City of Richmond **Agenda**

City Council

Council Chambers, City Hall
6911 No. 3 Road

Monday, June 27, 2011
7:00 p.m.

CNCL Pg. # ITEM

MINUTES

1. ***Motion to adopt:***

(1) the minutes of the Regular Council Meeting held on Monday, June 13, 2011 (distributed previously)***;***

CNCL-15 ***(2) the minutes of the Special Council Meeting held on Monday, June 20, 2011 ; and***

CNCL-19 ***(3) the minutes of the Regular Council Meeting for Public Hearings held on Monday, June 20, 2011.***

AGENDA ADDITIONS & DELETIONS

PRESENTATIONS

CNCL-41 (1) Terry Crowe, Manager, Policy Planning: Introduction of winners of Student Art Contest for Official Community Plan Update.

CNCL-43 (2) Margot Daykin, Manager, Sustainability: Introduction of Richmond Elementary School Climate Change Showdown Program winners.

CNCL-45 (3) Teresa Vozza, Chair, Richmond Family and Youth Court Committee: Presentation of the Committee's 2010 Annual Report.

COMMITTEE OF THE WHOLE

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

3. Delegations from the floor on Agenda items.

   (PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED; OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS - ITEM NO. 23.)

4. ***Motion to rise and report.***

RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

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

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- 2012 Fire Chiefs Association of BC Annual Conference
- RCMP Community Safety Building: 2012 Video Surveillance Requirements in Police Buildings
- Appointment of Chief Election Officer and Deputy Election Officer for the 2011 General Local and School Election
- 2011 Civic Election Update and Bylaw Amendment
- The Oath of Office - Response to Council Referral
- City Centre Area Transitional Tax Exemption Bylaw No. 8766
- Land use applications for first reading (to be further considered at the Public Hearing on Monday, July 18, 2011):

- 7140/7160 Beecham Road – Rezone from (RD1) to (RS2/B) (Mohinder Gill – applicant)
- 7980 Broadmoor Boulevard – Rezone from (RS1/E) to (RCH) (Zhi Yong Chen – applicant)
- 9731/9751 Cambie Road – Rezone from (RS1/E) to (RTL4) (Matthew Cheng Architect Inc. – applicant)

- Revised Water Shortage Response Plan (Sprinkling Restrictions) - Bylaw Amendments
- Subdivision and Development Bylaws
- Canada Line: Progress Report on Opportunities for Retail Operations and Litter Collection/Cleaning Activities
- Ageing Infrastructure Planning - 2011 Update

5. ***Motion to adopt Items 6 through 19 by general consent.***



Consent Agenda Item

6. **COMMITTEE MINUTES**

That the minutes of:

CNCL-63 ***(1) the Community Safety Committee meeting held on Tuesday, June 14, 2011;***

CNCL-69 ***(2) the General Purposes Committee meeting held on Monday, June 20, 2011;***

CNCL-75 ***(3) the Planning Committee meeting held on Tuesday, June 21, 2011;***

CNCL-83 ***(4) the Public Works & Transportation Committee meeting held on Wednesday, June 22, 2011; and***

CNCL-89 ***(5) the Council/Board Liaison Committee meeting held on Wednesday, May 18, 2011,***

be received for information.



CNCL Pg. # ITEM

Consent Agenda Item

7. **2012 FIRE CHIEFS ASSOCIATION OF BC ANNUAL CONFERENCE**
(File Ref. No. 09-5140-01) (REDMS No. 3199017)

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CS-31

See Page **CS-31** of the Community Safety agenda for full hardcopy report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

That the financial support and in-kind contributions for the Fire Chiefs Association of British Columbia (FCABC), the Emergency Vehicle Technicians Association of British Columbia (EVTABC) and the British Columbia Fire Training Officers Associations (BCFTOA) conferences, to be held jointly in Richmond from June 1st to June 7th in 2012 be authorized.

Consent Agenda Item

8. **RCMP COMMUNITY SAFETY BUILDING: 2012 VIDEO SURVEILLANCE REQUIREMENTS IN POLICE BUILDINGS**
(File Ref. No. 06-2052-25-CSB) (REDMS No. 3225387)

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CS-35

See Page **CS-35** of the Community Safety agenda for full hardcopy report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

(1) That an increase to the project scope of for a video surveillance upgrade required for the RCMP Community Safety Building (CSB) project to meet the new 2012 proposed standards for police buildings valued at $179,000, be approved as part of the RCMP CSB project;

(2) That an increase to the project scope for a secure room required for the RCMP's Live Scan system valued at $20,000, be approved as part of the RCMP CSB project, and be funded from the Capital Building and Infrastructure Reserve; and

(3) That the 5 Year Financial Plan (2011-2015) be amended accordingly.

CNCL Pg. # ITEM

Consent Agenda Item

9. **APPOINTMENT OF CHIEF ELECTION OFFICER AND DEPUTY CHIEF ELECTION OFFICER FOR THE 2011 GENERAL LOCAL AND SCHOOL ELECTION**
(File Ref. No. 12-8125-60-01/Vol 01) (REDMS No.3218577)

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GP-9 See Page **GP-9** of the General Purposes agenda for full hardcopy report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That David Weber be appointed as Chief Election Officer, and that Gail Johnson be appointed Deputy Chief Election Officer, for the 2011 General Local and School Election.

Consent Agenda Item

10. **2011 CIVIC ELECTION UPDATE AND BYLAW AMENDMENT**
(File Ref. No. 12-8160-20-8778/Vol 01) (REDMS No.3212349, 3228541, 2450679, 3225069)

TO VIEW eREPORT CLICK HERE

GP-11 See Page **GP-11** of the General Purposes agenda for full hardcopy report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8778, be introduced and given first, second and third readings.

Consent Agenda Item

11. **THE OATH OF OFFICE – RESPONSE TO COUNCIL REFERRAL**
(File Ref. No. 12-8060-20-8779/Vol 01) (REDMS No.3225409, 3225402)

TO VIEW eREPORT CLICK HERE

GP-35 See Page **GP-35** of the General Purposes agenda for full hardcopy report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That the staff report titled "The Oath of Office – Response to Council Referral," dated May 30, 2011 from the Director, City Clerk's Office, be received for information;

(2) That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8779, be introduced and given first, second and third readings, with the Oath of Office worded as presented in Option 2 with additional wording from Option 1 of the staff report, to read as follows:

I, …….[name of person elected or appointed]……., do [swear]/[solemnly affirm] that:

CNCL Pg. # ITEM

- ***I will perform the duties of the office of [Mayor]/[Councillor] faithfully and with integrity and will not allow any private interest to influence my conduct in public matters;***
- ***I will abide by the statutes, bylaws and policies that govern the City and will promote openness, accountability, and responsible leadership; and***
- ***I will dedicate myself at all times to acting in the best interests of the residents of the City of Richmond.***

(3) That the option to take the Oath of Allegiance in conjunction with the Oath of Office continue to be provided to incoming Council members.

CNCL-95 **NOTE:** See updated Bylaw as per General Purposes Committee Recommendation

Consent Agenda Item

12. **CITY CENTRE AREA TRANSITIONAL TAX EXEMPTION BYLAW NO. 8776**
(File Ref. No. 12-8060-20-8776) (REDMS No. 3228251)

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GP-41

See Page **GP-41** of the General Purposes agenda for full hardcopy report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That the City Centre Area Transitional Tax Exemption Bylaw No. 8776 be introduced and given first, second and third readings and that staff provide public notice in accordance with Sections 94 and 227 of the Community Charter; and

(2) That staff advise Council in due course about the method used to provide the notice to the owners and as many tenants as possible.

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Consent Agenda Item

13. **APPLICATION BY MOHINDER GILL FOR REZONING AT 7140/7160 BEECHAM ROAD FROM TWO-UNIT DWELLINGS (RD1) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 12-8060-20-8731, **RZ 10-544622**) (REDMS No.3169195)

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PLN-15

See Page **PLN-15** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That Bylaw No. 8731, for the rezoning of 7140/7160 Beecham Road from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/B)", be introduced and given first reading.

Consent Agenda Item

14. **APPLICATION BY ZHI YONG CHEN FOR REZONING AT 7980 BROADMOOR BOULEVARD FROM SINGLE DETACHED (RS1/E) TO COACH HOUSES (RCH)**

(File Ref. No. 12-8060-20-8765, **RZ 10-529089**) (REDMS No. 3207500)

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PLN-31

See Page **PLN-31** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That Bylaw No. 8765, for the rezoning of 7980 Broadmoor Boulevard from "Single Detached (RS1/E)" to "Coach Houses (RCH)", be introduced and given first reading.

Consent Agenda Item

15. **APPLICATION BY MATTHEW CHENG ARCHITECT INC. FOR REZONING AT 9731 AND 9751 CAMBIE ROAD FROM SINGLE DETACHED (RS1/E) TO LOW DENSITY TOWNHOUSES (RTL4)**

(File Ref. No. 12-8060-20-8786, **RZ 08-422838**) (REDMS No. 3162217)

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PLN-47

See Page **PLN-47** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That Bylaw No. 8768, for the rezoning of 9731 and 9751 Cambie Road from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)", be introduced and given First Reading.

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Consent Agenda Item

16. **REVISED WATER SHORTAGE RESPONSE PLAN (SPRINKLING RESTRICTIONS) – BYLAW AMENDMENTS**
(File Ref. No. 10-6650-09-01) (REDMS No. 3222936)

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PWT-13

See Page **PWT-13** of the Public Works & Transportation agenda for full hardcopy report

Designated Speaker: Lloyd Bie

PUBLIC WORKS & TRANSPORTATION COMMITTEE RECOMMENDATION

That Metro Vancouver's 2011 Water Shortage Response Plan, which includes revised water use restrictions, be endorsed and the following amendment bylaws be introduced and given first, second and third readings:

(1) Water Use Restriction Bylaw No. 7784, Amendment Bylaw No. 8766;

(2) Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8774; and

(3) Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8775.

Consent Agenda Item

17. **SUBDIVISION AND DEVELOPMENT BYLAWS**
(File Ref. No. 10-6060-01) (REDMS No. 3191830)

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PWT-41

See Page **PWT-41** of the Public Works & Transportation agenda for full hardcopy report

PUBLIC WORKS & TRANSPORTATION COMMITTEE RECOMMENDATION

(1) That Subdivision and Development Bylaw No. 8751 be introduced and given 1st, 2nd and 3rd readings; and

(2) That Works and Services Cost Recovery Bylaw No. 8752 be introduced and given 1st, 2nd and 3rd readings.

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Consent Agenda Item

18. **CANADA LINE: PROGRESS REPORT ON OPPORTUNITIES FOR RETAIL OPERATIONS AND LITTER COLLECTION/CLEANING ACTIVITIES**
(File Ref. No. 10-6405-01) (REDMS No. 3229016)

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PWT-69 See Page **PWT-69** of the Public Works & Transportation agenda for full hardcopy report

PUBLIC WORKS & TRANSPORTATION COMMITTEE RECOMMENDATION

That:

(1) an additional personnel complement control position be approved for a permanent litter attendant position for waste and litter removal along No. 3 Road for service in relation to the Canada Line;

(2) in relation to the potential for retail opportunities at or near Canada Line stations, that staff;

(a) bring forward for Council's consideration a report recommending amendment to the Business Licence Bylaw to permit vendors on City owned or controlled property;

(b) work with Translink to encourage Translink to permit such retail opportunities near Canada Line stations, particularly at Brighouse Station; and

(c) move forward with a pilot request for proposal for retail activity for locations at the intersection of No. 3 Road and Westminster Highway.

Consent Agenda Item

19. **AGEING INFRASTRUCTURE PLANNING – 2011 UPDATE**
(File Ref. No. 10-6060-01) (REDMS No. 3170477)

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PWT-81 See Page **PWT-81** of the Public Works & Transportation agenda for full hardcopy report

PUBLIC WORKS & TRANSPORTATION COMMITTEE RECOMMENDATION

That staff review the report dated June 7, 2011 from the Director, Engineering in conjunction with the Long Term Financial Management Strategy and bring forward recommendations to Finance Committee.

CNCL Pg. # ITEM

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CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

****

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

20. **DETERMINING ELECTION RESULTS WHERE A TIE VOTE EXISTS AFTER A JUDICIAL RECOUNT**
(File Ref. No. 12-8125-60-01/Vol 01) (REDMS No.3214869, 3218594)

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GP-29

See Page **GP-29** of the General Purposes agenda for full hardcopy report

GENERAL PURPOSES COMMITTEE RECOMMENDATION (Opposed: Cllrs. E. Halsey-Brandt and S. Halsey-Brandt)

(1) That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8770, be introduced and given first, second and third readings;

(2) That a letter be written to the Minister of Community, Sport and Cultural Development and the local MLAs in support of the following legislative amendments:

(a) that in the event of a tie vote following a judicial recount in a municipal election, that a runoff election on a reduced scale be permitted; and

(b) that a runoff election be between only the candidates who received the same number of votes; and

(3) That a resolution on the matter be forwarded to the UBCM consistent with the wording of the letter to be written to the Minister of Community, Sport and Cultural Development and the local MLAs.

CNCL Pg. # ITEM

PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

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

CNCL-97 Bill Sorenson, Treasurer, Minoru Seniors Society regarding expansion of the Minoru Seniors Centre Expansion.

22. ***Motion to rise and report.***

RATIFICATION OF COMMITTEE ACTION

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-99 Zoning & Development Bylaw No. 5300, Amendment **Bylaw No. 7866**
(9631/9651 No. 4 Road, RZ 04-268666)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

CNCL-101 Zoning & Development Bylaw No. 5300, Amendment **Bylaw No. 8523**
(9671 No. 4 Road, RZ 07-395773)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

CNCL-103 Zoning & Development Bylaw No. 5300, Amendment **Bylaw No. 8457**
Comprehensive Development District (CD/171)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

CNCL-107 Zoning & Development Bylaw No. 5300, Amendment **Bylaw No. 8458**
(15360 Knox Way, RZ 06-347799)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

CNCL-109 Zoning & Development Bylaw No. 5300, Amendment **Bylaw No. 8449**
(12351 No. 2 Road, RZ 08-414348)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

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CNCL-111 Richmond Zoning Bylaw 8500, Amendment **Bylaw No. 8644**
(4220/4240 Pendlebury Road, RZ 10-509819)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

CNCL-113 Richmond Zoning No. 8500, Amendment **Bylaw No. 8645**
(6731 Coltsfoot Drive/6740 Riverdale Drive, RZ 10-531043)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

CNCL-115 Richmond Zoning Bylaw 8500, Amendment **Bylaw No. 8655**
(6431 Blundell Road, RZ 10-529746)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

CNCL-117 Revenue Anticipation Borrowing **Bylaw No. 8755**
Opposed at 1st/2nd/3rd Readings – None.

DEVELOPMENT PERMIT PANEL

23. RECOMMENDATION

TO VIEW ePLANS CLICK HERE

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

CNCL-119
CNCL-133
CNCL-141

(1) That the minutes of the Development Permit Panel meetings held on May 11, 2011 and June 15, 2011, and the Chair's report for the Development Permit Panel meetings held on May 26, 2010, February 16, 2011, March 2, 2011, and June 15, 2011 be received for information.

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

(i) a Development Permit (DP 11-578116) for the property at 10531 Springhill Crescent;

(ii) a Development Permit (DP 08-432193) for the property at 12351 No. 2 Road; and

CNCL Pg. # ITEM

(iii) a Development Permit (DP 06-350001) for the property at 9631, 965 1 and 9671 No. 4 Road,

be endorsed, and the Permits so issued.

ADJOURNMENT

City of Richmond

Minutes

Special Council Meeting

Monday, June 20, 2011

Time: 4:00 p.m.

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Linda Barnes
Councillor Derek Dang
Councillor Evelina Halsey-Brandt
Councillor Greg Halsey-Brandt
Councillor Sue Halsey-Brandt
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Harold Steves

Corporate Officer – David Weber

Call to Order: Mayor Brodie called the meeting to order at 4:02 p.m.

RES NO. ITEM

RICHMOND OLYMPIC OVAL CORPORATION

1. **UNANIMOUS CONSENT RESOLUTIONS OF THE SHAREHOLDER OF RICHMOND OLYMPIC OVAL CORPORATION (THE "COMPANY") (IN LIEU OF THE ANNUAL GENERAL MEETING)**
(File No.:) (REDMS No.)

SP11/8-1 It was moved and seconded

RESOLVED THAT:

Special Council Meeting

Monday, June 20, 2011

RES NO. ITEM

(1) the Shareholder acknowledges and confirms the previous receipt of financial statements of the Company for the period from January 1, 2010 to December 31, 2010, together with the auditor's report on such financial statements, which financial statements were approved by the Company's board of directors on April 27, 2011 and presented to the Shareholder at the Finance Committee meeting of Richmond City Council on June 6, 2011;

(2) the number of directors of the Company is hereby fixed at a maximum of 10;

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

Name	*Term*
Edward Michael O'Brien	*2013*
Dennis Skulsky	*2013*
Moray Keith	*2013*
George Duncan	*2013*
Roger Barnes	*2012*
Linda Sanderson	*2012*
Victor John Farmer	*2012*
Umendra Mital	*2012*

(4) KPMG LLP be appointed as auditors of the Company until the next annual reference date of the Company or until a successor is appointed, at a remuneration to be fixed by the directors;

(5) the 2010 Annual Report of the Company is hereby received; and

(6) June 20, 2011 be and is hereby selected as the annual reference date for the Company for its current annual reference period.

CARRIED

Special Council Meeting

Monday, June 20, 2011

RES NO. ITEM

ADJOURNMENT

SP11/8-2 It was moved and seconded
That the meeting adjourn (4:09 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Special Meeting of the Council of the City of Richmond held on Monday, June 20, 2011.

Mayor (Malcolm D. Brodie)

Corporate Officer (David Weber)

City of Richmond

Minutes

Regular Council Meeting for Public Hearings

Monday, June 20, 2011

Place:	Council Chambers Richmond City Hall 6911 No. 3 Road
Present:	Mayor Malcolm D. Brodie Councillor Linda Barnes Councillor Derek Dang Councillor Evelina Halsey-Brandt Councillor Greg Halsey-Brandt Councillor Sue Halsey-Brandt Councillor Ken Johnston Councillor Bill McNulty Councillor Harold Steves Gail Johnson, Acting Corporate Officer
Call to Order:	Mayor Brodie opened the proceedings at 7:00 p.m.

1. Zoning Amendment Bylaw 8692 (RZ 07-397063)
(8600 Park Road; Applicant: Saffron Homes Ltd.)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH11/6-6-1 It was moved and seconded

That Zoning Amendment Bylaw 8692 be given second and third readings.

CARRIED

Regular Council Meeting for Public Hearings

Monday, June 20, 2011

2. Zoning Amendment Bylaw 8739 (RZ 10-545919)

(8691, 8711, 8731, 8751, 8771 and 8791 Williams Road; Applicant: Paul Tang and Tony Chen)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

None.

Submissions from the floor:

Jennifer C. Chao, 8740 Pigott Road spoke in opposition to the application and expressed concern regarding (i) the increase in density and traffic in the Williams Road and Garden City Road neighbourhood; (ii) the decrease of privacy to single-home owners from the proposed townhouse units; and (iii) shadowing of yards as a result of townhouse construction.

Ms. Chao submitted a letter that outlined her concern (attached to these Minutes as Schedule 1) as well as a petition signed by residents of the Pigott Road neighbourhood in opposition to the application featuring 33 signatures (attached to these Minutes as Schedule 2).

Gurdip Mahli, 8820 Pigott Road expressed concern that privacy for those who live in single-family homes to the north of the subject site would be impacted.

Staff was directed to ensure that, during the development permit process, residents in the vicinity of the proposed development would be made aware of the applicant's landscaping plan.

The applicant advised that he would work with staff and with neighbours of the subject site, acknowledging the need for good communication among neighbours.

PH11/6-2 It was moved and seconded

That Zoning Amendment Bylaw 8739 be given second and third readings.

CARRIED

Regular Council Meeting for Public Hearings

Monday, June 20, 2011

3. Zoning Amendment Bylaw 8740 (RZ 10-555818)
(8211/8231 Lundy Road; Applicant: Ajit Thaliwal & Gurmeet Malhi)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH11/6-3 It was moved and seconded

That Zoning Amendment Bylaw 8740 be given second and third readings.

CARRIED

4. Zoning Amendment Bylaw 8743 (Housekeeping Amendments – Third Set)
(All of Richmond; Applicant: City of Richmond)

Applicant's Comments:

Brian Jackson, Director of Development, was available to respond to questions.

Written Submissions:

Sharon Doucelin, 4911 Pendlebury Road (Schedule 3)

Submissions from the floor:

Ms. Lerner, 12633 No. 2 Road, spoke in opposition to (i) reducing the minimum percentage of a lot restricted to landscaping with live plan material; and (ii) reducing the maximum percentage of a lot occupied by buildings, structures and non-porous surfaces by 5% in all standard townhouse zones, and in three site specific townhouse zones. She stated her concerns regarding surface runoff of rainwater, and the overloading of storm sewers and pumping stations.

Ms. Lerner believed that the City should enforce its bylaws and she was in favour of retaining the status quo.

Regular Council Meeting for Public Hearings

Monday, June 20, 2011

PH11/6-4 It was moved and seconded

That Zoning Amendment Bylaw 8743 be given second and third readings.

CARRIED

OPPOSED: Cllr. H. Steves

PH11/6-5 It was moved and seconded

That Zoning Amendment Bylaw 8743 be adopted.

CARRIED

OPPOSED: Cllr. H. Steves

5. Official Community Plan Amendment Bylaw 8757 and Zoning Amendment Bylaw 8748 (RZ 10-534751)
(9251 and 9291 Alexandra Road; Applicant: F ADAB Architects Inc.)

In accordance with Section 100 of the *Community Charter*, Councillor Derek Dang declared himself to be in a potential conflict of interest as he co-owns 9291 Alexandra Road and left the meeting (7:49 p.m.)

Applicant's Comments:

The applicant was available to respond to question.

Written Submissions:

Zhe Wang, 408-9299 Tomicki Avenue (Schedule 4)

Submissions from the floor:

Mathias Hirsch, 9311 Alexandra Road, advised that he is the owner of both the lot to the east of the subject site (9231 Alexandra Road), and to the west of the subject site (9311 Alexandra Road) and he stated his concern that the proposed development will split his property. He was approached by the developer but believed he was not offered fair market value for his property and no further negotiation took place.

The applicant, Mr. Sandhu, accompanied by Architect Marko Ciello, advised that attempts had been made to assemble a larger lot for the application under discussion, but that Mr. Hirsch indicated his desire to sell his lots for 30% more than market value.

Using visual aids Mr. Ciello provided an overview of the project.

Regular Council Meeting for Public Hearings

Monday, June 20, 2011

PH11/6-6 It was moved and seconded

That Official Community Plan Amendment Bylaw 8757 and Zoning Amendment Bylaw 8748 each be given second and third readings.

CARRIED

PH11/6-7 It was moved and seconded

That Official Community Plan Amendment Bylaw 8757 be adopted.

CARRIED

Councillor Dang returned to the meeting at 8:08 p.m.

6. Zoning Amendment Bylaw 8756 (RZ 10-549144)
(11951/11971 Montego Street; Applicant: Kulwinder S Kandola & Kulvir S Uppal)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH11/6-8 It was moved and seconded

That Zoning Amendment Bylaw 8756 be given second and third readings.

CARRIED

7. Zoning Amendment Bylaw 8759 (RZ 10-519918)
(7500, 7520, 7540 and 7560 St. Albans Road; Applicant: Western St. Albans Venture Ltd.)

In accordance with Section 100 of the *Community Charter*, Councillor Evelina Halsey-Brandt and Councillor Greg Halsey-Brandt declared themselves to be in a potential conflict of interest as they reside on the property adjacent to the subject site and left the meeting at 8:11 p.m.

Applicant's Comments:

The applicant was available to respond to questions.

Regular Council Meeting for Public Hearings

Monday, June 20, 2011

Written Submissions:

Margaret Matthews and Ryan Plato, 1856 Prairie Avenue, Port Coquitlam, and 7800 St. Albans Road, Richmond (Schedule 5)

Letter from Brian J. Jackson, Director of Development, City of Richmond (Schedule 6)

Adolf Schroeder, 117-8580 General Currie Road (Schedule 7)

Bev Johnston, 229-8520 General Currie Road (Schedule 8)

Submissions from the floor:

Cory Ng, 8500 General Currie Road stated his opposition to the application and expressed concern that the high density designation of the proposed development would lead to overcrowding of the neighbourhood, lack of privacy to current residents, an increase in enrolment at local day care facilities and schools, and safety hazards on the neighbourhood roads as a result of an increase in traffic.

In addition, he stated that the meeting notice arrived too late for him to canvas the neighbourhood to learn of any concerns.

Kay Ogilvie, 326-8520 General Currie Road queried (i) whether the ground level of the proposed development would be built at three feet below the street level, and would reduce the height of the building substantially in order to provide light to the existing adjacent residences; (ii) the design of the roof of the proposed development; (iii) tree replacement on the subject site; and (iv) how would the subject site be kept free of debris during the construction phase. Mr. Jackson responded to the speaker's questions.

Bev Johnston, 229-8520 General Currie Road, objected to the removal of trees from the property, and was also concerned about the hours of construction allowed under the City's bylaw.

A resident of Queen's Gate requested and received information on the height of the project and placement of fill on the site.

A resident of 8520 General Currie Road requested and received information about the height of the proposed townhouses and expressed concern about noise during construction.

The applicants then provided a review of the proposed landscaping plan and agreed to provide a contact number at the site should residents have any concerns.

Regular Council Meeting for Public Hearings

Monday, June 20, 2011

PH11/6-9 It was moved and seconded

That Zoning Amendment Bylaw 8759 be given second and third readings.

CARRIED

Councillor Evelina Halsey-Brandt and Councillor Greg Halsey-Brandt returned to the meeting at 8:46 p.m.

8. Zoning Amendment Bylaw 8761 (ZT11-567151)
(11900 No. 1 Road; Applicant: GBL Architects Inc.)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH11/6-10 It was moved and seconded

That Zoning Amendment Bylaw 8761 be given second and third readings.

CARRIED

9. Zoning Amendment Bylaw 8763 (RZ 10-554759)
(9791, 9811 Ferndale Road and 6071 6091, 6131 No. 4 Road; Applicant: Am-Pri Construction Ltd.)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

None.

Submissions from the floor:

None.

City of Richmond

Minutes

Regular Council Meeting for Public Hearings

Monday, June 20, 2011

PH11/6-11 It was moved and seconded
That Zoning Amendment Bylaw 8763 be given second and third readings.
CARRIED

ADJOURNMENT

PH11/6-12 It was moved and seconded
That the meeting adjourn (8:51 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular Meeting for Public Hearings of the City of Richmond held on Monday, June 20, 2011.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer
City Clerk's Office (Gail Johnson)

Schedule 1 to the Minutes of the Regular Council Meeting for Public Hearings held on Monday, June 20, 2011.

From the current residents of
8740 Pigott Road,
Richmond, B.C.
V7A2C4
June 16, 2011

Attention: City Clerk
City of Richmond
Urban Development Division
6911 No.3 Road
Richmond, B.C.
V6Y2C1

Re: Rezoning Application File No.RZ10-545919
8691, 8711, 8731, 8751, 8711, and 8791 Williams Road from single house family housing subdivision area (RSI/E) to town house district (RTM2) in order to permit the development of 31 town house units.

To whom this may concern,

We are writing this letter to express our opinion AGAINST the above proposed Rezoning Application. Most of our neighbours were shocked to see the signboard in from of these houses that may soon become 31 townhouses. We really cannot believe it, "31" townhouses are to be built from these 6 single family lots.

As long as we can remember, our neighbourhood have not had any other development other than single unit housing. Building these townhouses amongst all the single houses is just uncalled for. This area is not a busy city central area like No.3 road. There is not a single townhouse close by.

We hope you could also understand that once the townhouses were built, the only way in and the only way out for the people living these is via Williams Road. We have the Southarm Community Centre and Hugh McRoberts Secondary School located on the opposite side of the road. The intersection between No.3 Road & Garden City Road is already a very busy area and by increasing the density of housing along Williams will only make the traffic worse.

We strongly urge you to not permit the Rezoning Application File No.RZ10-545919. We sincerely request the City Council to take on the responsibility in preventing aggressive developers from over-crowding what is meant to be a simple living area that is already quite densely populated. For the safety and benefits of all the residents in our neighbourhood we hope you can put a halt to this application.

Sincerely yours,

Chia-Chiang Chao Chao Chia Chiang

Ling-I Chou Ling-I Chou

Jennifer C. Chao

Attention: City Clerk

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

Schedule 2 to the Minutes of the Regular Council Meeting for Public Hearings held on Monday, June 20, 2011.

Dear Sir,

Re: Zoning Amendment Bylaw 8739 (RZ10-545919)

With both Hugh McRoberts Secondary School and South Arm Community Centre on Williams Road, Williams Road is and always has been a busy road. Unlike other adjacent roads such as Francis Road, Williams Road only has two lanes compared to four lanes. This makes the traffic even more condensed. Those living on Williams Road often experience difficulty from time to time trying to leave or arrive at their home by car in the morning and afternoon because of the traffic density. By increasing the density of housing along Williams Road, this would inevitably exacerbate the current traffic problem the residents of Williams Road is experiencing.

Furthermore, such high density housing (thirty-one townhouses replacing six houses) would cause detrimental effects to the living environment of all residents around the newly planned townhouses. These residents, who purchased their houses specifically with the surrounding living environment in mind are upset by the idea that their peaceful, quiet and secluded lifestyle would be threatened by the construction of the new townhouses. The long duration of noisy townhouse construction will prevent children from getting proper rest for weeks or even months. The construction of the new townhouses would not only mean the cutting down of surrounding trees but increase of noise pollution both during and after the construction process. The newly constructed town houses would also over shadow much of the sunlight coming to the residences on Pigott Road. The privacy of the residents are also jeopardized by the construction of these looming townhouses, which has a clear view into the residents of Pigott Road's backyards and bedrooms.

Lastly, the re-sale value of all houses surrounding the proposed townhouses would be significantly lowered due to the increase in population density, noise pollution, privacy and security threats stated earlier.

Therefore, we strongly urge the City Council to NOT permit the Rezoning Application File No. RZ10-545919.

Attached is the petition against Rezoning Application File No. RZ10-545919.

Thank you for taking the time to address our concerns.

Petition AGAINST the Rezoning Application File No.RZ10-545919

Petition Summary:
The Rezoning Application File No.RZ10-545919 is to re-build 8691, 8711, 8731, 8751, 8711, and 8791 Williams Road from single house family housing subdivision area (RSI/E) to medium density townhouses (RTM2) of 31 town house units.

Action Petitioned For:
The residents of the Pigott Road neighbourhood do hereby petition the City of Richmond to refute the Rezoning Application File No.RZ10-545919. We believe that this application will bring devastating changes to neighbourhood including increased dangerous traffic, overpopulation, and disruption of our current natural residential area.

	NAME and ADDRESS:	SIGNATURE:	DATE:
	Chao Chia Chiang 8740 Pigott RD Richmond V7A2C4	Chao Chia Chiang	18/6/2011
	LING I CHOU 8740 PIGOTT RD RICHMOND V7A2C4	Ling I Chou	19/6/2011
	Jennifer Chueh Chao 8740 Pigott Road, V7A2C4		June 18/201
	Lianfu Zhang 8720 PIGOTT Road. V7A2C4		June 18/2011
	LiHua Feng ~~8720~~ 8720 Pigott road V7A2C4		18/6/2011
	Wenqian Zhang 8720 Pigott road V7A2C4		18/6/2011
	Guang Hua ZHOU 8700PIGOTT RD V7A2C4	Guang Hua ZHOU	18/6/2011
	HONG TAI 8700 Pigott Road. V7A2C4	HONG TAI	18/6/2011
	Jimmy Hong 8700 Pigott Road, V7A2C4	Jimmy Hong	18/6/2011
	ALICE HONG 8700 PIGOTT RD. V7A2C4	ALICE HONG	18/6/2011
	James Xu 8528 Pigott Rd V7A2C4		18/6/2011

Petition AGAINST the Rezoning Application File No.RZ10-545919

Petition Summary:
The Rezoning Application File No.RZ10-545919 is to re-build 8691, 8711, 8731, 8751, 8711, and 8791 Williams Road from single house family housing subdivision area (RSI/E) to medium density townhouses (RTM2) of 31 town house units.

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NAME and ADDRESS:	SIGNATURE:	DATE:
JASWANT SIDHU 8560 PIGOTT RD		
DAVID CHANG 8520 Pigott Rd		2011-06-18
8380 Pigott RD	Shen keying	
838 Pigott RD LIZA LOMARES	黄秀珍	
8431 Pigott Rd.		
8491 PIGOTT RD KEN SHEN		
8511 Pigott Rd Shiv		
8671 PIGOTT ?		
8691 PIGOTT		
8731 PIGOTT Jennifer Li		2011-06-18.
8751 Pigott Derek Lam		

Petition AGAINST the Rezoning Application File No.RZ10-545919

Petition Summary:
The Rezoning Application File No.RZ10-545919 is to re-build 8691, 8711, 8731, 8751, 8711, and 8791 Williams Road from single house family housing subdivision area (RSI/E) to medium density townhouses (RTM2) of 31 town house units.

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	NAME and ADDRESS:	SIGNATURE:	DATE:
	Yu Quan, Yang 8780 PIGOTT RD. RICHMOND B.C		JUN 18 2011
	Yu MING, Yang 8780 PIGOTT RD. RICHMOND B.C	YANG	Jun 18 2011
	Xiao Qiong, Feng 8780 PIGOTT RD. RICHMOND B.C		Jun 18 2011
	JIN He, Yang 8780 PIGOTT RD. RICHMOND B.C		Jun 18 2011
	Qing YI, Yang 8780 PIGOTT RD. RICHMOND B.C	Mable Yang	Jun 18 2011
	Yan Ping, Ye 8780 PIGOTT RD. RICHMOND. B.C		Jun 18 2011
	Jiao Ye Chen 8711 Pigott Rd Richmond B.C	Chen	June 18 2011
	Alban Wang 8371 Pigott Road.		Jun 18. 2011

Petition AGAINST the Rezoning Application File No.RZ10-545919

Petition Summary:
The Rezoning Application File No.RZ10-545919 is to re-build 8691, 8711, 8731, 8751, 8711, and 8791 Williams Road from single house family housing subdivision area (RSI/E) to medium density townhouses (RTM2) of 31 town house units.

Action Petitioned For:
The residents of the Pigott Road neighbourhood do hereby petition the City of Richmond to refute the Rezoning Application File No.RZ10-545919. We believe that this application will bring devastating changes to neighbourhood including increased dangerous traffic, overpopulation, and disruption of our current natural residential area.

	NAME and ADDRESS:	SIGNATURE:	DATE:
	8800 Pigott Rd. Richmond		June 18, 2011
	8800 Pigott Rd. Richmond		June 18, 2011
	8800 Pigott Rd, Richmond		June 18, 2011

Schedule 3 to the Minutes of the Regular Council Meeting for Public Hearings held on Monday, June 20, 2011.

To Public Hearing
Date: June 20, 2011
Item # 4
Re: Bylaw 8743

Johnson, Gail

From: Sharon Doucelin [sdoucelin@yahoo.ca]
Sent: June 20, 2011 3:33 PM
To: Johnson, Gail
Subject: Comments on Zoning Amendment Bylaw 8743
Attachments: Bylaw8743.docx

thank you Gail

Sharon Doucelin
4911 Pendlebury Road
604-271-5183

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DATE
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Re: Zoning Amendment Bylaw 8743 Housekeeping amendments

#4 To simplify is good, but I see a problem here with a fence between 2 properties of different heights. As new houses are required to raise the lot level, it is a problem when is a fence is built on a base of landscaping ties which add 2 feet to the total height. Technically, the fence doesn't intersect the ground anywhere because it's sitting on the landscaping ties. So on what side do you measure the fence height? If you measure from the filled side, then the house on the non-filled side is looking at a 8-10 foot fence. To my way of thinking that is unfair and totally wrong.

#5 Reducing the amount of landscaping and live plant material required anywhere in Richmond, is a really poor idea whether on a townhouse development or otherwise. Our weather has changed so much in the past years that we are constantly subjected to huge amounts of rainfall which have nowhere to go. Every time we cement over or cover the ground with asphalt all we do is keep the water on the surface. Houses everywhere are surrounded by concrete, tiles, pavement and asphalt of all kinds. All the eaves troughs drain from the house directly into sewers and I remember reading an article in the Richmond papers about how the local sewers are already inundated and cannot carry all the water away. I also remember reading about a farmer in the Steveston area who was suing the City of Richmond because the sewer pipe that ran through his farmland could not handle the runoff and totally destroyed his crop. I've seen the water gushing out of the pipes by 3 and Steveston and it is scary. A large truck would be washed away in seconds. Just on my street, the road is full of rain water puddles as the flow of the water is poorly directed and it has nowhere to go. I notice that there are huge sections or roadways that don't even have drains, and in the winter/Spring with all the melting snow and no drains, there is usually a 12 foot puddle in the intersection. One person on the corner of Palmer and Pendlebury actually tried to sink his own drain into the city sewer line, but with very little success. With open ground, the water has a chance to filter through the dirt more slowly and have a lesser impact. Please do not reduce the amount of green space and live planting areas required.

To Public Hearing
Date: June 20, 2011
Item # 5
Re: bylaws 8751 + 8748

MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: June 14, 2011 10:20 AM
To: MayorandCouncillors
Subject: Send a Submission Online (response #557)

Schedule 4 to the Minutes of the Regular Council Meeting for Public Hearings held on Monday, June 20, 2011.

Send a Submission Online (response #557)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.city.richmond.bc.ca/Page1793.aspx
Submission Time/Date:	6/14/2011 10:19:28 AM

Survey Response

Your Name:	Zhe Wang
Your Address:	#408-9299 Tomicki Ave
Subject Property Address OR Bylaw Number:	8757, 8748
Comments:	I disagree about this plan. There are so much propety in this area. I don't know if the city planning and development department have ever do any research and analysis before the decision. Do you know, when all of the existing building is completed, what the community's population density would be? If you use google map on Richmond, you could find here is the only community without park and community center. The children and seniors have to go to other community to do exercise. In order to build new propety plenty of trees were cut down. Now here looks like a big construction site. Of course I hope our community can be developed, but only supporting facilities are complete, the future development should be suitable for people to live. Thanks a lot.

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DATE
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To Public Hearing
Date: June 20, 2011
Item # 1
Re: Bylaw 8759

MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: June 14, 2011 12:20 PM
To: MayorandCouncillors
Subject: Send a Submission Online (response #558)
Categories: UCRS CODE / FILE NUMBER: 12-8060-20-8759 (RZ 10-519918)

Schedule 5 to the Minutes of the Regular Council Meeting for Public Hearings held on Monday, June 20, 2011.

Send a Submission Online (response #558)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.city.richmond.bc.ca/Page1793.aspx
Submission Time/Date:	6/14/2011 12:19:55 PM

Survey Response

Your Name:	Margaret MATTHEWS/RYAN PLATO
Your Address:	1856 Prairie Ave, Port Coquitlam, B.C./7800 St. Albans Rd, Richmond,BC
Subject Property Address OR Bylaw Number:	Zoning Bylaw 8759 (RZ 10-519918)
Comments:	Regarding the Notice of Public Hearing scheduled for June 20/11 at 7 p.m. Could you please address the following issues that I have with the rezoning. My property is located at 7800 St. Albans Rd, Richmond. What impact will the rezoning of 7500-7560 St. Albans Rd have on my property located at 7800 St. Albans Rd. Richmond which is only about a block away? How will it affect the property taxes, water and sewer rates and other taxes and levies that City Hall requires of me to pay as the owner? How will the BC Assessment affect the value of the property? All related matters are required to be brought up at the discussion where my family and I will be attending. I am sending this email ahead of time so that you can research the matter and be knowledgeable about the issues, before presenting it and discussing it at the Public Hearing. We are not satisfied with the answer "I don't know" - Not acceptable to me and my family. We will attend but not be a speaker at the podium or

CITY OF RICHMOND DATE JUN 14 2011 RECEIVED CITY CLERK'S OFFICE
CNCL - 36

	microphone, as we are sending you our concerns now (ahead of time) for you to research, bring to the table and discuss them. Thanks. Margaret Matthews,B.A.

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

Schedule 6 to the Minutes of the Regular Council Meeting for Public Hearings held on Monday, June 20, 2011.

To Public Hearing
Date: June 20, 2011
Item #: 7
Re: Bylaw 8759

June 15, 2011
File: RZ 10-519918

Planning and Development Department
Development Applications
Fax: 604-276-4052

Margaret Matthews and Ryan Plato
1856 Prairie Avenue
Port Coquitlam, B.C. V3B 1V3

Dear Ms. Matthews and Mr. Plato:

Re: Zoning Amendment Bylaw 8759 (RZ 10-519918)

Thank you for expressing your concerns about the proposed Zoning Amendment Bylaw 8759 (RZ 10-519918) to allow rezoning of 7500, 7520, 7540 and 7560 St. Albans Road (subject site) to permit development of 23 townhouse units, with vehicle access from Jones Road. The purpose of this letter is to respond to your questions related to potential impacts to your property at 7800 St. Albans Road. The response to your questions is provided in ***bold italics***.

1. What impact will the rezoning of 7500-7560 St. Albans Rd have on my property located at 7800 St. Albans Rd. Richmond which is only about a block away?

   Impact will be minimal. Located between 7800 St. Albans Road and the subject development site are Jones Road and an existing townhouse development. No adjacency issue is anticipated between the two sites.

2. How will it affect the property taxes, water and sewer rates and other taxes and levies that City Hall requires of me to pay as the owner?

   Your tax rate or other taxes or levies will not change due to the redevelopment of the subject site.

3. How will the BC Assessment affect the value of the property?

   It is noted that your property at 7800 St. Albans Road is a condominium unit. Permitted land uses and density are identified in the current area plans. Redevelopment of the subject site will not increase or decrease the development potential of your property.

If you have any questions about the information provided in response to your concerns, please contact me at 604-276-4138.

Yours truly,

Brian J. Jackson, MCIP
Director of Development

BJ:el

cc: Mayor and Council

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Richmond

To Public Hearing
Date: June 20, 2011
Item # 7
Re: Bylaw 8759

MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: June 17, 2011 10:32 AM
To: MayorandCouncillors
Subject: Send a Submission Online (response #559)

Schedule 7 to the Minutes of the Regular Council Meeting for Public Hearings held on Monday, June 20, 2011.

Send a Submission Online (response #559)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.city.richmond.bc.ca/Page1793.aspx
Submission Time/Date:	6/17/2011 10:31:32 AM

Survey Response

Your Name:	Adolf Schroeder
Your Address:	117-8580 General Currie Rd
Subject Property Address OR Bylaw Number:	8759(RZ10-519918)
Comments:	I am in favor of this application

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Schedule 8 to the Minutes of the Regular Council Meeting for Public Hearings held on Monday, June 20, 2011.

City Clerk's Office

To Public Hearing
Date: June 20, 2011
Item # 1
Re: Bylaw 8759

Re: Zoning Amendment Bylaw 8759 (RZ 10-5199-18)

7500, 7520, 7540 and 756o St. Albans Road

I am writing with respect to the referenced matter and the Hearing that is being held this evening, Monday, June 20, 2011 at City Hall.

While I have no objection to the proposed development, I have great objections to any removal of trees from the property and I trust that the City will ensure that the Developer does not remove the old trees – most importantly the larger trees close to the property line. These trees are home to hundreds, if not thousands of birds and it would be a great loss if the trees were removed.

I have lived in the adjacent property (at Queen's Gate – 8520 General Currie Road) for more than 21 years now and the trees provide privacy which is also very important to the many homeowners in this complex.

Richmond has a Tree Bylaw which I trust will ensure that we do not lose old growth trees in favour of new plantings which may be promised by the Developer in lieu of retaining the current trees.

Thank you for your consideration.

Bev Johnston

229 – 8520 General Currie Road

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June 23, 2011

Agenda Item 1 Background

Agenda Item 1: ***"Presentation by the City Of Richmond, of scholarship awards to first place winner Anthia Chen and second place winner Anna Toth, in the City's 2041 Official Community Plan Update Student Art Contest"***

Purpose

The purpose of this report is to provide background information regarding Agenda Item 1.

Comments

In preparing the 2041 OCP Update, Council wants to involve as many people as possible.

As part of this process, earlier this year, Council directed staff to create an opportunity for Richmond high school students to participate in the 2041 OCP Update by inviting them to design artwork for the cover. This approach was seen as creative way to involve Richmond students and the School Board in community planning.

City staff, in co-operation with School Board staff, invited all Grade 11 and 12 students to create artwork for the 2041 OCP cover. The students were advised that the theme of the 2041 OCP is "Towards A Sustainable Community" and were given a deadline of April 18, 2011. City and School Board staff distributed contest information to the students and also provided it to the general public through a new release, the City's web site and local newspaper coverage.

Eight submissions were received from Grade 11 and 12 students, from seven Richmond schools (public and independent). A selection jury of City and School Board staff reviewed the submissions and have chosen the following two contest winners, based on their creative interpretations of the OCP sustainability theme:

#1. Anthia Chen, a Grade 12 Steveston-London Secondary student is the first place winner; her artwork will be used in the 2041 OCP cover design and she will receive a $1000 scholarship; and

#2. Anna Toth, a Grade 11 J.N. Burnett Secondary School student is the second place winner; her artwork will be used in the document and she will receive a $500 scholarship.

In this manner, Council has innovatively promoted OCP awareness and participation among students, School Board and the community, and provided scholarships for the winners.

Terry Crowe, Manager, Policy Planning 4139

Richmond Elementary School Program – Climate Change Showdown Champion Presentation

The City of Richmond, in partnership with the BC Sustainable Energy Association and Richmond School District, has engaged elementary school children throughout Richmond in the Climate Change Showdown Challenge. The students' involvement in this interactive program helps the Richmond community take positive action to reduce greenhouse gas emissions, address climate change and support the advancement of community sustainability.

The 2011 Climate Change Showdown Challenge marks a very successful year in Richmond. With over 1100 students participating, community action across Richmond resulted in a reduction of over 700 tonnes of greenhouse gas emissions. This presentation recognizes one of the class champions of the 2010 challenge who had the highest per student reduction.



Richmond Family and Youth Court Committee (RFYCC)

Annual Report

2010

3218824

RICHMOND FAMILY and YOUTH COURT COMMITTEE (RFYCC)

2010 ANNUAL REPORT

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   b) **Richmond Community Services Advisory Committee** 7

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Attachments:

2010 Richmond Family Court Statistics (Attachment 1)
2010 Richmond Youth Court Statistics (Attachment 2)
2010 Domestic Violence Court Statistics (Attachment 3)

Background Information

The Family and Youth Court Committee is provided for in law under the Provincial Court Act and the Youth Criminal Justice Act.

The Committee is community based and is accountable to the Mayor and City Council, as well as to the Attorney-General of British Columbia. The Richmond Family and Youth Court Committee is the longest established Committee with continuous service in the Province since its establishment in 1964.

The Committee gathers information with respect to issues raised by the Court, its officers, clients and by the community. The Committee draws upon the support of the community and advocates for improvements in the justice system. Examples of presentations with relevant programs include: Youth Criminal Justice Act, Restorative Justice Program, Victim Assistance Program, Family Maintenance Enforcement Programs, etc.

The Richmond Family and Youth Court Committee makes submissions to the Attorney-General and other Ministers on proposed changes in legislation and administrative practices, which may have an effect on the delivery of youth and family court services. The Richmond Family and Youth Court Committee works as a liaison with other Family Court Committees on issues of mutual concern. We encourage Committee members to attend conferences to further their knowledge about best practices on issues facing their community and the justice system.

To achieve the mandate of "understanding and monitoring the legislation and administrative practises relating to the justice system", volunteer members of the Committee regularly attend both family and youth court. As impartial observers, they view cases involving applications made under: the Family Relations Act, Interjurisdictional Support Orders Act, Family Maintenance Enforcement Act, Child Family and Community Services Act, and the Youth Criminal Justice Act.

Issues and concerns arising from court watch activities are reported to the Family and Youth Court Committee at monthly meetings for follow-up action to effect improvements. These may include identified gaps in service, lack of adequate resources, or concerns regarding courtroom process.

Court watch volunteers make objective observations on courtroom procedures, while respecting and maintaining the privacy of individuals involved in the proceedings.

2010 Membership

Richmond Family and Youth Court Committee (RFYCC)

Hadyn Acheson

Gerry Browne

Raj Johal

Sharon Nasadyk

Maryanne Schulz

William (Bill) Shayler

Mabel Tsang

Teresa Vozza

Council Liaison: Councillor Evelina Halsey-Brandt

CHAIRPERSON'S REPORT

Membership Overview

Following the 2010 Winter Olympics, the Richmond Family and Youth Court Committee (RFYCC) started the year with only six members. All members made time to attend and observe court proceedings, however, the coverage was well below our usual level. With the assistance of the City Clerk's Office, a call for new volunteers went out in the late spring. We were fortunate to attract two new quality volunteers who were quickly trained and who assisted with increasing our court watch coverage.

Council Liaison

Councillor Evelina Halsey-Brandt was again appointed to our Committee as the Council Liaison for 2010. She was an incredible source for information and guidance. She enthusiastically participated in our meetings and always quickly followed through with any tasks assigned to her. We thank her very much and are delighted that she will be returning as our Council Liaison for 2011.

Statistics

As part of our mandate, the Richmond Family and Youth Court Committee membership attends and observes Family Court cases. The number of cases our committee members can observe is determined by the availability of committee members to attend court on any specific day of the week. Committee members attended a total of 435 cases in 2010. Compared with the previous year, the number of observed cases only dropped by 23 cases, which was a surprise due to the reduced number of volunteers. Referring to the Family Court graphs attached, approximately 53% of the individuals who attended Family Court were accompanied by legal representation, which is a decrease from the 60% noted in 2009. Duty Counsel assisted 18% of the individuals who attended Family Court, which is an increase from the 15% noted in 2009.

With reference to the attached graphs, the Youth Court statistics show, in comparison with 2009, that although the number of observed cases increased by over 59%, the legal representation for young offenders decreased by 10%, and the attendance by an adult, other than Counsel in court, also decreased by 11%. The percentage of young female offenders in observed cases was 15% and 85% were male.

Although the number of observed cases for Family Court and Youth Court were up this year, the number of Domestic Violence cases observed this year (8) was significantly reduced from last year (49). Despite these low numbers, it is interesting to note that the trend of Domestic Violence cases being adjourned without resolution remains consistently high, at 75%.

This Committee's mandate is to observe and report on court proceedings. We do not analyze the statistics taken. Committee members who do attend court, observe the proceedings as well as the courthouse environment. They then attend monthly meetings to impart their knowledge and understanding of some of the important issues, which need to be addressed. They may also make

some recommendations for improvements or changes they feel may improve the overall court experience.

Over the last few months, this Committee, with the assistance of a consultant, has begun to explore the mandate of the Committee to determine if any changes or improvements should be made to the way we function. A more detailed account of our findings will be available in the 2011 Annual Report.

During 2010, Committee members dedicated approximately 1,975 hours to Richmond Family and Youth Court Committee activities. This represents approximately 280 hours per volunteer over 10 months, which is an outstanding achievement!

In Conclusion

At year's end, I wish to thank all members of this committee for their hard work and commitment during the year.

I am pleased that all eight members are returning in 2011 and will be joined by an additional seven new members! The new members bring a wealth of knowledge, experience and information from their varied backgrounds in youth criminal justice, law, health, education and other community involvement.

The Committee wishes to thank Mayor Malcolm Brodie and Richmond City Council for supporting us with a place to meet, an annual budget and a Committee Clerk to record our monthly meetings and prepare our Annual Report.

We extend a special thank you to the City Clerk's office for the continued guidance and support to this committee. We especially thank Jodie Allesia and Sheila Johnston for helping to keep this committee organized and for their willingness to assist with any detail at a moment's notice.

Although the committee got off to a slow start in 2010, we have slowly gained momentum throughout the year and I envision that the ideas, suggestions and enthusiasm of the members will spill over into 2011 in a very positive and meaningful way, leading to a very successful year.

Respectfully submitted,
Teresa Vozza
Chairperson 2010

Presentation in 2010

November: Discussion of research proposal with consultant Corrine deBruin.

SUB-COMMITTEE REPORTS

Court Watch Sub-Committee
Chaired by Bill Shayler

Court watch duties in 2010 were shared by Haydn Acheson, Gerry Browne, Raj Johal, Sharon Nasadyk, Maryanne Schulz, Bill Shayler, Mabel Tsang and Teresa Vozza.

Although these dedicated volunteers were very generous with their time, our court coverage was well below our usual level. Fortunately, we were able to recruit seven new members for the 2011 committee. We look forward to the assistance of these eager and knowledgeable individuals in 2011.

We are very pleased to report that two programs RFYCC advocated for, Parenting After Separation and free Duty Counsel, continue to make attending court an easier experience for people in Richmond.

Parenting After Separation: This is a mandatory program that consists of a three hour information session held prior to a family court appearance, with its primary objective being to assist parents in adjusting to separation. These sessions are free and are available in more than 50 communities in British Columbia, including Richmond.

The local offices of the Attorney General are responsible for organising and conducting the sessions. This program has been a very useful tool in speeding up the court process.

Free Duty Counsel: Since November 2003 the Legal Services Society has funded the duty counsel program. Originally it was set up as a six month pilot project. Fortunately, after nine years, it is still an integral part of the court system. As time goes by, we see judges advocating for the use of Duty Counsel. The judge often stands down a case where one or more of the claimants are not legally represented, and suggests that they talk to Duty Counsel. By receiving knowledge and advice by a qualified lawyer, the claimant can make informed decisions which often speed up the court process. This saves a lot of tax dollars.

Years ago, there was a court watcher who had a dream that Richmond court goers would attend a course called "Court 101" where people could come to be educated about family court. With the implementation of both Parenting After Separation and Free Duty Counsel, this dream has become reality.

Parenting After Separation teaches parents that children's needs must remain the focus of negotiations.

In conclusion, we wish to express our appreciation to Manjit Sandhu, Court Manager (and previous Court Watch Committee member) and her competent and courteous staff at the Richmond Courthouse.

Respectfully submitted,
Bill Shayler, Court Watch Sub-Committee

Richmond Community Services Advisory Committee (RCSAC)
Attended by Gerry Browne, Vice Chair

The Richmond Services Advisory Committee (RCSAC) serves as an association of community groups, and comprises representatives from social, economic, political and cultural agencies within the City. The RCSAC endeavours to support community-based local initiatives by creating awareness and sharing information through its network. Funded by the City of Richmond, the RCSAC has served the City since 1979 by incorporating a diverse set of goals, both short and long term, in order to improve the well-being of the community.

During 2010 the Richmond Family and Youth Court Committee was able to provide a member to attend most regular RCSAC meetings. The opportunity to be represented on the RCSAC provides a connection to the programs and services offered by a vast selection of community organizations. The following are some examples of ongoing programs, presentations and Sub-Committee activities observed:

- Administrative Communication:

  Weekly notice to all RCSAC members with information regarding activities involving representative agencies, special events and City of Richmond issues.

  Notification to members of items involving community action, such as Extreme Weather Shelter openings and closing.

- Ongoing Programs:

  Official Community Plan

  Social Planning Strategy

  Communication Tool for Council

  Member Survey of Financial Health

  Space Needs Protocol

- Presentations:

  City of Richmond – Social Planning Strategy

  Literacy Richmond

  Settlement Workers in Schools (SWIS) Program

  Official Community Plan

  Children First

  At Home/Chez Soi Project-Vancouver

  Richmond Affordable Housing

  Social Purpose Real Estate Conference (report)

- Work Plan Committee's Strategy/Initiatives:

  Housing – Work in collaboration with the City to address the need for stable housing and emergency shelters for the hard to house and those at risk of homelessness.

  Youth – Identify opportunities to support integrated youth services delivery models that accommodate the health, social, and recreational needs of Richmond youth.

  Service Development – Identify a method of continually updating service needs for Richmond.

  Addiction and Mental Health – Work in an advisory capacity to the City of Richmond on issues related to addictions and mental health, and enhance services, develop partnerships and identify funding sources.

Respectfully submitted,
Gerry Browne

MANDATE OF THE FAMILY COURT COMMITTEE

Municipal authority to appoint Family Court Committees and the mandate and duties of persons appointed are set down as mandatory requirements in section (4) of the Provincial Court Act, Chapter RSBC 1996.

(1) ***A municipality must have a family court committee appointed by the municipal council in January of each year.***

(2) ***The members of a family court committee must include persons with experience in education, health, probation or welfare.***

(3) ***The members of a family court committee serve without remuneration.***

(4) ***If a court facility in which family matters are dealt with serves more than one municipality or area not in a municipality, the family court committee must be composed of representatives from each area served.***

(5) ***The municipalities involved must appoint one member of the family court committee as chair, and another as vice chair.***

(6) ***The family court committee must do the following:***

- *(a)* ***meet at least 4 times a year to consider and examine the resources of the community for family and children's matters, to assist the court when requested and generally, to make the recommendations to the court, the Attorney General or others it considers advisable;***

- *(b)* ***assist the officers and judges of the court, if requested, to provide a community resource or assistance in individual cases referred to the committee;***

- *(c)* ***report annually to the municipalities involved and to the Attorney General respecting their activities during the past year.***

MANDATE OF THE YOUTH CRIMINAL JUSTICE ACT

The desirability of maintaining community involvement in the provincially-administered juvenile justice system is addressed in Section 157 of the Youth Criminal Justice Act, which allows for the discretionary establishment of Youth Justice Committees in place of Juvenile Court Committees which had been serving a useful function.

