and register a restrictive covenant on title to ensure that, upon subdivision of the property:

- Vehicle access to the four duplex lots is via one of two shared driveway crossings.
- The buildings and driveways on the proposed lots are to be designed to accommodate on-site vehicle turn-around capability to prevent vehicles from reversing onto Williams Road.
- Cross-access easements for the shared driveway access, common drive aisle, and the shared visitor parking stalls is to be registered on titles of each property.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses 4 bylaw-sized trees on the subject property (tag# 885, 886, 887 and 888), a cedar hedgerow comprised of 10 trees located on site, 5 trees on neighbouring properties including 9088 Maple Place (tag# 900, 901), 9100 Maple Place (tag# 902, 903), 6800 Francis Road (tag#904), and 1 street tree on City property (tag# 905).

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- 1 multi-branched Japanese maple tree (tag#885) located on site is in poor condition due to verticillium wilt and should be removed and replaced.
- 1 50cm caliper Cherry (tag# 888) located on site is in fair condition and in conflict with the proposed development such that the tree will need to be removed and replaced. Relocation is not possible due to the size and condition of the tree.
- 2 trees (tag# 886 & 887) located on site are tree form laurels of low landscape value. These plants are in conflict with the new development and therefore will be removed and replaced.
- Cedar hedgerow comprised of 10 trees located on site is in good condition and should be retained and protected as per Arborist report recommendations.
- 4 trees (tag# 901, 902, 903, 904) located on neighbouring properties are to be retained and protected. A fifth tree originally identified for retention (tag# 900) was damaged in a recent windstorm. Approval for the removal of the neighbouring Douglas fir has been provided to the neighbour at 9088 Maple Place and is separate from this application.
- 1 tree (tag# 905) located on City property to be protected as per as per Arborist report recommendations and a Tree Survival Security for \$5,000.00 is required. One City tree at the northeastern edge of the site was removed by City crews when work was completed for frontage improvements and has been noted accordingly by the Parks department.
- Replacement trees should be specified at 2:1 ratio as per the O.C.P.

Tree Replacement

The applicant wishes to remove 4 on-site trees (Trees # 885, 886, 887 and 888). The 2:1 replacement ratio would require a total of 8 replacement trees. The applicant has agreed to plant 2 trees on each lot proposed; for a total of 8 trees meeting the 2:1 replacement ratio. Additionally, retention of cedar hedgerow in the rear yard will maintain well established greenery on site. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
2	6 cm	3.5 m
2	8 cm	4 m
4	9 cm	5 m

Tree Protection

4 neighbouring trees (tag# 901, 902, 903, and 904), 1 City tree (tag# 905) and a large cedar hedge on the subject site are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 6). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City’s Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.
- Prior to rezoning adoption, a Tree Survival Security in the amount of \$30,000.00 for tree retention.
- Prior to Development Permit issuance, a Landscape plan and cost estimate prepared by a Landscape Architect.

Affordable Housing Strategy

The proposed site specific Two-Unit Dwellings zone is based on the Arterial Road Duplex (RDA) zone. Affordable housing contributions have been applied in keeping with this zone. The applicant will make a cash-in-lieu contribution of \$8.50 per buildable square foot per the Affordable Housing Strategy for a total of \$109,681.96.

Energy Step Code

The applicant has committed to design the subject development to meet the Energy Step Code 3 requirements. Details on how all units are to be built and maintained to this commitment will be reviewed at the Development Permit and Building Permit stages.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the developer is required to dedicate a 2.1 m wide road across the Francis Road frontage to accommodate the required frontage improvements. The exact road dedication is to be determined based on legal surveys.

Prior to approval of subdivision, the developer is required to enter into a Servicing Agreement for the design and construction of frontage improvements and service connections. Works include, but are not limited to, construction of a new 1.5 m wide concrete sidewalk at the property line and provide a minimum 1.5 m wide landscaped boulevard. The developer is also required to provide a 1.5 m wide SRW along the north property line for the storm service connections and water service connections. The scope of the Servicing Agreement can be found in Attachment 7.

At future subdivision stage, the developer will be required to pay Development Cost Charges (DCC's) (City & GVS&DD), TransLink DCC's, School Site Acquisition Charge, and Address Assignment Fee. Servicing connections are to be determined at Subdivision stage.

Proposed New "Two-Unit Dwellings (ZD7) – Francis Road (Blundell)" Zone

A new site specific "Two-Unit Dwellings (ZD7) – Francis Road (Blundell)" zone is proposed to accommodate the proposal. The proposed zone has been prepared to regulate the proposed two duplex developments with a reduced lot width (10.0 m minimum). The new zone is consistent with all the requirements outlined in the "Arterial Road Duplex (RDA)" zone except for the minimum lot width.

When the "Arterial Road Two-Unit Dwellings (RDA)" zone was introduced, a minimum lot width of 10.35 m was identified for interior lots that share a vehicle access with an adjacent lot on an arterial road. This minimum lot width was identified primarily in response to on-site vehicle parking and on-site circulation requirements. Through the review of this application the applicant was able to demonstrate that all on-site vehicle parking and circulation could be achieved on a 10.0 m wide lot, provided that resident vehicle parking is provided in a carport instead of within an enclosed garage. Without garage doors, the 6.7 m wide auto court can be used to the full extent for vehicle circulation and maneuvering. Likewise the minimum sized parking stalls required can be measured from the minimum 1.2 m side yard setback instead of additional setback due to garage wall thickness and space to accommodate a standard vehicle in an enclosed garage.

The proposed "Two-Unit Dwellings (ZD7) – Francis Road (Blundell)" zone is drafted based on the existing RDA zone with the exception of a slightly narrower lot width. Provisions related to density, minimum lot size, lot coverage and setbacks are unchanged from the RDA zone.

Development Permit

A Development Permit application will be required to address the form and character of the proposed duplexes. Through the Development Permit, the following issues are to be further examined:

- Compliance with Development Permit Guidelines for duplex projects in the 2041 Official Community Plan (OCP).
- Review of the architectural character, scale and massing to ensure that the proposed duplexes are well designed, fit well into the neighbourhood, and do not adversely impact adjacent homes.
- Review of aging-in-place features in all units and the provision of a convertible unit.
- Refinement of the proposed site grading to ensure survival of the protected trees, and to provide appropriate transition between the proposed development and adjacent existing developments.
- Refinement of landscape design, including the location and type of fence proposed along the front property line within the required Statutory Right of Way (SRW), the provision of a holding area for garbage/recycling material collection, and the size and species of on-site replacement trees to achieve an acceptable mix of conifer and deciduous trees on-site.

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 rezoning application is to rezone 6740 and 6780 Francis Road from the "Single Detached (RS1/E)" zone to the new site specific "Two-Unit Dwellings (ZD7) – Francis Road (Blundell)" zone, in order to permit the development of four duplex units on two lots with two shared access points from Francis Road. The proposed new site specific "Two-Unit Dwellings (ZD7) – Francis Road (Blundell)" zoning has been developed to accommodate duplex development on narrower lot widths while achieving all of the remaining requirements of the zone.

The list of rezoning considerations is included in Attachment 7; which has been agreed to by the applicant (signed concurrence on file).

On this basis, it is recommended that Zoning Bylaw 8500, Amendment Bylaw 10271 and Amendment Bylaw 10277 be introduced and given first reading.

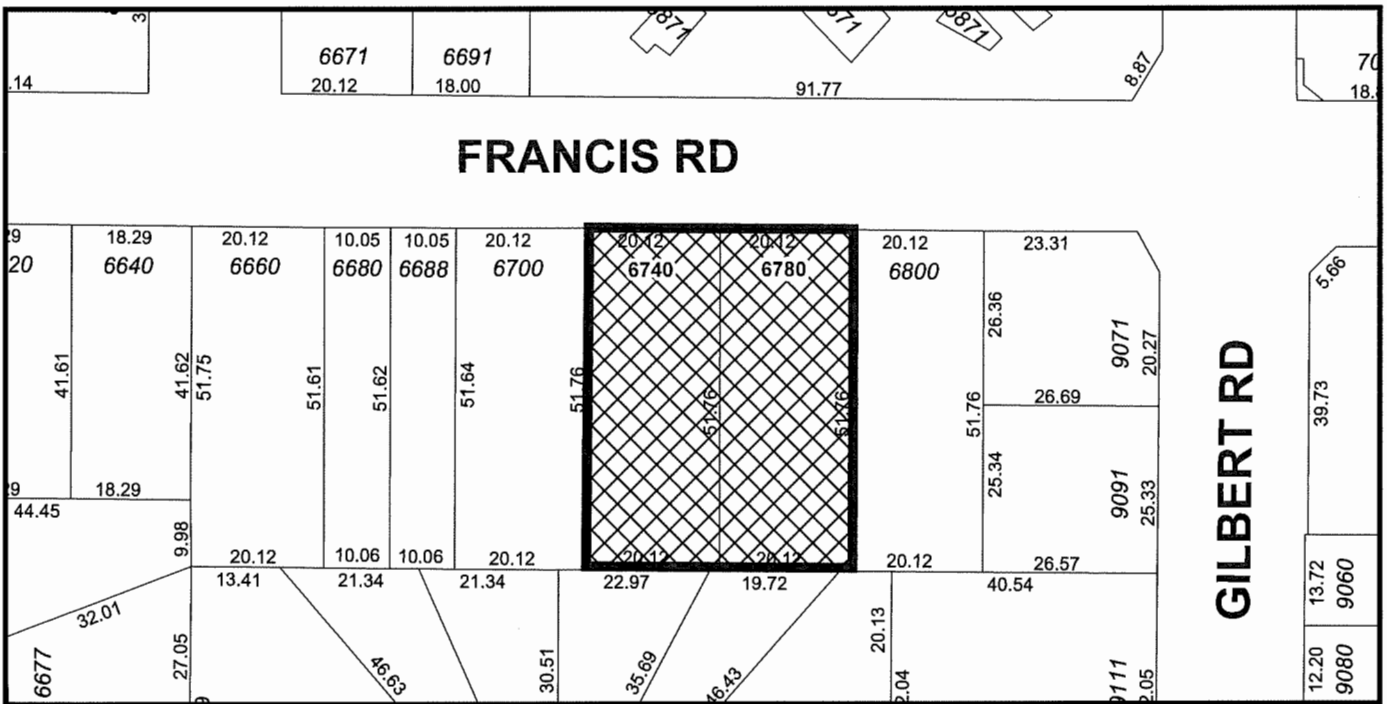
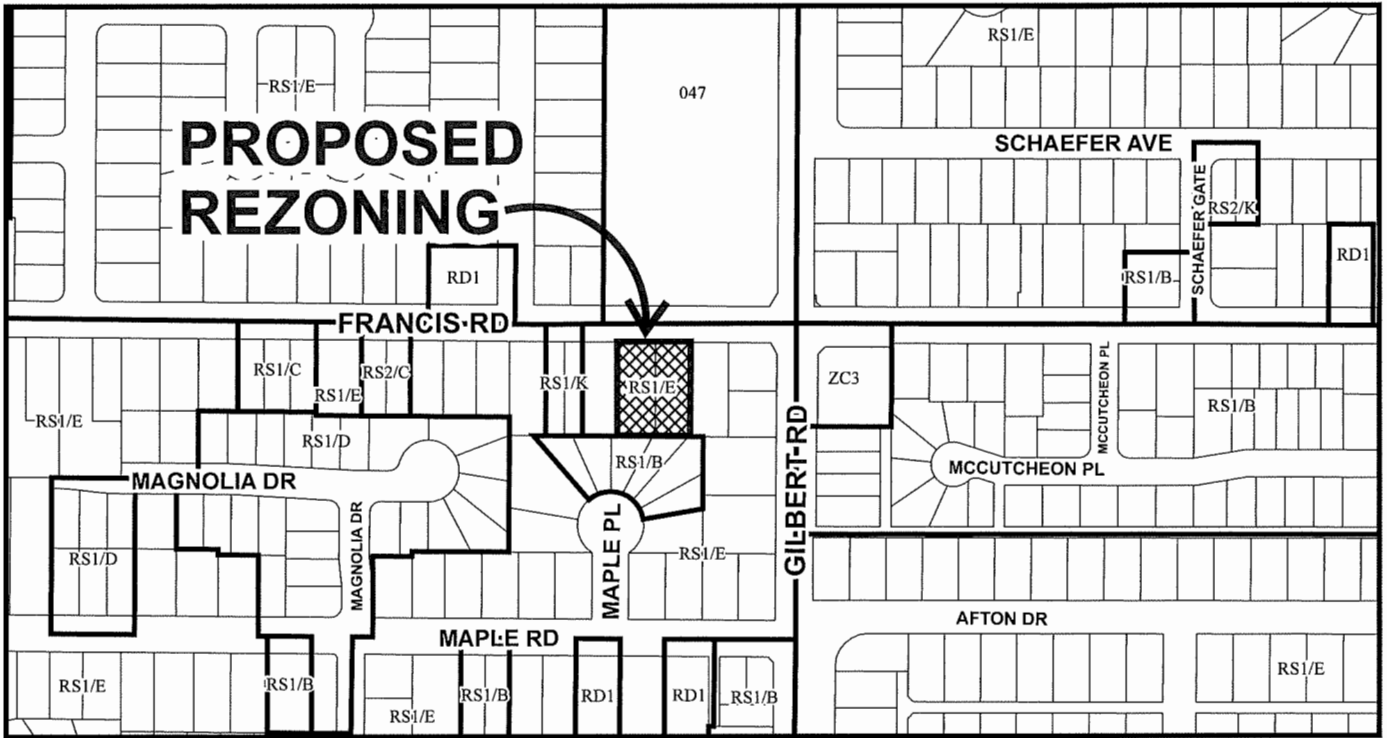


Nathan Andrews
Planning Technician
(604-247-4911)

NA:blg

Attachments:

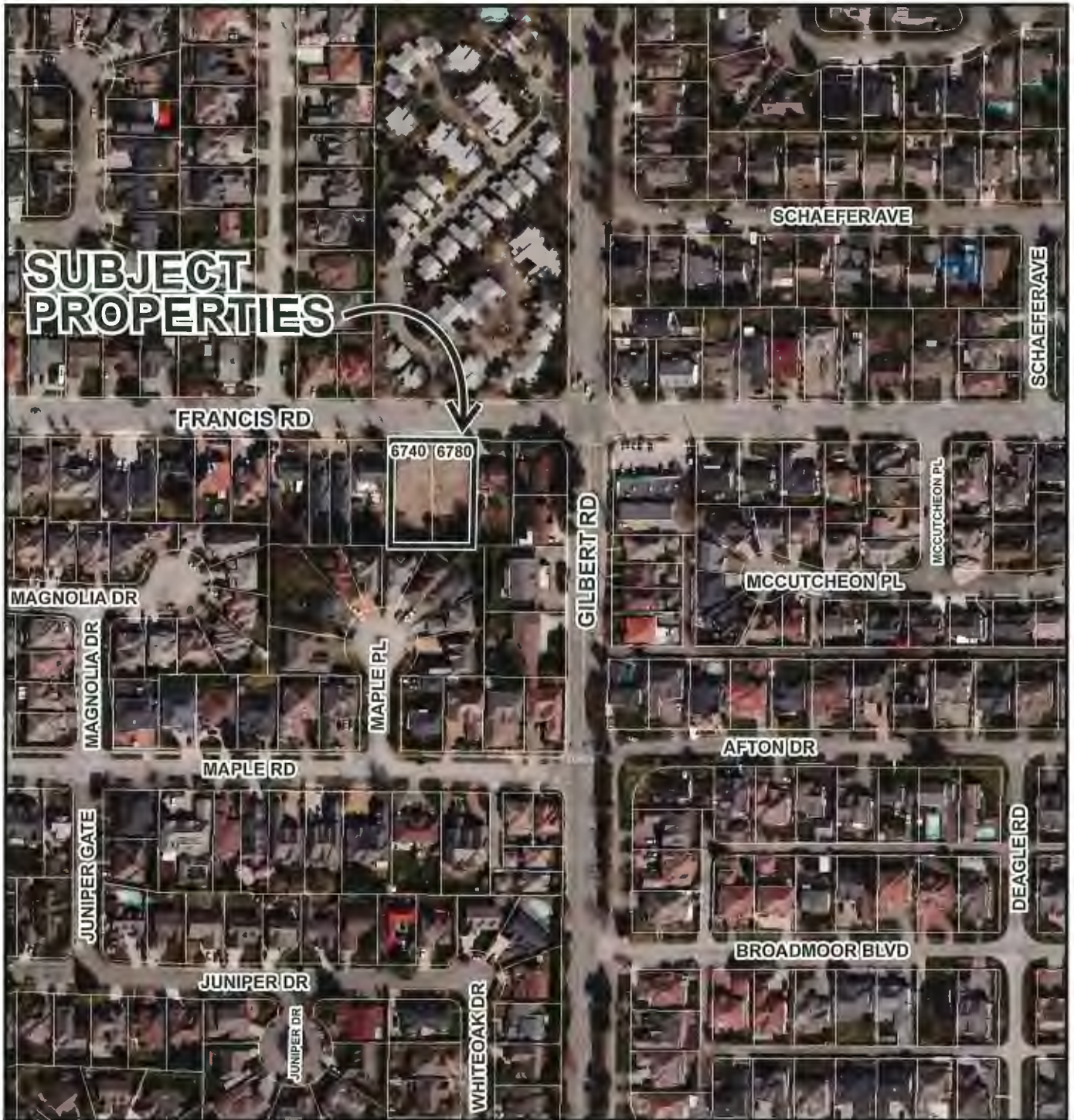
- Attachment 1: Location Map
- Attachment 2: Subdivision Layout
- Attachment 3: Conceptual Development Plans
- Attachment 4: Development Application Data Sheet
- Attachment 5: Lot Size Policy 5428
- Attachment 6: Tree Management Plan
- Attachment 7: Rezoning Considerations



	<h1>RZ 17-775025</h1>	<p>Original Date: 06/27/17</p> <p>Revision Date: 05/11/21</p> <p>Note: Dimensions are in METRES</p>
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City of Richmond



RZ 17-775025

Original Date: 06/27/17

Revision Date: 05/11/21

Note: Dimensions are in METRES

NEW WESTMINSTER DISTRICT PLAN 14934

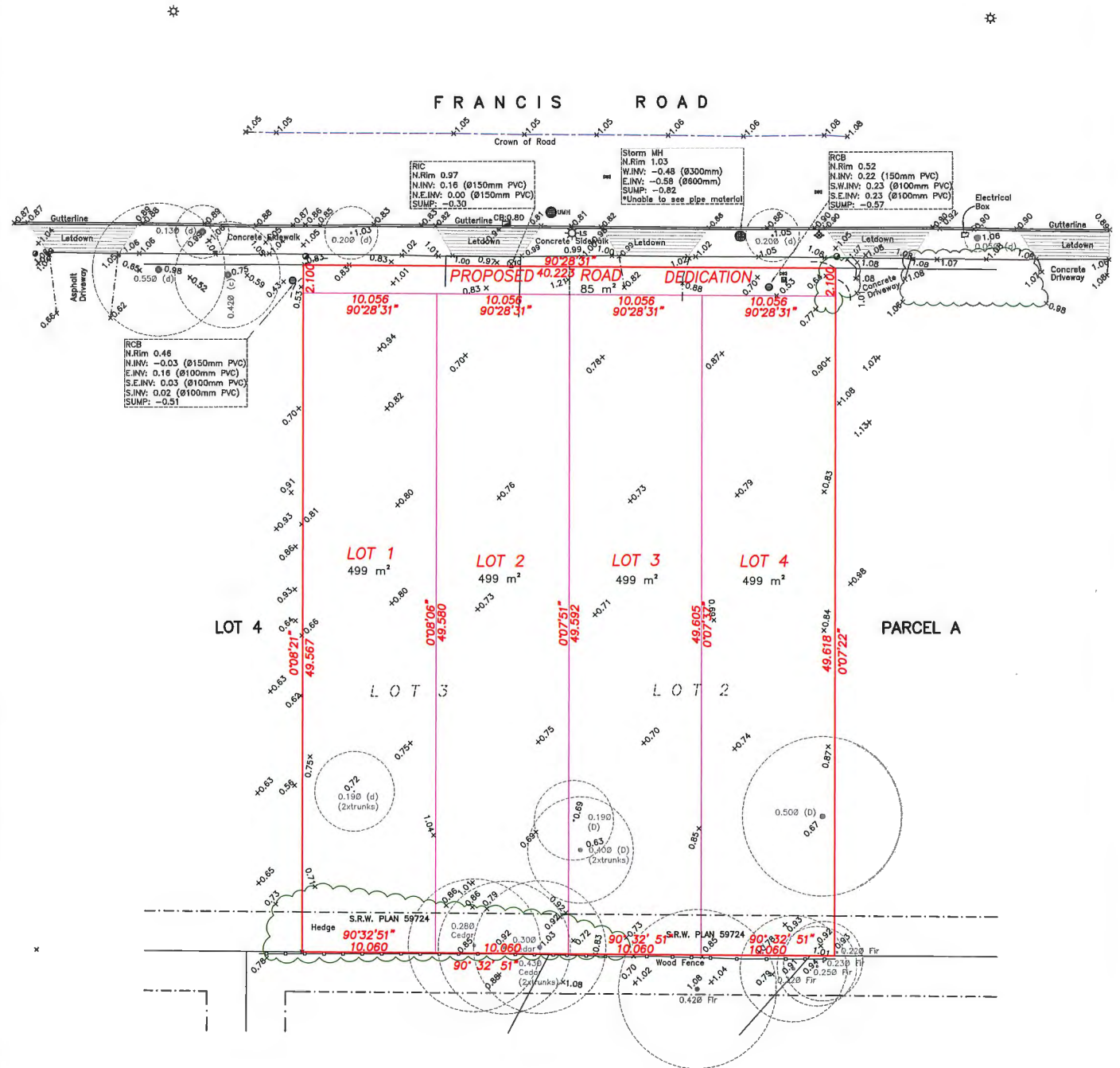
#6740-6780 FRANCIS ROAD,
RICHMOND, B.C.
P.I.D 004-910-796 (LOT 2)
P.I.D D10-027-998 (LOT 3)



SCALE: 1:200



ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF UNLESS OTHERWISE INDICATED



LEGEND:

- (d) denotes deciduous
- (S) denotes stump
- ⊙ denotes power pole
- ⊙ denotes round catch basin
- MHD denotes storm manhole
- UNH denotes unknown manhole
- ☑ denotes catch basin
- ⊙ denotes inspection chamber
- ⊙ denotes water meter
- ⊙ denotes water valve
- CO denotes cleanout
- LS denotes lamp standard
- ⊙ denotes fire hydro

NOTE:

Elevations shown are based on City of Richmond HPN Benchmark network.
Benchmark: HPN #204, Control Monument 02H2452
Located at In grassy area @ SW corner No.3 Road & Steveston Highway
Elevation = 1.559 metres

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J. C. Tam and Associates
Canada and B.C. Land Surveyor
115 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: 214-8928
Fax: 214-8929
E-mail: office@jctam.com
Website: www.jctam.com
Job No. 5678
FB-26D P128-132; FB-281 P90-92
Drawn By: TH/IO/WK/KA

CERTIFIED CORRECT:
LOT DIMENSION ACCORDING TO
FIELD SURVEY.

Johnson C. Tam
JOHNSON C. TAM, B.C.L.S.
MAY 31st, 2017.

CNCL - 101



NO.	REVISION	DATE	BY	CHK
1	ISSUED FOR PERMIT	11/18/2021	MM	MM
2	REVISED PER PERMIT COMMENTS	12/15/2021	MM	MM

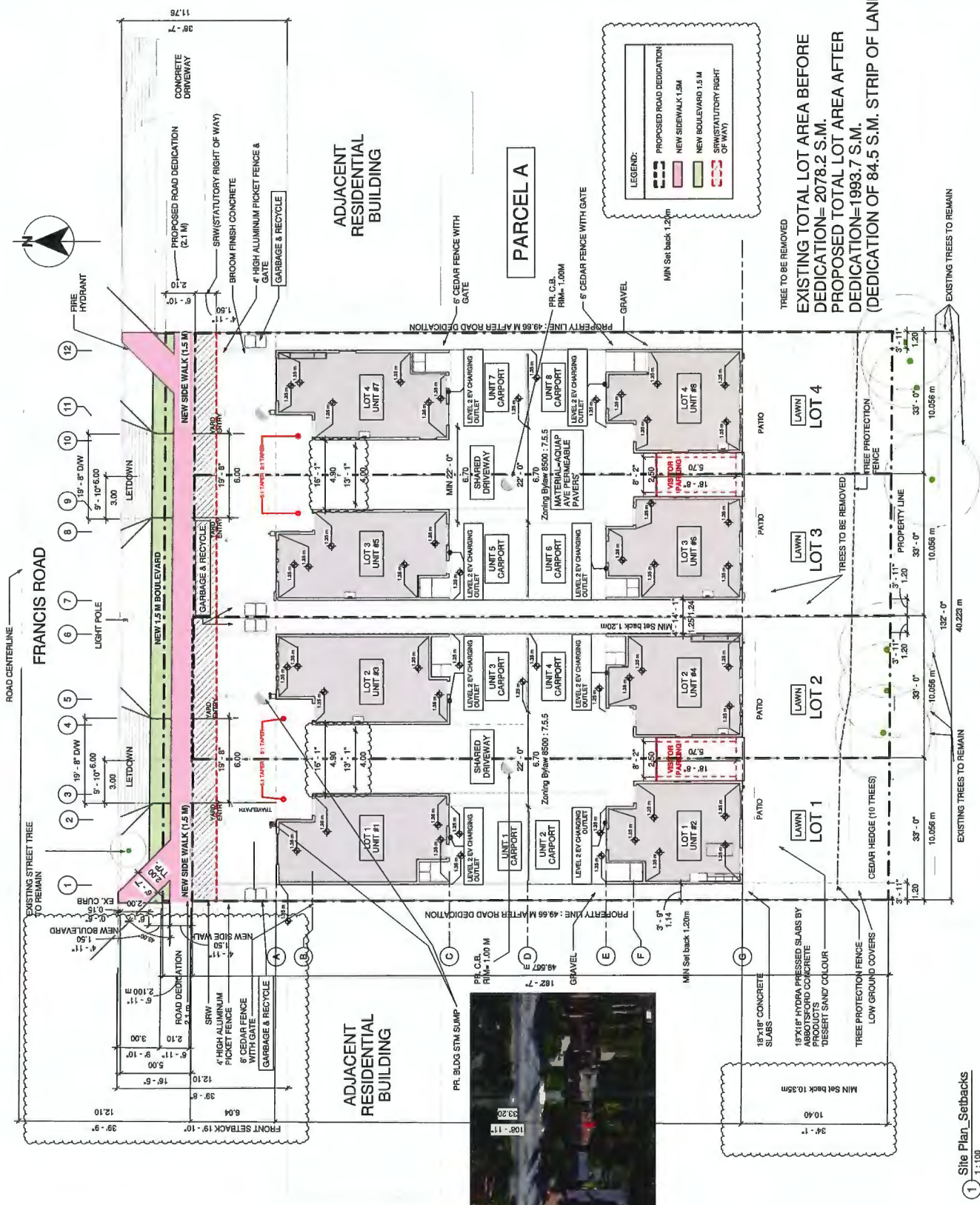
NO.	REVISION	DATE	BY	CHK
1	ISSUED FOR PERMIT	11/18/2021	MM	MM
2	REVISED PER PERMIT COMMENTS	12/15/2021	MM	MM

NO.	REVISION	DATE	BY	CHK
1	ISSUED FOR PERMIT	11/18/2021	MM	MM
2	REVISED PER PERMIT COMMENTS	12/15/2021	MM	MM

NO.	REVISION	DATE	BY	CHK
1	ISSUED FOR PERMIT	11/18/2021	MM	MM
2	REVISED PER PERMIT COMMENTS	12/15/2021	MM	MM

PROJECT NO.	18177RA
DATE	11/18/2021
SCALE	AS SHOWN
DESIGNED BY	MM
CHECKED BY	MM
DATE	11/18/2021
PROJECT NAME	Francis Road Duplex
ADDRESS	67488780 Francis Road, Richmond, BC
ARCHITECTURAL	
SITE PLAN SETBACKS	

PROPOSED ROAD DEDICATION	1.5M
NEW SIDEWALK	1.5M
NEW BOULEVARD	1.5 M
SRW/STATUTORY RIGHT OF WAY	



1 Site Plan_Setbacks
1:100

PROJECT NO.	1817FRA
DATE	07/27/19
SCALE	1/8" = 1'-0"
DESIGNED BY	SAJ
DRAWN BY	SAJ
CHECKED BY	SAJ
DATE	07/27/19

REVISION NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	07/27/19
2	ISSUED FOR PERMIT	07/27/19

Francis Road Duplex
67468796 Francis Road, Richmond, BC

ARCHITECTURAL
CAR TURNING PATH

PROJECT NO. 1817FRA
DATE 07/27/19
SCALE 1/8" = 1'-0"
DESIGNED BY SAJ
DRAWN BY SAJ
CHECKED BY SAJ

1817FRA
07/27/19
SAJ

1817FRA
07/27/19
SAJ

1817FRA
07/27/19
SAJ

1817FRA
07/27/19
SAJ

1817FRA
07/27/19
SAJ

1817FRA
07/27/19
SAJ

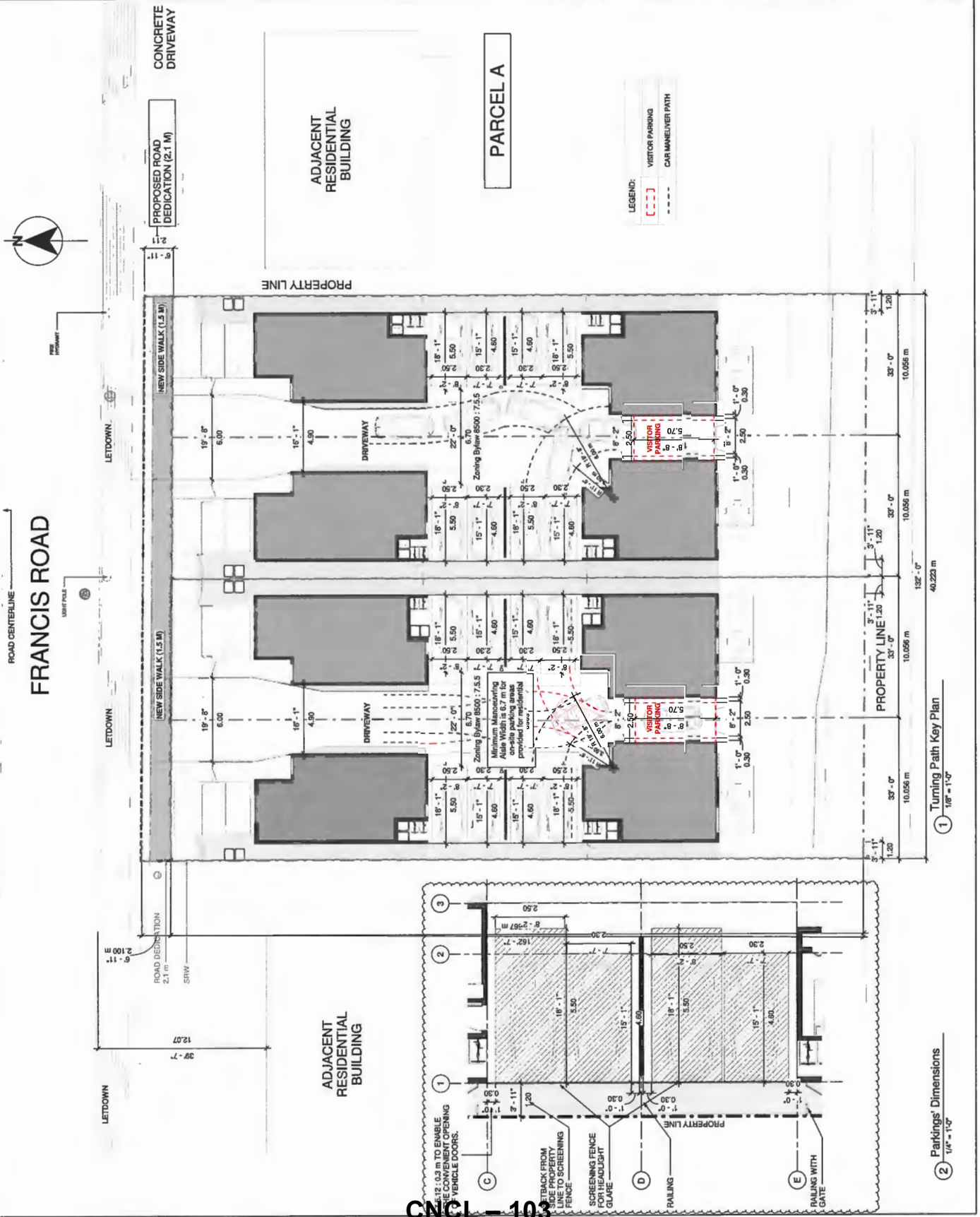
1817FRA
07/27/19
SAJ

1817FRA
07/27/19
SAJ

1817FRA
07/27/19
SAJ

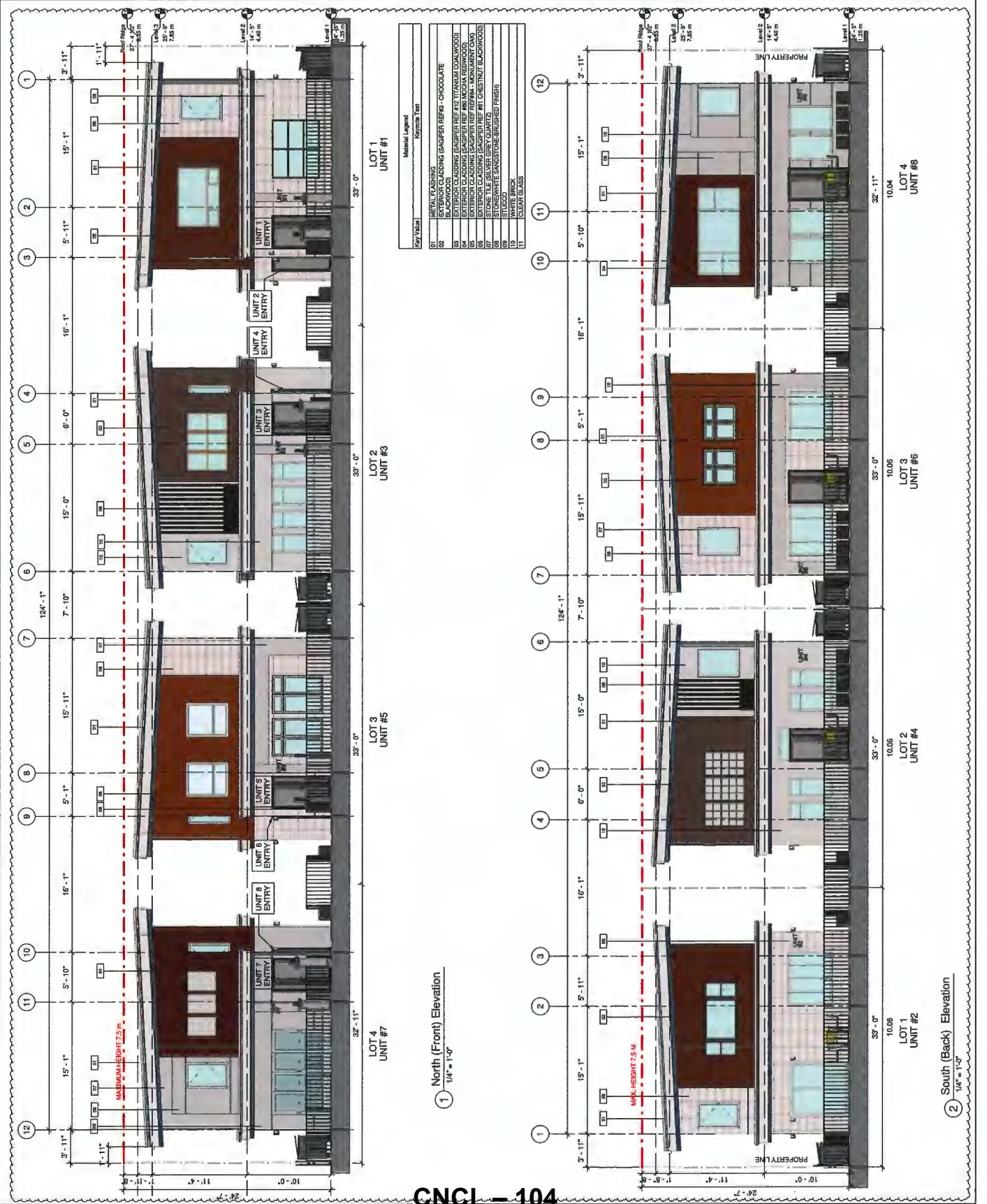
1817FRA
07/27/19
SAJ

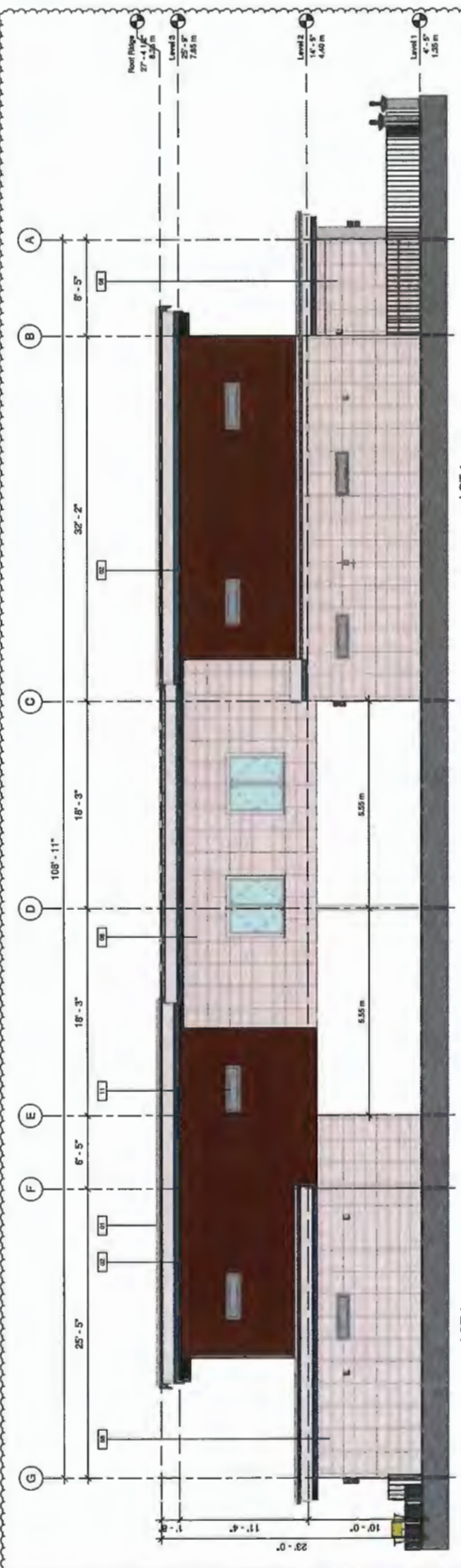
1817FRA
07/27/19
SAJ



① Turning Path Key Plan
1/8" = 1'-0"

② Parkings' Dimensions
1/4" = 1'-0"