Section 157 of the Youth Criminal Justice Act states that:

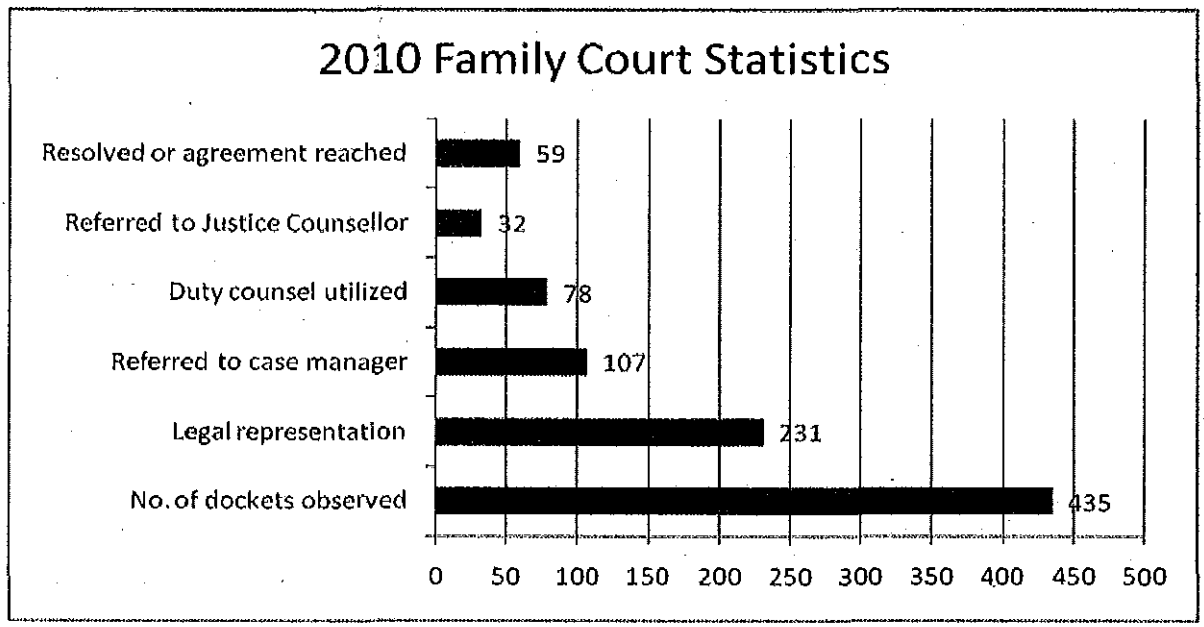
The Attorney General of Canada or a minister designated by the lieutenant governor in council of a province may establish the following types of community-based programs:

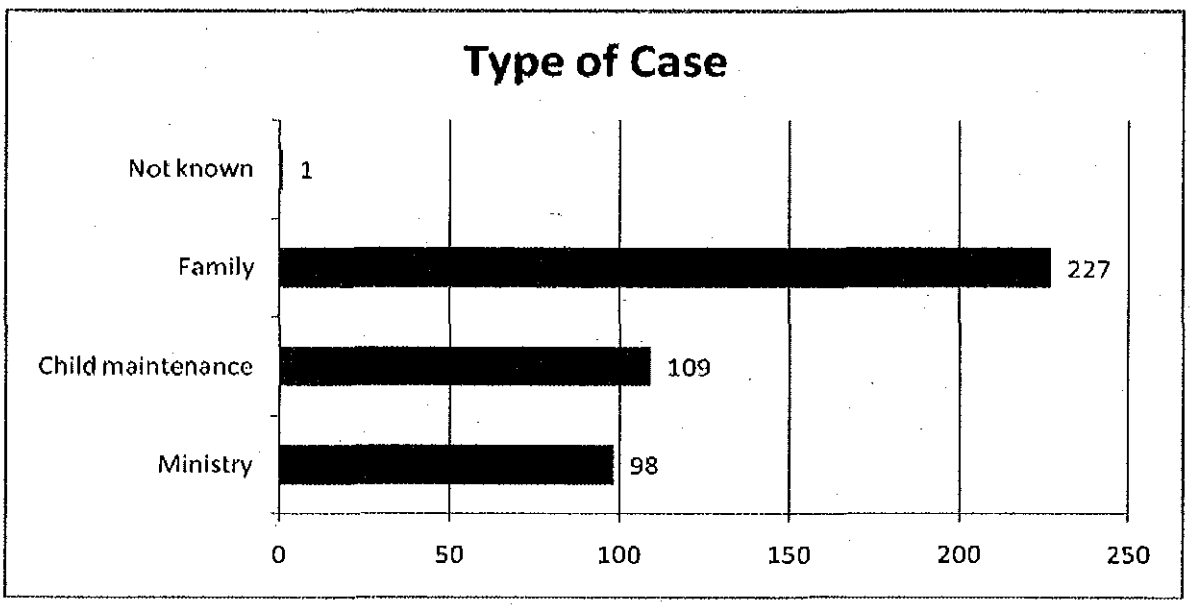
(a) programs that are an alternative to judicial proceedings, such as victim-offender reconciliation programs, mediation programs and restitution programs;

(b) programs that are an alternative to detention before sentencing, such as bail supervision programs; and

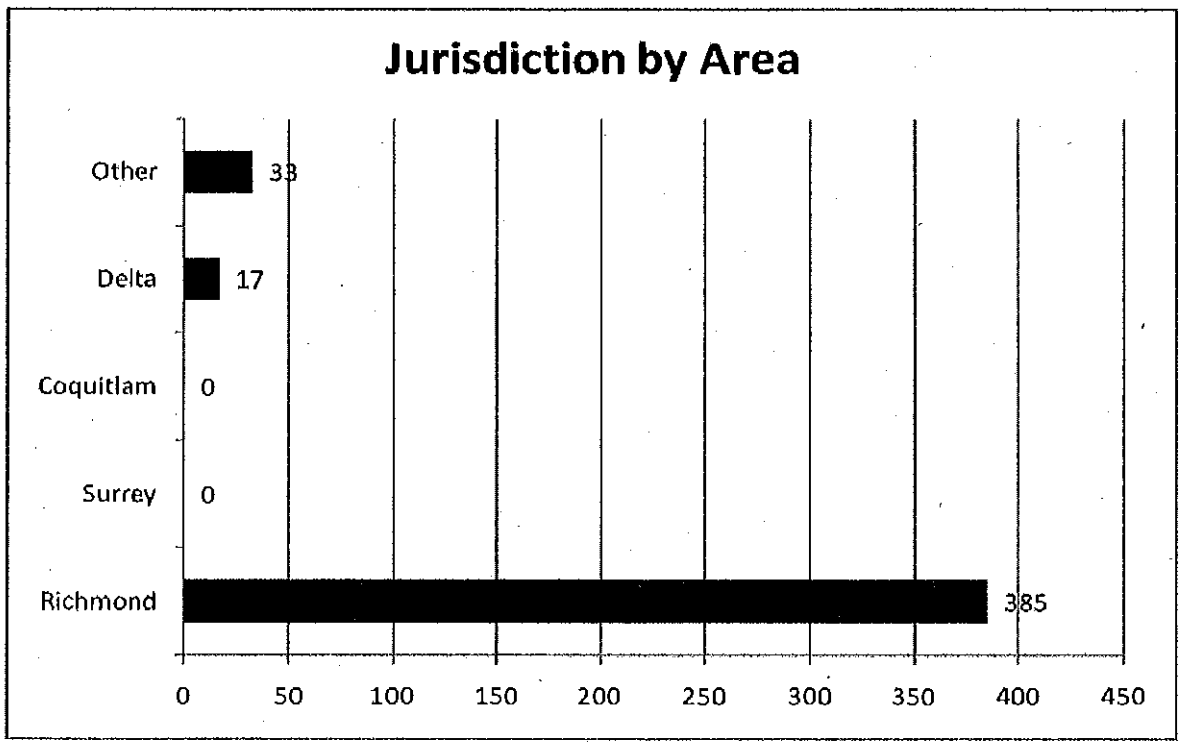
(c) programs that are an alternative to custody, such as intensive support and supervision programs, and programs to carry out attendance orders.

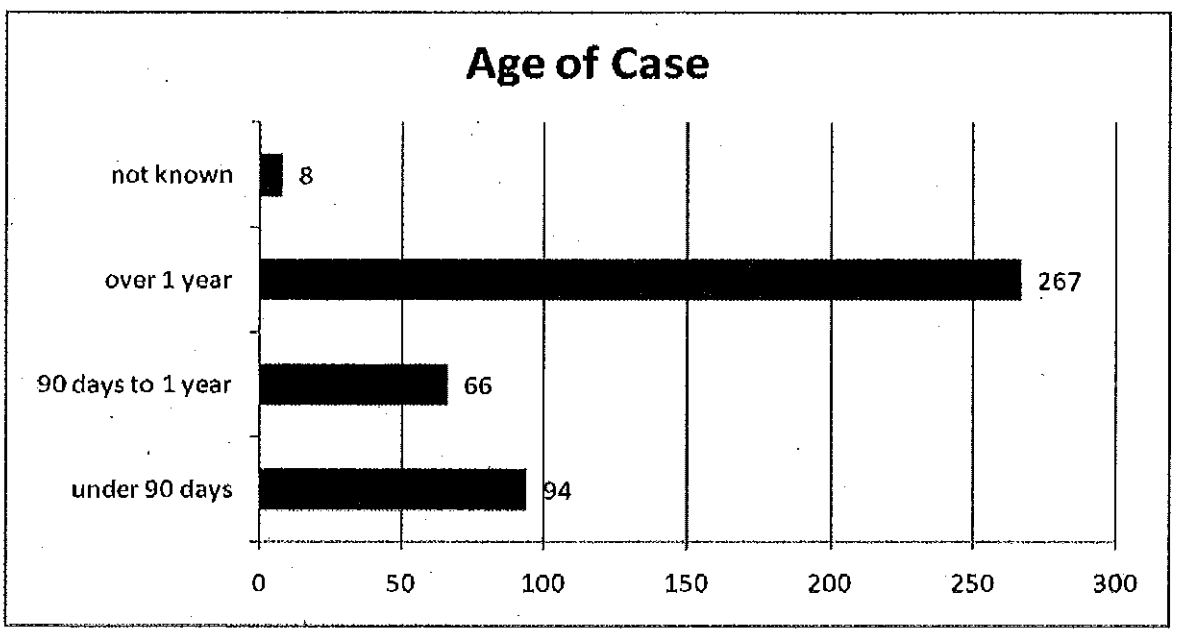
Attachment
To the 2010 Annual Report of the
Richmond Family and Youth Court
Committee (RFYCC)



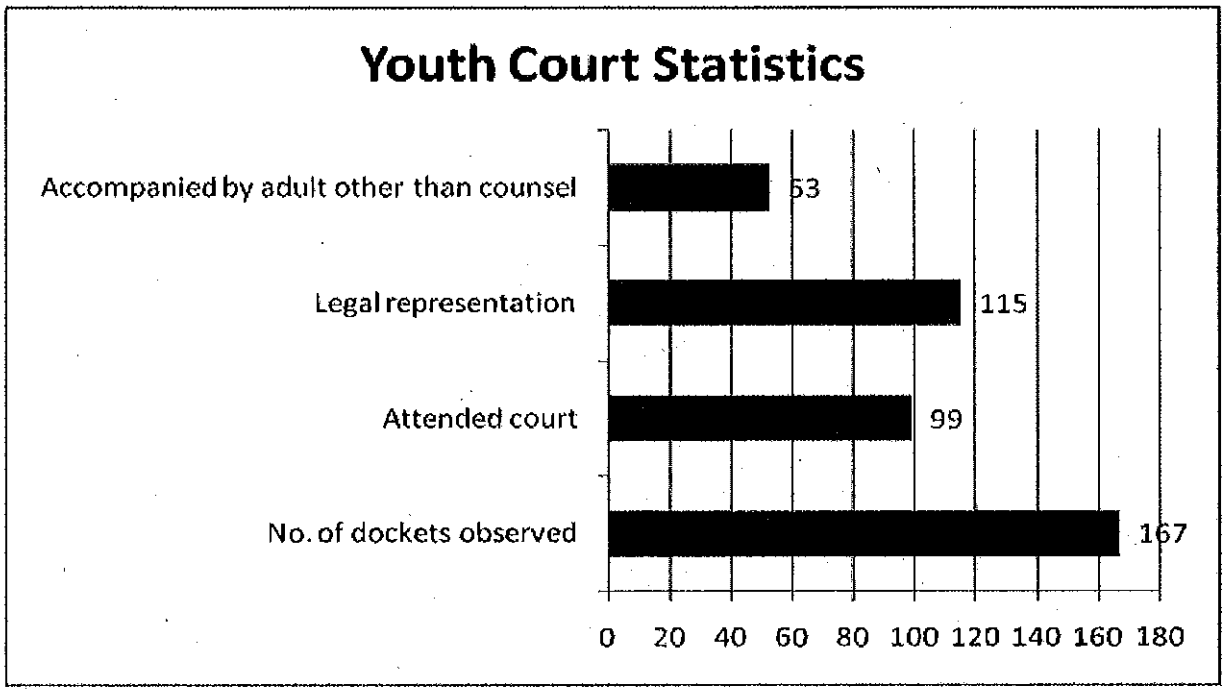


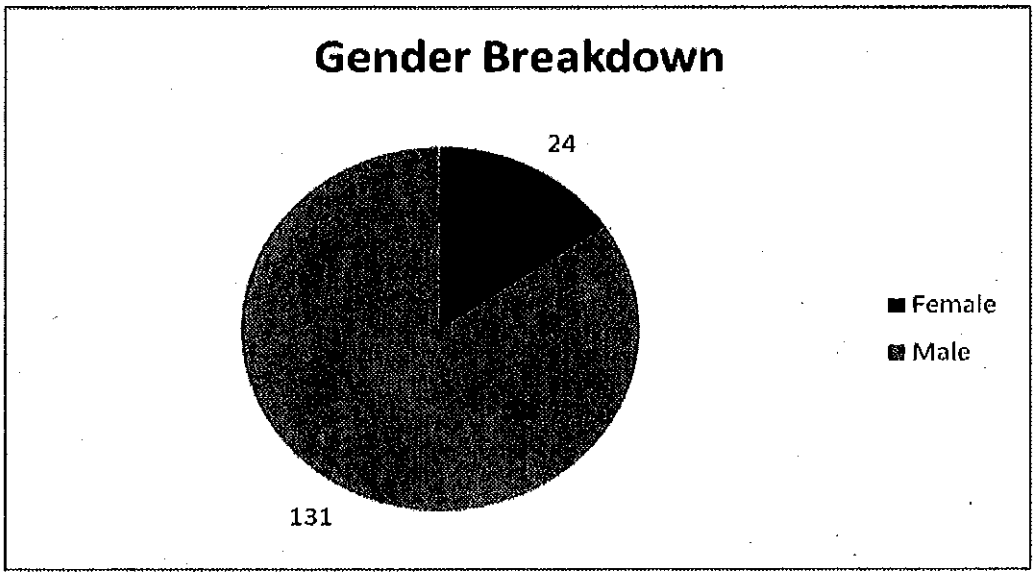
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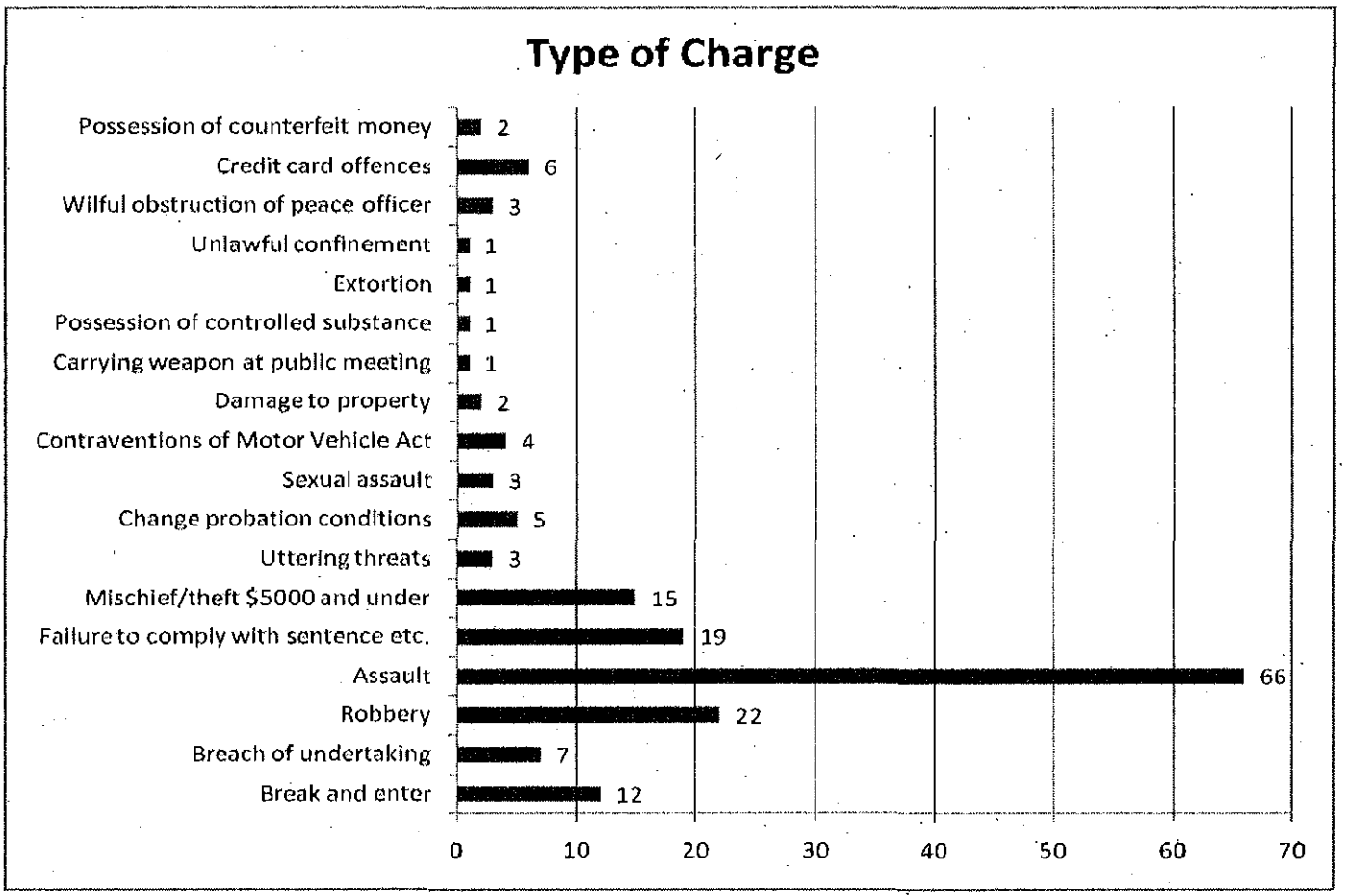


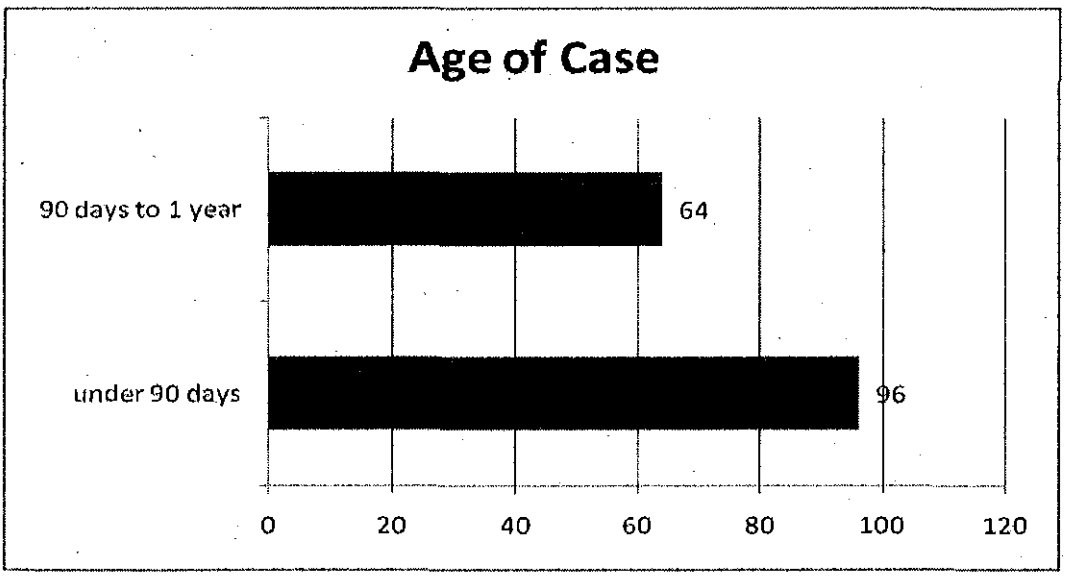
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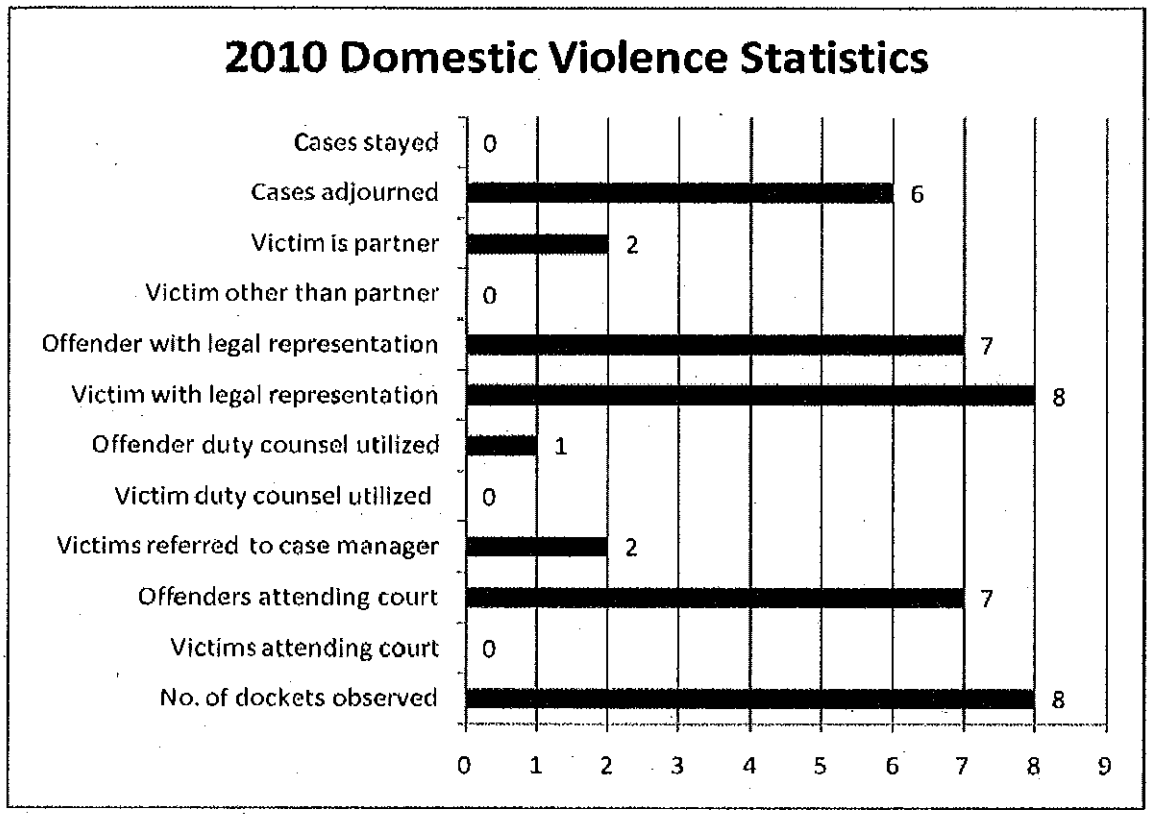


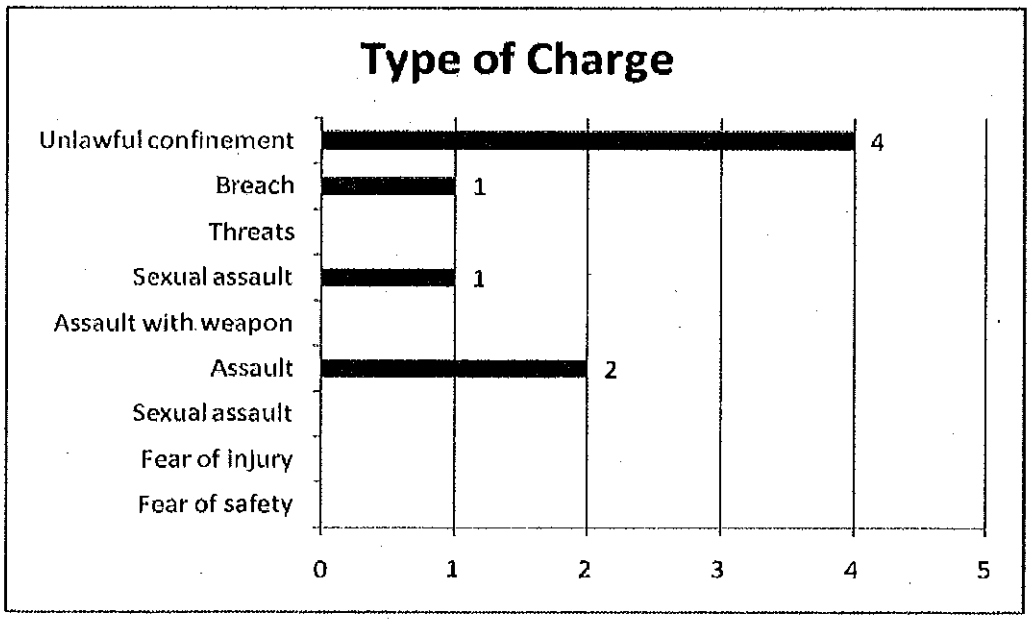
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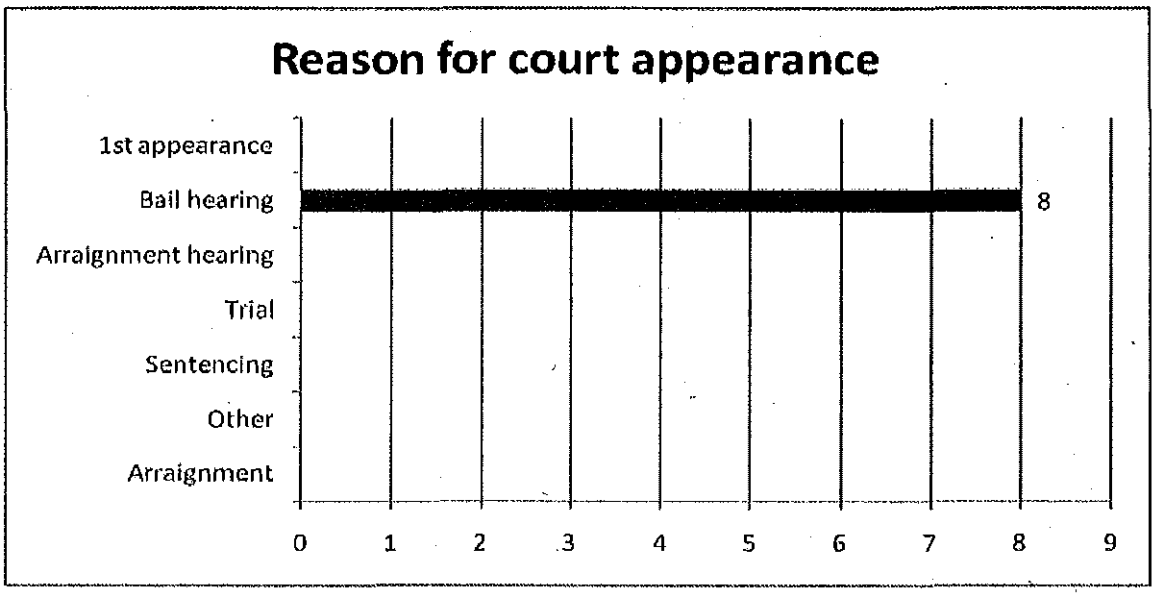


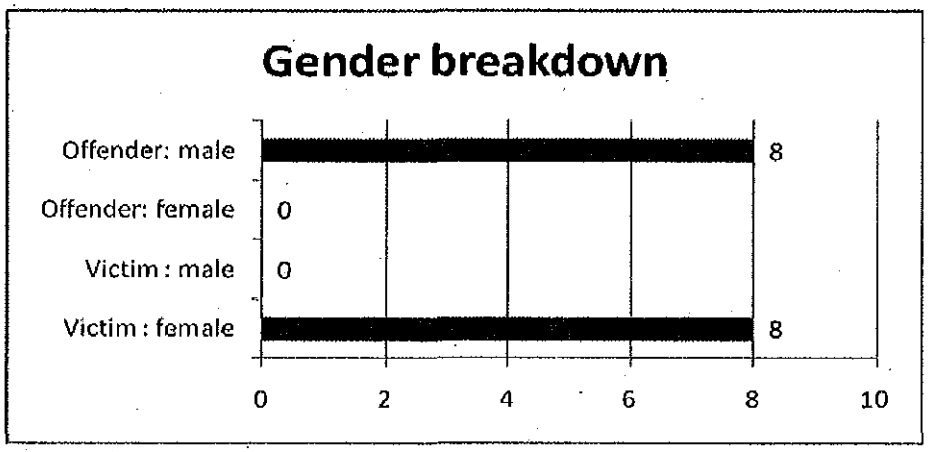
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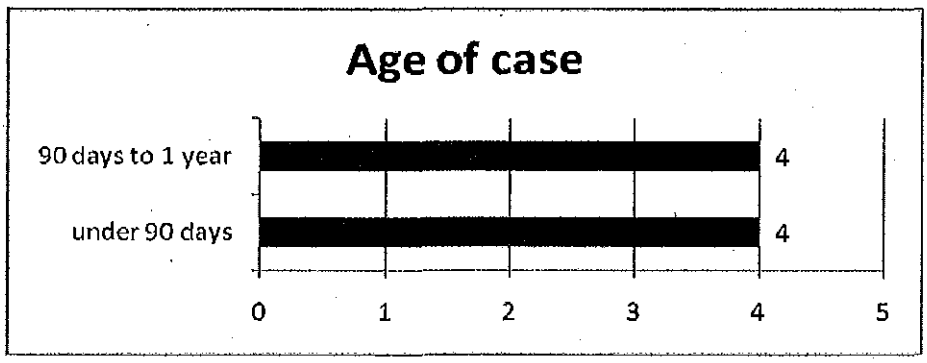




Attachment
To the 2010 Annual Report of the
Richmond Family and Youth Court
Committee (RFYCC)







City of Richmond

Minutes

Community Safety Committee

Date:	Tuesday, June 14, 2011
Place:	Anderson Room Richmond City Hall
Present:	Councillor Derek Dang, Chair Councillor Ken Johnston, Vice-Chair Councillor Evelina Halsey-Brandt Councillor Greg Halsey-Brandt Councillor Bill McNulty
Also Present:	Councillor Sue Halsey-Brandt
Call to Order:	The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Community Safety Committee held on Tuesday, May 10, 2011, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, July 12, 2011, (tentative date) at 4:00 p.m. in the Anderson Room

PRESENTATION

Fire Chief John McGowan, Richmond Fire-Rescue (RFR), and Pascal Rodier, Superintendent – Officer In Charge, District 2/South Fraser at the British Columbia Ambulance Service, presented stork pins to Richmond Fire-Rescue members who assisted in the delivery of a baby on April 30, 2011.

Fire Captain Doug Scott thanked firefighters Dan Penney, Michael Frampton, and Mark Timmons for their efforts.

The Chair advised that 'Community Safety Public Consultation' as discussed at the annual Federation of Canadian Municipalities conference, be added to the agenda as Item 6A.

LAW AND COMMUNITY SAFETY DEPARTMENT

1. **COMMUNITY BYLAWS – APRIL 2011 ACTIVITY REPORT**
(File Ref. No. 10-8060-01) (REDMS No. 3228005)

In reply to a query from Committee, Wayne Mercer, Manager, Community Bylaws, advised that staff are presently documenting the use of Social Planning and Research Council of BC (SPARC) permits in pay parking zones in an effort to stop the abuse of privileges related to disability parking permits.

It was moved and seconded
That the Community Bylaws Monthly Activity Report, dated June 1, 2011, from the General Manager, Law & Community Safety, be received for information.

CARRIED

2. **RCMP'S MONTHLY REPORT – APRIL 2011 ACTIVITIES**
(File Ref. No. 09-5000-01) (REDMS No. 3213270)

Deanne Burleigh, Operations Officer, Richmond RCMP, commented on the spike in robberies and residential break and enters. She noted that several arrests have been made in both areas, and it is anticipated that the statistics decrease and reflect these arrests.

In reply to queries from Committee, Ms. Burleigh advised that (i) the RCMP imposed the maximum penalty to each of the street racers apprehended on February 18, 2011; and (ii) victim services assists the RCMP with calls related to sudden deaths.

It was moved and seconded
That the OIC's report, dated May 25, 2011, entitled "RCMP's Monthly Report – April 2011 Activities", be received for information.

CARRIED

3. **2012 FIRE CHIEFS ASSOCIATION OF BC ANNUAL CONFERENCE**
(File Ref. No. 09-5140-01) (REDMS No. 3199017)

It was moved and seconded
That the financial support and in-kind contributions for the Fire Chiefs Association of British Columbia (FCABC), the Emergency Vehicle Technicians Association of British Columbia (EVTABC) and the British Columbia Fire Training Officers Associations (BCFTOA) conferences, to be held jointly in Richmond from June 1st to June 7th in 2012 be authorized.

The question on the motion was not called as discussion ensued regarding the City's protocol on financial support and in-kind contributions to both internally and externally hosted conferences.

Fire Chief McGowan advised that the Fire Chiefs Association of British Columbia (FCABC) conference organizers have limited expectations from the host fire department. He noted that other fire departments in the lower mainland have strategically increased their level of involvement and invested financially.

The question on the motion was then called and it was **CARRIED** with Councillor G. Halsey-Brandt opposed.

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

It was moved and seconded
That the Chief Administrative Officer clarify whether there is an existing policy and if not, bring forward a policy regarding the costs involved with a City department hosting a conference, being held in Richmond or another municipality, relating to a particular profession.

The question on the referral was not called as discussion further ensued regarding the City's protocol on financial support and in-kind contributions to both internally and externally hosted conferences.

Committee requested that the Chief Administrative Officer advise Council whether or not such a policy exists by the next Regular Council meeting scheduled for Monday, June 27, 2011.

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

4. **RCMP COMMUNITY SAFETY BUILDING: 2012 VIDEO SURVEILLANCE REQUIREMENTS IN POLICE BUILDINGS**
(File Ref. No. 06-2052-25-CSB) (REDMS No. 3225387)

In reply to a query from Committee, Greg Scott, Director, Project Development, spoke to the financial impact to the RCMP Community Safety building budget in relation to the Video Equipment Program. He noted that the proposed change in project scope would increase the budget by $199,000. Mr. Scott mentioned that $179,000 would be funded by the operating surplus of the contract between the City and the RCMP, resulting in the City receiving a 10% savings and the remaining $20,000 funded by the City's Capital Building and Infrastructure Reserve.

It was moved and seconded

(1) That an increase to the project scope of for a video surveillance upgrade required for the RCMP Community Safety Building (CSB) project to meet the new 2012 proposed standards for police buildings valued at $179,000, be approved as part of the RCMP CSB project;

(2) That an increase to the project scope for a secure room required for the RCMP's Live Scan system valued at $20,000, be approved as part of the RCMP CSB project, and be funded from the Capital Building and Infrastructure Reserve; and

(3) That the 5 Year Financial Plan (2011-2015) be amended accordingly.

CARRIED

5. **FIRE CHIEF BRIEFING**
(Oral Report)

Fire Chief McGowan advised that Richmond Fire-Rescue will no longer utilize A and B class foam but instead Cold Fire. Cold Fire is an environmentally friendly product that rapidly extinguishes and cools down fires.

6. **RCMP/OIC BRIEFING**
(Oral Report)

Ms. Burleigh advised that the Richmond RCMP recently held a crime reduction strategies meeting with partner agencies. She noted that the meeting focused on how each partner could participate in achieving the targeted crime reduction strategies.

Also, Ms. Burleigh spoke of a recent hostage situation.

6A. COMMUNITY SAFETY AND PUBLIC CONSULTATION

Discussion ensued regarding a workshop held during the annual Federation of Canadian Municipalities conference. The 'Safe Streets and Affordable Taxes: Building a Policing Strategy that Contains Municipal Costs' workshop focused on the challenge of finding ways to keep communities as safe as possible without crowding out other priorities or shifting too big a burden on taxpayers.

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

It was moved and seconded
That staff examine the information provided from the 'Safe Streets and Affordable Taxes: Building a Policing Strategy that Contains Municipal Costs' workshop and in consultation with the Richmond RCMP, investigate whether or not such a model could interlock with the RCMP's crime reduction strategies.

CARRIED

7. MANAGER'S REPORT

None.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:51 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Community Safety Committee of the Council of the City of Richmond held on Tuesday, June 14, 2011.

Councillor Derek Dang
Chair

Hanieh Floujeh
Committee Clerk

City of Richmond

Minutes

General Purposes Committee

Date: Monday, June 20, 2011

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Linda Barnes
Councillor Derek Dang
Councillor Evelina Halsey-Brandt
Councillor Greg Halsey-Brandt
Councillor Sue Halsey-Brandt
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Harold Steves

Call to Order: The Chair called the meeting to order at 4:10 p.m.

AGENDA ADDITION

It was moved and seconded
That the matter of E-Comm role during the riots in Vancouver be added to the agenda as Item No. 6.

CARRIED

MINUTES

It was moved and seconded
That the minutes of the meeting of the General Purposes Committee held on Monday, June 6, 2011, be adopted as circulated.

CARRIED

CORPORATE SERVICES DEPARTMENT

1. **APPOINTMENT OF CHIEF ELECTION OFFICER AND DEPUTY CHIEF ELECTION OFFICER FOR THE 2011 GENERAL LOCAL AND SCHOOL ELECTION**
(File Ref. No. 12-8125-60-01/Vol 01) (REDMS No.3218577)

That David Weber be appointed as Chief Election Officer, and that Gail Johnson be appointed Deputy Chief Election Officer, for the 2011 General Local and School Election.

CARRIED

2. **2011 CIVIC ELECTION UPDATE AND BYLAW AMENDMENT**
(File Ref. No. 12-8160-20-8778/Vol 01) (REDMS No.3212349, 3228541, 2450679, 3225069)

It was moved and seconded
That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8778, be introduced and given first, second and third readings.

The question on the motion was not called, as a brief discussion took place about the 'Vote Anywhere' Initiative and the hours of operation for proposed voting places including Lansdowne Mall and Aberdeen Centre. The Director, City Clerk's, Office, David Weber, noted that both Lansdowne Mall and Aberdeen Centre have indicated a willingness to leave their doors open from 8:00 a.m., to 8:00 p.m., for voters, and that the polling stations in the malls would be accessible to the public even if the rest of the shops were closed.

In answer to a question about internet voting, Mr. Weber advised that the Province would be likely giving consideration to internet voting for the 2014 election, as there was not adequate time to make the necessary legislative amendments and other preparations for the 2011 election.

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

3. **DETERMINING ELECTION RESULTS WHERE A TIE VOTE EXISTS AFTER A JUDICIAL RECOUNT**
(File Ref. No. 12-8125-60-01/Vol 01) (REDMS No.3214869, 3218594)

A discussion took place among Committee members and Mr. Weber about:

- the responsibility of the Board of Education to pass their own bylaw on the matter of determining election results when a tie vote exists;
- that runoff elections must be conducted in the manner that is equivalent to the original election with the same voting opportunities;
- that a runoff election would be between all the candidates who were not successful in the original election;

- concerns related to the costs of approximately $250,000 associated with having a runoff election on the same scale as the original election;
- concerns that the determination by lot method is not a democratic process; and
- the possibility of establishing legislation that allows runoff elections to take place just between the candidates that were tied.

It was moved and seconded
That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8770, be introduced and given first, second and third readings.

CARRIED
OPPOSED: Cllrs. E. Halsey-Brandt
S. Halsey-Brandt

It was moved and seconded
That a letter be written to the Minister of Community, Sport and Cultural Development and the local MLAs in support of the following legislative amendments:

(1) that in the event of a tie vote following a judicial recount in a municipal election, that a runoff election on a reduced scale be permitted; and

(2) that a runoff election be between only the candidates who received the same number of votes.

CARRIED

It was moved and seconded
That a resolution on the matter be forwarded to the UBCM consistent with the wording of the letter to be written to the Minister of Community, Sport and Cultural Development and the local MLAs.

CARRIED

4. THE OATH OF OFFICE – RESPONSE TO COUNCIL REFERRAL

(File Ref. No. 12-8060-20-8779/Vol 01) (REDMS No.3225409, 3225402)

A discussion ensued about the various options presented in the staff report for wording of the Oath of Office. Committee members expressed their opinions on their preferences, and as a result:

It was moved and seconded
(1) That the staff report titled "The Oath of Office – Response to Council Referral," dated May 30, 2011 from the Director, City Clerk's Office, be received for information;

(2) *That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8779, be introduced and given first, second and third readings, with the Oath of Office worded as presented in Option 2 with additional wording from Option 1 of the staff report, to read as follows:*

I, ...[name of person elected or appointed]....., do [swear]/[solemnly affirm] that:

- *I will perform the duties of the office of [Mayor]/[Councillor] faithfully and with integrity and will not allow any private interest to influence my conduct in public matters;*
- *I will abide by the statutes, bylaws and policies that govern the City and will promote openness, accountability, and responsible leadership; and*
- *I will dedicate myself at all times to acting in the best interests of the residents of the City of Richmond.*

(3) *That the option to take the Oath of Allegiance in conjunction with the Oath of Office continue to be provided to incoming Council members.*

CARRIED

BUSINESS AND FINANCIAL SERVICES DEPARTMENT

5. **CITY CENTRE AREA TRANSITIONAL TAX EXEMPTION BYLAW NO. 8776**
(File Ref. No. 12-8060-20-8776) (REDMS No. 3228251)

Andrew Nazareth, General Manager, Business and Financial Services, joined by Ivy Wong, Manager, Revenue, briefly reviewed his report and the criteria and conditions that must be met in order to qualify for the tax exemption. Mr. Nazareth noted that the tax exemptions were only available over the next five years, and were not for the purpose of attracting new tenants, rather the focus was on retaining existing business and jobs in the City Centre Area.

A discussion ensued about:

- How the City would recover some of the costs associated with the tax exemption, including the possibility of having to distribute the tax burden to others within the same property classifications, or shifting it to other property classifications;
- the anticipated new growth from City Centre Area properties, particularly properties around the Oval and in the Firbridge area;
- the advertising requirements in connection with the City Centre Area Transitional Tax Exemption Bylaw No. 8776;

- concerns about how to communicate with property owners who reside outside of the country, as well as all the tenants that will be affected, including the feasibility of hand delivering notices to business licence holders; and
- and the drop in the mill rate since 2005.

Staff were also directed to provide a map of the area eligible for the City Centre Area Transitional Tax Exemption prior to next Regular Council Meeting, scheduled to take place on Monday, June 27, 2011.

It was moved and seconded

(1) That the City Centre Area Transitional Tax Exemption Bylaw No. 8776 be introduced and given first, second and third readings and that staff provide public notice in accordance with Sections 94 and 227 of the Community Charter; and

(2) That staff advise Council in due course about the method used to provide the notice to the owners and as many tenants as possible.

CARRIED

6. **E-COMM DURING THE RIOTS**

Councillor Bill McNulty, provided an oral report on the role of E-Comm during the riots in Vancouver on June 15, 2011. He noted that E-Comm's staff responded in a calm and professional manner while dealing with approximately four times the normal volume of 911 calls. Councillor McNulty also noted that E-Comm's radio system performed without any issues, and easily coped with the enormous increase in radio traffic.

It was moved and seconded

That the oral report regarding E-comm's role during the Vancouver riots be received for information.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:04 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, Monday, June 20, 2011.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office

City of Richmond

Minutes

Planning Committee

Date: Tuesday, June 21, 2011

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Greg Halsey-Brandt, Vice-Chair
Councillor Linda Barnes
Councillor Sue Halsey-Brandt
Councillor Harold Steves

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

MINUTES

It was moved and seconded
That the minutes of the meeting of the Planning Committee held on Tuesday, May 17, 2011, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, July 5, 2011, (tentative date) at 4:00 p.m. in the Anderson Room

The Chair advised that a discussion regarding Hours of Operation at Construction Sites would be added to the agenda as Item 4a.

PLANNING & DEVELOPMENT DEPARTMENT

1. **APPLICATION BY MOHINDER GILL FOR REZONING AT 7140/7160 BEECHAM ROAD FROM TWO-UNIT DWELLINGS (RD1) TO SINGLE DETACHED (RS2/B)**
(File Ref. No. 12-8060-20-8731, **RZ 10-544622**) (REDMS No.3169195)

It was moved and seconded
That Bylaw No. 8731, for the rezoning of 7140/7160 Beecham Road from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/B)", be introduced and given first reading.

CARRIED

2. **APPLICATION BY ZHI YONG CHEN FOR REZONING AT 7980 BROADMOOR BOULEVARD FROM SINGLE DETACHED (RS1/E) TO COACH HOUSES (RCH)**
(File Ref. No. 12-8060-20-8765, **RZ 10-529089**) (REDMS No. 3207500)

Discussion ensued between staff and Committee regarding the concept of coach house development.

In response to a query Brian Jackson, Director of Development, advised that coach house development is allowed on arterial roads where there is an existing operational rear lane.

Further discussion ensued and advice was given that during the review of the 2041 Official Community Plan, staff are surveying responses by residents whether coach house development is something they wish to see in their neighbourhoods.

It was moved and seconded
That Bylaw No. 8765, for the rezoning of 7980 Broadmoor Boulevard from "Single Detached (RS1/E)" to "Coach Houses (RCH)", be introduced and given first reading.

CARRIED

3. **APPLICATION BY MATTHEW CHENG ARCHITECT INC. FOR REZONING AT 9731 AND 9751 CAMBIE ROAD FROM SINGLE DETACHED (RS1/E) TO LOW DENSITY TOWNHOUSES (RTL4)**
(File Ref. No. 12-8060-20-8786, **RZ 08-422838**) (REDMS No. 3162217)

It was moved and seconded
That Bylaw No. 8768, for the rezoning of 9731 and 9751 Cambie Road from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)", be introduced and given First Reading.

CARRIED

4. **APPLICATION BY CORNERSTONE ARCHITECTURE (SCOTT KENNEDY) FOR REZONING AT 3531 BAYVIEW STREET FROM LIGHT INDUSTRIAL (IL) TO STEVESTON CONSERVATION AREA (SC1) CORE AREA**
(File Ref. No. 12-8060-20-8780, **RZ 10-547511, HA 10-547513**) (REDMS No. 3223312)

Discussion ensued between staff and Committee regarding the proposed three storey, mixed use commercial/residential building, with an office, restaurant and retail component, with 22 residential units over a parkade, located in Steveston at 3rd Road and Bayview Street.

The discussion focused primarily on:

- a possible future increase in the dike elevation on Bayview Street;
- surface parking is located "below grade" due to the unique nature of the site's grade;
- to compensate for the parking stall deficiency in the plan the applicant will: (i) construct an extension of the sidewalk on the north side of Bayview Street, east to 2nd Avenue; (ii) construct a pedestrian crosswalk at Bayview Street and 3rd Avenue; and (iii) provide an electric vehicle plug-in;
- the reduction of on-site parking spaces would have to be consistent with the Steveston Heritage Strategy principles;
- the form and character of the proposed development, including whether brick cladding was in keeping with the heritage of the Steveston Village; and
- the proposed contribution of over $298,232 for additional density to the Village Heritage Conservation Grant Program has been reduced by the applicable affordable housing contribution.

Applicant Dana Westermark, accompanied by Architect Scott Kennedy, addressed Committee and drew attention to the following details of the proposed development:

- the idea is to suggest an evolution of the site over time;
- the design rationale includes residential units on the Bayview Street frontage featuring a newer, more modern façade, with the 3rd Avenue frontage more industrial;
- a more 'landmark' building expression is planned for the corner of 3rd Avenue and Bayview Street;
- brick cladding is optional, and at this point is just one idea for cladding;
- the proposed form and character is not dissimilar to that of other buildings in the Village;
- character windows are reminiscent of the Hepworth Block on Moncton Street;

- the design in its entirety would not read as a single, monolithic building, but would read as several smaller buildings;
- Bayview Street is relatively inactive at this time, and the proposed development would bring activity to Bayview Street, between 2nd and 3rd Avenues; and
- pedestrian traffic would be facilitated with the construction of the extension of the sidewalk on the north side of Bayview Street, east to 2nd Avenue.

Discussion ensued among Committee, Mr. Westermark and Mr. Kennedy, and especially on:

- past public meetings hosted by the applicant, during which Steveston residents expressed good support for the general design approach;
- soft, muted colours are proposed for the retail unit store fronts;
- the flat roof block of buildings do not fit into the 'Maritime Victorian' architectural character of Steveston's heritage according to Councillor Steves;
- a raised platform across the front of the building reflects grade changes on the site, and in future could feature an outdoor component of a restaurant, adding further animation to the street and site; and
- the proposal is consistent with the heritage design specifications of the Steveston Area Plan – Development Permit Guidelines.

A three-person delegation, comprising (i) Ralph Turner, Chair of the Gulf of Georgia Cannery Society, (ii) Jim Kojima, Chair, Steveston Community Society, and (iii) Bruce Rozenhart, President, Steveston Historial Society, addressed Committee.

Mr. Turner expressed the following concerns regarding the proposed development:

- the number of on-site parking spaces is inadequate to accommodate the building's future residents, business owners, and visitors to the building;
- the destination of the funds from the applicant, for bonus density;
- the City's general amenity fund is not a Steveston-specific fund, receiving a contribution of approximately $25,000 in lieu of actual indoor amenity facilities; and
- rooftops being inaccessible.

Mr. Turner also queried, and received advice regarding, how the owners of the 17 heritage buildings in Steveston would apply to the Steveston Village Heritage Conservation Grant Program.

Mr. Kojima stated that the number of proposed parking sites assigned to the development is a concern, and the low number of parking sites would have a negative impact on the Village.

He expressed pleasure that the contribution of $298,232 for additional density is proposed to be used in the approved Steveston Village Heritage Conservation Grant Program.

Mr. Kojima concluded his remarks by advising that: (i) the Provincial Government has been requested to provide affordable housing initiatives by the ANAF Legion (Steveston), the Buddhist Temple, and the Lion's Manor; and (ii) by the end of June, 2011, Mr. Rozenhart is suggesting a Steveston Heritage Committee.

Mr. Rozenhart expressed concern regarding the parking provisions of the proposed development, and stated that there is a heightened sensitivity to development in Steveston Village. He noted that the Village is a successful tourism destination, and that means greater traffic and a large impact on the whole Village.

He noted that the proposed development is coming before Committee as one of the first proposals that follows the Steveston Area Plan – Development Permit Guidelines, and he queried whether James Burton, the City's consultant during the Guidelines' process, had been involved in the present design scheme presented by the applicant.

Staff advised that Mr. Burton had been involved with the applicant's proposal.

Mr. Rozenhart requested that the City's application form for the Steveston Village Heritage Conservation Grant Program be made available for viewing.

The Chair thanked the delegates for their comments.

Committee requested that:

(i) staff provide information regarding the Steveston Area Plan – Development Permit Guidelines; and

(ii) transportation staff meet with the delegates to discuss the parking issue.

Discussion among Committee ensued and the following comments were made:

- the parking issue needed to be re-addressed;
- a parking plan for the site should be provided to Committee;
- a definition of "small scale development" is requested; and
- whether a reconsideration of design guidelines should be done.

Staff was directed to provide copies of the Steveston Area Plan – Development Permit Guidelines to Council, and to submit a definition of "small scale development".

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

It was moved and seconded
That the application by Cornerstone Architecture for Rezoning at 3531 Bayview Street be referred back to staff to examine:

(i) parking requirements, and especially the ratio of stalls per residential units;

(ii) whether the residential component meets the bylaw requirements; and

(iii) whether the proposed facades and the design of the roof element on Bayview Street is in keeping with the Steveston Heritage Strategy

CARRIED

4a. HOURS OF OPERATION AT CONSTRUCTION SITES

Discussion ensued between Committee and staff regarding recent complaints received from residents who live near construction sites and who are disturbed by the noise created by construction activities between the hours of 7:00 a.m. and 8:00 p.m. Monday through Saturday, as well as the hours of 9:00 a.m. to 6:00 p.m. on Sundays and holidays.

In response to a query, Joe Erceg, General Manager of Planning and Development, advised that construction companies put up a bond, to ensure that they adhere to construction hours outlined in the City's noise bylaw.

A comment was made that any future changes to the construction site hours of operation should not apply to homeowners who wish to undertake small construction projects, on the interior of their homes, during weekends.

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

It was moved and seconded
That staff:

(i) examine the hours of construction, as outlined in the noise bylaw as they relate to construction sites;

(ii) compare Richmond's hours of construction parameters with those from other municipalities; and

report back to the Planning Committee.

CARRIED

5. **MANAGER'S REPORT**

Terry Crowe, Manager, Policy Planning reported that:

(i) Planning staff continues to host open houses in a variety of Richmond neighbourhoods, as part of the 2041 Official Community Plan update process; and

(ii) the City and School Board worked together to attract students to submit artwork to illustrate the cover of the to-be-published 2041 Official Community Plan Update, and the two students who had been identified as winner and runner up would be presented with financial scholarships at the June 27, 2011 Council meeting.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:45 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, June 21, 2011.

Councillor Bill McNulty
Chair

Sheila Johnston
Committee Clerk

City of Richmond

Minutes

Public Works & Transportation Committee

Date:	Wednesday, June 22, 2011
Place:	Anderson Room Richmond City Hall
Present:	Councillor Linda Barnes, Chair (arrived at 4:21 p.m.) Councillor Sue Halsey-Brandt, Vice-Chair Councillor Derek Dang Councillor Ken Johnston Councillor Harold Steves
Also Present:	Councillor Greg Halsey-Brandt
Call to Order:	The Vice-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 Public Works & Transportation Committee held on Wednesday, May 18, 2011, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, July 20, 2011 (tentative date) at 4:00 p.m. in the Anderson Room

ENGINEERING AND PUBLIC WORKS DEPARTMENT

1. **REVISED WATER SHORTAGE RESPONSE PLAN (SPRINKLING RESTRICTIONS) – BYLAW AMENDMENTS**
(File Ref. No. 10-6650-09-01) (REDMS No. 3222936)

It was moved and seconded
That Metro Vancouver's 2011 Water Shortage Response Plan, which includes revised water use restrictions, be endorsed and the following amendment bylaws be introduced and given first, second and third readings:

(1) Water Use Restriction Bylaw No. 7784, Amendment Bylaw No. 8766;

(2) Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8774; and

(3) Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8775.

CARRIED

2. **SUBDIVISION AND DEVELOPMENT BYLAWS**
(File Ref. No. 10-6060-01) (REDMS No. 3191830)

In reply to queries from Committee, Lloyd Bie, Manager, Engineering Planning, advised that (i) in-stream applications would not be assessed higher fees due to the proposed bylaws; (ii) the maximum term for cost recovery is fifteen years after the completion date of the works or services; and (iii) the current Neighbourhood Improvement Charge (NIC) will be phased out as the proposed Subdivision and Development Bylaw No. 8751 will enable the City to collect cash-in-lieu of construction contributions.

It was moved and seconded

(1) That Subdivision and Development Bylaw No. 8751 be introduced and given 1st, 2nd and 3rd readings; and

(2) That Works and Services Cost Recovery Bylaw No. 8752 be introduced and given 1st, 2nd and 3rd readings.

CARRIED

3. **CANADA LINE: PROGRESS REPORT ON OPPORTUNITIES FOR RETAIL OPERATIONS AND LITTER COLLECTION/CLEANING ACTIVITIES**
(File Ref. No. 10-6405-01) (REDMS No. 3229016)

Suzanne Bycraft, Manager, Fleet & Environmental Programs, noted that the full-time litter attendant personnel complement control number will have no additional impact on the budget as the funds are already budgeted and are being recovered through the 2011 sanitation and recycling utility budget and rates.

In reply to queries from Committee, staff provided the following information:

- the access agreement with Translink restricts the City from using or undertaking any activities within a one-metre buffer zone around the perimeter of the Canada Line infrastructure, such as stations, guide ways, and columns;
- the agreement also restricts the City from using or undertaking any activities that would impact on Translink's ability to access the Canada Line infrastructure for maintenance, inspection, repair or other purposes;

- the Brighouse station and guide way is entirely located on private property, as such, there are limited opportunities for retail activities outside the City's limited sidewalk areas;
- the Richmond Access Agreement between the City and Translink outlines the City's responsibility in relation to cleanliness and maintenance of the Canada Line stations; and
- leases on City property would be the sole revenue of the City.

Councillor Barnes entered the meeting and assumed the Chair (4:21 p.m.).

Discussion ensued regarding the various types of retail opportunities along the Canada Line. Committee suggested that vendors along the Canada Line be encouraged or mandated to offer primarily organic, unprocessed, local food. Also, a comment was made regarding non-food vendors supporting local non-profit organizations. Moreover, Committee expressed their desire to see that food vendors along the Canada Line offer their goods in environmentally friendly packaging in keeping with the 4 Rs – Reduce, Reuse, Recycle, and Recover.

In reply to queries from Committee, Victor Wei, Director, Transportation, provided the following information:

- the street furniture installed under the City – Pattison Street Furniture Agreement will be silver in color;
- silver furniture was chosen as coloured street-furniture quickly fade and lose lustre;
- silver street-furniture requires less maintenance and it is more neutral to the streetscape, allowing for more options to add future components to the street; and
- the 10-unit multiple publication news racks with recycling receptacles will be installed at the Aberdeen, Lansdowne and Brighouse stations.

Committee requested that Council be advised of the location of the various new street furniture elements that are to be installed throughout the summer.

It was moved and seconded
That:

(1) an additional personnel complement control position be approved for a permanent litter attendant position for waste and litter removal along No. 3 Road for service in relation to the Canada Line;

(2) in relation to the potential for retail opportunities at or near Canada Line stations, that staff;

(a) bring forward for Council's consideration a report recommending amendment to the Business Licence Bylaw to permit vendors on City owned or controlled property;

(b) work with Translink to encourage Translink to permit such retail opportunities near Canada Line stations, particularly at Brighouse Station; and

(c) move forward with a pilot request for proposal for retail activity for locations at the intersection of No. 3 Road and Westminster Highway.

CARRIED

It was moved and seconded

That staff investigate and report back on the possibility that vendors be required to provide healthy, local food, and that such foods be offered in environmentally friendly packaging.

CARRIED

It was moved and seconded

That staff investigate and report back on the possibility of non-food vendors supporting local non-profit organizations.

CARRIED

4. **AGEING INFRASTRUCTURE PLANNING – 2011 UPDATE**
(File Ref. No. 10-6060-01) (REDMS No. 3170477)

Robert Gonzalez, General Manager, Engineering and Public Works, commented on several different financial models that staff are currently investigating in an effort to address the estimated long-term capital requirements for age-related infrastructure renewal.

In reply to a query from Committee, Mr. Bie advised that currently the City is not in a financial position where it could feasibly repair infrastructure that has reached the typical failure curve.

Discussion ensued regarding rising utility costs at the regional level (Metro Vancouver) and Committee queried how such information could be relayed to Richmond residents.

It was moved and seconded

That staff review the report dated June 7, 2011 from the Director, Engineering in conjunction with the Long Term Financial Management Strategy and bring forward recommendations to Finance Committee.

CARRIED

5. **MANAGER'S REPORT**

(i) Nelson Road-Highway 91 Interchange Update

Mr. Wei noted that it is anticipated that the Nelson Road – Highway 91 Interchange project be completed by mid-July 2011.

(ii) Metro Vancouver's Integrated Liquid Waste and Resource Management Plan

Mr. Bie referenced a memorandum dated June 22, 2011 regarding the Metro Vancouver's Integrated Liquid Waste and Resource Management Plan. He noted that Ministry of Environment conditionally approved the Plan with ten conditions, four of which directly impact Richmond.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:50 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works & Transportation Committee of the Council of the City of Richmond held on Wednesday, June 22, 2011.

Councillor Linda Barnes
Chair (Items 3 to 5)

Hanieh Floujeh
Committee Clerk

Councillor Sue Halsey-Brandt
Vice-Chair (Items 1 and 2)

Council/Board Liaison Committee
Public Minutes

Wednesday, May 18, 2011
9:00 a.m.

School District Administration Offices
4th Floor Conference Room

Present: Trustee Debbie Tablotney, Chair
Trustee Linda McPhail
Councillor Linda Barnes
Councillor Greg Halsey-Brandt

Also Present: M. Pamer, Superintendent of Schools, SD 38
M. De Mello, Secretary Treasurer, SD 38
D. Semple, General Manager, Parks and Recreation, COR
V. Jacques, A/Director, Recreation and Cultural Services, COR
K. Champion, Director of Instruction-Learning Services, SD 38
V. Wei, Director, Transportation, COR
S. Carter-Huffman, Senior Planner, Urban Design, COR
C. Black, Executive Assistant, SD 38

Regrets: Trustee Donna Sargent

Call to Order: The Chair called the meeting to order at 9:00 am.

1. ADOPTION OF AGENDA

It was moved and seconded
That the agenda for the meeting of Wednesday, May 18, 2011 be approved as presented.

Item 4.5 was moved to follow item 3.2.

2. MINUTES

It was moved and seconded
That the minutes of the meeting of the Council/Board Liaison Committee held on Thursday, May 18, 2011 be adopted as circulated.

3. STANDING ITEMS

3.1 Joint School District / City Management Committee

- The Superintendent of Schools and the General Manager of Parks and Recreation noted the joint meetings are very positive and both City and School District staff are working well together to support each other.
- The School District is preparing at letter regarding the School Site Acquisition Charge (SSAC) so that the increase can be forwarded to Council.

- Other topics discussed at the joint meeting included: updates on Project We, City Works Yard Open House, Hamilton Community Centre opening, and the new Brighouse School opening as well as a discussion regarding the possible relocation of the School District Works Yard.
- It was noted that the City now has a computer system that is compatible with the School District's Apple system making communication easier.

ACTION: The Secretary Treasurer, SD #38 will forward a letter regarding the School Site Acquisition Charge (SSAC) increase to the City of Richmond for Council.

3.2 PROGRAMS

- The Acting Director of Recreation and Cultural Services distributed notes from the Joint City and School District Program Committee meeting of May 9, 2011.
- The main topic of discussion was social media from the City's perspective and from the School District's perspective.
- Two week Spring Break was also discussed and Trustee McPhail noted that a two-week Spring Break was approved by the Board of Education at their regular Public Board meeting on May 16, 2011. Spring Break dates next year are March 12 – 23, 2012. The viability of a two-week break will be reviewed by the Board of Education on a biannual basis.
- The Council/Board Liaison Committee discussed the benefits of having at least one week of Spring Break common with other metro districts.
- The Acting Director of Recreation & Cultural Services also noted that the Tall Ships will be arriving in Richmond on Friday, June 3, 2011.

ACTION: Trustee McPhail will add the topic "common Spring Break week" to the next meeting of the BCSTA for discussion with other metro districts.

ACTION: The Acting Director of Recreation and Cultural Services will contact the School District's Communications & Marketing Manager regarding posting information about the Tall Ships event on the School District website.

T. Crowe, Manager, City Policy Planning, entered the meeting at 9:20 a.m.

Item 4.5 moved to this point in the agenda.

4.5 2041 OCP Concept

- The City's Manager of Policy Planning updated the group regarding the Proposed 2041 OCP Update Concept for the City of Richmond highlighting the main concepts.
- The City's Manager of Policy Planning noted that the third round of public consultation is proposed for June 2011 and feedback from that consultation will come back to Council in September 2011.
- Comments and feedback from the Richmond School District is welcome.

ACTION: The School District will submit a letter of feedback regarding the Proposed 2041 OCP Update Concept by the end of July 2011.

ACTION: The topic "Proposed 2041 OCP Update Concept " will be added to the next School District Personnel & Finance Committee meeting Public agenda on Monday, June 13, 2011 for discussion in preparation of a letter of comments and feedback to the City of Richmond.

3.3 School Planning and Construction Schedule

- The Secretary Treasurer, SD 38, reviewed the School Planning Construction Schedule attached with agenda noting that Modular Learning Centres (MLC) are currently being delivered for Full Day Kindergarten.
- The Secretary Treasurer, SD 38, also noted that the District continues to wait for ministerial approval for the land exchange with the City.
- There was discussion about the official opening of Brighouse School. The District is waiting for the Ministry to select an official date but expect it to be in October 2011.
- The Superintendent of Schools noted that the District currently has a consultant doing an in depth study regarding a fair and equitable way to manage rentals at the Neighbourhoods of Learning Centre (NLC).

The Manager, City Policy Planning departed the meeting at 9:45 a.m.

3.4 Traffic Safety Advisory Committee

- The City's Director of Transportation reviewed the 2011 initiatives for the Traffic Safety Advisory Committee (TSAC) for information.
- The City's Director, Transportation noted concern from the TSAC that there was no longer a representative from the Richmond District Parent Association (RDPA) on the Committee for their monthly meetings.
- The City is proposing to locate a V-Calm device to No. 2 Road & Steveston Highway, noting that V-Calm becomes less effective as motorists become used to the electronic billboard.
- City and School District staff are currently assessing traffic safety at Bridge Elementary School to come up with effective solutions.

ACTION: Trustee Tablotney and Trustee McPhail will discuss representation on the City's TSAC Committee with the new RDPA President.

4. BUSINESS ARISING & NEW BUSINESS

4.1 Youth Support Workers

- The School District Director of instruction of Learning Services reviewed her report regarding Youth Support Workers presented to the Board of Education in Public session for information on May 2, 2011.
- It was noted that the data on the impact of losing the Youth Support Worker positions has been inconclusive. Two new positions (1.5 FTE) Youth Connections Workers have been created.
- There was a discussion about whether or not School District staff is connecting with outside agencies for increased support and the Director of Instruction of Learning Services noted that the School District has created a database to track support for Youth that will include tracking support from outside agencies.
- Trustee Barnes noted that the Richmond Community Services Advisory Committee (RCSAC) have invited School District to have a representative on their Committee.

ACTION: The topic" Data re: Tracking Services for At Risk Youth" be added to the Council/Board Liaison Committee Public agenda in February 2012 for review and further discussion with the Director of Instruction of Learning Services and the Committee.

ACTION: Trustee McPhail and Trustee Tablotney will discuss finding a RCSAC representative from the School District to attend their monthly meetings.

4.2 Hamilton Community Centre Operating Agreement Revision Update

- The Secretary Treasurer, SD 38 noted that the City's Manager of Community Recreation Services and the School District's Manager of Facilities have been working diligently on the Hamilton Community Centre Operating Agreement and it is now ready to send to the lawyers.
- It was noted that the Unions have been advised.

4.3 Richmond Community Cycling Committee–Proposed 2011 Initiatives

- The City's Director of Transportation reviewed the Richmond Community Cycling Committee's proposed initiatives for 2011.
- The city is looking at two potential corridors (Railway and Shell Road) to increase the current cycling network. It was also noted that more east-west connections are needed.
- The City's Director of Transportation noted that the School District staff are welcome to contact him for cycling education information.

4.4 Sidewalks Scheduled for Construction

- The City's Director of Transportation provided a verbal update regarding the construction of sidewalks noting that the City is currently look at any gaps on major arterial roads throughout Richmond.

ACTION: The City's Director of Transportation welcomes any comments or feedback from the School District regarding any safety issues around access to schools. He will add these concerns to a list and investigate if there is available funding for these projects.

4.6 Richmond Secondary Community Garden Expansion

- The Secretary Treasurer, SD38 noted that the School District receives joint funding through UBCM and the Ministry of Education for community garden projects. He noted that currently there are community gardens and Richmond Secondary School and Brighouse Elementary School and that it makes sense for School District inventory of gardens to be added to City's inventory to ensure that the gardens are managed cohesively.

ACTION: The Secretary Treasurer, SD 38 and the General Manager of Parks and Recreation will draft an agreement to have Richmond Secondary School community garden lands added to the City's portfolio at no cost. They will also ensure that appropriate insurance coverage is in place.

ACTION: The Secretary Treasurer, SD 38 will bring a full report back to a Public Council/Board Liaison meeting in the Fall of 2011.

4.7 Wellness Opportunities – Joint Use

- The General Manager of Parks and Recreation noted that there is now a new community association.

ACTION: The General Manager of Parks and Recreation will report back to the Public Council/Board Liaison meeting in the Fall of 2011.

4.8 Model Motorized Airplanes

- The Secretary Treasurer, SD 38 reviewed a letter of concern and petition regarding the safety of flying motorized airplanes in the school yard at Steveston London Secondary School.
- The General Manager of Parks and Recreation noted that upon review, the City bylaw has to be amended in this regard and in some other areas as well.

ACTION: The General Manager of Parks and Recreation will review City Bylaw No. 7310 and make the necessary amendments as discussed.

5. NEXT MEETING

Wednesday, September 21, 2011 from 9:00 a.m. - 4th floor School Board Office.

6. ADJOURNMENT

The meeting adjourned at 10:50 a.m.

City of Richmond

Bylaw 8779

Oath of Office Bylaw No. 8779

The Council of the City of Richmond enacts as follows:

1. Pursuant to section 120(2) of the *Community Charter*, the oath or solemn affirmation of office for persons elected or appointed to office on Richmond City Council is as shown in Schedule A attached to and forming part of this bylaw, with the necessary changes in form, as applicable.

2. This Bylaw is cited as **"Oath Of Office Bylaw No. 8779".**

FIRST READING _____

SECOND READING _____

THIRD READING _____

ADOPTED _____

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

_____ MAYOR

_____ CORPORATE OFFICER

Schedule A to Bylaw No. 8779

OATH OF OFFICE

I, ...[name of person elected or appointed]....., do [swear]/[solemnly affirm] that:

- *I will perform the duties of the office of [Mayor]/[Councillor] faithfully and with integrity and will not allow any private interest to influence my conduct in public matters;*
- *I will abide by the statutes, bylaws and policies that govern the City and will promote openness, accountability, and responsible leadership; and*
- *I will dedicate myself at all times to acting in the best interests of the residents of the City of Richmond.*

June 22, 2011

Delivered by Hand

David Weber, Director, City Clerk's Office
6911 No. 3 Road,
Richmond, B.C. V6Y 2C1

Re: Minoru Senior Centre Expansion

Further to our letter of June 15, 2011 addressed to the Mayor and Councillors, the undersigned would like to attend the council meeting on June 27, 2011 and speak to this subject on behalf of the Minoru Seniors Society. I understand this would be categorized as a non-agenda item and these presentations are normally one of the last items heard at the meeting.
I intend to be brief and would appreciate if I could address council earlier in the proceedings.
Thank you.

Yours truly,

J.W. (Bill) Sorensen
Treasurer, Minoru Senior Society,
7660 Minoru Gate,
Richmond, B.C.

pc: Eva Busich-Veloso, Coordinator Seniors Services
John Foster, MCIP, Manager, Community Social Development

CITY OF RICHMOND
DATE
JUN 22 2011
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Minoru Seniors Society

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DATE: June 17/11 RR

TO: MAYOR & EACH COUNCILLOR
FROM: CITY CLERK'S OFFICE

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pc: John Foster for information
Mike Kirk for information

0060-20-MSEN1

June 15, 2011

Mayor and Councillors
City of Richmond
6911 No. 3 Road
Richmond, B.C. V6Y 2C1

Subject: Minoru Senior Centre Expansion

We are concerned that there has been no concrete progress in plans developed to expand our centre so we can meet the growing needs of the 55 plus segment of our community. For more than 10 years we have been receiving assurances from our elected representatives and senior city staff that seniors are high on the priority list, only to learn time and again that we have been pre-empted by others, i.e. City Centre; new fire halls, new police station, etc. etc. We have been very patient thinking those in authority are aware of our needs and will develop a plan to ensure our expansion goes forward on a timely basis. When is this going to happen?

Representatives from the Minoru Seniors Society have participated in feasibility studies regarding our new building. We have yet to hear the status of this process. Council liaisons have been present at most Minoru Seniors Society meetings, witnessing our concerns and need for space to accommodate an ever increasing seniors population, yet we still feel as though we are not being heard.

We are initiating a petition to demonstrate support in the community for this expansion to proceed on a priority basis. No more empty promises, we want plans developed and a timeline published to ensure we are moving forward and staying on track.

We would appreciate your prompt attention and response to this concern.

Yours truly,

Shirley Parker

Ms. Shirley Parker
President, Minoru Seniors Society
7660 Minoru Gate
Richmond, B.C. V6Y 1R9

Pc: E. Busich-Veloso
Pc: J. Foster

CITY OF RICHMOND
DATE
JUN 16 2011
RECEIVED
CITY CLERK'S OFFICE

7660 Minoru Gate, Richmond, B.C. V6Y 1R9 Tel: 604-718-8450 Fax: 604-718-8462

City of Richmond

Bylaw 7866

Richmond Zoning and Development Bylaw 5300 Amendment Bylaw 7866 (RZ 04-268666) 9631 AND 9651 NO. 4 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 and Development Bylaw 5300, is amended by repealing the existing zoning designation of the following area and by designating it **TOWNHOUSE DISTRICT (R2-0.6):**

   P.I.D. 010-071-601
   Lot 29 Section 27 Block 4 North Range 6 West New Westminster District Plan 15322

   P.I.D. 003-753-468
   Lot 30 Section 27 Block 4 North Range 6 West New Westminster District Plan 15322

2. This Bylaw may be cited as **"Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 7866".**

FIRST READING	JAN 10 2005
PUBLIC HEARING	FEB 21 2005
SECOND READING	FEB 21 2005
THIRD READING	FEB 21 2005
OTHER REQUIREMENTS SATISFIED	JUN 21 2011
ADOPTED	

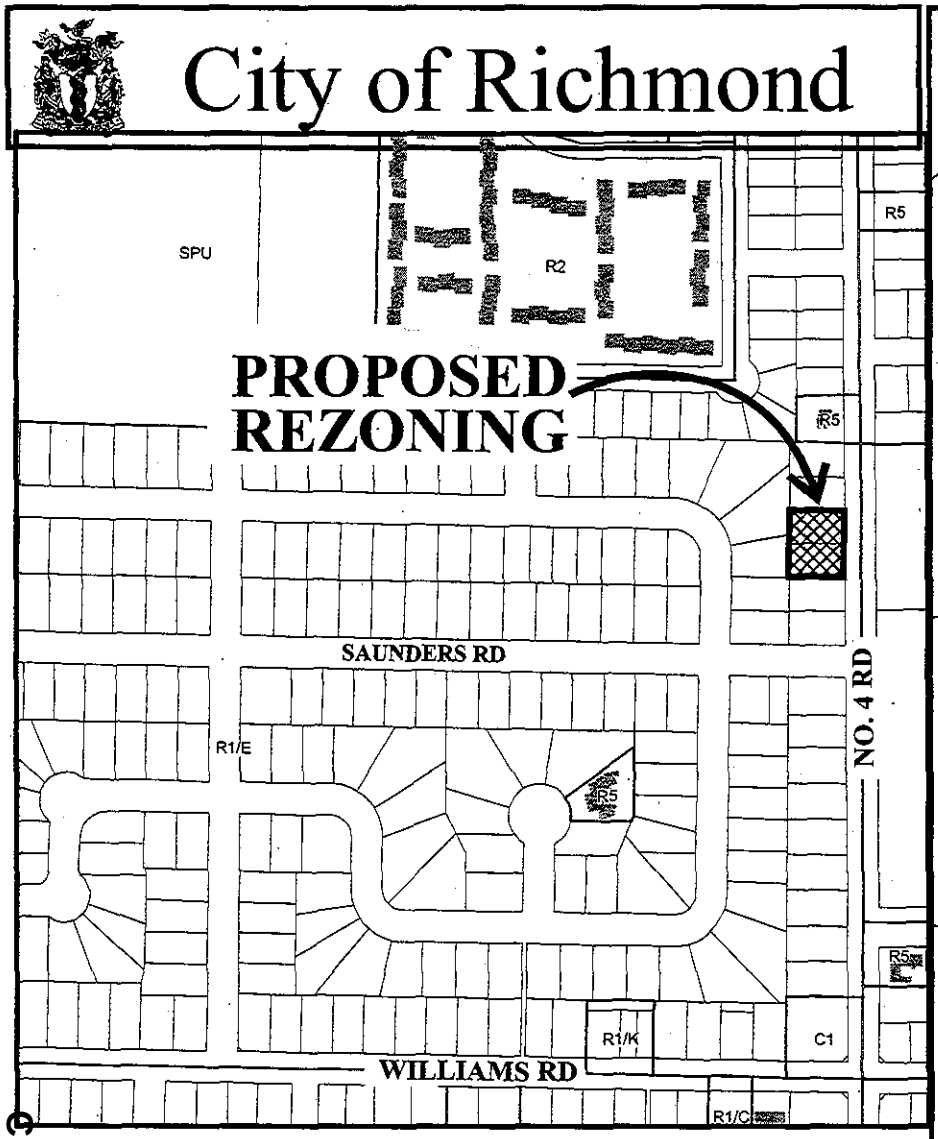
CITY OF RICHMOND
APPROVED for content by originating dept.
HB
APPROVED for legality by Solicitor

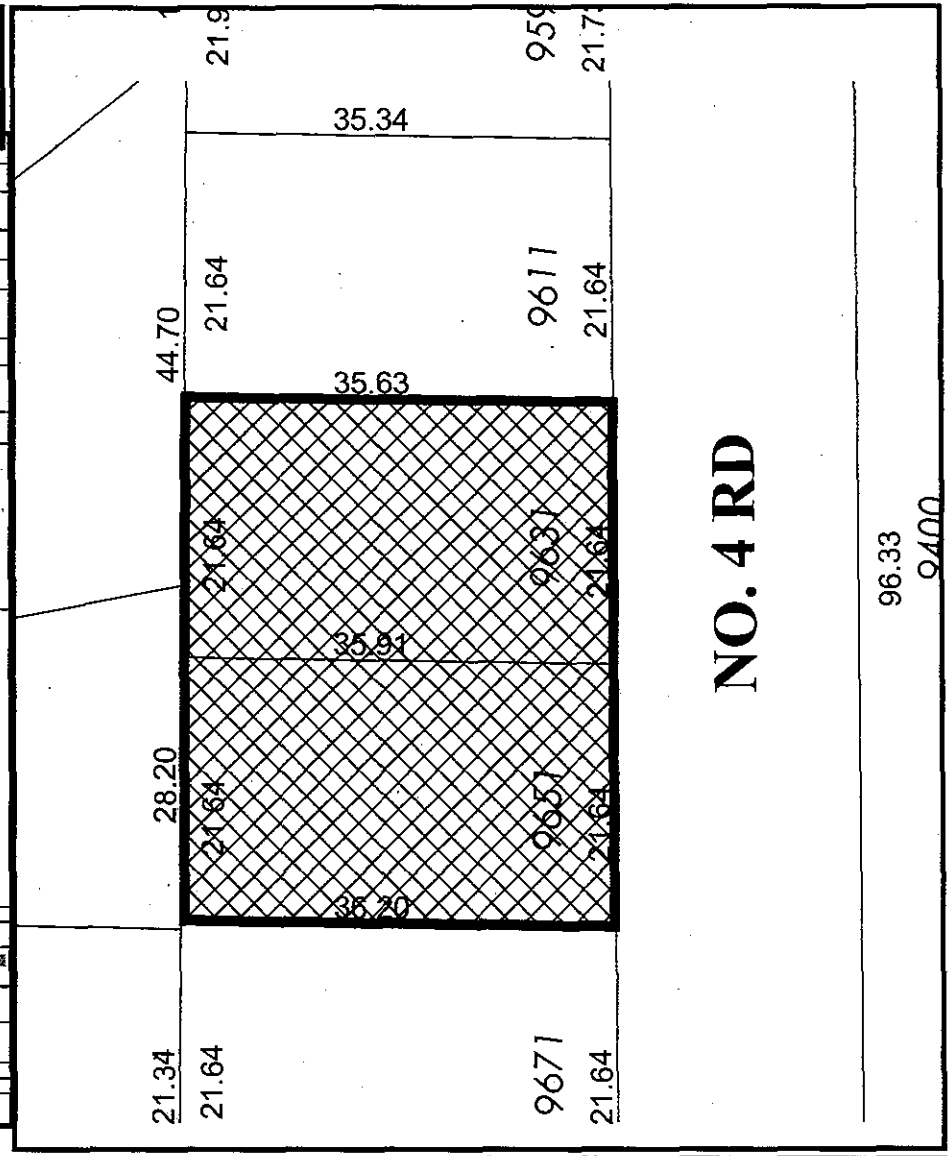
MAYOR

CITY CLERK

1363323

City of Richmond





ENCL - 100

RZ 04-268666

Original Date: 11/26/04

Revision Date:

Note: Dimensions are in METRES

City of Richmond

Bylaw 8523

Richmond Zoning and Development Bylaw 5300 Amendment Bylaw 8523 (RZ 07-395773) 9671 NO. 4 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 and Development Bylaw 5300, is amended by repealing the existing zoning designation of the following area and by designating it **TOWNHOUSE DISTRICT (R2-0.6).**

   P.I.D. 003-995-691
   Lot 28 Section 27 Block 4 North Range 6 West New Westminster District Plan 15322

2. This Bylaw may be cited as **"Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 8523".**

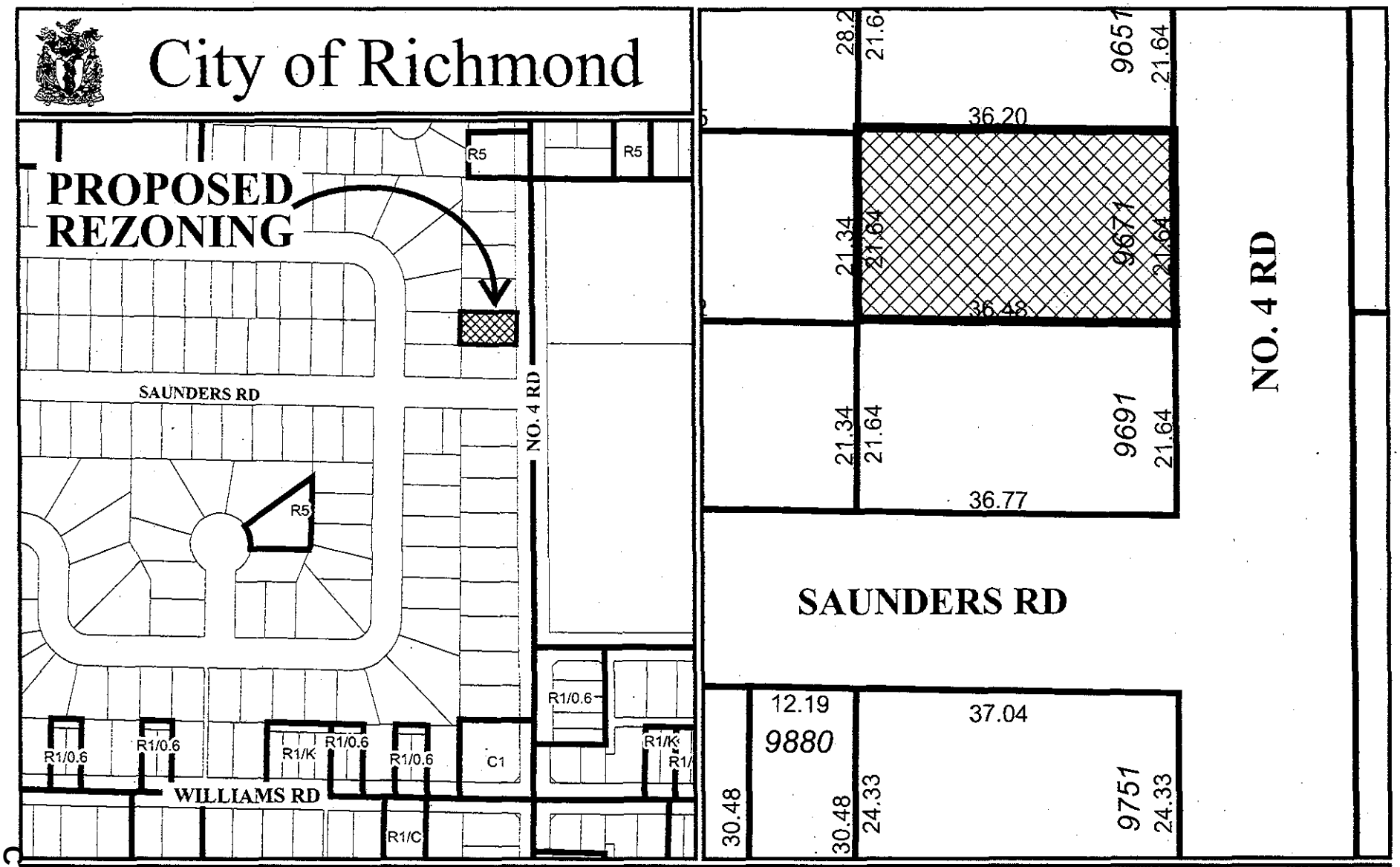
FIRST READING	SEP 14 2009
A PUBLIC HEARING WAS HELD ON	OCT 19 2009
SECOND READING	OCT 19 2009
THIRD READING	OCT 19 2009
OTHER REQUIREMENTS SATISFIED	JUN 21 2011
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond



CNCL - 102

RZ 07-395773

Original Date: 12/18/07

Revision Date: 08/25/09

Note: Dimensions are in METRES

City of Richmond

Bylaw 8457

Richmond Zoning and Development Bylaw 5300 Amendment Bylaw 8457

The Council of the City of Richmond enacts as follows:

1. Richmond Zoning and Development Bylaw 5300 is amended by inserting Section 291.171 thereof the following:

"**291.171 COMPREHENSIVE DEVELOPMENT DISTRICT (CD/171)**

The intent of this zoning district is to provide for light industrial uses with screened unenclosed outside storage.

291.171. 1 PERMITTED USES

LIGHT INDUSTRY;
AUTO TOWING & STORAGE;
CUSTOM WORKSHOPS, TRADES & SERVICES, but excluding **personal services**;
RECREATION FACILITY;
FOOD CATERING ESTABLISHMENT, but excluding **banquet hall facility**;
COMMUNITY USE;
CARETAKER RESIDENTIAL ACCOMMODATION, limited to one such unit per **lot**;
UNENCLOSED OUTSIDE STORAGE as an **ACCESSORY USE** to **LIGHT INDUSTRY** and **CUSTOM WORKSHOPS, TRADES & SERVICES**;
ACCESSORY USES, BUILDINGS & STRUCTURES.

291.171.2 PERMITTED DENSITY

.01 Maximum **Floor Area Ratio**: 1.0

291.171.3 MAXIMUM LOT COVERAGE: 60%

291.171.4 MINIMUM SETBACKS FROM PROPERTY LINES

.01 For **Buildings** and **Structures**:

(a) **Public Road** Setbacks: 6 m (19.7 ft.); and

(b) Waterfront Setbacks: A **food catering establishment** shall not be located within 20 m (65.6 ft.) of the high water mark.

.02 For areas of the **lot used** for UNENCLOSED OUTSIDE STORAGE: Setback to **Property Lines**: 3 m (10 ft.).

291.171.5 OFF-STREET PARKING

.01 Off-street parking shall be provided, developed and maintained in accordance with Division 400 of this Bylaw.

291.171.6 SPECIAL REGULATIONS

.01 UNENCLOSED OUTSIDE STORAGE areas shall be surfaced with asphalt, concrete or other durable, hard and dust-free surfaces.

.02 UNENCLOSED OUTSIDE STORAGE areas shall be gated and screened from adjacent **lots** by any combination of:

(a) **Buildings** or **Structures**; or

(b) A **fence** at least 2 m (6.5 ft.) in height and not exceeding 2.4 m (8 ft.) in height provided that access gates match the character and height of the **fence** provided.

.03 UNENCLOSED OUTSIDE STORAGE areas shall be gated and screened from the adjacent **Public Road** by:

(a) A **fence** at least 2 m (6.5 ft.) in height and not exceeding 2.4 m (8 ft.) in height provided that access gates match the character and height of the **fence** provided;

(b) A **fence** is not permitted to be situated closer than 1.5 m (5 ft.) to a property line abutting a **Public Road**; and

(c) A landscape strip providing a solid visual screen planted and maintained at least 1.8 m (6 ft.) in height and 1.5 m (5 ft.) in width which must be situated in between the required **fence** and **Public Road**.

.04 UNENCLOSED OUTSIDE STORAGE areas are not permitted on a **lot** that directly abuts another **lot** that permits or is designated for **residential** use.

.05 The following are prohibited from occurring in an UNENCLOSED OUTSIDE STORAGE area:

(a) Having goods or materials piled, stacked or stored in any manner that exceeds 3.7 m (12 ft.) in height;

(b) Storing wrecked or salvaged goods and materials;

(c) Storing food products;

(d) Storing goods or materials that are capable of being transmitted above, across or below a land or water surface due to the effects of weather;

(e) Storing goods or materials that constitute a health, fire, explosion or safety hazard; or

(f) Producing, discharging or emitting odoriferous, toxic or noxious matter or vapours, effluents, heat, glare, radiation, noise, electrical interference or vibrations.

.06 The servicing of vehicles and equipment within an UNENCLOSED OUTSIDE STORAGE area is prohibited."

2. This Bylaw is cited as **"Richmond Zoning And Development Bylaw 5300 Amendment Bylaw 8457"**.

FIRST READING	NOV 24 2008
A PUBLIC HEARING WAS HELD ON	DEC 15 2008
SECOND READING	DEC 15 2008
THIRD READING	DEC 15 2008
OTHER REQUIREMENTS SATISFIED	JUN 21 2011
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond

Bylaw 8458

Richmond Zoning and Development Bylaw 5300 Amendment Bylaw 8458 (RZ 06-347799) 15360 KNOX WAY

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 and Development Bylaw 5300, is amended by repealing the existing zoning designation of the following area and by designating it **COMPREHENSIVE DEVELOPMENT DISTRICT (CD/171).**

   P.I.D. 024-873-276
   Parcel 14 Section 15 Block 5 North Range 5 West New Westminster District Plan LMP47667

2. This Bylaw may be cited as **"Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 8458".**

FIRST READING	NOV 24 2008
A PUBLIC HEARING WAS HELD ON	DEC 15 2008
SECOND READING	DEC 15 2008
THIRD READING	DEC 15 2008
OTHER REQUIREMENTS SATISFIED	JUN 21 2011
ADOPTED	

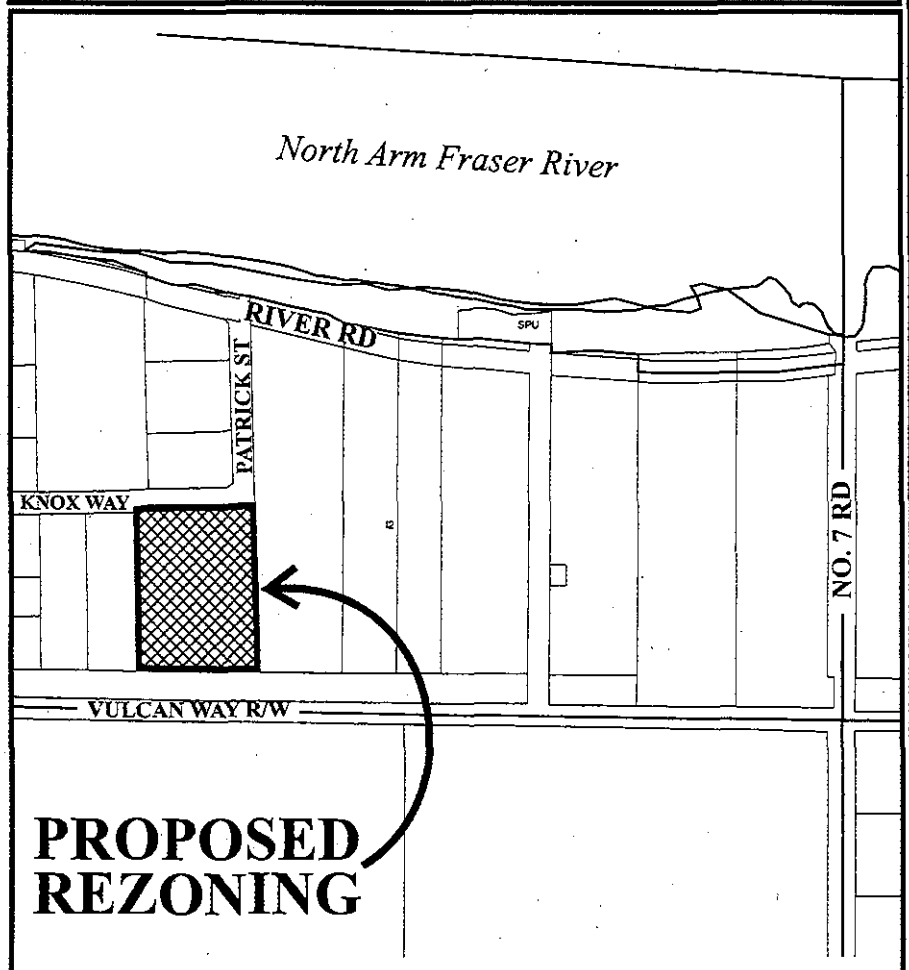
CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

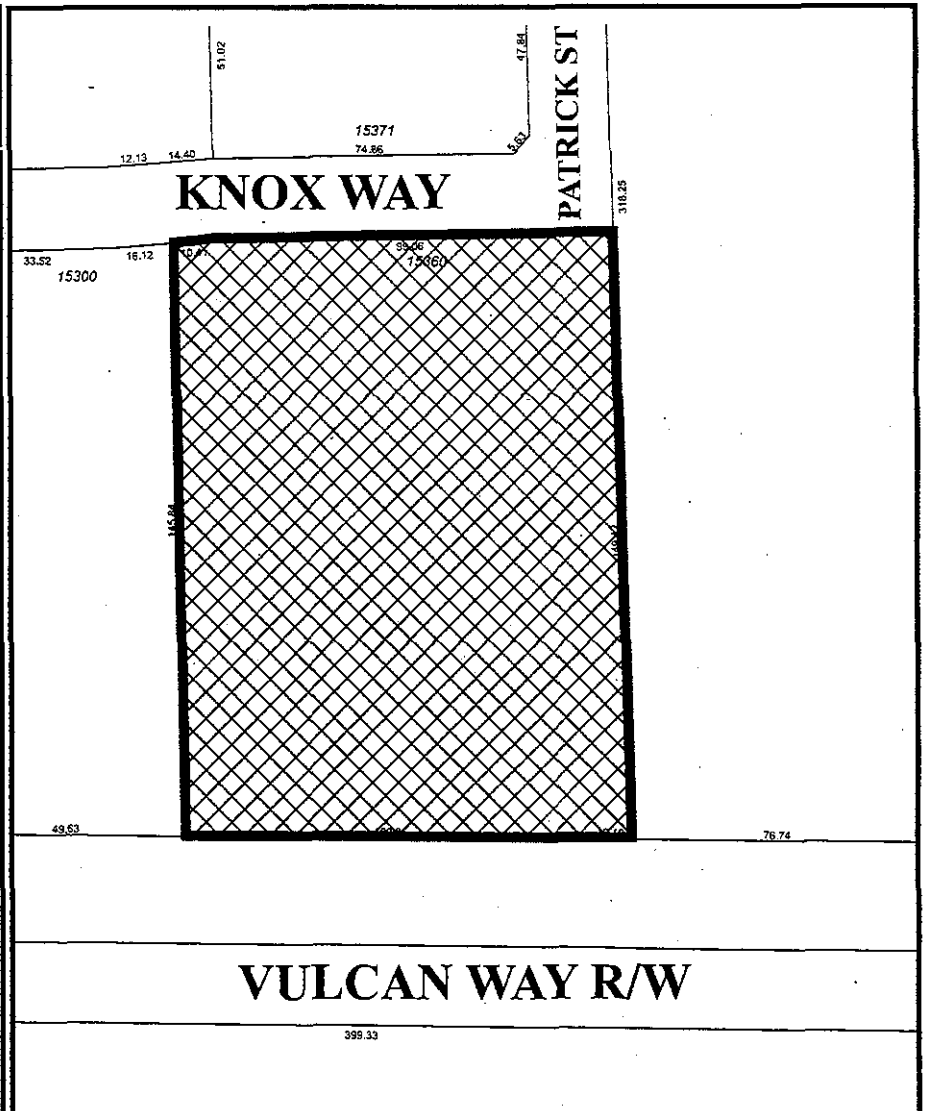
MAYOR

CORPORATE OFFICER

2521652

City of Richmond





RZ 06-347799

Original Date: 09/21/06

Revision Date:

Note: Dimensions are in METRES

CNCL - 108

City of Richmond

Bylaw 8449

Richmond Zoning and Development Bylaw 5300 Amendment Bylaw 8449 (RZ 08-414348) 12351 NO. 2 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 and Development Bylaw 5300, is amended by repealing the existing zoning designation of the following area and by designating it **COMPREHENSIVE DEVELOPMENT DISTRICT (CD/126).**

   P.I.D. 006-475-728
   Lot 138 Section 12 Block 3 North Range 7 West New Westminster District Plan 30210

2. This Bylaw may be cited as **"Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 8449".**

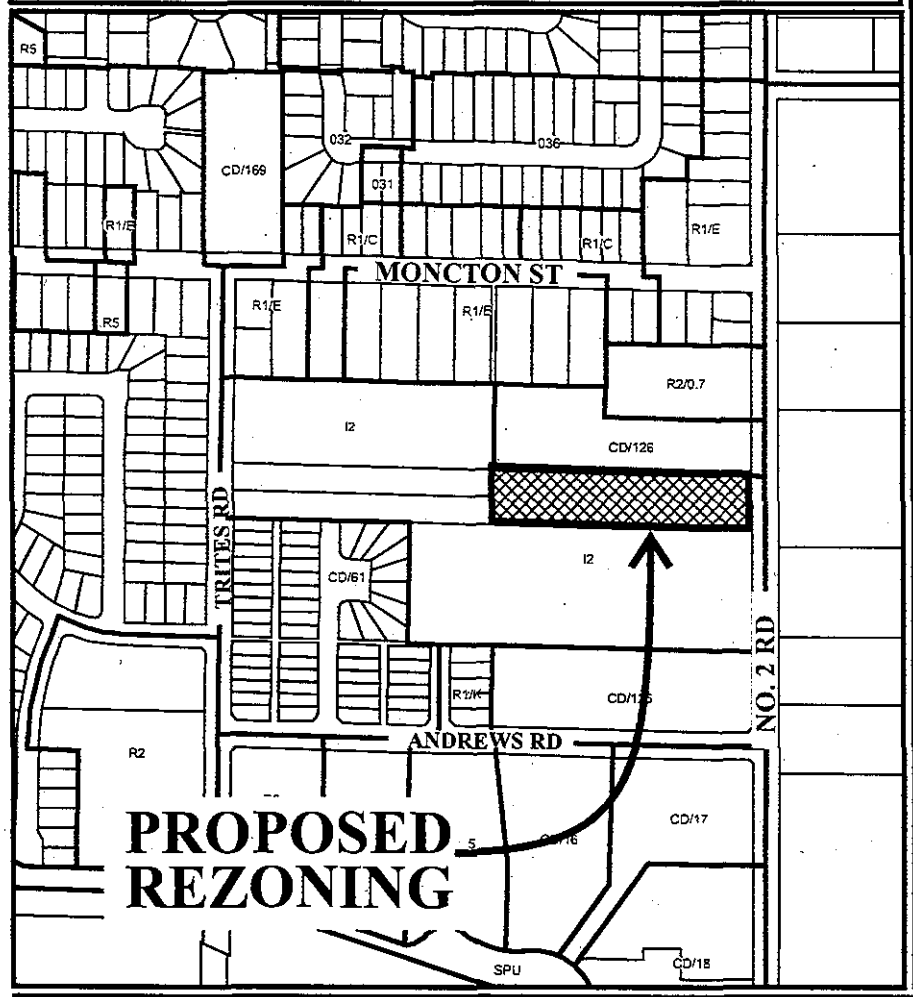
FIRST READING	DEC 16 2008
A PUBLIC HEARING WAS HELD ON	JAN 19 2009
SECOND READING	JAN 19 2009
THIRD READING	JAN 19 2009
OTHER REQUIREMENTS SATISFIED	JUN 21 2011
ADOPTED	

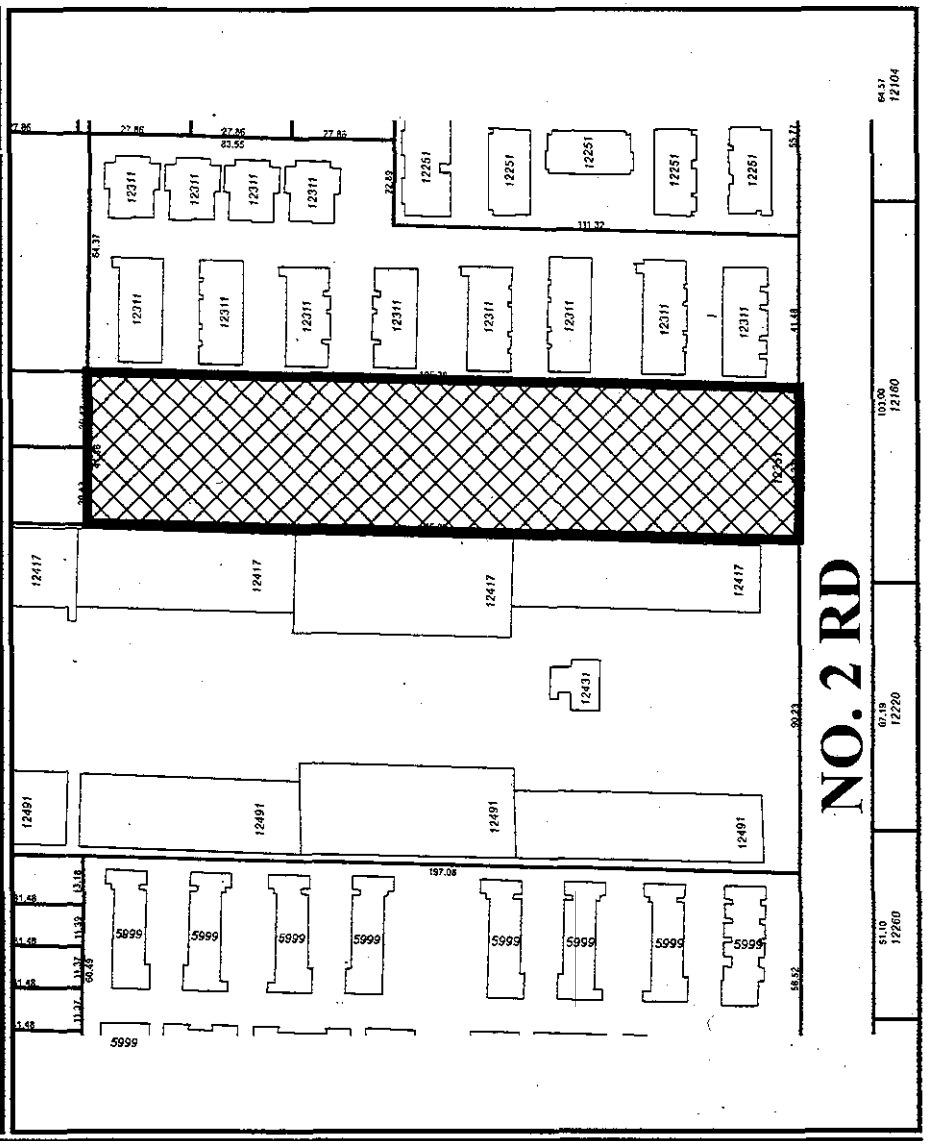
CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond





CNCL - 110

RZ 08-414348

Original Date: 03/14/08

Revision Date:

Note: Dimensions are in METRES

City of Richmond

Bylaw 8644

Richmond Zoning Bylaw 8500 Amendment Bylaw 8644 (RZ 10-509819) 4220/4240 PENDLEBURY 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 **TWO-UNIT DWELLING (RD1).**

   P.I.D. 010-383-131
   Lot 35 Section 26 Block 4 North Range 7 West New Westminster District Plan 18265

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8644".**

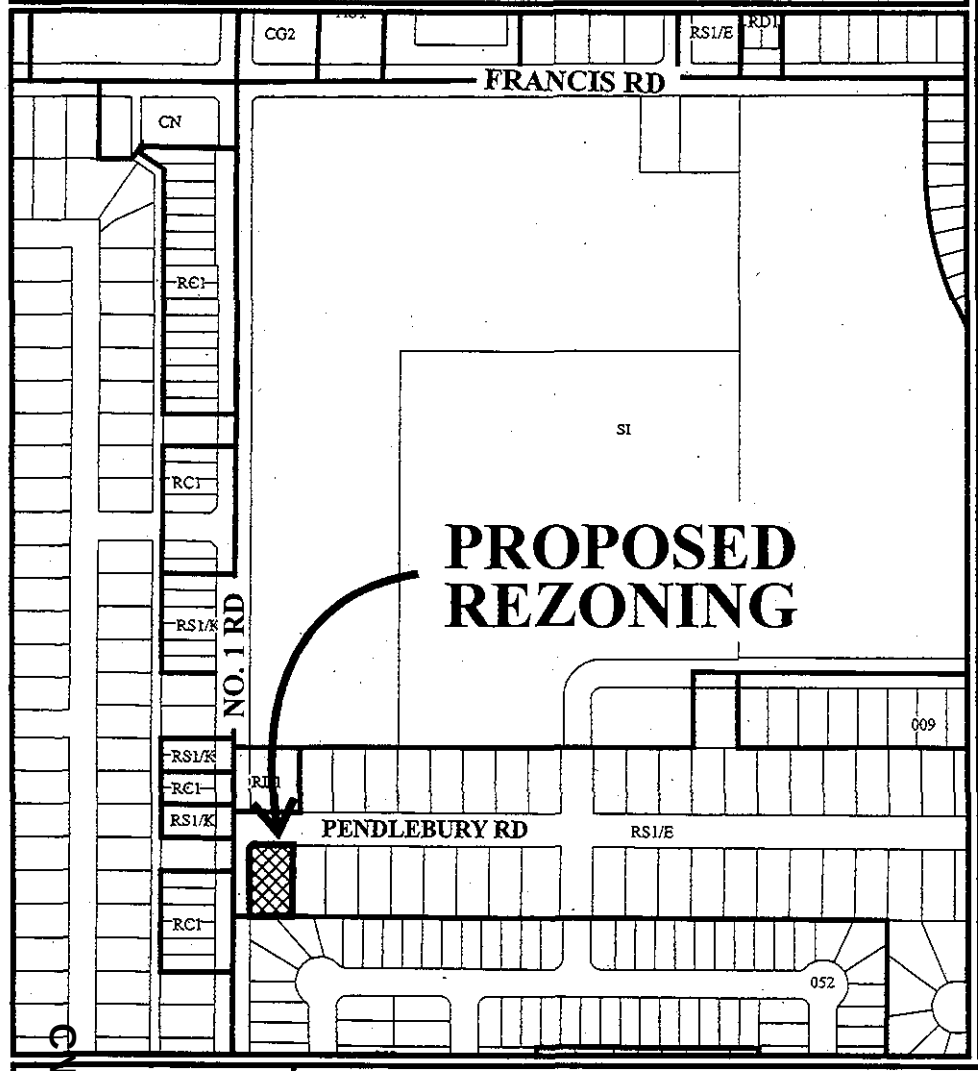
FIRST READING	SEP 13 2010
A PUBLIC HEARING WAS HELD ON	OCT 18 2010
SECOND READING	OCT 18 2010
THIRD READING	OCT 18 2010
OTHER REQUIREMENTS SATISFIED	JUN 16 2011
ADOPTED	

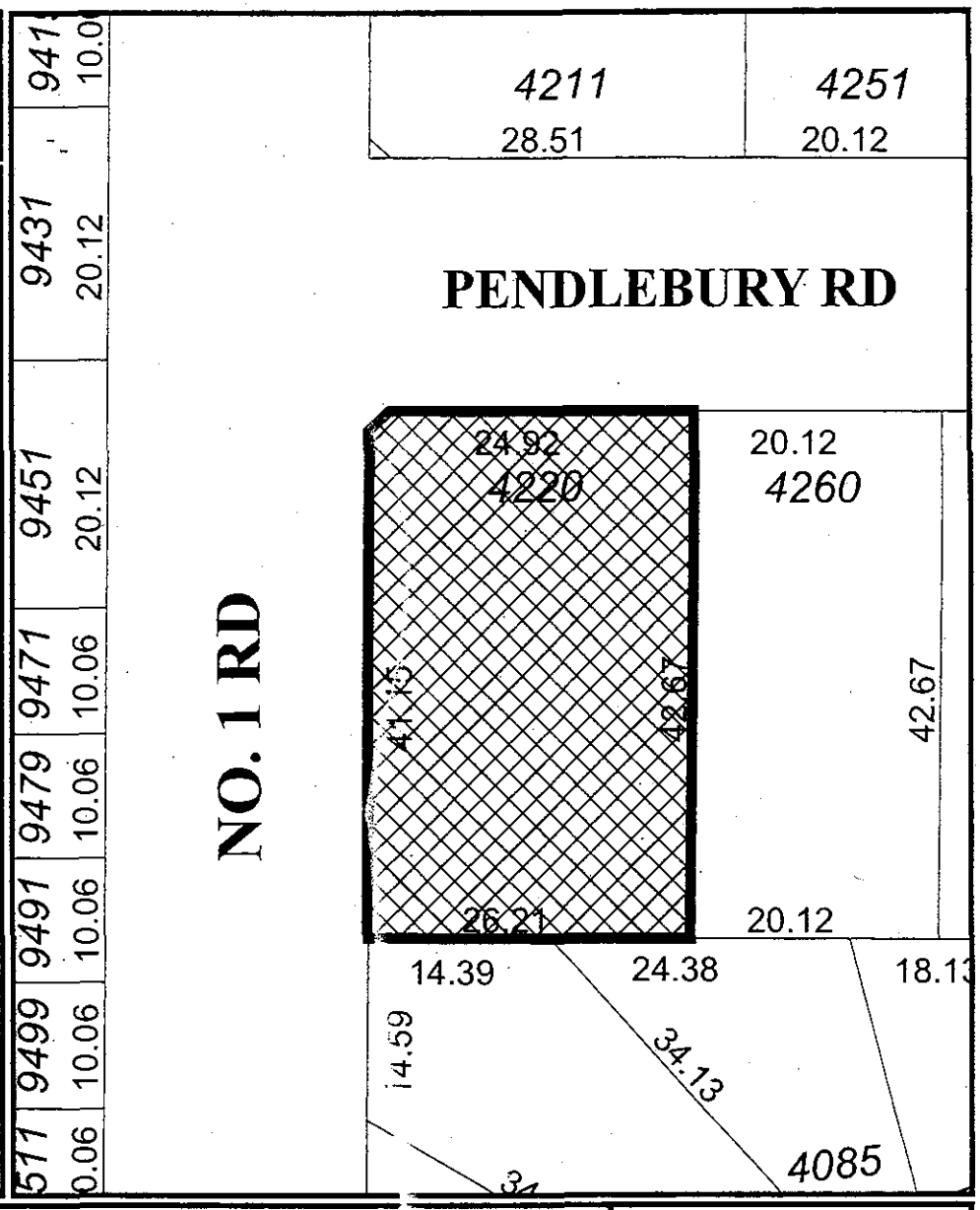
CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond





CNCL

RZ 10-509819

Original Date: 02/01/10

Revision Date:

Note: Dimensions are in METRES

City of Richmond

Bylaw 8645

Richmond Zoning Bylaw 8500 Amendment Bylaw 8645 (RZ 10-531043) 6731 COLTSFOOT DRIVE/6740 RIVERDALE DRIVE

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **SINGLE DETACHED (RS2/B).**

   P.I.D. 005-337-224
   Lot 280 Section 11 Block 4 North Range 7 West
   New Westminster District Plan 40451

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8645".**

FIRST READING	SEP 13 2010
A PUBLIC HEARING WAS HELD ON	OCT 18 2010
SECOND READING	OCT 18 2010
THIRD READING	OCT 18 2010
OTHER REQUIREMENTS SATISFIED	JUN 21 2011
ADOPTED	