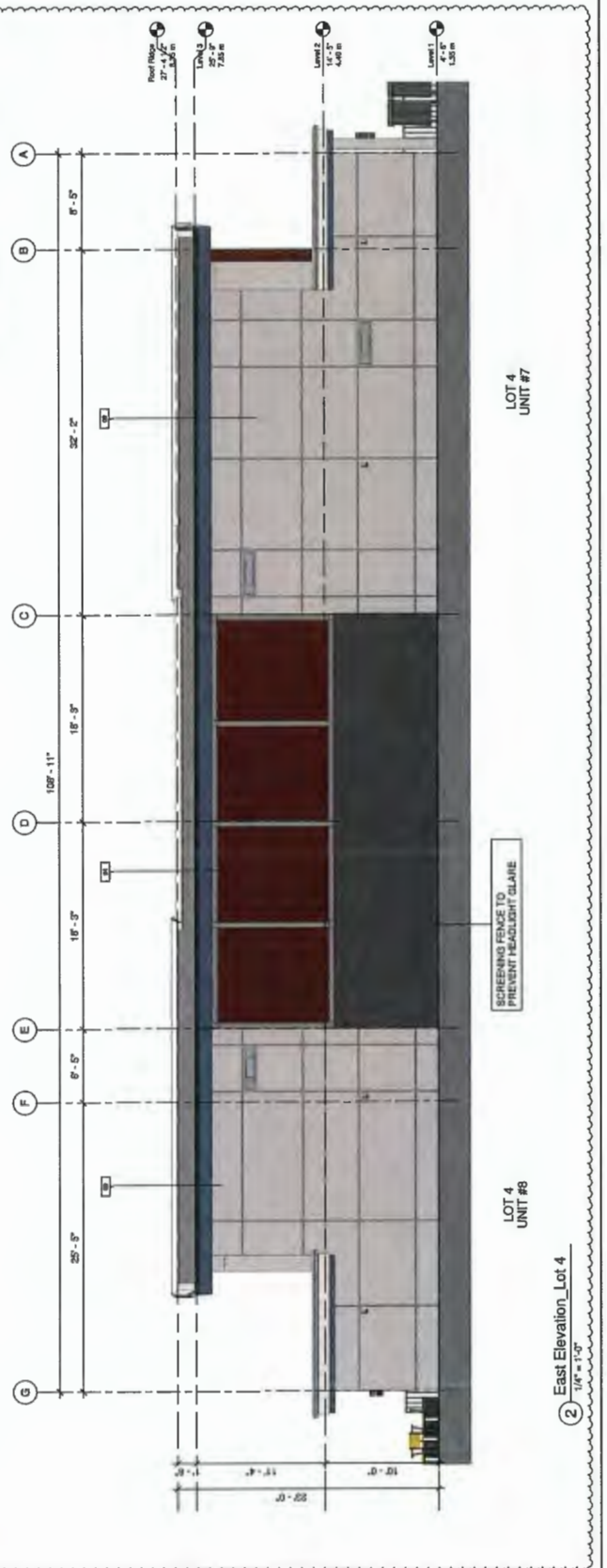


LOT 1
UNIT #2

LOT 1
UNIT #1

1 East Elevation_Lot 1
1/8" = 1'-0"

Key Value	Material Legend	Keynote Text
01	METAL FLASHING	
02	EXTERIOR CLADDING GAUGER REF #1 - CHOCOLATE	
03	BLACKWOOD	
04	EXTERIOR CLADDING GAUGER REF #3 - TITANIUM CALWOOD	
05	EXTERIOR CLADDING GAUGER REF #4 - MOKCHA RESWOOD	
06	EXTERIOR CLADDING GAUGER REF #5 - MONUMENT OAK	
07	STONE TALE GALEN GREY OAKWOOD	
08	STONE TALE GALEN GREY OAKWOOD	
09	STONE/WHITE SANDSTONE BRUSHED FINISH	
10	STUCCO	
11	CLEAR GLASS	



LOT 4
UNIT #8

LOT 4
UNIT #7

2 East Elevation_Lot 4
1/8" = 1'-0"

VIVIDGREEN ARCHITECTURAL
11411251 16000 2ND FLR
16177 FRA

DATE: 11/10/2023
PROJECT NO: 16177 FRA
DRAWING NO: A202

PROJECT NAME: Francis Road Duplex
ADDRESS: 674081780 Francis Road, Richmond, BC

ARCHITECTURAL ELEVATIONS

NO	DATE	DESCRIPTION	ISSUED	REVISION
1	11/10/2023	16177 FRA		

SCALE
SHEET: 1/4" = 1'-0"
DATE: 11/10/2023

NO.	DATE	DESCRIPTION
1	11/20/2018	Issue for Review
2	12/17/2018	Issue for Construction

REV	DATE	DESCRIPTION	BY
1	11/20/2018	Issue for Review	MM
2	12/17/2018	Issue for Construction	MM

PROJECT NO.	18177RA
PROJECT NAME	Francis Road Duplex
CLIENT	Francis Road, Richmond, BC
ARCHITECTURAL	ELEVATIONS

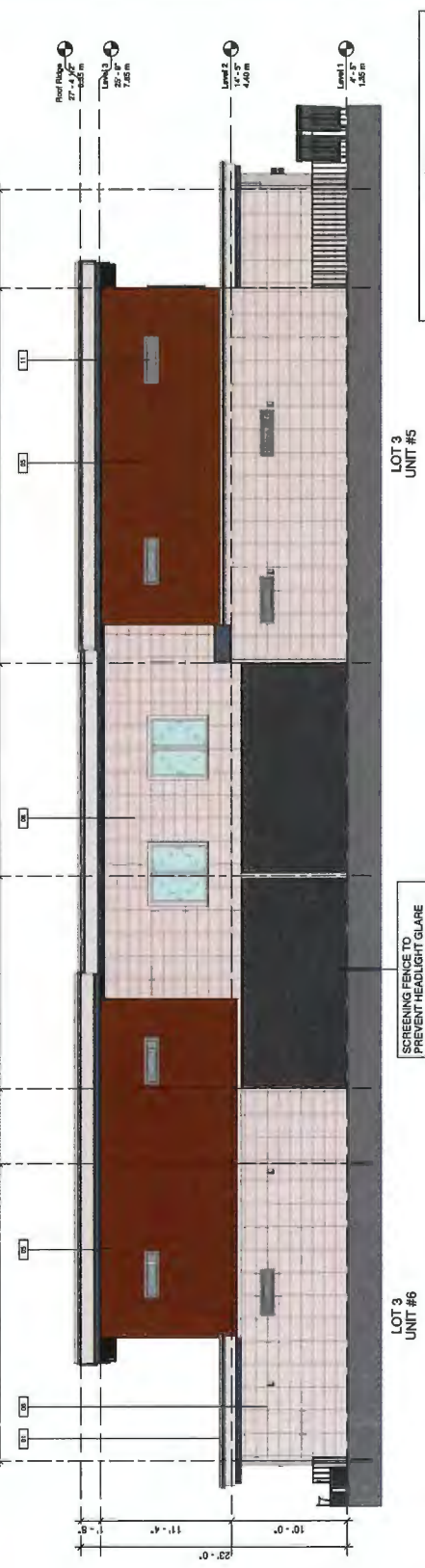
DATE	11/20/2018
SCALE	1/4" = 1'-0"
DRAWN BY	MM
CHECKED BY	MM

NO.	DATE	DESCRIPTION
1	11/20/2018	Issue for Review
2	12/17/2018	Issue for Construction

PROJECT NO.	18177RA
PROJECT NAME	Francis Road Duplex
CLIENT	Francis Road, Richmond, BC
ARCHITECTURAL	ELEVATIONS

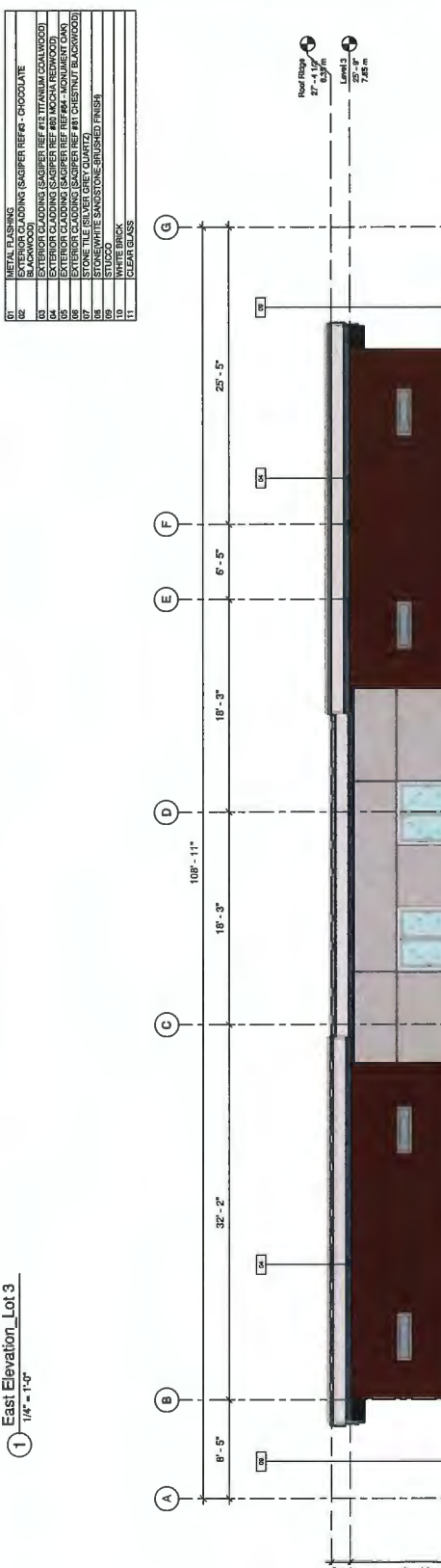
NO.	DATE	DESCRIPTION
1	11/20/2018	Issue for Review
2	12/17/2018	Issue for Construction

NO.	DATE	DESCRIPTION
1	11/20/2018	Issue for Review
2	12/17/2018	Issue for Construction



Key / Value	Material Legend	Keynote Text
01	METAL FLASHING	
02	EXTERIOR CLADDING (SAGPAPER REF #1) - CHOCOLATE BLACKWOOD	
03	EXTERIOR CLADDING (SAGPAPER REF #2) - TEAKUM (OAKWOOD)	
04	EXTERIOR CLADDING (SAGPAPER REF #3) - MOHAWK (REDWOOD)	
05	EXTERIOR CLADDING (SAGPAPER REF #4) - MONUMENT OAK	
06	EXTERIOR CLADDING (SAGPAPER REF #5) - CHESTNUT (BLACKWOOD)	
07	STONE TILE (SAGPAPER REF #6) - OAK	
08	STONE TILE (SAGPAPER REF #7) - OAK	
09	STONE TILE (SAGPAPER REF #8) - OAK	
10	STONE TILE (SAGPAPER REF #9) - OAK	
11	STONE TILE (SAGPAPER REF #10) - OAK	
12	STONE TILE (SAGPAPER REF #11) - OAK	
13	STONE TILE (SAGPAPER REF #12) - OAK	
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100	STONE TILE (SAGPAPER REF #99) - OAK	
101	STONE TILE (SAGPAPER REF #100) - OAK	

1 East Elevation_Lot 3
1/4" = 1'-0"




2 West Elevation_Lot 4
1/4" = 1'-0"



EXISTING NORTH ELEVATION



PROPOSED STREETSCAPE FOR NORTH ELEVATION



DESIGNED BY
VIVIDGREEN
ARCHITECTURE

DATE	DESCRIPTION	ISSUES	REVISIONS
10/10/2023	Revisions 2		
10/10/2023	Revisions 3		

Francis Road Duplex

674088780 Francis Road, Richmond, BC

ARCHITECTURAL
STREETSCAPE

PROJECT NO.	18177FA
DATE	04/27/2023
SCALE	




VividGreen
 ARCHITECTURAL
 11415 LITTLE PATTERSON RD
 SUITE 100
 WILMINGTON, NC 28403
 WWW.VIVIDGREENARCHITECTURAL.COM

NO.	DATE	DESCRIPTION	BY
1	10/26/23	ISSUED FOR PERMIT	ARCHITECT
2	10/26/23	REVISIONS	ARCHITECT
3	10/26/23	REVISIONS	ARCHITECT

PROJECT NO. 1817FRA
 DRAWING NO. A502
 FRANCIS ROAD DUPLEX
 EXHIBIT LETTER

Francis Road Duplex
 676885780 Francis Road, Richmond, NC

ARCHITECTURAL
 3D VIEW

DESIGNED	DATE	SCALE
DRAWN	DATE	SCALE
CHECKED	DATE	SCALE


PROJECT NO. 1817FRA
 DRAWING NO. A502
 FRANCIS ROAD DUPLEX
 EXHIBIT LETTER

Francis Road Duplex
 676885780 Francis Road, Richmond, NC

ARCHITECTURAL
 3D VIEW

DESIGNED	DATE	SCALE
DRAWN	DATE	SCALE
CHECKED	DATE	SCALE

PROJECT NO. 1817FRA
 DRAWING NO. A502
 FRANCIS ROAD DUPLEX
 EXHIBIT LETTER


VividGreen
 ARCHITECTURAL
 11411771 Avenue, NW
 Atlanta, GA 30329
 404.487.8888
 www.vividgreen.com

DATE	18/07/2018
BY	JBRUNSON
CHK	JBRUNSON
APP	JBRUNSON
SCALE	AS SHOWN
PROJECT	181776A
WCH	02/1
DATE	02/18
JOB	181776A

NO	181776A-0200	DATE	18/07/2018	BY	JBRUNSON	CHK	JBRUNSON	APP	JBRUNSON
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181776A-0200 Francis Road Duplex.dwg (181776A)
 18/07/2018 10:47:14 AM
 JBRUNSON

PROJECT: 181776A
 DRAWING: AC03
 SHEET: 181776A-0200

Francis Road Duplex
 87408780 Francis Road, Richmond, BC

ARCHITECTURAL
 30 VIEW

NO	181776A-0200	DATE	18/07/2018	BY	JBRUNSON	CHK	JBRUNSON	APP	JBRUNSON
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181776A-0200 Francis Road Duplex.dwg (181776A)
 18/07/2018 10:47:14 AM
 JBRUNSON

PROJECT: 181776A
 DRAWING: AC03
 SHEET: 181776A-0200

Francis Road Duplex
 87408780 Francis Road, Richmond, BC

ARCHITECTURAL
 30 VIEW

NO	181776A-0200	DATE	18/07/2018	BY	JBRUNSON	CHK	JBRUNSON	APP	JBRUNSON
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181776A-0200 Francis Road Duplex.dwg (181776A)
 18/07/2018 10:47:14 AM
 JBRUNSON

PROJECT: 181776A
 DRAWING: AC03
 SHEET: 181776A-0200

Francis Road Duplex
 87408780 Francis Road, Richmond, BC





RZ 17-775025

Attachment 4

Address: 6740 & 6780 Francis Road

Applicant: Vivid Green Architecture Inc.

Planning Area(s): Blundell

	Existing	Proposed
Owner:	Ding City Development Inc.	Ding City Development Inc.
Site Size (m²):	1040 m ² (6740 Francis Road) + 1040 m ² (6780 Francis Road) = 2080 m ²	Lot 1: 499 m ² Lot 2: 499 m ² Lot 3: 499 m ² Lot 4: 499 m ²
Land Uses:	Single-family dwelling	Two-unit dwellings
OCP Designation:	Neighbourhood Residential	No change
702 Policy Designation:	Policy 5428 – Single Detached (RS2/C)	No change
Zoning:	Single Detached (RS1/E)	Two-Unit Dwelling (ZD7) – Francis Road (Blundell)
Number of Units:	1	8
Other Designations:	n/a	No change

On Future Subdivided Lots	Bylaw Requirement (site specific zone)	Proposed	Variance
Floor Area Ratio:	The lesser of 0.6 FAR or 334.5 m ² per lot	0.6	none permitted
Buildable Floor Area (m ²):*	Lot 1: Max. 299.4 m ² (3226 ft ²) Lot 2: Max. 299.4 m ² (3226 ft ²) Lot 3: Max. 299.4 m ² (3226 ft ²) Lot 4: Max. 299.4 m ² (3226 ft ²)	Lot 1: Max. 295 m ² (3175 ft ²) Lot 2: Max. 295 m ² (3175 ft ²) Lot 3: Max. 297 m ² (3196 ft ²) Lot 4: Max. 295 m ² (3196 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 20%	Building: Max. 41% Non-porous Surfaces: Max. 70% Landscaping: Min. 20%	none
Lot Size:	Min. 464.5 m ²	499 m ² for each lot	none
Lot Dimensions (m):	Min. Width: 10.0 m Min. Depth: 30.0 m	Min. Width: 10.0 m Depth: 49.57 m	none

On Future Subdivided Lots	Bylaw Requirement (site specific zone)	Proposed	Variance
Setbacks (m):	Front: Min. 6.0 m Rear - Ground: Min. 10.35 m Rear – 2 nd Floor: Min. 10.70 m Side: Min. 1.2 m	Front: Min. 6.0 m Rear - Ground: Min. 10.35 m Rear – 2 nd Floor: Min. 10.70 m Side: Min. 1.2 m	none
Height (m):	Max. 9.0 m or 7.5 m for flat roof (2 storeys)	7.5 m (2 storeys) Max.	none
Off-street Parking Spaces – Regular (R):	2 per unit	2 per unit	none
Off-street Parking – Visitor (V):	0.2 per unit when 3 or more units share one access (0.2 x 8) = 2	2	
Off-street Parking Spaces – Total:	18	18	none
Tandem Parking Spaces:	Permitted	0	none

Other: Tree replacement compensation required for removal of bylaw-sized trees.

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.



City of Richmond

Policy Manual

Page 1 of 2

Adopted by Council: December 18, 1989
 Amended by Council: December 15, 2008

POLICY 5428

File Ref: 4430-00

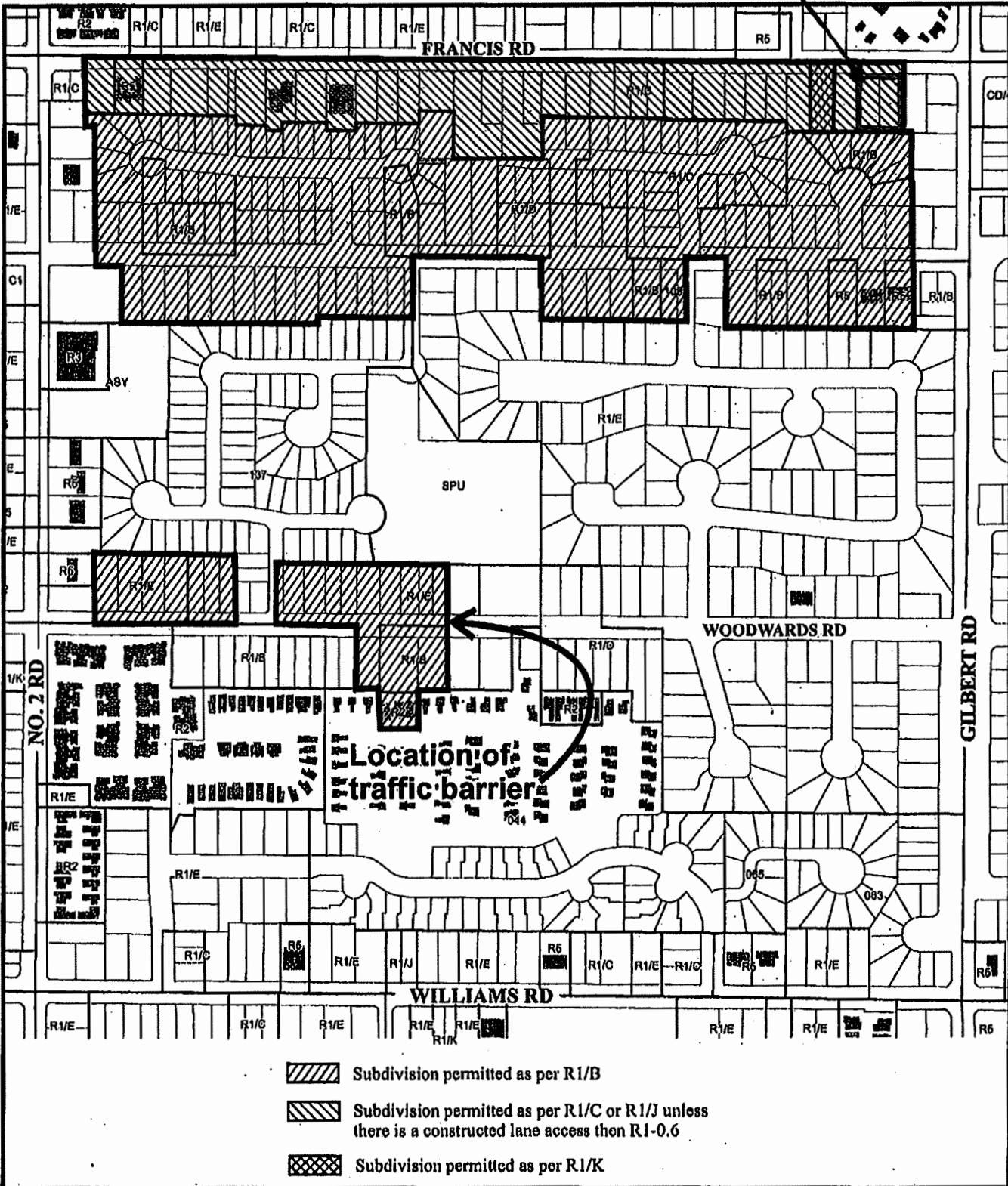
SINGLE-FAMILY LOT SIZE POLICY IN QUARTER SECTION 30-4-6

POLICY 5428:

The following policy establishes lot sizes for properties in Section 30-4-6 as shown on the attached map:

1. Subdivisions in the Quarter Section's interior areas as designated on the map may be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1/B) in Zoning and Development Bylaw 5300;
2. Subdivisions along Francis Road as shown on the map will be restricted to Single-Family Housing District R1/C or Single-Family Housing District R1/J unless there is a constructed lane access, then subdivisions may be permitted to Single-Family Housing District R1-0.6, except that 6680 Francis Road may be permitted to subdivide to Single-Family Housing District R1-K without the requirement for a lane access; and
3. This policy is to be used to determine the disposition of future rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.

SUBJECT SITE

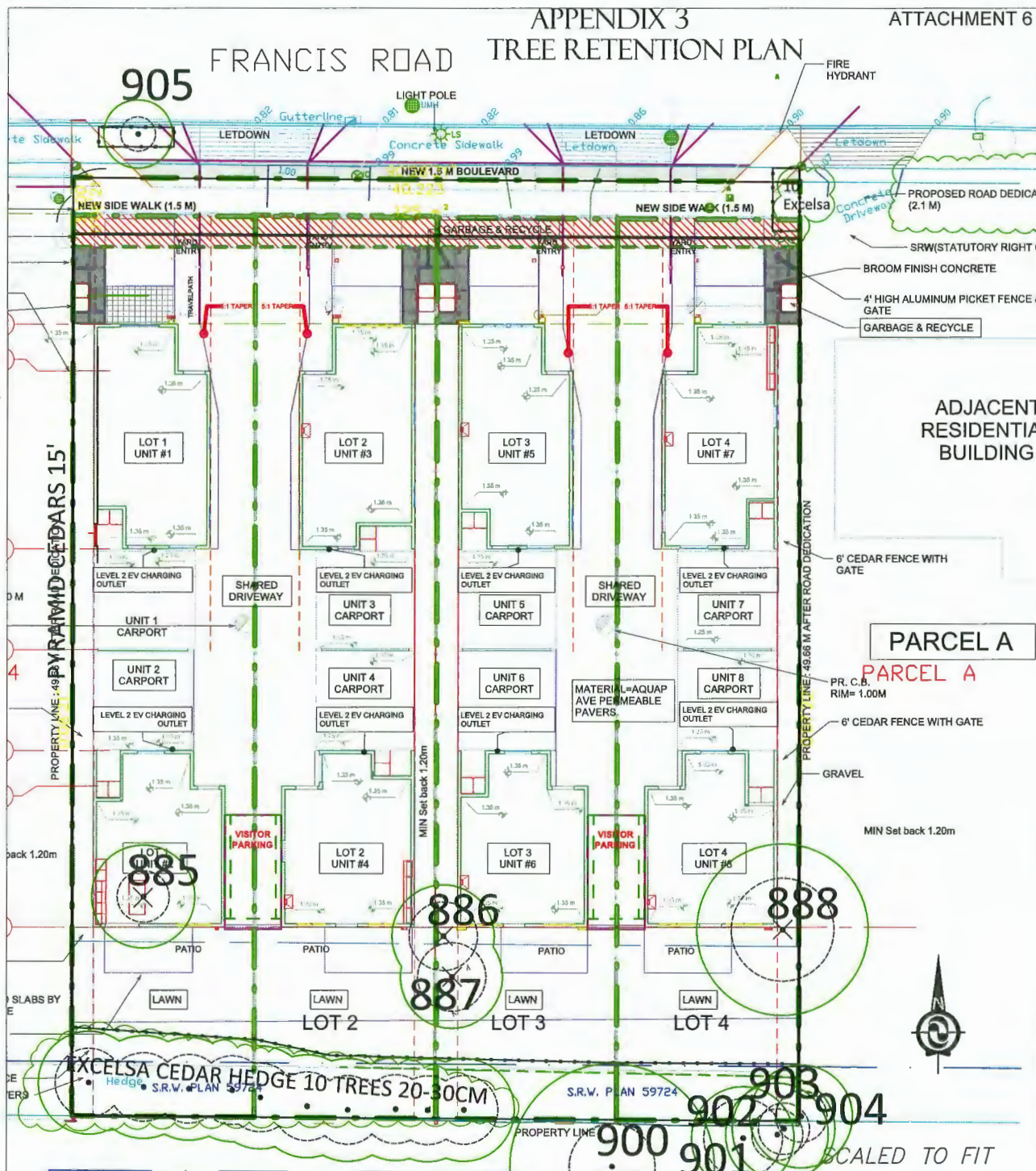


Policy 5428
Section 30-4-6

Adopted Date: 12/18/89
Amended Date: 12/15/08
Note: Dimensions are in METRES

APPENDIX 3 TREE RETENTION PLAN

ATTACHMENT 6



TREE PROTECTION FENCING

Minimum Radial Distance from trunk

#	Type	DBH	Metres	Feet
893	Excelsa Cedars	20 to 30cm	3.0m	9.8ft
900	Douglas Fir	42cm	6.0m	19.7ft
901	Western Redcedar	38cm	3.0m	9.8ft
902	Western Redcedar	25cm	3.0m	9.8ft
903	Western Redcedar	23cm	3.0m	9.8ft
904	Western Redcedar	22cm	3.0m	9.8ft

- NOTES:
1. SITE LAYOUT INFORMATION AND TREE SURVEY DATA PER SUPPLIED DRAWING
 2. REFER TO ATTACHED TREE PROTECTION REPORT FOR INFORMATION CONCERNING TREE SPECIES, STEM DIAMETER, HEIGHT, CANOPY SPREAD AND CONDITION.
 3. ALL MEASUREMENTS ARE METRIC

TREE INVENTORY

#	Type	Action	DBH	MPZ
885	J. Maple	Remove	15/15cm	1.5m
886	Laurel	Remove	20/10/10	1.8m
887	Laurel	Remove	22/22cm	2.0m
888	Cherry	Remove	50cm	3.0m
893	Excelsas	Retain	20 to 30cm	2.0m
900	D. Fir	Retain	42cm	2.5m
901	Redcedar	Retain	38cm	2.3m
902	Redcedar	Retain	25cm	1.5m
903	Redcedar	Retain	23cm	1.4m
904	Redcedar	Retain	22cm	1.3m
905	Beech	Retain	10cm	1.0m

DBH- trunk diameter, MPZ- protection zone

LEGEND

TREE PROPOSED FOR RETENTION



CANOPY PROTECTION ZONE (MPZ)
FENCING DIMENSIONS IN METRES
PROTECTION FENCING

TREE PROPOSED FOR REMOVAL



Froggers Creek Tree Consultants Ltd
7763 McGregor Avenue Burnaby BC V5J 4H4
Telephone: 604-721-6002 Fax: 604-437-0970
6740, 6780 Francis Road, Richmond

TREE RETENTION DRAWING
THE DRAWING SHOWS ALL TREES PROPOSED FOR RETENTION AND THEIR CANOPY PROTECTION FENCING IN RELATION TO PROPOSED LAYOUT
CNCL 14
May 8, 2018



Address: 6740 and 6780 Francis Road

File No.: RZ 17-775025

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10277, the developer is required to complete the following:

1. 2.1 m wide road dedication along the entire Francis Road frontage to accommodate the required frontage improvements; exact width is to be confirmed with survey information to be submitted by the applicant.
2. Registration of an on-site 1.5 m wide Statutory Right-of-Way behind the new north property line after road dedication of 6740 & 6780 Francis Road to accommodate the new water meters and inspection chambers.
3. Registration of a legal agreement on Title to ensure that, upon subdivision of the two properties:
 - a) Vehicle access to the four duplex lots is via two shared driveway crossings centered on the proposed shared property lines.
 - b) The buildings and driveway on the proposed lots be designed to accommodate on-site vehicle turn-around capability to prevent vehicles from reversing onto Francis Road.
4. Registration of a legal agreement on Title to ensure that, upon subdivision of the property, a cross-access easement for the shared driveway access, common drive aisle, and the shared visitor parking stall will be registered on titles of the new lots.
5. Registration of a flood indemnity covenant on title.
6. Submission of a Contract entered into between the applicants and a Certified Arborist for supervision of any on-site works conducted within/near the tree protection zone of the tree to be retained on site. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
7. City acceptance of the developer's offer to voluntarily contribute \$8.50 per buildable square foot (e.g. \$104,898.50) to the City's Affordable Housing Reserve Fund.
8. Submission of a Tree Survival Security to the City in the amount of \$30,000.00 for the trees to be retained.
9. City acceptance of the developer's offer to voluntarily contribute a \$45,600.00 partial contribution towards the construction of a special crosswalk at the Francis Road/Milner Road intersection. The special crosswalk will feature: traffic poles, overhead illuminated signs, amber flashers, strobe lights, Audible Pedestrian Signal, special crosswalk cabinet, Hydro service panel, and conduit/junction boxes. (Account No. 3132-10-550-55001-0000).
10. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration, the developer is required to:

1. Submission of convertible plan details that meet accessible housing requirements for convertible units.
2. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
 - comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line;
 - include a mix of coniferous and deciduous trees;
 - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report;and

- include the 8 required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
2	6 cm		3.5 m
2	8 cm		4 m
4	9 cm		5 m

At Subdivision* stage, the developer must complete the following requirements:

- At subdivision stage, the developer will be required to pay Development Cost Charges (DCC's) (City & GVS&DD), TransLink DCC's, School Site Acquisition Charge, and Address Assignment Fee. Servicing connections are to be determined at Subdivision stage.
- Enter into a Servicing Agreement for the design and construction of engineering infrastructure improvements. A Servicing Agreement is required to ensure that the conditions behind Transportation Department's road dedications and frontage improvements requirements are met. Works include, but may not be limited to:
 - Water Works:
 - Using the OCP Model, there is 541 L/s of water available at 20 psi residual at the hydrant located at the north east corner of 6780 Francis Road. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
 - 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 designs at Building Permit stage.
 - At the Developer's cost, the City will:
 - Install 8 new water service connections (2 for each duplex) off of the 300mm AC watermain on Francis Road, complete with water meters.
 - Provide a 1.5 m right-of-way along the north property line of 6740 & 6780 Francis Road to accommodate the new water meters.
 - Storm Sewer Works:
 - At the Developer's cost, the Developer is required to:
 - Inspect and confirm the condition of the storm connection lead and inspection chamber (STIC61047) located at the adjoining property line of 6740 and 6780 Francis Road using video inspection. Use the existing service connection if video inspection shows that the existing leads are in good condition.
 - Inspect and confirm the condition of the storm connection lead and inspection chamber (STIC50515) located at the north east corner of 6780 Francis Road using video inspection. Use the existing service connection if video inspection shows that the existing leads are in good condition.
 - Inspect and confirm the condition of the storm connection lead and inspection chamber (STIC61048) located at the north east corner of 6780 Francis Road using video inspection. Use the existing service connection if video inspection shows that the existing leads are in good condition.
 - At the Developer's cost, the City will:
 - Cut and cap the existing south west storm service connection located at the adjoining property line of 6740 and 6780 Francis Road (STIC61047).
 - Cut and cap the south east storm service connection located at the north east corner of 6780 Francis Road (STIC50515).
 - If the existing storm service leads (STIC61047, STIC61048 & STIC50515) are found to be inadequate, install new service connections. Details shall be finalized via the servicing agreement process.
 - A 1.5 m wide SRW is required along the north property line of the proposed sites to accommodate existing storm inspection chambers.
 - Sanitary Sewer Works:
 - At the Developer's cost, the Developer is required to:

- Not start onsite excavation or foundation construction prior to completion of rear yard sanitary works by City crews.
- Confirm the condition of the existing sanitary service, sanitary connection lead and inspection chamber at the south east corner of 6780 Francis Road (SIC17008) using video inspection. Use the existing service connections if video inspection shows that the existing leads are in good condition.
- Confirm the condition of the existing sanitary service, sanitary connection lead and inspection chamber at the south west corner of 6740 Francis Road (SIC3966) using video inspection. Use the existing service connections if video inspection shows that the existing leads are in good condition.
- Additional sanitary service connection may be required at the common property line of 6740 and 6780 Francis Rd.
- The details of the sanitary servicing shall be finalized via the servicing agreement process.
- At the Developer's cost, the City will:
 - Install new service connections as per the approved servicing agreement design.

➤ Frontage Improvements:

- The Developer is required to:
 - Coordinate with BC Hydro, Telus and other private communication service providers
 - 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 (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.). These should be located onsite.
 - To underground overhead service lines
 - i) Review street lighting levels along all road and lane frontages, and upgrade as required.
 - ii) Complete other frontage improvements as per the following Transportation requirements:
 - Remove the existing sidewalk and construct a new 1.5 m wide concrete sidewalk next to the new property line.
 - Construct a new grass/tree boulevard over the remaining width between the new sidewalk and the existing south curb of Francis Road. The cross-section of the frontage improvements, measuring from north to south, are to include:
 - Existing south curb of Francis road.
 - 2.0 m wide grass boulevard with no tree planting (this area is slated for future road widening).
 - 1.5 m wide landscaped boulevard with street trees.
 - 1.5 m wide concrete sidewalk.
 - New north property line of the subject site.
 - 1.5 m wide utility SRW.
 - Note that a 2.0 m wide road dedication is required for future road widening and an additional 0.1 m wide dedication is required to meet minimum frontage improvement standards.

Other frontage improvement considerations:

- Tree planting is to be restricted to the 1.5 m wide strip of the boulevard immediately next to the new sidewalk. The 2.0 m wide boulevard behind the fronting Francis Road south curb is to be kept free of any tree planting.
- The new sidewalk and boulevard are to transition to meet the existing frontage treatments to the east and west of the subject site's Francis Road frontage. The transition sections are to be placed beyond the subject site's east and west frontages and are not to be constructed with angular turns.
- All existing driveways along the Francis Road development frontage are to be closed permanently. The Developer is responsible for the removal of the existing driveway let-downs and the replacement with barrier curb/gutter, boulevard and concrete sidewalk per standards described under in this Frontage Improvements section.
- New vehicle driveway accesses to the site must be constructed to City design standards.
- Consult Parks on the requirements for tree protection/placement including tree species and spacing as part of the frontage works.

- All above ground hydro/telephone kiosks and other third party equipment must not be placed within any frontage works area including sidewalk and boulevard.
- Electric Vehicle Charging Equipment
Per 8500 Amendment Bylaw No. 9756, the Developer is required to provide, for all residential parking spaces (excluding visitor parking), Level 2 EV charging outlets (208V to 240V AC and current of 16A to 80A). The EV charging equipment calculations are to be shown as part of the site development statistics. The site plan and building layout are also to show the location of all EV charging equipment.

➤ General Items:

- The Developer is required to:
 - Provide, prior to start of site preparation works, a preload plan and geotechnical assessment of preload, dewatering, and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations.
 - Provide a video inspection report of the existing storm sewers along the Francis Road frontage and the existing sanitary lines along the south property line prior to start of site preparation works. A follow-up video inspection, complete with a civil engineer's signed and sealed recommendation letter, is required after site preparation works are complete (i.e. pre-load removal, completion of dewatering, etc.) to assess the condition of the existing utilities and provide recommendations to retain, replace, or repair. Any utilities damaged by the pre-load, de-watering, or other ground preparation shall be replaced or repaired at the Developer's cost.
 - Conduct pre- and post-preload elevation surveys of all surrounding roads, utilities, and structures. Any damage, nuisance, or other impact to be repaired at the developer's cost. The post-preload elevation survey shall be incorporated within the servicing agreement design.
 - Monitor the settlement at the adjacent utilities and structures during pre-loading, dewatering, and soil preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to the City for approval.
 - Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures.
 - Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Prior to Building Permit Issuance, the developer must complete the following requirements:

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
2. Submission of a 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.
3. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
4. If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
5. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated

fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10271
(Two-Unit Dwellings (ZD7) – Francis Road (Blundell))**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 5.15 [Affordable Housing] by inserting the following into the table contained in Section 5.15.1(c) regarding Affordable Housing density bonusing provisions after the line for ZMU40:

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
"ZD7"	\$8.50"

2. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 16 (Site Specific Residential (Two Unit Dwelling) Zones, in numerical order:

16.8 Two-Unit Dwellings (ZD7) – Francis Road (Blundell)

16.8.1 Purpose

The **zone** provides for two **dwelling units** on a single **lot** fronting an **arterial road**, plus other compatible **uses**.

16.8.2 Permitted Uses

- **housing, two-unit**

16.8.3 Secondary Uses

- **boarding and lodging**
- **community care facility, minor**
- **home business**
- **secondary suite**

16.8.4 Permitted Density

1. The maximum **density** is one **two-unit housing** unit per **lot**.
2. The maximum **floor area** is the lesser of:
 - a) the **floor area** calculated using the **floor area ratio** of 0.4; and
 - b) 334.5 m².
3. Notwithstanding Section 8.16.4.2(a), the reference to "0.4" is increased to a higher **density** of "0.6" if the **owner**, at the time **Council** adopts a zoning

amendment bylaw to include the **owner's lot** in the ZD7 zone, pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw.

4. Each **two-unit housing dwelling unit** must have a minimum **floor area** of 125.4 m² and must not exceed a maximum **floor area** of 183.9 m².
5. Notwithstanding Sections 4.2.2 and 4.3, the following items are not included in the calculation of maximum **floor area**:
 - a) up to 37.5 m² of the attached **accessory buildings** per **two-unit housing dwelling unit** used for on-site parking purposes, which cannot be used for **habitable space**;
 - b) up to 10% of the **floor area** total calculated for the **lot** in question which must be used exclusively for covered areas of the **principal building**, provided that the covered areas are:
 - i) always open on two or more sides;
 - ii) never enclosed; and
 - iii) not located more than 0.6 m above the lowest horizontal floor;
 - c) one **accessory building** which is less than 10.0 m²; and
 - d) up to a maximum of 2.35 m² per **two-unit housing dwelling unit** for **floor area** occupied by those components of a **green building system** constructed or installed within the **principal building**.
6. Any portion of **floor area** in a **principal building** with a **ceiling height** which exceeds 5.0 m shall be considered to comprise two floors and shall be measured as such for the purposes of calculating **density**, except that a maximum of 10 m² of **floor area**, per **two-unit housing dwelling unit**, with a **ceiling height** which exceeds 5.0 m, provided such **floor area** is exclusively for interior entry and staircase purposes, are considered to comprise one floor.

16.8.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 45% for **buildings**.
2. No more than 70% of a **lot** may be occupied by **buildings, structures** and **non-porous surfaces**.
3. The following percentages of the **lot area** is restricted to **landscaping** with live plant material:
 - a) 20% for **lots** less than 12.0 m wide;
 - b) 25% for **lots** of 12.0 m or more but less than 15.0 m in width; and
 - c) 30% for **lots** of 15.0 m or more in width.
 - d) any **side yard** area is excluded from the calculation of percentages of the **lot area** which is restricted to **landscaping** with live plant material.