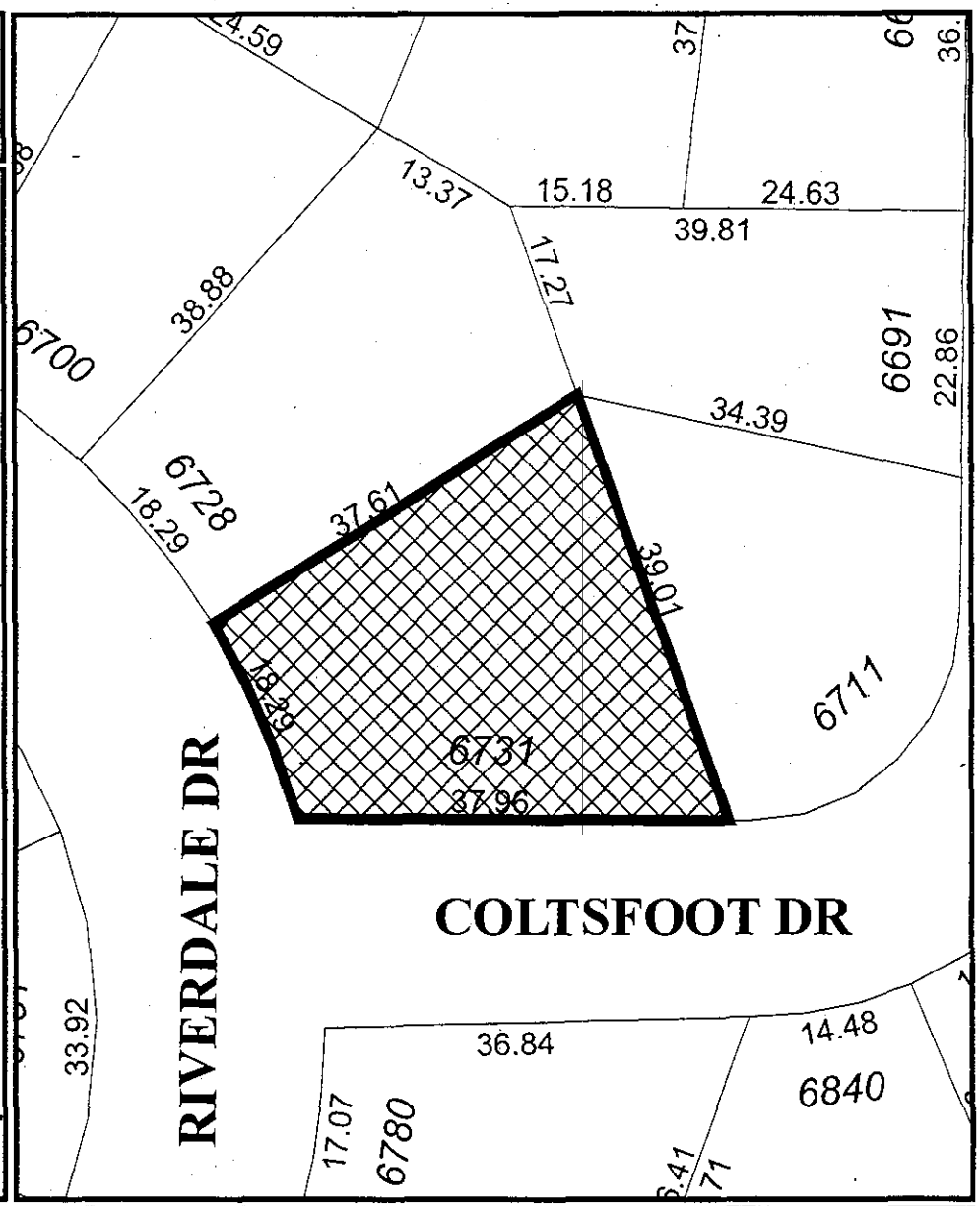
CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond





CNCL - 111

RZ 10-531043

Original Date: 06/02/10

Revision Date:

Note: Dimensions are in METRES

ATTACHMENT 1

City of Richmond

Bylaw 8655

Richmond Zoning Bylaw 8500
Amendment Bylaw 8655 (RZ 10-529746)
6431 BLUNDELL 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 **COACH HOUSE (RCH).**

   P.I.D. 003-462-153
   Lot 159 Section 18 Block 4 North Range 6 West New Westminster District Plan 32428

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8655".**

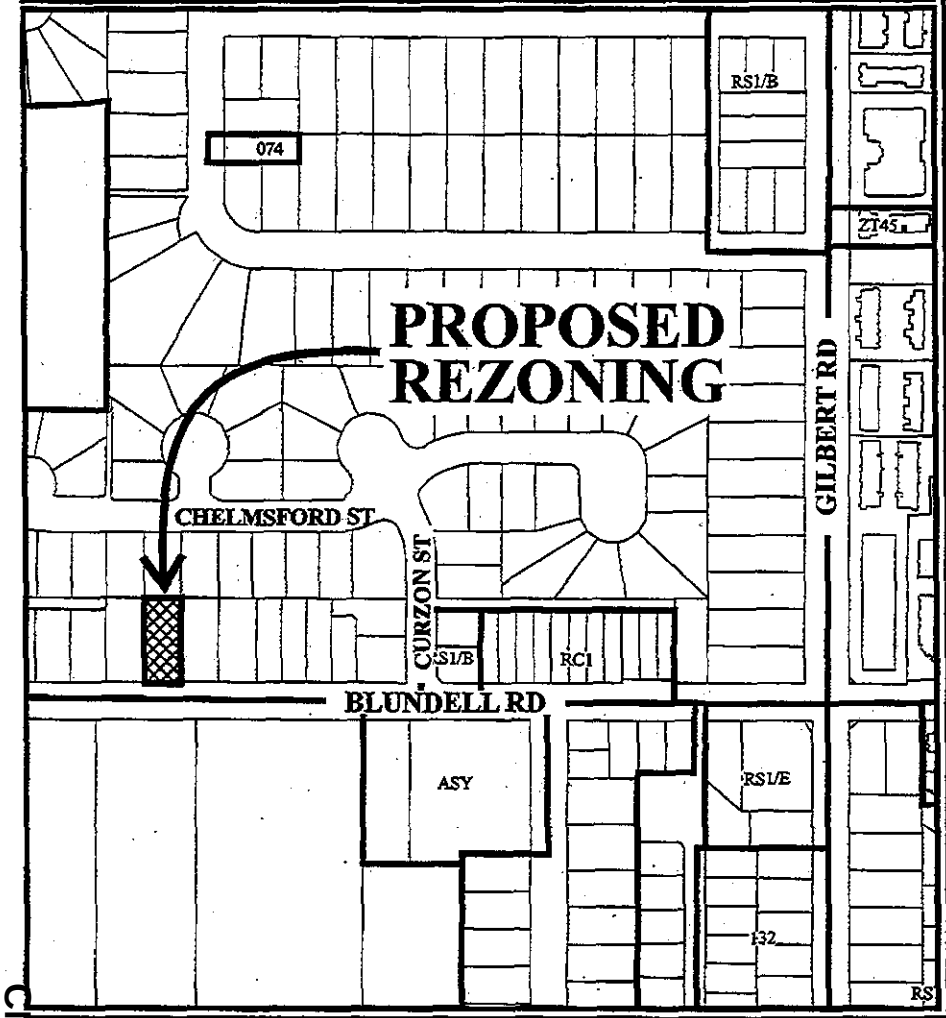
FIRST READING	OCT 25 2010
A PUBLIC HEARING WAS HELD ON	NOV 15 2010
SECOND READING	NOV 15 2010
THIRD READING	NOV 15 2010
OTHER REQUIREMENTS SATISFIED	JUN 16 2011
ADOPTED	

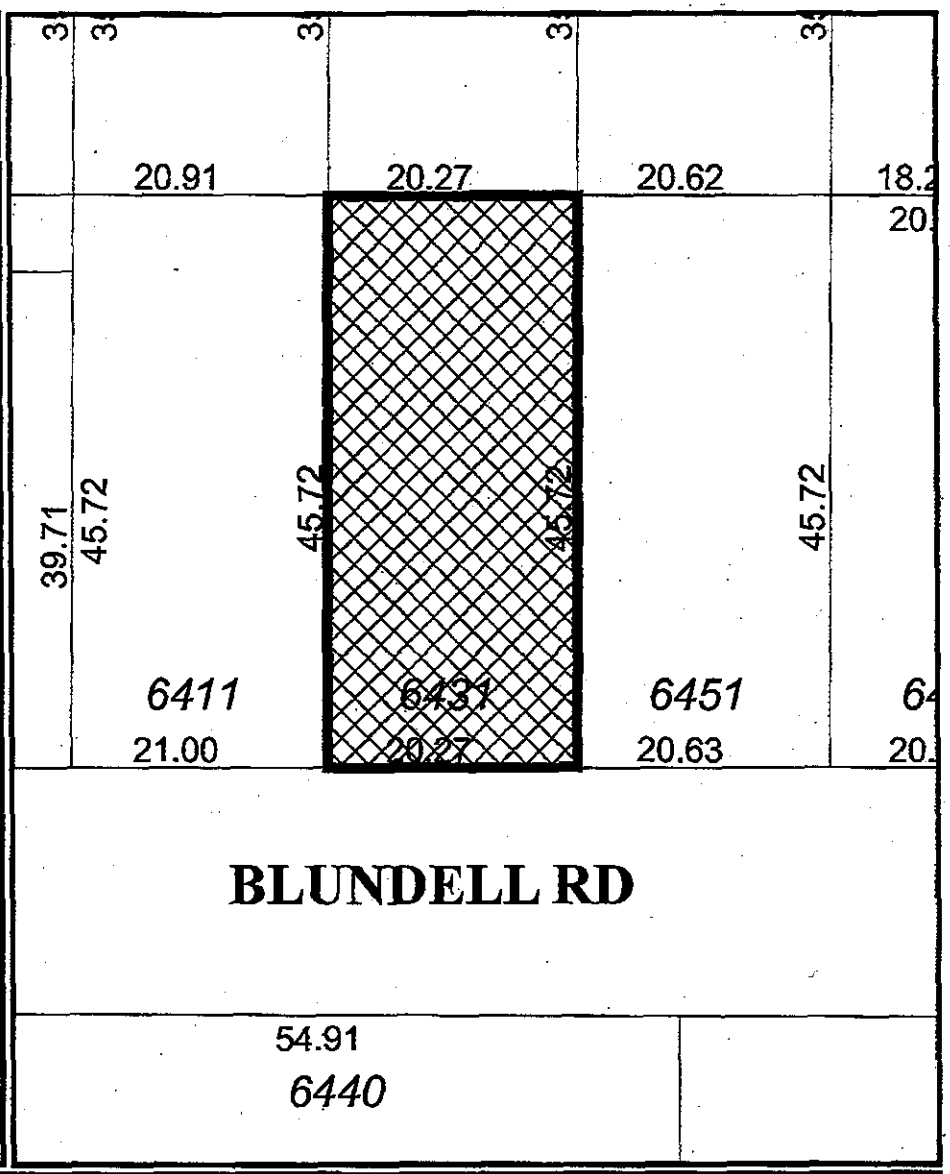
CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond





CNCL - 116

RZ 10-529746

Original Date: 05/12/10

Revision Date:

Note: Dimensions are in METRES

City of Richmond

Bylaw 8755

REVENUE ANTICIPATION BORROWING BYLAW NO. 8755

The Council of the City of Richmond enacts as follows:

1. Council shall be and is hereby empowered and authorized to borrow upon the credit of the City, from a financial institution, a sum not exceeding $7,500,000 at such times as may be required.

2. The form of obligation to be given as acknowledgement of the liability shall be $3,000,000 in the form of standby letters of credit, demand promissory notes or bank overdraft, and $4,500,000 in the form of leasing lines of credit, bearing the corporate seal and signed by the authorized signing officers for the City, pursuant to Council's banking resolution.

3. All unpaid taxes and the taxes of the current year (2011) when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.

4. This Bylaw is cited as **"Revenue Anticipation Borrowing Bylaw No. 8755".**

FIRST READING	JUN 13 2011
SECOND READING	JUN 13 2011
THIRD READING	JUN 13 2011
ADOPTED	

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

MAYOR

CORPORATE OFFICER

City of Richmond

Minutes

Development Permit Panel

Wednesday, May 11, 2011

Time: 3:30 p.m.

Place: Council Chambers
Richmond City Hall

Present: Joe Erceg, General Manager, Planning and Development, Chair
Robert Gonzalez, General Manager, Engineering and Public Works
Dave Semple, General Manager, Parks and Recreation

The meeting was called to order at 3:30 p.m.

1. Minutes

It was moved and seconded
That the minutes of the meeting of the Development Permit Panel held on Wednesday, April 13, 2011, be adopted.

CARRIED

2. Development Permit DP 07-381317
(File Ref. No.: DP 07-381317) (REDMS No. 3176501)

APPLICANT: Matthew Cheng Architects Inc.

PROPERTY LOCATION: 8391, 8411, and 8471 Williams Road

INTENT OF PERMIT:

1. To permit the construction of 15 townhouse units at 8391, 8411 and 8471 Williams Road on a site zoned "Medium Density Townhouses (RTM1)"; and
2. To vary the provisions of Richmond Zoning Bylaw 8500 to allow tandem parking spaces in eight (8) of the 15 townhouse units.

Applicant's Comments

Matthew Cheng, Architect, Matthew Cheng Architects Inc., gave a brief presentation on the proposed 15-unit townhouse project.

He noted that the proposed project was presented to the Advisory Design Panel (ADP) for a second time in February 2011. The Panel supported the project as the Panel's initial concerns related to design elements were addressed. Moreover, Mr. Cheng spoke of several concerns that were raised at the Public Hearing. He stated that the proposed project design had been modified in an effort to address these concerns as well. He listed the following measures as his response to the principle concerns expressed at the November 15, 2010 Public Hearing:

- the garbage and recycling area has been relocated against the front building, adjacent to the temporary entry driveway; it is now 7.2 metres from the east property line; and
- the required 3.0 metres side yard setback is maintained to provide a better interface with the existing single-family home to the west.

Mr. Cheng spoke of the outdoor amenity space, and noted that the area will be surrounded by a layer of landscaping at three sides, with bollard separating the space and the drive aisle. The space will be divided into two parts: (i) the children's play area; and (ii) benches with a trellis unit. In addition, bike stalls and covered mailboxes will be placed on the east part of the subject site in order to allow for maximum grass coverage.

He commented that the outdoor amenity space was designed to lend itself well to integration with the future development at 8371 Williams Road as the amenity space, along with the garbage/recycling facilities will eventually be shared.

Mr. Cheng stated that vehicle access would be provided through a temporary driveway access to Williams Road and an internal east-west drive aisle that would run east-west. It was noted that a future permanent access to Piggot Road would be provided through an access easement on the future development site to the west. He commented on the proposed drive aisle arrangement, noting that it does not allow for on-site truck turning. However, this is only a temporary arrangement as trucks will be able to turn on-site, once adjacent properties to the east redevelop.

Fred Liu, Landscape Architect, Fred Liu & Associates Inc., provided a brief summary of the proposed landscaping. He echoed Mr. Cheng's comments surrounding the amenity space, mailboxes, and garbage/recycling area.

Panel Discussion

In reply to comments made by the Panel, Mr. Cheng and Mr. Liu advised the following:

- two pieces of outdoor play equipment are proposed for the amenity space;
- the outdoor play equipment suits children three years and up;
- the amenity space cannot accommodate more pieces of play equipment, or larger pieces of play equipment; and
- the design revisions were triggered by comments made by Council.

Staff Comments

Brian J. Jackson, Director of Development, advised that staff supports the application, and the requested variance as the applicant has responded well to Council's concerns. Moreover, the applicant has dealt favourably with other aspects of the proposal, such as the garbage/recycling area and the outdoor amenity space. These areas will be shared with residents of the future development to the west as an access easement was secured a rezoning.

Panel Discussion

There was general agreement that the outdoor amenity space was lacking. The Panel expressed concerns related to the appropriateness of the play equipment, noting that the equipment would only be suitable for younger children.

The Chair requested that the applicant consider more comprehensive play equipment before this application comes forward for Council consideration.

Panel Decision

It was moved and seconded
That a Development Permit, which would:

1. ***Permit the construction of 15 townhouse units at 8391, 8411 and 8471 Williams Road on a site zoned "Medium Density Townhouses (RTM1)"; and***

2. ***Vary the provisions of Richmond Zoning Bylaw 8500 to allow tandem parking spaces in eight (8) of the 15 townhouse units;***

be issued on the condition that the applicant meet with City staff to review the amenity area in order to incorporate suitable play equipment.

CARRIED

3. Development Permit DP 10-544504

(File Ref. No.: DP 10-544504) (REDMS No. 3200208)

APPLICANT: Townline Gardens Inc. (dba The Gardens Joint Venture)

PROPERTY LOCATION: 12011 Steveston Highway and 10800 No. 5 Road

INTENT OF PERMIT:

1. To permit the development of 'The Gardens' – Phase 1 consisting of 2 mixed-use residential/commercial buildings containing a total of 182 apartment dwelling units with a total floor area of 20,335 m2 (14,472 m² residential and 5,863 m² commercial) for a portion of 12011 Steveston Highway and 10800 No. 5 Road on a site rezoned Commercial Mixed Use (ZMU18) – The Gardens (Shellmont).

Applicant's Comments

Ray Letkeman, Architect, Raymond Letkeman Architects Inc., accompanied by Kim Perry, Landscape Architect, Perry + Associates, provided background information and commented on the historical context of Fantasy Gardens and its significance for Richmond.

Mr. Letkeman and Mr. Perry highlighted the following regarding the proposed project:

- Phase I – 'The Gardens' consists of 2 mixed-use residential/commercial buildings, over a common parking structure;
- the subject site is located at a gateway entrance to Richmond from Highway 99, therefore trees, awnings, retail frontage, landscaping, and textured pavement all contribute to a strong pedestrian character that is also expressed at the street level along Steveston Highway and No. 5 road frontages;
- an angular soffit caps the building (Building A) at the corner of Steveston Highway and No. 5 Road and provides a dramatic building form in order to strongly anchor the corner;
- the Steveston Highway frontage is a high-traffic area and thus its enhanced with a corner plaza, pedestrian-friendly shop frontages with clear glazing, and public art;
- the varied building mass, building setbacks, the outdoor amenity landscaped deck over the retail components at ground level create gaps in the residential streetwall above the retail/commercial podium level;
- the intent of the design was to blur the lines between architecture and landscaping;
- each building has a rooftop terrace that will serve its residents and be accessible from semi-private areas;
- as a rezoning condition, approximately 12.2 acres of land would be transferred to the City that would include a play area, where the Coervorden Castle will be situated;
- the majority of parking has been provided in a one-storey structure below the lowest habitable storey to minimize the bulk of the parking structure; and
- all buildings will be accessible from the parking structure via stairs or elevators.

Panel Discussion

In reply to queries from the Panel, Mr. Letkeman and Mr. Perry advised the following:

- Buildings A and B will be completed as part of Phase I;
- Phase II sites will be preloaded for development; and
- the applicant has continuously been in contact with the Shellmont community and key stakeholders regarding the proposed project.

Staff Comments

Mr. Jackson advised that staff supports the application and highlighted that no zoning variances were requested. He noted that the applicant worked well with staff to address any concerns raised at the Public Hearing, and that the applicant held extensive public workshops for this project.

Correspondence

None.

Gallery Comments

None.

Panel Discussion

There was general agreement that the applicant had responded well to a challenging site and created a beautiful project.

Panel Decision

It was moved and seconded
That a Development Permit be issued which would:

1. ***Permit the development of 'The Gardens' – Phase 1 consisting of 2 mixed-use residential/commercial buildings containing a total of 182 apartment dwelling units with a total floor area of 20,335 m2 (14,472 m² residential and 5,863 m² commercial) for a portion of 12011 Steveston Highway and 10800 No. 5 Road on a site rezoned Commercial Mixed Use (ZMU18) – The Gardens (Shellmont).***

CARRIED

4. Development Permit DP 11-564210

(File Ref. No.: DP 11-564210) (REDMS No. 3182830)

APPLICANT: Phileo Development Corp.

PROPERTY LOCATION: 5900 Minoru Boulevard

INTENT OF PERMIT:

1. To permit the construction of approximately 418 units distributed in three (3) residential towers (two (2) 16-storey and one (1) 14-storey tower), approximately 3,239 m2 (34,873 ft2) of Community Centre space and approximately 1,944 m2 (20,930 ft2) of space for a Post Secondary Institution on a site zoned "Downtown Commercial and Community Centre/University (ZMU15) – Lansdowne Village (City Centre)"; and

2. To vary the provisions of Richmond Zoning Bylaw 8500 to:

   a) reduce the minimum required setback from Firbridge Way from 3.0 m to 1.5 m for the portion of the development consisting of the Community Centre/Post Secondary Institution;

   b) reduce the total number of required short-term bicycle parking to 60 stalls;

   c) increase the permitted lot coverage to 90%; and

   d) reduce the resident and visitor parking requirement by 13.3%.

Applicant's Comments

Wing Leung, Architect, W. T. Leung Architects Inc., accompanied by Jane Durante, Landscape Architect, Durante Kreuk Ltd., Landscape Architects, advised that the application before the Panel was for Phase II of the Quintet development.

Mr. Leung spoke of design refinements made to the project throughout the rezoning process, and commented on the location of Tower C, which was shifted westward. The east-west width of the tower C floor plate was reduced to minimize the extent the tower directly fronts the Capri building to its south. Also, he noted that the two-storey townhouses between Towers D and E were eliminated and commented on the development of the green roofs. Mr. Leung stated that the design alterations were completed in an effort to address comments made at the Public Hearing and concerns raised by the Advisory Design Panel.

Mr. Leung commented on how the proposed project responded well to the needs of the future community centre and post-secondary institution.

Ms. Durante reviewed the proposed project's landscape design and highlighted the following:

- the ground level street fronting perimeter of the site will incorporate a water feature, paving with seating, bicycle parking etc;
- the podium level is characterized by its ornamental grass slopes;
- a formal children's play area will include children's play equipment on a rubber safety surface;
- the outdoor space is maximized by linking the proposed Phase I and Phase II amenity spaces; and

- the community centre/post secondary institution building roof will be landscaped with ornamental grasses and seasonal flower, and will be available to be viewed from above.

Staff Comments

Mr. Jackson remarked that there were concerns related to the relationship of Building C with the existing 15-storey residential tower, the Capri. Staff met with residents of the Capri building following the Public Hearing to address their concerns. The applicant responded to the Capri residents' concerns by presenting revised plans that included adjustments to tower locations and massing. Also, he commented that the applicant responded well to the unique design of the combination community centre/post-secondary institution.

Mr. Jackson spoke of the requested variances, noting the following information:

- staff support reducing the minimum required setback on Firbridge Way as the treatment of the building façade and the materials used, ensures that the space remains animated and visually transparent; also, the variance will not compromise the public pedestrian experience; and
- staff support increasing the lot coverage as the proposed project would (i) dedicate approximately 1.7 metres along the Firbridge Way frontage to widen the street public right-of-way to 16 metres, and (ii) dedicate approximately 16 metres for a new east-west road on the north side.

Panel Discussion

In reply to queries of the Panel, Mr. Jackson and Fred Lin, Senior Transportation Engineer, advised that staff support reducing the total number of required short-term bicycle parking to 60 stalls as the applicant has approximately doubled the number of long term stalls and has demonstrated that a supportable number of short-term bicycle parking spaces can be accommodated in locations along the perimeter of the site. Also, it was mentioned that the proposed project is located within a Village Centre area within immediate proximity of the Brighouse Canada Line station and the City Centre system of designated bike lanes. Therefore, the site is ideal for residents to maximize use of alternative forms of transportation.

Mr. Lin spoke of the Transportation Demand Management and noted that a subsidy of $31,000 ($15,500 per co-op car) to the Co-op network for the purchase of two co-op cars be provided.

In response to comments made by the Panel, Mr. Leung advised that although the project will not be LEED certified, it will include a number of sustainable features associated with Silver LEED standards.

Correspondence

Kan and Alice Lee, Richmond residents (Schedule 1).

Mr. Jackson addressed the concerns raised by the Lees, noting that the proposed project would incorporate 463 residential parking stalls, 76 of which would be tandem stalls, and 51 of which would visitor stalls. Also, Mr. Jackson stated that staff support reducing the minimum required setback on Firbridge Way as the treatment of the building façade and the materials used, ensures that the space remains animated and visually transparent. Also, he noted remarked that staff support increasing the lot coverage as the proposed project would dedicate approximately 1.7 metres along the Firbridge Way frontage to widen the street public right-of-way to 16 metres, as well as dedicate approximately 16 metres for a new east-west road on the north side.

Jennifer and Martin Cuthbertson, 5811 No. 3 Road (Schedule 2).

Mr. Jackson spoke of the road dedication along Firbridge Way, stating that approximately 1.7 metres will be dedicated to widen the street. Moreover, Mr. Jackson stated that the proposed developments would provide barrier-free access from the street to the lobby of the residential towers, as well as barrier-free access to the various indoor and outdoor amenity spaces. He noted that much of the site layout and landscaping was deliberate in an effort to improve pedestrian connections.

He commented on parking concerns and emphasized that the proposed project is located within a Village Centre area that is within immediate proximity of the Brighouse Canada Line station and the City Centre system of designated bike lanes. The site is ideal for users of alternative forms of transportation

Finally, it was noted that the Cuthbertson's correspondence cited concerns related to accessibility for people in wheelchairs on the public streets. Therefore, Mr. Jackson advised that a copy of their concerns would be forwarded to the Director of Transportation.

Gallery Comments

None.

Panel Decision

It was moved and seconded
That a Development Permit be issued which would:

1. ***Permit the construction of approximately 418 units distributed in three (3) residential towers (two (2) 16-storey and one (1) 14-storey tower), approximately 3,239 m2 (34,873 ft2) of Community Centre space and approximately 1,944 m2 (20,930 ft2) of space for a Post Secondary Institution on a site zoned "Downtown Commercial and Community Centre/University (ZMU15) – Lansdowne Village (City Centre)"; and***

2. ***Vary the provisions of Richmond Zoning Bylaw 8500 to:***

a) reduce the minimum required setback from Firbridge Way from 3.0 m to 1.5 m for the portion of the development consisting of the Community Centre/Post Secondary Institution;

b) reduce the total number of required short-term bicycle parking to 60 stalls;

c) increase the permitted lot coverage to 90%; and

d) reduce the resident and visitor parking requirement by 13.3%.

CARRIED

5. New Business

It was moved and seconded
That the Development Permit Panel meeting tentatively scheduled for Wednesday, May 25, 2011 be cancelled, and that the next meeting of the Development Permit Panel be tentatively scheduled to take place in the Council Chambers, Richmond City Hall, at 3:30 p.m. on Wednesday, June 15, 2011.

CARRIED

6. Date Of Next Meeting: Wednesday, June 15, 2011

7. Adjournment

It was moved and seconded
That the meeting be adjourned at 4:57 p.m.

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, May 11, 2011.

Joe Erceg
Chair

Hanieh Floujeh
Committee Clerk

Schedule 1 to the Minutes of the Development Permit Panel meeting held on Wednesday, May 11, 2011.

To Development Permit Panel
Date: May 11 2011
Item # 4
Re: DP 11-564210

May 7, 2011

Director

City Clerk's Office

City of Richmond

Fax 604-278-5139

Re: **Development Permit DP 11-564210**

5900 Minoru Boulevard

Phileo Development Corp

I am writing to object to the development proposal by Phileo Development Corp to change the Richmond Zoning Bylaw 8500 to allow increase lot coverage to the land and to reduce the required setback. We also feel that it is important to provide adequate parking for visitors. Presently there is inadequate residential and commercial parking in the neighborhood. To promote transportation by bicycle, it is important to have enough stalls for the students.

We strongly believe that there should be sufficient ground space between buildings and not changing the bylaw for the benefits of the developer who wants to maximize their profits only. The City of Richmond should always consider the well being of their citizens as a priority.

Sincerely,

Kan and Alice Lee

yukchinglee@hotmail.com

CITY OF RICHMOND
DATE
MAY 10 2011
RECEIVED
CLERK'S OFFICE

Schedule 2 to the Minutes of the Development Permit Panel meeting held on Wednesday, May 11, 2011.

To Development Permit Panel
Date: May 11 2011
Item # 4
Re: DP 11-564210

Jennifer Cuthbertson

303-5811 #3 Road• Richmond, BC V6x 4L7• Phone: 604-244-8997 • Fax: 604-244-8940
E-Mail: jscuthbertson @telus.net

Date: May 3, 2011

David Weber
Director, City Clerk's Office
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

Dear Mr. Weber:

As residents of the property adjacent to the 5900 Minoru building site adjacent (5811 #3 Road), we want to speak to all 4 of the variances being applied for by the Phileo Development Corporation. It strikes us as rather ironic that a builder with the name Phileo (brotherly love) would have so little regard for its neighbours!

Variance (a): minimum setback – Firbridge Way is a very narrow street already congested by delivery truck and residential traffic. That traffic and the foot and bicycle traffic will only increase with 6 more residential towers being built plus a community centre and university. If anything, the setback should be increased to help create the feeling of spaciousness we are being deprived of in this area of the city with all its congestion. In addition, where sidewalks are narrow and contain trees and other plantings, waste bins, newspaper dispensers, and mailboxes, it becomes nearly impossible for people in wheelchairs to pass comfortably (please note the difficulties for such people in front of our post office, for instance). My husband (and many other residents in the vicinity) is in a wheelchair (and many others use walkers). Could we please keep in mind the specific needs of these residents with disabilities and those who are aging? After all, Richmond has as one of its mottos: "The Accessible City."

Variance (b): short-term bicycle parking stalls – In a city that endeavors to become greener and greener and encourages bicycle transportation by providing special lanes on the roadways, there is a need for increased, not decreased, numbers of bicycle stalls, particularly where a community centre and university will be housed. Let's be proactive here and not regret the lack later.

Variance (c): permitted lot coverage - I will reiterate my concerns from variance (a): If anything, the lot coverage should be decreased in an effort to create the feeling of spaciousness we are being deprived of in this area of the city with all its congestion and increase in high-rise buildings. In addition, there is very little green space at street level in this part of the city. Gardens on rooftops do not provide community space or the pleasant ambience that helps create the neighbourhoods that such space at street level does.

CITY OF RICHMOND DATE MAY 10 2011 RECEIVED CITY CLERK'S OFFICE

Variance (d): Because we live in a condominium complex in this area and are familiar with the demographic and lack of street parking, we highly recommend that parking for residents and visitors not be reduced. Firbridge is the only street in the area with parking and it is at present already too narrow and short to accommodate the parking needs of this neighbourhood. (Minoru, Ackroyd, #3 Road and Lansdowne have no parking).

We understand that the developer is doing what is good for his profit margin and that the city also benefits from higher density and more lot coverage. However, this is not in sync with the vision of an urban neighbourhood for this part of the city. Please consider these concerns as this application for variances comes forward.

Sincerely,

Jennifer and Martin Cuthbertson

303-5811 #3 Road

Jennifer Cuthbertson

303-5811 #3 Road• Richmond, BC V6x 4L7• Phone: 604-244-8997 • Fax: 604-244-8940
E-Mail: jscuthbertson @telus.net

Date: May 3, 2011

David Weber
Director, City Clerk's Office
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

Dear Mr. Weber:

This letter concerns the inaccessibility of and danger to the people in our neighbourhood during the construction on #3, Firbridge, and Minoru (5900).

Let me begin by stating that my husband is paraplegic and in a wheelchair. There are many other people in this area of Richmond who are also in wheelchairs, use walkers, or drive personal scooters for mobility. As of this time, there is no way to get around our block on a sidewalk. The walkway along Firbridge has been blocked by construction on the north side and there is no continuous walkway on the south. There is also no continuous walkway on the south side of Lansdowne between #3 Road and Minoru or the east side of Minoru between Lansdowne and Firbridge. This makes access to the courthouse (my husband is a lawyer) very difficult as the throughway between the Chrysler dealer and the construction has also been blocked. It also makes exercising his service dog very difficult.

The safety issues are also of concern in our area. There is a large electrical/utility box on the north corner of Firbridge and #3 Road that blocks the sightline for any vehicles turning right onto Firbridge. Several times now we've either been the pedestrians or have witnessed other pedestrians almost being hit by cars making that turn. This box also blocks the view of any cars approaching #3 Road on Firbridge wanting to make a right turn. They have to move out into #3 Road to see these approaching vehicles. Furthermore, Ledcor has been allowed to set up "flexivans" on the walkway along Firbridge that block the view of traffic in the laneway or those approaching on Firbridge. There is no clearance from either roadway to allow visuals of approaching traffic and those making turns causing traffic congestion at the turn.

The increased traffic on the laneway running north and south between #3 Road and Minoru has become a major hazard. The lane is now too narrow for two-way traffic and is often blocked completely by those people entering, leaving and waiting for parking in the badminton lot or the medical lot. This lane is our access to the parking in our building and we often have difficulty getting to the entrance. Could this lane be made a one-way lane to alleviate some this congestion and hazard? All of these concerns will only be made more urgent once construction begins. Yesterday, I witnessed several close calls between cars and the trucks hauling away sand from the site.

Sincerely,

Jennifer Cuthbertson

Jennifer Cuthbertson

City of Richmond

Minutes

Development Permit Panel

Wednesday, June 15, 2011

Time: 3:30 p.m.

Place: Council Chambers
Richmond City Hall

Present: Robert Gonzalez, Chair
Dave Semple, General Manager, Parks and Recreation
Victor Wei, Director of Transportation

The meeting was called to order at 3:34 p.m.

1. Minutes

It was moved and seconded
That the minutes of the meeting of the Development Permit Panel held on Wednesday, May 11, 2011, be adopted.

CARRIED

2. Development Permit 05-299968
(File Ref. No.: DP 05-299968) (REDMS No. 3060378)

APPLICANT: Harco Homes Inc.

PROPERTY LOCATION: 7560/7580 No. 2 Road

INTENT OF PERMIT:

1. Permit the construction of six (6) townhouse units at 7560/7580 No. 2 Road on a site zoned Medium Density Townhouse (RTM1); and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
   a) reduce the south side yard setback from 3.0 m to 2.43 m for a single-storey electrical closet attached to the front building;
   b) reduce the lot coverage for landscaping with live plant material from 30% to 25%; and
   c) allow a total of eight (8) tandem parking spaces in four (4) townhouse units.

Applicant's Comments

Matthew Cheng, Matthew Cheng Architects, advised that David Rose, Landscape Architect with PD GROUP, accompanied him. Mr. Cheng then gave a brief presentation on the proposed six townhouse units on No. 2 Road and drew the panel's attention to the following details:

- the unit layout plan has two rows of units, with 2 two-storey units at the back, with a minimum 4.5 metre rear yard setback, adjacent to single family homes to the east of the subject site, and 3 three-storey units, and both end units stepping down to two-and-a-half storeys;
- front yard setback is 6.0 metres to accommodate a 3-storey building, and the rear yard setback is 4.5 metres to better interface with the adjacent single-family dwellings to the east;
- the south side yard setback of 2.43 metres accommodates a single-storey electrical closet in the 3.0 metre required side yard;
- the 6.7 metre width of the central drive aisle is a generous width for a proposed development of this size;
- the entire drive aisle features permeable pavers;
- the site's existing grade is approximately two feet below the level of No. 2 Road, with the units' main floors set at approximately 0.3 metres above the Road;
- a fence is proposed for the top of the retaining wall along the north property line parallel to the adjacent public walkway;
- to the south the existing hedge will be retained to minimize overlook onto the neighbour's property;
- at the east property line is a statutory right-of-way, that dictates an 18 inch maximum height for the retaining wall;
- a tree located on the adjacent property to the east will be protected as its existing grade, with the retaining wall pulled back;
- lot coverage for landscaping has been maximized by reducing the lot coverage for buildings to 34% from 40%, and a variance is requested to reduce the lot coverage for landscaping with live plant material from 30% to 25%;
- the architectural expression includes protruding bays, porches, and gables to match the single-family homes to the north; and
- Hardie siding and Hardie shingles are featured materials.

Landscape Architect David Rose added the following comments:

- a significant amount of the existing hedge on the south property line is being preserved at its existing grade;
- a hedge plus fence of approximately 6 feet in height are proposed to screen the development from the properties to the south;

- a retaining wall on the north property line, plus a railing and pilasteres will allow visibility for the public walkway;
- the arborist report confirmed that one tree located at the main entrance to the site is old and in poor shape, and it will be removed;
- two children's play equipment elements are proposed for the outdoor amenity area, as well as a bench; and
- all patios will be covered with permeable pavers.

Staff Comments

Brian J. Jackson, Director of Development, advised that staff supports the application and that two of the variances (reduction of the south side yard setback and reduction of the lot coverage for landscaping with live plant material) would not be required if, after discussion by Council, changes to Zoning Bylaw No. 8500 are adopted.

Mr. Jackson added that the application went to a Public Hearing in 2005, and that as a result of discussion at that meeting, the application had: (i) reduced the density to approximately 0.5; (ii) reduced the two back townhouse units to two storeys from two and a half storeys; (iii) increased the separation between townhouse units; (iv) preserved the existing hedges; and (v) responded well to the issue of massing and articulated massing.

Panel Discussion

The Panel expressed concern regarding the issue of visibility of the public walkway connecting Chatsworth Road with No. 2 Road. Mr. Rose advised that low lying shrubs and other low plants are proposed in order to maximize visibility, for pedestrians, cyclists and drivers. Mr. Rose added that the low plantings would be no more than 18 inches in height, and the visibility would ensure that drivers exiting the development's main entrance would be able to see pedestrians who were on the walkway.

Gallery Comments

Wilma Poirier, 6380 Chatsworth Road, stated her concern that the proposed retaining wall and fence between her back yard and the proposed development would throw too much shading onto her garden.

Discussion ensued between the Panel and the applicant, and advice was provided to the delegate that: (i) the fence would be erected on top of the 18 inch retaining wall; (ii) the fence would be six feet in height; and (iii) the fence would include a top lattice element that would bring the total height of the proposed fence to seven and a half feet.

The Panel noted that the proposed Cedar hedge along the east property line would grow, and that the applicant should work with staff to address the delegate's concern regarding shading prior to moving forward to Council.

Correspondence

None.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. ***Permit the construction of six (6) townhouse units at 7560/7580 No. 2 Road on a site zoned Medium Density Townhouse (RTM1); and***
2. ***Vary the provisions of Richmond Zoning Bylaw 8500 to:***
   a) ***reduce the south side yard setback from 3.0 m to 2.43 m for a single-storey electrical closet attached to the front building;***
   b) ***reduce the lot coverage for landscaping with live plant material from 30% to 25%; and***
   c) ***allow a total of eight (8) tandem parking spaces in four (4) townhouse units.***

CARRIED

3. Development Permit 11-578116

(File Ref. No.: DP 11-578116) (REDMS No. 3214350)

APPLICANT: Balandra Development Inc.

PROPERTY LOCATION: 10531 Springhill Crescent

INTENT OF PERMIT:

To permit the construction of a single family dwelling at on a property at 10531 Springhill Crescent that partially encroaches into the 15m Environmentally Sensitive Area (ESA) buffer strip adjacent to the West Dike canal.

Applicant's Comments

Clive Alladin, President, Balandra Development Inc., advised that he proposed to develop a new single-family residence adjacent to the west dike, and provided the following details:

- the site encroaches approximately 15 metres into an Environmentally Sensitive Area (ESA) buffer strip adjacent to the ditch canal that runs along the inside of the west dike;
- there are a number of other lots in the area of the west dike that also encroach into the ESA;

- a number of features minimize the impact of the encroachment, including: (i) planting native plants in a 600 square feet area between the western property line and an existing retaining wall adjacent to the dike ditch canal; (ii) planting 100% native species within the Riparian Management Area of the site; (iii) all shrubs to be planted within the front boulevard conform to the City's Boulevard Maintenance Regulation Bylaw; and (iv) overall plant site coverage of 41%.
- the arborist report recommends the removal of two trees in the back yard of the subject site, due to improper pruning techniques;
- the two removed trees will be replaced by five trees, with two of the replacement trees located in the rear yard and three trees located in the front yard; and
- the applicant plans to use: (i) a geothermal system; (ii) energy efficient appliances; and (iii) energy efficient heating and air conditioning systems.

Staff Comments

Mr. Jackson advised that staff supports the application, and he noted that it was submitted in May, 2011, and the applicant had responded quickly to aspects of the proposed development as identified by staff.

Mr. Jackson added that the applicant has ensured the use of native plants and trees.

In response to a query from the Chair, Mr. Jackson advised that the proposed residence's setback is consistent with setbacks in the neighbourhood.

Panel Discussion

Mr. Semple commended the applicant on responding to the unique environment of the subject site.

Correspondence

Larry and Annemarie Biggar, 10471 Springhill Crescent, Richmond (Schedule 1)

Mr. Jackson advised that the letter from the Biggars was in support of the application.

Kelly Knutsen, 10520 Springhill Crescent, Richmond (Schedule 2)

Mr. Jackson advised that the correspondent's concern was with the impact on the ESA, and that staff will open the files regarding the proposed development to the correspondent, and advised that the applicant has responded well to the encroachment in the ESA.

Gallery Comments

None

Panel Discussion

The Chair commented favourably on the application and stated that he hoped more builders would take the lead on this type of environmentally sound development project.

Panel Decision

It was moved and seconded
That a Development Permit be issued which would permit the construction of a single family dwelling at on a property at 10531 Springhill Crescent that partially encroaches into the 15m Environmentally Sensitive Area (ESA) buffer strip adjacent to the West Dike canal.

CARRIED

4. New Business

None.

5. Date Of Next Meeting: Wednesday, June 29, 2011

6. Adjournment

It was moved and seconded
That the meeting be adjourned at 4:01 p.m.

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, June 15, 2011.

Robert Gonzalez
Chair

Sheila Johnston
Committee Clerk

Schedule 1 to the Minutes of the Development Permit Panel meeting held on Wednesday, June 15, 2011.

To Development Permit Panel
Date: June 15, 2011
Item # 3
Re: 11-578116

MayorandCouncillors

From: Larry Biggar [Larry@gobiggargohome.com]
Sent: June 13, 2011 11:34 AM
To: MayorandCouncillors
Cc: Brownlee, David
Subject: development permt

Categories: UCRS CODE / FILE NUMBER: 08-4105-20-2011578116

Mayor and Councillors and Mr. D. Brownlee:

We live at 10471 Springhill Cres. Richmond which backs onto the West Dyke and is 2 homes to the North of the Development Permit application by Balandra Development Inc. at 10351 Springhill Cres. We wish to express our support for the application put forth by Balandra since we believe the new home will be a welcome addition to our street and the encroachment will not impact the environmentally sensitive zone which we are all familiar with on that side of the street.
Thank you for recording our support in this matter.
Sincerely:

Larry Biggar and Annemarie Biggar

Schedule 2 to the Minutes of the
Development Permit Panel meeting
held on Wednesday, June 15, 2011.

To Development Permit Panel
Date: June 15, 2011
Item # 3
Re: DP 11-578116

10520 Springhill Crescent
Richmond, BC
V7E 1K6

June 13, 2011

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

Attn: David Weber, Director, City Clerk's Office

Re: **Notice of Application for Variance**
Development Permit DP 11-578116 Refers

I am presently aware of an on-going and contentious issue by Balandra Development Inc. to request a variance in relation to a dwelling they wish to construct at 10531 Springhill Crescent, Richmond, BC.

I strongly oppose this application as I feel it is in direct contravention of numerous planning principles. This may include the degradation and removal of green space within the City of Richmond. The OCP clearly defines green space as being a priority and this enhances overall quality of life benefits. It appears evident to me that Balandra Development Inc. is clearly looking at this as a business venture, while the citizens of Richmond are being impacted by forfeiting their parks and green space.

As you may be aware, the West Dike canal is enjoyed by thousands of people yearly and by having this structure encroach onto the ESA, it only minimizes the importance of these protected areas. Has anybody completed an environmental study to determine if any impact exists in relation to this variance application? These ESA areas were designed for a purposes and I would wish that these would be respected, not only now, but for the benefit of future generations.

Respectfully,

Kelly Knutsen

CITY OF RICHMOND
DATE
JUN 13 2011
RECEIVED
CITY CLERK'S OFFICE

City of Richmond

Report to Council

To:	Richmond City Council	**Date:**	June 21, 2011
From:	Joe Erceg, MCIP Chair, Development Permit Panel	**File:**	0100-20-DPER1
Re:	**Development Permit Panel Meetings Held on June 15, 2011, March 2, 2011 and February 16, 2011, and May 26, 2010.**		

Panel Recommendation

That the recommendations of the Panel to authorize the issuance of:

i) a Development Permit (DP 11-578116) for the property at 10531 Springhill Crescent;

ii) a Development Permit (DP 08-432193) for the property at 12351 No. 2 Road; and

iii) a Development Permit (DP 06-350001) for the property at 9631, 9651 and 9671 No. 4 Road;

be endorsed and the permits so issued.

Joe Erceg, MCIP
Chair, Development Permit Panel

SB:blg

Panel Report

The Development Permit Panel considered the following items at its meetings held on June 15, 2011, May 11, 2011, March 2, 2011, February 16, 2011, May 26, 2010, and September 16, 2009.

DP 11-578116 – BALANDRA DEVELOPMENT INC. – 10531 SPRINGHILL CRESCENT
(June 15, 2011)

The Panel considered an application to permit the construction of a single-family dwelling that partially encroaches into the 15 m Environmentally Sensitive Area (ESA) buffer strip adjacent to the West Dyke canal.

The applicant, Clive Alladin, President, Balandra Development Inc., provided a brief presentation of the project, including:

- The house design is consistent with other lots in the area that also encroach into the ESA.
- A number of features minimize the impact of the encroachment, including: (i) planting native plants within the Riparian Management Area and between the western property line and existing retaining wall adjacent to the dyke ditch canal; (ii) front yard shrubs conform to the City's Boulevard Maintenance Regulation Bylaw; and (iii) overall plant site coverage of 41%.
- Five (5) new trees will be planted to replace two (2) back yard trees recommended for removal by the arborist due to improper pruning techniques.
- The applicant plans to use: a geothermal system, and energy efficient appliances, heating and air conditioning systems.

Staff supports the Development Permit application, and noted that it was submitted in May, 2011, the applicant had responded quickly, and the applicant has used native plants and trees.

In response to a query from the Chair, staff advised that the proposal is consistent with setbacks in the neighbourhood.

Mr. Semple commended the applicant on responding to the unique environment of the subject site.

Public correspondence was received regarding the application from local area residents L. and A. Biggar, and K. Knutsen. Staff advised:

- The letter from the Biggars was in support of the application.
- The letter from K Knutsen expressed concern with the impact on the ESA.
- Staff will open the application file to K. Knutsen.
- The applicant has responded well to the encroachment in the ESA.

The Chair commented favourably on the application and stated that he hoped more builders would take the lead on this type of environmentally sound development project.

The Panel recommends that the Permit be issued.

DP 08-432193 – INTERFACE ARCHITECTURE INC. – 12351 NO. 2 ROAD
(March 2, 2011 and February 16, 2011)

At both the February 16, 2011 and March 2, 2011 Panel meetings, the Panel considered an application to permit the construction of a 44-unit townhouse development on a site zoned "Town Housing (ZT48) - Trites Area (Steveston) and South McLennan (City Centre)". No variances are included in the proposal.

At the February 16, 2011 Panel meeting, architect, John Lo, Interface Architecture Inc., and landscape architect, Masa Ito, provided a brief presentation or the project, including:

- The architect was unable to attend the meeting.
- Due to the economic slowdown in 2008, the original 2007 rezoning design of 39 townhouse units was increased to 44 townhouse units.
- The No. 2 Road frontage is enhanced with landscaped front yards, and a mixture of Evergreen and deciduous tree planting, including an Agricultural Land Reserve (ALR) buffer.
- The interfaces to the industrial properties to the south and west include a public pedestrian corridor, with landscape treatments.
- The central amenity area accommodates residents congregation, and includes both a seating area and a children's play area.

Discussion ensued with the following information provided:

- The 3 m wide pedestrian corridor (i) would be lit in a manner that would not interfere with residences; (ii) would increase to 6 m with future adjacent development; and (iii) a chain link fence will run along the south and west sides.
- The No. 2 Road streetscape includes Scarlet Oak and Cherry trees and the ALR buffer area includes the AAC's request for a Cedar hedge to prevent dust.
- The area plan allows for the industrial sites to be redeveloped with multi-family residential.

Staff supports the Development Permit application and advised:

- An ALR buffer scheme is provided the No. 2 Road front yards.
- A 3 m public walkway is provided along the south and west edges of the site.
- There is coordinated access for emergency vehicles between the subject site, and the 54-unit townhouse development to the north.
- Two (2) convertible units were provided, and all units include aging in place features, including handrails, lever handles and blocking in washroom walls for future grab bar installation.

- An acoustical engineering study, including site noise measurements, had specified design and construction to meet standards specified by CMHC. To mitigate noise from adjacent industrial properties, south facing bedrooms would be fitted with additional drywall material, and additional glazing, in addition to mechanical ventilation with temperature control devices that would ensure comfortable living, with windows shut during summer months.

The Chair noted that to ensure mitigation of industrial noise potential, doors and windows in the proposed townhouse units would need to be closed. He further noted that the City is moving toward a new Noise Regulation Bylaw.

In response to the Chair's queries, Mr. Peterson advised that:

- During the acoustical study of the proposed townhouse units, the existing noise bylaw maximum theoretical levels of noise had been applied, assuming multiple noise sources, and this design noise level is louder than (exceeds) the maximum dBA and dBC noise levels permitted in the City's draft Noise Regulation Bylaw.
- The noise level standards adopted for the inside of the proposed townhouse units are quieter than the noise levels permitted in the City's draft Noise Regulation Bylaw.
- The acoustic study design noise level of 69 dBA, or roughly 75 dBC, took into account the 65 dBA daytime noise level in the City's existing Noise Regulation Bylaw, as well as the potential for multiple industrial units, and this equation was used as the project's design level, which was higher than those outlined in the City's draft Noise Regulation Bylaw.
- During the acoustic study, both "intermediate zone" and "quiet zone" noise levels were applied at the maximum level outlined in the City's Noise Regulation Bylaw.
- The dBA and dBC noise frequencies and levels outlined in the City's draft Noise Regulation Bylaw depends on zoning, and the project would still meet the draft Noise Regulation noise levels and the interior noise level standards as set out by the Canadian Municipal Housing Corporation.

In response to a Panel query, staff advised that the proposed front yard ALR buffer scheme is consistent with others in the vicinity.

In response to a Panel query, Mr. Lo advised that the mechanical ventilation provided in the bedrooms of the proposed townhouses would eliminate the need to open the windows.

Mr. Steve Pecarsky, Vice President, True World Foods Inc., addressed the Panel and commented that noise travels easily from the industrial buildings into the neighbouring Andrews Road townhouse units. He commented that the proposed townhouse units should be situated as far from the adjacent industrial buildings as possible, to allow the sound to dissipate. He stated that with True World Foods equipment shut down, the company had measured a 40-decibel ambient noise level.

The Chair noted that:

- A 3 m metre public walkway along the south and west edges of the development site ensured that the proposed townhouse units would be further from the industrial buildings than the Andrews Road townhouse units are.
- Measures that go beyond any measures taken in older projects will be applied that attenuate noise, such as improved windows, construction techniques to deaden sound.
- The City does not want to create a situation of conflict, where this proposed project is concerned.

Mr. Yuzawa, President of True World Foods, addressed the Panel, advising that his company has invested heavily in equipment, and that he saw True World Foods at its present location, even for the next 25 years. Mr. Yuzawa stated that the City has to consider both business and residents when it considers rezoning issues, and that it is everyone's desire to enjoy peace.

The Chair noted that the Panel's mandate extends to consideration of the design and layout of proposed developments, but does not extend to questions of zoning. He recognized that the interface of residential and industrial sites has its issues and challenges.

The Chair went on to say that he believes the industrial site will be there for some time. For this reason, the Panel had to consider the impact of noise transmission.

There was no public correspondence regarding the application.

The Panel referred the application back to staff, the applicant, and the March 2, 2011 Panel meeting to address (i) compliance of the project with the City's new Noise Regulation Bylaw, and (ii) a statement from a mechanical engineer ensuring that mechanical ventilation meant no requirement to have the proposed townhouse unit windows open in summer months.

At the March 2, 2001 meeting, Architect, Ken Chow, Interface Architecture Inc., and Aaron Peterson, with the Vancouver acoustical engineering firm of Brown Strachan Associates, provided the following information:

- The project proposal meets the design noise criteria for the draft Noise Regulation Bylaw.
- The project's design meets the CMHC interior noise level criteria for both dBA and dBC exterior noise levels, as outlined in the draft Noise Regulation Bylaw.
- Of the 44 proposed townhouse units, the 26 units that face the industrial property to the south and west of the subject site include additional noise attenuation construction features.
- At the request of the Panel, the applicant agreed that all 44 townhouse units will be fitted with mechanical ventilation systems throughout the entire unit (all habitable space), to ensure thermal comfort throughout the year with windows closed, in compliance with CMHC and ASHRAE 55-2004 standards.

DP 06-350001– MATTHEW CHENG ARCHITECT INC. – 9631/9651/9671 NO. 4 ROAD
(May 26, 2010)

The Panel considered an application to permit the construction of 12 townhouse units on a site zoned Low Density Townhouse (RTL3). Variances are included in the proposal for reduced north and south side yard setbacks for electrical closets and tandem parking.

The applicant and architect, Matthew Cheng, Matthew Cheng Architect Inc., and landscape architect, David Rose, PD Group Landscaping Architecture Ltd., provided brief presentations of the project, including:

- Eight (8) townhouse units fronted onto No. 4 Road, with four (4) units located at the rear of the lot.
- The massing transitions from three (3) stories down to two (2) stories at the side and rear edges.
- After presenting the project to the Advisory Design Panel, the roof form was redesigned to feature a simple hip roof, presenting a smaller massing.
- Railings, gates, and street trees along No. 4 Road contribute to the streetscape elevation. The southeast Hydro transformer would be screened.
- The statutory Right-of-Way (ROW) at the rear of the property limits tree planting.
- The amenity area is situated in a central open courtyard.

Discussion ensued, and the following advice was provided:

- Privacy is provided for residents of single-family homes facing the rear townhouse units by privacy fencing and a continuous hedge at the back fence line.
- The rear townhouse units have a minimum 4.5 m rear yard setback.
- Facing the rear property line, the rear townhouse units feature a master bedroom, with two (2) bedrooms and main living areas on the second floor.

Staff supports the Development Permit application and the variances. Staff advised:

- Unlike typical narrow townhouse units, the rear townhouse units feature a wide layout.
- The townhouse units' 4.5 m rear yard setback is typical, and the adjacent single-family homes are generously setback from their property line, thereby ensuring privacy for all.
- The requested variance to reduce the north side yard setback was for two (2) single-storey electrical closets attached to the building at the ground level.
- Permeable pavers are proposed on over 30% of the hard surface onsite, to encourage a reduction in rainwater run off.
- Two (2) convertible units have been incorporated into the architect's design.

In response to queries from the Panel, the applicant's advised that:

- The townhouse units fronting No. 4 Road include a 6 m deep front yard.

- On-site screening measures between the proposed development and the single-family homes to the north of the site include privacy fencing, an existing hedge, some new plants along the north edge, as well as a large existing tree at the northwest corner.
- The children's play house proposed in the outdoor amenity area would appeal to children from ages two to six years; and a bench is available for parents.
- A mature Cedar tree is to be removed as it is too close to a rear unit, and is in the statutory ROW; and a new specimen Cedar tree is to be planted in the amenity area.
- The removal of the mature Cedar tree could not have been avoided even if the building's footprint had been designed differently.

Ms. Mildred Sealy addressed the Panel and advised that she resided on the north side of the site. She expressed concern regarding: (i) the impact of the townhouse development on her property, and (ii) potential noise from the electrical closets, townhouse units, and vehicles.

In response, staff advised that: a generous separation was provided with the single-family home setback, and the townhouse unit setback; the townhouse development provided a wider setback than a single-family residence would; the electrical closets will not be noisy, will be screened with landscaping elements; and it is not a given that more noise would be created when the townhouse units are occupied.

Mr. Cheng added that there was no proposal to change the fencing that presently separates the Sealy home from the subject site, and furthermore, the wall of the townhouse unit that faces the Sealy home does not feature a large window.

The Chair noted that a Public Hearing for the rezoning 9631 and 9651 No. 4 Road was held on February 21, 2005, and that a second Public Hearing for the rezoning of 9671 No. 4 Road was held on October 19, 2009, and that no concerns regarding the rezoning applications were expressed at either of the Public Hearings.

In response to a query from the Chair, Mr. Rose advised that a new 6 ft. high fence and significant planting separates the Sealy home from the closest townhouse unit.

Ms. Lindsay Warner addressed the Panel advising that she lives west of the site and asked if: (i) the existing fence would be removed, and (ii) the property line would be moved.

The Chair advised that if the existing fence is within their property, it should not be moved. Mr. Rose added that if the fence requires replacement, a new section of fence would be put in.

No public correspondence was received regarding the application.

Subsequent to the Panel meeting one (1) of the two (2) proposed electrical closets was removed, eliminating the need for a setback variance in the south side yard.

The Panel recommends that the Permit be issued.

DEVELOPMENT PERMIT PANEL

REPORTS AND ACCOMPANYING PLANS

TO BE CONSIDERED BY COUNCIL

AT THE COUNCIL MEETING

SCHEDULED FOR

Monday, June 27, 2011

Mayor Malcolm D. Brodie	Councillor Bill McNulty
Councillor Linda Barnes	Councillor Harold Steves
Councillor Derek Dang	Director, City Clerk's Office
Councillor Evelina Halsey-Brandt	Director, Development
Councillor Greg Halsey-Brandt	Council Chambers Binder
Councillor Sue Halsey-Brandt	Front of House Counter Copy
Councillor Ken Johnston	

City of Richmond
Planning and Development Department

Memorandum

To:	David Weber Director, City Clerk's Office	**Date:**	June 21, 2011
From:	Brian J. Jackson, MCIP Director of Development	**File:**	DP 06-350001
Re:	**Application by – Matthew Cheng Architect Inc. for Development Permit at 9631, 9651 and 9671 No. 4 Road**		

The attached Development Permit was given favourable consideration by the Development Permit Panel at their meeting held on May 26, 2010.

It would now be appropriate to include this item on the agenda of the next Council meeting for their consideration.

Brian J. Jackson, MCIP
Director of Development

EL:blg
Att.

3241935

Richmond

City of Richmond

Minutes

Development Permit Panel

Wednesday, May 26, 2010

Time: 3:30 p.m.

Place: Council Chambers
Richmond City Hall

Present: Joe Erceg, Chair
Robert Gonzalez, General Manager, Engineering and Public Works
Cathryn Volkering Carlile, General Manager, Community Services

The meeting was called to order at 3:30 p.m.