16.8.6 Yards & Setbacks

1. The minimum **front yard** is 6.0 m.
2. The minimum **interior side yard** is:

- a) 2.0 m for **lots** of 20.0 m or more in width;
 - b) 1.8 m for **lots** of 18.0 m or more but less than 20.0 m in width; and
 - c) 1.2 m for **lots** less than 18.0 m wide.
3. The minimum **exterior side yard** is 3.0 m, except where the **exterior side yard** is on an **arterial road** it is 6.0 m.
 4. The minimum **rear yard** is the greater of 6.0 m or 20% of the total **lot depth**, for a maximum width of 60% of the rear wall of the **first storey**; and 25% of the total **lot depth**, for the remaining 40% of the rear wall of the **first storey** and any second **storey**, or **half (½) storey** above, up to maximum required **setback** of 10.7 m.
 5. Notwithstanding Section 8.16.6.4 above:
 - a) the minimum **rear yard** may be reduced to 6.0 m, as specified in a Development Permit approved by the City; and
 - b) for a **corner lot** where the **exterior side yard** is 6.0 m, the minimum **rear yard** is reduced to 1.2 m.
 6. The minimum **setbacks** for **accessory buildings, carports** and **garages** are:
 - a) 12.0 m for the **front yard**;
 - b) 3.0 m for the **exterior side yard**, except on an **arterial road** it is 6.0 m;
 - c) 1.2 m for the **interior side yard**; and
 - d) 6.0 m for the **rear yard**, except that for a **corner lot** where the **exterior side yard** is 6.0 m, the **rear yard setback** is reduced to 1.2 m.
 7. Detached **accessory buildings** up to 10.0 m² may be located within the **interior side yard** and **rear yard** but no closer than 6.0 m of an **arterial road** and 3.0 m of a **local road**.
 8. Notwithstanding Section 4.8 [Projections into Yards in Two-Unit Housing Zones], for this **zone** only, the following projections shall be permitted, subject to the *Building Code*:
 - a) **balconies** and **bay windows** which form part of the **principal building**, may project into **front yard, rear yard** and **exterior side yard** no more than 0.6 m;
 - b) fireplaces and chimneys, whether enclosed or unenclosed, which form part of the **principal building**, may project for a distance of:
 - i) 1.0 m into the **front yard**;
 - ii) 0.6 m into the **side yard**, limited to one exterior wall of the **principal building**, for the purposes of a chimney or fireplace assembly only, and shall not exceed 1.8 m in horizontal length. No masonry footing is permitted for the chimney or fireplace assembly; and
 - iii) 0.6 m into the **rear yard**;
 - c) **porches** which form part of the **principal building**, that are less than 5.0 m in **height** and open on those sides which face a public **road** may project for a distance of:

- i) 1.5 m into the **front yard**;
 - ii) 0.6 m into the **exterior side yard**; and
 - iii) 1.5 m into the **exterior side yard**, where the **exterior side yard** is 6.0 m.
- d) **building** elements in the **principal building** that promote sustainability objectives such as solar panels, solar hot water heating systems and rainwater collection systems may project into the **side yard** and **rear yard** no more than 0.6 m;
- e) other portions of the **principal building** which are less than 2.0 m in **height** may be located within the **rear yard** but no closer than:
- i) 3.0 m of a public **road**.
 - ii) 6.0 m of an **arterial road**; and
 - iii) 1.2 m of the **rear lot line** or a **side lot line**; and
- f) where a **lot** has a **lot width** of 18.0 m or more, portions of the **principal building** which do not exceed 5.0 m in **height** (chimneys excepted) may project into the required **side yard** but in no event closer than 1.2 m to a **side lot line** (See **residential vertical lot width envelope** illustration in the definitions).
9. The minimum **building separation space** is 1.2 m, except that cantilevered roofs, **balconies**, unenclosed fireplaces and chimneys may project into the minimum **building separation space** for a distance of 0.6 m.

16.8.7 Permitted Heights

1. The maximum **height** for **principal buildings** is 2 **storeys** or 9.0 m, whichever is less, but it shall not exceed the **residential vertical lot width envelope** and the **residential vertical lot depth envelope**. For a **principal building** with a flat roof, the maximum **height** is 7.5 m.
2. The ridge line of a front roof dormer may project horizontally up to 0.915 m beyond the **residential vertical lot depth envelope** but no further than the **setback** required for the **front yard**.
3. The ridge line of a side roof dormer may project horizontally up to 0.915 m beyond the **residential vertical lot width envelope** but no further than the **setback** required for the **interior side yard** or the **exterior side yard**.

16.8.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 464.5 m².
2. The minimum **lot width** is 10.0 m;
3. The minimum **lot depth** is 30.0 m.

16.8.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

16.8.10 On-Site Parking

1. On-site **vehicle** parking shall be provided according to the standards set out in Section 7.0, except:
 - a) at least 50% of the required residential **use parking spaces** shall be standard spaces;
 - b) at least 50% of the residential **use parking spaces** provided in a side-by-side arrangement within an enclosed **garage** shall be standard spaces;
 - c) where residents of a single **two-unit housing dwelling unit** intend to use two **parking spaces**, the two **parking spaces** may be provided in a **tandem arrangement** with one standard **parking space** located behind another one standard **parking space** and both standard **parking spaces** may be set perpendicular to the **adjacent** manoeuvring aisle;
 - d) the visitor parking requirement shall be 0.2 **parking spaces per dwelling unit** where **vehicle access** to the **lot** is from an **arterial road** and the same **vehicle access** is servicing more than two **dwelling units**;
 - e) for the purpose of this **zone** only, a standard space must have a minimum length of 5.5 m and a minimum width of 2.5 m and a small space must have a minimum length of 4.6 m and a minimum width of 2.3 m; and
 - f) for the purpose of this **zone** only, visitor **parking spaces** may be used collectively by two adjacent **lots** sharing a **vehicle access** from an **arterial road**, as specified in a Development Permit approved by the City.
2. Visitor **parking spaces** shall be:
 - a) marked with a clearly visible sign a minimum size of 300 mm by 450 mm with the words “VISITORS ONLY” in capital letters identifying the **parking spaces**; and
 - b) marked on the parking surface with the words “VISITORS ONLY” in capital letters a minimum 30 cm high and 1.65 m in length.

16.8.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and Specific Use Regulations in Section 5.0 apply.”

3. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10271”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED by <i>JA</i>
APPROVED by Director or Solicitor <i>JA</i>



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10277 (RZ 17-775025)
6740 and 6780 Francis Road**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it a "TWO-UNIT DWELLINGS (ZD7) – FRANCIS ROAD (BLUNDELL)" site specific zone.

P.I.D. 010-027-998

Lot 3 Section 30 Block 4 North Range 6 West New Westminster District Plan 14934

P.I.D. 004-910-796

Lot 2 Section 30 Block 4 North Range 6 West New Westminster District Plan 14934

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 10277".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED



MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Planning Committee
From: Wayne Craig
Director, Development

Date: May 25, 2021
File: RZ 19-867880

Re: Application by Doxa Development for Rezoning at 6700 Francis Road from the "Single Detached (RS1/E)" Zone to the Site Specific "Two-Unit Dwellings (ZD7) – Francis Road (Blundell)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10273, for the rezoning of 6700 Francis Road from the "Single Detached (RS1/E)" zone to a new site specific "Two-Unit Dwellings (ZD7) – Francis Road (Blundell)" zone, be introduced and given first reading.

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

WC:na
Att. 7

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing Law	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	

Staff Report

Origin

Doxa Development has applied to the City of Richmond, on behalf of 1138934 B.C. Ltd – Yongbin Ma and Ai Qiong He, for permission to rezone 6700 Francis Road (Attachment 1) from the “Single Detached (RS1/E)” zone to a new site specific “Two-Unit Dwellings (ZD7) – Francis Road (Blundell)” zone in order to permit the property to be subdivided to create two duplex lots (Attachment 2) with a shared access from Francis Road. A Development Permit application is required to further address the form and character of the proposed duplexes. A preliminary site plan, streetscape elevation, and renderings are provided for reference in Attachment 3.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 4).

Subject Site Existing Housing Profile

The site currently contains one single-family dwelling which will be demolished. The applicant has indicated that the dwelling is currently vacant and does not contain a secondary suite.

Surrounding Development

- To the North: Across Francis Road, a single-family lot zoned “Single Detached (RS1/E)” and low density townhouses zoned “Land Use Contract 047, 075”.
- To the South: Two single-family lots zoned “Single Detached (RS1/B)”.
- To the East: A single-family lot zoned “Single Detached (RS1/E)” with an active rezoning application for duplex redevelopment separate from the subject site (RZ 17-775025).
- To the West: A single-family lot zone “Single Detached (RS1/K)”.

Related Policies & Studies

Official Community Plan

The 2041 Official Community Plan (OCP) Land Use Map designation for the subject site is “Neighbourhood Residential”. The development proposal for two duplex lots is consistent with these designations.

Arterial Road Policy

The Arterial Road Land Use Policy in the City’s 2041 Official Community Plan Bylaw 9000 directs appropriate duplex and triplex developments onto certain minor arterial roads outside the City Centre. The subject site is identified for “Arterial Road Duplex/Triplex” on the Arterial Road Housing Development Map and the proposal is consistent with the Arterial Road Duplex Development Requirements under the Arterial Road Policy.

Single Family Lot Size Policy 5428

The subject site is located within Single Family Lot Size Policy Area 5428 (Attachment 5), and was adopted by Council on December 18, 1989 and amended on December 15, 2008. The Single Family Lot Size Policy provides direction on the size of single-family lots that may be created through rezoning and subdivision. The Policy permits those properties along Francis Road without lane or internal road access to be rezoned and subdivided as per “Single Detached (RS1/C)” zone; where the minimum lot size is 360 m² and minimum lot width is 13.5 m.

Lot size policies are used to govern rezoning and subdivision of single-family lots and the proposal is for duplexes. The proposed rezoning application for duplexes is not subject to this Lot Size Policy 5428 as subject site is located along an arterial road which designates the site for “Single-Detached/Duplex/Triplex” uses.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Staff originally encouraged the applicant to work with the adjacent site to the east (6740 and 6780 Francis Road RZ 17-775025) so a rezoning application that meets the required minimum lot widths for the established “Arterial Road Two-Unit Dwellings (RDA)” zone could be achieved. Despite these efforts, two separate rezoning applications are proposed.

A new site specific zoning “Two-Unit Dwellings (ZD7) - Francis Road (Blundell)” is proposed to be used for both the rezoning of the subject site and 6740/6780 Francis Road. The proposed specific zoning district (ZD7) allows duplexes on a slightly narrower lot width of 10.0 m as compared to the 10.35 m lot width required by the RDA zone.

When the “Arterial Road Two-Unit Dwellings (RDA)” zone was introduced, a minimum lot width of 10.35 m was identified for interior lots that share a vehicle access with an adjacent lot on an arterial road. This minimum lot width was identified primarily in response to on-site vehicle parking and on-site circulation requirements. Through the review of this application the

applicant was able to demonstrate that all on-site vehicle parking and circulation could be achieved on a 10.0 m wide lot, provided that resident vehicle parking is provided in a carport instead of within an enclosed garage. Without garage doors, the 6.7 m wide auto court can be used to the full extent for vehicle circulation and maneuvering. Likewise the minimum sized parking stalls required can be measured from the minimum 1.2 side yard setback instead of additional setback due to garage wall thickness and space to accommodate a standard vehicle in an enclosed garage.

The proposed “Two-Unit Dwellings (ZD7) – Francis Road (Blundell)” zone is drafted based on the existing RDA zone with the exception of a slightly narrower lot width. Provisions related to density, minimum lot size, lot coverage and setbacks are unchanged from the RDA zone.

Built Form and Architectural Character

The applicant proposes one duplex on each of the two lots to be created through rezoning and subdivision, for a total of four dwelling units. The duplexes will be in a “front-back” configuration; with one dwelling unit at the front of the property and the second dwelling unit at the back. The front and back units will be connected by individual attached carports. In keeping with the architectural character of the neighbourhood, the duplexes will be two storeys and each will feature a peaked roof.

Existing Legal Encumbrances

There is an existing 3.0 m wide utility Right-of-Way (ROW) along the south property line of the subject site for an existing sanitary sewer line. The developer is aware that no construction is permitted in these areas.

Accessible Housing

The developer has agreed that aging in place features will be provided in all units (e.g., inclusion of blocking to bathrooms for installation of grab-bars, provision of blocking to stair walls to accommodate lift installation at a future date, and provision of lever door handles). In addition, at least one convertible unit will be provided in this duplex cluster of four units sharing one driveway (i.e., Unit Type A and/or Type C). Details of the accessible housing features will be required for the accessible unit and reviewed at the future Development Permit stage.

Transportation and Site Access

Vehicle access to the proposed two duplex lots will be limited to one shared driveway crossing from Francis Road, secured by legal agreement. The shared driveway will be centred at the common property line between the proposed lots. To ensure adequate access for both proposed units, the following mitigation measures are required as part of the frontage upgrades for the development:

- The first 6 m of each driveway from the back of the sidewalk is to be 6 m wide to allow for two vehicles in opposing directions to pass, and then taper at a 5:1 transition to a minimum width of 4 m.

- The driveway is to be constructed to City design standards with 0.9 m flares at the curb and 45° offsets to meet the grade of sidewalk/boulevard.

Each unit will have two parking stalls in a private carport and one visitor parking stall will be provided at the end of the common drive aisle for the shared use between the two duplex lots.

Prior to rezoning, the applicant is required to provide a \$22,800.00 contribution towards the construction of a special crosswalk at the Francis Road and Milner Road intersection and register a restrictive covenant on title to ensure that, upon subdivision of the property:

- Vehicle access to the two duplex lots is via a single shared driveway crossing, to be centered on the proposed shared property line.
- The buildings and driveway on the proposed lots to be designed to accommodate on-site vehicle turn-around capability to prevent vehicles from reversing onto Williams Road.
- A cross-access easement for the shared driveway access, common drive aisle, and the shared visitor parking stall is to be registered on titles of each property.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses seven (tag# 78, 79, 80, 81, 82, 83 and 84) bylaw-sized trees on the subject property, one tree (tag# OS1) on neighbouring property to the west (6688 Francis Road), and three street trees (tag# 75, 76 and 77) on City property.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- 3 trees (tag# 82 (Douglas Fir 53cm caliper), 83 (Laurel combined 37cm caliper), and 84 (Douglas Fir 50cm caliper) located along the back property line are in very good condition and should be retained and protected a minimum 5m out from the base of the tree. Staff have worked with the applicant to ensure the rear units are setback in order to provide the minimum 5m required tree protection zone.
- 2 trees (tag# 78 (Western Red Cedar 48cm caliper) and 79 (Beech 50cm caliper)) are located along the front property line and have been significantly topped due to the BC Hydro line clearance requirements. These trees are not good candidates for retention and should be removed and replaced.
- 2 trees (Tag# 80 (Hazelnut combined 37cm caliper) and 81 (Pear combined 13cm caliper)) located on the development site are in very poor condition (heavily topped and dying). These trees are not good candidates for retention and should be removed and replaced.
- 3 trees (Tag# 75 (Beech 9cm caliper), tag# 76 (Beech 17cm caliper), and tag# 77 (Beech 25cm caliper) located on City property were assessed by Parks Arboriculture staff for retention as they are all in good health and condition.

- 2 trees of the 3 trees City trees (tag# 75 and 77) are in good condition and can be retained in their current location. A \$10,000.00 Tree Survival Security will be required for the retention of 2 City trees).
- 1 City tree (tag# 76) is in good condition but in conflict with the driveway location. The tree will be relocated to a location chosen by Parks staff. All cost associated with hiring a certified tree moving company and relocation of the tree are the responsibility of the developer.
- 1 tree (tag# OS1 (Spruce 51cm caliper) located on neighbouring property to the west at 6688 Francis Road will not be impacted by construction and will be retained and protected with tree protection fencing.
- Tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

Tree Replacement

The applicant wishes to remove four (tag# 78, 79, 80 and 81) on-site trees. The 2:1 replacement ratio would require a total of 8 replacement trees (4 per lot). The applicant has agreed to plant 2 trees on each lot proposed; for a total of 4 new replacement trees. With existing rear yard trees being retained and root systems already established, the 4 other required replacement trees will be provided as cash-in-lieu. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
1	6 cm	2.5 m
1	8 cm	3 m
2	9 cm	3.5 m

To satisfy the 2:1 replacement ratio established in the OCP, the applicant will contribute \$3,000.00 (\$750/tree) to the City’s Tree Compensation Fund in lieu of the remaining 4 trees that cannot be accommodated on the subject property after redevelopment.

Tree Protection

3 on-site trees (tag# 82, 83 and 84), 2 City trees (tag# 75 and 77), and 1 neighbouring tree (tag#OS1) on neighbouring property are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 6). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.

- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.
- Prior to final adoption of the rezoning bylaw, submission of a Tree Survival Security in the amount of \$50,000.00 for the protection of on-site, City, and neighbouring trees.

Affordable Housing Strategy

The proposed site specific Two-Unit Dwellings zone is based on the Arterial Road Duplex (RDA) zone. Affordable housing contributions have been applied in keeping with this zone. The applicant will make a cash-in-lieu contribution of \$8.50 per buildable square foot per the Affordable Housing Strategy for a total of \$54,826.28.

Energy Step Code

The applicant has committed to design the subject development to meet the Energy Step Code 3 requirements. Details on how all units are to be built and maintained to this commitment will be reviewed at the Development Permit and Building Permit stages.

Site Servicing and Frontage Improvements

Prior to final adoption of the Rezoning Bylaw, the developer is required to provide a 2.1 m wide road dedication across the Francis Road frontage to accommodate the required frontage improvements.

Prior to approval of subdivision, the developer is required to enter into a Servicing Agreement for the design and construction of frontage improvements and service connections. Works include, but are not limited to, construction of a new 1.5 m wide concrete sidewalk at the property line and provide a minimum 1.5 m wide treed and landscaped boulevard. The developer is also required to provide a 1.5 m wide SRW along the north property line for the storm service connections and water service connections (Attachment 8).

Prior to subdivision, the developer will also be required to pay Development Cost Charges (DCC's) (City & GVS&DD), TransLink DCC's, a School Site Acquisition Charge, and Address Assignment Fee. Servicing connections are to be determined at Subdivision stage.

Development Permit

A Development Permit application will be required to address the form and character of the proposed duplexes. Through the Development Permit, the following issues are to be further examined:

- Compliance with Development Permit Guidelines for Arterial Road duplex projects in the 2041 Official Community Plan (OCP).

- Review of the architectural character, scale and massing to ensure that the proposed duplexes are well designed, fit well into the neighbourhood, and do not adversely impact adjacent homes.
- Review of aging-in-place features in all units and the provision of a convertible unit.
- Refinement of the proposed site grading to ensure the survival of the protected trees at the rear, and to provide appropriate transition between the proposed development and adjacent existing developments.
- Refinement of landscape design, including the location and type of fence proposed along the front property line within the required Statutory Right of Way (SRW), the provision of a holding area for garbage/recycling material collection, and the size and species of on-site replacement trees to achieve an acceptable mix of conifer and deciduous trees on-site.

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 rezoning application is to rezone 6700 Francis Road from the "Single Detached (RS1/E)" zone to the new site specific "Two-Unit Dwellings (ZD7) – Francis Road (Blundell)" zone, in order to permit the development of four duplex units on two lots with shared access from Francis Road. The proposed new site specific "Two-Unit Dwellings (ZD7) – Francis Road (Blundell)" zoning has been developed to permit duplex development on a narrower lot width while achieving all of the remaining requirements of the zone.

The list of rezoning considerations is included in Attachment 7; which has been agreed to by the applicant (signed concurrence on file).

On this basis, it is recommended that Zoning Bylaw 8500, Amendment Bylaw 10273 be introduced and given first reading.



Nathan Andrews
Planning Technician
(604-247-4911)

NA:blg

Attachments:

Attachment 1: Location Map

Attachment 2: Subdivision Layout

Attachment 3: Conceptual Development Plans

Attachment 4: Development Application Data Sheet

Attachment 5: Lot Size Policy 5428

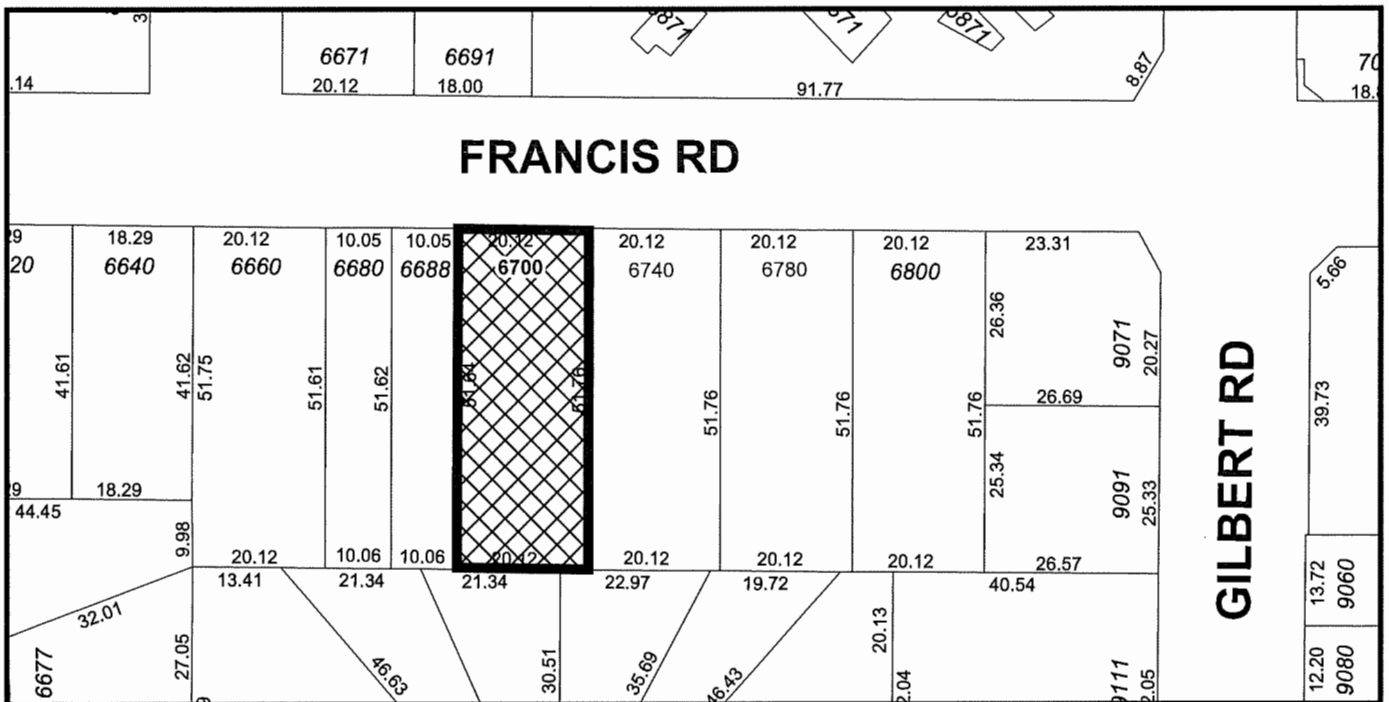
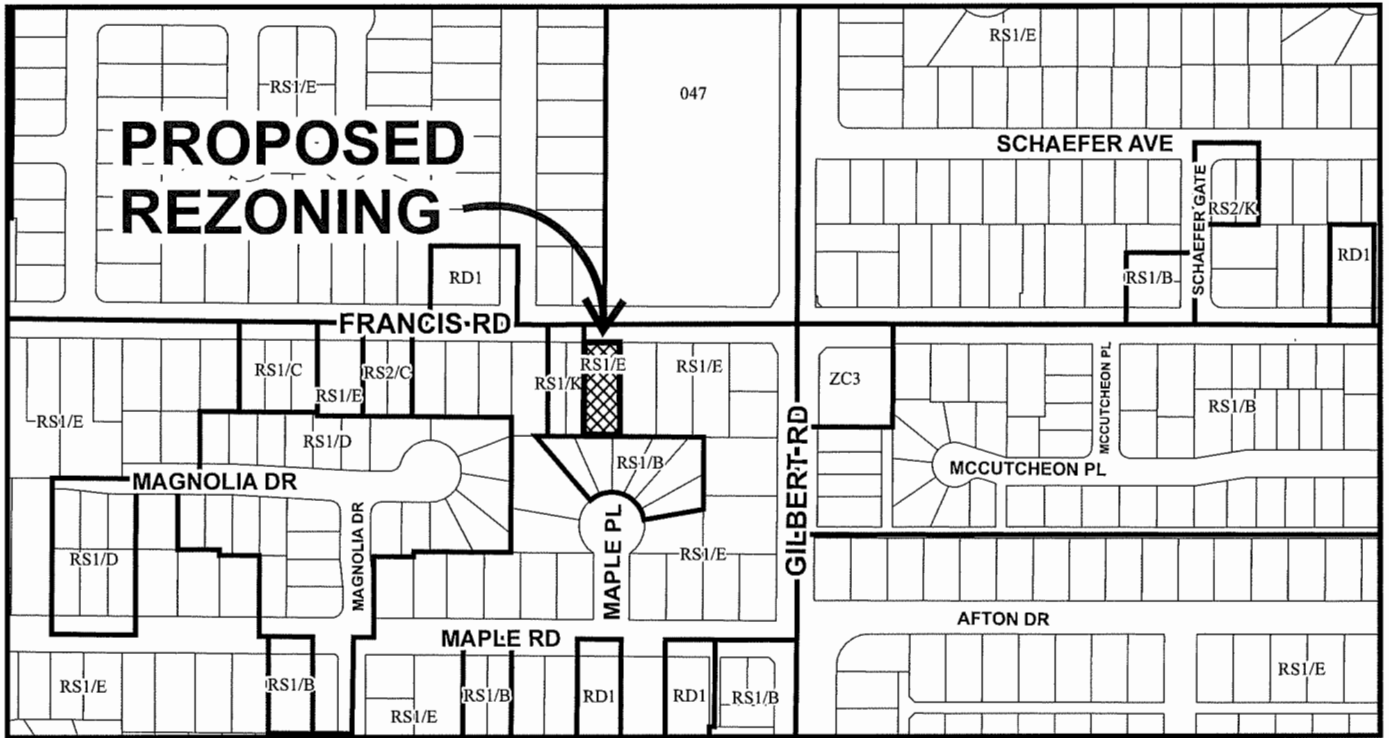
Attachment 6: Tree Management Plan

Attachment 7: Rezoning Considerations



City of Richmond

ATTACHMENT 1



	<h2>RZ 19-867880</h2>	<p>Original Date: 06/27/17</p> <p>Revision Date: 05/11/21</p> <p>Note: Dimensions are in METRES</p>
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City of Richmond



RZ 19-867880

Original Date: 08/06/19

Revision Date: 05/11/21

Note: Dimensions are in METRES

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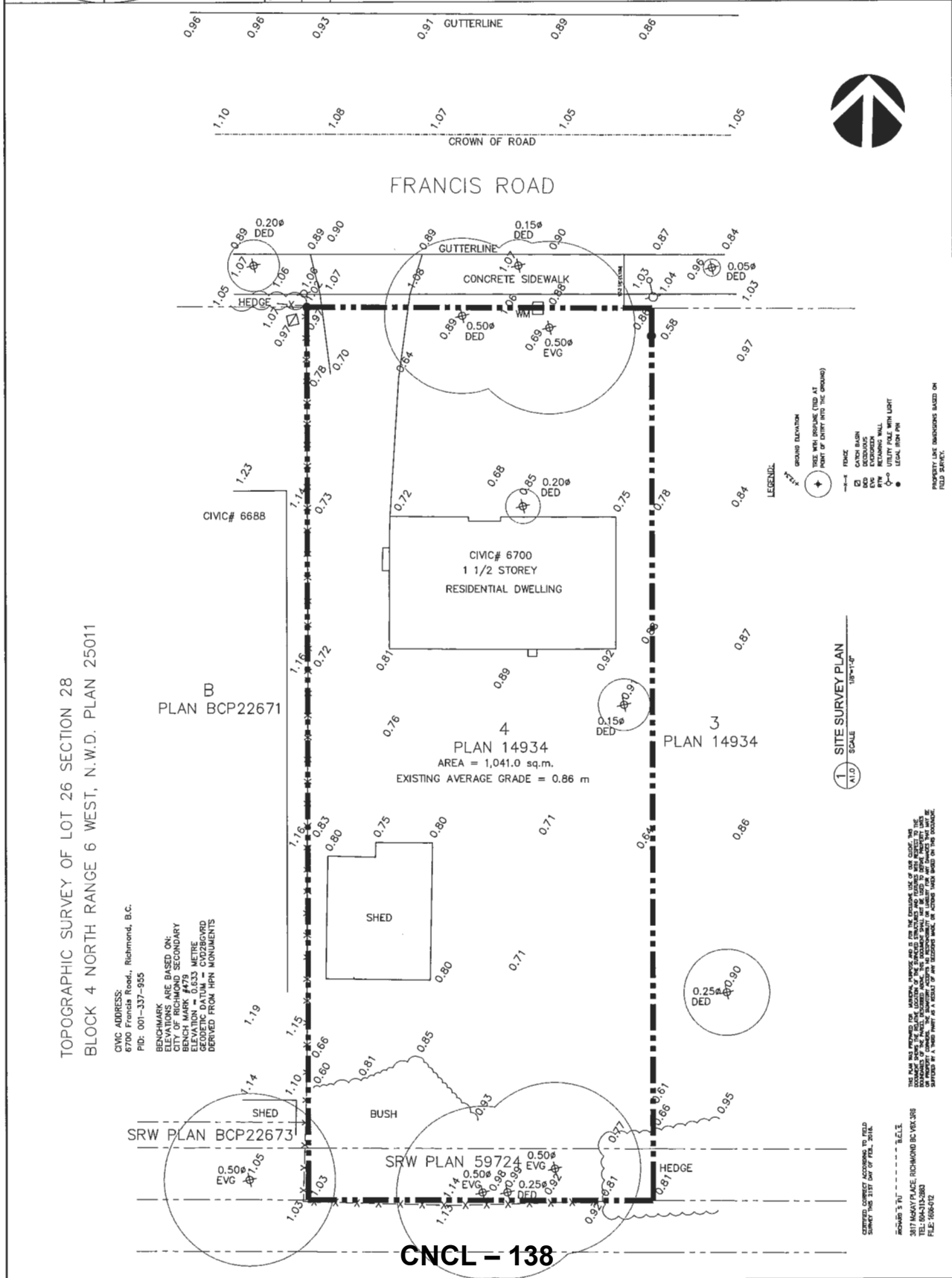
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Client: 4-UNIT DENSITY DEVELOPMENT FOR

DOXA
 6700 FRANCIS ROAD, RICHMOND, B.C.
 R2 14-01930

SITE SURVEY PLAN

Project No: #8246
 Drawing No: A.0.6
 Scale: 1/8"=1'-0"



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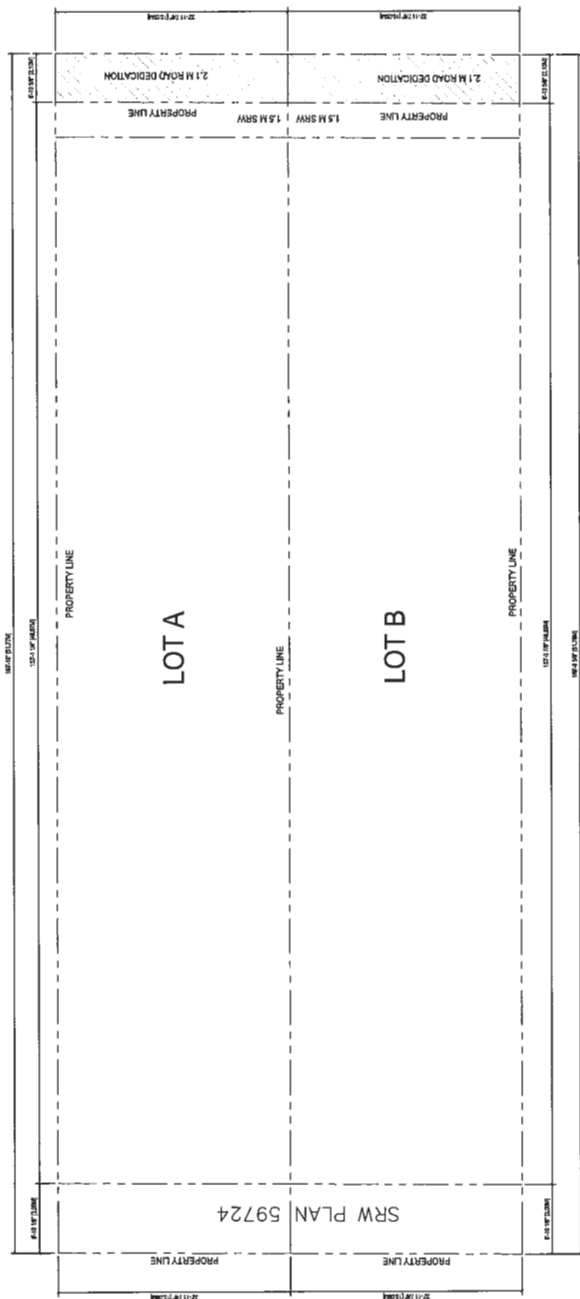
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4-UNIT DENSITY DEVELOPMENT FOR
 SUBDIVISION PLAN

DOXA
 6700 PARKS FUND, RICHMOND, BC
 RZ 11-01800

Project No. #8246
 Drawing No. A 1.5
 Scale 1/8"=1'-0"



1 SUBDIVISION PLAN
 SCALE 1/8"=1'-0"

Project Data - LOT B

Item	Value
Parcel Description	LOT 4 SEC 30 R14 4N R10 6W T11N01M01 on 4, Block 4N, Plan NWP 1934, Section 30, Range 6 W, New Westminster Land District
Parcel No.	001-337-855
Green Site Area	5822.21 SF
2.1 Meter Road Dedication	227.18 SF
Net Site Area	5595.03 SF
Max. Floor Area Allowed (R20 Zone)	0.0
Floor Area Provided	299.64 SQM
Local Net Floor Area Provided	299.64 SQM
Local FAR Provided	0.53:0.0

Project Data - LOT A

Item	Value
Parcel Description	LOT 4 SEC 30 R14 4N R10 6W T11N01M01 on 4, Block 4N, Plan NWP 1934, Section 30, Range 6 W, New Westminster Land District
Parcel No.	001-337-855
Green Site Area	5465.78 SF
2.1 Meter Road Dedication	227.18 SF
Net Site Area	5238.60 SF
Max. Floor Area Allowed (R20 Zone)	0.0
Floor Area Provided	299.64 SQM
Local Net Floor Area Provided	299.64 SQM
Local FAR Provided	0.57:0.0



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4-UNIT DUPLEX DEVELOPMENT FOR

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COVER PAGE

Project No. **#8246** Date **N.T.S.**
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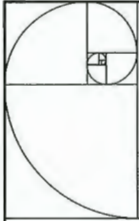
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A0.2	COLOR RENDERINGS
A0.3	PROJECT DATA & STATISTICS
A0.4	PROPOSED LAYOUT / STREET ELEVATION
A0.5	SITE SURVEY PLAN
A0.6	SITE SURVEY PLAN
A1.1	SITE PLAN
A1.2	PARKING PLAN
A1.3	SITE COVERAGE OVERLAY
A1.4	PRIVATE OUTDOOR SPACE OVERLAY
A1.5	SUBDIVISION PLAN
A2.1	BLDG A & B LEVEL 1 FLOOR PLANS
A2.1A	BLDG A & B LEVEL 1 AREA OVERLAY DIAGRAM
A2.2	BLDG A & B LEVEL 2 FLOOR PLANS
A2.2A	BLDG A & B LEVEL 2 AREA OVERLAY DIAGRAM
A2.3	ROOF PLANS
A3.1	BUILDING A ELEVATIONS
A3.2	BUILDING B ELEVATIONS
A4.1	BUILDING SECTIONS
A5.1	CONVERTIBLE UNIT FLOOR PLANS

4 UNIT DUPLEX DEVELOPMENT
AT 6700 FRANCIS ROAD, RICHMOND, BC (RZ 19-867880)
ISSUED FOR REZONING RESUBMISSION 2021-05-10

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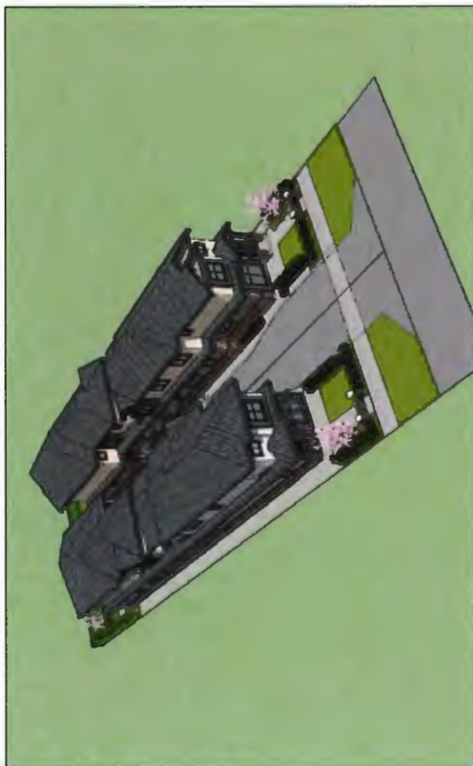
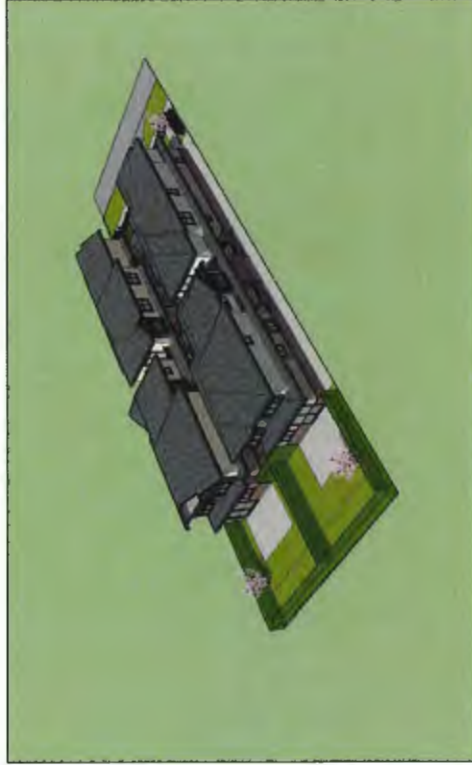
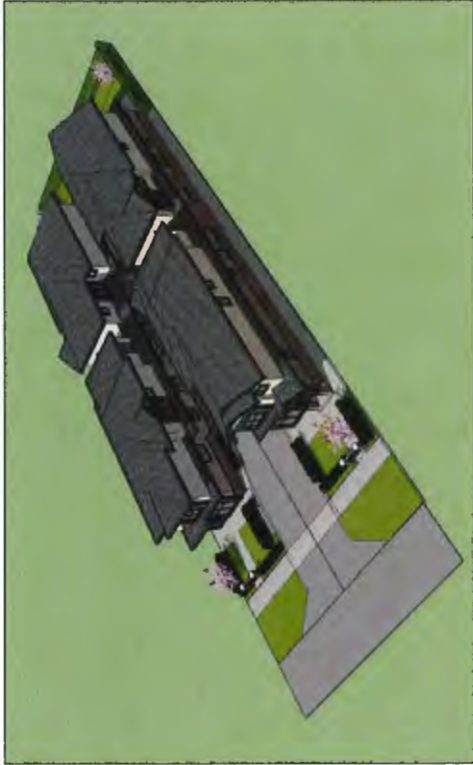
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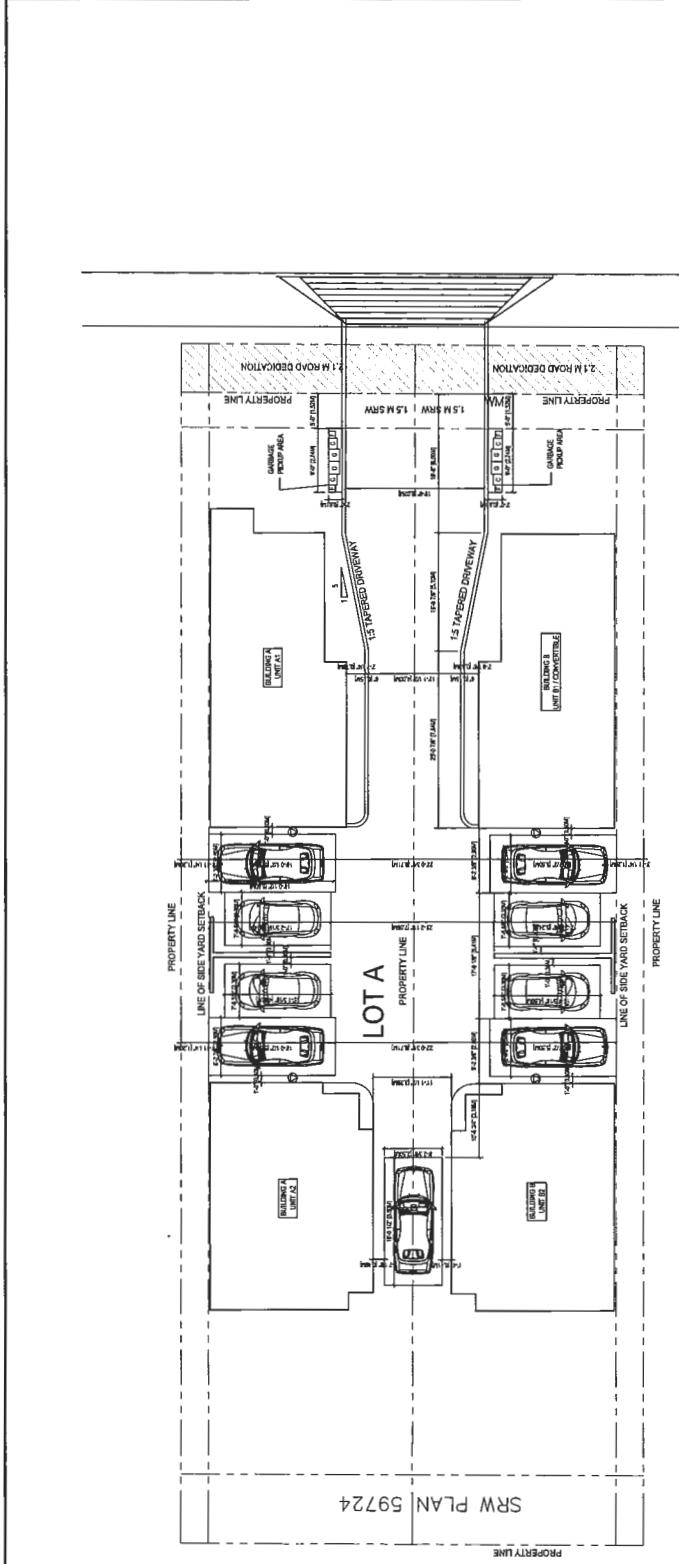
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Parking Calculation - LOT A

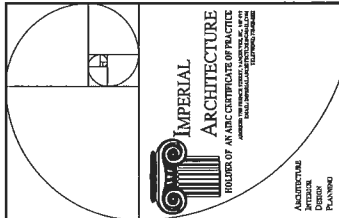
Residential Parking Required	4	2 per Unit X	2 Units
Residential Parking Provided	4	2 per Unit X	2 Units
Small Car (Residential Parking Allowed)	2	50%	1 Units
Small Car (Residential Parking Prohibited)	0	0 per Unit X	0 Units
Visitor Parking Provided	2	Combined with LRB	2 Units
EV Charging Provided (1 per Unit)	2	Level 2 EV Charge Method is Defined as Voltage of 200V to 240V AC and Current of 16A to 60A	2 Units

Parking Calculation - LOT B

Residential Parking Required	4	2 per Unit X	2 Units
Residential Parking Provided	4	2 per Unit X	2 Units
Small Car (Residential Parking Allowed)	2	50%	1 Units
Small Car (Residential Parking Prohibited)	0	0 per Unit X	0 Units
Visitor Parking Provided	2	Combined with LRB	2 Units
EV Charging Provided (1 per Unit)	2	Level 2 EV Charge Method is Defined as Voltage of 200V to 240V AC and Current of 16A to 60A	2 Units



LEVEL 2 EV CHARGE METHOD IS DEFINED AS VOLTAGE OF 200V TO 240V AC AND CURRENT OF 16A TO 60A



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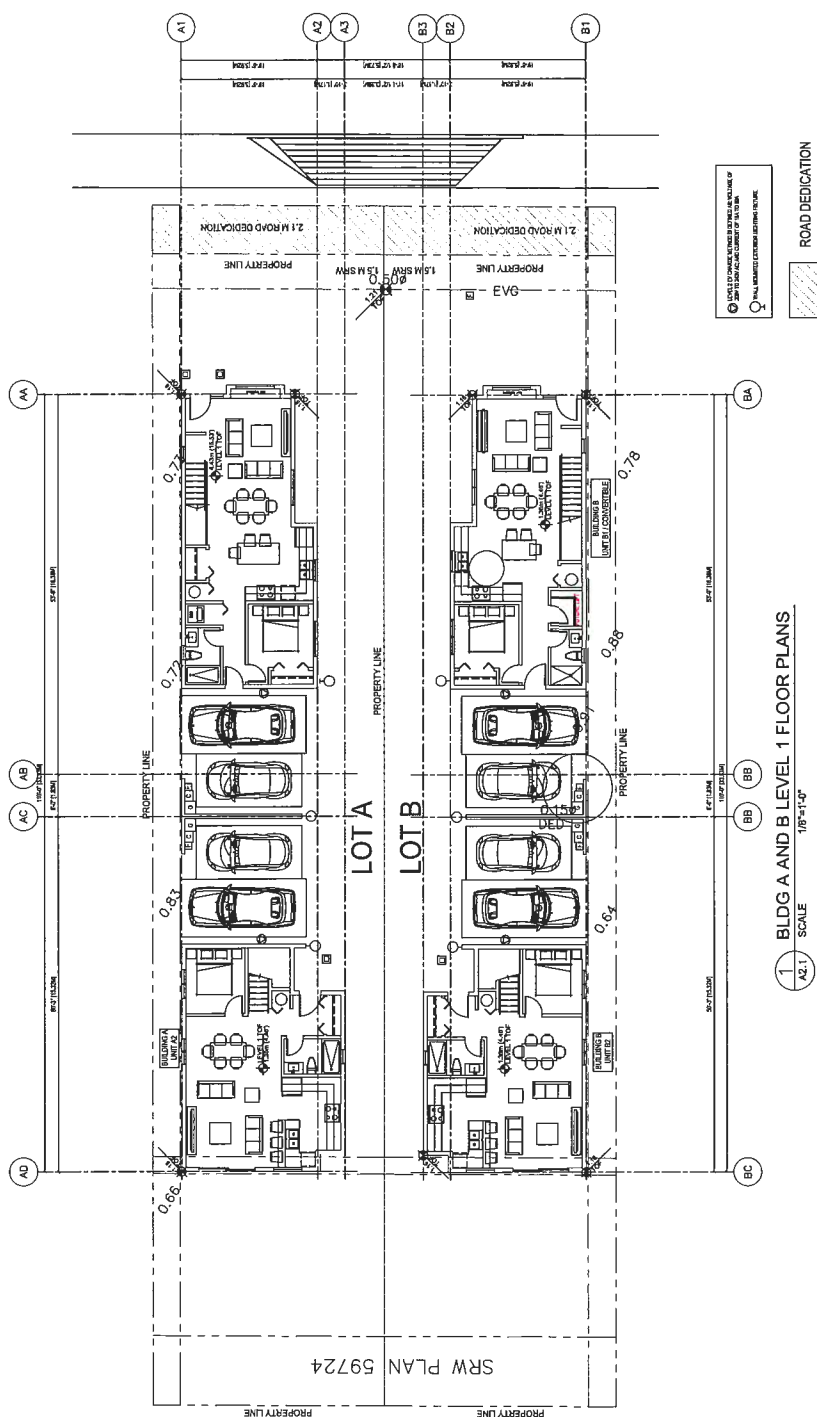
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4 UNIT DUPLEX DEVELOPMENT FOR

DOXA
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 RZ 14-0180

BUILDING A & B
 LEVEL 1 FLOOR PLANS

Project No. #8246
 Scale 1/8"=1'-0"
 Drawing No. A2.1

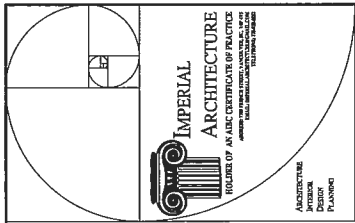


Floor Area Calculation - LOT A

Unit #	Unit A1	Unit A2	Total
Feature (B)/ (B)H	4 Units	4 Units	8 Units
SRW	4 Units	4 Units	8 Units
Convertible Unit	0	0	0
Level 1 Gross Area	1093.54 SF	1040.16 SF	2133.69 SF
Level 2 Gross Area	987.26 SF	962.76 SF	1950.02 SF
Total Gross Area	2080.80 SF	2002.92 SF	4083.72 SF
Garage Area Exemption	321.03 SF	321.03 SF	642.06 SF
Converted Parking Area Exemption	55.03 SF	26.26 SF	81.29 SF
Top Floor Area Exemption	21.02 SF	63.73 SF	84.75 SF
Green Building System Area Exemption	75.30 SF	75.30 SF	150.60 SF
Total Exempted Area	672.41 SF	486.32 SF	1158.73 SF
Net Floor Area	1408.39 SF	1516.60 SF	2924.99 SF
Min. Floor Area Allowed at 183.3 m	1979.48 SF	1979.48 SF	3958.96 SF
Complied with Min Floor Area per Unit Allowed	Yes	Yes	Yes

Floor Area Calculation - LOT B

Unit #	Unit B1	Unit B2	Total
Feature (B)/ (B)H	4 Units	4 Units	8 Units
SRW	4 Units	4 Units	8 Units
Convertible Unit	0	0	0
Level 1 Gross Area	1077.58 SF	1040.16 SF	2117.74 SF
Level 2 Gross Area	955.71 SF	982.26 SF	1937.97 SF
Total Gross Area	2033.29 SF	2022.42 SF	4055.71 SF
Garage Area Exemption	321.03 SF	321.03 SF	642.06 SF
Converted Parking Area Exemption	0.00 SF	26.26 SF	26.26 SF
Top Floor Area Exemption	52.51 SF	63.73 SF	116.24 SF
Green Building System Area Exemption	75.30 SF	75.30 SF	150.60 SF
Total Exempted Area	248.84 SF	426.32 SF	675.16 SF
Net Floor Area	1429.45 SF	1555.60 SF	2985.05 SF
Min. Floor Area Allowed at 183.3 m	1979.48 SF	1979.48 SF	3958.96 SF
Complied with Min Floor Area per Unit Allowed	Yes	Yes	Yes



IMPERIAL ARCHITECTURE
 REGISTERED ARCHITECTS OF BRITISH COLUMBIA
 1000 WEST 10TH AVENUE, SUITE 200
 VANCOUVER, BC V6H 1T6
 TEL: 604-681-8888
 WWW.IMPERIALARCHITECTURE.COM

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Discussions:
 The Council and staff of the Department of Planning and Development Review are available to discuss the proposed development. Contact: 604-681-8888, ext. 2000.

DATE: 2021-05-10
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 APPROVED BY: [Name]

NO.	REVISION	DATE
1	ISSUED FOR REZONING RESUBMISSION	2021-05-10

ISSUED FOR REZONING RESUBMISSION
 2021-05-10

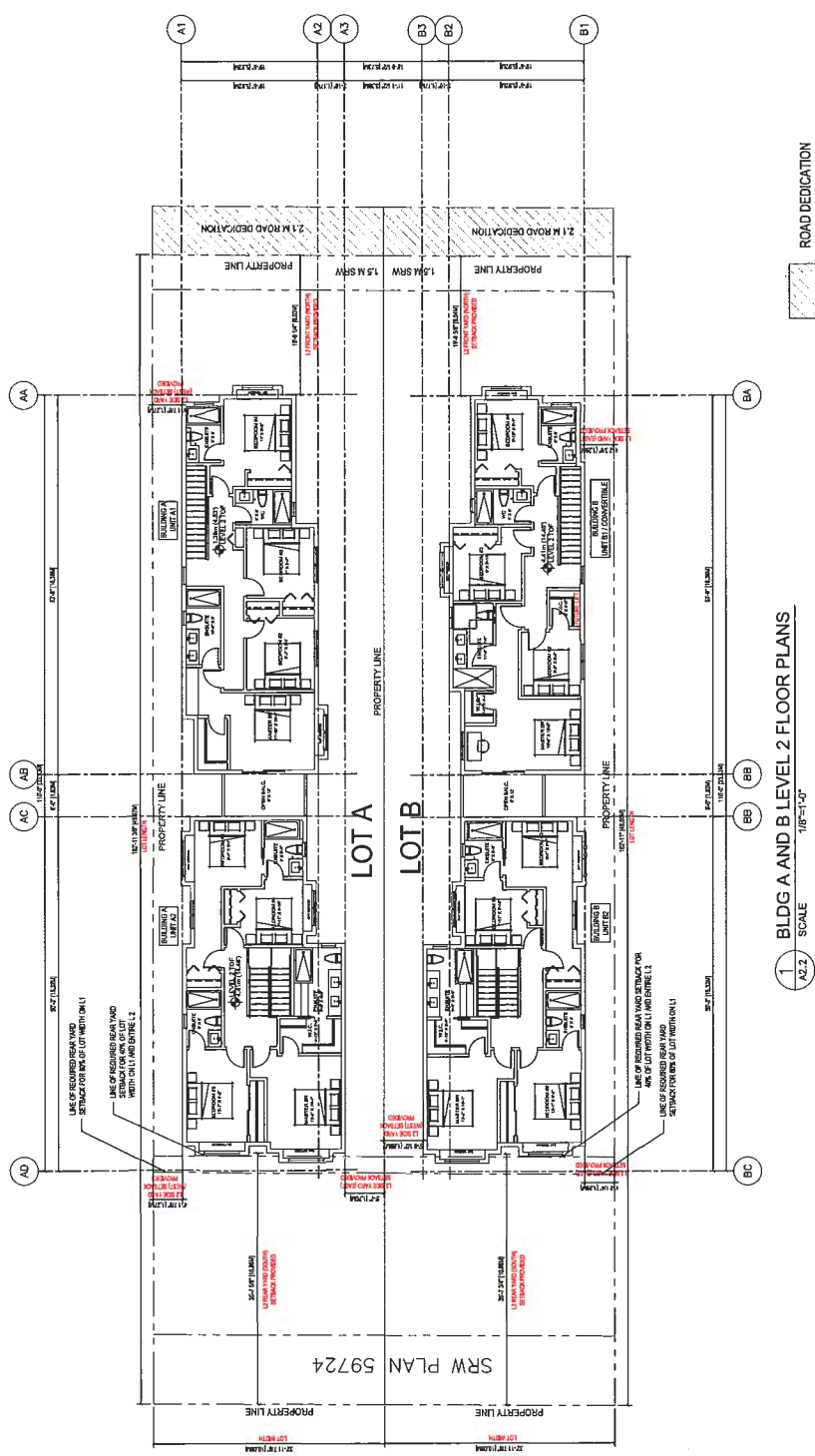
Client: 4-UNIT DUPLEX DEVELOPMENT FOR DOXA

6706 FRANCIS ROAD, RICHMOND, BC
 RZ 18-06980

BUILDING A & B
LEVEL 2 FLOOR PLANS

Project No: #8246
 Scale: 1/8"=1'-0"
 Sheet: 1 of 4

A2.2



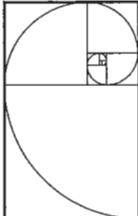
1 BLDG A AND B LEVEL 2 FLOOR PLANS
 1/8"=1'-0"

Floor Area Calculation - LOT A

Unit #	Unit A1	Unit A2	Total
Feature (BED / BATH)	3BD	4 Bath	
Column Area	1093.44 SF	1062.16 SF	2155.60 SF
Level 1 Gross Area	567.26 SF	1924.13 SF	2491.39 SF
Total Gross Area	2060.70 SF	2022.29 SF	4082.99 SF
Geometric Area Exemption	331.03 SF	321.09 SF	652.12 SF
Covered Porch Area Exemption	58.49 SF	26.56 SF	85.05 SF
Top Storey Area Exemption	21.07 SF	63.73 SF	84.80 SF
Green Building System Area Exemption	25.35 SF	50.60 SF	75.95 SF
Total Exempted Area	425.94 SF	462.53 SF	888.47 SF
Net Floor Area	1634.76 SF	1559.76 SF	3194.52 SF
Max. Floor Area Allowed at 183.9 cm	1979.48 SF	1979.48 SF	3958.96 SF
Complied with Max Floor Area per Unit Allowed	Yes	Yes	Yes

Floor Area Calculation - LOT B

Unit #	Unit B1	Unit B2	Total
Feature (BED / BATH)	3BD	4 Bath	
Column Area	1072.58 SF	1046.16 SF	2118.74 SF
Level 1 Gross Area	565.71 SF	987.70 SF	1553.41 SF
Total Gross Area	2022.29 SF	2022.29 SF	4044.58 SF
Geometric Area Exemption	321.03 SF	321.09 SF	642.12 SF
Covered Porch Area Exemption	0.00 SF	26.28 SF	26.28 SF
Top Storey Area Exemption	52.51 SF	63.73 SF	116.24 SF
Green Building System Area Exemption	25.30 SF	50.60 SF	75.90 SF
Total Exempted Area	359.84 SF	411.69 SF	771.53 SF
Net Floor Area	1629.45 SF	1588.60 SF	3218.05 SF
Max. Floor Area Allowed at 183.9 cm	1979.48 SF	1979.48 SF	3958.96 SF
Complied with Max Floor Area per Unit Allowed	Yes	Yes	Yes



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 REGISTERED ARCHITECTS
 1000 WEST 10TH AVENUE
 VANCOUVER, BC V6H 2Y6
 TEL: 604-681-1111
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NO.	DESCRIPTION	DATE	BY	CHKD.
1	ISSUED FOR REZONING RESUBMISSION	2021-05-10		
2	REVISED PER COMMENTS			
3	REVISED PER COMMENTS			
4	REVISED PER COMMENTS			
5	REVISED PER COMMENTS			
6	REVISED PER COMMENTS			
7	REVISED PER COMMENTS			
8	REVISED PER COMMENTS			
9	REVISED PER COMMENTS			
10	REVISED PER COMMENTS			

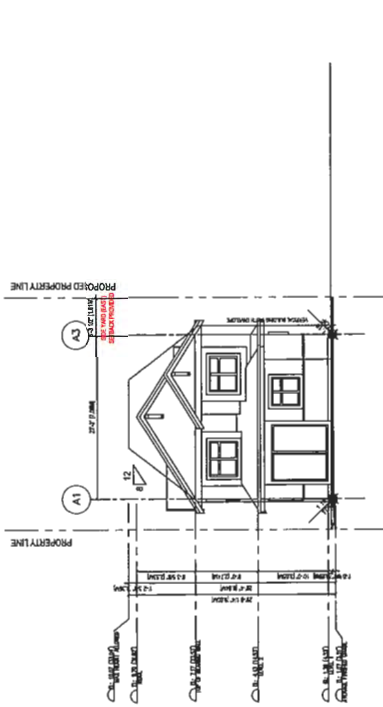
ISSUED FOR REZONING RESUBMISSION
 2021-05-10

Client: 4-JUNIT DEVELOPMENT FOR
 DOXA
 6700 FRANCIS ROAD, RICHMOND, BC
 RZ 18-03780

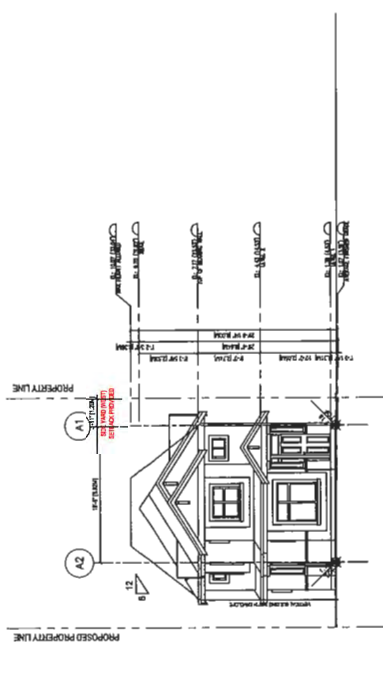
Project: BUILDING A ELEVATIONS

Sheet: #8246
 Scale: 1/8"=1'-0"
 Drawing No. 18-03780

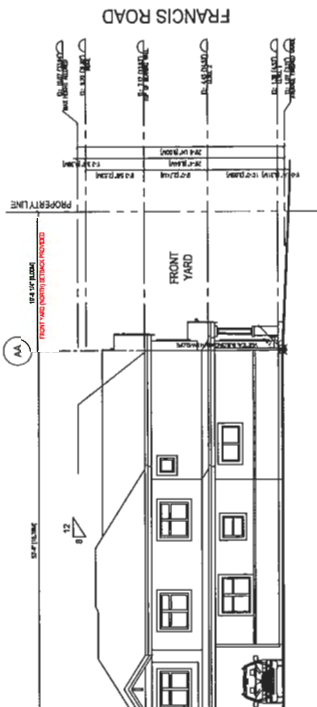
A3.1



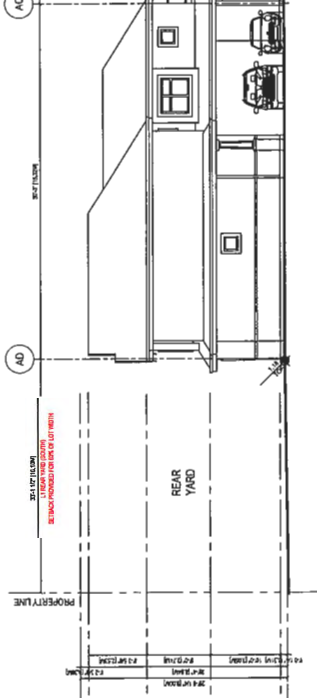
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 SCALE 1/8"=1'-0"



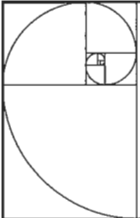
2. BUILDING A REAR (SOUTH) ELEVATION
 SCALE 1/8"=1'-0"



3. BUILDING A SIDE (EAST) ELEVATION
 SCALE 1/8"=1'-0"



4. BUILDING A SIDE (WEST) ELEVATION
 SCALE 1/8"=1'-0"



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NO.	DATE	DESCRIPTION	BY	CHKD.
1	2021-05-10	ISSUED FOR REZONING RESUBMISSION	MM	MM
2				
3				
4				
5				
6				
7				
8				
9				
10				

ISSUED FOR REZONING RESUBMISSION
 2021-05-10

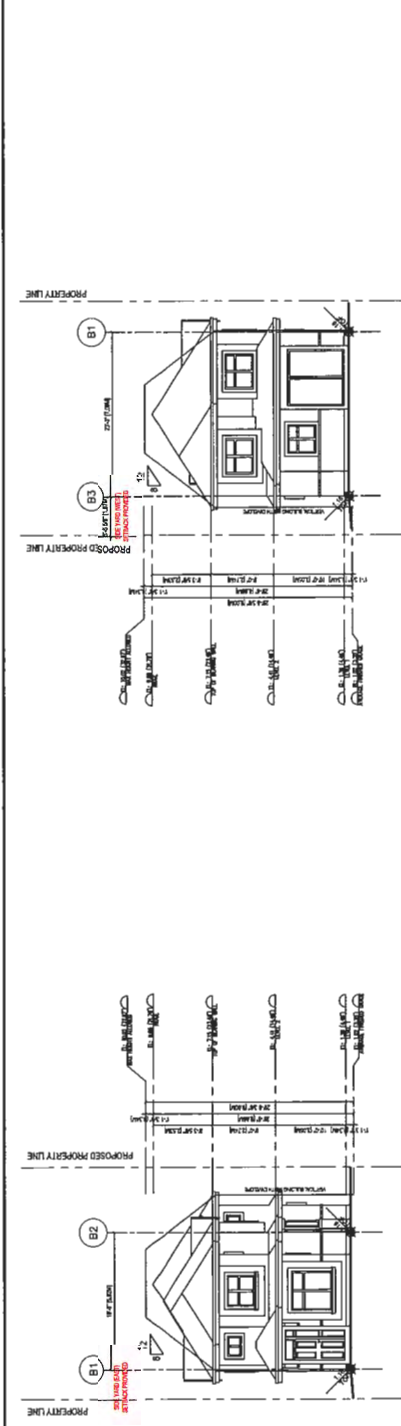
Drawing No. **#5246**
 Scale **1/8"=1'-0"**

DOXA
 8700 FRANCIS ROAD, RICHMOND, BC
 RZ 1H-08180

BUILDING B ELEVATIONS

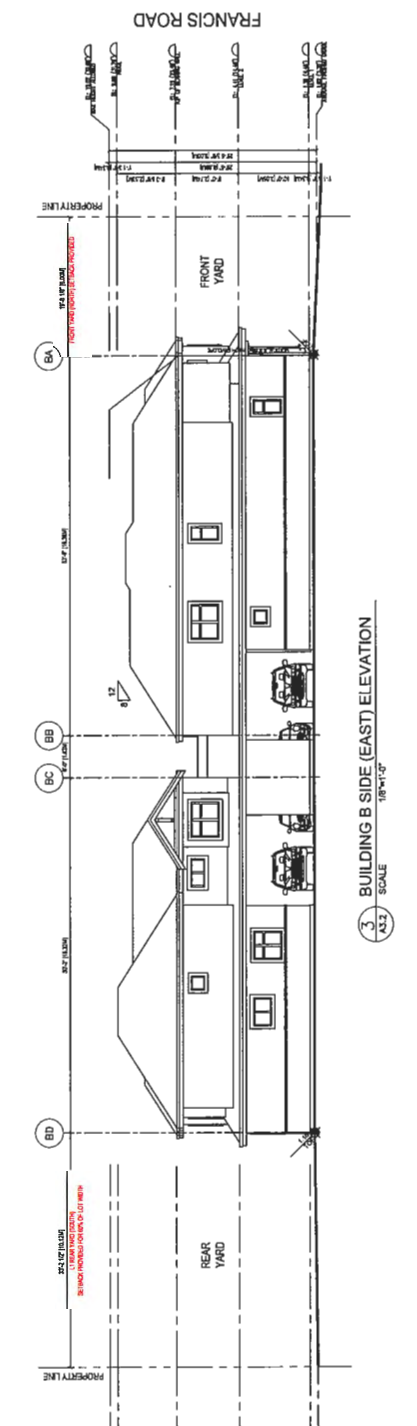
4-UNIT DUPLEX DEVELOPMENT FOR

A3.2



1. BUILDING B FRONT (NORTH) ELEVATION
 SCALE 1/8"=1'-0"

2. BUILDING B REAR (SOUTH) ELEVATION
 SCALE 1/8"=1'-0"



3. BUILDING B SIDE (EAST) ELEVATION
 SCALE 1/8"=1'-0"

4. BUILDING B SIDE (WEST) ELEVATION
 SCALE 1/8"=1'-0"



RZ 19-867880

Attachment 4

Address: 6700 Francis Road

Applicant: Doxa Development

Planning Area(s): Blundell

	Existing	Proposed
Owner:	1138934 BC Ltd.	1138934 BC Ltd.
Site Size (m²):	1039 m ²	Lot A: 501.81 m ² Lot B: 497.28 m ²
Land Uses:	Single-family dwelling	Two-unit dwellings
OCP Designation:	Neighbourhood Residential	No change
702 Policy Designation:	Policy 5428 – Single Detached (RS2/C)	No change
Zoning:	Single Detached (RS1/E)	Two-Unit Dwelling (ZD7) – Francis Road (Blundell)
Number of Units:	1	4
Other Designations:	Arterial Road Land Use Policy: Arterial Road Duplex/Triplex	No change

On Future Subdivided Lots	Bylaw Requirement (site specific zone)	Proposed	Variance
Floor Area Ratio:	The lesser of 0.6 FAR or 334.5 m ² per lot	0.6	none permitted
Buildable Floor Area (m ²):*	Lot A: Max. 299.64 m ² (3225.30ft ²) Lot B: Max. 299.60 m ² (3224.86 ft ²)	Lot A: Max. 299.50 m ² (3223.79 ft ²) Lot B: Max. 298.70 m ² (3215.78ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 20%	Building: Max. 39.5% Non-porous Surfaces: Max. 66.8% Landscaping: Min. 34%	none
Lot Size:	Min. 464.5 m ²	Lot A: 501.81 m ² Lot B: 497.28 m ²	none
Lot Dimensions (m):	Width: min. 10.0 m Depth: min. 30.0 m	Width: min. 10.05 m Depth: min. 49.66 m	none

On Future Subdivided Lots	Bylaw Requirement (site specific zone)	Proposed	Variance
Setbacks (m):	Front: Min. 6.0 m Rear - Ground: Min. 10.12 m Rear - 2 nd floor: Min. 10.70 m Side: Min. 1.2 m	Front: Min. 6 m Rear Lot A - Ground: Min. 10.10 m Rear Lot A - 2 nd floor: Min. 10.86 m Rear Lot B - Ground: Min. 10.12 m Rear Lot B - 2 nd floor: Min. 10.82 m Side: Min. 1.2 m	none
Height (m):	Max. 9.0 m (2 storeys)	9.0 m (2 storeys) Max.	none
Off-street Parking Spaces – Regular (R):	2 per unit	2 per unit	none
Off-street Parking – Visitor (V):	0.2 per unit when 3 or more units share one access (0.2 x 4) = 1	1	
Off-street Parking Spaces – Total:	9	9	none
Tandem Parking Spaces:	Permitted	0	none

Other: Tree replacement compensation required for removal of bylaw-sized trees.

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.



City of Richmond

Policy Manual

Page 1 of 2

Adopted by Council: December 18, 1989
 Amended by Council: December 15, 2008

POLICY 5428

File Ref: 4430-00

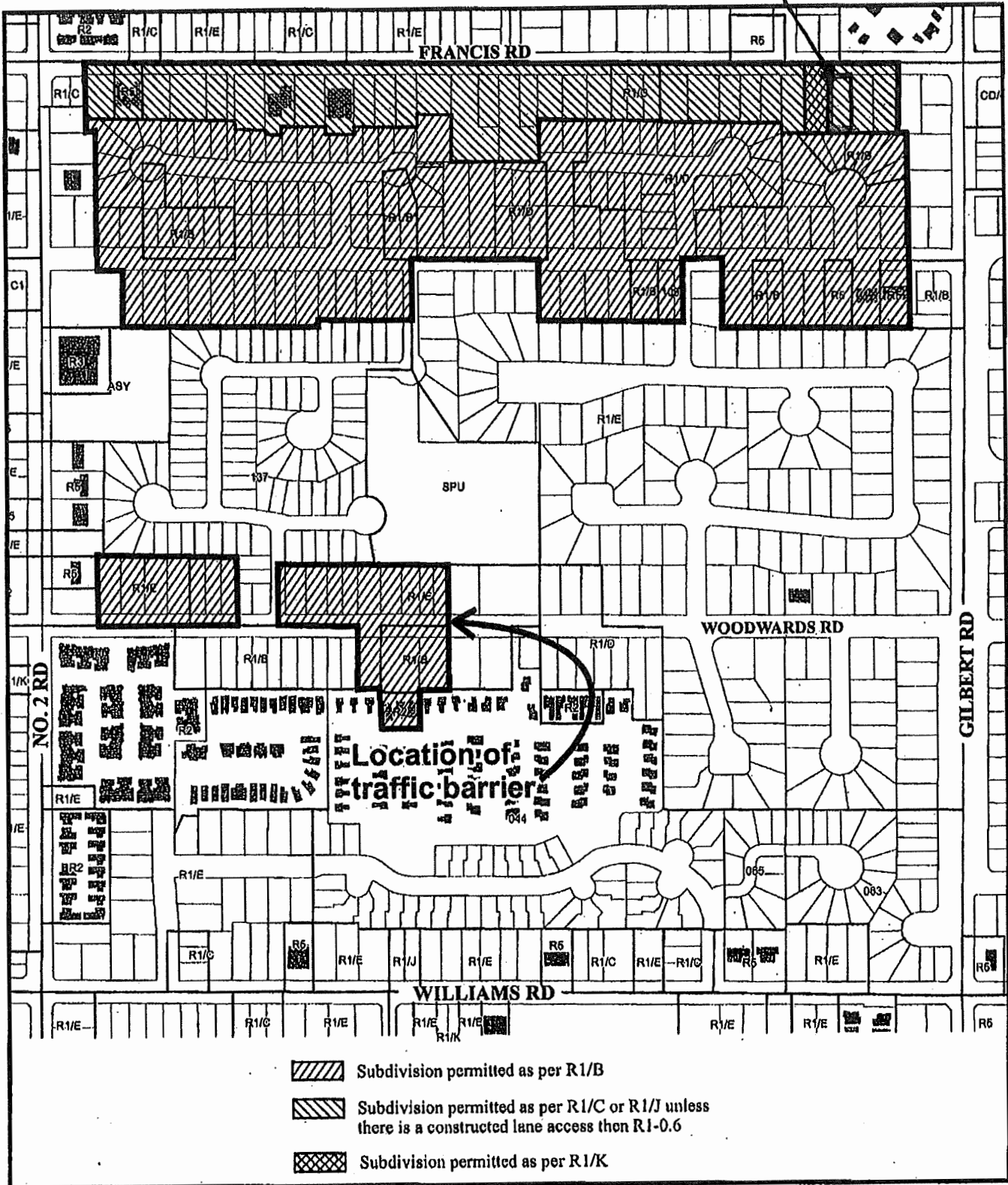
SINGLE-FAMILY LOT SIZE POLICY IN QUARTER SECTION 30-4-6




POLICY 5428:

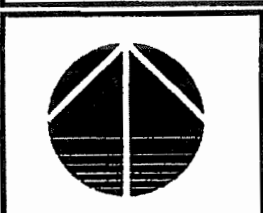
The following policy establishes lot sizes for properties in Section 30-4-6 as shown on the attached map:

1. Subdivisions in the Quarter Section's interior areas as designated on the map may be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1/B) in Zoning and Development Bylaw 5300;
2. Subdivisions along Francis Road as shown on the map will be restricted to Single-Family Housing District R1/C or Single-Family Housing District R1/J unless there is a constructed lane access, then subdivisions may be permitted to Single-Family Housing District R1-0.6, except that 6680 Francis Road may be permitted to subdivide to Single-Family Housing District R1-K without the requirement for a lane access; and
3. This policy is to be used to determine the disposition of future rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.

SUBJECT SITE

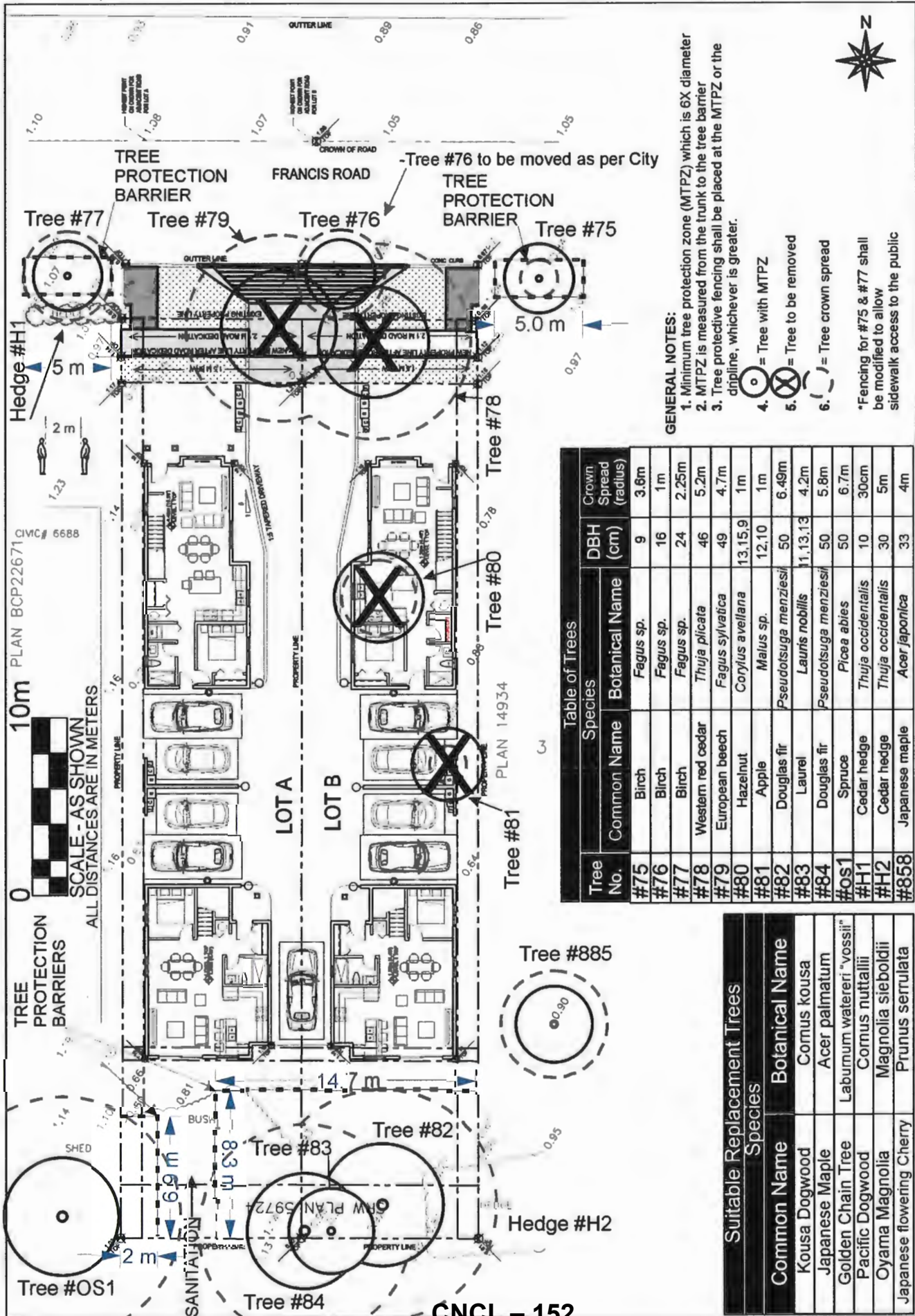


-  Subdivision permitted as per R1/B
-  Subdivision permitted as per R1/C or R1/J unless there is a constructed lane access then R1-0.6
-  Subdivision permitted as per R1/K



**Policy 5428
Section 30-4-6**

Adopted Date: 12/18/89
 Amended Date: 12/15/08
 Note: Dimensions are in METRES



REVISIONS	BY

- GENERAL NOTES:**
1. Minimum tree protection zone (MTPZ) which is 6X diameter
 2. MTPZ is measured from the trunk to the tree barrier
 3. Tree protective fencing shall be placed at the MTPZ or the dripline, whichever is greater.
 4. ○ = Tree with MTPZ
 5. ⊗ = Tree to be removed
 6. ⊖ = Tree crown spread
- *Fencing for #75 & #77 shall be modified to allow sidewalk access to the public

Table of Trees			
Tree No.	Species		Crown Spread (radius)
	Common Name	Botanical Name	
#75	Birch	Fagus sp.	3.8m
#76	Birch	Fagus sp.	1m
#77	Birch	Fagus sp.	2.25m
#78	Western red cedar	Thuja plicata	4.7m
#79	European beech	Fagus sylvatica	4.7m
#80	Hazelnut	Corylus avellana	13.15, 9
#81	Apple	Malus sp.	12.10
#82	Douglas fir	Pseudotsuga menziesii	6.49m
#83	Laurel	Laurus nobilis	11.13, 13
#84	Douglas fir	Pseudotsuga menziesii	5.0
#OS1	Spruce	Picea abies	5.0
#H1	Cedar hedge	Thuja occidentalis	10
#H2	Cedar hedge	Thuja occidentalis	30cm
#858	Japanese maple	Acer japonica	33

Suitable Replacement Trees	
Species	Botanical Name
Kousa Dogwood	Cornus kousa
Japanese Maple	Acer palmatum
Golden Chain Tree	Laburnum watereri "vossii"
Pacific Dogwood	Cornus nuttallii
Oyama Magnolia	Magnolia sieboldii
Japanese flowering Cherry	Prunus serrulata

TREE RETENTION PLAN

6700 Francis Road Richmond, BC

Date	April 27, 2021
Scale	1 : 275
Drawn	Freedom
Job	Zhao
Sheet	1 of 1

CNCL - 152



Address: 6700 Francis Road

File No.: RZ 19-867880

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10273, the developer is required to complete the following:

1. 2.1 m wide road dedication along the entire Francis Road frontage to accommodate the required frontage improvements; exact width is to be confirmed with survey information to be submitted by the applicant.
2. Registration of an on-site 1.5 m wide Statutory Right-of-Way behind the new north property line after road dedication of 6700 Francis Road to accommodate the new water meters and inspection chambers.
3. Registration of a legal agreement on Title to ensure that, upon subdivision of the property:
 - a) Vehicle access to the two duplex lots is via a single shared driveway crossing centered on the proposed shared property line.
 - b) The buildings and driveway on the proposed lots be designed to accommodate on-site vehicle turn-around capability to prevent vehicles from reversing onto Francis Road.
4. Registration of a legal agreement on Title to ensure that, upon subdivision of the property, a cross-access easement for the shared driveway access, common drive aisle, and the shared visitor parking stall will be registered on titles of the new lots.
5. Registration of a flood indemnity covenant on title.
6. Submission of a Contract entered into between the applicants and a Certified Arborist for supervision of any on-site works conducted within/near the tree protection zone of the tree to be retained on site. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
7. City acceptance of the developer's offer to voluntarily contribute \$8.50 per buildable square foot (e.g. \$54,826.28) to the City's Affordable Housing Reserve Fund.
8. City acceptance of the developer's offer to voluntarily contribute \$3,000.00 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
9. 1 City tree (tag# 76) is in good condition but in conflict with the proposed driveway location. The tree will be relocated to a location chosen by Parks staff. All cost associated with hiring a certified tree moving company and relocation of the tree are the responsibility of the developer. Coordination with Parks staff will be required.
10. Submission of a Tree Survival Security to the City in the amount of \$50,000.00 for the six trees to be retained.
11. City acceptance of the developer's offer to voluntarily contribute \$22,800.00 towards the construction of a special crosswalk at the Francis Road/Milner Road intersection. The special crosswalk will feature: traffic poles, overhead illuminated signs, amber flashers, strobe lights, Audible Pedestrian Signal, a special crosswalk cabinet, Hydro service panel, and conduit/junction boxes. (Account No. 3132-10-550-55001-0000).
12. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration, the developer is required to:

1. Submission of a convertible unit plan for the accessible housing unit.
2. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:

- comply with the guidelines of the OCP’s Arterial Road Policy and should not include hedges along the front property line;
- include a mix of coniferous and deciduous trees;
- include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report; and
- include the 4 required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
1	6 cm		2.5 m
1	8 cm		3 m
2	9 cm		3.5 m

At Subdivision* stage, the developer must complete the following requirements:

1. At subdivision stage, the developer will be required to pay Development Cost Charges (DCC’s) (City & GVS&DD), TransLink DCC’s, School Site Acquisition Charge, and Address Assignment Fee. Servicing connections are to be determined at Subdivision stage.
2. Enter into a Servicing Agreement for the design and construction of engineering infrastructure improvements. Works include, but may not be limited to:

Water Works:

- a) Using the OCP Model, there is 779.0 L/s of water available at a 20 psi residual at the hydrant located at the North East corner of 6780 Francis Road. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b) At Developer’s cost, the Developer is required to:
 - i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
- c) At Developer’s cost, the City will:
 - i) Cut, cap and remove the existing water service connection and water meter at the North property line of 6700 Francis Road.
 - ii) Install 4 new water service connections (2 for each duplex) off of the 300 mm AC watermain on Francis Road, complete with water meters.
 - iii) Provide a 1.5 m right-of-way along the new north property line of 6700 Francis Road to accommodate the new water meters.