1. Minutes

It was moved and seconded
That the minutes of the meeting of the Development Permit Panel held on Wednesday, May 12, 2010, be adopted.

CARRIED

2. Development Permit 06-350001

(File Ref. No.: 06-350001) (REDMS No. 2773096)

APPLICANT: Matthew Cheng Architect Inc.

PROPERTY LOCATION: 9631, 9651 and 9671 No. 4 Road

INTENT OF PERMIT:

1. To permit the construction of 12 townhouse units at 9631, 9651 and 9671 No.4 Road on a site zoned Low Density Townhouse (RTL3); and
2. To vary the provisions of Richmond Zoning Bylaw 8500 to:
   a) reduce the north side yard setback from 3.0 m (9.84 ft.) to 2.31 m (7.59 ft.) for a single storey electrical closet attached to the building;
   b) reduce the south side yard setback from 3.0 m (9.84 ft.) to 2.36 m (8.35 ft.) for a single storey electrical closet attached to the building; and
   c) allow tandem parking spaces in four (4) of the 12 townhouse units.

Staff Comments

Brian J. Jackson, Director of Development stated that staff supports the Development Permit application and the variances. He reported that unlike typical narrow townhouse units, the applicant proposes rear townhouse units that feature a wide layout. This design is conducive to a master bedroom on the ground level, main living areas and two bedrooms on the second level.

Mr. Jackson advised that the townhouse units' 4.5 metre rear yard setback is typical, and that the single family homes to the west of the proposed townhouse units are also generously setback from their property line, thereby ensuring privacy for all.

He reported that two single storey electrical closets are planned for the development, but that the requested variance to reduce the north side yard setback from 3.0 metres to 2.31 metres was for the electrical closet attached to the building at the ground level.

Mr. Jackson noted that permeable pavers are proposed on over 30% of the hard surface onsite, to encourage a reduction in rainwater run off.

Mr. Jackson concluded his remarks with the information that two convertible units have been incorporated into the architect's design.

Panel Discussion

In response to queries from the Panel, the applicant's advised that:

- the townhouse units fronting No. 4 Road enjoy a six metre deep front yard that spans the width of the unit;
- on-site screening measures between the proposed development and the single-family homes to the north of the site include privacy fencing, an existing hedge, some new plants along the north edge, as well as a large existing tree at the northwest corner;
- the children's play house proposed in the outdoor amenity area would appeal to children from ages two to six years; a bench is available for parents; low planting is proposed along the edge of the play area to promote visibility; and
- a mature cedar tree is to be removed as it is located too close to a rear unit, and is atop the statutory ROW; to compensate for the loss, a new specimen cedar tree is to be planted in the amenity area.

A brief discussion ensued between the Chair and Mr. Cheng about whether the removal of the mature cedar tree could have been avoided if the building's footprint had been designed differently. Mr. Cheng advised that removal could not have been avoided.

Panel Decision

It was moved and seconded
That a Development Permit be issued which would:

1. *permit the construction of 12 townhouse units at 9631, 9651 and 9671 No.4 Road on a site zoned Low Density Townhouse (RTL3); and*
2. *vary the provisions of Richmond Zoning Bylaw 8500 to:*
   a) *reduce the north side yard setback from 3.0 m (9.84 ft.) to 2.31 m (7.59 ft.) for a single storey electrical closet attached to the building;*
   b) *reduce the south side yard setback from 3.0 m (9.84 ft.) to 2.36 m (8.35 ft.) for a single storey electrical closet attached to the building; and*
   c) *allow tandem parking spaces in four (4) of the 12 townhouse units.*

CARRIED

3. New Business

None.

4. Date Of Next Meeting: Wednesday, June 16, 2010

5. Adjournment

It was moved and seconded
That the meeting be adjourned at 4:04 p.m.

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, May 26, 2010.

Joe Erceg
Chair

Sheila Johnston
Committee Clerk

City of Richmond
Planning and Development Department

Report to Development Permit Panel

To DPP - MAY 26, 2010

To:	Development Permit Panel	**Date:**	April 28, 2010
From:	Brian J. Jackson, MCIP Director of Development	**File:**	DP 06-350001
Re:	**Application by Matthew Cheng Architect Inc. for a Development Permit at 9631, 9651 and 9671 No. 4 Road**		

Staff Recommendation

That a Development Permit be issued which would:

1. Permit the construction of 12 townhouse units at 9631, 9651 and 9671 No.4 Road on a site zoned Low Density Townhouse (RTL3); and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
   a) Reduce the north side yard setback from 3.0 m (9.84 ft.) to 2.31 m (7.59 ft.) for a single storey electrical closet attached to the building;
   b) Reduce the south side yard setback from 3.0 m (9.84 ft.) to 2.36 m (8.35 ft.) for a single storey electrical closet attached to the building; and
   c) Allow tandem parking spaces in four (4) of the 12 townhouse units.

Brian J. Jackson, MCIP
Director of Development

EL:blg
Att.

Staff Report

Origin

Matthew Cheng Architect Inc. has applied to the City of Richmond for permission to develop 12 townhouses at 9631, 9651 and 9671 No. 4 Road. This site is being rezoned from Single Detached (RS1/E) to Low Density Townhouse (RTL3) for this project under Bylaw 7866 (RZ 04-268666, 9631 and 9651 No. 4 Road) and Bylaw 8523 (RZ 07-395773, 9671 No. 4 Road). The zoning district names have changed as the rezoning application was submitted under the former Zoning & Development Bylaw No. 5300 to rezone the site from "Single-Family Housing District, Subdivision Area E (R1/E)" to "Townhouse District (R2-0.6)".

The site currently contains one (1) single-family home. Road and infrastructure improvements were secured through the rezoning and will be constructed through the separate required Servicing Agreement (SA 09-490506). Works including but not limited to frontage sanitary sewer upgrade and frontage beautification across the frontage of 9691 No. 4 Road at Saunders Road, and across 9651 and 9631 No. 4 Road. Beautification works include, but are not limited to, removal of the existing sidewalk and lighting strip, and the construction of a new 1.5 m wide sidewalk at the property line with a grass and treed boulevard.

Development Information

Please refer to the attached Development Application Data Sheet (**Attachment 1**) for a comparison of the proposed development data with the relevant bylaw requirements.

Background

Development surrounding the subject site is as follows:

To the North: Single-family houses zoned Single Detached (RS1/E) fronting onto No. 4 Road;

To the East: Across No. 4 Road, McNair School;

To the South: Single-family house zoned Single Detached (RS1/E) fronting onto Saunders Road; and

To the West: Single-family houses zoned Single Detached (RS1/E) fronting onto Bakerview Drive.

Rezoning and Public Hearing Results

The Public Hearing for the rezoning of 9631 and 9651 No. 4 Road (RZ 04-268666) was held on February 21, 2005. The Public Hearing for the rezoning of 9671 No. 4 Road (RZ 07-395773) was held on October 19, 2009. No concerns regarding the rezoning applications were expressed at either of the Public Hearings.

Staff Comments

The proposed scheme attached to this report has satisfactorily addressed the significant urban design issues and other staff comments identified as part of the review of the subject Development Permit application. In addition, it complies with the intent of the applicable sections of the Official Community Plan (OCP) and is generally in compliance with the Low Density Townhouse (RTL3) except for the zoning variances noted below.

Zoning Compliance/Variances (staff comments in **bold**)

The applicant requests to vary the provisions of Richmond Zoning Bylaw 8500 to:

1) Reduce the north side yard setback from 3.0 m (9.84 ft.) to 2.31 m (7.59 ft.) for a single storey electrical closet attached to the building.

   (Staff supports the proposed variance as the reduction to the side yard setback permits the front buildings to step down to a two-storey height along the side yards and improves the architectural expression and character of the development).

2) Reduce the south side yard setback from 3.0 m (9.84 ft.) to 2.36 m (8.35 ft.) for a single storey electrical closet attached to the building.

   (Staff supports the proposed variance as the reduction to the side yard setback permits the front buildings to step down to a two-storey height along the side yards and improves the architectural expression and character of the development).

3) Allow tandem parking spaces in four (4) of the 12 townhouse units.

   (Staff supports the proposed tandem parking arrangement on the basis that the tandem parking arrangement is generally accepted in small developments to reduce the site coverage. A restrictive covenant to prohibit the conversion of the garage area into habitable space will be required as a condition of the Development Permit).

Advisory Design Panel Comments

The Advisory Design Panel supported the project and changes have been incorporated in line with comments made by Panel members. A copy of the relevant excerpt from the Advisory Design Panel Minutes from September 2, 2009 is attached for reference (**Attachment 2**). The design response from the applicant has been included immediately following the specific Design Panel comments and is identified in '***bold italics***'.

Analysis

Conditions of Adjacency

- The proposed height, siting and orientation of the buildings respect the massing of the existing single-family homes adjacent to the site.
- The duplex units at the rear have been limited to two (2) storeys with a minimum 4.5 m rear yard setback.
- All end units in the front buildings adjacent to the neighbouring single-family houses to the north and south as well as adjacent to the entry driveway have been stepped down from three (3) storeys to 2½ storeys.
- Adjacent properties to the north and south are expected to be redeveloped in the future. A conceptual development is on file.

Urban Design and Site Planning

- The layout of the townhouse units is organized around one (1) driveway providing access to the site from No. 4 Road and a north-south drive aisle providing access to all unit garages.
- All units along No. 4 Road have direct access from the street.
- A cross-access agreement, allowing access to/from the future development sites to the north at 9591 and 9611 No. 4 Road and to the south at 9691 No. 4 Road, has been secured at rezoning.

- A cross-access agreement, allowing access to/from the future development sites to the north at 9591 and 9611 No. 4 Road and to the south at 9691 No. 4 Road, has been secured at rezoning.
- The amenity area is situated in a central open courtyard at the end of the entry driveway and is visible from No. 4 Road.
- All units have two (2) vehicle parking spaces. Tandem parking spaces are proposed in four (4) of the street fronting units.
- A total of three (3) visitor parking spaces are provided, including one (1) accessible parking space. All of the visitor parking spaces are located within the side yard setback.

Architectural Form and Character

- A pedestrian scale is provided at the ground floor level of the units along the public street and driveway with the inclusion of windows, doors, porches, and landscape features.
- Visual interest and variety has been incorporated with gable roof, entry porches, varying material combinations and a range of colour finishes.
- The proposed building materials (Hardie siding, wood window trim, and asphalt roof shingles) are generally consistent with the Official Community Plan (OCP) Guidelines and compatible with similar developments in the area.
- The impact of blank garage doors has been mitigated with panel patterned doors, transom windows, and planting islands.
- Two (2) convertible units have been incorporated into the design. Accessibility features that allow for aging in place have also been incorporated into this development (i.e., blocking in all bathrooms for grab-bars, level handle for all doors, and lever faucet in all bathrooms and powder rooms).

Landscape Design and Open Space Design

- Seven (7) bylaw-size trees were noted on-site and were identified for removal at the rezoning stage. The City's Tree Preservation Coordinator reviewed the Arborist's Report and concurred with the Arborist's recommendations based on the poor health of trees (4 trees) and conflicts with the proposed development (3 trees).
- The site plan and tree preservation scheme were once again reviewed at the Development Permit stage. Due to the locations of the central drive aisle and buildings, as well as the proposed grade changes, all of the seven (7) trees on site are to be removed.
- The City's Tree Preservation Coordinator recommends that a "Specimen" Cedar tree (minimum 5 m tall) be located in the central amenity area in order to compensate the loss of a mature Cedar tree which in excellent condition. The applicant has agreed to incorporate this request into the landscape design.
- After the rezoning application for the development proposal achieved Third Reading, two (2) Tree Cutting Permits were issued for the removal of three (3) trees (out of the 7 trees identified for removal) due to the location impeding building demolition. The balance of bylaw-sized trees on-site identified for removal (4 trees) will be retained on-site until the Development Permit is issued.
- The applicant has committed to the protection of one (1) tree located on the adjacent property to the north at 9611 No. 4 Road. Tree protection fencing on-site around the driplines of this tree will be required prior to any construction activities, including building demolition,

occurring on-site. A contract with a certified arborist to oversee site preparation activities on-site and supervise any constructions and hard surface paving within the protection zone is required.

- 14 replacement trees are required. The landscape design includes 24 new trees which will contribute a maturity to the development identity and streetscape elevation.
- The lot coverage for landscaping with live plant material is 30.6%.
- Permeable pavers are proposed on the entry driveway to improve the permeability of the site. The lot coverage for permeable area (including landscaping) is 40%.
- A children's play equipment is proposed in the outdoor amenity area.
- Cash-in-lieu ($12,000) for indoor amenity has been provided as a condition of rezoning approvals (RZ 04-268666 and RZ 07-395773).

Crime Prevention Through Environmental Design

- The site design provides both internal unit privacy and passive surveillance of internal roadways and communal areas to enhance safety for residents.
- Low planting is proposed along edges of buildings to keep the entry area open and visible.

Sustainability

- Hardie products, which contain 10% post-industrial or pre-consumer recycled content, are used as primary cladding materials. This more durable cladding material reduces future maintenance and repair costs.
- Two (2) bicycle parking stalls are provided to each unit to encourage the usage of bicycles.
- Drought tolerant and native planting materials are incorporated into the landscaping design.
- Permeable pavers are proposed on over 30% of the hard surface onsite to allow for higher storm water infiltration potential.

Conclusions

The applicant has satisfactorily addressed issues that were identified through the rezoning process, as well as staff's comments regarding conditions of adjacency, urban design and site planning, architectural form and character, landscape and open space design, and crime prevention through environmental design. The applicant has presented a development that fits into the existing context. Therefore, staff recommend support of this Development Permit application.



Edwin Lee
Planning Technician – Design
(604-276-4121)

EL:blg

The following are to be met prior to forwarding this application to Council for approval:

- Receipt of a Letter-of-Credit for landscaping in the amount of $43,380.00 (based on total floor area of 21,690 ft²);
- Registration of a covenant prohibiting the conversion of parking area into habitable space and

- Submission of a contract with a certified arborist to oversee on-site works conducted on the subject site close to the protected trees on the adjacent properties. The contract should include provisions for completion of a post-impact assessment report (if applicable) to be reviewed by the City.

Prior to future Building Permit issuance, the developer is required to complete the following:

- The applicant is required to obtain a Building Permit for any construction hoarding associated with the proposed development. If construction hoarding is required to temporarily occupy a street, or any part thereof, or occupy the air space above a street or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. *For further information on the Building Permit, please contact Building Approvals Division at 604-276-4285.*
- Submission of a construction traffic and parking management plan to the satisfaction of the City's Transportation Division (http://www.richmond.ca/services/ttp/special.htm).

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

Development Application Data Sheet

Development Applications Division

DP 06-350001 **Attachment 1**

Address: 9631, 9651 and 9671 No. 4 Road

Applicant: Matthew Cheng Architect Inc. Owner: Pardeep K Bhangle & Gurdial K Bhangle

Floor Area Gross: 2,015 m^2 Floor Area Net: 1,344 m^2

	Existing	Proposed
Site Area:	2,339.93 m^2	2,339.93 m^2
Land Uses:	Single-Family Residential	Multiple-Family Residential
OCP Designation:	Low-Density Residential	No Change
Zoning:	Single Detached (RS1/E)	Low Density Townhouses (RTL3)
Number of Units:	3	12

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.6	0.58	none permitted
Lot Coverage:	Max. 40%	38.8%	none
Setback – Front Yard:	Min. 6 m	6 m	none
Setback – Side Yard (North):	Min. 3 m	2.31 m	**variance supported**
Setback – Side Yard (South):	Min. 3 m	2.36 m	**variance supported**
Setback – Rear Yard:	Min. 3 m	4.78 m	none
Height (m):	Max. 11 m	10.61 m	none
Lot Size:	30 m wide x 35 m deep	64.92 m wide x 35.63 m deep	none
Off-street Parking Spaces – Residential/Visitor:	24 and 3	24 and 3	none
Off-street Parking Spaces – Accessible:	1	1	none
Total off-street Spaces:	27	27	none
Tandem Parking Spaces	not permitted	8	**variance supported**
Amenity Space – Indoor:	Min. 70 m^2	$12,000 cash-in-lieu	none
Amenity Space – Outdoor:	Min. 72 m^2	80.44 m^2	none

Excerpt from the Minutes from
The Design Panel Meeting

Wednesday, September 2, 2009 – 4:00 p.m.
Rm. M.1.003
Richmond City Hall

The design response from the applicant has been included immediately following the specific Design Panel comments and is identified in '***bold italics***'.

The comments of the Panel were as follows:

1. consider modifying the roof line/eave line of the east blocks facing No. 4 Road to express the individual units more clearly and reduce the scale and height of the roof line as it relates to the back units;

   The scale of the front buildings is reduced by changing the building end gables to hip roof. The building height for both buildings is also further reduced to 10.46m. Each unit is expressed vertically by protruding building mass and box windows with gable end treatment.

2. consider the scale and relationship of the front and back units;
   The front building scale is reduced. The roofline of the second floor of the front buildings and of top floor of the rear buildings are consistent.

3. consider simplifying the gable roof articulation at the building entrances;

   The gables are simplified. The mid units are reversed to have shared entry cover and the end units have their own entry covers.

4. consider more articulation at the building entrances on the lane side like introducing more windows and side lights to give it more of a front entrance form and character;

   Entry door sidelights and columns have been added to the lane entry. The side light style garage doors are specified for the project.

5. consider simplifying the planting scheme in the No. 4 Road streetscape and more consistent hedge row treatment at the back edge;

   Planting to No. 4 Rd. has been simplified with consistent hedge-type planting inside and outside the perimeter fence. Outside the fence line is a low-growing Azalea. Inside the fence line is a medium-height evergreen hedge of "Spring Bouquet" Viburnum. These selections replace the mixed plantings previously shown. A cedar hedge has been added to simplify the rear property line treatment as requested.

6. consider vertically aligned spaces in adaptable units for vertical lifts in future projects; and

   Chairlift is used in the project. Vertical lifts will be considered in the future projects.

7. consider increasing the diversity of tree species.

   Diversity of tree species has been increased as per ADP decision. 2 additional species have been added: Fragrant Snowbell at the rear property line and Armstrong Red Maples on the No.4 Rd. frontage.

City of Richmond
Planning and Development Department

Development Permit

No. DP 06-350001

To the Holder:	MATTHEW CHENG ARCHITECT INC.
Property Address:	9631, 9651 AND 9671 NO. 4 ROAD
Address:	C/O MATTHEW CHENG UNIT 202 – 670 EVANS AVENUE VANCOUVER, BC V6A 2K9

1. This Development Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A" and any and all buildings, structures and other development thereon.
3. The "Richmond Zoning Bylaw 8500" is hereby varied to:
   a) reduce the north side yard setback from 3.0 m (9.84 ft.) to 2.31 m (7.59 ft.) for a single storey electrical closet attached to the building.
   b) reduce the south side yard setback from 3.0 m (9.84 ft.) to 2.36 m (8.35 ft.) for a single storey electrical closet attached to the building.
   c) allow tandem parking spaces in four (4) of the 12 townhouse units.
4. Subject to Section 692 of the Local Government Act, R.S.B.C.: buildings and structures; off-street parking and loading facilities; roads and parking areas; and landscaping and screening shall be constructed generally in accordance with Plans #1 to #4 attached hereto.
5. Sanitary sewers, water, drainage, highways, street lighting, underground wiring, and sidewalks, shall be provided as required.
6. As a condition of the issuance of this Permit, the City is holding the security in the amount of $43,380.00. to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Holder if the security is returned. The condition of the posting of the security is that should the Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Holder. Should the Holder carry out the development permitted by this permit within the time set out herein, the security shall be returned to the Holder. The City may retain the security for up to one year after inspection of the completed landscaping in order to ensure that plant material has survived.
7. If the Holder does not commence the construction permitted by this Permit within 24 months of the date of this Permit, this Permit shall lapse and the security shall be returned in full.

No. DP 06-350001

To the Holder:	MATTHEW CHENG ARCHITECT INC.
Property Address:	9631, 9651 AND 9671 NO. 4 ROAD
Address:	C/O MATTHEW CHENG UNIT 202 – 670 EVANS AVENUE VANCOUVER, BC V6A 2K9

8. The land described herein shall be developed generally in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit which shall form a part hereof.

   This Permit is not a Building Permit.

AUTHORIZING RESOLUTION NO. ISSUED BY THE COUNCIL THE DAY OF , .

DELIVERED THIS DAY OF , .

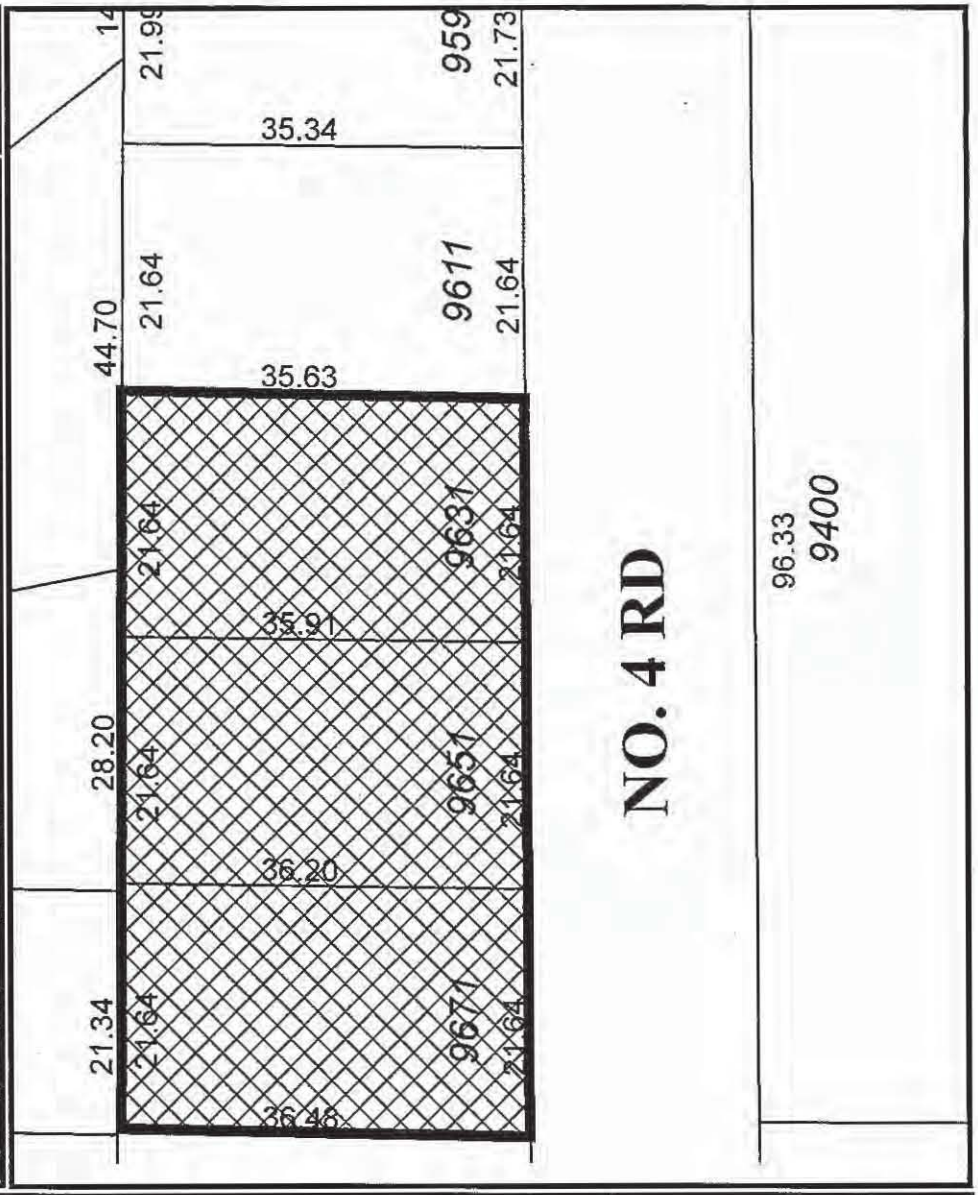
_____

MAYOR



City of Richmond





DP 06-350001
SCHEDULE "A"

Original Date: 10/23/06

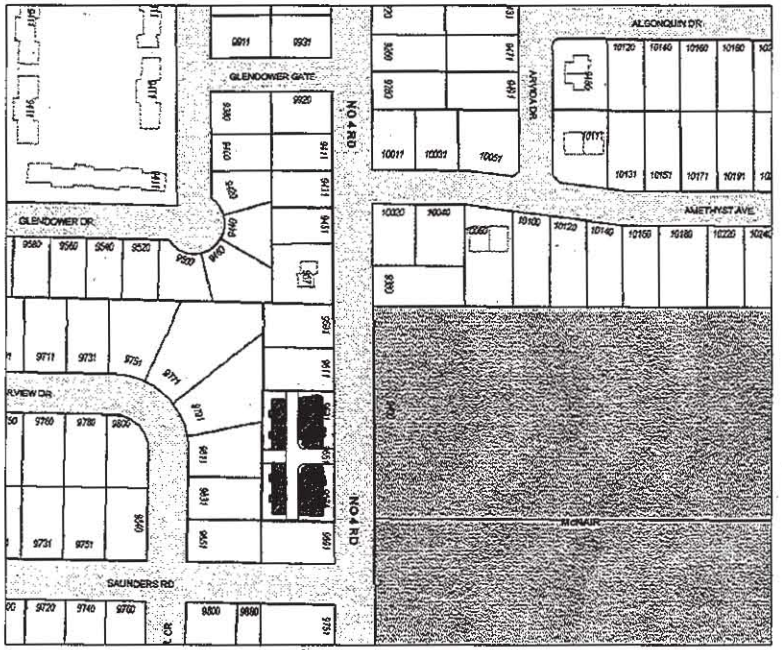
Revision Date: 04/28/10

Note: Dimensions are in METRES

LEGAL ADDRESS: 28 SEC 27 BLK4N RG6W PL15322
29 SEC 27 BLK4N RG6W PL15322
30 SEC 27 BLK4N RG6W PL15322

	EXISTING:	PROPOSED:
SITE AREA:	25186.25SF (2339.93SM)	25186.25SF (2339.93SM)
LAND USES:	SINGLE FAMILY	MULTI FAMILY
OCP DESIGNATION:	RESIDENTIAL	NO CHANGE
ZONING:	R1/E	R2 - 0.6
NUMBER OF UNITS:	3 ON 2 LOTS	12 ON 3 LOTS

	PERMITTED:	PROPOSED:	VARIANCES:
FLOOR AREA RATIO:	0.600	0.58 (14,633.8 SF)	
LOT COVERAGE:	0.400	0.38.7 (9741.92 SF)	
SETBACK-FRONT YARD:	19.69' (6.00m)	19.69' (6.00m)	
SETBACK-SIDE YARD: (NORTH)	9.84' (3.00m)	7.59' (2.31m)	VARIANCE REQUIRED
SETBACK-SIDE YARD: (SOUTH)	9.84' (3.00m)	9.84' (3.0m)	
SETBACK-REAR YARD:	9.84' (3.00m)	15.69' (4.78m)	
HEIGHT: (m)	MAX. 12m	10.91m	
LOT SIZE:	25186.25SF (2339.93SM)	25186.25SF (2339.93SM)	
OFF-STREET PARKING RESIDENTIAL/COMMERCIAL:	24 AND 3	24 AND 3	
OFF-STREET PARKING ACCESSIBLE:	1	1	
OFF-STREET PARKING TOTAL:	27	27	
TANDEM PARKING SPACES:	NOT PERMITTED	8	VARIANCE REQUIRED
INDOOR AMENITY SPACE:	MIN. 70SM	CASH-IN-LIEU	
OUTDOOR AMENITY SPACE:	MIN. 72SM	80.44 SM	





JUL 14 2010 PLAN #1A

DP06 350001

MATTHEW CHENG ARCHITECT INC.

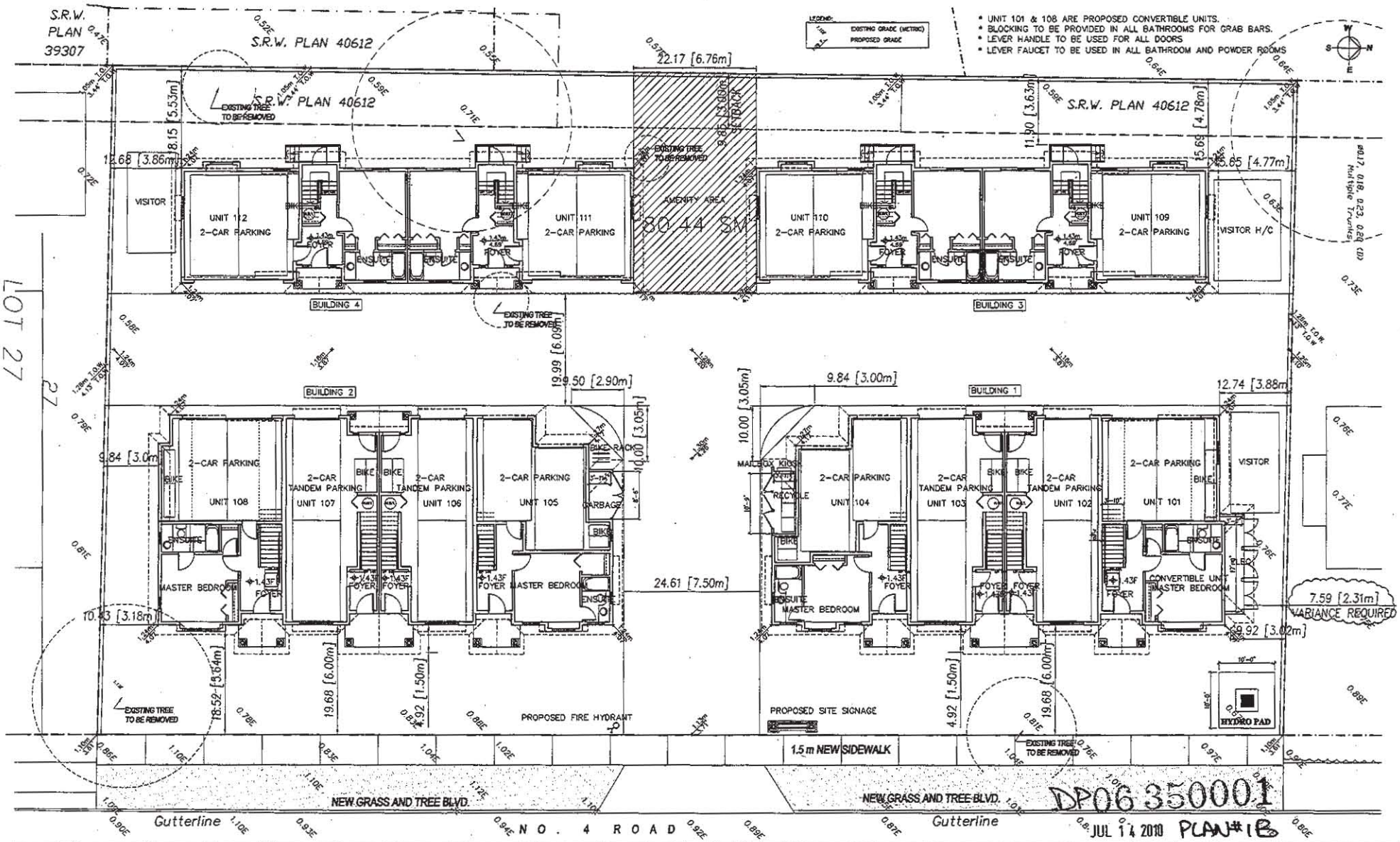
No.	Date	Revision
01	20091116	DP RESUBMISSION
02	20091016	DP SUBMISSION
03	20091116	DP RESUBMISSION
04	20100209	DP RESUBMISSION
05	20100615	DP REV.

Consultants

Project Title
9631,9651,9671 NO.4 RD.

Sheet Title
SITE CONTEXT

Drawn:
Checked:
Scale:
1/16" = 1'
Project number:
Revision date:
NOV. 16, 2009
Print date:
Dwg. no.
#0



DP06 350001

JUL 14 2010 PLAN#1B

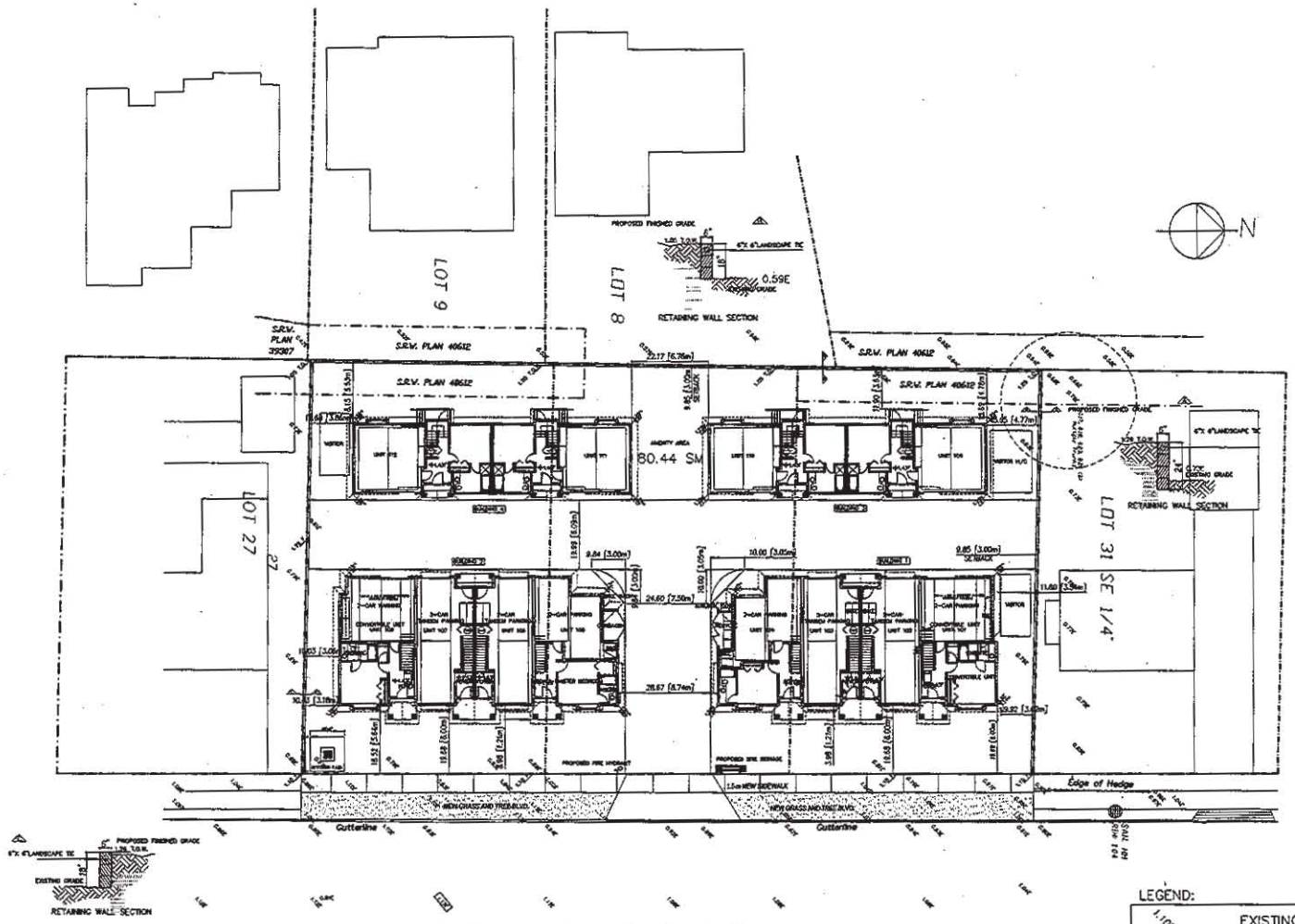
MATTHEW CHENG ARCHITECT INC.

No	Date	Revision
01	20080505	D.P.
02	20090814	A.D.P.
03	20090818	ADP UPDATE
04	20090915	ADP UPDATE
05	20091016	DP SUBMISSION
06	20091116	DP RESUBMISSION
07	20091207	DP REV.
08	20100209	DP RESUBMISSION
09	20100615	DP REV.

Project Title: 12-UNIT TOWNHOUSE DEVELOPMENT
9631-9671 No. 4 ROAD
RICHMOND, B.C.

Sheet Title: SITE PLAN

Drawn: MC	Revision Date: 2010/06/29
Checked: MC	Print Date: 2010/07/14
Scale: 1/16" = 1'-0"	Dwg. No. #1
Project Number:	

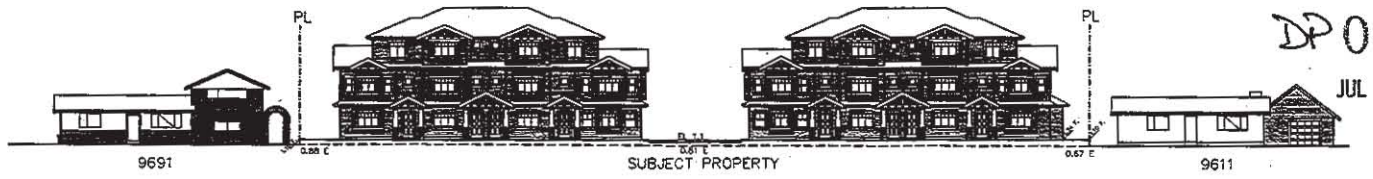


NO. 4 ROAD

LEGEND:

1.10E EXISTING GRADE (METRIC)

1.28E PROPOSED GRADE



DP 06 350001

JUL 14 2010 PLANNING

MATTHEW CHENG ARCHITECT INC.

Unit 202 - 4th Evans Avenue
Vancouver, BC V6A 2K9
Tel: (604) 731-7412 / Fax: (604) 731-7413
Cell: (604) 649-1669 / Email: matthew@mcarc.ca

THIS DRAWING MUST NOT BE SCALED. THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LEVELS PRIOR TO COMMENCEMENT OF WORK. ALL ERRORS AND OMISSIONS SHALL BE REPORTED IMMEDIATELY TO THE ARCHITECT. COPYRIGHT RESERVED. THIS PLAN AND DESIGN ARE AND AT ALL TIMES REMAIN THE EXCLUSIVE PROPERTY OF MATTHEW CHENG ARCHITECT INC. AND MAY NOT BE USED OR REPRODUCED WITHOUT PRIOR WRITTEN CONSENT.

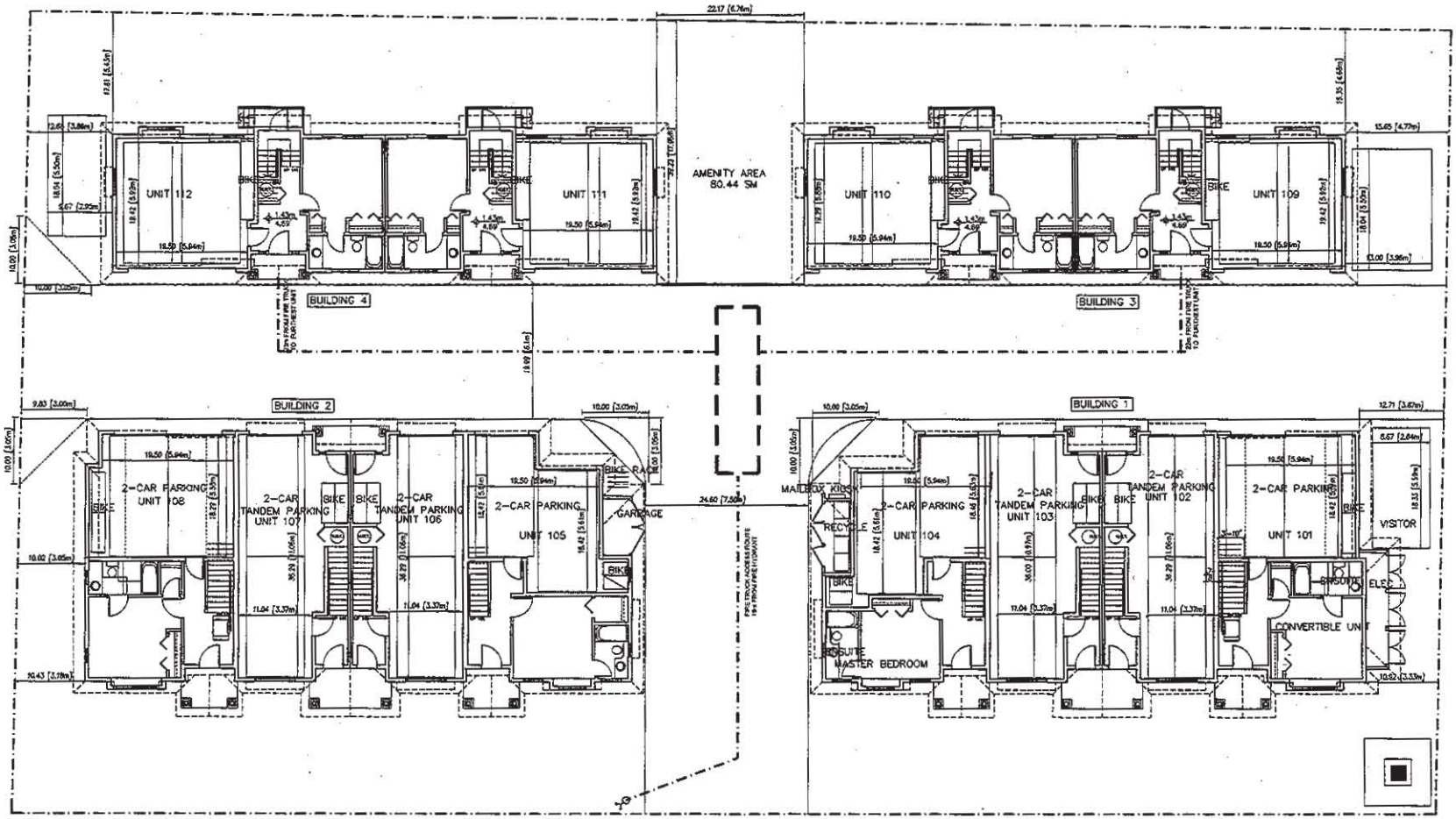
No	Date	Revision
01	2010/07/14	DP REV.

Consultants

Project Title
9631-9671 NO. 4 RD.
RICHMOND BC

Sheet Title
SITE GRADING

Drawn:	SC
Checked:	MC
Scale:	3/32" = 1'-0"
Project Number:	
Revision Date: 2010/08/09	Dwg. No. #10
Print Date: 2010/07/14	

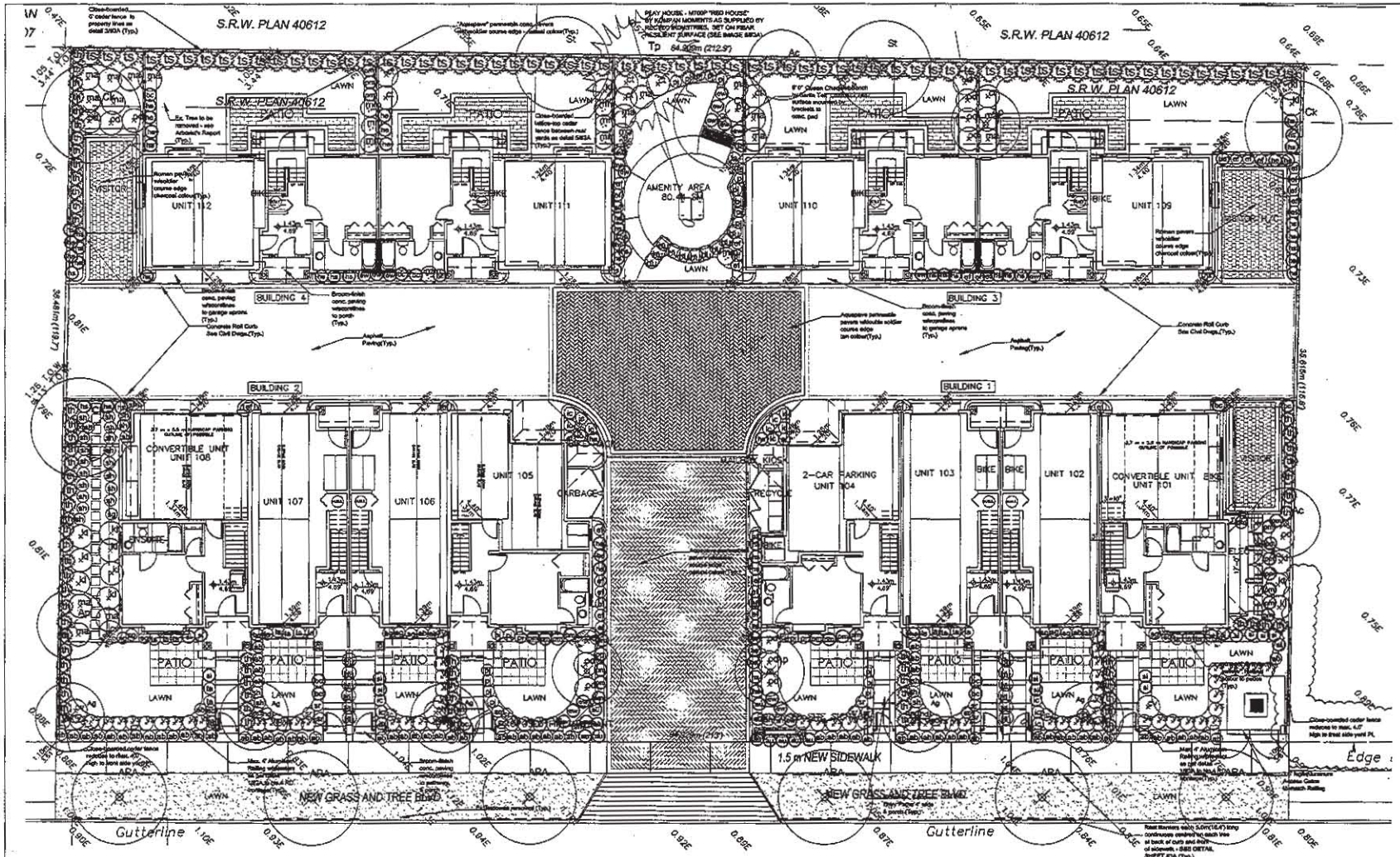


JUL 14 2010

PLAN #2

DP 06 350001

MATTHEW CHENG ARCHITECT INC.	THIS DRAWING MUST NOT BE SCALED. THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LEVELS PRIOR TO COMMENCEMENT OF WORK. ALL ERRORS AND OMISSIONS SHALL BE REPORTED IMMEDIATELY TO THE ARCHITECT. COPYRIGHT RESERVED. THIS PLAN AND DESIGN ARE AND AT ALL TIMES REMAIN THE EXCLUSIVE PROPERTY OF MATTHEW CHENG ARCHITECT INC. AND MAY NOT BE USED OR REPRODUCED WITHOUT PRIOR WRITTEN CONSENT.	No Date Revision 01 20090505 D.P. 02 20090514 A.D.P. 03 20090918 ADP UPDATE 04 20090928 ADP UPDATE 05 20091028 DP SUBMISSION 06 20091116 DP RESUBMISSION 07 20091207 DP REV. 08 20100205 DP RESUBMISSION 09 20100615 DP REV. 10 2010/07/14 DP REV.	No Date Revision	Consultants	Project Title 12-UNIT TOWNHOUSE DEVELOPMENT 9631-9671 No. 4 ROAD RICHMOND, B.C.	Sheet Title PARKING PLAN	Drawn: MC Checked: MC Scale: 1/16" = 1'-0" Project Number:	Revision Date: 2010/06/29 Print Date: 2010/07/14 Dwg. No. #2



		9631 - 9671 No. 4 Rd, PLANT LIST			
	Trees				
CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	
Ac	2	Acer circinatum	Vine Maple	3.5m ht.	B&B
Ag	5	Acer ginnala	Amur Maple	3.5m ht.	B&B
Ap	4	Acer palmatum Sange Kaku	Japanese Maple	3.5m ht.	B&B
ARA	9	Acer rubrum Armstrongi	Armstrong Red Maple	6cm cal.	B&B
Ck	4	Cornus kousa chinensis	Chinese Dogwood	6cm cal.	B&B
Sl	2	Styrax obassius	Fragrant Snowbell	6cm cal.	B&B
Tp	1	Thuja plicata	Western Red Cedar	4.5-5.0m ht.	B&B

	Shrubs/Groundcovers/Perennials/Vines			
CODE	QTY	NAME		SIZE
au	12	Arctostaphylos uva-ursi	Kelseyberry	#2 pot
ab	75	Azalea japonica Bike Danube	Evergreen Azalea	#2 pot
bc	12	Bergenia cordifolia Silberlicht	Silverlight Bergenia	#2 pot 20cm ht.
bu	22	Buxus Green Velvet	Green Velvet Boxwood	60cm ht. B&B
cv	4	Ceanothus impressus Victoria	California Lilac	#3 pot
ct	8	Choisya Aztec Pearl	Mexican Orange	#3 pot 50cm ht.
ei	35	Euonymus Emerald & Gold	Variegated Euonymous	#2 pot
ew	19	Euphorbia wulfenii	Japanese Spurge	#2 pot
hs	46	Hemerocallis Stella D'Oro	Day Lily	#2 pot
ho	15	Hosta sieboldiana elegans	Plantain Lily	#2 pot
ic	18	Imperata cylindrica Red Baron	Japanese Blood Grass	#2 pot
kl	14	Kalmia latifolia Minuet	Mountain Laurel	#3 pot
la	21	Lavandula angustifolia	Lavender	#2 pot

CODE	QTY	NAME		SIZE
ma	17	Mahonia aquifolium	Oregon Grape	#3 pot 50cm ht.
mm	8	Miscanthus Morning Light	Miscanthus	#3 pot
nd	7	Nandina domestica Harbour Dwarf	Dwarf Heavenly Bamboo	#2 pot
od	13	Osmanthus delavayi	False Holly	#3 pot
pl	23	Pieris japonica Little Heath	Dwarf Lily of the Valley	#2 pot
pm	25	Polystichum munitum	Sword Fern	#2 pot
py	1	Pyracantha Soleil D'Or	Firethorn	#3 pot
sh	31	Sarcococca hookeriana humilis	Himalayan Sweet Box	#2 pot
sl	16	Sedum spectabile Indian Chief	Stonecrop	#2 pot
sr	12	Skimmia japonica reevesiana	Skimmia	#2 pot
sq	12	Spiraea x bumalda Gold Flame	Spiraea	#2 pot
th	70	Taxus media Hicksii	Hick's Yew Hedge	#5 pot
ts	67	Thuja occidentalis Smaragd	Emerald Cedar	1.5m B&B
vj	66	Viburnum tinus Spring Bouquet	Dwarf Laurustinus	#3 pot

NOTES:

1. All landscape work shall be carried out in accordance with the current edition of the British Columbia Landscape Standard published by BCSLA/BCNTA.

2. Growing medium in accordance with the current edition of the British Columbia Landscape Standard shall be provided to the following minimum depths/dimensions:
Grass Areas - 150 mm (6")
Shrubs, Groundcovers, Vines & Perennials - 450 mm (18")
Trees - Minimum 300 mm (1') of topsoil around the rootball compacted to 85% Std. Proctor Density

REVISIONS

NO.	DATE	DESCRIPTION
1	2009/05	REVISED PER CITY COMMENTS
2	2009/06	REVISED PER CITY COMMENTS
3	2009/07	ADDITIONAL BUILDING DETAIL ADDED
4	2009/08	ADDITIONAL BUILDING DETAIL ADDED
5	2009/09	CLARIFICATIONS
6	2009/10	REVISED PER CITY COMMENTS
7	2009/11	REVISED PER CITY COMMENTS
8	2009/12	REVISED PER CITY COMMENTS
9	2010/01	REVISED PER CITY COMMENTS
10	2010/02	REVISED PER CITY COMMENTS
11	2010/03	REVISED PER CITY COMMENTS

ISSUED

NO.	DATE	DESCRIPTION
1	2009/04	CITY ISSUE
2	2009/05	CITY RESUBMIT
3	2009/06	CITY RESUBMIT
4	2009/07	CITY ISSUE FOR DP
5	2009/08	CITY RESUBMIT FOR DP
6	2009/09	CITY RESUBMIT FOR DP
7	2009/10	CITY RESUBMIT FOR DP
8	2009/11	REISSUE FOR DP

PD GROUP

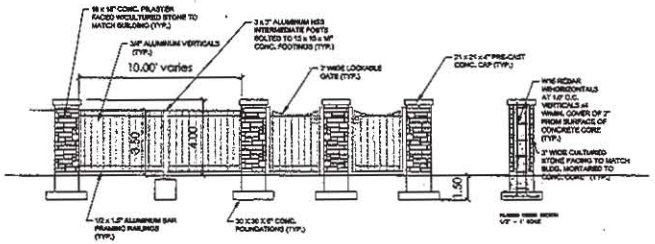
ARCHITECT
Matthew Cheng Architect
Unit 201, 445 W. 6th Avenue
Vancouver BC

PROJECT
9631 - 9671 No. 4 Road
Richmond BC

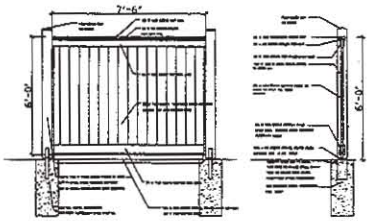
OWN. WRAP
LANDSCAPE PLAN

DESIGNED	DR
DRAWN	DR
CHECKED	
SCALE	1/8" = 1'-0"
DATE	25 March 2009
PROJECT No.	0903
DWG No.	Plan #3 Sheet 1 of 3
REV.	11

DP 06 350001
JUL 14 2010
PLAN #3A

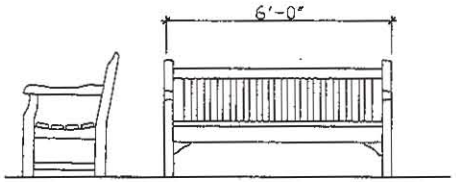


1 / 2.0A PLASTER & ALUMINUM RAILING DETAIL N.T.S.

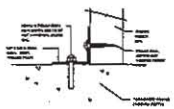


NOTE: Max. fence heights to front yard north and south property lines shall be 4.0ft.

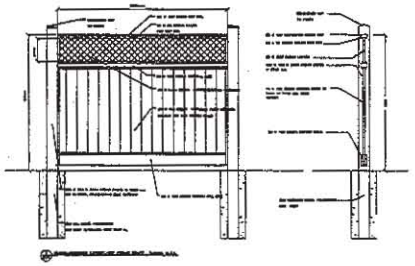
2 / 2.0A CLOSE-BOARDED CEDAR FENCE N.T.S.



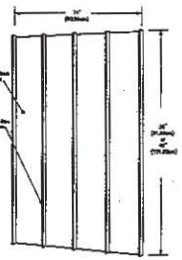
3 / 2.0A Barrel & Cedar Bench N.T.S.



4 / 2.0A TYP. BENCH ATTACHMENT DETAIL N.T.S.



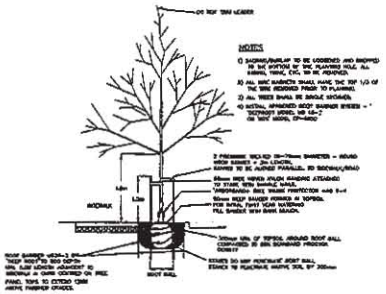
UB 36-2/UB 48-2 Specifications
36" / 48" DeepRoot Tree Root Barrier



DEEPROOT TREE ROOT BARRIER DETAIL
NOT TO SCALE



5 / 2.0A IMAGE OF MOOOP "BED HOUSE" BY KOMPAN N.T.S.
SUPPLIED BY RECTEC INDUSTRIES



NOTES:
1) BACKFILL/BURLAP TO BE LOOSENED AND SHAPED IN THE BOTTOM OF THE PLANTING HOLE. ALL STRING, TWINE, ETC. TO BE REMOVED.
2) ALL NYC BARRIER SHALL HAVE THE TOP 1/3 OF THE TREE REMOVED PRIOR TO PLANTING.
3) ALL TREES SHALL BE SINGLE STEMMED.
4) INSTALL APPROVED ROOT BARRIER SHEETS - "DEEPROOT MODEL UB 36-2 OR 48-2" OR "NYC MODEL DPT-2400"

7 / 2.0A TREE PLANTING DETAIL TYP. (Inc. Root Barrier) N.T.S.
NOTE: DIMENSIONS IN MM & M.