Storm Sewer Works:

- d) At Developer’s cost, the Developer is required to:
 - i) Inspect and confirm the condition of the existing south west storm service, the storm connection lead and inspection chamber at the adjoining property line of 6700 & 6740 Francis Road (STIC61048) by video inspection. Use the existing connection if video inspection shows that the existing lead is in good condition.
 - ii) Inspect and confirm the condition of the existing south east storm service, the storm connection lead and inspection chamber at the adjoining property line of 6700 & 6688 Francis Road (STIC50516) by video inspection. Use the existing connection if video inspection shows that the existing lead is in good condition.
- e) At Developer’s cost, the City will:
 - i) If the existing storm service leads (STIC61048 & STIC50516) are found to be inadequate, install new service connections.
 - ii) A 1.5m wide SRW is required along the new north property line of the proposed site to accommodate the existing storm inspection chambers.

- iii) Site drainage must be directed towards the service connection IC's fronting Francis Road to prevent storm water from ponding on the boulevard, roads, and driveways.

Sanitary Sewer Works:

- f) At Developer's cost, the Developer is required to:
 - i) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
- g) At Developer's cost, the City will:
 - i) Cut, cap and remove the existing sanitary service connection and inspection chamber at the South East corner of 6700 Francis Road (SIC3966) in the situation where 6740/6780 Francis Road has been developed first. Otherwise, cut and cap the existing North West sanitary service connection only and retain the North East connection to serve 6740 Francis Road.
 - ii) Install 1 new sanitary service connection, complete with an inspection chamber, off of the existing sanitary main along the South property line of 6700 Francis Road. A single service connection and inspection chamber with dual service leads shall be installed at the adjoining property line of the proposed duplexes.

Frontage Improvements:

- h) At Developer's cost, the Developer is required to:
 - i) Coordinate with BC Hydro, Telus and other private communication service providers:
 - (1) To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - (2) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - ii) Review street lighting levels along all road and lane frontages, and upgrade as required.
 - iii) Complete other frontage improvements as per Transportation requirements as follows:
 - Remove the existing sidewalk and construct a new 1.5 m wide concrete sidewalk next to the new property line.
 - Construct a new grass/tree boulevard over the remaining width between the new sidewalk and the existing south curb of Francis Road.
 - The cross-section of the frontage improvements, measuring from north to south, are to include:
 - Existing south curb of Francis Road.
 - o 2.0 m wide grass boulevard with no tree planting (this area is slated for future road widening).
 - o 1.5 m wide landscaped boulevard with street trees.
 - o 1.5 m wide concrete sidewalk.
 - o New north property line of the subject site.
 - o 1.5 m wide utility SRW. (Note that a 2.0 m wide road dedication is required for future road widening and an additional 0.1 m wide dedication is required to meet minimum frontage improvement standards).

Other frontage improvement considerations:

- Tree planting is to be restricted to the 1.5 m wide strip of the boulevard immediately next to the new sidewalk. The 2.0 m wide boulevard behind the fronting Francis Road south curb is to be kept free of any tree planting.
- The new sidewalk and boulevard are to transition to meet the existing frontage treatments to the east and west of the subject site's Francis Road frontage. The transition sections are to be placed beyond the subject site's east and west frontages and are not to be constructed with angular turns.
- All existing driveways along the Francis Road development frontage are to be closed permanently. The Developer is responsible for the removal of the existing driveway let-downs and the replacement with barrier curb/gutter, boulevard and concrete sidewalk per standards described in this frontage improvements section.
- The new vehicle driveway access to the site must be constructed to City design standards.
- Consult Parks on the requirements for tree protection/placement including tree species and spacing as part of the frontage works.

General Items:

- i) At Developer's cost, the Developer is required to:
 - i) Provide, prior to start of site preparation works, a preload 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 report of the existing storm sewers along the Francis Road frontage and the existing sanitary lines along the south property line prior to start of site preparation works. A follow-up video inspection, complete with a civil engineer's signed and sealed recommendation letter, is required after site preparation works are complete (i.e. pre-load removal, completion of dewatering, etc.) to assess the condition of the existing utilities and provide recommendations to retain, replace, or repair. Any utilities damaged by the pre-load, de-watering, or other ground preparation shall be replaced or repaired at the Developer's cost.
 - iii) Conduct pre- and post-preload elevation surveys of all surrounding roads, utilities, and structures. Any damage, nuisance, or other impact to be repaired at the developer's cost. The post-preload elevation survey shall be incorporated within the servicing agreement design.
 - iv) 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.
 - v) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures.
 - 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.

Prior to Building Permit Issuance, the developer must complete the following requirements:

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
2. Submission of a 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.
3. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
4. If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
5. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date



Richmond Zoning Bylaw 8500
Amendment Bylaw 10273 (RZ 19-867880)
6700 Francis Road

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

- 1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it a "TWO-UNIT DWELLINGS (ZD7) - FRANCIS ROAD (BLUNDELL)" site specific zone.

P.I.D. 001-337-955

Lot 4 Section 30 Block 4 North Range 6 West New Westminster District Plan 14934

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 10273".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

Horizontal lines for recording readings and conditions.

CITY OF RICHMOND APPROVED by [Signature] APPROVED by Director or Solicitor [Signature]

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Council


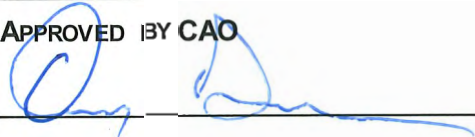
To: Richmond City Council
From: Jerry Chong
Acting General Manager, Finance and Corporate Services
Date: May 13, 2021
File: 01-0375-01/2021-Vol 01
Re: **2020 Annual Report and 2020 Annual Report Highlights**

Staff Recommendation

That the reports titled, "2020 Annual Report and 2020 Annual Report – Highlights" be approved.

Jerry Chong
Acting General Manager, Finance and Corporate Services
(604-276-4064)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
 Acting GM, F&CS	
REVIEWED BY SMT	INITIALS: SL
APPROVED BY CAO 	

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

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

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

5.1 Maintain a strong and robust financial position.

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

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

8.2 Ensure citizens are well-informed with timely, accurate and easily accessible communication using a variety of methods and tools.

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 and milestones from 2020.

Two versions of the Annual Report are produced each year in order to reach the different audiences interested in this information. The comprehensive 2020 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 www.richmond.ca 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 2020, 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 2020 Annual Report – Highlights. This shorter version, which is designed to be accessible

and easily understandable for a general audience, provides information about the City of Richmond, its services, highlights from 2020 and the City's financial condition. In order to support sustainable practices the condensed version is available through the City's website and distribution will be done electronically. There will be limited printed copies for presentation purposes and to fulfill statutory obligations. This year, the layout has been enhanced to allow for an expanded section highlighting the City's safe, sustainable and culturally diverse initiatives during the pandemic.

Both copies will be submitted to the Government Finance Officers Association for consideration in their annual awards program.

The reports are produced entirely in house through the joint efforts of the Finance Department and the Corporate Communications and Marketing Department.

Financial Impact

None.

Conclusion

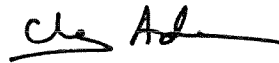
The City of Richmond 2020 Annual Report and the 2020 Annual Report – Highlights satisfy the Community Charter requirements for financial reporting and are important instruments in ensuring public transparency and accountability for the management of City finances. The reports also provide useful information on the City's achievements and milestones during the 2020 fiscal year.



Ivy Wong
Acting Director, Finance

(4046)

IW:nm



Clay Adams
Director, Corporate Communications and
Marketing

(4399)

- Att. 1: 2020 Annual Report
- 2: 2020 Annual Report – Highlights



City of
Richmond

British Columbia, Canada

2020 Annual Report

For the year ended December 31, 2020





City of Richmond

British Columbia, Canada

2020 Annual Report

For the year ended December 31, 2020

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/cityhall/finance/reporting/reports

Cover photo: Richmond City Hall highlights the #RichmondHasHeart campaign.

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. ©2021 City of Richmond

Contents printed on Canadian made, 100% recycled stock, using environmentally friendly toners.

Message from the Mayor



The City of Richmond has always provided a high quality of life and worked hard to preserve this standard into the future.

The past year saw challenges far beyond anything anticipated. This 2020 Annual Report highlights examples of our innovation and success as we continued our journey to make Richmond Canada's most livable and well-managed community.

It was not an easy journey due to the pandemic, but public safety and security remained paramount. Recognizing the long-term impact of COVID-19 on our residents and businesses, Council quickly declared a state of emergency enabling us to transition key programs and services online to reduce the risks of community transmission.

COVID-19 safety plans were developed for all City-operated facilities. Richmond was a leader in making masks mandatory in all its buildings. Reducing property taxes and delaying payment deadlines offered support to residents during a period of uncertainty. Council also recognized the growing strain the local business community was facing and implemented initiatives such as traffic flow and access changes in Steveston Village, one of the region's most popular destinations, to enhance safety while enabling businesses to remain open.

Many long-running, popular events and festivals were cancelled in 2020 in order to maintain public safety. That did not mean we could not celebrate and show our community spirit in other ways. The popular Doors Open Richmond event went online, attracting over 22,000 visits to 37 virtual locations. The annual Maritime Festival was reimagined and drew almost 50,000 people to its online site.

Throughout the pandemic, our #RichmondHasHeart social media campaign helped bring the community together to share their images and stories as a way to show support for the frontline workers and City staff working to keep people safe while essential services were in place.

In May 2020, Council endorsed a statement against racism and violence related to the COVID-19 pandemic. In August, the City and Richmond RCMP partnered on an anti-hate campaign urging individuals to reach out to police if they experienced or witnessed hateful behaviour.

Of course not all civic services provided by the City could be offered in a virtual manner. The South Dike Upgrade between Gilbert Road and No. 3 Road was widened and raised almost two metres, offering further protection for climate change-induced sea level rise. Over 12 kilometres of watermains, sanitary sewers and storm sewers were constructed in 2020, helping to ensure adequate capacity to support future growth.

Richmond's success, despite the challenges of COVID-19, is a credit to those who contribute to making our city a better place, including our staff, volunteers, businesses, and community and government partners. This Annual Report contains examples of our goals and achievements. As always, I invite your comments and questions through my office.

Malcolm Brodie
Mayor, City of Richmond

Richmond City Council



Front row, left to right:

Councillor Michael Wolfe, Councillor Bill McNulty, Mayor Malcolm Brodie, Councillor Linda McPhail, Councillor Kelly Greene (resigned November 2020)

Back row, left to right:

Deputy Fire Chief Kevin Gray, Richmond Fire-Rescue, Councillor Harold Steves, Councillor Carol Day, Councillor Chak Au, Councillor Alexa Loo, Constable Leah Riske, Richmond RCMP

Connect with Richmond City Council

To contact Council, email mayorandcouncillors@richmond.ca or call 604-276-4000.
For Council Meetings agendas and minutes, visit www.richmond.ca/cityhall/council/agendas.
To live stream Council meetings or view videos of past meetings, visit www.richmond.ca/watchonline.

City of Richmond Senior Management Team 2020

Chief Administrative Officer

George Duncan

Community Safety

Cecilia Achiam

Deputy CAO/Community Services

Serena Lusk

Engineering and Public Works

John Irving

Finance and Corporate Services

Andrew Nazareth

Law and Legislative Services

Tony Capuccinello Iraci

Planning and Development

Joe Erceg

Chief Administrative Officer	George Duncan
Deputy Chief Administrative Officer/General Manager, Community Services.....	Serena Lusk
General Manager, Community Safety.....	Cecilia Achiam
General Manager, Engineering and Public Works	John Irving
General Manager, Finance and Corporate Services	Andrew Nazareth
General Manager, Finance and Corporate Services (Acting, Sep. 5–Dec. 31, 2020).....	Jerry Chong
General Manager, Planning and Development.....	Joe Erceg
General Manager, Law and Legislative Services.....	Tony Capuccinello Iraci

Public safety agencies

Chief, Richmond Fire-Rescue.....	Tim Wilkinson
Officer in Charge, Royal Canadian Mounted Police	Will Ng

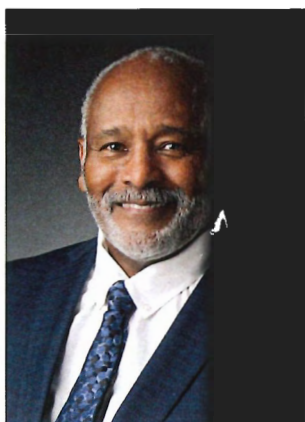
Banker

Scotiabank

Auditors

KPMG

Message from the Chief Administrative Officer



I am pleased to present the City of Richmond's Annual Report for 2020. It details our strong financial position, and outlines many of the initiatives we are undertaking to achieve our vision of making Richmond Canada's best managed city.

During this past year, our administration made significant progress in implementing Council's new strategic plan, despite the many challenges presented by the COVID-19 pandemic. Many of those achievements are highlighted throughout this report.

Keeping essential programs and services operating during a period of uncertainty was crucial, as was protecting our staff, residents and businesses. Shifts to online service were quickly implemented and safety improvements were made at City Hall and various Community Centres, Fire Halls, Police Offices, Libraries and Aquatic amenities to enable safer use by all.

A Community Ambassador outreach program was launched mid-summer, redeploying staff from across the City to assist with the patrolling of parks, outdoor facilities and businesses. The Ambassadors helped to emphasize common sense approaches to safety such as the need for physical distancing and to provide accurate information on Provincial Health Orders. It was an example of why Richmond had among the lowest COVID-19 case numbers in the region.

One of the foundations for any successful organization is its ability to demonstrate strong financial stewardship. A Financial Resiliency Plan was established as a multi-level effort to reduce the pressure facing residents and businesses during the pandemic, and all discretionary spending ceased. The City's long term financial strategy remained a hallmark of our administration and enabled us to continue to maintain effective and responsive service levels with a reduced property tax rate and deferred payment deadline.

Building in Richmond reached a construction value of \$717 million in 2020, excluding the value of approvals and anticipated permits which exceeded \$900 million. By administering the Building Regulation Bylaw and working closely with industry, the City ensured that construction was safe and met all applicable codes, standards, regulations, and planning objectives. Construction of the Hamilton Sanitary Pump Station and new sanitary utility in the area also commenced in 2020.

The City also continued to recognize the need to protect our most vulnerable residents with the establishment of the Emergency Response Centre in Minoru as a safe, temporary shelter and connection to important support services.

Richmond has long been recognized as a leader in environmental action and sustainability, while supporting development and building strong and connected communities. Our Recycling Depot was redesigned to enable more efficient access to recycling, while the City continued to shift its fleet vehicles toward electric and other fuel alternatives in order to further reduce greenhouse gas emissions. The City also planted hundreds of new trees in our parks through the Urban Forest initiative, using funding from developers as a "two for one" replacement for authorized tree removals necessary for building.

The City of Richmond is a strong, culturally proud community and remains committed to continued growth and success within a framework of diversity, sustainability and value for our taxpayers.

A handwritten signature in black ink, appearing to read 'George Duncan'. The signature is fluid and cursive, extending across the width of the text area.

George Duncan
Chief Administrative Officer

Council Strategic Plan: 2018 to 2022

The Community Charter requires all BC municipalities to include a statement in the Annual Report of their objectives for the current and future years, along with measures to track success towards those objectives.

The City of Richmond's objectives and success indicators are expressed through the Council Strategic Plan. Soon after Council began its four-year term in October 2018, it undertook a strategic planning process to help fulfill its governance role and achieve a successful term of office. Through that process, Council adopted a revised set of eight Strategic Focus areas, which provided the framework for the City's programs and services through 2020.

1. A Safe and Resilient Community

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

2020 Achievement

Richmond was the first municipality in the region to implement a mandatory mask policy, further protecting residents from COVID-19. Ongoing commitments to community safety saw residential break and enter crimes drop 21 per cent, while theft from vehicles decreased 18 per cent.



2. A Sustainable and Environmentally Conscious City

Environmentally conscious decision-making that demonstrates leadership in implementing innovative, sustainable practices and supports the City's unique biodiversity and island ecology.

2020 Achievement

Upgrades to the City's Recycling Depot improved access and efficiency, leading to over 4,500 tonnes of materials received. Council also supported a pilot partnership with FoodMesh which resulted in 644,800 meals served to those in need and 414,555 kg of unwanted food items diverted from waste streams.

3. One Community Together

Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.

2020 Achievement

Council was among the first in Canada to adopt and endorse a statement against racism and violence related to the pandemic. The City also opened its first Emergency Response Centre, a multi-stakeholder partnership to provide safe spaces for vulnerable residents and those experiencing homelessness due to COVID-19.



4. An Active and Thriving Richmond

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

2020 Achievement

Despite access limitations due to the pandemic, the City fully opened the state-of-the-art Minoru Centre for Active Living. Conveniently located in Richmond's city centre, the facility features a 780 m² (8,400 sq. ft.) fitness centre, a 177 m² (1,900 sq. ft.) fitness studio, 650 m² (7,000 sq. ft.) leisure pool, two 25 metre pools and an errant rain cloud shower public art piece.

5. Sound Financial Management

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

2020 Achievement

Council took the unprecedented step of reducing property taxes by 2.01 per cent and delayed the payment due date by several months to support residents and businesses as they faced the challenge of COVID-19. Through a variety of initiatives, the City maintained a position of financial resiliency and service throughout the pandemic.

6. Strategic and Well-Planned Growth

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

2020 Achievement

Over \$900 million in combined construction approvals and anticipated building permits occurred in 2020 and almost \$50 million in development cost charges was collected or anticipated. A further \$6 million in Community Amenity Contributions was also secured through the City Centre Area Plan.

7. A Supported Economic Sector

Facilitate diversified economic growth through innovative and sustainable policies, practices and partnerships.

2020 Achievement

The City launched a Business Support Centre as a one-stop resource for accurate and timely information for local businesses to access programs and resources from all levels of government and other agencies during the pandemic. It included job opportunities for displaced workers and a guide to Richmond-made PPE and other safety supplies.

8. An Engaged and Informed Community

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

2020 Achievement

The creation of a dedicated COVID-19 section on the City's website enabled residents to access the latest impact of the pandemic on programs, services and amenities, with around 130,000 visits to the site in the first six months. A Community Safety app, developed in partnership with the RCMP, was also unveiled as an added information channel.

Richmond: safe, sustainable, strong

2020 was a year like no other.

It began with a strong sense of optimism for the coming year. Richmond’s business sector was active, support for residents was strong and the City’s financial position was solid with cash and investment balances over \$1.2 billion and an accumulated surplus that reached \$3.2 billion.

Then came the pandemic, and the City quickly pivoted to enhance and protect the safety of its residents and put processes in place to support local businesses as they faced some of their toughest challenges due to government-directed lockdowns and closures.

Council declared a State of Emergency on March 19 which gave it the authority to quickly and effectively address emerging issues as a result of the COVID-19 pandemic and make decisions in the best interests of Richmond. Property taxes were decreased 2.01 per cent and the payment deadline shifted to enable residents and businesses to adjust to the changing landscape.

A Community Ambassador program was launched to support community outreach regarding the safe use of public amenities and business operations. City staff were redeployed from all areas to assist Community Bylaw Officers with the patrolling of parks, outdoor facilities and businesses, and to provide information on Provincial Health Orders and to educate the



public on physical distancing guidelines. It was an outstanding success and another strategy that led to Richmond maintaining some of the lowest COVID-19 case numbers in the region.

Richmond also became the first Metro Vancouver city to make masks mandatory in all its facilities, and developed initiatives such as an expedited patio program so restaurants, pubs and cafes could quickly convert sidewalks and roadways into added business space if desired as a means of added support.

The uncertainty of the pandemic was worrying to many, but also frustrating to some. Council tackled the emerging issue of COVID-19 racism head-on in May with a public statement condemning racism and violence related to the situation. It said, in part, that “*Richmond does*

TIMELINE OF KEY COVID-19 MILESTONES IN THE CITY

JAN 28	MAR 11	MAR 16	MAR 19	MAR 20	MAR 30	APR 2	APR 15	APR 20
BC confirms province’s first COVID-19 case	World Health Organization declares global pandemic	City closes public buildings, arenas, community centres	Council declares State of Emergency to maximize response to growing pandemic	Council meetings shift online	Utility payment deadline extended to June 30	Bylaws introduces increased fines for businesses non-compliant with public health orders	#Richmond HasHeart campaign unveiled	City launches COVID-19 Business Support Centre for local businesses

not—and never will—condone or tolerate racist behaviour in any form...COVID-19 should not be blamed on any single culture or country and it is certainly not the fault of anyone in our community.”

While the pandemic dominated many aspects of 2020, our achievements and expectations for the future will continue to improve the lives and affairs of our residents and businesses. The City of Richmond has always been a leader with bold, innovative programs and strategies that reflect our character and reputation as a safe, sustainable and culturally diverse city – the most appealing, livable and well-managed community in Canada.



On May 25, Richmond City Council adopted and endorsed the following statement against Racism and Violence related to the COVID-19 pandemic:

“In Richmond, we are a community that celebrates a rich history of culture, diversity and heritage linked to the arrival and influence of immigrants that began over a century ago. The City of Richmond does not—and never will—condone or tolerate racist behaviour in any form. Such attitudes and actions do not reflect our community’s cultural diversity or the spirit of inclusion that we are all proud of. Events of the past few months have created uncertainty, frustration and fear for some. But that is no excuse to cast blame on others. COVID-19 should not be blamed on any single culture or country and it is certainly not the fault of anyone in our community. Now, more than ever, we must stand together and be true to our shared values of diversity, inclusion and respect. Racial and discriminatory responses and actions have no place in Richmond. They have no place in our society.”

APR 21	MAY 18	JUN 9	JUL 13	AUG 17	AUG 28	SEP 10	NOV 1
Council reduces property tax by 2.01%; delays payment deadline to September 30	Community Ambassadors introduced	Richmond Business Resilience Program launches	Day camps, spray parks, outdoor pools, Richmond Art Gallery and others begin to reopen	Indoor fitness centres begin to reopen	Internationally-renowned Richmond Maritime Festival presented online	Minoru Centre for Active Living state-of-the-art aquatic centre opens for the first time	Masks mandatory in all City-owned facilities as Richmond leads the way in public safety

2020 Awards



A measurement of the City's success in achieving its goals are the honours and recognition from our peers and others. In 2020, Richmond again received numerous international, national and provincial awards recognizing our commitment to excellence and innovation.

Road Safety

Richmond was the recipient of the Institute of Transportation Engineers Award for Greater Vancouver's Road Safety Project of the Year for its Network Screening Study that identified the City's top 20 collision prone intersections and measures to make them safer. This annual award celebrates technical excellence in the field of road safety.

District Energy

Recipient of over a dozen awards in the past decade, Richmond's District Energy Program continues to collect accolades for its innovation, efficiency and green sustainability. Among its honours in 2020 was an International District Energy Association Innovation Award, and a Canadian Energy Globe Foundation Award. This continued international recognition from peers in the District Energy industry is a result of the City and Lulu Island Energy Company's dedication to excellence, innovation and commitment to reducing greenhouse gas emissions through the use of district energy systems.

Flood Protection

The Gilbert Road to No. 3 Road South Dike Upgrade project was announced as the 2020 recipient of the Public Works Association of BC Project of the Year Award. The prestigious honour is presented annually to an organization that constructs a major and complex public works or utilities project which deserves special merit because of its unique features or complexity relative to the resources of the community.



Preserving our Heritage

The Edwardian Cottage at Terra Nova Rural Park was named by the BC Recreation and Parks Association as the recipient of its provincial Facility Excellence Award for projects with a capital cost less than \$1 million. The annual award recognizes outstanding facility design that reflects community culture and spaces that are accessible, engage the public in design consultation, and ultimately improve the well-being of the community.



Financial Reporting

Once again, the Government Finance Officers Association of the US and Canada presented Richmond with the Canadian Award for Financial Reporting (the 18th year in a row) and the Outstanding Achievement in Popular Financial Reporting Award (the 11th successive year) for its 2019 Annual Reports.



Sustainability

The City of Richmond's fleet received a Certificate of Achievement through the Government Fleet Magazine and American Public Works Association Leading Fleets award. The award recognizes operations that are performing at a high level in fleet innovation and leadership.

Building for the Future

Richmond received the Canadian Association of Municipal Administration Professional Development Award for the City's Engineer-in-Training program. This award recognizes a community that has developed a unique and innovative program for staff that can be replicated in other communities.



Government Finance Officers Association

Canadian Award for Financial Reporting

Presented to

**City of Richmond
British Columbia**

For its Annual
Financial Report
for the Year Ended

December 31, 2019

Christopher P. Morill

Executive Director/CEO

Report from the General Manager, Finance and Corporate Services

Mayor Malcolm Brodie and members of Richmond City Council,

I am pleased to submit the Consolidated Financial Statements and Auditors' Report for the fiscal year ended December 31, 2020 for the City of Richmond, pursuant to Section 98 and 167 of the Community Charter. The consolidated financial statements have been prepared in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada. Preparation of the financial statements is management's responsibility.

KPMG LLP was appointed by City Council to independently audit the City's consolidated financial statements. They have expressed an opinion that the City's consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City of Richmond as at December 31, 2020 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.

These financial statements combine the accounts of the City of Richmond, Richmond Olympic Oval, and Richmond Public Library (collectively referred to as the "City"), as well as the City's investment in Lulu Island Energy Company, which is accounted for as a Government Business Enterprise.

Consolidated statement of financial position (in \$000s)

	2020 Actual	2019 Actual	Change
Financial assets	\$1,471,442	\$1,320,747	\$150,695
Liabilities	582,457	514,878	67,579
Net financial assets	888,985	805,869	83,116
Non-financial assets	2,495,221	2,433,473	61,748
Accumulated surplus	\$3,384,206	\$3,239,342	\$144,864

The City's overall financial position improved by \$144.9 million, with accumulated surplus totaling \$3.4 billion. A significant part of this increase is due to growth in financial assets, as well as additions to capital and statutory reserves. This is partially offset by an increase in liabilities, especially accounts payable relating to postponed remittances to other governments relating to COVID-19 and deferred revenue related to the collection of Development Cost Charges (DCCs).

The City's cash and investments are \$1.4 billion while long-term debt continues to decline with an outstanding balance at the end of 2020 of \$22.7 million. Meanwhile, the City's tangible capital assets increased by \$60.3 million, which includes \$58.2 million of in-kind contributions from development as conditions of re-zoning.

Statutory reserves (in \$000s)

	2016	2017	2018	2019	2020
Total reserves	\$4,184,6	\$484,883	\$540,153	\$557,576	\$609,533

Statutory reserves are established by Bylaw for specific purposes, mainly capital expenditures.

The increase in the balance to \$609.5 million is mainly attributable to the timing of these capital expenditures and contributions. There are annual transfers through the City's utility and operating budget as well as through other respective entities annual budget. Council's Long Term Financial Management Strategy also states that increases in transfers through the City's operating budget be done annually.

Consolidated statement of operations (in \$000s)

	2020 Budget	2020 Actual	2019 Actual
Revenues	\$577,229	\$579,052	\$581,942
Expenses	489,865	434,188	483,690
Annual surplus	\$87,364	\$144,864	\$98,252

The City's consolidated revenue for the year totaled \$579.1 million, a decrease of \$2.9 million from 2019 mainly due to decreases related to COVID-19.

Expenses decreased by \$49.5 million from prior year mainly due to cost mitigations relating to COVID-19 as well as a contribution in 2019 towards the Canada Line Capstan station of \$28.1 million that did not occur in 2020.

The annual surplus for 2020 was \$144.9 million and represents the change in investment in tangible capital assets, reserves and other accumulated surplus.

Budget variance

Consolidated revenue of \$579.1M was greater than budgeted revenue by \$1.8M mainly due to:

- \$9.0M in developer cash contributions, \$6.5M in gain on sale of land and \$9.3M related to the Safe Restart Grant from the Province of BC relating to COVID-19.
- \$14.8M lower than budgeted sales of services mainly due to facility closures due to COVID-19.
- \$11.8M lower than budgeted gaming revenue mainly due to the closure of River Rock Casino due to COVID-19.
- \$12.4M lower than budgeted DCC revenue due to the timing of capital expenditures. Revenue is recognized when the amounts are spent while the budget represents the 2020 allocation of DCCs towards capital projects that can be spent over multiple years.

Consolidated expenses of \$434.2M were lower than budgeted by \$55.7M. The main variances include:

- \$21.1M lower than budgeted community services costs mainly due to facility closures due to COVID-19.
- \$12.3M lower than budgeted general government costs due to vacancies and staff redeployment for the temporary Community Ambassador Program due to COVID-19.
- \$5.3M lower than budgeted community safety costs mainly due to the RCMP police contract savings from lower officer complement and salary savings relating to filling new fire fighter positions approved in 2020.

The City's consolidated annual surplus of \$144.9 million exceeded the budgeted annual surplus of \$87.4 million by \$57.5 million, prior to transfers to reserves and other accumulated surplus.

Year over year change

Consolidated revenue of \$579.1M decreased by \$2.9M from 2019 mainly due to:

- a decrease of \$32.3M in other revenue mainly due to reductions in developer cash contributions of \$18.4M and gain on sale of land of \$11.7M.
- an increase of \$32.0M in other capital funding mainly due to developer contributed assets, which included \$58.2M in 2020 and \$28.9M in 2019.
- a decrease of \$13.7M in sales of service revenue mainly due to the facility closures relating to COVID-19.
- a decrease of \$12.4M in gaming revenue due to the closure of River Rock Casino relating to COVID-19.
- an increase of \$9.8M in property taxes due to the approved rate increase and growth related to new development.
- an increase of \$6.4M licences and permits mainly due to building permits revenue.

Consolidated expenses of \$434.2M decreased by \$49.5M over 2019 mainly due to:

- \$28.1M contribution for the Canada Line Capstan station that occurred in 2019 and did not recur in 2020.
- \$16.7M decrease in community services costs mainly due to facility closure due to COVID-19.

Financial sustainability

2020 saw new challenges with the COVID-19 pandemic including reductions in revenues, as well as increased cleaning and other costs incurred to prevent the spread of the coronavirus. Wherever possible, these impacts were mitigated through reduced expenditures such as implementing a tactical hiring freeze, staff redeployments, reduced seasonal staff, cancellation of special events and projects, and general operating costs reductions.

Respectfully submitted,



Jerry Chong, CPA, CA
Acting General Manager, Finance and Corporate Services
May 10, 2021

City of Richmond audited financial statements

Year ended December 31, 2020



KPMG LLP
PO Box 10426 777 Dunsmuir Street
Vancouver BC V7Y 1K3
Canada
Telephone (604) 691-3000
Fax (604) 691-3031

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of the City of Richmond

Opinion

We have audited the consolidated financial statements of the City of Richmond (the "City"), which comprise:

- the consolidated statement of financial position as at December 31, 2020;
- the consolidated statement of operations for the year then ended;
- the consolidated statement of changes in net financial assets for the year then ended;
- the consolidated statement of cash flows for the year then ended; and
- notes to the consolidated financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2020, and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "**Auditors' Responsibilities for the Audit of the Financial Statements**" section of our auditors' report.

We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

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



Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the 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 financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit 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 City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group entity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

KPMG LLP

Chartered Professional Accountants

Vancouver, Canada

May 10, 2021

CITY OF RICHMOND

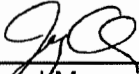
Consolidated Statement of Financial Position
(Expressed in thousands of dollars)

December 31, 2020, with comparative information for 2019

	2020	2019
Financial Assets		
Cash and cash equivalents	\$ 530,034	\$ 389,564
Investments (note 3)	834,010	830,896
Investment in Lulu Island Energy Company ("LIEC") (note 4)	32,736	31,414
Accrued interest receivable	9,697	7,781
Accounts receivable (note 5)	21,521	28,407
Taxes receivable	14,419	11,033
Development fees receivable	28,517	21,144
Debt reserve fund - deposits (note 6)	508	508
	<u>1,471,442</u>	<u>1,320,747</u>
Liabilities		
Accounts payable and accrued liabilities (note 7)	192,096	107,590
Development cost charges (note 8)	221,151	197,671
Deposits and holdbacks (note 9)	97,445	117,364
Deferred revenue (note 10)	49,024	64,362
Debt, net of MFA sinking fund deposits (note 11)	22,741	27,891
	<u>582,457</u>	<u>514,878</u>
Net financial assets	888,985	805,869
Non-Financial Assets		
Tangible capital assets (note 12)	2,488,139	2,427,798
Inventory of materials and supplies	4,285	2,961
Prepaid expenses	2,797	2,714
	<u>2,495,221</u>	<u>2,433,473</u>
Accumulated surplus (note 13)	<u>\$ 3,384,206</u>	<u>\$ 3,239,342</u>

Contingent demand notes (note 6)
Commitments and contingencies (note 18)

See accompanying notes to consolidated financial statements.


Acting for A. Nazareth
General Manager, Finance and Corporate Services

CITY OF RICHMOND

Consolidated Statement of Operations
(Expressed in thousands of dollars)

Year ended December 31, 2020, with comparative information for 2019

	2020 Budget (notes 2(p) and 24)	2020	2019
Revenue:			
Taxation and levies (note 20)	\$ 239,357	\$ 239,991	\$ 230,198
Utility fees	115,210	114,335	111,472
Sales of services	43,876	29,090	42,747
Payments-in-lieu of taxes	14,841	16,820	16,277
Provincial and federal grants	9,988	16,953	10,687
Development cost charges (note 8)	29,111	16,737	13,802
Other capital funding sources	66,274	71,051	39,028
Other revenue:			
Investment income	18,562	20,175	25,142
Gaming revenue	14,500	2,705	15,140
Licenses and permits	11,435	19,407	13,030
Other (note 21)	12,764	30,466	62,785
Equity income in LIEC (note 4)	1,311	1,322	1,634
	577,229	579,052	581,942
Expenses:			
Community safety	118,205	112,895	106,209
Utilities: water, sewer and sanitation	104,763	102,824	98,653
Engineering, public works and project development	78,618	75,314	80,940
Community services	71,936	50,833	67,522
General government	63,786	51,495	55,689
Planning and development	24,342	19,201	48,104
Richmond Olympic Oval	17,120	12,586	15,972
Richmond Public Library	11,095	9,040	10,601
	489,865	434,188	483,690
Annual surplus	87,364	144,864	98,252
Accumulated surplus, beginning of year	3,239,342	3,239,342	3,141,090
Accumulated surplus, end of year	\$ 3,326,706	\$ 3,384,206	\$ 3,239,342

See accompanying notes to consolidated financial statements.

CITY OF RICHMOND

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

Year ended December 31, 2020, with comparative information for 2019

	2020 Budget (notes 2(p) and 24)	2020	2019
Annual surplus for the year	\$ 87,364	\$ 144,864	\$ 98,252
Acquisition of tangible capital assets	(169,105)	(70,726)	(93,154)
Contributed tangible capital assets	(50,000)	(58,240)	(28,867)
Amortization of tangible capital assets	63,236	66,254	64,228
Net gain on disposal of tangible capital assets	-	(6,136)	(17,637)
Proceeds on sale of tangible capital assets	-	8,507	19,326
	(68,505)	84,523	42,148
Acquisition of inventory of materials and supplies	-	(4,285)	(2,961)
Acquisition of prepaid expenses	-	(2,797)	(2,714)
Consumption of inventory of materials and supplies	-	2,961	3,602
Use of prepaid expenses	-	2,714	2,673
Change in net financial assets	(68,505)	83,116	42,748
Net financial assets, beginning of year	805,869	805,869	763,121
Net financial assets, end of year	\$ 737,364	\$ 888,985	\$ 805,869

See accompanying notes to consolidated financial statements.

CITY OF RICHMONDConsolidated Statement of Cash Flows
(Expressed in thousands of dollars)

Year ended December 31, 2020, with comparative information for 2019

	2020	2019
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 144,864	\$ 98,252
Items not involving cash:		
Amortization of tangible capital assets	66,254	64,228
Net gain on disposal of tangible capital assets	(6,136)	(17,637)
Contributions of tangible capital assets	(58,240)	(28,867)
Equity income in LIEC	(1,322)	(1,634)
Changes in non-cash operating working capital:		
Accrued interest receivable	(1,916)	(338)
Accounts receivable	6,886	744
Taxes receivable	(3,386)	811
Development fees receivable	(7,373)	4,401
Inventory of materials and supplies	(1,324)	641
Prepaid expenses	(83)	(41)
Accounts payable and accrued liabilities	84,506	12,359
Development cost charges	23,480	38,789
Deposits and holdbacks	(19,919)	3,744
Deferred revenue	(15,338)	(3,002)
Net change in cash from operating activities	210,953	172,450
Capital activities:		
Cash used to acquire tangible capital assets	(70,726)	(93,154)
Proceeds on disposal of tangible capital assets	8,507	19,326
Net change in cash from capital activities	(62,219)	(73,828)
Financing activities:		
Repayments of debt	(5,150)	(4,951)
Investing activities:		
Net sale (purchase) of investments	(3,114)	174,032
Net change in cash	140,470	267,703
Cash and cash equivalents, beginning of year	389,564	121,861
Cash and cash equivalents, end of year	\$ 530,034	\$ 389,564

See accompanying notes to consolidated financial statements.

CITY OF RICHMOND

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

Year ended December 31, 2020

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.

In March 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization. This resulted in governments worldwide, including the Canadian federal and provincial governments enacting emergency measures to combat the spread of the virus. The economic conditions and the City's response to the pandemic had a material impact on the City's operating results and financial position in 2020. The City temporarily closed civic facilities, including recreation and community centres, managed workforce challenges, including the implementation of systems and processes to facilitate remote work, and workforce adjustments, such as delayed hiring, reallocation of staff resources and temporary layoffs. This affected both revenues and expenses for the City and included mitigation measures to reduce the overall financial impact. The primary impact was on parks, recreation and facilities as well as corporate services, bylaw enforcement and fire/rescue. The situation is still dynamic and the ultimate duration and magnitude of the impact on the economy and the financial effect on the City is not known at this time.

2. Significant accounting policies:

The consolidated financial statements of the City have been prepared in accordance with Canadian public sector accounting standards 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. 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.

(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 debt.

CITY OF RICHMOND

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

Year ended December 31, 2020

2. Significant accounting policies (continued):

(a) Basis of consolidation (continued):

(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 tangible capital assets and debt.

(iv) Reserve Funds:

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

(b) Basis of accounting:

The City follows the accrual method of accounting for revenue and expenses. Revenue is recognized in the year in which it is 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.

(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.

CITY OF RICHMOND

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

Year ended December 31, 2020

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 initially recorded at cost, which includes amounts that are directly attributable to acquisition, construction, development, or betterment of the assets. The cost, less estimated 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.

CITY OF RICHMOND

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

Year ended December 31, 2020

2. Significant accounting policies (continued):

(j) Non-financial assets (continued):

(iii) Natural resources, works of art, and cultural and historic assets:

Natural resources, works of art, and cultural and historic assets are not recorded as assets in the consolidated financial statements.

(iv) Interest capitalization:

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

(v) Labour capitalization:

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

(vi) 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.

(vii) 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.

(viii) 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.

(k) Revenue recognition:

Revenue is recognized in the period in which the transactions or events occurred that gave rise to the revenue. All revenue is 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 revenue.

CITY OF RICHMOND

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

Year ended December 31, 2020

2. Significant accounting policies (continued):

(l) 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. 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, other related expenses are incurred or services are provided.

Deferred revenue also represents funds received from external parties for specified purposes. This revenue is 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 expenses are incurred, deposits are recognized as revenue at amounts equal to the qualifying expenses.

(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 Consolidated 5 Year Financial Plan (2020-2024) ("Consolidated Financial Plan") and was adopted through Bylaw No. 10183 on May 11, 2020.

(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;

CITY OF RICHMOND

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

Year ended December 31, 2020

2. Significant accounting policies (continued):

(q) Contaminated sites (continued):

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

(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.

3. Investments:

	2020		2019	
	Cost	Market value	Cost	Market value
Short-term notes and deposits	\$ 339,607	\$ 339,695	\$ 409,759	\$ 409,874
Government and government guaranteed bonds	326,838	334,579	192,314	194,229
Municipal Finance Authority pooled investment fund	-	-	47,306	46,123
Other bonds	167,565	171,729	181,517	182,039
	\$ 834,010	\$ 846,003	\$ 830,896	\$ 832,265

CITY OF RICHMOND

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

Year ended December 31, 2020

4. 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 Business Corporations Act on August 19, 2013. LIEC develops, manages and operates district energy utilities in the City of Richmond, on the City's behalf, including but not limited to energy production, generation or exchange, transmission, distribution, maintenance, marketing and sales to customers, customer service, profit generation, financial management and advisory services for energy and infrastructure.

Summarized financial information relating to LIEC is as follows:

	2020	2019
Cash, cash equivalents, and investments	\$ 12,619	\$ 11,826
Accounts receivable	3,034	1,303
Tangible capital assets	37,360	33,412
Total assets	53,013	46,541
Accounts payable and accrued liabilities	1,792	778
Deferred contributions	7,352	6,183
Concession liability	11,133	8,166
Total liabilities	20,277	15,127
Shareholder's equity	\$ 32,736	\$ 31,414
Total revenue	\$ 5,591	\$ 5,295
Total expenses	4,269	3,661
Net income	\$ 1,322	\$ 1,634

Included in accounts payable and accrued liabilities in the City's consolidated statement of financial position are payables to LIEC in the amount of \$323,020 (2019 - \$136,168).

On October 30, 2014, LIEC and the Oval Village district energy utility developer ("the Concessionaire") entered into a 30-year Concession Agreement, which is a public-private partnership project ("P3"), where the Concessionaire will design, construct, finance, operate, and maintain the infrastructure for the district energy utility at the Oval Village community. As part of the Agreement, the infrastructure will be owned by LIEC.

On October 30, 2014, the Concessionaire and the City entered into a Limited Guarantee Agreement. The City is the Guarantor and guarantees the performance of some of LIEC's obligations under the Concession Agreement to a maximum of \$18.2 million (2019 - \$18.2 million).

CITY OF RICHMOND

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

Year ended December 31, 2020

5. Accounts receivable:

	2020	2019
Water and sewer utilities	\$ 11,760	\$ 13,671
Casino revenue	-	3,903
Capital grants	4,278	1,291
Other trade receivables	5,483	9,542
	<u>\$ 21,521</u>	<u>\$ 28,407</u>

6. 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, 2020 are as follows:

	Cash deposits	Contingent demand notes
General Revenue Fund	\$ 508	\$ 2,447

7. Accounts payable and accrued liabilities:

	2020	2019
Trade and other liabilities	\$ 156,975	\$ 73,403
Post-employment benefits (note 15)	35,121	34,187
	<u>\$ 192,096</u>	<u>\$ 107,590</u>

CITY OF RICHMOND

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

Year ended December 31, 2020

8. Development cost charges:

	2020	2019
Balance, beginning of year	\$ 197,671	\$ 158,882
Contributions	36,800	48,740
Interest	3,417	3,851
Revenue recognized	(16,737)	(13,802)
Balance, end of year	\$ 221,151	\$ 197,671

9. Deposits and holdbacks:

	Balance December 31, 2019	Deposit contributions/ interest earned	Refund/ expenditures	Balance December 31, 2020
Security deposits	\$ 94,164	\$ 16,981	\$ (36,168)	\$ 74,977
Developer contributions	7,535	262	-	7,797
Contract holdbacks	5,417	2,525	(2,675)	5,267
Other	10,248	5,049	(5,893)	9,404
	\$ 117,364	\$ 24,817	\$ (44,736)	\$ 97,445

10. Deferred revenue:

	Balance December 31, 2019	Externally restricted inflows	Revenue earned	Balance December 31, 2020
Taxes and utilities	\$ 22,836	\$ 23,221	\$ (22,836)	\$ 23,221
Building permits/development	19,845	6,879	(12,607)	14,117
Oval	1,434	4,868	(5,086)	1,216
Capital grants	10,852	4,489	(13,122)	2,219
Business licenses	2,651	2,211	(2,259)	2,603
Parking easement/leased land	2,441	43	(53)	2,431
Other	4,303	2,267	(3,353)	3,217
	\$ 64,362	\$ 43,978	\$ (59,316)	\$ 49,024

CITY OF RICHMOND

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

Year ended December 31, 2020

11. Debt, net of MFA sinking fund deposits:

The interest rate for the year ended December 31, 2020 on the principal amount of the MFA debenture was 3.30% (2019 - 3.30%) per annum. Interest expense incurred for the year on the long-term debt was \$1,676,895 (2019 - \$1,676,895). The maturity date of the MFA debt is April 7, 2024.

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

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

	Gross amount borrowed	Repayments and actuarial adjustments	Net debt 2020	Net debt 2019
General Fund	\$ 50,815	\$ 28,074	\$ 22,741	\$ 27,891

Repayments on net outstanding debt over the next four years are as follows:

2021	\$ 5,355
2022	5,570
2023	5,792
2024	6,024
	\$ 22,741

CITY OF RICHMOND

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

Year ended December 31, 2020

12. Tangible capital assets:

Cost	Balance December 31, 2019	Additions and transfers	Disposals	Balance December 31, 2020
Land	\$ 1,017,563	\$ 44,263	\$ (1,646)	\$ 1,060,180
Building and building improvements	487,241	68,925	(3,542)	552,624
Infrastructure	1,800,891	36,128	(2,531)	1,834,488
Vehicles, machinery and equipment	149,885	10,742	(2,463)	158,164
Library's collections, furniture and equipment	9,938	748	(741)	9,945
Assets under construction	115,432	(31,840)	-	83,592
	\$ 3,580,950	\$ 128,966	\$ (10,923)	\$ 3,698,993

Accumulated amortization	Balance December 31, 2019	Disposals	Amortization expense	Balance December 31, 2020
Building and building improvements	\$ 202,309	\$ (3,039)	\$ 18,072	\$ 217,342
Infrastructure	849,992	(2,417)	36,694	884,269
Vehicles, machinery and equipment	94,088	(2,355)	10,426	102,159
Library's collections, furniture and equipment	6,763	(741)	1,062	7,084
	\$ 1,153,152	\$ (8,552)	\$ 66,254	\$ 1,210,854

Net book value	December 31, 2020	December 31, 2019
Land	\$ 1,060,180	\$ 1,017,563
Buildings and building improvements	335,282	284,932
Infrastructure	950,219	950,899
Vehicles, machinery and equipment	56,005	55,797
Library's collection, furniture and equipment	2,861	3,175
Assets under construction	83,592	115,432
Balance, end of year	\$ 2,488,139	\$ 2,427,798

CITY OF RICHMOND

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

Year ended December 31, 2020

12. Tangible capital assets (continued):

(a) Assets under construction:

Assets under construction having a value of \$83,592,534 (2019 - \$115,432,086) 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 \$58,239,544 (2019 - \$28,866,769) comprised of land in the amount of \$38,682,057 (2019 - \$14,665,393), infrastructure in the amount of \$16,979,272 (2019 - \$14,191,349), buildings in the amount of \$2,578,215 (2019 - nil), and no library collections in 2020 (2019 - \$10,027).

(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-down of tangible capital assets in 2020 (2019 - \$1,754,513).

13. Accumulated surplus:

	General and Reserve Funds	Waterworks Utility Fund	Sewerworks Utility Fund	Richmond Olympic Oval	Library	2020 Total	2019 Total
Investment in tangible capital assets	\$ 2,450,559	\$ -	\$ -	\$ 8,621	\$ 2,862	\$ 2,462,042	\$ 2,397,476
Reserves (note 14)	601,723	-	-	7,810	-	609,533	557,576
Appropriated surplus	222,156	18,800	10,182	1,617	1,035	253,790	224,052
Investment in LIEC	32,736	-	-	-	-	32,736	31,414
Surplus	12,529	407	6,293	605	2,140	21,974	25,994
Other equity	4,131	-	-	-	-	4,131	2,830
Balance, end of year	\$ 3,323,834	\$19,207	\$16,475	\$ 18,653	\$ 6,037	\$ 3,384,206	\$ 3,239,342

CITY OF RICHMOND

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

Year ended December 31, 2020

14. Reserves:

	Balance, December 31, 2019	Change during year	Balance, December 31, 2020
Affordable housing	\$ 11,705	\$ 545	\$ 12,250
Arts, culture and heritage	3,726	(5)	3,721
Capital building and infrastructure	100,686	10,842	111,528
Capital reserve	171,976	50,802	222,778
Capstan station	32,318	(20,841)	11,477
Child care development	8,922	1,133	10,055
Community legacy and land replacement	1,310	77	1,387
Drainage improvement	55,645	4,952	60,597
Equipment replacement	20,203	2,374	22,577
Hamilton area plan community amenity	1,720	1,042	2,762
Leisure facilities	17,676	421	18,097
Local improvements	7,327	132	7,459
Neighborhood improvement	7,860	59	7,919
Oval	8,856	(1,046)	7,810
Public art program	4,858	(276)	4,582
Sanitary sewer	47,731	1,172	48,903
Steveston off-street parking	325	6	331
Steveston road ends	150	3	153
Waterfront improvement	202	(7)	195
Watermain replacement	54,380	572	54,952
	\$ 557,576	\$ 51,957	\$ 609,533

15. Post-employment benefits:

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

	2020	2019
Accrued benefit obligation, beginning of year	\$ 35,184	\$ 28,423
Current service cost	2,446	1,881
Interest cost	853	954
Past service cost	-	3,155
Benefits paid	(2,262)	(1,953)
Actuarial loss (gain)	(807)	2,724
Accrued benefit obligation, end of year	\$ 35,414	\$ 35,184

CITY OF RICHMOND

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

Year ended December 31, 2020

15. Post-employment benefits (continued):

An actuarial valuation for these benefits was performed to determine the City's accrued benefit obligation as at December 31, 2019 and has been extrapolated by the actuary to December 31, 2020. This actuarial loss is being amortized over a period equal to the employees' expected average remaining service lifetime of 10 years.

	2020	2019
Accrued benefit obligation, end of year	\$ 35,414	\$ 35,184
Unamortized net actuarial loss	(293)	(997)
Accrued benefit liability, end of year	\$ 35,121	\$ 34,187

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

	2020	2019
Discount rate	2.00%	2.40%
Expected future inflation rate	2.00%	2.00%
Expected wage and salary range increases	2.50% to 3.00%	2.50% to 3.00%

16. Pension plan:

The City and its employees contribute to the Municipal Pension Plan (a jointly trustee 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, 2019, the plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 41,000 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 may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

CITY OF RICHMOND

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

Year ended December 31, 2020

16. Pension plan (continued):

The most recent valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The City paid \$13,343,310 (2019 - \$13,251,994) for employer contributions while employees contributed \$11,199,779 (2019 - \$11,120,458) to the plan in fiscal 2020.

The next valuation will be as at December 31, 2021, with results available in 2022.

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.

17. Contingent assets and contractual rights:

(a) Contingent assets:

Contingent assets are possible assets arising from existing conditions or situations involving uncertainty. That uncertainty will ultimately be resolved when one or more future events not wholly within the City's control occurs or fails to occur.

The City has legal claims, service agreements, and land dedications that may qualify as contingent assets. Amounts cannot be estimated as of December 31, 2020. Contingent assets are not recorded in the consolidated financial statements.

In 2019, the City had requested payment from the Office of the Minister of Public Services and Procurement Canada, for outstanding payments-in-lieu of taxes in the amount of \$11,139,593. As of December 31, 2020 and 2019, collectability of the requested amount is not determinable and has not been accrued for in the City's consolidated financial statements.

(b) Contractual rights:

The City has entered into contracts or agreements in the normal course of operations that it expects will result in revenue and assets in future fiscal years. The City's contractual rights are comprised of leases, licenses, grants and various other agreements, including the provision of police services with the Vancouver Airport Authority. The following table summarizes the expected revenue from the City's contractual rights:

2021	\$ 16,229
2022	12,957
2023	4,613
2024	3,639
2025	2,335
Thereafter	8,325

CITY OF RICHMOND

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

Year ended December 31, 2020

17. Contingent assets and contractual rights (continued):

(b) Contractual rights (continued):

The City is entitled to receive revenue from certain other agreements. The revenue from these agreements cannot be quantified and has not been included in the amounts noted above.

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:

The City is committed to operating lease payments for premises and equipment in the following approximate amounts:

2021	\$ 2,736
2022	2,587
2023	2,574
2024	2,389
2025	2,084
Thereafter	3,385

(c) Litigation:

As at December 31, 2020, there were a number of claims or risk exposures in various stages of resolution. The City has made no specific provision for those where the outcome is presently not determinable.

(d) Municipal Insurance Association of British Columbia ("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.

CITY OF RICHMOND

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

Year ended December 31, 2020

18. Commitments and contingencies (continued):

- (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 35 Class A and 20 Class B shares issued and outstanding as at December 31, 2020). 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 agreements with the various community associations which operate the community centers throughout the City. The City generally provides the buildings and grounds, pays the operating costs of the facilities, and provides certain staff and other services such as information technology. Typically the community associations are responsible for providing programming and services to the community. The community associations retain all revenue which they receive.

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 consolidated financial statements.

	2020	2019
Richmond Community Associations	\$ 1,909	\$ 1,877

CITY OF RICHMOND

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

Year ended December 31, 2020

20. Taxation and levies:

	2020	2019
Taxes collected:		
Property taxes	\$ 413,302	\$ 463,679
Payment-in-lieu of taxes and grants	22,375	27,597
Local improvement levies	88	88
	<u>435,765</u>	<u>491,364</u>
Less transfers to other authorities:		
Province of British Columbia – School taxes	(123,333)	(190,650)
TransLink	(41,992)	(40,800)
Metro Vancouver	(7,267)	(7,224)
BC Assessment Authority	(6,286)	(6,185)
Other	(29)	(30)
	<u>(178,907)</u>	<u>(244,889)</u>
Less payment-in-lieu of taxes retained by the City	(16,867)	(16,277)
	<u>\$ 239,991</u>	<u>\$ 230,198</u>

21. Other revenue:

	2020	2019
Developer contributions	\$ 9,044	\$ 27,394
Tangible capital assets gain on sale of land	6,513	18,205
Penalties and fines	3,180	4,303
Parking program	1,204	2,091
Other	10,525	10,792
	<u>\$ 30,466</u>	<u>\$ 62,785</u>

CITY OF RICHMOND

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

Year ended December 31, 2020

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:

	2020	2019
Operating		
Province of British Columbia	\$ 17,534	\$ 20,602
TransLink	546	3,666
Government of Canada	1,579	1,560
Capital		
Province of British Columbia	9,965	3,968
TransLink	2,125	1,010
Government of Canada	-	4,056
	\$ 31,749	\$ 34,862

23. Segmented reporting:

The City 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, sewer, drainage and diking 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.

CITY OF RICHMOND

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

Year ended December 31, 2020

23. Segmented reporting (continued):

- (d) **Community Services** comprises of Parks, Recreation, Arts, and Culture and Heritage Services. 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, and community social development.
- (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.

CITY OF RICHMOND

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

Year ended December 31, 2020

23. Segmented reporting (continued):

	Community safety	Utilities	Engineering, public works and project development	Community services	General government	Planning and development	Total City subtotal
Revenue:							
Taxation and levies	\$ -	\$ -	\$ -	\$ -	\$ 239,991	\$ -	\$ 239,991
User fees	-	101,246	13,089	-	-	-	114,335
Sales of services	6,255	1,956	2,718	4,113	8,032	2,280	25,354
Payments-in-lieu of taxes	-	-	-	-	16,820	-	16,820
Provincial and federal grants	125	-	546	100	12,717	131	13,619
Development cost charges	-	1,657	1,932	3,346	2,202	7,600	16,737
Other capital funding sources	11	3,510	22,973	162	38,682	5,713	71,051
Other revenue:							
Investment income	-	427	-	-	19,727	-	20,154
Gaming revenue	-	-	-	-	2,705	-	2,705
Licenses and permits	4,539	30	566	-	15	14,257	19,407
Other	1,812	3,555	774	488	22,114	165	28,908
Equity income	-	-	-	-	1,322	-	1,322
	12,742	112,381	42,598	8,209	364,327	30,146	570,403
Expenses:							
Wages and salaries	47,927	12,928	26,114	25,612	26,471	11,963	151,015
Public works maintenance	34	6,585	5,571	1,984	(1,453)	618	13,339
Contract services	58,771	9,658	5,086	2,339	3,798	1,619	81,271
Supplies and materials	2,943	35,076	1,096	9,827	9,665	886	59,493
Interest and finance	73	26,894	4	74	2,729	2	29,776
Transfer from (to) capital for tangible capital assets	(46)	2,612	6,990	1,864	459	1,883	13,762
Amortization of tangible capital assets	3,190	9,061	30,327	8,987	9,761	2,197	63,523
Loss (gain) on disposal of tangible capital assets	3	10	126	146	65	33	383
	112,895	102,824	75,314	50,833	51,495	19,201	412,562
Annual surplus (deficit)	\$ (100,153)	\$ 9,557	\$ (32,716)	\$ (42,624)	\$ 312,832	\$ 10,945	\$ 157,841

CITY OF RICHMOND

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

Year ended December 31, 2020

23. Segmented reporting (continued):

	Total City subtotal	Richmond Olympic Oval	Richmond Public Library	2020 Consolidated	2019 Consolidated
Revenue:					
Taxation and levies	\$ 239,991	\$ -	\$ -	\$ 239,991	\$ 230,198
User fees	114,335	-	-	114,335	111,472
Sales of services	25,354	3,724	12	29,090	42,747
Payments-in-lieu of taxes	16,820	-	-	16,820	16,277
Provincial and federal grants	13,619	2,957	377	16,953	10,687
Development cost charges	16,737	-	-	16,737	13,802
Other capital funding sources	71,051	-	-	71,051	39,028
Other revenue:					
Investment income	20,154	-	21	20,175	25,142
Gaming revenue	2,705	-	-	2,705	15,140
Licenses and permits	19,407	-	-	19,407	13,030
Other	28,908	1,475	83	30,466	62,785
Equity income	1,322	-	-	1,322	1,634
	570,403	8,156	493	579,052	581,942
Expenses:					
Wages and salaries	151,015	7,430	6,343	164,788	177,363
Public works maintenance	13,339	-	4	13,343	15,299
Contract services	81,271	-	371	81,642	79,098
Supplies and materials	59,493	3,487	1,457	64,437	68,801
Interest and finance	29,776	-	3	29,779	26,089
Transfer from (to) capital for tangible capital assets	13,762	-	(194)	13,568	52,244
Amortization of tangible capital assets	63,523	1,669	1,062	66,254	64,228
Loss (gain) on disposal of tangible capital assets	383	-	(6)	377	568
	412,562	12,586	9,040	434,188	483,690
Annual surplus (deficit)	\$ 157,841	\$ (4,430)	\$ (8,547)	\$ 144,864	\$ 98,252

CITY OF RICHMOND

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

Year ended December 31, 2020

24. Budget data:

The budget data presented in these consolidated financial statements is based on the Consolidated Financial Plan adopted by Council on May 11, 2020. The table below reconciles the adopted Consolidated Financial Plan to the budget amounts reported in these consolidated financial statements.

	Financial plan Bylaw No. 10183	Financial statement budget
Consolidated financial plan:		
Revenue	\$ 577,229	\$ 577,229
Expenses	489,865	489,865
	87,364	87,364
Annual surplus	-	-
Less:		
Acquisition of tangible capital assets	(477,714)	-
Contributed tangible capital assets	(50,000)	-
Transfer to reserves	(74,424)	-
Debt principal	(5,149)	-
Add:		
Capital funding	499,513	-
Transfer from surplus	20,410	-
Annual surplus	\$ -	\$ 87,364

CITY OF RICHMOND

Unaudited Statement of Safe Restart Grant
 (Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2020

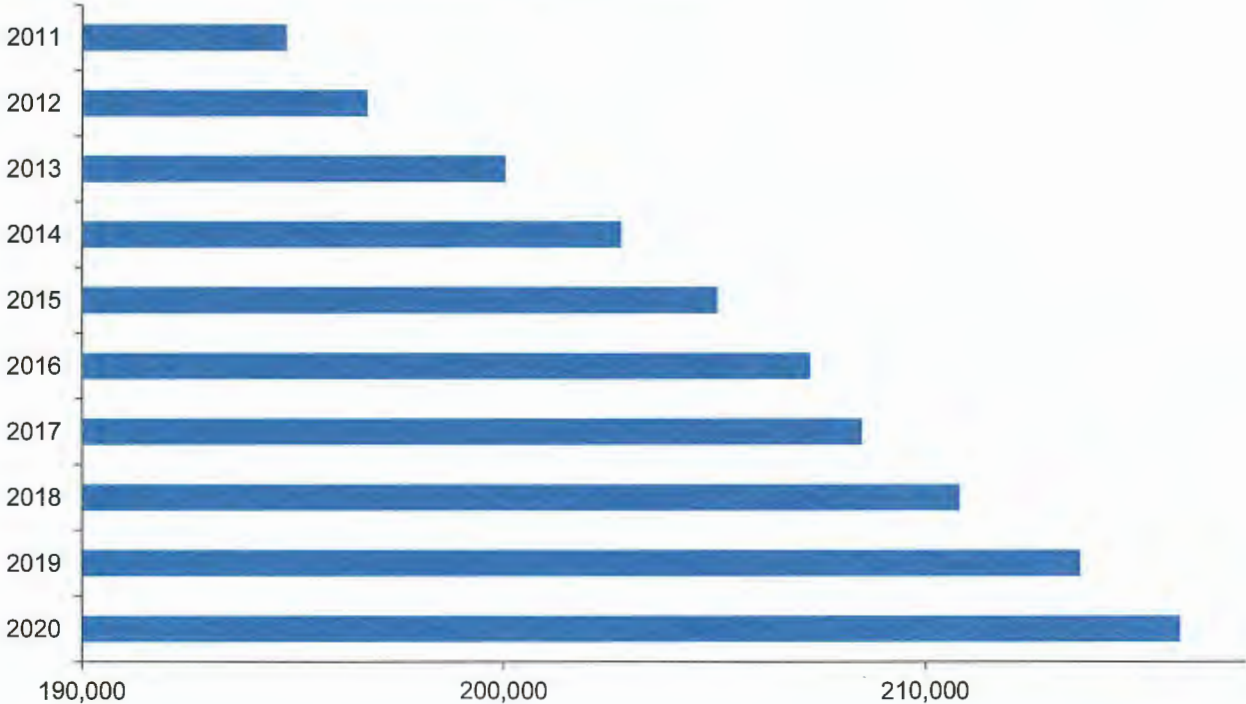
The Safe Restart Grant was received November 2020 from the Province of British Columbia. A requirement of the Safe Restart Grant is to include a schedule to the financial statements presenting the amount of funding received, use of funds and year end balance of unused funds. A schedule will continue to be reported annually until funds are fully drawn down.

		2020
Safe Restart Grant received	\$	9,331
Total eligible costs incurred		-
Balance December 31, 2020	\$	9,331

City of Richmond statistical data

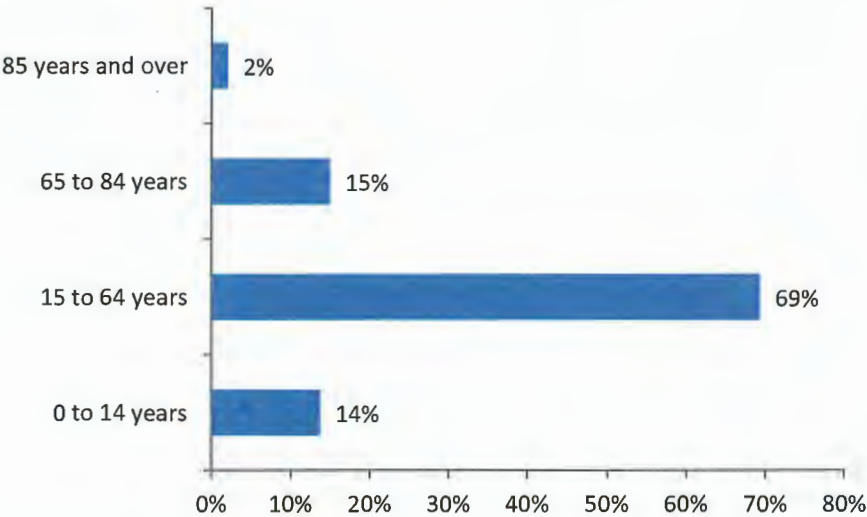
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City of Richmond population 2011–2020



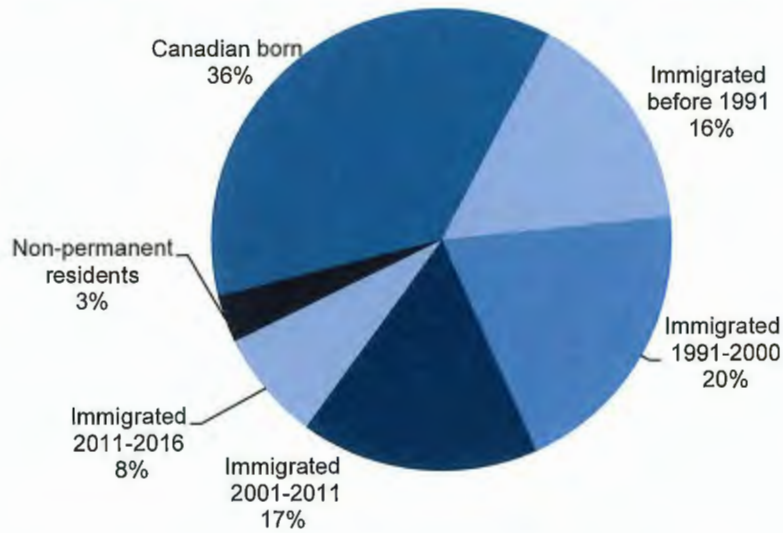
Source: BC Stats

Total population by age groups



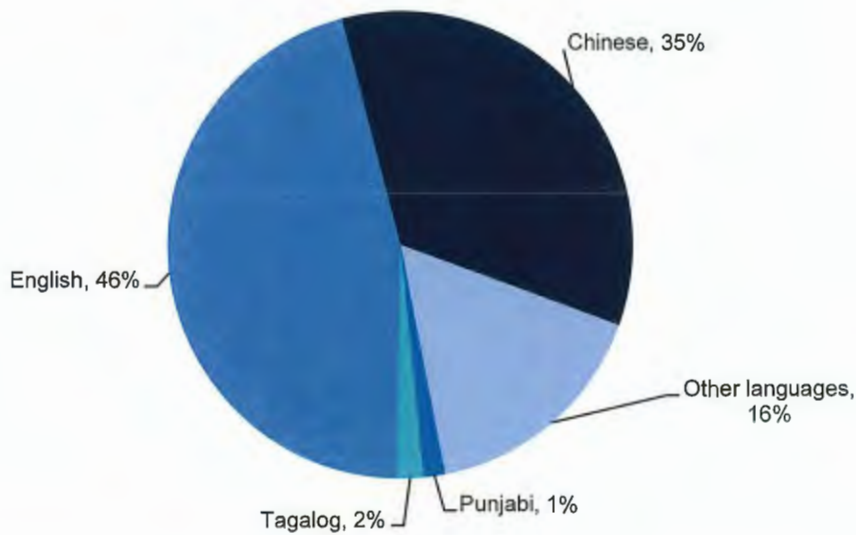
Source: Statistics Canada, 2016 Census of Population

Immigrant status of Richmond residents by period of immigration



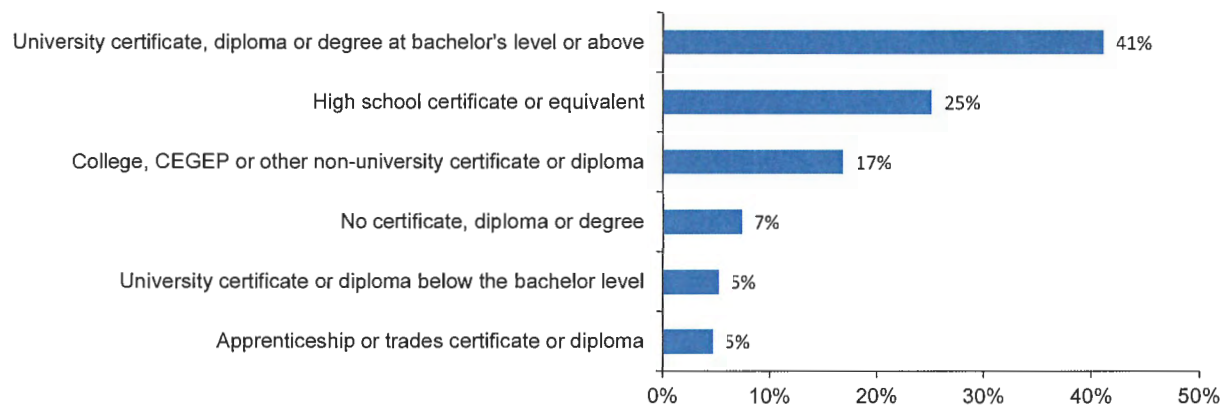
Source: Statistics Canada, 2016 Census of Population

Language spoken most often at home



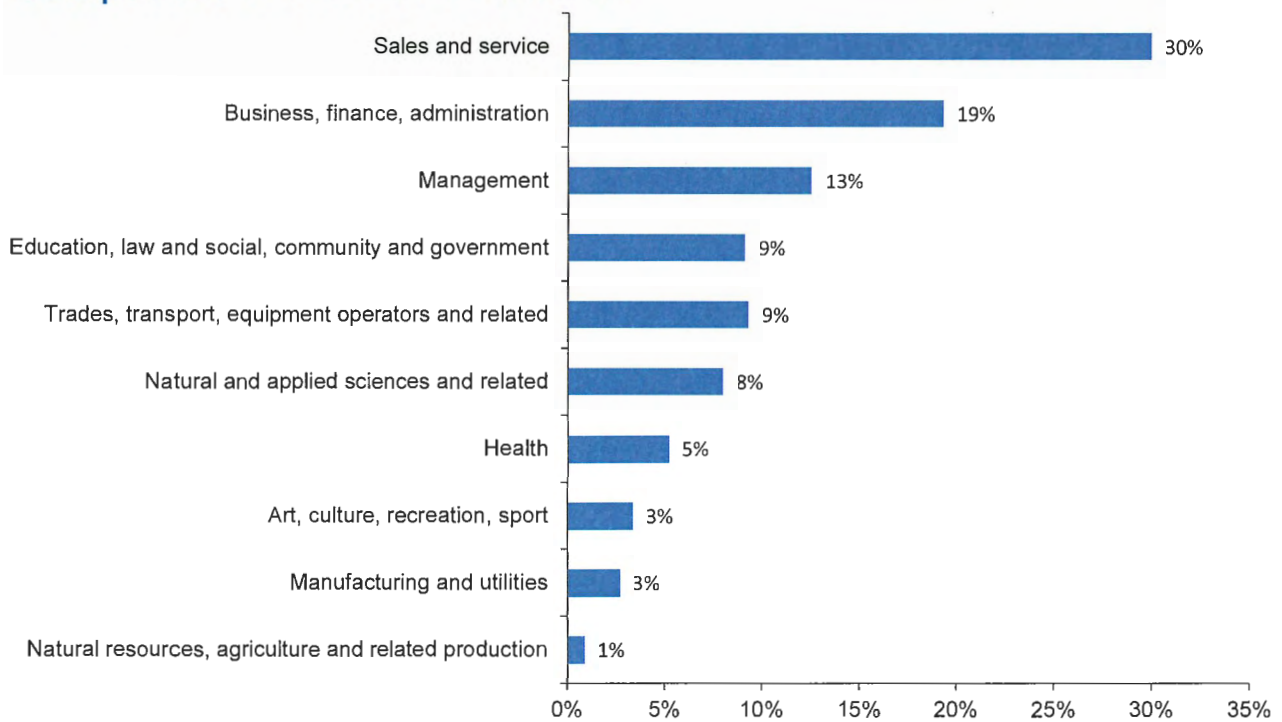
Source: Statistics Canada, 2016 Census of Population

Highest level of education attained for the population aged 25 to 64



Source: Statistics Canada, 2016 Census of Population

Occupations of Richmond residents

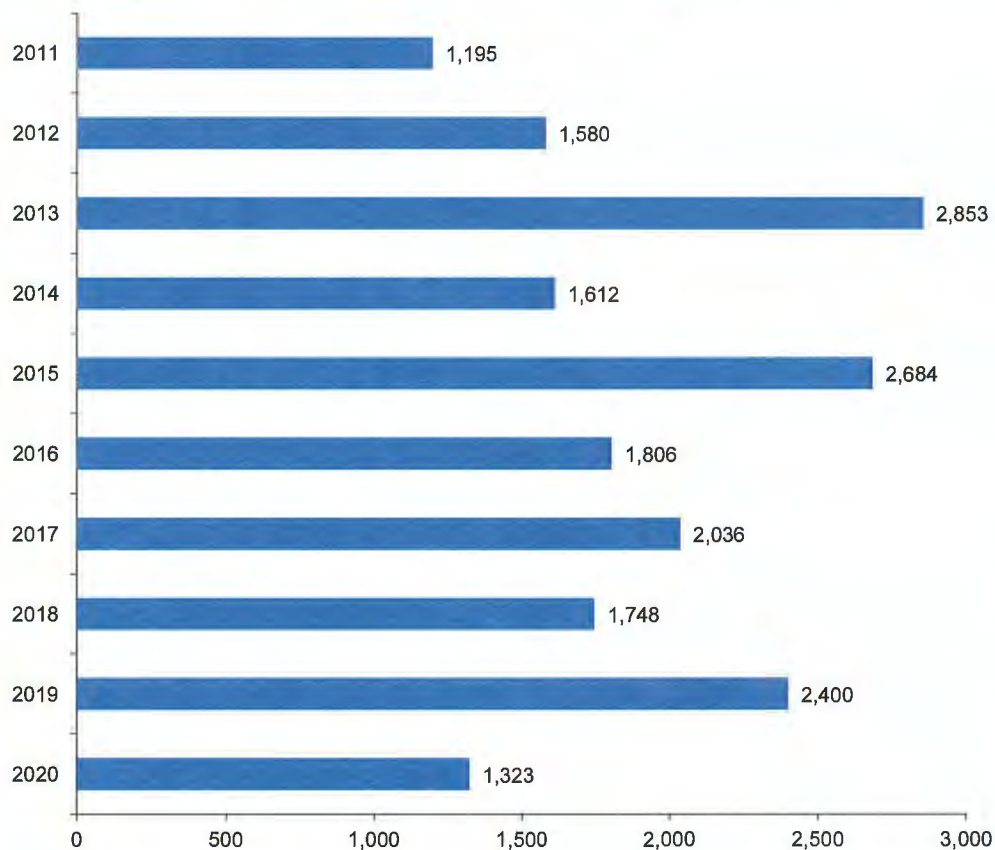


Source: Statistics Canada, 2016 Census of Population

Top 10 largest employers in Richmond (in alphabetical order)

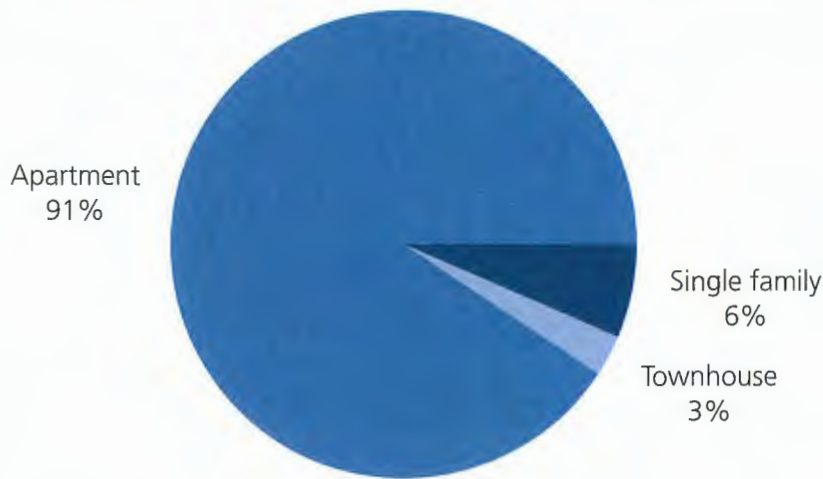
- Air Canada
- Change Healthcare
- City of Richmond
- Ebco Industries
- G4S Secure Solutions
- London Drugs
- MDA Systems
- River Rock Casino Resort
- School District No. 38 (Richmond)
- Vancouver Coastal Health, Richmond

Housing starts in Richmond 2011–2020



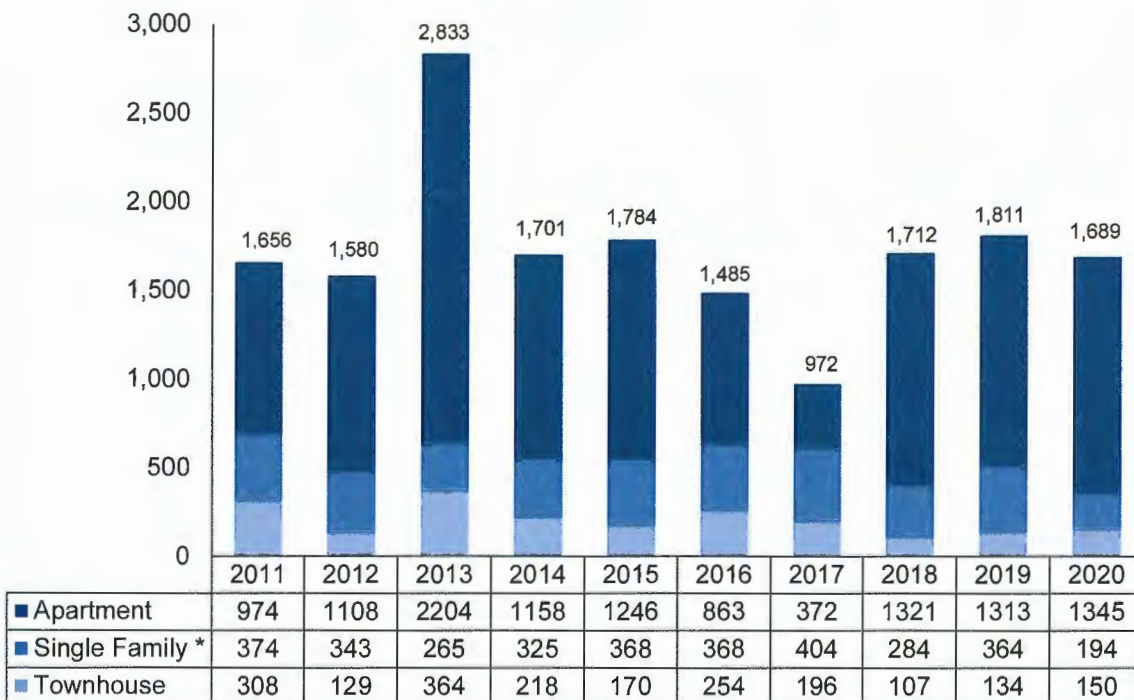
Source: City of Richmond building permit records
Includes only projects for new residential construction receiving final building permit in given year.

Richmond housing starts by type of units 2020



Source: City of Richmond building permit records
Includes only projects for new residential construction receiving final building permit in given year.