DP 06 350001
PLAN #3B
JUL 14 2010

REVISIONS		
NO.	DATE	DESCRIPTION
1	12/11/2009	TREE & ROOT BARRIER DETAILS
2	04/04/10	UNION REVEL TO FENCE DETAILS

ISSUE		
NO.	DATE	DESCRIPTION
1	24/04/09	CITY ISSUE FOR DP
2	7/10/09	CITY RE-ISSUE FOR DP
3	28/10/09	CITY RE-ISSUE FOR DP
4	5/03/10	ISSUE FOR BPS

SEAL

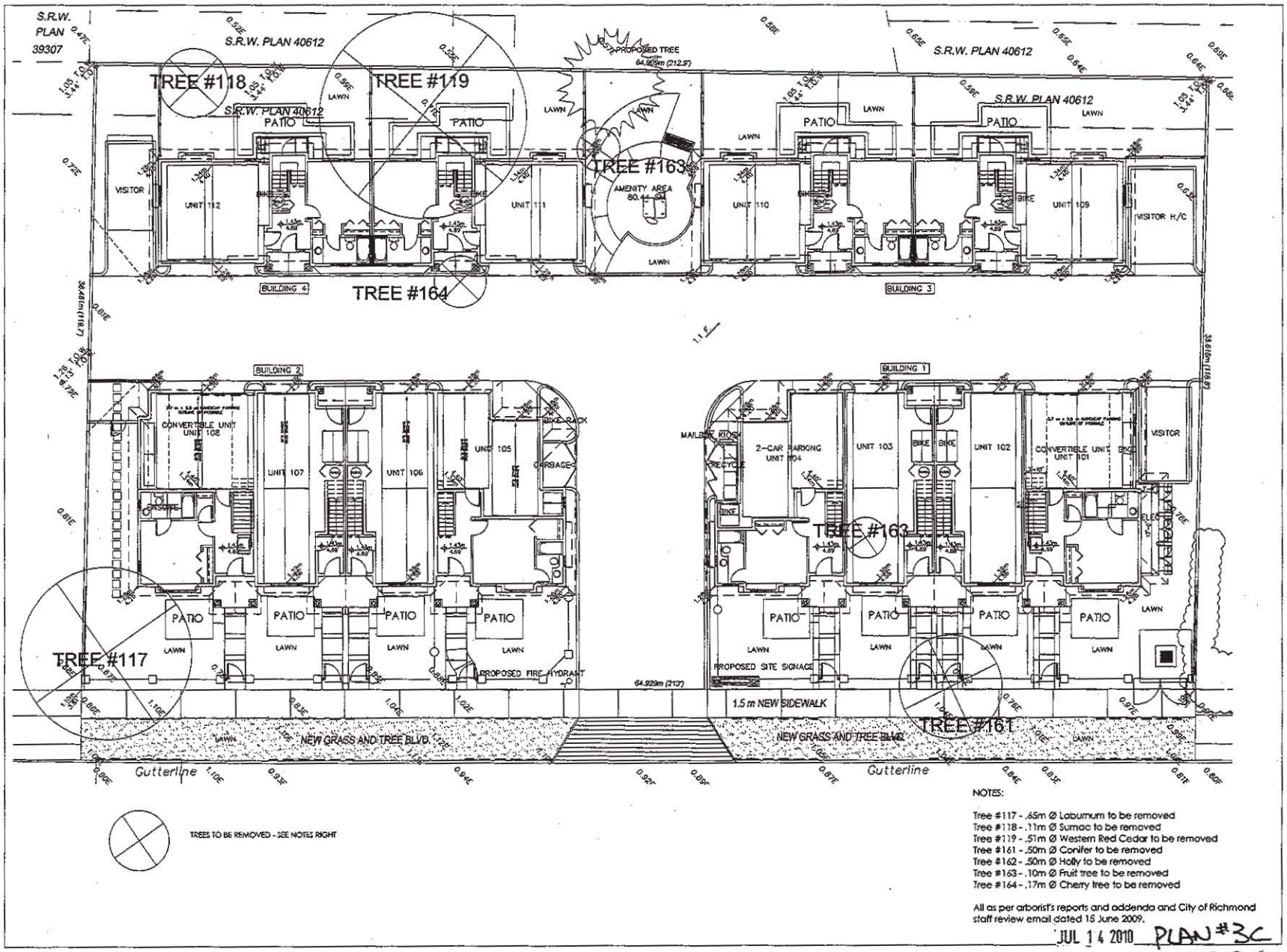
PD GROUP
Landscape Architecture Ltd.
317 - 398 West 1st Street
North Vancouver BC, Canada V7M 3G6
p: 604 904 9883 fax: 604 904 9813

ARCHITECT
Matthew Cheng Architect
Unit 201, 445 W. 6th Avenue
Vancouver BC

PROJECT
9631 - 9671 No. 4 Road
Richmond BC

DWG. TITLE
LANDSCAPE DETAILS

DESIGNED	EH
DRAWN	GR
CHECKED	
SCALE	AS SHOWN
DATE	28 OCT, 2009
PROJECT No.	0903
DWG No.	Plan #3A Sheet 2 of 3
REV	2



TREES TO BE REMOVED - SEE NOTES RIGHT

NOTES:

Tree #117 - .65m Ø Laburnum to be removed
Tree #118 - .11m Ø Sumac to be removed
Tree #119 - .51m Ø Western Red Cedar to be removed
Tree #161 - .50m Ø Conifer to be removed
Tree #162 - .50m Ø Holly to be removed
Tree #163 - .10m Ø Fruit tree to be removed
Tree #164 - .17m Ø Cherry tree to be removed

All as per arborist's reports and addenda and City of Richmond staff review email dated 15 June 2009.

JUL 14 2010 PLAN #3C

DP 06 350001

REV.	DATE	DESCRIPTION
1	7/7/09	CITY RE-ISSUE FOR DP
2	7/29/09	CITY RE-ISSUE FOR DP
3	10/7/09	CITY RE-ISSUE FOR DP
4	6/30/10	ISSUE FOR DP

PD GROUP

ARCHITECT
Matthew Cheng Architect
Unit 201, 445 W. 6th Avenue
Vancouver BC

PROJECT
9631 - 9671 No. 4 Road
Richmond BC

DWG. TITLE
TREE PRESERVATION/ REMOVAL PLAN

DESIGNED	DR
DRAWN	DR
CHECKED	
SCALE	1/8" = 1'-0"
DATE	November 2009
PROJECT No.	0903
DWG. No.	Plan #3B Sheet 3 of 3
REV.	2



EAST ELEVATION (BUILDING #2) (NO. 4 ROAD)



EAST ELEVATION (BUILDING #1) (NO. 4 ROAD)



WEST ELEVATION (BUILDING #1)



WEST ELEVATION (BUILDING #2)

BUILDING #1		BUILDING #2	
HARDIE SHINGLES	BM HC-155	HARDIE SHINGLES	BM HC-61
6" HARDIE SIDING	BM HC-169	6" HARDIE SIDING	BM HC-169
4" HARDIE SIDING	BM HC-35	4" HARDIE SIDING	BM HC-82
	BM HC-109		BM HC-166
TRIMS/FASCIAS	BM HC-174	TRIMS/FASCIAS	BM HC-174
ENTRY DOOR	BM 2126-20	ENTRY DOOR	BM 2126-20
CULTURE STONE	CSV-20027	CULTURE STONE	CSV-20027
GARAGE DOOR	HC-35	GARAGE DOOR	HC-82

ASPHALT SHINGLES MALARKEY'S HIGHLANDER (STORM GREY)

JUL 14 2010 PLAN #4A

DP 06 350001

MATTHEW CHENG ARCHITECT INC.

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No	Date	Revision
01	20090505	D.P.
02	20090514	A.D.P.
03	20090918	ADP UPDATE
04	20091006	DP SUBMISSION
05	20091116	DP RESUBMISSION
06	20091207	DP REV.
07	20100513	DP REV.
08	20100720	

No	Date	Revision

Consultants

Project Title
12-UNIT TOWNHOUSE DEVELOPMENT
9631-9671 No. 4 ROAD
RICHMOND, B.C.

Sheet Title
ELEVATIONS

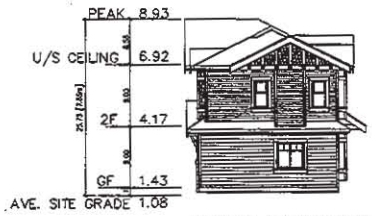
Drawn: MC	Revision Date: 2010/07/20
Checked: MC	Print Date: 2010/07/14
Scale: 1/8" = 1'-0"	Dwg. No. #4a
Project Number:	



SOUTH ELEVATION (BUILDING #1)



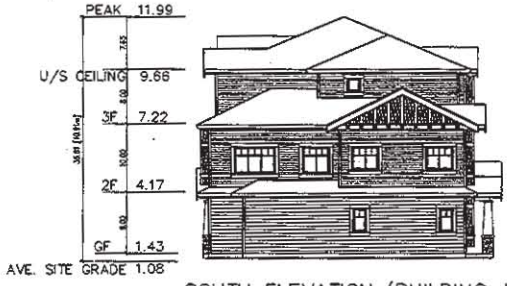
NORTH ELEVATION (BUILDING #1)



NORTH ELEVATION (BUILDING #3)



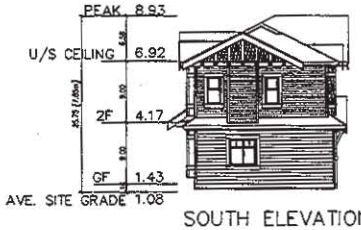
SOUTH ELEVATION (BUILDING #3)



SOUTH ELEVATION (BUILDING #2)



NORTH ELEVATION (BUILDING #2)



SOUTH ELEVATION (BUILDING #4)



NORTH ELEVATION (BUILDING #4)

JUL 14 2010 PLAN #4B

DP 06 350001

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No.	Date	Revision
01	20090505	D.P.
02	20090514	A.D.P.
03	20090625	ADP UPDATE
04	20091006	DP SUBMISSION
05	20091116	DP RESUBMISSION
06	20091207	DP REV.
07	20100415	DP REV.
08	20100615	DP REV.

No.	Date	Revision

Consultants

Project Title: 12-UNIT TOWNHOUSE DEVELOPMENT
9631-9671 No. 4 ROAD
RICHMOND, B.C.

Sheet Title: ELEVATIONS

Drawn: MC	Revision Date: 2010/06/15
Checked: MC	Print Date: 2010/07/14
Scale: 1/8" = 1'-0"	Dwg. No. #4b
Project Number:	



EAST ELEVATION (BUILDING #4)



EAST ELEVATION (BUILDING #3)



WEST ELEVATION (BUILDING #3)



WEST ELEVATION (BUILDING #4)

BUILDING #3		BUILDING #4	
HARDIE SHINGLES	BM HC-155	HARDIE SHINGLES	BM HC-61
6" HARDIE SIDING	BM HC-166	6" HARDIE SIDING	BM HC-166
4" HARDIE SIDING	BM HC-35	4" HARDIE SIDING	BM HC-82
	BM HC-109		BM HC-166
TRIMS/FASCIAS	BM HC-174	TRIMS/FASCIAS	BM HC-174
ENTRY DOOR	BM 2126-20	ENTRY DOOR	BM 2126-20
CULTURE STONE	CSV-20027	CULTURE STONE	CSV-20027
GARAGE DOOR	HC-35	GARAGE DOOR	HC-82

ASPHALT SHINGLES MALARKEY'S HIGHLANDER (STORM GREY)

JUL 14 2010 PLAN #4C

DP 06 350001

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No	Date	Revision
9	20060505	D.P.
8	20060814	A.D.P.
7	20060905	ADP UPDATE
6	20061016	DP SUBMISSION
5	20061116	DP RESUBMISSION
4	20061207	DP REV.
3	20100625	DP REV.
2	20100815	DP REV.

No	Date	Revision

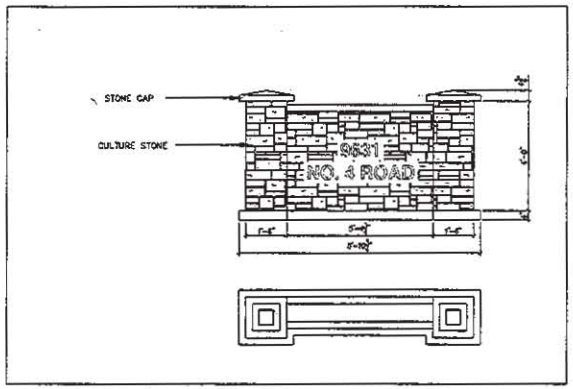
Consultants

Project Title: 12-UNIT TOWNHOUSE DEVELOPMENT
9631-9671 No. 4 ROAD
RICHMOND, B.C.

Sheet Title: ELEVATIONS

Drawn: HC	Revision Date: 2010/06/15
Checked: MC	Print Date: 2010/07/14
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Project Number:	





JUL 14 2010 PLAN #4D

DP06 350001

MATTHEW CHENG ARCHITECT INC.

Unit 202 - 630 EVANS AVENUE
VANCOUVER, BC V6A 2K9
Tel: (604) 731-2032 Fax: (604) 731-7908
Cell: (604) 649-0669 / Email: mcchen@gmail.com

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01	20090205	D.P.
02	20090814	A.D.P.
03	20090915	ADP UPDATE
04	20091016	DP SUBMISSION
05	20091116	DP RESUBMISSION
06	20091207	DP REV.

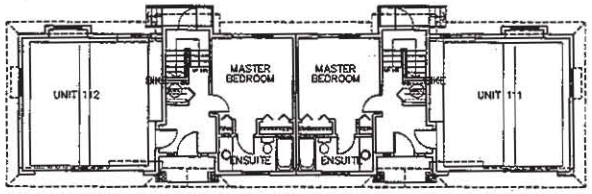
No	Date	Revision

Consultants

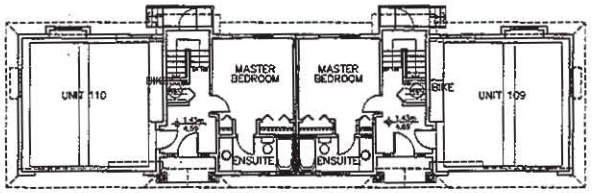
Project Title
12-UNIT TOWNHOUSE DEVELOPMENT
9631-9671 No. 4 ROAD
RICHMOND, B.C.

Sheet Title
ELEVATIONS

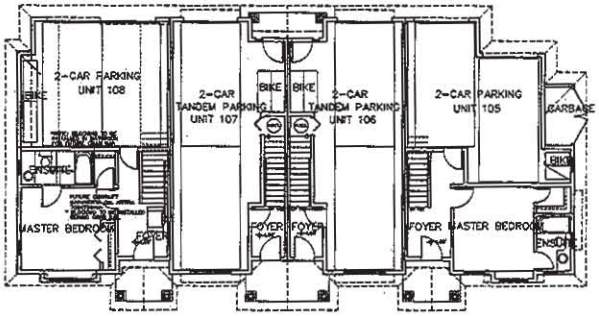
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Project Number:	



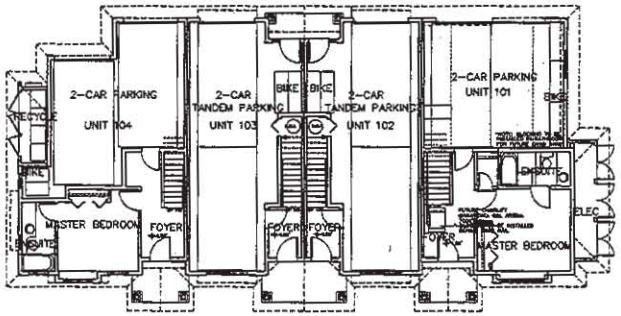
BUILDING 4



BUILDING 3



BUILDING 2



BUILDING 1

GROUND FLOOR PLAN

* BLOCKING TO BE PROVIDED IN ALL BATHROOMS FOR GRAB BARS.
* LEVER HANDLE TO BE USED FOR ALL DOORS
* LEVER FAUCET TO BE USED IN ALL BATHROOM AND POWDER ROOMS

JUL 14 2010 REFERENCE PLAN

DP 06 350001

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05	20091114	DP RESUBMISSION
06	20091207	DP REV.
07	20100615	DP REV.

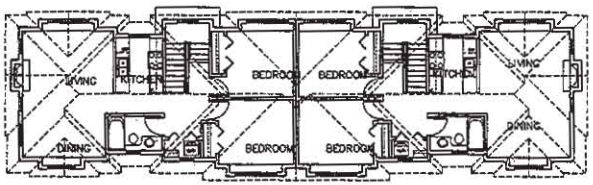
No	Date	Revision

Consultants

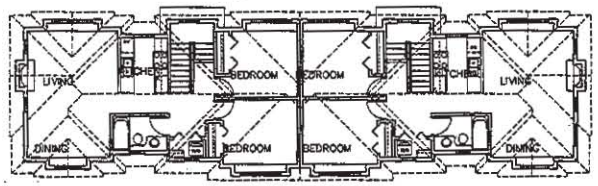
Project Title: 12-UNIT TOWNHOUSE DEVELOPMENT
9631-9671 No. 4 ROAD
RICHMOND, B.C.

Sheet Title: GROUND FLOOR PLANS

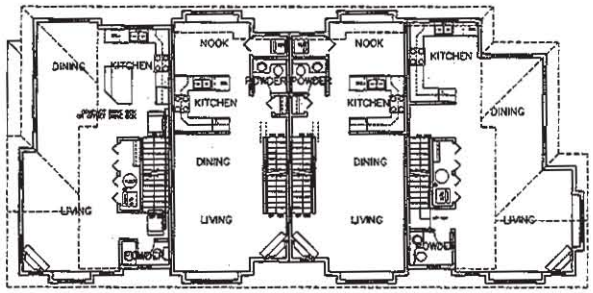
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Project Number:	



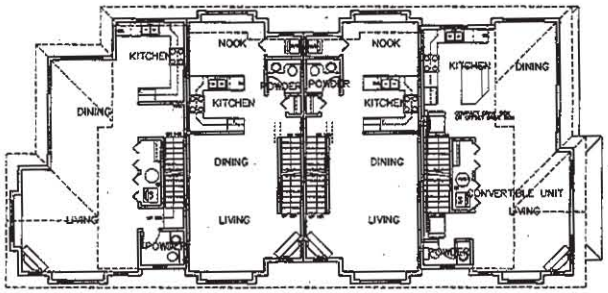
BUILDING 4



BUILDING 3



BUILDING 2



BUILDING 1

SECOND FLOOR PLAN

* BLOCKING TO BE PROVIDED IN ALL BATHROOMS FOR GRAB BARS.
* LEVER HANDLE TO BE USED FOR ALL DOORS
* LEVER FAUCET TO BE USED IN ALL BATHROOM AND POWDER ROOMS

JUL 14 2010 _ REFERENCE PLAN

DP 06 350001

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01	20060505	D.P.
02	20060804	A.D.P.
03	20060818	ADP UPDATE
04	20061026	DP SUBMISSION
05	20061116	DP RESUBMISSION
06	20061207	DP REV.
07	20070213	DP REV.

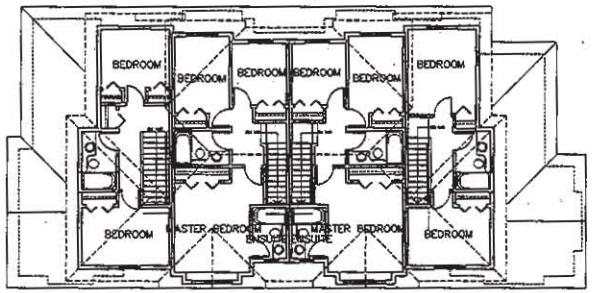
No	Date	Revision

Consultants

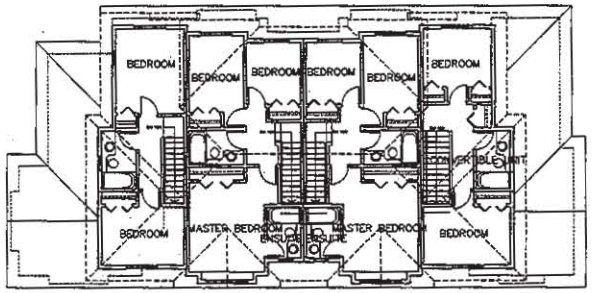
Project Title: 12–UNIT TOWNHOUSE DEVELOPMENT
9631–9671 No. 4 ROAD
RICHMOND, B.C.

Sheet Title: SECOND FLOOR PLANS

Drawn: MC	Revision Date: 2010/06/15
Checked: MC	Print Date: 2010/07/14
Scale: 1/8" = 1'-0"	Dwg. No. #5b
Project Number:	



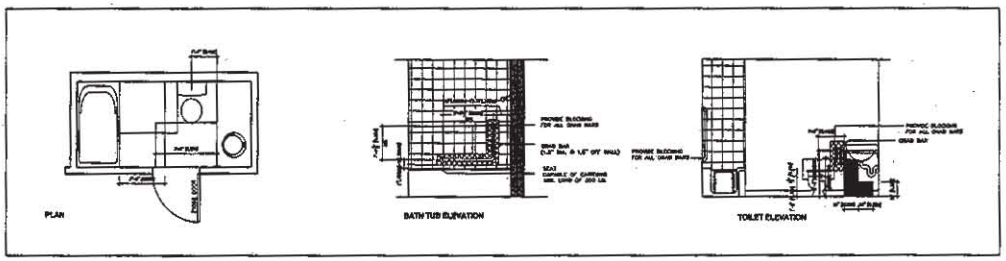
BUILDING 2



BUILDING 1

BUILDINGS #1 & 2

THIRD FLOOR PLAN



CONVERTIBLE BATHROOM TYP.
scale: NTS

* BLOCKING TO BE PROVIDED IN ALL BATHROOMS FOR GRAB BARS.
* LEVER HANDLE TO BE USED FOR ALL DOORS
* LEVER FAUCET TO BE USED IN ALL BATHROOM AND POWDER ROOMS

JUL 14 2010

REFERENCE PLAN

DP 06 350001

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No	Date	Revision
9	2009/05/05	D.P.
8	2009/09/14	A.S.P.
7	2009/10/13	ADP UPDATE
6	2009/10/16	DP SUBMISSION
5	2009/11/16	DP RESUBMISSION
4	2009/12/03	DP REV.
3	2010/05/10	DP REV.

No	Date	Revision

Consultants

Project Title: 12-UNIT TOWNHOUSE DEVELOPMENT
9631-9671 No. 4 ROAD
RICHMOND, B.C.

Sheet Title: THIRD FLOOR PLANS

Drawn: MC	Revision Date: 2010/06/15
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Project Number:	

City of Richmond
Planning and Development Department

Memorandum

To:	David Weber Director, City Clerk's Office	**Date:**	June 21, 2011
From:	Brian J. Jackson, MCIP Director of Development	**File:**	DP 08-432193
Re:	**Application by – Interface Architecture Inc. for Development Permit at 12351 No. 2 Road**		

The attached Development Permit was given favourable consideration by the Development Permit Panel at their meetings held on March 2, 2011 and February 16, 2011.

It would now be appropriate to include this item on the agenda of the next Council meeting for their consideration.

Brian J. Jackson, MCIP
Director of Development

SB:blg
Att.

Richmond

3241038

City of Richmond

Minutes

Development Permit Panel

Wednesday, February 16, 2011

Time: 3:30 p.m.

Place: Council Chambers
Richmond City Hall

Present: Joe Erceg, Chair
Robert Gonzalez, General Manager, Engineering and Public Works
Dave Semple, General Manager, Parks and Recreation

The meeting was called to order at 3:30 p.m.

1. Minutes

It was moved and seconded
That the minutes of the meeting of the Development Permit Panel held on Wednesday, January 26, 2011, be adopted.

CARRIED

2. Development Permit 08-432193
(File Ref. No.: DP 08-432193) (REDMS No. 2592297)

APPLICANT: Interface Architecture Inc.

PROPERTY LOCATION: 12351 No 2 Road

INTENT OF PERMIT:

Permit the construction of a 44-unit townhouse development at 12351 No. 2 Road on a site zoned "Town Housing (ZT48) - Trites Area (Steveston) and South McLennan (City Centre)".

Applicant's Comments

John Lo, Interface Architecture Inc., advised that the architect for the proposed 44-unit townhouse development was unable to attend the meeting, but that he would make a brief presentation and then respond to the Panel's queries. Mr. Lo introduced Masa Ito, Landscape Architect for the project, and then made the following remarks:

- the proposed 44-unit townhouse development is at 12351 No. 2 Road, south of Moncton Street, on a site rezoned from "Light Industrial" to "Town Housing";

- the rezoning application was made in 2007, but due to the economic slowdown in 2008, the original design of 39 townhouse units was increased to 44 townhouse units;
- the site's long, rectangular shape presented a challenge; and
- to the west and to the south of the subject site are industrial properties; to the east across No. 2 Road, is farmland in the Agriculture Land Reserve, and to the north is a 54-unit townhouse development;

In response to the Chair's query regarding the whereabouts of the project's architect, Mr. Lo advised that he was out of town.

Mr. Ito made the following comments regarding the landscape and open space design:

- the No. 2 Road frontage is enhanced with landscaped front yards, and a mixture of evergreen and deciduous tree planting;
- on the east perimeter of the subject site Agricultural Land Reserve (ALR) buffer standards were followed in the landscape design elements;
- the interfaces to the industrial properties to the south and west include a pedestrian corridor, with landscape treatments;
- a low picket fence surrounding the play equipment area defines the open streetscape within the subject site, and leads to the common area cited in the centre of the proposed development.
- the common area is where residents can congregate, and includes both a seating area and a children's play area; and
- landscape elements include flowering plants, a colonnade of shade trees, and seasonal flowers.

Panel Discussion

Discussion ensued with regard to the pedestrian corridor, and advice was offered that: (i) it would be lit, but the lighting would not interfere with residents' living quarters; (ii) at present it measures three metres in width, but at a later date it would be increased to six metres; (iii) a chain link fence will run along the south and west sides of the walkway.

With regard to the potential of future development in the area, Mr. Lo advised that the area plan allowed the industrial buildings to be demolished at some later date, and that multi-family residential buildings could take their place.

In response to a query, advice was given regarding the following details of the outdoor amenity space: (i) there were seating areas for use by residents who choose to garden; and (ii) children's play equipment as well as an open, grassy play area is available.

In response to the Chair's query regarding the buffer area between the ALR land and the subject site, Mr. Ito advised that the AAC's request for a hedge to prevent dust had been met in the landscape scheme.

In addition, Mr. Ito stated that: (i) with regard to the No. 2 Road frontage, improvements include a Scarlet Oak tree; (ii) a Cherry tree was a feature of the front yard; and (iii) a Cedar hedge, measuring five feet in height, will also be a feature of the property.

Staff Comments

Wayne Craig, Program Coordinator Development, advised that staff supports: (i) the application; (ii) the ALR buffer scheme, for the six metre front yard setback along the eastern perimeter of the subject site; and (iii) the three metre public walkway along the south, and west edges, of the development site.

Mr. Craig stated that there is coordinated access between the subject site, and the site to the north where there is a 54-unit townhouse development, for emergency vehicles.

In conclusion Mr. Craig remarked that the proposed development includes two convertible units, and that all other units include aging in place features, including handrails, lever handles and blocking in washroom walls for future grab bar installation.

In response to the Chair's query regarding the noise issue, Mr. Craig advised that a professional acoustical engineer had undertaken a study, including noise measurements, to investigate sound issues and had specified design and construction of the proposed dwelling units to meet standards specified by CMHC. He added that to mitigate noise from adjacent industrial properties south facing residential unit bedrooms would be fitted with additional drywall material, and additional glazing, in addition to mechanical ventilation with temperature control devices that would ensure comfortable living, with windows shut during summer months.

The Chair noted that to ensure mitigation of industrial noise potential indoors doors and windows in the proposed townhouse units would need to be closed. He further noted that the City is moving toward a new Noise Regulation Bylaw, one that features decibel frequencies identified as dBA and dBC, and queried if the acoustical work done on the application related to the draft Bylaw.

Mr. Craig advised that the draft Noise Regulation Bylaw had not been applied to the Interface Architecture Inc. application.

The Chair invited the applicant's acoustical engineer, Aaron Peterson of Brown, Strachan Associates to address the Panel.

In response to the Chair's queries Mr. Peterson advised that:

- during the acoustical study of the proposed townhouse units the existing noise bylaw maximum theoretical levels of noise had been applied, assuming multiple noise sources, and this design noise level exceeds the maximum dBA and dBC noise levels permitted in the City's draft Noise Regulation Bylaw;
- the noise level standards adopted for the inside of the proposed townhouse units are lower than the noise levels permitted in the City's draft Noise Regulation Bylaw;

- the acoustic study design noise level of 69 dBA, or roughly 75 dBC, took into account the 65 dBA daytime noise level in the City's existing Noise Regulation Bylaw, as well as the potential for multiple industrial units, and this equation was used as the project's design level, which was higher than those outlined in the City's draft Noise Regulation Bylaw;
- during the acoustic study both "intermediate zone" and "quiet zone" noise levels were applied at the maximum level outlined in the City's Noise Regulation Bylaw; and
- the dBA and dBC noise frequencies and levels outlined in the City's draft Noise Regulation Bylaw depends on zoning, and the project would still meet the draft Noise Regulation noise levels and the interior noise level standards as set out by the Canadian Municipal Housing Corporation.

Panel Discussion

In response to a query directed at staff regarding how the ALR buffer scheme, for the six metre front yard setback along the eastern perimeter of the subject site, compares with similar sites in the City, where a development is adjacent to ALR land, Mr. Craig advised that this proposed development's treatment is consistent with others in the vicinity.

In response to a query directed at the applicant, Mr. Lo advised that the mechanical ventilation provided in the bedrooms of the proposed townhouses would eliminate the need to open the windows.

Gallery Comments

Steve Pecarsky, Vice President, True World Foods Inc., 12417 No. 2 Road, submitted a drawing (attached to these Minutes as Schedule 1) to illustrate the proximity of the proposed townhouse units to the industrial properties.

Mr. Pecarsky commented that townhouse units that currently occupy addresses along Andrews Road are very close to industrial buildings and that noise travels easily from the industrial buildings into the Andrews Road townhouse units. He commented that the proposed townhouse units should be situated as far from the adjacent industrial buildings as possible, to allow the sound to dissipate as it travelled between industrial and residential buildings.

Mr. Pecarsky stated that with True World Foods equipment shut down, the company had measured a 40-decibel noise level.

The Chair noted that:

- a three metre public walkway along the south and west edges of the development site ensured that the proposed townhouse units would be further from the industrial buildings, than the Andrews Road townhouse units are from the industrial buildings;

- measures that go beyond any measures taken in older projects will be applied that attenuate noise, such as improved windows, construction techniques to deaden sound; and
- the City does not want to create a situation of conflict, where this proposed project is concerned, especially in light of the draft Noise Regulation Bylaw.

Mr. Yuzawa, President of True World Foods clarified comments made by Mr. Lo, with regard to envisioned redevelopment of industrial properties fronting onto Trites Road, and stated that he did not foresee any redevelopment in the near future. He stated that his company has invested heavily in equipment, and that he saw True World Foods at its present location, even for the next twenty-five years.

Mr. Yuzawa stated that the City has to consider both business and residential structures when it considers rezoning issues, and that it is everyone's desire to enjoy peace.

The Chair noted that the Panel's mandate extends to consideration of the design and layout of proposed developments, but does not extend to questions of zoning. He recognized that the interface of residential and industrial sites in the neighbourhood where True World Foods conducts its business has had its issues and challenges.

The Chair went on to say that he believes the industrial site at 12417 No. 2 Road will be there for some time, and for the applicant to suggest otherwise was not necessarily the case. For this reason the Panel had to consider the impact of noise transmission.

Correspondence

None.

Panel Discussion

The Chair stated that:

- the applicant, the architect and the acoustic engineer have paid attention to noise issues with regard to the proposed townhouse development on a site that was formerly used for industrial activities, but he noted that the architect was not in attendance at the meeting; and
- there was no written material in the application package from the acoustic engineer, Community Bylaws Department, or Health Department confirming compliance with City's draft Noise Regulation Bylaw, and for this reason he suggested that the Development Permit 08-432193 be deferred.

There was general agreement that deferring Development Permit 08-432193 was an acceptable action.

The Panel also requested information from a mechanical engineer that mechanical ventilation meant that there was no requirement to have the proposed townhouse unit windows open in summer months.

Panel Decision

It was moved and seconded
That Development Permit 08-432193 for 12351 No. 2 Road be:

(i) deferred to provide an opportunity for staff to submit (a) a written brief to the Development Permit Panel regarding the compliance of the project with the City's new Noise Regulation Bylaw, and (b) a statement from a mechanical engineer ensuring that mechanical ventilation meant no requirement to have the proposed townhouse unit windows open in summer months; and

(ii) be an agenda item at the Wednesday, March 2, 2011 meeting of the Development Permit Panel, to take place in the Council Chambers, Richmond City Hall, 6911 No. 3 Road.

CARRIED

3. Development Variance DV 10-542375

(File Ref. No.: DV 10-542375) (REDMS No. 2974416)

APPLICANT: Provincial Rental Housing Corporation

PROPERTY LOCATION: 8180 Ash Street

INTENT OF PERMIT:

1. Vary the minimum lot width from 12 m to 8.3 m for proposed Lot 5; and
2. Vary the minimum lot frontage from 6 m to 0.38 m for proposed Lot 4, to 2.7 m for proposed Lot 5 and to 0.60 m for proposed Lot 6 to:
   a) to permit subdivision of 8180 Ash Street into six (6) lots zoned "Single Detached (RS1/B)" for the purpose of developing affordable single-family dwellings.

Applicant's Comments

Declan Rooney, Engineering Consultant, advised that he was accompanied by Naomi Brunemeyer, Manager, Regional Development, B.C. Housing Management Commission He noted that the was unable to attend the meeting, but that Andrea Rubee was in attendance to represent the architect.

Mr. Rooney advised that:

- the request for variances is to permit the subdivision of 8180 Ash Street into six lots for six separate single-family dwellings to allow: (i) greater affordability; (ii) reduced land values, and (iii) reduced servicing costs;
- the request to vary the lot frontage is due to the constrained frontage on property on Dayton Court;

In response to a queries from the Chair, Mr. Jackson advised that along the public walkway there is: (i) access to the interior courtyard and individual accesses to the walkway-facing units; and (ii) a slight rise and fall that provides visual interest and assists in connecting visually to the interior courtyard.

Correspondence

None.

Gallery Comments

None.

Panel Discussion

There was general agreement that the project was well executed.

Panel Decision

It was moved and seconded
That a Development Permit be issued which would:

1. ***Permit the construction of 358 unit apartment complex with an indoor amenity building over one level of parking at 9331, 9351, 9371, 9391 and 9411 Odlin Road on a site zoned "Low Rise Apartment (ZLR24) Alexandra Neighbourhood (West Cambie)"; and***
2. ***Vary the provisions of Richmond Zoning Bylaw 8500 to:***
   a) ***increase the maximum lot coverage from 45% to 46.4%; and***
   b) ***reduce the parkade setback off of Odlin Road from 3.8 meters to 3.0 meters.***

CARRIED

4. Development Permit DP 08-432193

(File Ref. No.: DP 08-432193) (REDMS No. 2592297)

APPLICANT: Interface Architecture Inc.

PROPERTY LOCATION: 12351 No 2 Road

INTENT OF PERMIT:
Permit the construction of a 44-unit townhouse development at 12351 No. 2 Road on a site zoned "Town Housing (ZT48) - Trites Area (Steveston) and South McLennan (City Centre)".

Panel Discussion

The Chair stated that at the February 16, 2011 meeting of the Development Permit Panel, the Interface Architecture application was considered and discussed. At that meeting the Panel referred the application back to staff and the applicant, and requested that the Panel receive information regarding: (i) the compliance of the project with the City's draft Noise Regulation Bylaw; and (ii) how to ensure thermal comfort throughout the summer months to project's units.

The Chair invited the applicant to address the two issues.

Applicant's Comments

Ken Chow, Architect, Interface Architecture Inc., introduced Aaron Peterson, with the Vancouver acoustical engineering firm of Brown Strachan Associates.

In response to queries Mr. Chow and Mr. Peterson provided the following information:

- the proposed 44 townhouse units at 12351 No. 2 Road meet the design noise criteria for the draft Noise Regulation Bylaw;
- the project's design meets the CMHC interior noise level criteria for both dBA and dBC exterior noise levels, as outlined in the draft Noise Regulation Bylaw;
- of the 44 proposed townhouse units, the 26 units that face the industrial property to the south and west of the subject site include additional noise attenuation features;
- mechanical systems were proposed to provide thermal comfort for residents in 26 of the 44 proposed townhouses; and
- at the request of the Panel, the applicant agreed that all townhouse units (including those that do not face the industrial property to the south) will be fitted with noise attenuation and mechanical systems, including exhaust fans, and ceiling fans, to ensure thermal comfort throughout the year with windows closed; this treatment will extend to the entire unit, not just bedrooms.

Staff Comments

Mr. Jackson noted that the applicant should provide the City with written documentation indicating that thermal comfort features would extend to all living spaces, in each of the 44 proposed townhouse units. He advised that this is to be submitted prior to Development Permit Application 08-432193 going forward to a future Council meeting.

Correspondence

None.

Gallery Comments

None.

Gallery Comments

None.

Panel Decision

It was moved and seconded
That a Development Permit be issued which would permit the construction of a 44-unit townhouse development at 12351 No. 2 Road on a site zoned "Town Housing (ZT48) - Trites Area (Steveston) and South McLennan (City Centre)".

CARRIED

5. New Business

6. Date Of Next Meeting:

7. Adjournment

It was moved and seconded
That the meeting be adjourned at 4:10 p.m.

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, March 2, 2011.

Joe Erceg
Chair

Sheila Johnston
Committee Clerk

City of Richmond
Planning and Development Department

Report to Development Permit Panel

To: DPP, MAR. 2, 2011

To:	Development Permit Panel	**Date:**	February 23, 2011
From:	Brian J. Jackson, MCIP Director of Development	**File:**	DP 08-432193
Re:	**Application by Interface Architecture Inc. for a Development Permit at 12351 No. 2 Road**		

Staff Recommendation

That a Development Permit be issued which would:

1. Permit the construction of a 44-unit townhouse development at 12351 No. 2 Road on a site zoned "Town Housing (ZT48) – Trites Area (Steveston) and South McLennan (City Centre)".

Brian J. Jackson, MCIP
Director of Development

SB:blg
Att.

Staff Report

Origin

Interface Architecture Inc. has applied to the City of Richmond for permission to develop a 44-unit townhouse development at 12351 No. 2 Road on a site zoned "Town Housing (ZT48) - Trites Area (Steveston) and South McLennan (City Centre)". The site was formerly an industrial site.

The site is being rezoned for this project under Bylaw 8449 (RZ 08-414348) from "Light Industrial (IL)" to "Town Housing (ZT48) - Trites Area (Steveston) and South McLennan (City Centre)" (formerly "Comprehensive Development District (CD/126)").

A Servicing Agreement was secured as a requirement of rezoning for the design and construction of: road widening and frontage improvements along No. 2 Road, a 3 m public walkway along the south and west edges of the development site in a public rights-of-passage (PROP) right-of-way (ROW), servicing pipe size upgrades to City requirements if needed, and signalization warrant study for No. 2 Road and Moncton Street. Capacity analyses submitted by the applicant confirmed that servicing pipe size upgrades are not required. The City has received a warrant study. Traffic signalization will occur as part of the Development Cost Charge (DCC) program when signalization is warranted in the future.

The site was formerly used for industrial activities and as a result, required soil remediation. A copy of the Ministry of Environment Certificate of Compliance for the site has been received.

Background

The subject application and associated Staff Report dated December 22, 2010 (**Appendix D**) were considered by the Development Permit Panel on February 16, 2011.

The Panel referred the application back to staff with the following recommendation:

That Development Permit DP 08-432193 for 12351 No. 2 Road be:

(i) deferred to provide an opportunity for staff to submit (a) a written brief to the Development Permit Panel regarding the compliance of the project with the City's new Noise Regulation Bylaw, and (b) a statement from a mechanical engineer ensuring that mechanical ventilation meant no requirement to have the proposed townhouse unit windows open in summer months; and

(ii) be an agenda item at the Wednesday, March 2, 2011 meeting of the Development Permit Panel, to take place in the Council Chambers, Richmond City Hall, 6911 No. 3 Road.

The purpose of this Report is to outline the measures taken by the applicant to respond to the concerns raised by the Panel.

Staff Comments

The proposed scheme attached to this Report complies with the intent of the applicable sections of the Official Community Plan (OCP) and is in compliance with the "Town Housing (ZT48) - Trites Area (Steveston) and South McLennan (City Centre)" zoning district.

Analysis

Industrial Interface

- As outlined in the Staff Report of December 22, 2010, registration of an Industrial Noise Sensitive Use Restrictive Covenant is a requirement of the Development Permit to ensure residents of the proposed townhouse development would enjoy appropriate indoor sound levels throughout the year, including the warmer summer months.
- The covenant requires compliance with indoor sound level standards determined by Canada Mortgage and Housing Corporation, and the ASHRAE 55-2004 industry standard for thermal comfort.
- The covenant requires that a registered professional confirm compliance of the design and construction of the dwelling units. This will ensure that the engineering design will be incorporated in the construction of the proposed development.
- Specific measures are noted on the Development Permit drawings and Development Applications staff will coordinate with Building Approvals staff to ensure these features are included in the Building Permit drawings and constructed in the development.

Compliance with the City's Noise Regulation Bylaw

- A letter from Brown Strachan Associates, the project acoustic engineer, of February 22, 2011 is attached (**Appendix A**). In the letter, Aaron Peterson confirms that that the project design complies with the City's noise regulations as outlined in the Public Health Protection Bylaw No. 6989, and also complies with the new proposed Noise Regulation Bylaw presented to General Purposes Committee on February 7, 2011.
- As briefly referred to in the Staff Report of December 22, 2010, a detailed acoustic report, prepared by Brown Strachan Associates Consulting Engineers in Acoustics, was submitted to the City and has been placed in the Development Permit application file. The report is titled "13251 No. 2 Road – Acoustical Evaluation," is dated September 14, 2010 and is sealed by Professional Engineer David Brown. The report outlines in detail the approach to provide appropriate indoor sound levels with windows closed by incorporating specified acoustic attenuation construction measures. These measures include: glazing upgrades for bedrooms facing industrial property to south with 6-11-4 thermal glazing (glass-airspace-glass in mm); and drywall upgrades for corner bedrooms facing industrial property to south with two layers of interior drywall on exterior walls (excluding closets). In addition, acoustic attenuation will be provided through thermal glazing, exterior wall assembly, exterior doors & weather-stripping required by the BC Building Code.

- The engineered design is based on outdoor design site noise levels of 69 dBA (or 75 dBC), including 68 dBA for possible commercial/industrial (this takes into account current noise levels and allowable noise levels under City's current noise bylaw for potentially multiple industrial units). The engineering design is conservative, based on an outdoor design site noise level (69 dBA) that is higher than the maximum daytime sound level permitted under both the current Public Health Protection Bylaw No. 6989 (65 dBA) and the draft Noise Regulation Bylaw (60 dBA). This means that the townhouse units will be appropriately quiet inside even if the exterior noise level is at the maximum allowable noise level under the existing or proposed noise regulations.
- As noted above, the required restrictive covenant will ensure that this engineering design will be incorporated in the construction of the proposed development.

Resident Comfort During Summer

- A letter from Stantec Consulting Ltd., the project mechanical engineer, of February 22, 2011 is attached (**Appendix B**). In the letter, professional engineer, Phil Rempel, confirms that mechanical ventilation will be included in the design proposal, providing thermal comfort for the residents to meet ASHRAE 55-2004 comfort conditions, so that the proposed townhouse unit windows will not be required to be open in summer months. Mechanical ventilation is specified for bedrooms of suites facing the industrial property to the south in blocks 4 to 9 (inclusive), which equates to 26 of the 44 townhouse units.
- As briefly referred to in the Staff Report of December 22, 2010, a detailed mechanical report prepared by Stantec Consulting Ltd. was submitted to the City and has been placed in the Development Permit application file. The report is titled "12351 No. 2 Road Richmond – Mechanical Ventilation System and ASHRAE 55-204 Compliance Approach," is dated December 17, 2010 and is sealed by professional engineer, N.P. Rempel. The report outlines in detail the approach to provide summer thermal comfort inside the bedrooms with windows closed by creating an outdoor breeze condition. Each bedroom will be provided with a quiet exhaust fan (no more than 1.5 sone & sized for 1 air change/hr), dehumidistat controller and quiet ceiling fan (no more than 0.5 sone & sized for 0.5 m/s).
- As noted above, the required restrictive covenant will ensure that this engineering design will be incorporated in the construction of the proposed development.

Conclusions

The applicant has satisfactorily addressed the Panel's comments regarding acoustic and thermal comfort for residents of the proposed development. All other design considerations were addressed in the Staff Report of December 22, 2010, including conditions of adjacency, site planning and urban design, architectural form and character, tree management, landscape design, sustainability, floodplain management, servicing capacity, and community benefits. The applicant has presented a development that fits into the Trites Sub-Area through a development that incorporates quality design, and extends the pedestrian circulation routes envisioned in the Steveston Area Plan. On this basis, staff recommend support of this Development Permit application.

Sara Badyal

Sara Badyal, M. Arch, MCIP
Planner 2 (Urban Design)

SB:blg

See **Appendix C** for legal and development requirements prior to Development Permit approval.

Appendix A Brown Strachan Associates letter dated February 22, 2011

Appendix B Stantec Consulting Ltd. letter dated February 22, 2011

Appendix C Development Permit Considerations

Appendix D Staff Report dated December 22, 2010

Brown Strachan Associates
Consulting Engineers in Acoustics

PROJECT: F17.101

February 25, 2011

Interface Architecture Inc.
230 - 11590 Cambie Road
Richmond, BC V6X 3Z5

Attention: Mr. Ken Chow

Dear Mr. Ken Chow:

Re: 12351 No. 2 Road

Further to our acoustical report dated 14 September 2010, we confirm that the specified construction for 12351 No. 2 Road meets the City of Richmond design noise criteria, for both the existing and proposed Noise Bylaw requirements (appended).

The project is designed to meet Richmond's OCP interior sound level criteria (Section 9.3.14.A & B) based on the maximum exterior noise levels permitted under the existing City of Richmond Public Health Protection Bylaw No. 6989 (65/60 dBA, day/night).

For this area, the maximum exterior noise levels permitted under the proposed Noise Regulation Bylaw limit are 60/55 dBA (day/night). The proposed Bylaw also includes a 70/65 dBC exterior limit.

Our recommended design for this project meets Richmond's OCP interior noise level criteria for exterior levels up to 69 dBA and 75 dBC.

Please call if you have any questions.

Yours very truly,

BROWN STRACHAN ASSOCIATES

Aaron Peterson, B.A.Sc., EIT

AP/em/11Feb/Interface1.let



(f) the **sound** made by amplified music, whether pre-recorded or live, after 2:00 a.m. and before 8:00 a.m. on any day.

3.1.3 Security and Fire Alarms

3.1.3.1 A person must not cause, permit, or allow, a security or fire alarm:

(a) to sound continuously or sporadically for a period of more than 2 hours; or

(b) to continue to sound once the premises or **vehicle** is secure.

3.1.3.2 For the purposes of subsection 3.1.3.1, a person is deemed to have caused the **sound** even if the sounding of the alarm arose from malfunction of the said alarm.

3.1.3.3 In the event of a violation of subsection 3.1.3.1, an **inspector** may stop the alarm from sounding by:

(a) in the case of a house alarm, entering onto the property, including entering into any buildings on the property, and disabling the alarm by whatever means possible; and,

(b) in the case of a **vehicle** alarm, by having the alarm disconnected and towing the **vehicle**, at the owner's expense, to a secure storage yard.

3.1.3.4 Neither the **City**, any **City** employee, nor any persons authorized by the **City** to enforce Subdivision Three may be found liable for any action taken in good faith, pursuant to this section.

3.1.4 Separate Violations Under Parts 3.1 and 3.2

3.1.4.1 A person may be found to be in violation of Part 3.1, despite having satisfied the requirements of Part 3.2.

PART 3.2: MEASURABLE NOISE LIMITS

3.2.1 Non-Continuous Sound

3.2.1.1 A person must not make, cause, or permit to be made, a **non-continuous sound** exceeding **sound levels**:

(a) of 80 dBA or more during the **daytime**, or

(b) of 75 dBA or more during the **nighttime**,

when received at a **point of reception** in the **City**.

3.2.2 Continuous Sound

3.2.2.1 A person must not make, cause, or permit to be made, a **continuous sound** exceeding **sound levels**:

EXISTING
Bylaw No. 6989

MAXIMUM VALUES – USED FOR DESIGN

(a) of 65 dBA or more during the **daytime**, or

(b) of 60 dBA or more during the **nighttime**,

when received at a **point of reception** outside a quiet zone.

3.2.2.2 A person must not make, cause or permit to be made a **continuous sound** exceeding **sound levels**:

(a) of 55 dBA or more during the **daytime**, or

(b) of 45 dBA or more during the **nighttime**,

when received at a **point of reception** within a quiet zone.

3.2.2.3 For the purposes of subsection 3.2.2.2, a quiet zone includes:

(a) those parcels of land in which the permitted uses, as specified in the **Zoning Bylaw**, are primarily residential;

(b) those parcels of land located in:

(i) Assembly (ASY);
(ii) Health Care (HC); and
(iii) Marina (MA1)

in the **Zoning Bylaw**;

(c) (i) the northerly one-half of Minoru Park; and
(ii) the School & Institutional Use (SI) in which the Kiwanis Senior Citizens Housing Society at 6251 Minoru Boulevard is located; and

(d) any area governed by an existing Land Use Contract whose primary land use is:

(i) residential; or
(ii) such as is permitted in Assembly (ASY), Health Care(HC), or Marina (MA1) in the **Zoning Bylaw**.

3.2.3 Construction Noise

3.2.3.1 A person must not make, cause, or permit to be made, a sound level exceeding 80 dBA, resulting from **construction** or **construction equipment**:

(a) during the **daytime** on weekdays and Saturdays; or

(b) between the hours of 9:00 a.m. and 6:00 p.m. on Sundays and Statutory Holidays, when received at a **point of reception** in the **City**.

PROPOSED
Bylaw _____

Schedule B

Summary of Permitted Sound Levels by Zone

		Sound Receiver Zone					
		Quiet		Intermediate		Activity	
		Day	Night	Day	Night	Day	Night
Sound Source Zone	Quiet	55 dBA, 70 dBC	45 dBA, 65 dBC outside, 55 dBC inside	55 dBA, 70 dBC	50 dBA, 65 dBC	60 dBA	60 dBA
	Inter-mediate	60 dBA, 70 dBC	50 dBA, 65 dBC	60 dBA, 70 dBC	55 dBA, 65 dBC outside, 55 dBC inside	65 dBA	65 dBA
	Activity	60 dBA	55 dBA	65 dBA	60 dBA	70 dBA	70 dBA

9.3.13 SECURITY

a) Developments shall be designed to make all exterior public or semi-public spaces visible and defensible, so that residents can control their own surroundings;

b) Fenestration in façades facing the internal roadways and open spaces should be carefully arranged to provide for internal unit privacy, yet convey a perception of "eyes on the street", enhancing safety and security for residents;

c) Provide photo cell lights for all entries and garage doors to common parking structures and motion-detector lights for all areas hidden from view such as patio doors. Motion detectors should be mounted in a tamper-proof manner or in a vandal resistant location typically more than 3 m (9.8 ft.) above the adjacent floor or grade;

d) Where structured parking is provided, gate tenant parking apart from that for visitors and consider incorporating gates on visitor parking areas;

e) Pre-wire buildings for alarm systems and install phone jacks in all bedrooms. Consider incorporating TV monitors with multi-unit or individual unit enter-phones and "panic stations" in all residential units and shared parking areas.

9.3.14 ACOUSTICS

The intent is to minimize the impacts of aircraft noise and traffic noise to residential developments.

a) Provide acoustic separation between dwelling units, particularly in family-oriented developments. Control sound transmission passively through unit design, e.g. avoid placing bedrooms of one unit adjoining the living room of the neighbouring unit; avoid hard-surfaced floor areas such as kitchens over bedrooms or other quiet rooms.

Interpreted to be criteria outlined in 9.3.14.B (appended), equivalent to CMHC design criteria in "Road and Rail Noise: Effects on Housing" (appended).

9.3.14.A Traffic Noise

a) Traffic noise should be screened from residential units in order to maintain an acceptable ambient sound level of 35 dB for indoor spaces and 55 dB for outdoor private space;

b) Where private outdoor space is adjacent to arterial roads, buildings should be set back 12m from the arterial, and other noise mitigating measures should be utilized, such as fencing, berming, and landscaping; OR provide special mitigation measures as determined by a registered professional trained in acoustics;

c) Traffic noise for residential units facing major streets/arterials can also be mitigated by:
- Careful site layout;
- Orienting private outdoor spaces away from noisy streets;
- Orienting the front entry and public part of the dwelling toward the street and locating quiet rooms such as bedrooms away from the street;
- Recessing balconies and facing them with solid balustrades;
- Finishing soffits with material which absorbs or baffles sound waves;
- Providing extra insulation for walls of buildings adjacent to traffic;
- Triple-glazing windows to reduce noise infiltration;
- Using enclosed balconies or sunrooms facing the street as a buffer between living areas and the traffic.

Bylaw 7794 2004/11/23

9.3.14.B Aircraft Noise

a) All Development Permit applications in areas identified in the Aircraft Noise Sensitive Development Map (see Section 5.4 Noise Management) shall require evidence in the form of a report and recommendations prepared by a person trained in acoustics and current techniques of noise measurement, demonstrating that the noise level in those portions of the dwelling units listed below shall not exceed the noise level set out in the corresponding right-hand column. The noise level utilized is an A-weighted 24-hour equivalent (leq) sound level and will be defined simply as noise level in decibels;

Portions of Dwelling Units (Decibels)	Noise Levels
Bedrooms	35
Living, dining, recreation rooms	40
Kitchen, bathrooms, hallways, utility rooms	45

b) Skylights are discouraged in homes located within the area identified in the Aircraft Noise Sensitive Development Map;

c) In addition to the above, a trained professional is to assist in the design of the private patios and balconies to minimize the noise levels with recommendations for building material selection and space planning.

9.3.15 UNIVERSALLY ACCESSIBLE HOUSING UNITS

The intent is to ensure that all people, including persons with disabilities, have opportunities and choices for housing in residential developments.

a) Universally accessible residential designed units are encouraged in all multiple-family residential development.

Stantec Consulting Ltd.
500 - 34077 Gladys Avenue
Abbotsford BC V2S 2E8
Tel: (604) 855-7890
Fax: (604) 855-7891

Appendix B

February 22, 2011
File: 112521095

City of Richmond
Planning-Urban Design
6911 No. 3 Road
Richmond BC, V6Y 2C1
FAX: 604-276-4063

Attention: Sara Badyal, M.Arch, IA.AIBC, MCIP

Dear Madam:

Reference: **12351 No. 2 Road, Richmond – Mechanical Ventilation and ASHRAE 55 Comfort Compliance**

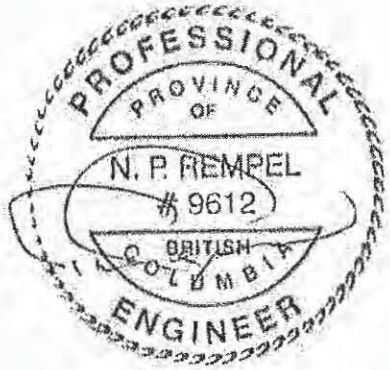
As requested, we confirm that the bedrooms of suites facing the industrial property to the south in blocks 4 to 9 (inclusive) will be provided with mechanical ventilation (individual exhaust fans) and the alternate approach to comfort conditions so that the rooms will meet ASHRAE 55-2004 comfort conditions without opening the windows in the summer months. A total of 26 of the 44 townhome units will be included. Please refer to our report of December 17, 2010, "Mechanical Ventilation System and ASHRAE 55-2004 Compliance Approach" for this address for reference to alternate approach methods.

Sincerely,

STANTEC CONSULTING LTD.



Phil Rempel, P.Eng
Principal
Tel: (604) 855-7890
Fax: (604) 855-7891



cc. Original- Westmark Development Group, #203-2631 Viking Way, Richmond, attn: Al Schmidt

dl document1

Development Permit Considerations

12351 No. 2 Road ("the lands")

Prior to forwarding this application to Council for approval, the developer is required to complete the following:

2) Registration of an Industrial Noise Sensitive Use Restrictive Covenant on Title to ensure mitigation of industrial noise potential is incorporated into dwelling unit design and construction to achieve the following:

   a) indoor sound level criteria (with doors and windows closed):

Portion of Dwelling Unit	Maximum Noise Levels (decibels)
Bedrooms	35 dB
Living, dining, and recreation rooms	40 dB
Kitchen, bath, hallways, and utility rooms	45 dB

   b) indoor thermal comfort standard (with doors and windows closed throughout all seasons): ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy"

3) Receipt of a Letter-of-Credit for landscaping in the amount of $225,062.

Prior to future Building Permit* issuance, the developer is required to complete the following:

- Incorporation of accessibility measures in Building Permit drawings for two (2) convertible units in conformance with the Development Permit Plans.
- Incorporation of accessibility measures for aging in place in Building Permit drawings for all units in conformance with the Development Permit Plans.
- Submission of acoustic report, mechanical engineering report, and incorporation of identified noise attenuation construction measures to mitigate industrial noise potential from the neighbouring industrial sites.
- Submission of a construction traffic and parking management plan* to the satisfaction of the City's Transportation Division (http://www.richmond.ca/services/ttp/special.htm).
- The applicant is required to obtain a Building Permit* for any construction hoarding associated with the proposed development. If construction hoarding is required to temporarily occupy a street, or any part thereof, or occupy the air space above a street or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit.

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.

[Signed copy in file]

Signed Date

Appendix D

City of Richmond
Planning and Development Department

Report to Development Permit Panel

To:	Development Permit Panel	**Date:**	December 22, 2010
From:	Brian J. Jackson, MCIP Director of Development	**File:**	DP 08-432193
Re:	**Application by Interface Architecture Inc. for a Development Permit at 12351 No 2 Road**		

Staff Recommendation

That a Development Permit be issued which would:

1. Permit the construction of a 44-unit townhouse development at 12351 No. 2 Road on a site zoned "Town Housing (ZT48) - Trites Area (Steveston) and South McLennan (City Centre)".

Brian J. Jackson, MCIP
Director of Development

SB:blg
Att.

Staff Report

Origin

Interface Architecture Inc. has applied to the City of Richmond for permission to develop a 44-unit townhouse development at 12351 No. 2 Road on a site zoned "Town Housing (ZT48) - Trites Area (Steveston) and South McLennan (City Centre)". The site was formerly an industrial site.

The site is being rezoned for this project under Bylaw 8449 (RZ 08-414348) from "Light Industrial (IL)" to "Town Housing (ZT48) - Trites Area (Steveston) and South McLennan (City Centre)" (formerly "Comprehensive Development District (CD/126)").

A Servicing Agreement was secured as a requirement of rezoning for the design and construction of: road widening and frontage improvements along No. 2 Road, signalization warrant study for No. 2 Road and Moncton Street, which may lead to intersection improvements or contribution for future works, a 3 m public walkway along the south and west edges of the development site in a public rights-of-passage (PROP) right-of-way (ROW), and servicing pipe size upgrades to City requirements if needed.

The site was formerly used for industrial activities and as a result, required soil remediation. A copy of the Ministry of Environment Certificate of Compliance for the site has been received.

Development Information

Please refer to the attached Development Application Data Sheet (**Attachment 1**) for a comparison of the proposed development data with the relevant bylaw requirements.

Background

The site is located in the Trites Sub-Area (Steveston Area), which is in transition from industrial to residential (with discrete single-family, two-storey and three-storey townhouse areas). The Trites Sub-Area Land Use Map permits three-level townhouses on the subject site. The site is also subject to a 2.9 m GSC flood construction level. Development surrounding the site is as follows:

- To the north, is a 54-unit three-storey townhouse development at 12311 No. 2 Road (RZ 04-271083 & DP 05-290213), zoned "Town Housing (ZT48) - Trites Area (Steveston) and South McLennan (City Centre)";
- To the east, across No. 2 Road is farmland in the Agricultural Land Reserve (ALR), zoned "Agricultural District (AG1)";
- To the west, are two (2) industrial properties fronting onto Trites Road, zoned "Light Industrial (IL)". These properties are envisioned to redeveloped through single-family subdivision in the future;
- To the south, is an active strata-titled industrial property at 12491 No. 2 Road, zoned "Light Industrial (IL)". This property is designated as interim industrial use and envisioned to become multi-family in the future; and

Rezoning and Public Hearing Results

During the rezoning process, staff identified the following design issues to be resolved at the Development Permit stage (design response included in ***'bold italics'***):

- Architectural form and character – ***Improved through enhanced detailing, articulation and unit layout;***
- Review of units providing opportunities for conversion to accommodate a resident in a wheelchair and/or aging in place – ***Two (2) convertible units provided***

The Public Hearing for the rezoning of this site was held on January 19, 2009. At the Public Hearing, the following input was received (design response included in ***'bold italics'***):

- An e-mail of support was received from a neighbouring resident; and
- Concern was expressed by a neighbour that the driveway shared by 12251 and 12311 No. 2 Road was proposed to be shared with the subject development, including truck traffic and safety concerns. ***[The design includes a driveway to No. 2 Road. Cross-access has been secured over 12251, 12311 and 12351 No. 2 Road for emergency vehicles only. Bollards will be installed at the emergency vehicle cross-access to restrict resident traffic from crossing over onto the neighbouring property].***

Staff Comments

The proposed scheme attached to this report has satisfactorily addressed the significant urban design issues and other staff comments identified as part of the review of the subject Development Permit application. In addition, it complies with the intent of the applicable sections of the Official Community Plan (OCP) and is in compliance with the Town Housing (ZT48) - Trites Area (Steveston) and South McLennan (City Centre).

Advisory Design Panel Comments

The Advisory Design Panel was supportive of the proposed development conditional to the applicant taking their comments into consideration. An annotated copy of the relevant excerpt from the Advisory Design Panel Minutes from December 17, 2008 is attached for reference (**Attachment 2**). The design response from the applicant has been included immediately following the specific Design Panel comments and is identified in ***'bold italics'***.

Agricultural Advisory Committee Comments

Without a quorum, members of the Agricultural Advisory Committee reviewed the Agricultural Land Reserve (ALR) buffer scheme for the 6 m front yard setback along No. 2 Road, on February 17, 2009. Those members present confirmed that the proposed buffer met appropriate OCP guidelines based on the staff review of the buffer. The project was circulated to all Committee members by e-mail and no concerns or objections were expressed, nor did members feel that a formal (quorum) review of the proposal by the AAC was necessary.

Analysis

Conditions of Adjacency

- The proposed development includes an appropriate interface to No. 2 Road, enhanced and animated with pedestrian-oriented front entries and landscaped front yards with a mix of evergreen and deciduous tree planting.
- The neighbouring town house development to the north has a side yard along the shared property line. The proposed development presents an appropriate response to this interface with a mix of private yard space, passive side yard setback, and drive aisles. Screening is provided with 1.8 m height privacy wood fencing.
- The development presents an appropriate interface to the Agricultural Land Reserve located directly to the east, across No. 2 Road. This adjacency is addressed with the 6 m front yard setback along No. 2 Road planted as a landscape buffer, including a mix of trees, shrubs, and continuous evergreen hedging. A restrictive covenant to protect the landscape buffer was a requirement of the rezoning. As noted above, members of the Agricultural Advisory Committee reviewed the design and found it acceptable for the intended purpose.
- The development presents appropriate temporary interfaces to the industrial developments to the south and west through generous setbacks of 6.2 m and more along the south edge, and 8.2 m and more along the west edge. These generous setback areas include a 3 m wide pedestrian corridor right-of-way, landscaped yard space, outdoor amenity space and drive aisle area. A restrictive covenant to protect the landscape treatment and advise residents of the potential impacts of adjacent industrial activities was a requirement of the rezoning.
- Registration of an Industrial Noise Sensitive Use Restrictive Covenant is a requirement of the Development Permit to ensure appropriate indoor sound level is provided in the town houses. The covenant requires that a professional engineer confirm the design and construction of the dwelling units meets appropriate specified standards.

Urban Design and Site Planning

- The proposed development achieves a scale, design, circulation, public pedestrian path, and internal road layout that addresses and improves the pattern and circulation network of the neighbourhood.
- A 3 m wide right-of-way is provided along the south and west edges of the site (with corner cut) to accommodate a pedestrian corridor connecting No. 2 Road with Moncton Street through the existing development to the north. Townhouse unit pedestrian entries with gated yards present a frontage character along the pedestrian corridors for design and CPTED purposes. The development site is providing half the width of the pedestrian corridor network, which will be widened to a minimum of 6 m through future development to the south and west. Registration of a right-of-way and construction of a 1.5 m paved path through a Servicing Agreement were secured through the rezoning.
- The centrally located outdoor amenity space provides a sense of openness, and a variety of experience along both the internal streetscape and the proposed east-west public pedestrian corridor. The outdoor amenity space includes children's play equipment and opportunities to plant larger growing tree species.
- The townhouse expression along the streetscape defines the edge of the public road and provides interest to the public realm. The proposed pedestrian-oriented town house massing expression has predominantly three-storey building height and a mix of building orientation to provide site planning interest on the deep and relatively narrow single lot development. For the same reason, the internal street curves from the centre of the site to the south edge.

This also provides a variety of experiences along the south and west public path. The long public pedestrian corridor is given a sense of openness at its midpoint from No. 2 Road by pulling the developments outdoor amenity space and internal drive aisle to this edge.

- The proposed site layout includes 44 townhouses in nine (9) separate three-storey buildings. The two (2) end unit townhouses flanking the entry along No. 2 Road have pedestrian-oriented front entries and landscaped front yards facing the streetscape.
- Townhouse unit entries and vehicle garage entries are located on opposite ends of 32 of the 44 town houses, reinforcing the pedestrian orientation of the proposed development.
- Vehicular access is from No. 2 Road. A secondary emergency vehicle access was secured through the rezoning of the subject and neighbouring developments to the north. Emergency vehicle cross-access is provided to and from the neighbouring townhouse developments to the north through a drive aisle connection. Bollards located at the connecting point ensure against daily use of this link.
- Transportation infrastructure improvements were secured through the rezoning and provided through a required Servicing Agreement for works including:
  - No. 2 Road frontage improvements: Works include, but are not limited to, road widening, curb and gutter, new 1.5 m concrete sidewalk at the property line, creation of minimum 1.6 m wide grass boulevard with street trees (7 cm cal. Scarlet Oak), street lighting, and pre-ducting for hydro/telephone.
  - Public Path: Construct a new 1.5 m concrete walkway (in new 3 m PROP ROW) at the property line edge, sloping toward the project, with 1.5 m edge planted with grass and low slow growing hedging as shown in landscape plan. The path way is to be built by the developer and hard surface maintained in the future by the City.
  - Traffic signal warrant analysis: Which may lead to intersection improvements or contribution for future works.
- Off-street parking for residents and visitors complies with the Zoning Bylaw requirements, including accessible parking. Visitor parking is located throughout the site. Off-street parking is accessed from the internal drive aisles.
- A covered enclosure is provided for garbage and recycling collection adjacent to visitor parking and near the central outdoor amenity area.
- Mailboxes are provided in a kiosk structure at the entry to the outdoor play area.

Architectural Form and Character

- The three-level townhouse building massing is consistent with the Official Community Plan's Trites Sub-Area Land Use Map (Steveston Area Plan) and is an appropriate continuation of townhouse development along No. 2 Road. The simple building massing is articulated with: porches, projecting bays, roof dormer elements with gable treatment, and a mix of building materials.
- The 44 town houses are provided in nine (9) three-storey buildings ranging in size from four (4) to six (6) unit clusters.
- The two (2) end unit town houses along the No. 2 Road streetscape feature frontage character with pedestrian-oriented entries with open porches.
- The proposed building materials are generally consistent with the Official Community Plan (OCP) guidelines, including: Vinyl horizontal siding, Hardie Plank fibre cement horizontal siding, Hardie Shingle fibre cement wall shingles, board and batten with Hardie Panel fibre cement board, painted wood trim, and asphalt shingles.
- The colour palette includes a range of taupe siding, brown shingles, highlighted with white trim elements and muted brown blue and green entry doors for accent colour.

- The impact of blank garage doors has been mitigated with a mix of door types, panel pattern and transom windows, pedestrian entries, and small planting areas. Natural light is provided into each of the garages through transom windows in the garage door.
- Two (2) convertible units are provided, designed with conversion for universal accessibility in mind. Conversion would require installation of a vertical lift to provide access to each level of the three-storey units. The floor framing allows for easy removal of the floor area for the potential shaft opening. A slab depression is provided for a pit. This unit also includes a layout for a kitchen and both bathrooms that is appropriate for wheelchair manoeuvring.
- All units include aging in place features, such as handrails, lever handles, and blocking in washroom walls for future grab bar installation.

Tree Management

- As noted in the rezoning staff report, there were no existing trees on the property on this formerly industrial site.
- The landscape design includes the planting of 98 new trees throughout the site, including a mix of deciduous and Evergreen species.

Landscape Design and Open Space Design

- On-site outdoor amenity space is provided in a central location, contributing to the internal streetscape and providing a sense of openness for the adjacent new public path. The generous 340 m^2 amenity area exceeds the OCP requirements for size, location, visual surveillance and access.
- Children's play equipment is provided in a fenced portion of the outdoor amenity area. The play equipment includes a variety of activities in a climbing structure.
- The generous open area also provides the opportunity to plant two (2) larger growing Tulip trees.
- The landscape plan includes communal, and semi-private landscaped spaces. In addition to the new trees noted above, the landscape design includes a variety of shrubs, perennial, ground cover, grasses and lawn planting.
- Fencing will include open rail wood fencing surrounding the play equipment area, along the public path, and surrounding individual yards. Gates will be provided to the play area, individual yards, and a communal entry gate from the public path. 1.8 m height wood privacy fencing will be provided along the interior north property line.
- Paving treatment includes a variety of materials to: mark the internal drive aisle entry, identify the area where the drive aisle changes alignment, enhance the general area of the outdoor amenity space, improve the internal streetscape, increase site permeability, and differentiate between pedestrian and vehicle areas. Materials include asphalt, concrete, exposed aggregate concrete, and permeable pavers.

Sustainability

The project will incorporate the following sustainable measures:

- Brownfield compact intensified residential land redevelopment
- Proximity to public transportation (along Moncton Street and No. 2 Road)
- Bicycle storage in each townhouse unit, to encourage cycling
- Enhanced pedestrian realm, including new public path, to encourage walking
- Enhanced on-site permeability (40%) in the form of soft landscaping and permeable pavers
- Energy efficient low E glazing to improve envelope performance by reducing solar heat gain

- Energy efficient appliances
- Insulated hot water tanks and piping, to reduce heat loss and energy consumption
- Water efficient fixtures

Industrial Interface

- As discussed above, the subject site is adjacent to active industrial properties to the west and south that are envisioned to be redeveloped with residential uses in the future. Although the interface is seen as temporary, it is important to address the adjacency for the comfort of the future residents.
- As noted above, a restrictive covenant was secured through the rezoning to advise future residents of the potential impacts of adjacent industrial activities to the west and south and to prevent the removal of the landscape treatments along the west and south edges of the site.
- As noted above, registration of an Industrial Noise Sensitive Use Restrictive Covenant is a requirement of the Development Permit to ensure the following appropriate indoor sound levels determined by CMHC and industry standard thermal comfort levels are provided in the townhouse units. The covenant requires that a registered professional confirm compliance of the project design and construction of the dwelling units.

  a) indoor sound level criteria (with doors and windows closed):

Portion of Dwelling Unit	Maximum Noise Levels (decibels)
Bedrooms	35 dB
Living, dining, and recreation rooms	40 dB
Kitchen, bath, hallways, and utility rooms	45 dB

  b) indoor thermal comfort standard (with doors and windows closed throughout all seasons): ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy"

- Acoustic and mechanical ventilation reports, prepared by professional engineers, were submitted for the subject development. The reports identified the need for special noise insulating construction measures in bedrooms adjacent to the south and west property lines to provide acoustic and thermal comfort for residents. Accordingly, all of these bedrooms will feature upgraded windows, quiet ceiling fan, quiet exhaust fan, and dehumidistat controller. In addition, corner bedrooms will also feature upgraded exterior walls.
- The required Industrial Noise Sensitive Use Restrictive Covenant for the subject development proposal is an improvement over some older covenants. The proposed covenant will include specifications for acceptable indoor noise levels, thermal comfort in the summer months, and the requirement to have construction measures designed and reviewed by registered professionals. The acceptable indoor noise levels are set for the different areas of the residential units, with bedrooms as the quietest rooms. Thermal comfort is needed for the summer months when residents would open their windows and lose the benefit of noise insulating construction measures.

Floodplain Management

- The proposal complies with Flood Plain Designation and Protection Bylaw No. 8204. The Bylaw requires minimum flood construction level of 2.9 m (geodetic).
- Registration of a flood indemnity covenant was secured through the rezoning.

Servicing Capacity

As noted in the rezoning staff report, the applicant has submitted an engineering capacity analysis for the sanitary sewer capacity and no upgrades have been identified.

Community Benefits

As outlined in the rezoning staff report, the proposal includes the following community benefits which were secured through the rezoning:

- Registration of a public pedestrian corridor 3 m wide right-of-way along the south and west property line, which includes a 1.5 m wide paved path. The pedestrian corridor is to be built by the developer through a Servicing Agreement, and hard surfaces maintained in the future by the City.
- The provision of $0.60 per buildable ft² (e.g., $36,053) to the City's Public Art fund.
- The provision of $2.00 per buildable ft² (e.g., $120,176) towards the City's Affordable Housing Strategy.
- The provision of $74,000 in-lieu of on-site indoor amenity space for the 44-unit townhouse development as per the Official Community Plan (OCP) and Council policy.

Conclusions

The applicant has satisfactorily addressed staff and the Advisory Design Panel's comments regarding conditions of adjacency, site planning and urban design, architectural form and character, and landscape design during the Development Permit review process. The proposal for multi-family townhouse development, frontage improvements, and the continuation of the Trites Sub-Area public path system support the vision for this area. Staff recommends support of this Development Permit application.

Sara Badyal

Sara Badyal, MCIP
Planner 1
(604-276-4282)

SB:blg

See **Attachment 3** for legal and development requirements prior to Development Permit approval.

Attachment 1: Development application data sheet
Attachment 2: Advisory Design Panel annotated minutes excerpt
Attachment 3: Development Permit considerations

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

Development Application Data Sheet

Development Applications Division

DP 08-432193 **Attachment 1**

Address: 12351 No 2 Road

Applicant: Interface Architecture Inc. Owner: E. Mathers Holding Co Ltd

Planning Area(s): Trites Area (Steveston Area Plan)

	Existing	Proposed
Site Area:	8,090 m²	Remains the same
Land Uses:	Formerly Industrial	Multi-Family Residential
OCP Designation:	ALR buffer along No. 2 Road	Complies
Area Plan Designation:	Three-Level Townhouses	Complies
Zoning:	Formerly LI	Currently ZT48
Number of Units:	Formerly 6 Industrial units	44 Townhouse units

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	0.69	0.69	None permitted
Lot Coverage – Building:	Max. 46%	37%	None
Lot Size:	Min. 4,050 m²	8,090 m²	None
Setback – Public Road:	Min. 6 m	6.3 m	None
Setback – Side Yard:	Min. 3 m	3.1 m	None
Setback – Rear Yard:	Min. 3 m	8.2 m	None
Height (m):	Max. 12 m & three-storey	12 m & three-storey	None
Off-street Parking: Resident Visitor (Accessible)	66 9 (2)	86 10 (2)	None
Off-street Parking Spaces – Total:	75	96	None
Small Car Parking Spaces:	Max. 50%	13% (12 spaces in 12 units)	None
Tandem Parking Spaces:	Permitted	67% (64 spaces in 32 units)	None
Bicycle Parking: Resident Visitor	55 9	62 9	None
enity Space – Indoor:	Min. 70 m²	Cash in lieu	None
Amenity Space – Outdoor:	Min. 264 m²	340 m²	None

Annotated Excerpt from the Minutes from

Advisory Design Panel

Wednesday, December 17, 2008 – 4:00 p.m.

APPLICANT: Interface Architecture
PROPERTY: 12351 No. 2 Road

Panel Discussion

Comments from the Panel were as follows:

- public walkway near the chain-link fence is a concern;
- minimal planting at the back of the units; consider planting large rhododendrons instead of dwarf varieties;
- small strips of lawn, for example east of the visitor parking area and south of unit C to the left of the visitor area, could be replaced with shrubs;
- consider a more effective location of the trellises in the amenity area;
- amenity area could be made better by adding step stone pavers to the seating area which could be used as a walkway throughout the year;
- width of C units is awkward for wood construction; very minimal walls on the second level of C units has structural integrity consequence;
- A units' structure is weak due to the location of stairs and lack of garage walls; walls of A units do not line up vertically; consider narrowing the plans and lining up the walls; structural consultant can provide advice on the matter;
- consider shrinking the unit width by at least a foot to achieve the same quantity of units and decreased building length; this would also allow better spatial separation to mitigate the long lanes of rowhouses;
- efforts made on the exterior and architectural vocabulary are appreciated;
- some of the blocks could be stepped in plan to mitigate the overall length which would benefit the overall development;
- variation or breaks in the paving patterns could provide relief to the linear length of the internal drive aisle streetscape;
- development could benefit from a third colour palette; can be introduced as a sub-scheme in the overall development;
- stepping buildings, using an additional colour scheme or different gable treatment may provide some relief from the long and linear development;
- A1 units are a good alternate choice for adaptable units; there is potential for vertical installation of a lift;
- the den-washroom arrangement in A1 units could also be made in the B units to improve their design and enhance their adaptability; den can also be used as a home office;
- stair lifts accommodate some people with disabilities; internal vertical lifts are economical and can accommodate more people;
- good response to the serious challenge posed by the tall industrial building adjacent to the west property line like providing adequate landscaped areas in the backyards and moving them to the north as far as possible to get more daylight;
- consider adding more texture and detail to the upper floors of the north, south and east elevations of the buildings to add visual interest as these faces of the buildings are visible from the development to the north and will be visible from future development to the south;

shingle treatment could be used in gable ends or a finish change in the indented areas; added visual interest would relieve length of building visible from the generous spaces between the buildings to the north;

- units fronting the walkway need some front facade treatment to create pedestrian interest and to make the path an attractive place to be;
- consider not using exactly the same garage door in all buildings; try two different garage door styles; faces that front on to the driveway are nicely done; any articulation that can be made to the driveway would benefit the development; and pushing trees out into the driveway as far as possible would make the space more appealing.

Panel Decision

It was moved and seconded

That DP 08-432193 move forward to the Development Permit Panel, taking into consideration the following comments of the Advisory Design Panel:

[Applicant design response added in ***'bold italics'***]

1. consider full size rhododendrons in the rear yards rather than the dwarf variety – ***Incorporated;***
2. consider replacing small areas of lawns with shrubs – ***Incorporated;***
3. consider use of trellis in the amenity area and whether it is in the most appropriate location and configuration – ***Trellis relocated to bench in amenity area at the link to public path;***
4. consider adding more step stone pavers for a path to seating in the amenity area to provide year round access – ***Incorporated;***
5. consider the seismic requirements of the unit designs to ensure both cost-effectiveness and stability – ***Will incorporate through structural design;***
6. consider stepping the buildings that front onto the drive aisle – ***Have added articulation and raised porches to façades;***
7. consider breaking up drive aisle length by adding paving strips – ***Pavers added in consolidated areas to reinforce amenity area;***
8. consider three colour schemes – ***Considered. Two colour schemes incorporated due to limited colour selection for materials;***
9. consider A1 units as alternative adaptable units – ***Considered, but B layout preferred;***
10. consider using similar configuration of den and washroom in B units to A1 units – ***Considered, but B layout preferred.***

CARRIED

Development Permit Considerations

12351 No. 2 Road ("the lands")

Prior to forwarding this application to Council for approval, the developer is required to complete the following:

2) Registration of an Industrial Noise Sensitive Use Restrictive Covenant on Title to ensure mitigation of industrial noise potential is incorporated into dwelling unit design and construction to achieve the following:

   a) indoor sound level criteria (with doors and windows closed):

Portion of Dwelling Unit	Maximum Noise Levels (decibels)
Bedrooms	35 dB
Living, dining, and recreation rooms	40 dB
Kitchen, bath, hallways, and utility rooms	45 dB

   b) indoor thermal comfort standard (with doors and windows closed throughout all seasons): ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy"

3) Receipt of a Letter-of-Credit for landscaping in the amount of $225,062.

Prior to future Building Permit* issuance, the developer is required to complete the following:

- Incorporation of accessibility measures in Building Permit drawings for two (2) convertible units in conformance with the Development Permit Plans.
- Incorporation of accessibility measures for aging in place in Building Permit drawings for all units in conformance with the Development Permit Plans.
- Submission of acoustic report, mechanical engineering report, and incorporation of identified noise attenuation construction measures to mitigate industrial noise potential from the neighbouring industrial sites.
- Submission of a construction traffic and parking management plan* to the satisfaction of the City's Transportation Division (http://www.richmond.ca/services/ttp/special.htm).
- The applicant is required to obtain a Building Permit* for any construction hoarding associated with the proposed development. If construction hoarding is required to temporarily occupy a street, or any part thereof, or occupy the air space above a street or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit.

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.

[Signed copy in file]

Signed Date

City of Richmond
Planning and Development Department

Development Permit

No. DP 08-432193

To the Holder:	INTERFACE ARCHITECTURE INC.
Property Address:	12351 NO. 2 ROAD
Address:	C/O MR. KEN CHOW INTERFACE ARCHITECTURE INC. #230 – 11590 CAMBIE ROAD RICHMOND, BC V6X 3Z5

1. This Development Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A" and any and all buildings, structures and other development thereon.
3. Subject to Section 692 of the Local Government Act, R.S.B.C.: buildings and structures; off-street parking and loading facilities; roads and parking areas; and landscaping and screening shall be constructed generally in accordance with Plans #1 to #11 attached hereto.
4. Sanitary sewers, water, drainage, highways, street lighting, underground wiring, and sidewalks, shall be provided as required.
5. As a condition of the issuance of this Permit, the City is holding the security in the amount of $225,062. to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Holder if the security is returned. The condition of the posting of the security is that should the Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Holder. Should the Holder carry out the development permitted by this permit within the time set out herein, the security shall be returned to the Holder. The City may retain the security for up to one year after inspection of the completed landscaping in order to ensure that plant material has survived.
6. If the Holder does not commence the construction permitted by this Permit within 24 months of the date of this Permit, this Permit shall lapse and the security shall be returned in full.

Development Permit

No. DP 08-432193

To the Holder:	INTERFACE ARCHITECTURE INC.
Property Address:	12351 NO. 2 ROAD
Address:	C/O MR. KEN CHOW INTERFACE ARCHITECTURE INC. #230 – 11590 CAMBIE ROAD RICHMOND, BC V6X 3Z5

7. The land described herein shall be developed generally in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit which shall form a part hereof.

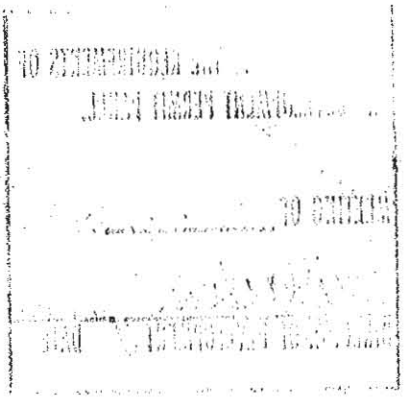
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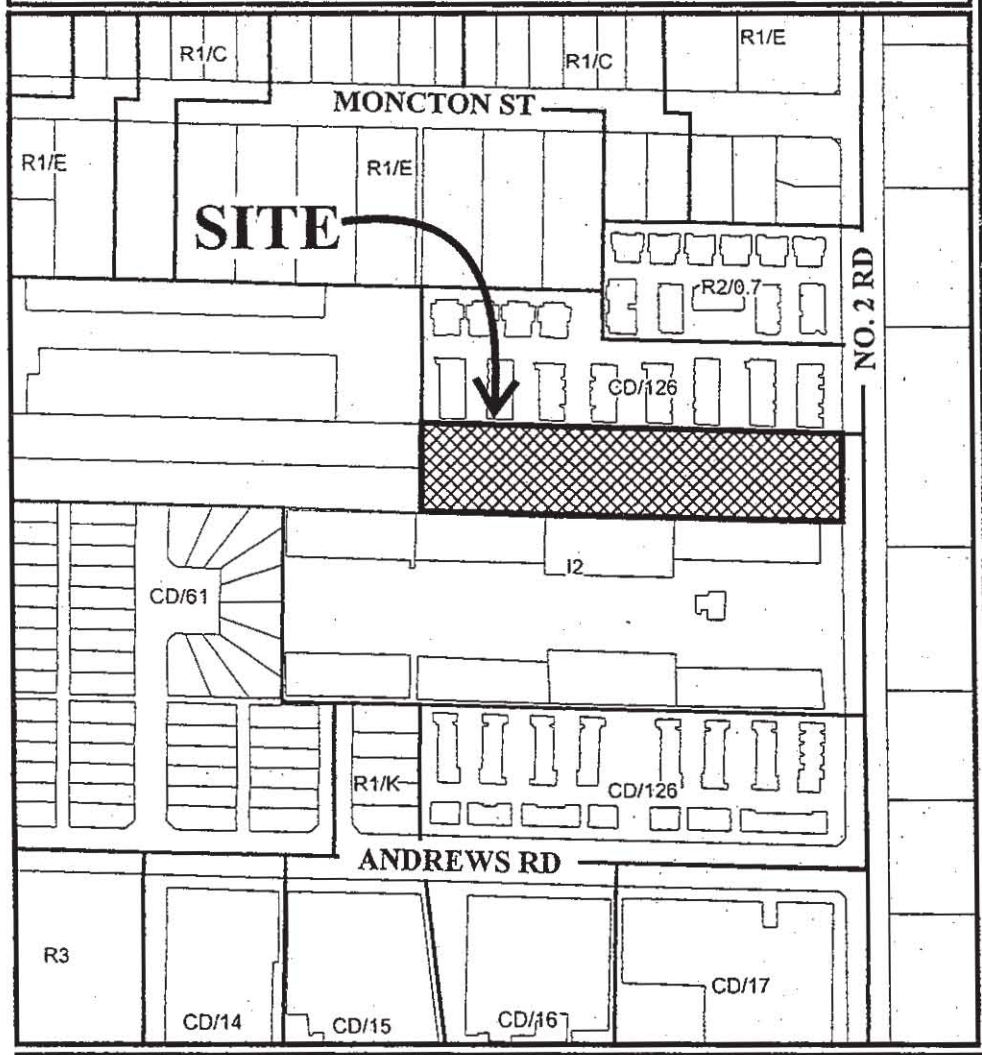
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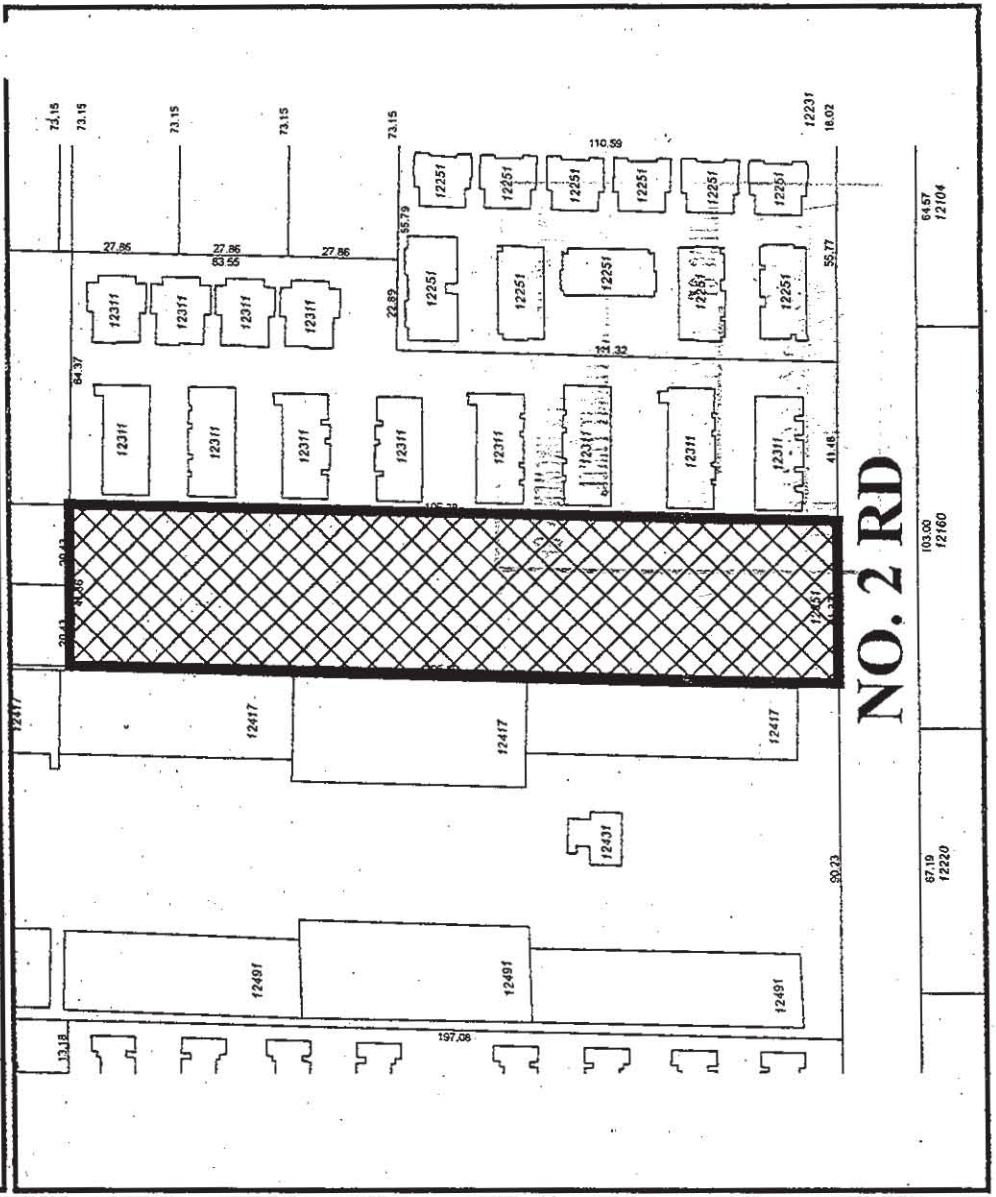
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MAYOR



City of Richmond





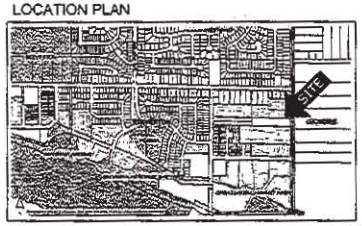
DP 08-432193
SCHEDULE "A"

Original Date: 08/06/08

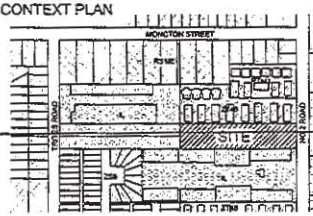
Revision Date:

Note: Dimensions are in METRES

LOCATION PLAN



CONTEXT PLAN



ZONING SUMMARY

Richmond Zoning and Development Bylaw No. 8500

CIVIC ADDRESS:	12351 No. 2 ROAD, RICHMOND BC
LEGAL DESCRIPTION:	LOT 139 SECTION 12 BLOCK 3N RANGE 7W NWD PLAN 39210 (PID: 006-473-728)
LOT DIMENSIONS:	67,094 sf (APPROX 135.7 m/442.6'/28,090.4 m2) (SURVEY; APRIL 13, 2009)

	PROPOSED PROJECT	
LOT ZONING:	ZT46 (TOWNHOUSING - TRITES AREA / SOUTH MCLENNAN)	
USES:	TOWNHOUSES	
	BYLAW REQT	PROJECT SPECIFICS
DENSITY:	MAX 0.69 FAR with + 0.10 (for AMENITY)	FAR MAX: 0.69 FAR = 80,088 sf FAR PROPOSED: 0.69 FAR = 80,094 sf
LOT COVERAGE:	45% MAX	37% (23,574 / 67,094 sf)
YARD SETBACKS:		
AT ROAD (E)	19.69 ft (6 m) MIN.	20.8 ft (6.3 m) - EAST AT NO.2 ROAD
REAR YARD (W)	9.84 ft (3 m) MIN.	27 ft (8.2 m) - WEST LOT LINE
SIDE YARD 1 (N)	9.84 ft (3 m) MIN.	16.2 ft (5.1 m) - NORTH INTERIOR LOT LINE
SIDE YARD 2 (S)	9.84 ft (3 m) MIN.	16.0 ft (4.8 m) - SOUTH INTERIOR LOT LINE
YARD PROJECTIONS:		
AT ROAD (E)	6.64 ft (2 m) MAX.	5'-0" (1.5 m)
REARSIDES	9.84 ft (1.2 m) MAX.	1'-0" (0.3 m)
BUILDING HEIGHT:	39.37 ft (12 m) / 3-STOREY	39.37 ft (12 m) / 3-STOREY
PARKING REQUIRED:	1.5 / DWELLING UNIT + 0.2 VISITOR / UNIT	44 Dwelling units: 66 (44 x 1.5) rnd'd Visitor spaces: 9 (44 x 0.2) rnd'd 75 Total

PARKING PROVIDED:

	Dw. units	per Unit	visitor	tandem	Total
Dwellings	12 x A, 30 x B	1 std, 1 sm / unit	12	12	66
	2 x B+D	2 std / unit	00	—	
	2 x C	2 std	2	—	
Visitors:	—	—	10	—	10
			24	12	86

SMALL CAR RATIO:	LESS THAN 50% PERMITTED	12% (12 spaces in 12 units)
TANDEM SPACES:	25% OF SPACES	60 (out of 66) 2 (out of 66)
H/C SPACES:		

BICYCLE PARKING:		Unit A	Unit B	B+den	Stor	Total
	Class 1a	12	30	2	—	62
	Class 1b	—	15	—	—	
	Class 2	—	—	—	9	9

AMENITY SPACE	INDOOR: MIN. 70 m2 OUTDOOR: MIN 264 m2 (6 /UNIT)	INDOOR: CASH-IN-LIEU OUTDOOR: 340 m2 (180 m2 FENCED)
LOADING REQUIRED:	N/A	NONE REQUIRED

BUILDING CODE SUMMARY

B.C. Building Code 2006

APPLICATION:	DIV B PART 9 (SMALL BUILDINGS (AND DIV B, PARTS 1, 7 & 8)
MAJOR OCCUPANCIES:	GROUP C
BUILDING AREA:	LARGEST BLOCK (BLK/NET): 4,210 SF (391 M2) (MAX.600 M2 PERMITTED)
NO. OF STREETS:	1 STREET FACING EACH
BUILDING HEIGHT:	3 STOREYS (BUILDING HEIGHT)
SPRINKLERS:	YES
CONSTRUCTION:	
FLOOR RATING:	
LOADBEARING GLIB	
ROOF RATING:	
SUITE SEPARATION	
TRAVEL DISTANCE:	
HEIGHT OF GUARDS	
STAIR RISE/RUN:	
SPATIAL SEPARATIC	
CONSTRUCTION OF COMBUSTIBLE PRO	
FIRE ALARM SYSTE	
SOUND CONTROL:	
OCCUPANT LOAD:	
ACCESSIBILITY:	

PROJECT D

A 44-UNIT TOWNHOUSE CURRENTLY ZONED I IS PROPOSED. UNDE

VEHICLE ACCESS IS VIA A CROSS-ACCESS TREE-LINED WALKWA PUBLIC-RIGHTS-OF-W THE TRITES AREA. A PROPERTY LINE TO S INDUSTRIAL BUILDIN

WITHIN THE SITE, TH SECTIONS, THE MID-WEST SIDE AND THE THAT IT: (1) IS A POS ACCOMMODATES THE RECYCLE/GARBAGE DEPOT AND MAILBOXES, (III) FACILITATES FIRE DEPARTMENT VEHICLES THRU THE TWO DEVELOPMENTS.

DRAWING LIST

Architectural		Landscape	
A1.0	PROJECT DATA, SITE/PARKING PLAN	L-3a	LANDSCAPE PLAN - East
A1.1	DETAILED SITE PLAN (EAST)	L-3b	LANDSCAPE PLAN - Middle
A1.2	DETAILED SITE PLAN (MIDDLE)	L-3c	LANDSCAPE PLAN - West
A1.3	DETAILED SITE PLAN (WEST)	L-3d	PLANT LIST
A2.0	UNIT PLAN TYPES A & B	L-3e	DETAILS
A2.1	UNIT PLAN TYPE B (CONVERTIBLE)	L-3f	LIGHTING PLAN - East
			PLAN - Middle
			PLAN - West
			ADLE PLAN

Notes:

- Off-site and public path works designed and constructed via separate required Servicing Agreement.
- Emergency vehicle cross-access provided over drive aisle from No 2 Road to adjacent property to north.
- To mitigate industrial noise in compliance with restrictive covenant registered on Title, acoustic attenuation is provided in all bedrooms along south and west edges of site, and mechanical systems are provided in all units (Plans 9 & 10).
- Two (2) convertible units are provided.
- Aging-in-place features are provided in all units (Plans 9 & 10), including: lever-type handles, stair hand rails, and blocking in all washrooms for future grab bar installation.

AREA BREAKDOWN BY BLOCK (SF)

	BLOCK 1	BLOCK 2	BLOCK 3	BLOCK 4	BLOCK 5	BLOCK 6	BLOCK 7	BLOCK 8	BLOCK 9	PROJECT TOTALS
NO. UNITS	4 units	4 units	4 units	6 units	6 units	6 units	4 units	4 units	6 units	44 units
TYPE A, A-s	2xA, 2xA-s	2xA, 2xA-s	2xA, 2xA-s	—	—	—	—	—	—	12 x A units
TYPE B, B-s	—	—	—	4xB, 2xB-s	4xB, 2xB-s	4xB, 2xB-s	2xB, 2xB-s	2xB, 2xB-s	4xB, 2xB-s	32 x B units
GROSS AREA (I lands)	8,732	8,732	8,732	11,442	11,442	11,442	7,648	7,648	11,442	87,276
GARAGE AREA	1,472	1,472	1,472	3,222	3,222	3,222	2,148	2,148	3,222	21,600
GARAGE EXEMPTION	1,472	1,472	1,472	3,222	3,222	3,222	2,148	2,148	3,222	21,600
STAIR EXEMPTIONS	662	662	662	878	878	878	462	462	878	6,572
FAR AREA	6,608	6,608	6,608	7,342	7,342	7,342	5,046	5,046	7,342	60,084

DEVELOPMENT PERMIT CONDITIONS

- AGING-IN-PLACE MEASURES PROVIDED IN ALL UNITS (LISTED ON SHEET A2.0)
- TWO CONVERTIBLE UNITS ARE PROVIDED AT BLOCK 7 (FEATURES LISTED ON SHEET A2.0)
- PROVIDE LETTER-OF-CREDIT FOR LANDSCAPING
- REGISTER AN INDUSTRIAL NOISE SENSITIVE USE RESTRICTIVE COVENANT ON TITLE
- CONSTRUCTION MEASURES TO ADDRESS INDUSTRIAL NOISE (BLOCKS 4 TO 9: BEDROOMS) (LISTED ON SHEET A2.0)
  - AT ALL BEDROOMS ADJACENT TO INDUSTRIAL PROPERTIES, WINDOWS BE 9-1-14 THERMAL GLAZING (5mm GLASS, 11mm AIRSPACE, 4mm GLASS)
  - AT CORNER BEDROOMS, UPGRADE EXTERIOR WALLS WITH INTERIOR DOUBLE LAYER DRYWALL
- HUMAN COMFORT TO MEET ASHRAE 55-2004 PER MECHANICAL REPORT MEASURES (ALL 44 UNITS IN 9 BLOCKS) (LISTED ON SHEET A2.0)
  - AT TOP 2 LEVELS, PROVIDE PRINCIPAL & ADDITIONAL BATHROOM EXHAUST FANS, CENTRAL STAIR FANS, AND RANGE HOOD FANS
  - AT ALL BEDROOMS AND LIVING ROOMS, PROVIDE VARIABLE SPEED CEILING FANS.
- SUSTAINABILITY FEATURES LISTED ON SHEET A2.0

Acoustic Consultant

BROWN STRACHAN ASSOCIATES
#2 - 1290 HOMER STREET
VANCOUVER, BC V6B 2Y5
Tel: 604-688-0034 Fax: 604-688-2750
Email: ross@brownstrachan.com
Attn: Aaron Peterson

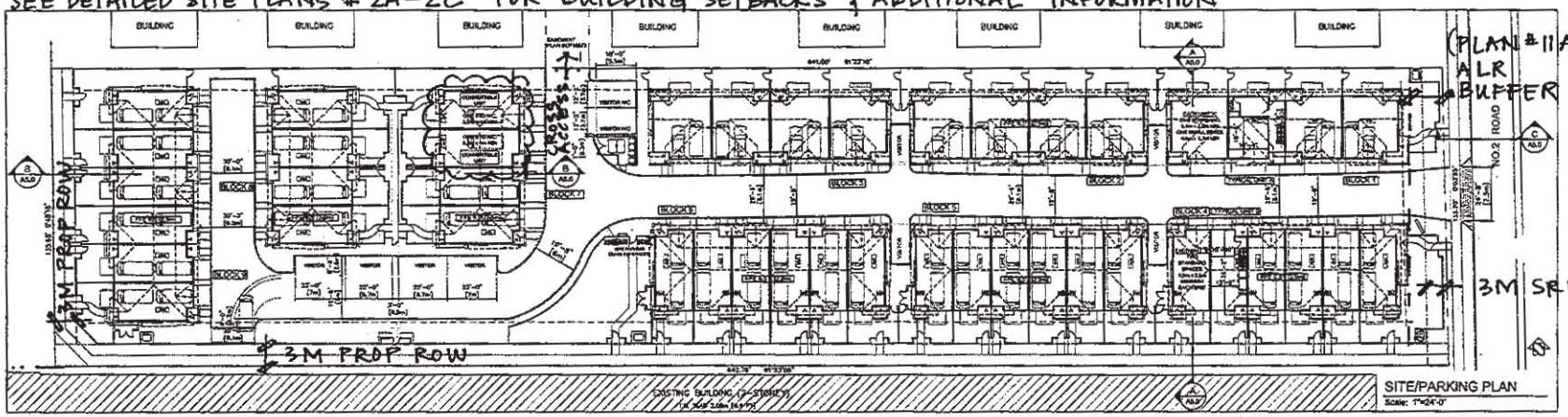
Mechanical Consultant

STANTEC CONSULTING INC.
2500 - 20377 CUCKYS AVENUE
ABBOTSFORD, BC V2B 2S8
Tel: 604-856-7600
Email: dale.lee@stantec.com
Attn: Dale Lee

Geotechnical Consultant

EARTHTEAT ENGINEERING INC.
#275 - 11780 RIVER ROAD
RICHMOND, BC V6X 1Z7
Tel: 604-221-6828 Fax: 604-231-0247
Email: ebdtp@gmail.com
Attn: Edward Yip

SEE DETAILED SITE PLANS # 2A-2C FOR BUILDING SETBACKS & ADDITIONAL INFORMATION



Development Permit: 44-unit Townhouse Development - 12351 No. 2 Road, R

Plan 1 Apr 11 2011
DP 08-432193

REVISIONS	
Apr 8, 2011	Road - Extended Comfort Measures
Dec. 21, 2010	Comfort Measures Sustainable Features
Oct. 28, 2010	Acoustic Measures
July 21, 2010	More Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 6, 2010	ADP Resubmission Reduced to 44 Units
March 22, 2010	DP Resubmission Reduced to 44 Units
Nov. 24, 2009	ADP Submission

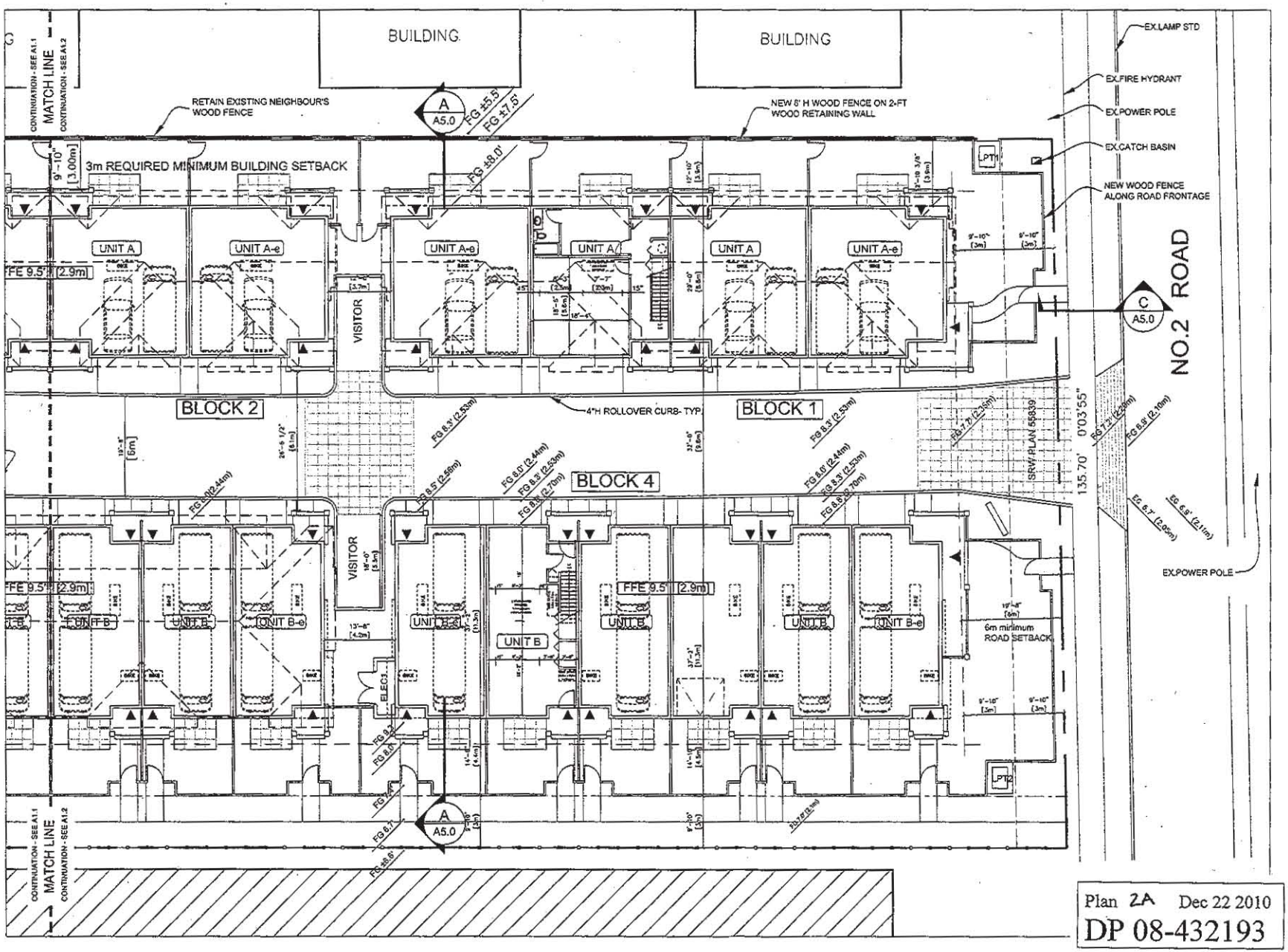
CONSULTANTS

SEAL

INTERFACE:
Suite 230
11590 Cambie Road
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T 604 821 1142
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www.interfaceresearchlecture.com

PROJECT
Proposed 44-Unit Townhouse Development
12351 No. 2 Road, Richmond, B.C.

PROJECT NO. 0824
SCALE As Noted
DATE December 18, 2009
DRAWN BY KYC
CHECKED BY KYC
SHEET TITLE PROJECT DATA SITE PLAN
DRAWING A1.0



Plan 2A Dec 22 2010

DP 08-432193

REVISIONS	
Dec. 21, 2010	Comfort Measures, Sustainable Features
Oct. 28, 2010	Acoustic Measures
July 21, 2010	Minor Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 6, 2010	ADP Resubmission Revised to 44 Units

CONSULTANTS

SEAL

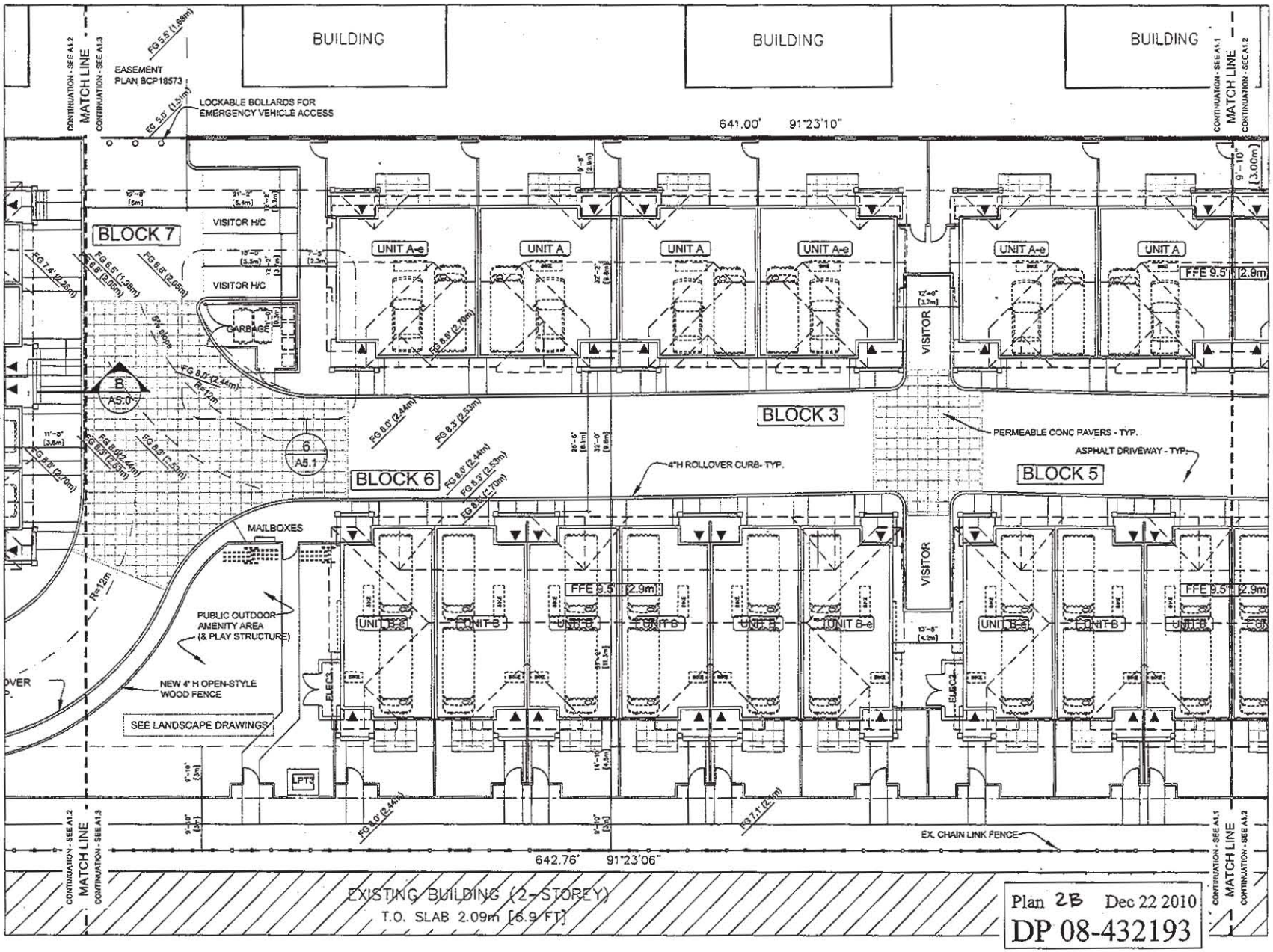
INTERFACE:
Suite 230
11560 Cambie Road
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PROJECT

Proposed 44-Unit Townhouse Development

12351 No. 2 Road, Richmond, B.C.

PROJECT NO.	0824
SCALE	As Noted
DATE	December 16, 2009
DRAWN BY	KYC
CHECKED BY	KYC
SHEET TITLE	DETAILED SITE PLAN (EAST)
DRAWING	A1.1



Plan 2B Dec 22 2010
DP 08-432193

REVISIONS

Dec. 21, 2010	Context Measures, Sustainable Features
Oct. 28, 2010	Aesthetic Measures
July 21, 2010	More Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 8, 2010	ADP Resubmission Revised to 44 Units

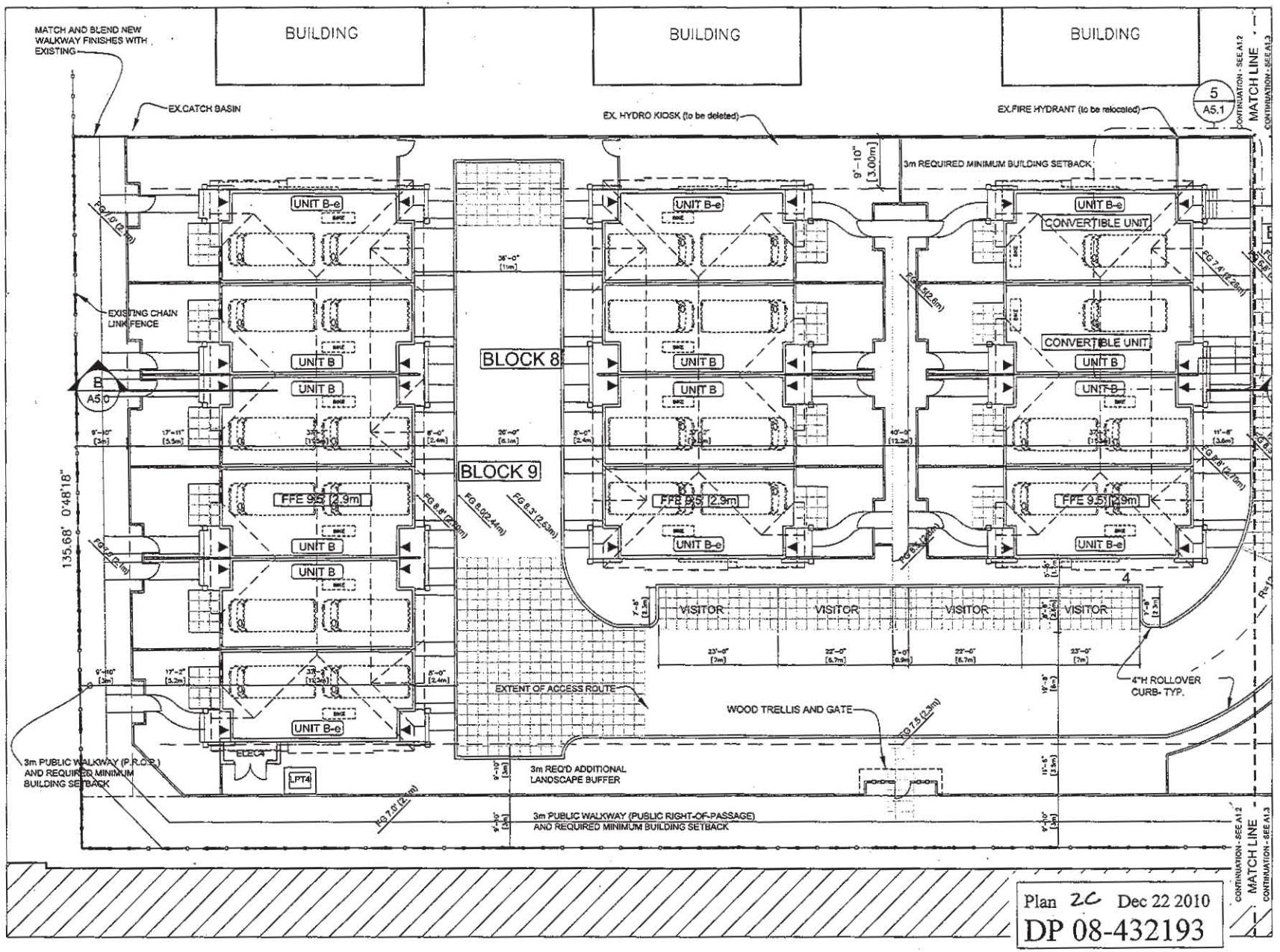
CONSULTANTS

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PROJECT
Proposed 44-Unit Townhouse Development
12351 No. 2 Road, Richmond, B.C.