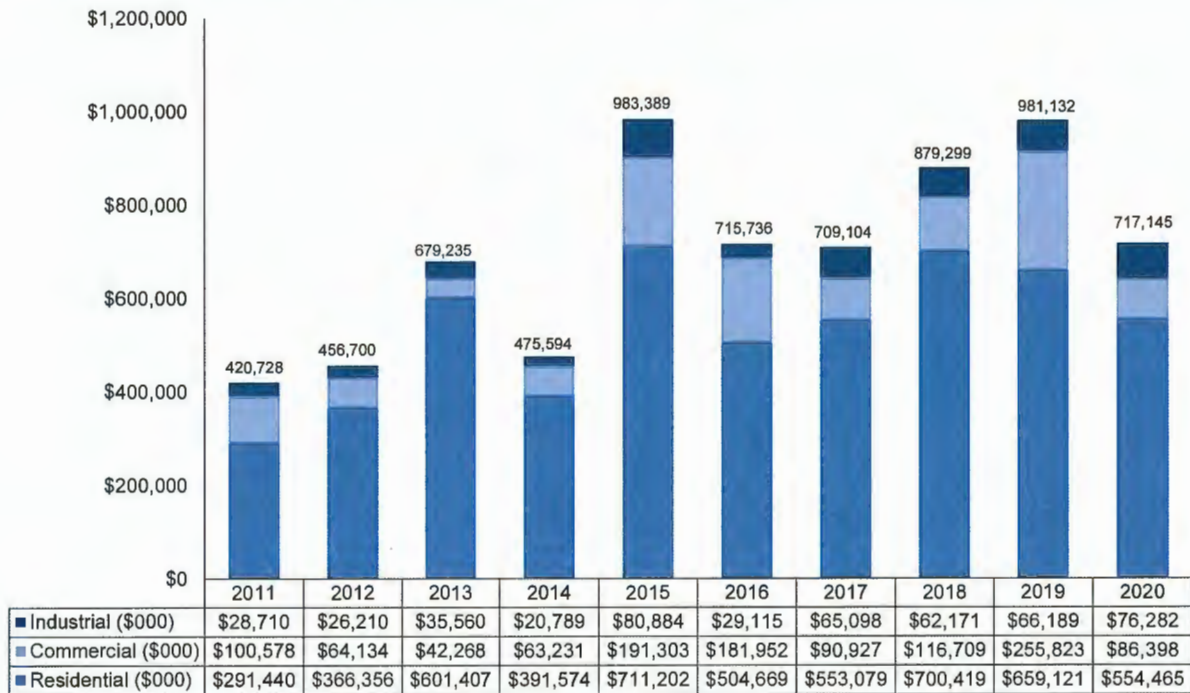
New dwelling units constructed 2011–2020



* Includes one family and two family dwellings.

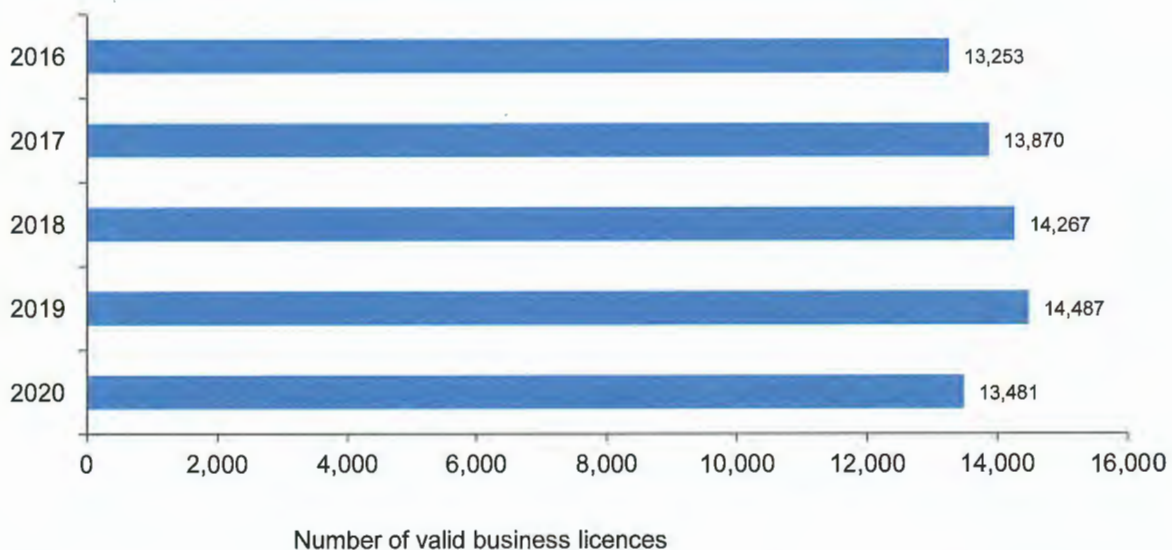
Source: City of Richmond building permit records
Includes only projects for new residential construction receiving final building permit in given year.

Construction value of building permits issued 2011–2020 (in \$000s)



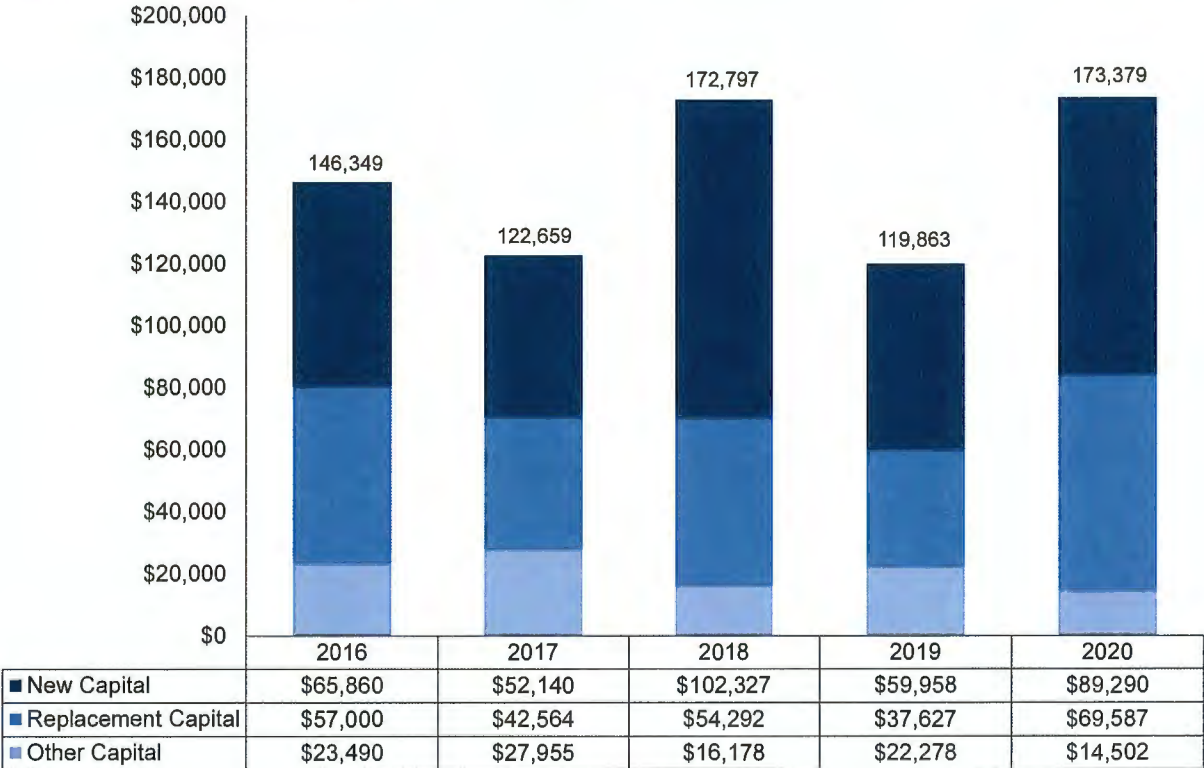
Source: City of Richmond building permit records

Richmond business licences 2016–2020



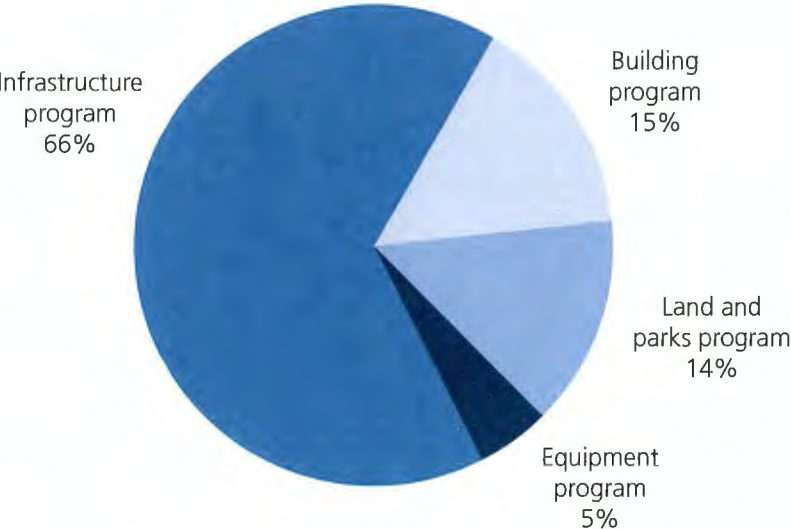
Source: 2020 City of Richmond business licences

City of Richmond budgeted capital costs 2016–2020 (in \$000s)



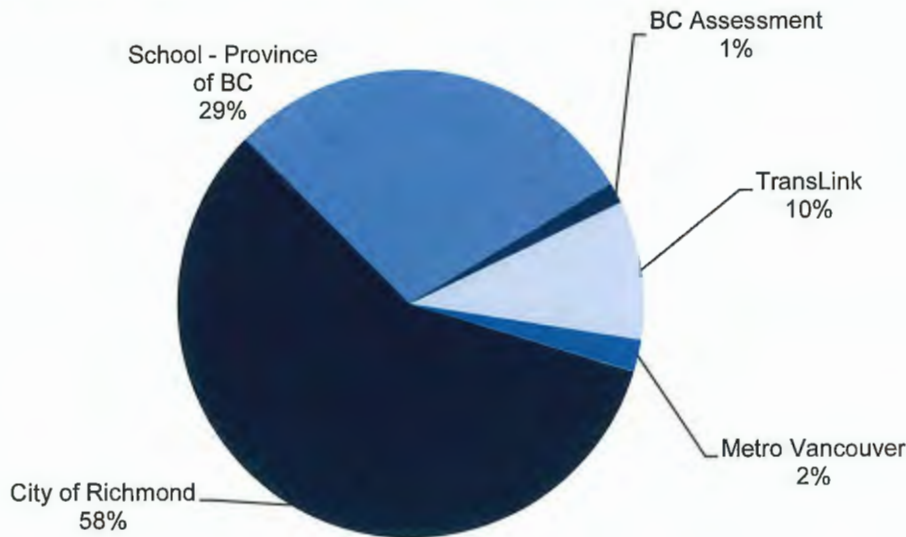
Source: City of Richmond Finance and Corporate Services

Capital program by type 2020



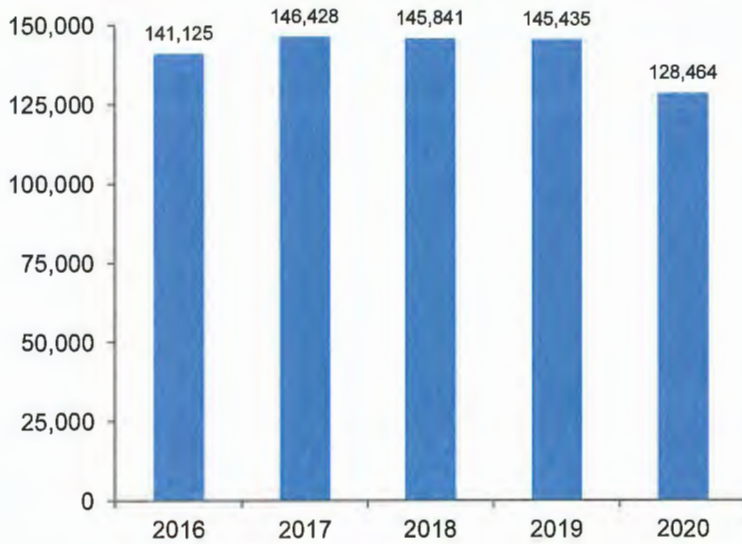
Source: City of Richmond Finance and Corporate Services

Breakdown of residential tax bill 2020



Source: City of Richmond Finance and Corporate Services

Registration in Richmond Recreation and Cultural Services programs 2016–2020



Source: City of Richmond Finance and Corporate Services

2020 tax rates

	City of Richmond	School - Province of BC	Metro Vancouver	BC Assessment	Municipal Finance Authority	TransLink
Residential	1.80065	1.17250	0.05002	0.04260	0.00020	0.25170
Business	4.26880	1.10700	0.12256	0.10990	0.00050	0.85180
Light industrial	4.26880	1.05610	0.17008	0.10990	0.00070	0.95850
Seasonal / Recreational	1.51128	0.78440	0.05002	0.04260	0.00020	0.18190
Major industrial	9.12623	0.00004	0.17008	0.47880	0.00070	1.50160
Farm	14.13224	3.52500	0.05002	0.04260	0.00020	0.34940
Utilities	28.40884	13.03000	0.17509	0.47880	0.00070	2.33850

Source: City of Richmond Finance and Corporate Services

2020 general revenue fund assessment and taxation by property class (in \$000s)

	Assessment	% of assessment by class	Taxation	% of taxation by class
Residential	\$75,895,923	75.94%	\$136,662	56.53%
Business	19,613,458	19.62%	83,726	34.63%
Light industrial	3,850,127	3.85%	16,435	6.80%
Seasonal / Recreational	211,659	0.21%	320	0.13%
Major industrial	289,800	0.29%	2,645	1.09%
Farm	26,103	0.03%	369	0.15%
Utilities	55,674	0.06%	1,582	0.66%
Total	\$99,942,744	100.00%	\$241,739	100.00%

Source: City of Richmond Finance and Corporate Services
Amounts are based on billing.

Taxes levied on behalf of taxing authorities (in \$000s)

	2016	2017	2018	2019	2020
City of Richmond	\$199,744	\$207,802	\$216,908	\$231,100	\$241,739
School Board	150,420	162,120	169,005	181,863	121,559
Metro Vancouver	4,859	5,216	5,915	6,922	9,145
BC Assessment	5,087	5,517	5,737	5,894	6,008
TransLink	32,623	34,380	35,991	38,863	40,189
Other	18	23	26	29	116
Total Taxes	\$392,751	\$415,058	\$433,582	\$464,671	\$418,756

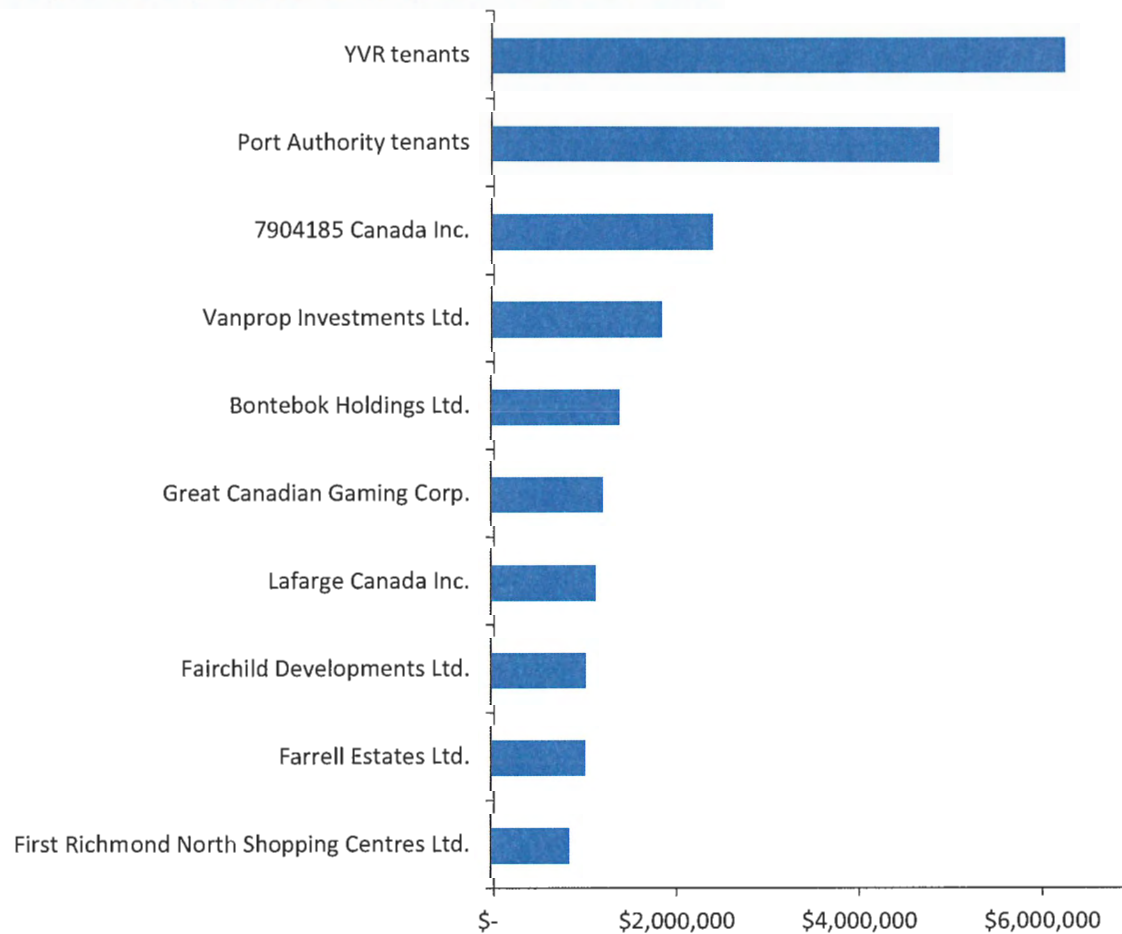
Source: City of Richmond Finance and Corporate Services
Amounts are less supplementary adjustments.

2016–2020 general assessment by property class (in \$000s)

	2016	2017	2018	2019	2020
Residential	\$53,427,310	\$73,414,252	\$80,530,838	\$84,391,147	\$75,895,923
Business	10,669,183	13,093,222	15,848,533	18,964,170	19,613,458
Light industrial	2,338,871	2,624,855	2,998,757	3,528,011	3,850,127
Seasonal / Recreational	126,430	183,360	200,893	221,291	211,659
Major industrial	139,616	215,246	204,542	259,457	289,800
Farm	26,650	26,566	26,297	26,166	26,103
Utilities	22,181	26,541	29,250	35,869	55,674
Total	\$66,750,241	\$89,584,042	\$99,839,110	\$107,426,111	\$99,942,744

Source: City of Richmond Finance and Corporate Services

Top 10 corporate taxpayers in Richmond



Source: City of Richmond Finance and Corporate Services

Debt servicing costs compared to general taxation revenue 2016–2020 (in \$000s)

	2016	2017	2018	2019	2020
Debt servicing costs	5,916	5,909	5,909	6,628	6,826
General taxation revenue	\$198,612	\$206,901	\$216,908	\$230,198	\$239,991
Debt servicing costs as a % of general taxation revenue	2.98%	2.86%	2.72%	2.88%	2.84%

Source: City of Richmond Finance and Corporate Services

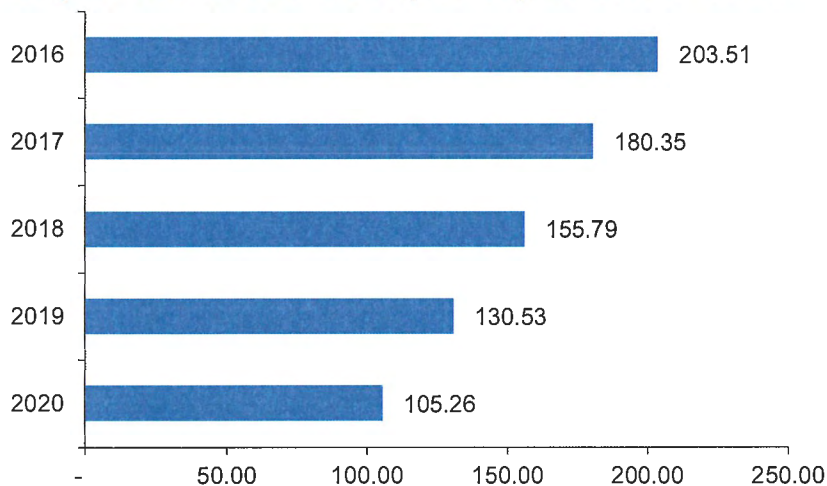
Liability servicing limit 2016–2020 (in \$000s)

	2016	2017	2018	2019	2020
Liability servicing limit	\$103,514	\$107,316	\$114,285	\$117,239	\$113,768

The liability servicing limit is a calculated amount based on 25% of specific municipal revenues.

Source: City of Richmond Finance and Corporate Services

City of Richmond debt per capita 2016–2020



Source: City of Richmond Finance and Corporate Services

Net debt 2016–2020 (in \$000s)

	2016	2017	2018	2019	2020
Net debt	\$42,181	\$37,603	\$32,842	\$27,891	\$22,741

Source: City of Richmond Finance and Corporate Services

Expenses by function 2016–2020 (in \$000s)

	2016*	2017	2018	2019	2020
Community Safety	\$88,702	\$89,933	\$98,500	\$106,209	\$112,895
Engineering and Public Works	61,243	66,120	68,793	80,940	75,314
Community Services	59,618	77,387**	63,882	67,522	50,833
General government	45,634	51,720	52,549	55,689	51,495
Utilities	84,183	87,757	89,959	98,653	102,824
Planning and Development	14,233	15,417	15,368	48,104***	19,201
Library services	9,788	9,619	9,981	10,601	9,040
Richmond Olympic Oval	15,120	15,331	15,424	15,972	12,586
Lulu Island Energy Company	943	-	-	-	-
Total expenses	\$379,464	\$413,284	\$414,456	\$483,690	\$434,188

* Amounts have been restated.

** Includes one-time affordable housing contributions.

*** Includes one-time TransLink contribution for Capstan Station.

Source: City of Richmond Finance and Corporate Services

Expenses by object 2016–2020 (in \$000s)

	2016*	2017	2018	2019	2020
Wages, salaries and benefits	\$152,286	\$159,576	\$162,331	\$177,363	\$164,788
Public works maintenance	14,368	14,973	13,405	15,299	13,343
Contract services	63,583	64,912	73,479	79,098	81,642
Supplies, materials	60,227	65,959	67,919	68,801	64,437
Interest and finance	22,602	23,216	23,149	26,089	29,779
Transfer from (to) capital for tangible capital assets	9,417	25,712	13,307	52,244	13,568
Amortization of tangible capital assets	55,960	58,012	60,542	64,228	66,254
Loss/(gain) on disposal of tangible capital assets	1,021	924	324	568	377
Total expenses	\$379,464	\$413,284	\$414,456	\$483,690	\$434,188

* Amounts have been restated.

Source: City of Richmond Finance and Corporate Services

Revenue by source 2016–2020 (in \$000s)

	2016*	2017	2018	2019	2020
Taxation and levies	\$198,612	\$206,901	\$216,908	230,198	\$239,991
User fees	97,819	99,493	102,915	111,472	114,335
Sales of services	38,231	39,430	39,111	42,747	29,090
Licences and permits	12,422	13,011	13,637	13,030	19,407
Investment income	17,614	17,832	20,705	25,142	20,175
Grants including casino revenue	41,430	40,676	42,681	42,104	16,953
Development cost charges	16,632	15,710	17,432	13,802	16,737
Capital funding	34,283	57,570	95,859	39,028	71,051
Other	35,543	32,544	50,169	64,419	51,313
Total revenue	\$492,586	\$523,167	\$599,417	\$581,942	\$579,052

* Amounts have been restated.

Source: City of Richmond Finance and Corporate Services

Accumulated surplus 2016–2020 (in \$000s)

	2016*	2017**	2018	2019	2020
Accumulated surplus, beginning of year	\$2,735,306	\$2,846,246	\$2,956,129	\$3,141,090	\$3,239,342
Annual surplus	113,122	109,883	184,961	98,252	144,864
Accumulated surplus, end of year	\$2,848,428	\$2,956,129	\$3,141,090	\$3,239,342	\$3,384,206

* 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 2016–2020 (in \$000s)

	2016*	2017	2018	2019	2020
Change in net financial assets	-\$1,271	\$35,351	\$65,031	\$42,748	\$83,116
Net financial assets, end of year	\$662,739	\$698,090	\$763,121	\$805,869	\$888,985

* Amounts have been restated.

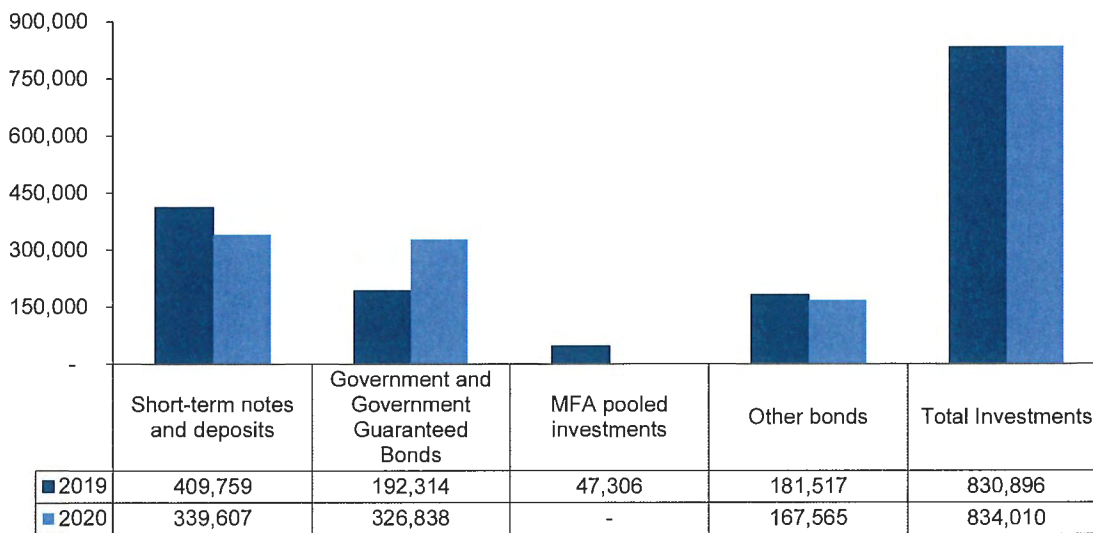
Source: City of Richmond Finance and Corporate Services

Reserves 2016–2020 (in \$000s)

	2016	2017	2018	2019	2020
Affordable housing	\$23,726	\$10,168	\$10,836	\$11,705	\$12,250
Arts, culture and heritage	4,538	4,183	4,003	3,726	3,721
Capital building and infrastructure	63,476	69,731	81,763	100,686	111,528
Capital reserve	155,672	163,599	176,142	171,976	222,778
Capstan Station	14,957	19,725	32,332	32,318	11,477
Child care development	3,789	3,006	6,806	8,922	10,055
Community legacy and land replacement	8,413	8,623	8,852	1,310	1,387
Drainage improvement	55,903	56,956	56,132	55,645	60,597
Equipment replacement	18,571	22,168	19,600	20,203	22,577
Hamilton area plan community amenity	-	735	752	1,720	2,762
Leisure facilities	5,568	6,765	18,765	17,676	18,097
Local improvements	6,222	6,047	7,155	7,327	7,459
Neighbourhood improvement	6,933	7,100	7,520	7,860	7,919
Richmond Olympic Oval	4,261	4,749	6,324	8,856	7,810
Public art program	3,108	3,861	4,860	4,858	4,582
Sanitary sewer	44,527	42,909	44,107	47,731	48,903
Steveston off-street parking	305	310	317	325	331
Steveston road ends	407	211	155	150	153
Waterfront improvement	615	344	317	202	195
Watermain replacement	50,855	53,693	53,415	54,380	54,952
Total reserves	\$471,846	\$484,883	\$540,153	\$557,576	\$609,533

Source: City of Richmond Finance and Corporate Services

Investment portfolio per type 2019–2020 (in \$000s)



Source: City of Richmond Finance and Corporate Services

Ratio analysis indicators of financial condition

	2020	2019
Sustainability ratios		
Assets to liabilities (times)	6.8	7.3
Financial assets to liabilities (times)	2.5	2.6
Net debt to total revenues	3.9%	4.8%
Net debt to the total assessment	0.02%	0.03%
Expenses to the total assessment	0.6%	0.5%
Flexibility ratios		
Public debt charges to revenues	0.3%	0.3%
Net book value of capital assets to its cost	67.3%	67.8%
Own source revenue to the assessment	0.5%	0.5%
Vulnerability ratios		
Government transfers to total revenues	3.4%	4.4%

Source: City of Richmond Finance and Corporate Services

2020 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 2020. Permissive tax exemptions are those exemptions granted by bylaw in accordance with Section 224 of the Community Charter.

Property / Organization	Address	2020 Municipal tax exempted
Churches and religious properties		
Aga Khan Foundation Canada	4000 May Drive	\$ 17,753
BC Muslim Association	12300 Blundell Road	2,044
Bakerview Gospel Chapel	8991 Francis Road	2,979
Beth Tikvah Congregation	9711 Geal Road	17,948
Bethany Baptist Church	22680 Westminster Highway	9,924
Brighthouse United Church	8151 Bennett Road	15,749
Broadmoor Baptist Church	8140 Saunders Road	10,390
Canadian Martyrs Parish	5771 Granville Avenue	24,183
Christian and Missionary Alliance	3360 Sexmith Road	12,707
Christian Reformed Church	9280 No. 2 Road	21,463
Church in Richmond	4460 Brown Road	2,549
Church of Latter Day Saints	8440 Williams Road	20,435
Cornerstone Evangelical Baptist Church	12011 Blundell Road	639
Dharma Drum Mountain Buddhist Temple	8240 No. 5 Road	1,098
Emmanuel Christian Community	10351 No. 1 Road	9,840
Faith Evangelical Church	11960 Montego Street	4,077
Fraserview Mennonite Brethren Church	11295 Mellis Drive	6,476
Fujian Evangelical Church	12200 Blundell Road	2,826
Gilmore Park United Church	8060 No. 1 Road	3,533
I Kuan Tao (Fayi Chungder) Association	8866 Odlin Crescent	3,640
Immanuel Christian Reformed Church	7600 No. 4 Road	3,205
India Cultural Centre	8600 No. 5 Road	2,782
International Buddhist Society	9160 Steveston Highway	4,497
Johrei Fellowship Inc.	10380 Odlin Road	6,031
Lansdowne Congregation Jehovah's Witnesses	11014 Westminster Highway	2,779
Larch St. Gospel Meeting Room	8020 No. 5 Road	2,343
Ling Yen Mountain Temple	10060 No. 5 Road	5,055
Nanaksar Gurdwara Gursikh Temple	18691 Westminster Highway	2,310
North Richmond Alliance Church	9140 Granville Avenue	5,513
Our Savior Lutheran Church	6340 No. 4 Road	3,077
Parish of St. Alban's	7260 St. Albans Road	15,997

Churches and religious properties continued . . .

Patterson Road Assembly	9291 Walford Street	\$ 1,044
Peace Evangelical Church	8280 No. 5 Road	1,109
Peace Mennonite Church	11571 Daniels Road	14,361
Richmond Alliance Church	11371 No. 3 Road	2,247
Richmond Baptist Church	6560 Blundell Road	3,820
Richmond Baptist Church	6640 Blundell Road	12,687
Richmond Bethel Mennonite Church	10160 No. 5 Road	3,806
Richmond Chinese Alliance Church	10100 No. 1 Road	15,837
Richmond Chinese Evangelical Free Church	8040 No. 5 Road	2,276
Richmond Emmanuel Church	7451 Elmbridge Way	6,653
Richmond Pentecostal Church	9260 Westminster Highway	1,909
Richmond Pentecostal Church	9300 Westminster Highway	3,239
Richmond Presbyterian Church	7111 No. 2 Road	12,516
Richmond Sea Island United Church	8711 Cambie Road	21,733
Salvation Army Church	8280 Gilbert Road	3,968
Science of Spirituality SKRM Inc.	11011 Shell Road	1,195
Shia Muslim Community	8580 No. 5 Road	1,744
South Arm United Church	11051 No. 3 Road	1,073
St. Anne's Anglican Church	4071 Francis Road	6,636
St. Gregory Armenian Apostolic Church	13780 Westminster Highway	1,022
St. Joseph the Worker Roman Catholic Church	4451 Williams Road	45,392
St. Monica's Roman Catholic Church	12011 Woodhead Road	8,734
St. Paul's Roman Catholic Parish	8251 St. Albans Road	17,012
Steveston Buddhist Temple	4360 Garry Street	18,738
Steveston Congregation Jehovah's Witnesses	4260 Williams Road	11,159
Steveston United Church	3720 Broadway Street	4,641
Subramaniya Swamy Temple	8840 No. 5 Road	1,412
Thrangu Monastery Association	8140 No. 5 Road	3,371
Thrangu Monastery Association	8160 No. 5 Road	1,444
Towers Baptist Church	10311 Albion Road	11,154
Trinity Lutheran Church	7100 Granville Avenue	17,302
Trinity Pacific Church	10011 No. 5 Road	7,822
Ukrainian Catholic Church	8700 Railway Avenue	3,877
Vancouver International Buddhist Progress Society	6690 - 8181 Cambie Road	9,660
Vancouver International Buddhist Progress Society	8271 Cambie Road	12,932
Vedic Cultural Society of BC	8200 No. 5 Road	3,313
West Richmond Gospel Hall	5651 Francis Road	4,877

Recreation, child care and community service properties

Atira Women's Resource Society	650 - 5688 Hollybridge Way	\$ 6,405
Canadian Sport Institute Pacific Society	2005 - 6111 River Road	5,199
Cook Road Children's Centre	8300 Cook Road	1,998
Cranberry Children's Centre	23591 Westminster Highway	4,770
Gardens Children's Centre	10640 No. 5 Road	4,507
Girl Guides of Canada	4780 Blundell Road	6,481
Girl Guides of Canada	11551 Dyke Road	24,169
Navy League of Canada	7411 River Road	8,214
Richmond Animal Protection Society	12071 No. 5 Road	13,819
Richmond Caring Place	7000 Minoru Boulevard	101,725
Richmond Family Place	8660 Ash Street	4,987
Richmond Lawn Bowling Club	6131 Bowling Green Road	36,378
Richmond Gymnastics Association	140 - 7400 River Road	11,724
Richmond Olympic Oval	6111 River Road	1,349,114
Richmond Public Library	11580 Cambie Road	2,565
Richmond Public Library	11688 Steveston Highway	4,596
Richmond Rod and Gun Club	7760 River Road	33,637
Richmond Rod and Gun Club	140 - 7400 River Road	5,862
Richmond Tennis Club	6820 Gilbert Road	41,114
Richmond Winter Club	5540 Hollybridge Way	181,368
Riverside Children's Centre	5862 Dover Crescent	1,054
Scotch Pond Heritage	2220 Chatham Street	9,202
Seasoning Child Care Centre	10380 No. 2 Road	15,611
Terra Nova Children's Centre	6011 Blanchard Drive	1,953
Treehouse Learning Centre	100 - 5500 Andrews Road	1,916
Watermania	14300 Entertainment Boulevard	183,723
West Cambie Child Care Centre	4033 Stolberg Street	3,658

Senior citizen housing

Richmond Legion Senior Citizen Society	7251 Langton Road	\$ 28,083
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Community care facilities

Developmental Disabilities Association	6531 Azure Road	\$ 2,374
Developmental Disabilities Association	8400 Robinson Road	3,062
Developmental Disabilities Association	7611 Langton Road	2,886
Greater Vancouver Community Service	4811 Williams Road	3,205
Pinegrove Place, Mennonite Care Home Society	11331 Mellis Drive	18,140
Richmond Lions Manor	9020 Bridgeport Road	27,608
Richmond Society for Community Living	5728 Woodward's Road	2,455
Richmond Society for Community Living	303 - 7560 Moffatt Road	982
Richmond Society for Community Living	4433 Francis Road	2,300
Richmond Society for Community Living	9 - 11020 No. 1 Road	1,193
Richmond Society for Community Living	9580 Pendleton Road	3,018
Rosewood Manor, Richmond Intermediate Care Society	6260 Blundell Road	38,488
Western Recovery Foundation	10411 Odlin Road	2,610

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, Corporate Planning and Organizational Development and the Corporate Programs Management Group.

Community Safety

Brings together the City's public safety providers including RCMP, Fire-Rescue, Emergency Programs, Community Bylaws and Business Licences.

Community Services

Coordinates, supports and develops Richmond's community services including Parks Services, Recreation and Sport Services and Arts, Culture and Heritage Services.

Engineering and Public Works

The Engineering and Public Works Departments deliver public works services and utilities and engineering planning, design, construction and maintenance services for all utility and City building infrastructure.

Finance and Corporate Services

Includes Customer Service, Information Technology, Finance, Economic Development, Real Estate Services and Corporate Business Service Solutions.

Planning and Development

Includes the Policy Planning, Transportation, Development Applications, Building Approvals and Community Social Development 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.

Legal and Legislative Services

Includes the Law Department and the City Clerk's Office.

Other City entities

Gateway Theatre

Operates the City's performing arts theatre.

Lulu Island Energy Company

Operates the City's district energy utilities.

Richmond Olympic Oval Corporation

Operates the Richmond Olympic Oval and the Richmond Sport Hosting program.

Richmond Public Library

Operates Richmond's public library, including four branches.

City of Richmond contacts

The City of Richmond offers many civic services to the community. Additional services are provided through the Richmond Olympic Oval, Richmond Public Library, Gateway Theatre and Lulu Island Energy Company. For more information on City services contact:

City of Richmond

6911 No. 3 Road
 Richmond, BC V6Y 2C1
 Phone: 604-276-4000
 Email: InfoCentre@Richmond.ca
 www.richmond.ca

 @CityofRichmondBC

 @Richmond_BC

 @CityofRichmondBC

 /CityofRichmondBC

Gateway Theatre

6500 Gilbert Road
 Richmond, BC V7C 3V4
 Phone: 604-270-6500
 Box Office: 604-270-1812
 www.GatewayTheatre.com

 @GatewayThtr

 @GatewayThtr


 @GatewayThtr

Lulu Island Energy Company

6911 No. 3 Road
 Richmond, BC V6Y 2C1
 Phone: 604-276-4011
 Email: Info@LuluIslandEnergy.ca
 www.LuluIslandEnergy.ca

Richmond Public Library

100-7700 Minoru Gate (Brighthouse Branch)
 Richmond, BC V6Y 1R8
 Library Hours Line: 604-231-6401
 www.YourLibrary.ca

 @YourLibraryRichmond

 @RPLBC

 @RPLBC

 /YourLibraryRichmond

 Account: RPLYourlibrary1

Richmond Olympic Oval

6111 River Road
 Richmond, BC V7C 0A2
 Phone: 778-296-1400
 Email: Info@RichmondOval.ca
 www.RichmondOval.ca

 @RichmondOval

 @RichmondOval

 @RichmondOval



City of Richmond

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

Telephone: 604-276-4000

www.richmond.ca

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CNCL – 232



City of
Richmond
British Columbia, Canada

2020 Annual Report Highlights

For the year ended December 31, 2020



RICHMOND CITY COUNCIL



Front row, left to right: Councillor Michael Wolfe, Councillor Bill McNulty, Mayor Malcolm Brodie, Councillor Linda McPhail, Councillor Kelly Greene (resigned November 2020)
Back row, left to right: Deputy Fire Chief Kevin Gray, Richmond Fire-Rescue, Councillor Harold Steves, Councillor Carol Day, Councillor Chak Au, Councillor Alexa Loo, Constable Leah Riske, Richmond RCMP

CONNECT WITH RICHMOND CITY COUNCIL

To contact Council, email mayorandcouncillors@richmond.ca or call 604-276-4000.

For Council meeting agendas and minutes, visit www.richmond.ca/cityhall/council/agendas.

To live stream Council meetings or view videos of past meetings, visit www.richmond.ca/watchonline.

COVER PHOTO: RICHMOND CITY HALL HIGHLIGHTS THE #RICHMONDHASHEART CAMPAIGN

CITY OF RICHMOND, BRITISH COLUMBIA 2020 ANNUAL REPORT HIGHLIGHTS

FOR THE YEAR ENDED DECEMBER 31, 2020

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This report features highlights from Richmond's 2020 Annual Report. For the detailed 2020 Annual Report that meets legislated requirements, or for an online copy of this highlights report, please visit www.richmond.ca/cityhall/finance/reporting/reports.

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. © 2021 City of Richmond.

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“Our vision is to be the most appealing, livable and well-managed community in Canada.”

MESSAGE FROM THE MAYOR



The City of Richmond has always provided a high quality of life and worked hard to preserve this standard into the future.

The past year saw challenges far beyond anything anticipated. This 2020 Annual Report highlights examples of our innovation and success as we continued our journey to make Richmond Canada's most livable and well-managed community.

It was not an easy journey due to the pandemic, but public safety and security remained paramount. Recognizing the long-term impact of COVID-19 on our residents and businesses, Council quickly declared a state of emergency enabling us to transition key programs and services

online to reduce the risks of community transmission.

COVID-19 safety plans were developed for all City-operated facilities. Richmond was a leader in making masks mandatory in all its buildings. Reducing property taxes and delaying payment deadlines offered support to residents during a period of uncertainty. Council also recognized the growing strain the local business community was facing and implemented initiatives such as traffic flow and access changes in Steveston Village, one of the region's most popular destinations, to enhance safety while enabling businesses to remain open.

Many long-running, popular events and festivals were cancelled in 2020 in order

ON MAY 25, RICHMOND CITY COUNCIL ADOPTED AND ENDORSED THE FOLLOWING STATEMENT AGAINST RACISM AND VIOLENCE RELATED TO THE COVID-19 PANDEMIC:

"In Richmond, we are a community that celebrates a rich history of culture, diversity and heritage linked to the arrival and influence of immigrants that began over a century ago. The City of Richmond does not—and never will—condone or tolerate racist behaviour in any form. Such attitudes and actions do not reflect our community's cultural diversity or the spirit of inclusion that we are all proud of. Events of the past few months have created uncertainty, frustration and fear for some. But that is no excuse to cast blame on others. COVID-19 should not be blamed on any single culture or country and it is certainly not the fault of anyone in our community. Now, more than ever, we must stand together and be true to our shared values of diversity, inclusion and respect. Racial and discriminatory responses and actions have no place in Richmond. They have no place in our society."



to maintain public safety. That did not mean we could not celebrate and show our community spirit in other ways. The popular Doors Open Richmond event went online, attracting over 22,000 visits to 37 virtual locations. The annual Maritime Festival was reimagined and drew almost 50,000 people to its online site.

Throughout the pandemic, our #RichmondHasHeart social media campaign helped bring the community together to share their images and stories as a way to show support for the frontline workers and City staff working to keep people safe while essential services were in place.

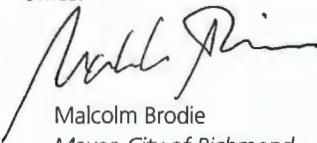
In May 2020, Council endorsed a statement against racism and violence

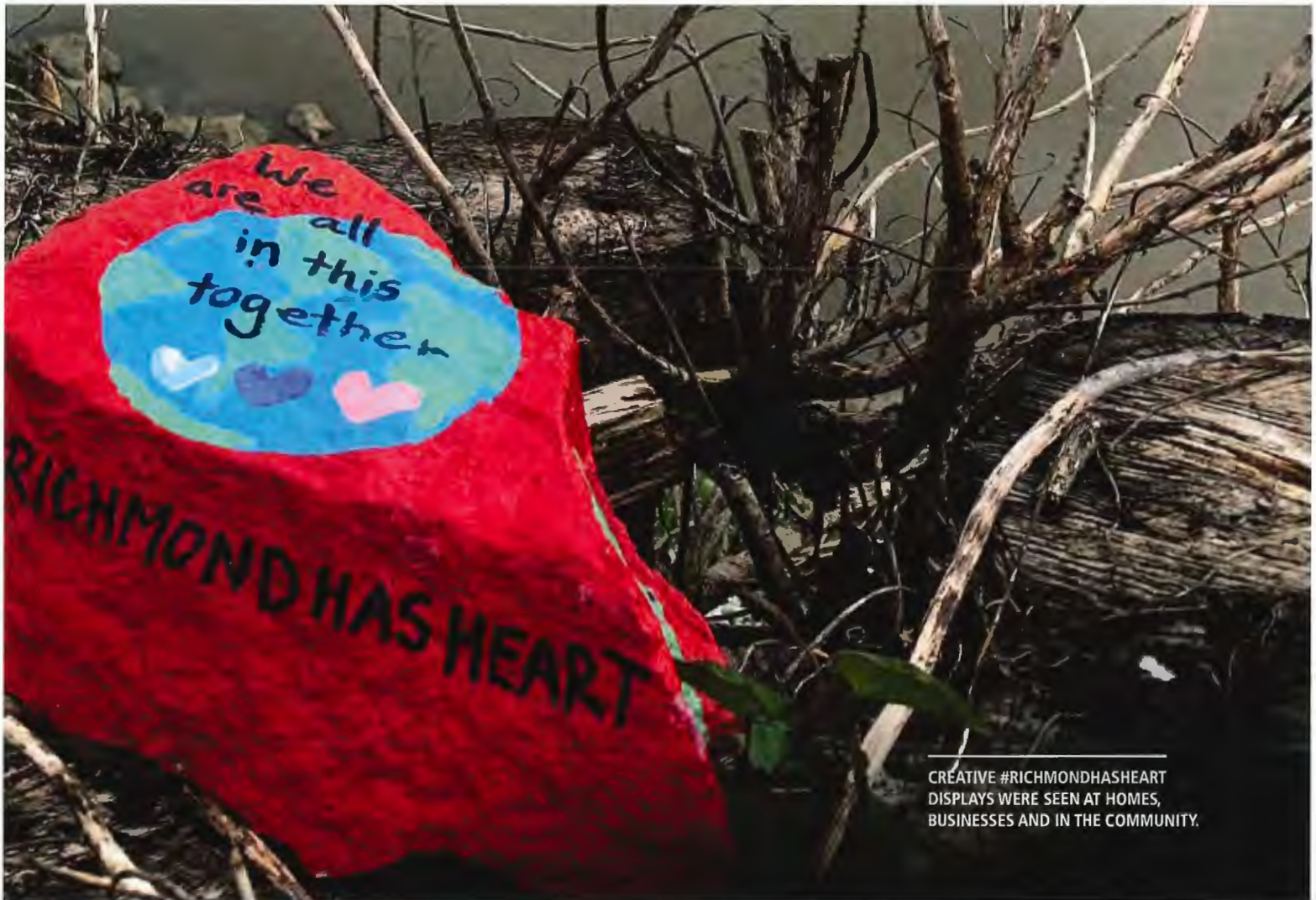
related to the COVID-19 pandemic. In August, the City and Richmond RCMP partnered on an anti-hate campaign urging individuals to reach out to police if they experienced or witnessed hateful behaviour.

Of course not all civic services provided by the City could be offered in a virtual manner. The South Dike Upgrade between Gilbert Road and No. 3 Road was widened and raised almost two metres, offering further protection for climate change-induced sea level rise. Over 12 kilometres of watermains, sanitary sewers and storm sewers were constructed in 2020, helping to ensure adequate capacity to support future growth.

Richmond's success, despite the

challenges of COVID-19, is a credit to those who contribute to making our city a better place, including our staff, volunteers, businesses, and community and government partners. This Annual Report contains examples of our goals and achievements. As always, I invite your comments and questions through my office.


Malcolm Brodie
Mayor, City of Richmond



CREATIVE #RICHMONDHASHEART DISPLAYS WERE SEEN AT HOMES, BUSINESSES AND IN THE COMMUNITY.

MESSAGE FROM THE CHIEF ADMINISTRATIVE OFFICER



I am pleased to present the City of Richmond's Annual Report for 2020. It details our strong financial position, and outlines many of the initiatives we are undertaking to achieve our vision of making Richmond Canada's best managed city.

During this past year, our administration made significant progress in implementing Council's new strategic plan, despite the many challenges presented by the COVID-19 pandemic. Many of those achievements are highlighted throughout this report.

Keeping essential programs and services operating during a period of uncertainty was crucial, as was protecting our staff, residents and businesses. Shifts to online service were quickly implemented and the

City reduced high-traffic touch points in many facilities to prevent the spread of the virus and ensure good hygiene. In addition to City Hall, safety improvements were made at various Community Centres, Fire Halls, Police Offices, Libraries and Aquatic amenities to enable safer use by all.

A Community Ambassador outreach program was launched mid-summer, redeploying staff from across the City to assist with the patrolling of parks, outdoor facilities and businesses. The Ambassadors helped to emphasize common sense approaches to safety such as the need for physical distancing and to provide accurate information on Provincial Health Orders. It was an example of why Richmond had among the lowest COVID-19 case numbers in the region.



One of the foundations for any successful organization is its ability to demonstrate strong financial stewardship. A Financial Resiliency Plan was established as a multi-level effort to reduce the pressure facing residents and businesses during the pandemic, and all discretionary spending ceased. The City's long term financial strategy remained a hallmark of our administration and enabled us to continue to maintain effective and responsive service levels with a reduced property tax rate and deferred payment deadline.

Building in Richmond reached a construction value of \$717 million in 2020, excluding the value of approvals and anticipated permits which exceeded \$900 million. By administering the Building

Regulation Bylaw and working closely with industry, the City ensured that construction was safe and met all applicable codes, standards, regulations, and planning objectives. Construction of the Hamilton Sanitary Pump Station and new sanitary utility in the area also commenced in 2020, supporting projected population densities outlined in the Hamilton Official Community Plan Update.

The City also continued to recognize the need to protect our most vulnerable residents with the establishment of the Emergency Response Centre in Minoru as a safe, temporary shelter and connection to important support services.

Richmond has long been recognized as a leader in environmental action and sustainability, while supporting

development and building strong and connected communities. Our Recycling Depot was redesigned to enable more efficient access to recycling, while the City continued to shift its fleet vehicles toward electric and other fuel alternatives in order to further reduce greenhouse gas emissions. The City also planted hundreds of new trees in our parks through the Urban Forest initiative, using funding from developers as a "two for one" replacement for authorized tree removals necessary for building.



George Duncan
Chief Administrative Officer



COMMUNITY AMBASSADORS PATROLLED PARKS AND OTHER AREAS IN THE CITY TO REINFORCE THE NEED FOR SAFETY.



THE UPGRADED RECYCLING DEPOT IS NOW OPEN SEVEN DAYS A WEEK AND OFFERS EXPANDED SERVICES.



DEVELOPMENT ALONG NO. 3 ROAD.

2020 Achievement highlights



CNCL – 241

The Community Charter requires all BC municipalities to include a statement in the Annual Report of their objectives for the current and future years, along with measures to track success towards those objectives.

The City of Richmond's objectives and success indicators are expressed through the Council Strategic Plan. Soon after the new Council began its four-year term in October 2018, it undertook a strategic planning process to help it fulfill its governance role and achieve a successful term of office. Through that process, Council adopted a revised set of eight Strategic Focus areas, which provides the framework for the City's programs and services through 2020.

For more detail, visit www.richmond.ca/cityhall/council/about/strategicplan.

The following achievements represent highlights of our work to fulfil these goals in 2020:

1. A SAFE AND RESILIENT COMMUNITY

Richmond was the first municipality in the region to implement a mandatory mask policy, further protecting residents from COVID-19. Ongoing commitments to community safety saw residential break and enter crimes drop 21 per cent, while theft from vehicles decreased 18 per cent.

2. A SUSTAINABLE AND ENVIRONMENTALLY CONSCIOUS CITY

Upgrades to the City's Recycling Depot improved access and efficiency, leading to over 4,500 tonnes of materials received. Council also supported a pilot partnership with FoodMesh which resulted in 644,800 meals served to those in need and 414,555 kg of unwanted food items diverted from waste streams.

3. ONE COMMUNITY TOGETHER

Council was among the first in Canada to adopt and endorse a statement against racism and violence related to the pandemic. The City also opened its first Emergency Response Centre, a multi-stakeholder partnership to provide safe spaces for vulnerable residents and those experiencing homelessness due to COVID-19.

4. AN ACTIVE AND THRIVING RICHMOND

Despite access limitations due to the pandemic, the City fully opened the state-of-the-art Minoru Centre for Active Living. Conveniently located in Richmond's city centre, the facility features a 780 m² (8,400 sq. ft.) fitness centre, a 177 m² (1,900 sq. ft.) fitness studio, 650 m² (7,000 sq. ft.) leisure pool, two 25 metre pools and an errant rain cloud shower public art piece.

5. SOUND FINANCIAL MANAGEMENT

Council took the unprecedented step of reducing property taxes by 2.01 per cent and delayed the payment due date by several months to support residents and businesses as they faced the challenge of COVID-19. Through a variety of initiatives, the City maintained a position of financial resiliency and service throughout the pandemic.

6. STRATEGIC AND WELL-PLANNED GROWTH

Over \$900 million in combined construction approvals and anticipated building permits occurred in 2020 and almost \$50 million in development cost charges was collected or anticipated. A further \$6 million in Community Amenity Contributions was also secured through the City Centre Area Plan.

7. A SUPPORTED ECONOMIC SECTOR

The City launched a Business Support Centre as a one-stop resource for accurate and timely information for local businesses to access programs and resources from all levels of government and other agencies during the pandemic. It included job opportunities for displaced workers and a guide to Richmond-made PPE and other safety supplies.

8. AN ENGAGED AND INFORMED COMMUNITY

The creation of a dedicated COVID-19 section on the City's website enabled residents to access the latest impact of the pandemic on programs, services and amenities, with around 130,000 visits to the site in the first six months. A Community Safety app, developed in partnership with the RCMP, was also unveiled as an added information channel.



THE COMMUNITY SAFETY APP PROVIDES CITIZENS WITH DIRECT ACCESS TO CRIME PREVENTION AND SAFETY INFORMATION, AS WELL AS REPORTING TOOLS.

MINORU CENTRE FOR ACTIVE LIVING'S
AQUATIC CENTRE HAS SIX BODIES OF WATER
INCLUDING CANADA'S LARGEST HOT TUB.



Richmond: safe, sustainable, strong

It began with a strong sense of optimism for the coming year. Richmond's business sector was active, support for residents was strong and the City's financial position was solid with cash and investment balances over \$1.2 billion and an accumulated

surplus that reached \$3.2 billion.

Then came the pandemic, and the City quickly pivoted to enhance and protect the safety of its residents and put processes in place to support local businesses as they faced some of their toughest challenges

due to government-directed lockdowns and closures.

Council declared a State of Emergency on March 19 which gave it the authority to quickly and effectively address emerging issues as a result of the COVID-19 pandemic and make decisions in the best interests of Richmond. Property taxes were decreased 2.01 per cent and the payment deadline shifted to enable residents and businesses to adjust to the changing landscape.

A Community Ambassador program was launched to support community outreach regarding the safe use of public amenities and business operations. City staff were redeployed from all areas to assist Community Bylaw Officers with the patrolling of parks, outdoor facilities and businesses, and to provide information on Provincial Health Orders and to educate the public on physical distancing guidelines. It was an outstanding success and another strategy that led to Richmond maintaining some of the lowest COVID-19 case numbers in the region.

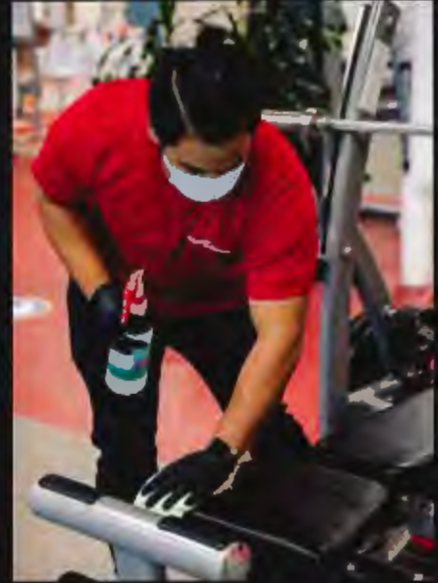


Richmond also became the first Metro Vancouver city to make masks mandatory in all its facilities, and developed initiatives such as an expedited patio program so restaurants, pubs and cafes could quickly convert sidewalks and roadways into added business space if desired as a means of added support.

The uncertainty of the pandemic was worrying to many, but also frustrating to some. Council tackled the emerging issue

of COVID-19 racism head-on in May with a public statement condemning racism and violence related to the situation. It said, in part, that "Richmond does not—and never will—condone or tolerate racist behaviour in any form... COVID-19 should not be blamed on any single culture or country and it is certainly not the fault of anyone in our community."

While the pandemic dominated many aspects of 2020, our achievements and expectations for the future will continue to improve the lives and affairs of our residents and businesses. The City of Richmond has always been a leader with bold, innovative programs and strategies that reflect our character and reputation as a safe, sustainable and culturally diverse city – the most appealing, livable and well-managed community in Canada.



TIMELINE OF KEY COVID-19 MILESTONES IN THE CITY



2020 Awards

A measurement of the City's success in achieving its goals are the honours and recognition from our peers and others. In 2020, Richmond again received numerous international, national and provincial awards recognizing our commitment to excellence and innovation.

ROAD SAFETY

Richmond was the recipient of the Institute of Transportation Engineers Award for Greater Vancouver's Road Safety Project of the Year for its Network Screening Study that identified the City's top 20 collision prone intersections and measures to make them safer. This annual award celebrates technical excellence in the field of road safety.

DISTRICT ENERGY

Recipient of over a dozen awards in the past decade, Richmond's District Energy Program continues to collect accolades for its innovation, efficiency and green sustainability. Among its honours in 2020 was an International District Energy Association Innovation Award, and a Canadian Energy Globe Foundation Award. This continued international recognition from peers in the District Energy industry is a result of the City and Lulu Island Energy Company's dedication to excellence, innovation and commitment to reducing greenhouse gas emissions through the use of district energy systems.

FLOOD PROTECTION

The Gilbert Road to No. 3 Road South Dike Upgrade project was announced as the 2020 recipient of the Public Works Association of BC Project of the Year Award. The prestigious honour is presented annually to an organization that constructs a major and complex public works or utilities project which deserves special merit because of its unique features or complexity relative to the resources of the community.



THE GILBERT ROAD TO NO. 3
ROAD SOUTH DIKE UPGRADES
INCLUDED RAISING AND WIDENING
APPROXIMATELY 650 M OF DIKES
AND CONSTRUCTION OF AN
IMPROVED MULTI-USE PATH.



THE EDWARDIAN COTTAGE,
BUILT AROUND 1905, IS
NOW HOME TO THE TERRA
NOVA NATURE SCHOOL.

PRESERVING OUR HERITAGE

The Edwardian Cottage at Terra Nova Rural Park was named by the BC Recreation and Parks Association as the recipient of its provincial Facility Excellence Award for projects with a capital cost less than \$1 million. The annual award recognizes outstanding facility design that reflects community culture and spaces that are accessible, engage the public in design consultation, and ultimately improve the well-being of the community.

FINANCIAL REPORTING

Once again, the Government Finance Officers Association of the US and Canada presented Richmond with the Canadian Award for Financial Reporting (the 18th year in a row) and the Outstanding Achievement in Popular Financial Reporting Award (the 11th successive year) for its 2019 Annual Reports.



SUSTAINABILITY

The City of Richmond's fleet received a Certificate of Achievement through the Government Fleet Magazine and American Public Works Association Leading Fleets award. The award recognizes operations that are performing at a high level in fleet innovation and leadership.

BUILDING FOR THE FUTURE

Richmond received the Canadian Association of Municipal Administration Professional Development Award for the City's Engineer-in-Training program. This award recognizes a community that has developed a unique and innovative program for staff that can be replicated in other communities.



Government Finance Officers Association

Award for Outstanding Achievement in Popular Annual Financial Reporting

Presented to

City of Richmond

British Columbia

For its Annual Financial Report
for the Fiscal Year Ended

December 31, 2019

Christopher P. Howell

Executive Director/CEO



REPORT FROM THE GENERAL MANAGER, FINANCE AND CORPORATE SERVICES

Mayor Malcolm Brodie and members of Richmond City Council,

I am pleased to submit the Consolidated Financial Statements and Auditors' Report for the fiscal year ended December 31, 2020 for the City of Richmond, pursuant to Section 98 and 167 of the Community Charter. The consolidated financial statements have been prepared in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada. Preparation of the financial statements is management's responsibility.

KPMG LLP was appointed by City Council to independently audit the City's consolidated financial statements. They have expressed an opinion that the City's consolidated financial statements present fairly, in all material respects, the consolidated financial position of the

City of Richmond as at December 31, 2020 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.

These financial statements combine the accounts of the City of Richmond, Richmond Olympic Oval, and Richmond Public Library (collectively referred to as the "City"), as well as the City's investment in Lulu Island Energy Company, which is accounted for as a Government Business Enterprise.

CONSOLIDATED STATEMENT OF FINANCIAL POSITION (IN \$000S)

	2020 Actual	2019 Actual	Change
Financial assets	\$1,471,442	\$1,320,747	\$150,695
Liabilities	582,457	514,878	67,579
Net financial assets	888,985	805,869	83,116
Non-financial assets	2,495,221	2,433,473	61,748
Accumulated surplus	\$3,384,206	\$3,239,342	\$144,864

The City's overall financial position improved by \$144.9 million, with accumulated surplus totaling \$3.4 billion. A significant part of this increase is due to growth in financial assets, as well as additions to capital and statutory reserves. This is partially offset by an increase in liabilities, especially accounts payable relating to postponed remittances to other governments relating to COVID-19 and deferred revenue related to the collection of Development Cost Charges (DCCs).

The City's cash and investments are \$1.4 billion while long-term debt continues to decline with an outstanding balance at the end of 2020 of \$22.7 million. Meanwhile, the City's tangible capital assets increased by \$60.3 million, which includes \$58.2 million of in-kind contributions from development as conditions of re-zoning.

CONSOLIDATED STATEMENT OF OPERATIONS (IN \$000S)

	2020 Budget	2020 Actual	2019 Actual
Revenues	\$577,229	\$579,052	\$581,942
Expenses	489,865	434,188	483,690
Annual surplus	\$87,364	\$144,864	\$98,252

The City's consolidated revenue for the year totaled \$579.1 million, a decrease of \$2.9 million from 2019 mainly due to decreases related to COVID-19.

Expenses decreased by \$49.5 million from prior year mainly due to cost mitigations relating to COVID-19 as well as a contribution in 2019 towards the Canada Line Capstan station of \$28.1 million that did not occur in 2020.

The annual surplus for 2020 was \$144.9 million and represents the change in investment in tangible capital assets, reserves and other accumulated surplus.

FINANCIAL SUSTAINABILITY

2020 saw new challenges with the COVID-19 pandemic including reductions in revenues, as well as increased cleaning and other costs incurred to prevent the spread of the coronavirus. Wherever possible, these impacts were mitigated through reduced expenditures such as implementing a tactical hiring freeze, staff redeployments, reduced seasonal staff, cancellation of special events and projects, and general operating costs reductions.

Respectfully submitted,



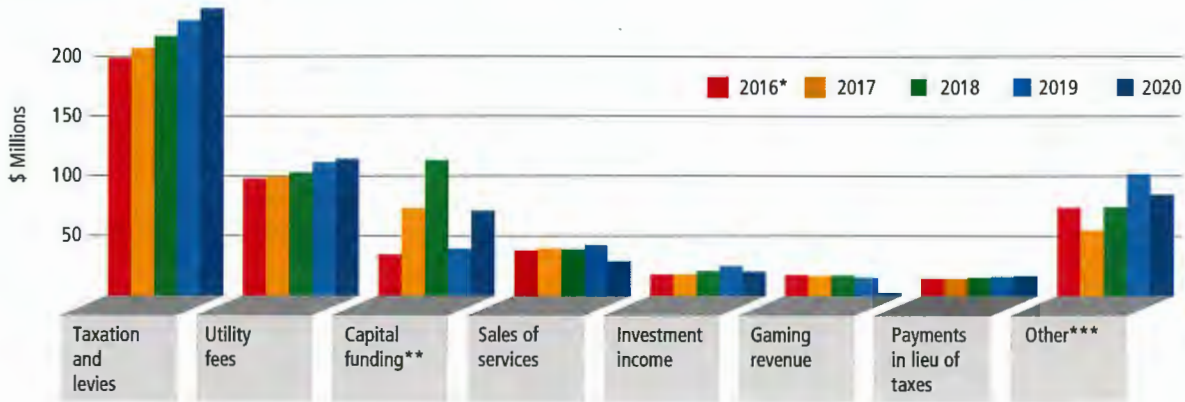
Jerry Chong, CPA, CA

Acting General Manager, Finance and Corporate Services

May 10, 2021



REVENUE BY SOURCE 2016–2020



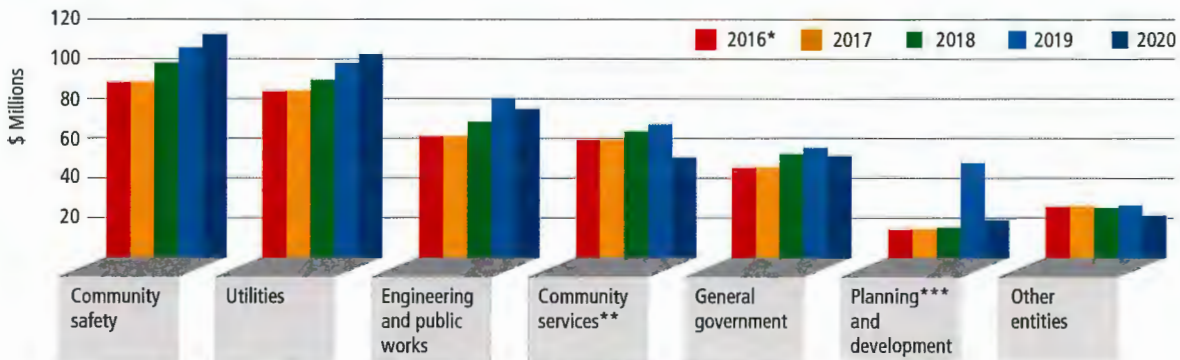
Source: City of Richmond Finance and Corporate Services

*Amounts have been restated.

** Capital funding includes: Development Cost Charges and other capital funding sources.

*** Other includes: provincial and federal grants, licences and permits and other sources.

EXPENSES BY FUNCTION 2016–2020



Source: City of Richmond Finance and Corporate Services

* Amounts have been restated.

** Expenses for Community Services include a one-time contribution towards affordable housing of \$17.0M in 2017.

*** Expenses for Planning and Development for 2019 include a one-time \$28.1M contribution towards the Canada Line Capstan Station.

Richmond at a glance

216,416
2020 POPULATION

November 10, 1879
INCORPORATED AS MUNICIPALITY

129.27
SIZE OF CITY IN
SQUARE KM

17
ISLANDS COMPRISING
THE CITY

December 3, 1990
DESIGNATED AS CITY OF RICHMOND

Fast facts

\$900 million
CONSTRUCTION VALUE OF
APPROVED BUILDING PERMITS
ISSUED IN 2020

39
PERCENTAGE OF THE CITY
WITHIN THE AGRICULTURAL
LAND RESERVE (ALR)

1,950
HECTARES THAT MAKE UP THE
CITY'S 133 PARKS

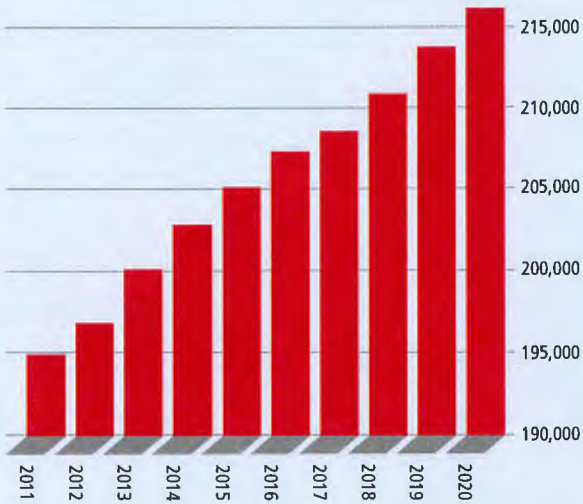
807
HECTARES OF CRANBERRY
FIELDS IN PRODUCTION

49
KILOMETRES OF DIKES FOR
FLOOD PROTECTION

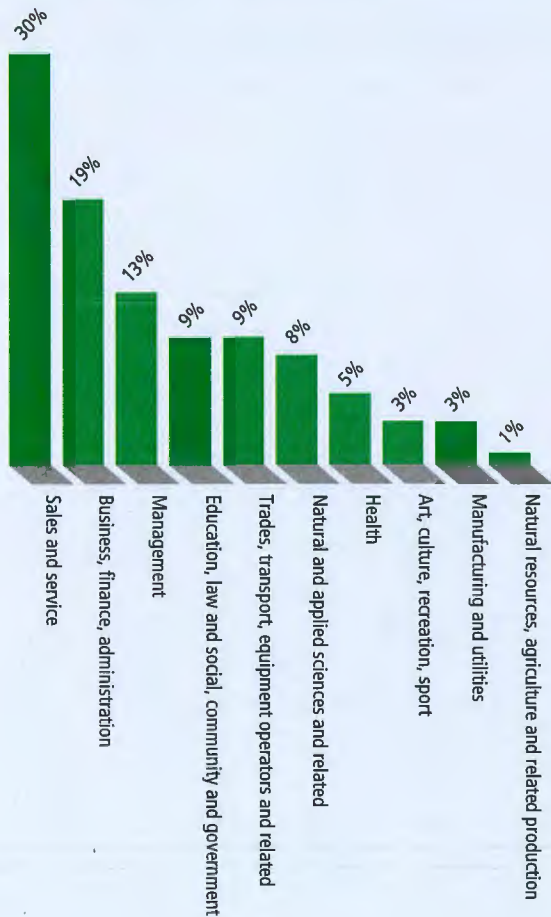
70+
KILOMETRES OF WALKING AND
CYCLING TRAILS

60.2
PERCENTAGE OF THE CITY'S
POPULATION BORN OUTSIDE
OF CANADA

CITY OF RICHMOND POPULATION 2011–2020



OCCUPATIONS OF RICHMOND RESIDENTS



TOP 10 LARGEST EMPLOYERS IN RICHMOND (IN ALPHABETICAL ORDER)

- Air Canada
- Change Healthcare
- City of Richmond
- Ebco Industries
- G4S Secure Solutions
- London Drugs
- MDA Systems
- River Rock Casino Resort
- School District No. 38 (Richmond)
- Vancouver Coastal Health, Richmond

TOGETHER PUBLIC ARTWORK
IN FRONT OF MINORU
CENTRE FOR ACTIVE LIVING
LIT UP IN BLUE TO SHOW
#RICHMONDHASHEART.



Sources: Statistics Canada, City of Richmond, Vancouver International Airport Authority, Steveston Harbour Authority, Metro Vancouver, Richmond School District.

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, Corporate Planning and Organizational Development and the Corporate Programs Management Group.

COMMUNITY SAFETY

Brings together the City's public safety providers including RCMP, Fire-Rescue, Emergency Programs, Community Bylaws and Business Licences.

COMMUNITY SERVICES

Coordinates, supports and develops Richmond's community services including Parks Services, Recreation and Sport Services and Arts, Culture and Heritage Services.

ENGINEERING AND PUBLIC WORKS

The Engineering and Public Works Departments deliver public works services and utilities and engineering planning, design, construction and maintenance services for all utility and City building infrastructure.

FINANCE AND CORPORATE SERVICES

Includes Customer Service, Information Technology, Finance, Economic Development, Real Estate Services and Corporate Business Service Solutions.

PLANNING AND DEVELOPMENT

Includes the Policy Planning, Transportation, Development Applications, Building Approvals and Community Social Development 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.

LEGAL AND LEGISLATIVE SERVICES

Includes the Law Department and the City Clerk's Office.



NO. 3 ROAD

CITY OF RICHMOND CONTACTS

The City of Richmond offers many civic services to the community. Additional services are provided through the Richmond Olympic Oval, Richmond Public Library, Gateway Theatre and Lulu Island Energy Company. For more information on City services contact:

CITY OF RICHMOND

6911 No. 3 Road
Richmond, BC V6Y 2C1
Phone: 604-276-4000
Email: InfoCentre@Richmond.ca
www.richmond.ca
Facebook: @CityofRichmondBC
Twitter: @Richmond_BC
Instagram: @CityofRichmondBC
YouTube: /CityofRichmondBC

GATEWAY THEATRE

6500 Gilbert Road
Richmond, BC V7C 3V4
Phone: 604-270-6500
Box Office: 604-270-1812
www.GatewayTheatre.com
Facebook: @GatewayThtr
Twitter: @GatewayThtr
Instagram: @GatewayThtr

LULU ISLAND ENERGY COMPANY

6911 No. 3 Road
Richmond, BC V6Y 2C1
Phone: 604-276-4011
Email: Info@LuluIslandEnergy.ca
www.LuluIslandEnergy.ca

RICHMOND PUBLIC LIBRARY

100-7700 Minoru Gate (Brighthouse Branch)
Richmond, BC V6Y 1R8
Library Hours Line: 604-231-6401
www.YourLibrary.ca
Facebook: @YourLibraryRichmond
Twitter: @RPLBC
Instagram: @RPLBC
YouTube: /YourLibraryRichmond
WhatsApp Account: RPLYourlibrary1

RICHMOND OLYMPIC OVAL

6111 River Road
Richmond, BC V7C 0A2
Phone: 778-296-1400
Email: Info@RichmondOval.ca
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City of Richmond

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CNCL – 256

Chaslynn Gillanders
3820 Pacemore Ave.
Richmond BC V7C 1P2
604-626-3044

June 3, 2021

By email: mayorandcouncillors@richmond.ca

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

Dear City of Richmond Mayor and Council:

Recognition of Indigenous People and Land

I was born, raised and continue to live in Richmond. I am a member of the Nisga'a Nation and my husband is a member of the Gitxaala Nation.

Missing Children of Kamloops Residential School

As an Indigenous person with aunts, uncles and grandparents who attended residential school, it has been heartbreaking to have it confirmed there is a burial site with the remains of 215 children on the grounds of the former Kamloops Indian Residential School. These children died alone under horrible circumstances.

Indigenous children were forcibly removed from their families and communities and brought to schools that sought to break their ties to their families, communities, and culture. Like many Indigenous children, my family members spent a significant portion of their childhoods at the residential school where they were abused emotionally, physically and sexually.

It is an extremely painful time and it sparks a lot of grief, anger and sadness for Indigenous people.

I appreciate that the flags have been lowered at all of the City of Richmond buildings for one week in memory of the children.

An event to honour the children was organized by Karina Reid on May 31 at 7pm outside the Richmond Public Library. Thank you to Chak Au and Carol Day for taking the time to attend. Karina Reid is organizing a vigil on Tuesday, June 8 at 7pm and I hope that all of you attend.

Land Acknowledgement

The City of Richmond is privileged to be on Musqueam land and it is time to acknowledge this and to work in partnership with the Musqueam First Nation. The land acknowledgement is more than a statement. It acknowledges the colonial context of the Indigenous territory and the relationship between the land and the Indigenous People.

In Richmond News article on January 19, 2021, Mayor Brodie is quoted at stating that the City of Richmond does “not want to acknowledge what might be important subject of litigation”. The City of Richmond should not be in litigation with First Nations. There should be negotiations rather than litigation in order to build a meaningful relationship between the parties.

Truth and Reconciliation Calls to Action

The Truth and Reconciliation delivered their Calls to Action on the legacy of the Indian residential school system in December 2015. The Truth and Reconciliation Commission - Calls to Action includes calls on municipalities to fully adopt and implement the UN Declaration as a framework for reconciliation.

I ask for your support to have the City of Richmond develop a plan to Implement the Calls to Action similar to the City of New Westminster:

<https://www.newwestrecord.ca/local-news/new-west-takes-bold-reconciliation-step-with-history-training-for-city-staff-3098764>

Action that is being undertaken by the City of New Westminster includes the following:

- * Making it mandatory for all city staff to attend training on the history and legacy of residential schools.
- * Providing mayor and council with training to understand the legacy of residential schools and colonialism.
- * Undertaking research to understand which Nations have a relationship to this land.
- * Undertaking research to better understand the historical actions of the city as they relate to First Nations.
- * Ensuring this research respects and incorporates the experiences and stories of the First Nations that claim the territory upon which New Westminster is built to ensure the history isn't told from a colonial perspective; and sharing this information with the National Centre for Truth and Reconciliation.

* Providing the community with opportunities to learn the history and legacy of colonialism in New Westminster.

* Establishing a formal territorial acknowledgement built from the information learned from First Nations during the research process, and having the territorial acknowledgment approved by First Nations that claim the territory before it's formally adopted by the city.

There are a number of consultants with the expertise to assist in these areas and have worked with other municipalities.

Cultural Harmony Plan

On November 25, 2019, City Council adopted the Cultural Harmony Plan 2019-2029. Indigenous peoples are the first inhabitants of Canada with have a distinct relationship with land on which the City of Richmond is situated. The Cultural Harmony Plan places Indigenous peoples after of new comers to Canada. The Cultural Harmony Plan must be reviewed in order to include and focus on Indigenous Peoples.

For example, the Cultural Harmony Plan provides a commitment to reduce barriers to economic opportunities, services and programs for new immigrants (page 26).

Place Names

The development of the aquatic centre and the Steveston Community Centre and Library provides the City of Richmond with an opportunity to recognize the City of Richmond is on the unceded traditional territory of the Musqueam First Nation. The display of Indigenous artwork and facility names are a good springboard for more substantive action.

This work must be undertaken under consultations with the Musqueam First Nation.

Update the City of Richmond Website

Aboriginal people were on this land that is now known as Richmond prior to the arrival of the Europeans. The history section of the City of Richmond website does not reflect this fact. The exclusion of Indigenous peoples in the information within the history section provides an inaccurate and incomplete account of the history of Richmond. The history section of the website must amended include reference to the Musqueam First Nation and must be developed in consultation with the Musqueam First Nation.

National Indigenous History Month

June is National Indigenous History Month which is a month to celebrate the history, heritage and diversity of First Nations, Inuit and Metis peoples in Canada. I am hopeful this will be celebrated by the City of Richmond in a meaningful way.

Reconciliation

By taking the steps outlined in this letter, the City of Richmond will be taking steps to remedy the status quo and work towards reconciliation and a new relationship with the Musqueam First Nation and Indigenous constituents.

The Truth and Reconciliation Commission's definition of "reconciliation" is as follows:

" . . . Reconciliation is about establishing and maintaining a mutually respectful relationship between Aboriginal and non-Aboriginal peoples in this country. In order for that to happen, there has to be awareness of the past, an acknowledgement of the harm that has been inflicted, atonement for the causes, and action to change behaviour."

Reconciliation is a process of healing and building relationships. Reconciliation will require enormous effort and at some point the City of Richmond will have to undertake this work because the Indigenous People are not going anywhere.

Best,

A handwritten signature in black ink that reads "Chaslynn Gillanders". The signature is written in a cursive, flowing style.

Chaslynn Gillanders

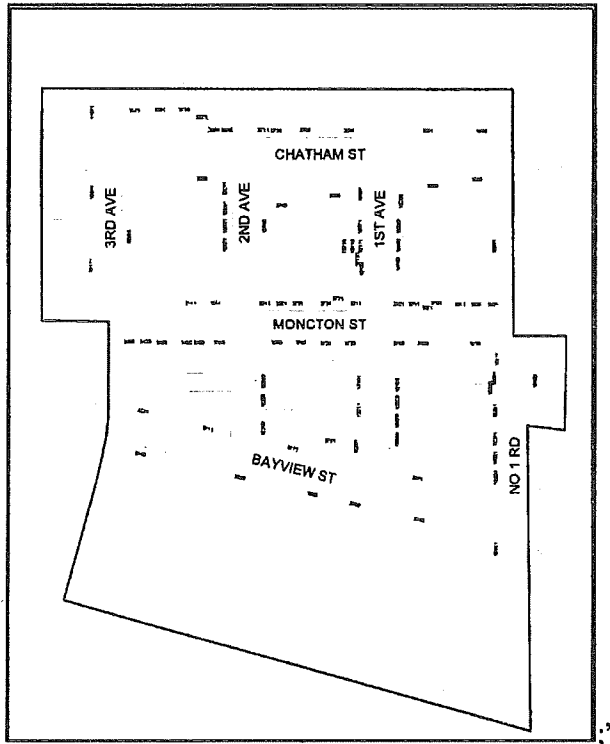


Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10263

The Council of the City of Richmond enacts as follows:

1. Business Regulation Bylaw No. 7538, as amended, is further amended at Section 16.2 [Mobile Vendor on Private Property] by inserting the following as a new subsection 16.2.1(b) and renumbering the remaining subsections accordingly:

“(b) the **mobile vendor**, if selling prepared food and/or beverages, is located no less than 100 m from any **restaurant**, if the private property is located within the area outlined in bold on the map below:



2. Business Regulation Bylaw No. 7538, as amended, is further amended at Section 27.1 by adding the following definition in alphabetical order:

“**Restaurant** means a “restaurant” as defined in the City’s zoning bylaw and a “drive-through restaurant” as defined in the City’s zoning bylaw, being a licensed

permanent place of **business** where prepared foods and beverages are offered for sale and consumption by the public on or off the premises.”

- 3. This Bylaw is cited as “**Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10263**”.

FIRST READING

APR 26 2021

SECOND READING

APR 26 2021

THIRD READING

APR 26 2021

LEGAL REQUIREMENTS SATISFIED

MAY 06 2021 MAY 13 2021

ADOPTED



MAYOR

CORPORATE OFFICER