PROJECT NO. 0804
SCALE As Noted
DATE December 16, 2010
DRAWN BY KYC
CHECKED BY KYC
SHEET TITLE DETAILED SITE PLAN (MIDDLE)
DRAWING A1.2



Plan 2C Dec 22 2010
DP 08-432193

REVISIONS

Dec. 21, 2010	Crime Prevention Sustainability Features
Oct. 26, 2010	Acoustic Measures
July 21, 2010	Minor Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 8, 2010	ADP Resubmission Revised to 44 Units

CONSULTANTS

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PROJECT
Proposed 44-Unit Townhouse Development
12351 No. 2 Road, Richmond, B.C.

PROJECT NO.
0824

SCALE
As noted

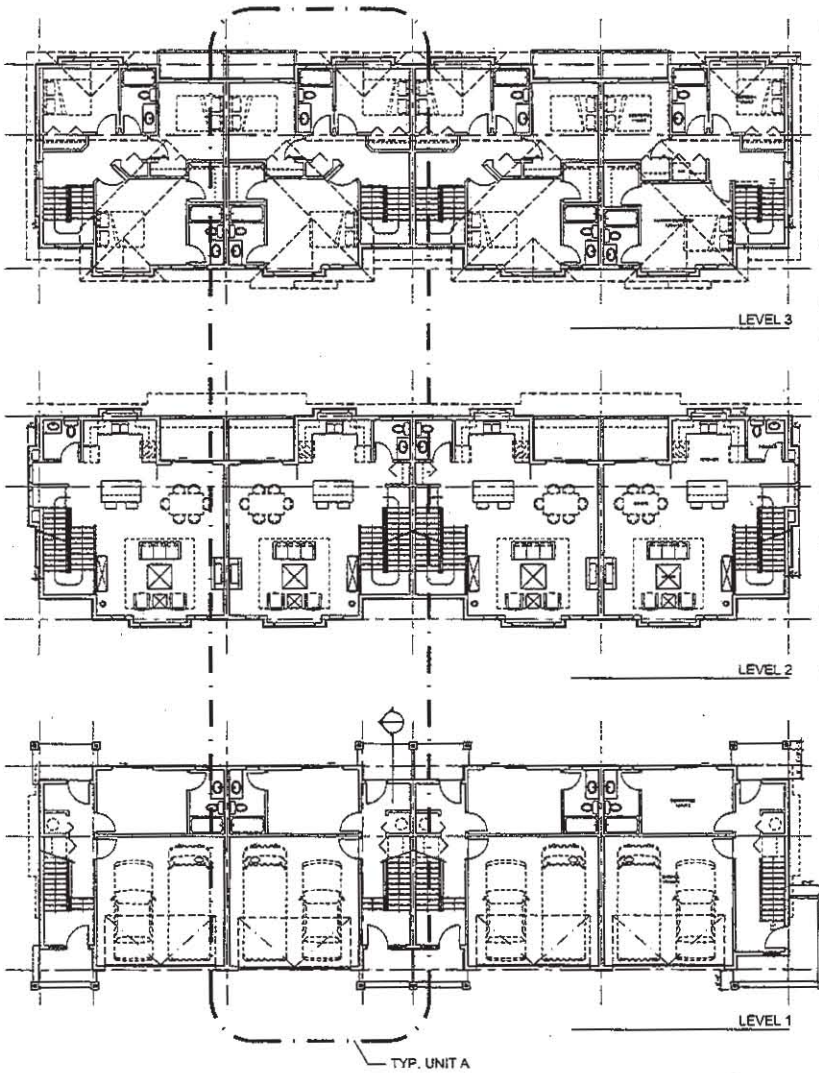
DATE
December 10, 2009

DRAWN BY
KYC

CHECKED BY
KYC

SHEET TITLE
DETAILED SITE PLAN (WEST)

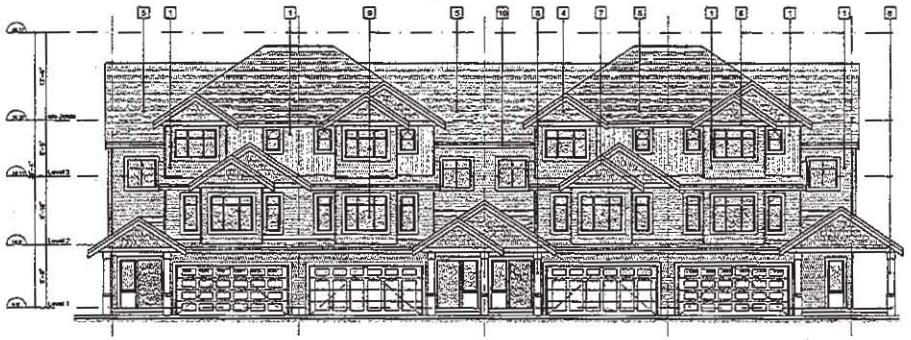
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A1.3





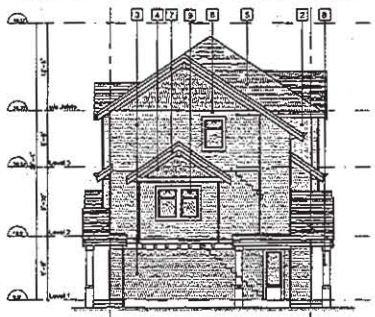
Note: Blocks 1 & 4 are to be clad entirely with fibre cement cladding (i.e. Hardieplank, Hardiesiding)

REAR YARD ELEVATION

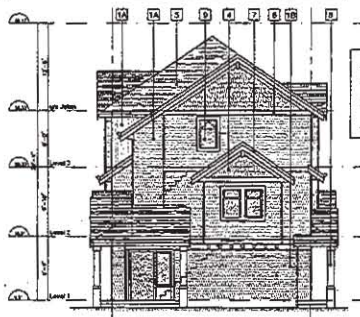


Note: Blocks 1 & 4 are to be clad entirely with fibre cement cladding (i.e. Hardieplank, Hardiesiding)

DRIVE AISLE ELEVATION



SIDE ELEVATION



NO.2 ROAD ELEVATION

REVISIONS	
Dec. 21, 2010	Comfort Measures, Sustainable Features
Oct. 29, 2010	Acoustic Measures
July 21, 2010	Minor Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 8, 2010	ADP Resubmission Revised to 44 Units
March 22, 2010	DP Resubmission Revised to 44 Units
Mar. 24, 2008	ADP Submission

CONSULTANTS

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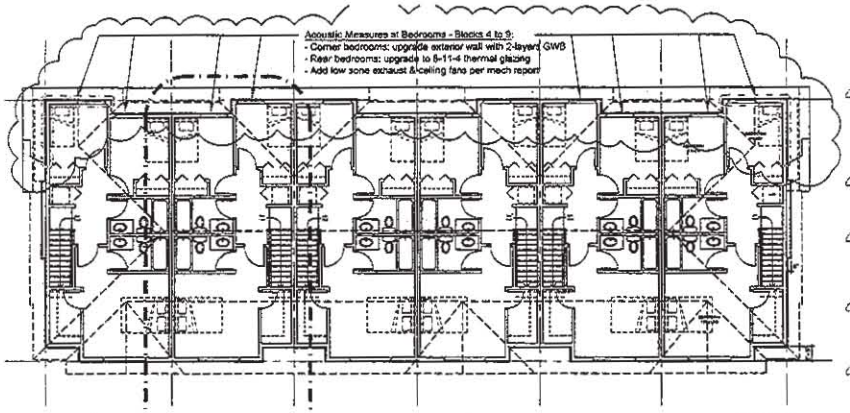
PROJECT

Proposed 44 Unit

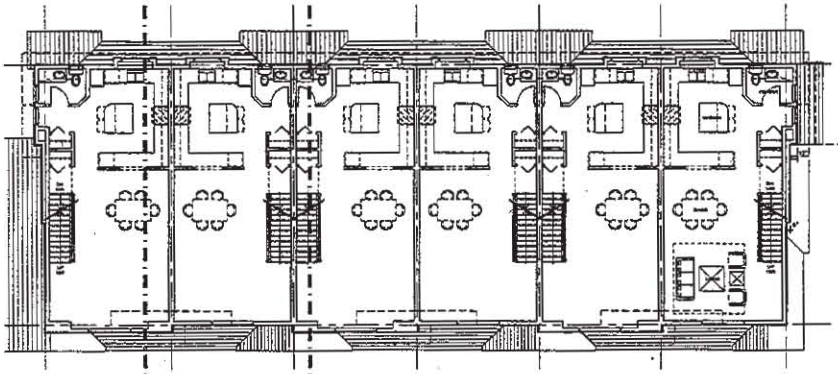
Plan 3 Dec 22 2010

DP 08-432193

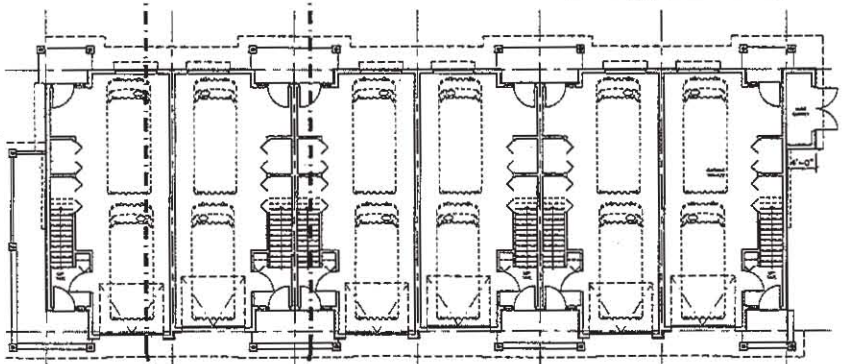
DATE	December 16, 2009
DRAWN BY	KYC
CHECKED BY	KYC
SHEET TITLE	PLANS AND ELEVATIONS - BLOCKS 1, 2 & 3
DRAWING	A3.0



LEVEL 3

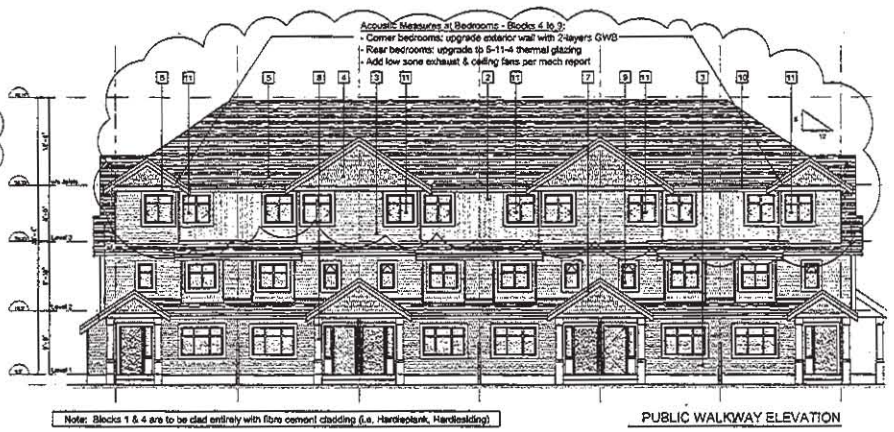


LEVEL 2



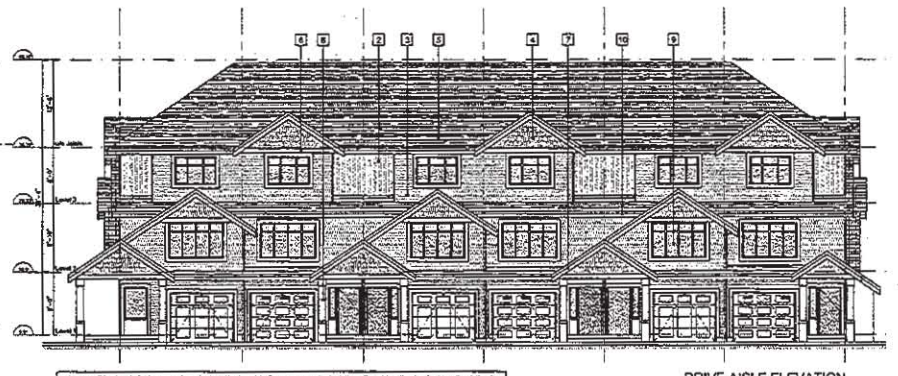
LEVEL 1

TYP. UNIT B



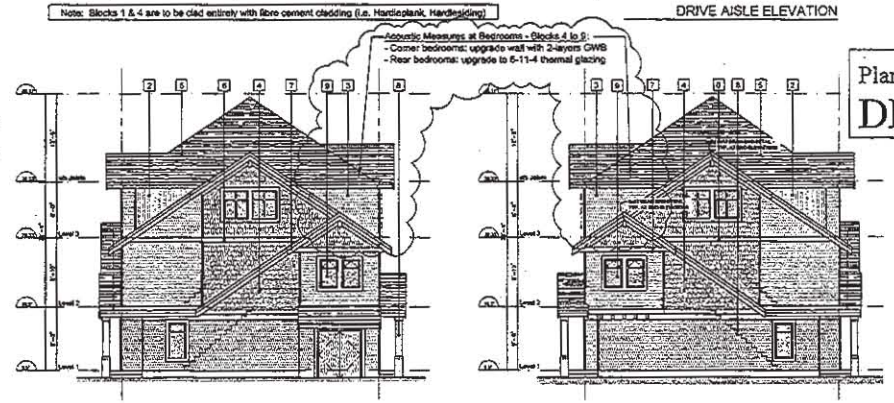
Note: Blocks 1 & 4 are to be clad entirely with fibre cement cladding (i.e. Hardieplank, Hardiesiding)

PUBLIC WALKWAY ELEVATION



Note: Blocks 1 & 4 are to be clad entirely with fibre cement cladding (i.e. Hardieplank, Hardiesiding)

DRIVE AISLE ELEVATION



SIDE ELEVATIONS

SEE PLAN #7 FOR BLOCK 4 NO. 2 ROAD ELEVATION

REVISIONS

Dec. 21, 2010	Context Measures Sustainable Features
Oct. 25, 2010	Acoustic Measures
July 21, 2010	Minor Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 8, 2010	ADP Resubmission Revised to 44 Units
March 22, 2010	DP Resubmission Revised to 44 Units
Nov. 24, 2008	ADP Submission

CONSULTANTS

SEAL

INTERFACE:
Suite 220
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Richmond BC
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Plan 4 Dec 22 2010
DP 08-432193

Richmond, B.C.

PROJECT NO.
0924

SCALE
1/8" = 1'-0"

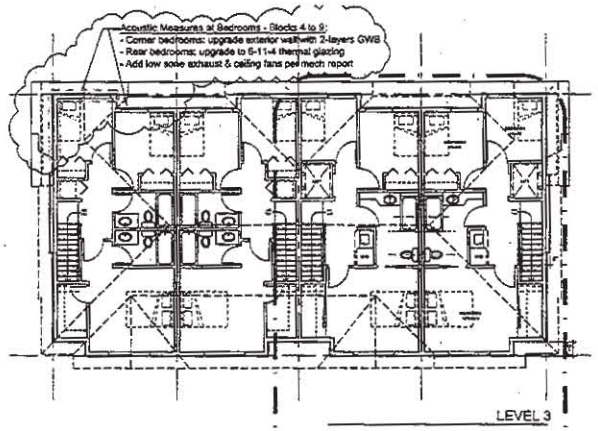
DATE
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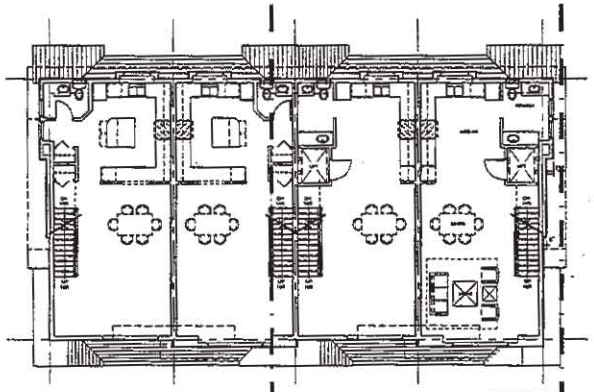
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KYC

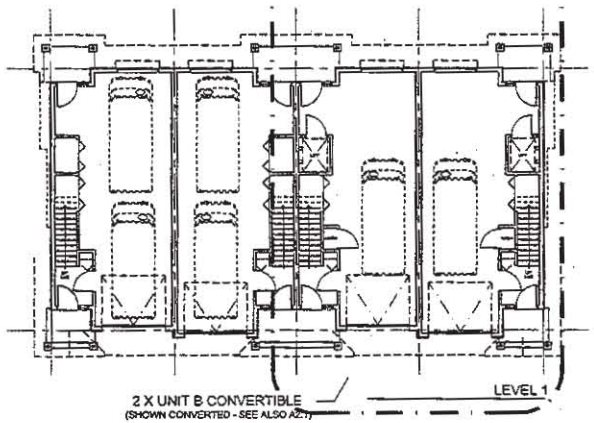
CHECKED BY
KYC

SHEET TITLE
PLANS AND ELEVATIONS
- BLOCKS 4, 5, 6 & 9

DRAWING
A3.1







2 X UNIT B CONVERTIBLE
(SHOWN CONVERTED - SEE ALSO A2.1)



WALKWAY ELEVATION

EXTERIOR FINISHES

1A HARDIPANEL VERTICAL SIDING (Sierra 8 Panels)
HARDIEPLANK LAP SIDING (Cedarmill 4" Exposure)
Colour: Hardie Sandstone Beige

1B HARDIEPLANK LAP SIDING
Select Cedarmill 4" Exposure
Colour: Hardie Monterey Taupe

2 VERTICAL BOARD/BATTEN VINYL SIDING
A - Colour: Kaycan Sandalwood / Clay
B - Colour: Terra Verde / Sage

3 HORIZONTAL VINYL SIDING
A - Colour: Kaycan Sandalwood / Clay
B - Colour: Terra Verde / Sage

4 HARDIE PLANK SHINGLES
Straight Edge Notched Panels
Colour: Hardie Khaki Brown

5 ASPHALT LAMINATED ROOF SHINGLES
Colour: Charcoal or Cedartone (Textured)

6 2x6 WOOD TRIM BOARD - PAINTED
Colour: Benjamin Moore 811 HC29 Creamy White

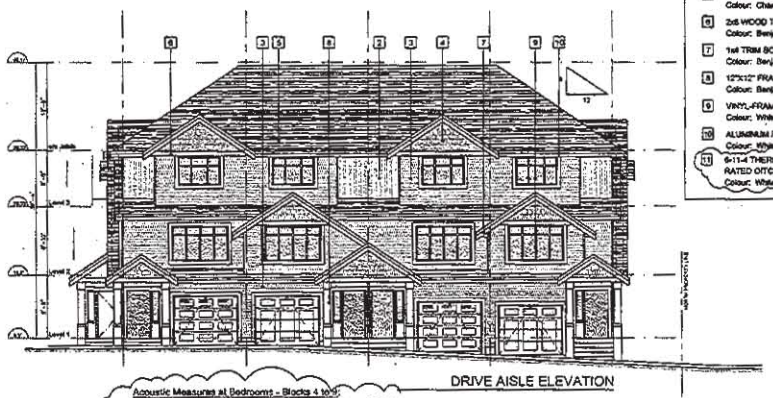
7 1x4 TRIM BOARD ON 2X8 BARGE BOARD
Colour: Benjamin Moore 811 HC36 Creamy White

8 12"X12" FRAMED POST
Colour: Benjamin Moore 811 HC36 Creamy White

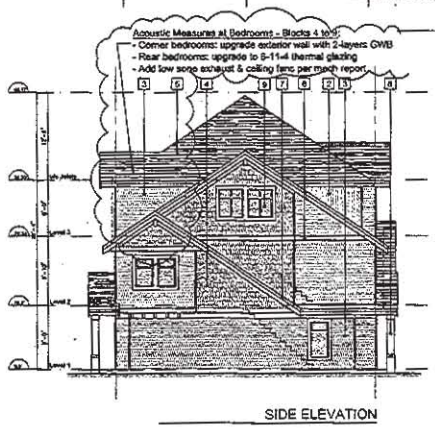
9 VINYL-FRAMED DOUBLE-GLAZED WINDOWS
Colour: White

10 ALUMINUM FASCIA GUTTER
Colour: White

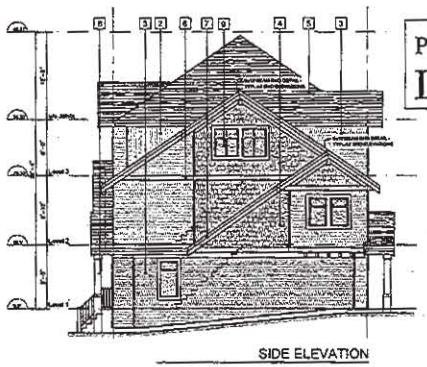
11 6-11-4 THERMAL GLAZED WINDOWS
RATED OTC 29/STC 36, OR EQUIVALENT
Colour: White



DRIVE AISLE ELEVATION



SIDE ELEVATION



SIDE ELEVATION

REVISIONS	
Dec. 21, 2010	Combine Maisonette/ Townhouse Features
Oct. 28, 2010	Acoustic Measures
July 21, 2010	Minor Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 6, 2010	ADP Resubmission Revised to 44 Units
March 22, 2010	DP Resubmission Revised to 44 Units
Nov. 24, 2009	ADP Submission

CONSULTANTS

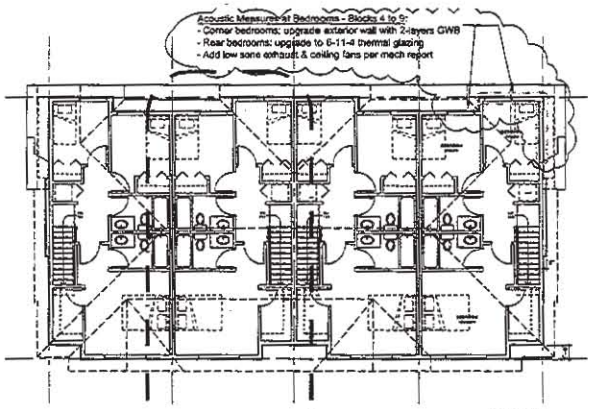
SEAL

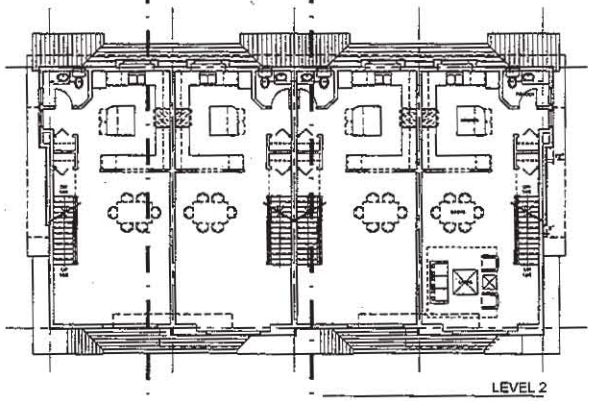
INTERFACE:
Suite 230
11580 Cambie Road
Richmond BC
Canada V6X 3Z5

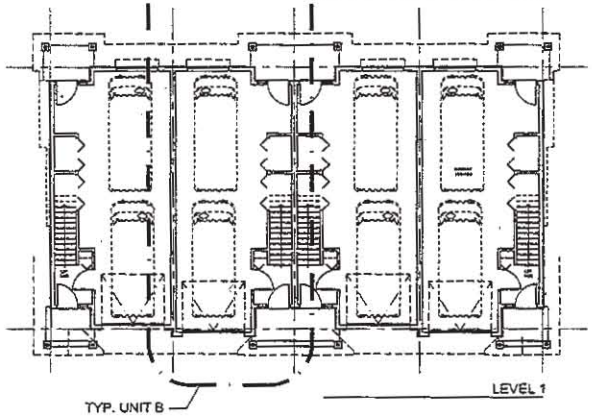
T 604 821 1162
F 604 821 1146
www.interfacearchitecture.com

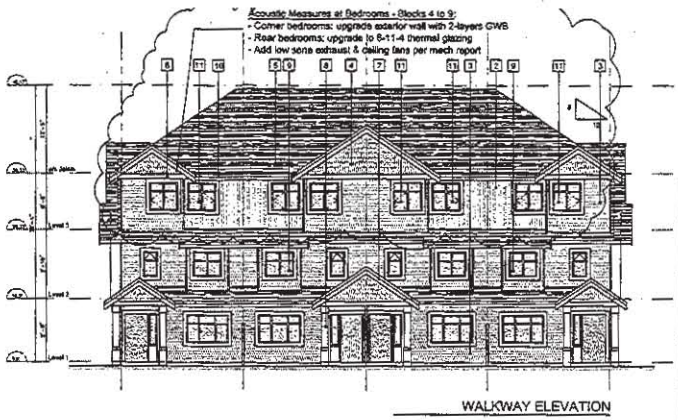
Plan 5 Dec 22 2010
DP 08-432193

PROJECT NO.	0824
SCALE	1/8" = 1'-0"
DATE	December 16, 2009
DRAWN BY	KYC
CHECKED BY	KYC
SHEET TITLE	PLANS AND ELEVATIONS - BLOCK 7
DRAWING	A3.2

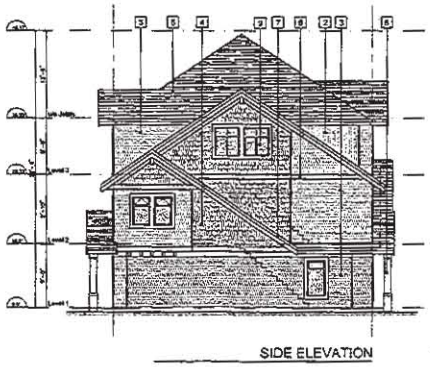


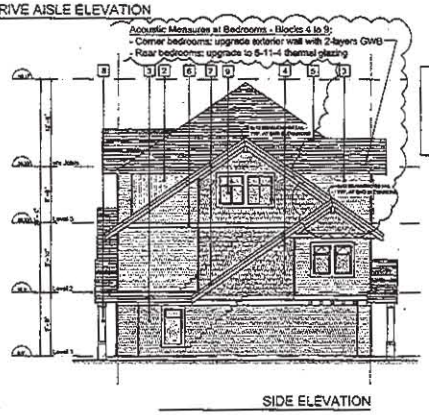












EXTERIOR FINISHES

1A HARDIPANEL VERTICAL SIDING (Sierra 8 Panels)
HARDIEPLANK LAP SIDING (Cedarmill 4" Exposure)
Colour: Hardie Sandstone Beige

1B HARDIEPLANK LAP SIDING
Select Cedarmill 4" Exposure
Colour: Hardie Monterey Taupe

2 VERTICAL BOARD/BATTEN VINYL SIDING
A - Colour: Kaycan Sandalwood / Clay
B - Colour: Terra Verde / Sage

3 HORIZONTAL VINYL SIDING
A - Colour: Kaycan Sandalwood / Clay
B - Colour: Terra Verde / Sage

4 HARDIE PLANK SHINGLES
Straight Edge Notched Panels
Colour: Hardie Khaki Brown

5 ASPHALT LAMINATED ROOF SHINGLES
Colour: Charcoal or Cedartone (Textured)

6 2x8 WOOD TRIM BOARD - PAINTED
Colour: Benjamin Moore 811 HC36 Creamy White

7 1x4 TRIM BOARD ON 2X8 BARGE BOARD
Colour: Benjamin Moore 811 HC36 Creamy White

8 12"X12" FRAMED POST
Colour: Benjamin Moore 811 HC36 Creamy White

9 VINYL-FRAMED DOUBLE-GLAZED WINDOWS
Colour: White

10 ALUMINUM FASCIA GUTTER
Colour: White

11 6-11-4 THERMAL GLAZED WINDOWS
RATED OITC 29/STC 36, OR EQUIVALENT
Colour: White

REVISIONS	
Dec. 21, 2010	Contact Mitigation Sustainable Features
Oct. 28, 2010	Acoustic Measures
July 21, 2010	Issue Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 6, 2010	ADP Resubmission Revised to 44 Units
March 22, 2010	DP Resubmission Revised to 44 Units
Nov. 24, 2009	ADP Submission

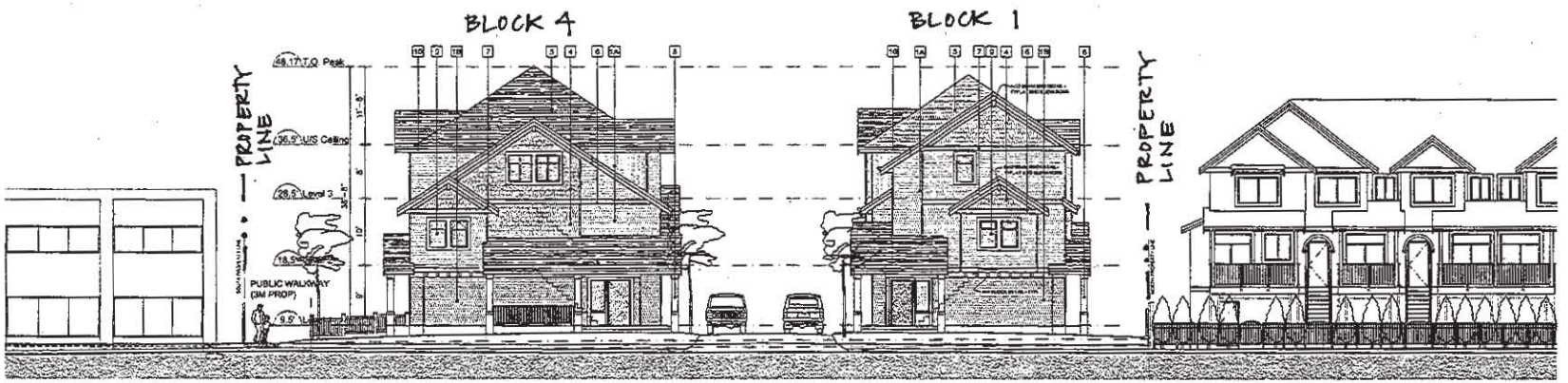
CONSULTANTS

SEAL

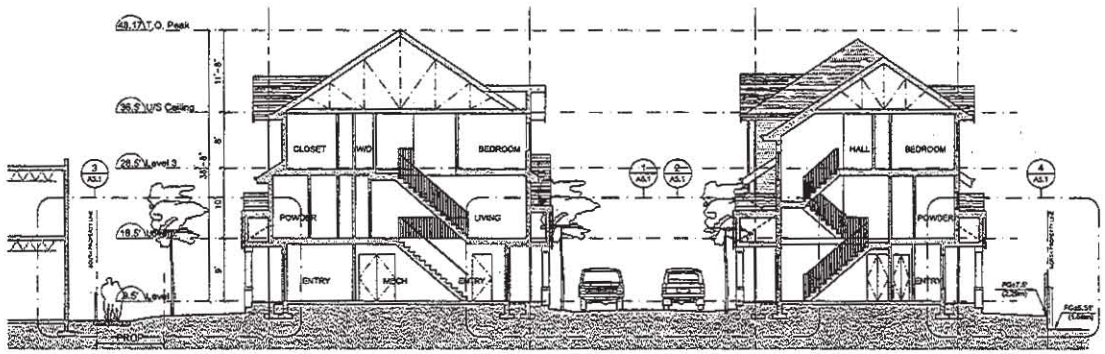
INTERFACE:
Suite 720
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Plan 6 Dec 22 2010
DP 08-432193

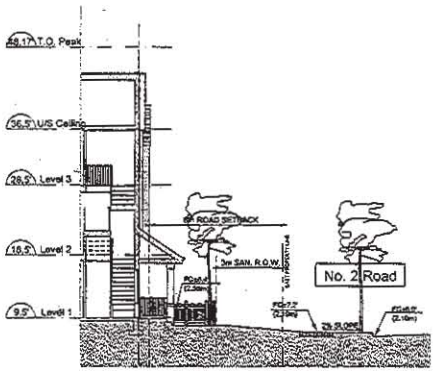
PROJECT NO.	0824
SCALE	1/8" = 1'-0"
DATE	December 18, 2009
DRAWN BY	KYC
CHECKED BY	KYC
SHEET TITLE	PLANS AND ELEVATIONS - BLOCK B
DRAWING	A3.3



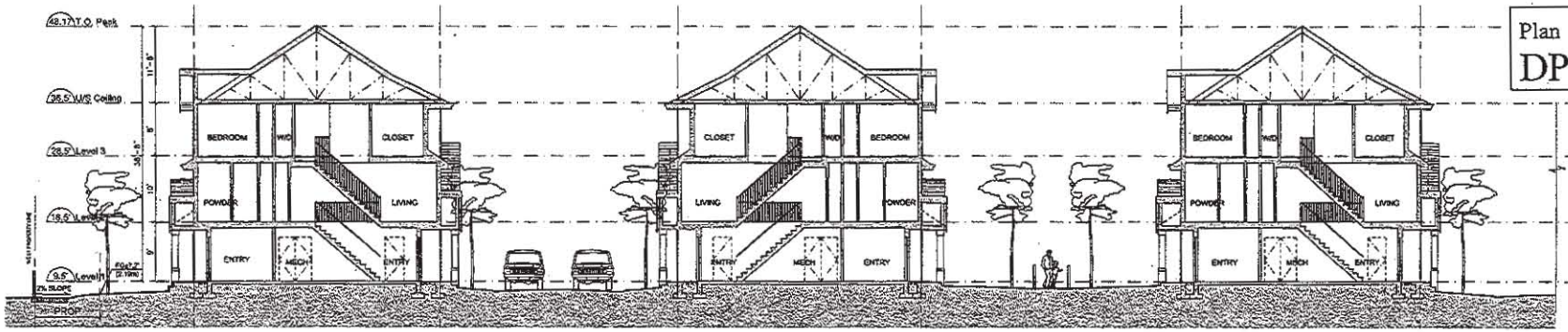
STREETSCAPE 1 - NO.2 ROAD FRONTAGE ELEVATION



SITE SECTION A-A



PARTIAL SITE SECTION C-C



SITE SECTION B-B

REVISIONS	
Dec. 23, 2010	Comfort Measures Sustainable Features
Oct. 28, 2010	Acoustic Measures
July 25, 2010	Minor Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 6, 2010	ADP Resubmission Revised to 44 Units
March 22, 2010	DP Resubmission Revised to 44 Units
Nov. 24, 2009	ADP Submission

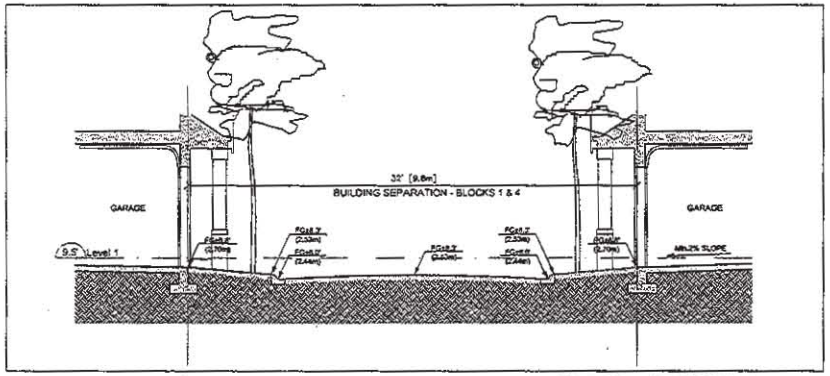
CONSULTANTS

SEAL

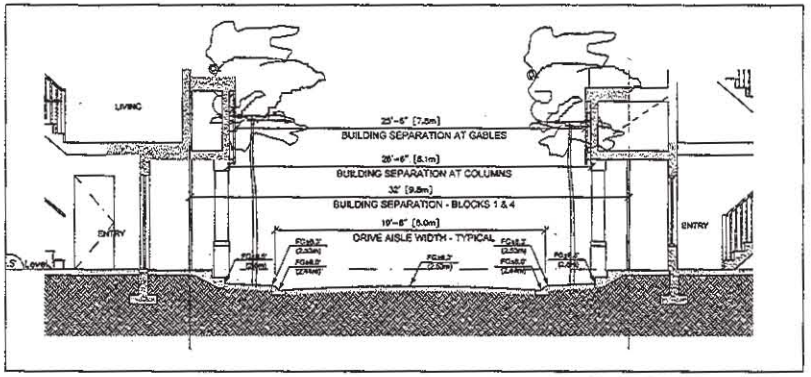
INTERFACE:
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www.interfacearchitecture.com

Plan 7 Dec 22 2010
DP 08-432193

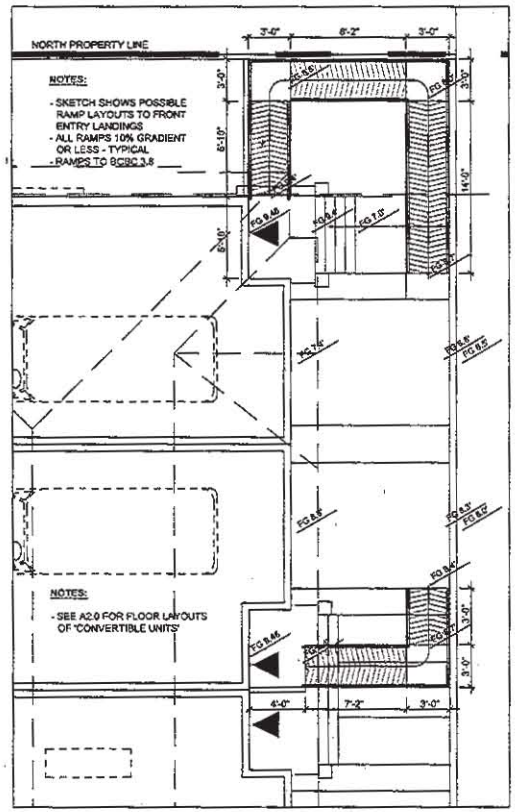
PROJECT NO.	0824
SCALE	As Noted
DATE	December 16, 2009
DRAWN BY	KYC
CHECKED BY	JOC
SHEET TITLE	SITE SECTIONS AND No. 2 ROAD ELEVATION
DRAWING	A5.0



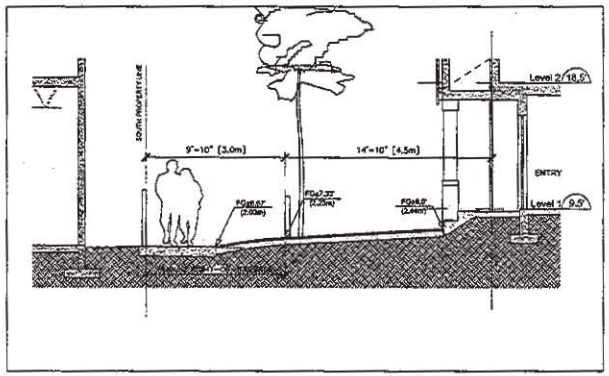
1 A5.0 PARTIAL SITE SECTION 1
[AT FRONTING GARAGES]
SCALE: 1/4"=1'-0"



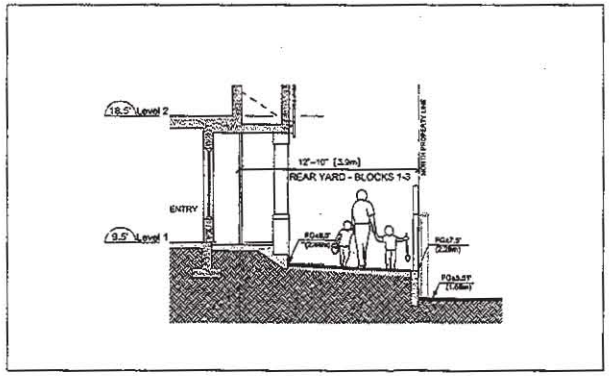
2 A5.0 PARTIAL SITE SECTION 2
[AT FRONTING ENTRIES]
SCALE: 1/4"=1'-0"



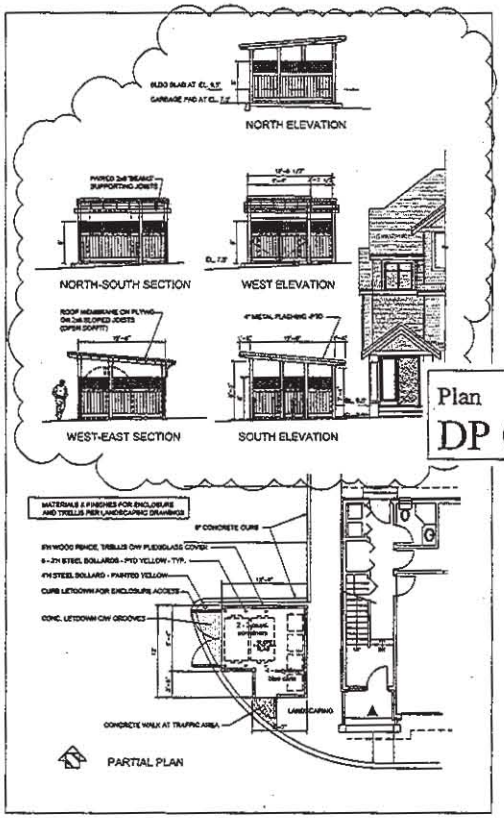
5 A1.3 PARTIAL PLAN: CONVERTIBLE UNIT RAMPS
[NORTH 2 UNITS AT BLOCK 7]
SCALE: 1/4"=1'-0"



3 A5.0 PARTIAL SITE SECTION 3
[AT PEDESTRIAN WALKWAY]
SCALE: 1/4"=1'-0"



4 A5.0 PARTIAL SITE SECTION 4
[AT NORTH REAR YARDS]
SCALE: 1/4"=1'-0"



6 A1.3 GARBAGE/RECYCLE ENCLOSURE DETAILS
[AT MID-SITE LOCATION]
SCALE: 1/8"=1'-0"

REVISIONS	
Jan 17, 2011	Add Trellis Cover at Garbage Enclosure
Dec. 21, 2010	Confirm Municipal Sustainable Features
Oct. 28, 2010	Accessible Measures
July 21, 2010	Minor Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 6, 2010	ADP Resubmission Revised to 44 Units
March 22, 2010	DP Resubmission Revised to 44 Units
Nov. 24, 2009	ADP Submission

CONSULTANTS

SEAL

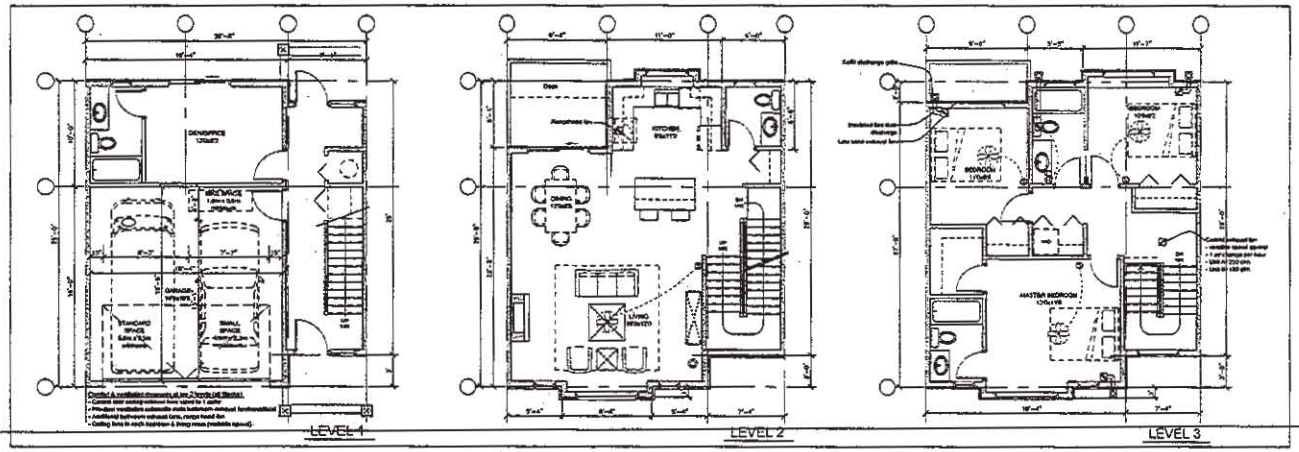
INTERFACE:

Plan 8 Jan 17 2011
DP 08-432193

Proposed 44-Unit Townhouse Development
12251 No. 2 Road, Richmond, B.C.

PROJECT NO. 0824
SCALE As Noted
DATE December 18, 2009
DRAWN BY KYC
CHECKED BY KYC
SHEET TITLE SITE SECTIONS AND GARBAGE ENCLOSURE

DRAWING A5.1



UNIT A - PLANS

SCALE: 1/4" = 1'-0"

ALL ROOMS	LARGE TOGGLE-TYPE ELECTRICAL SWITCHES
	LEVER TYPE DOOR HANDLES
	MINIMIZE THRESHOLD HEIGHTS (LESS THAN 1/2") WHERE POSSIBLE
	MINIMIZE CONTRAST IN COLOURS OF FLOOR FINISHES WHERE POSSIBLE
STAIRS & LANDINGS	WALL BLOCKING FOR FUTURE ADDITIONAL HANDRAIL INSTALLATION
	INTERMEDIATE STAIR LANDINGS WHENEVER POSSIBLE
	LESS STEEP RISE/RUN DIMENSIONS WHERE POSSIBLE
BATHROOMS	WALL BLOCKING FOR FUTURE GRAB BAR INSTALLATION (AT BATHTUB, TOILET)
	LEVER HANDLE TAPS AND FAUCETS
	2'-8" SLIDING DOORS WHERE POSSIBLE
KITCHEN	LEVER HANDLE TAPS AND FAUCETS
HALLWAYS	MIN. 900 MM WIDTH

AGING-IN-PLACE FEATURES

ALL UNITS

SITE	PERMEABLE PAVERS TO REDUCE SURFACE RUNOFF AND SUBSEQUENT STORM WATER LOAD
	DEVELOPMENT OF EXISTING BROWNFIELD SITE
TRANSIT	ACCESS TO NEARBY BUS ROUTES
	BICYCLE INTERIOR STORAGE IN EVERY UNIT
ENVELOPE	LOW-E GLAZING THROUGHOUT FOR IMPROVED WINDOW U-VALUE
	OPENABLE WINDOWS FOR EFFICIENT FRONT-TO-BACK CROSS-VENTILATION
APPLIANCES	ENERGY STAR CERTIFIED APPLIANCES (KITCHEN, LAUNDRY)
	DUAL FLUSH TOILETS, LOW FLOW RESTRICTORS
MECHANICAL	INSULATED HOT WATER TANKS PROVIDING A MINIMUM RSI 1.76 (R10)
	INSULATED HOT WATER TANK PIPING WITH RSI 0.35 (R2) LEADING INTO AND OUT OF THE TANK
SUMMER COMFORT	PROVIDE 'OUTDOOR BREEZE CONDITION' AS AN ALTERNATIVE TO AIR CONDITIONING (SEE BELOW)

SUSTAINABILITY FEATURES

ALL UNITS AND SITE DEVELOPMENT

BACKGROUND	INDUSTRIAL LOTS TO THE SOUTH AND WEST CAN POTENTIALLY GENERATE EXCESSIVE NOISE
	ACOUSTIC REPORT IDENTIFIES UNITS ADJACENT TO THESE LOTS TO REQUIRE ACOUSTIC MEASURES
	ACOUSTIC REPORT IS BASED ON ALL WINDOWS WITH OPENABLE VENTS IN A CLOSED POSITION
	SEE "12351 NO. 2 ROAD - ACOUSTICAL EVALUATION" [redacted]
BEDROOM WINDOWS	BEDROOMS IN THE IDENTIFIED UNITS TO HAVE 6"+1"+6" THERMAL GLAZING TO ATTENUATE NOISE
BEDROOM WALLS	EXTERIOR WALLS AT CORNER BEDROOMS TO HAVE DOUBLE INTERIOR GWB

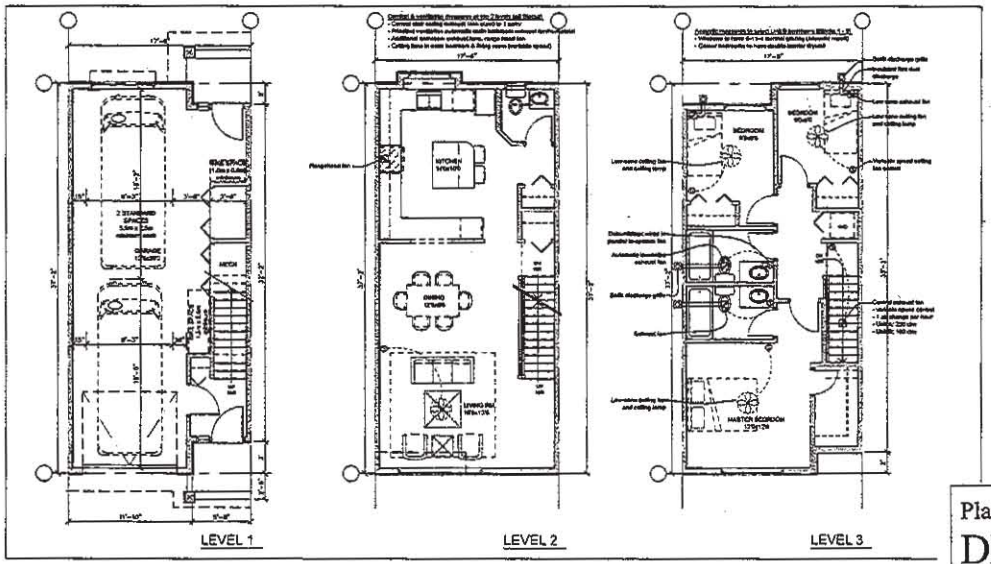
ACOUSTIC ISSUE: CONSTRUCTION MEASURES

BEDROOMS IN UNITS ADJACENT TO INDUSTRIAL LOTS

BACKGROUND	ACOUSTIC REPORT IS BASED ON ALL WINDOWS WITH OPENABLE VENTS IN A CLOSED POSITION
	COMFORT MAY BE AN ISSUE DURING NON-HEATING (SUMMER) SEASON WITH WINDOWS CLOSED
	ALL UNITS TO ACHIEVE 1 AIR CHANGE/HR IF NOT MECHANICALLY COOLED DURING NON-HEATING SEASON
	ALL UNITS NOW REQUIRED TO MEET ASHRAE 55-2004 FOR HUMAN COMFORT
	SEE "MECHANICAL VENTILATION SYSTEM AND ASHRAE 55-2004 2004 COMPLIANCE APPROACH" (MARCH 16, 2011)
WINTER VENTILATION	PROVIDE PRINCIPAL VENTILATION (AUTOMATIC LOW-NOISE BATHROOM EXHAUST FAN C/W HUMIDISTAT)
	PROVIDE ADDITIONAL MANUALLY CONTROLLED 2ND BATHROOM EXHAUST FANS AND RANGE HOOD FAN
SUMMER VENTILATION	PROVIDE EXHAUST FAN AT UPPER LEVEL CEILING OVER CENTRAL STAIRS (UNIT A: 250 CFM, UNIT B: 180 CFM)
	PROVIDE ACOUSTIC-TREATED OUTDOOR AIR INTAKES AT EXTERIOR WALL FOR EACH OCCUPIED ROOM
SUMMER COMFORT	PROVIDE OPERABLE INDIVIDUAL LOW-SONE CEILING FANS IN THE BEDROOMS AND LIVING ROOMS (MAX 0.5 M/S)

COMFORT ISSUE: MECHANICAL MEASURES

AFFECTS TOP 2 LEVELS IN ALL UNITS



UNIT B - PLANS

SCALE: 1/4" = 1'-0"

UNIT TYPE	GROUND LEVEL GROSS FLOOR AREA	GROUND LEVEL STAIR EXEMPTION	GROUND LEVEL GARAGE EXEMPTION	GROUND LEVEL FAR FLOOR AREA	SECOND LEVEL Gross Floor Area	SECOND LEVEL STAIR EXEMPTION	SECOND LEVEL FAR FLOOR AREA	THIRD LEVEL GROSS FLOOR AREA	THIRD LEVEL STAIR EXEMPTION	THIRD LEVEL FAR FLOOR AREA	OVERALL UNIT TOTALS GROSS FLOOR AREA	OVERALL UNIT TOTALS STAIR EXEMPTION	OVERALL UNIT TOTALS GARAGE EXEMPTION	OVERALL UNIT TOTALS FAR FLOOR AREA
A	736 sf	99 sf	368 sf	269 sf	690 sf	0 sf	690 sf	743 sf	64 sf	679 sf	2,169 sf	163 sf	368 sf	1,638 sf
A-e	736 sf	99 sf	368 sf	269 sf	710 sf	0 sf	710 sf	751 sf	64 sf	687 sf	2,197 sf	163 sf	368 sf	1,686 sf
B	622 sf	39 sf	537 sf	46 sf	650 sf	34 sf	616 sf	626 sf	42 sf	586 sf	1,898 sf	113 sf	537 sf	1,248 sf
B-e	622 sf	39 sf	537 sf	46 sf	720 sf	34 sf	636 sf	631 sf	40 sf	591 sf	1,925 sf	113 sf	537 sf	1,275 sf
B 'Convertible'	622 sf	39 sf	537 sf	46 sf	650 sf	70 sf	580 sf	626 sf	76 sf	550 sf	1,898 sf	185 sf	537 sf	1,176 sf

UNIT SUMMARY

REVISIONS	
Apr 6, 2011	Final - Extended Comfort Measures
Dec. 29, 2010	Comfort Measures Sustainable Features
Oct. 26, 2010	Acoustic Measures
July 21, 2010	Minor Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 6, 2010	ADP Resubmission Revised to 44 Units
March 22, 2010	DP Resubmission Revised to 44 Units
Nov. 24, 2008	ADP Submission

CONSULTANTS

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INTERFACE:
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PROJECT

Proposed 44-Unit Townhouse Development

12351 No. 2 Road, Richmond, B.C.

Plan 9 Apr 11 2011
DP 08-432193

DRAWN BY KYC

CHECKED BY KYC

SHEET TITLE

1/4" UNIT PLANS - TYPES A & B

DRAWING

A2.0

ALL ROOMS	LARGE TOGGLE-TYPE ELECTRICAL SWITCHES
	LEVER TYPE DOOR HANDLES
	MINIMIZE THRESHOLD HEIGHTS (LESS THAN 1/2") WHERE POSSIBLE
	MINIMIZE CONTRAST IN COLOURS OF FLOOR FINISHES WHERE POSSIBLE
STAIRS & LANDINGS	WALL BLOCKING FOR FUTURE ADDITIONAL HANDRAIL INSTALLATION -
	INTERMEDIATE STAIR LANDINGS WHENEVER POSSIBLE
	LESS STEEP RISE/RUN DIMENSIONS WHERE POSSIBLE
BATHROOMS	WALL BLOCKING FOR FUTURE GRAB BAR INSTALLATION (AT BATHTUB, TOILET)
	LEVER HANDLE TAPS AND FAUCETS
	2'-8" SLIDING DOORS WHERE POSSIBLE
KITCHEN	LEVER HANDLE TAPS AND FAUCETS
HALLWAYS	MIN. 900 MM WIDTH

AGING-IN-PLACE FEATURES

ALL UNITS

DOORS & DOORWAYS	ENTRY DOOR MIN. 835 MM CLEAR OPENING (3' SWINGING DOOR SPEC)
	ENTRY DOOR CLEAR EXTERIOR FLOOR SPACE MIN. 1220 MM DEPTH BY DOOR WIDTH PLUS 600 MM LATCH SIDE (NOT NEEDED IF ROUGH-IN WIRING PROVIDED FOR FUTURE AUTOMATIC DOOR OPENER)
	INTERIOR DOORS TO ENTRY & MAIN LIVING AREAS, MIN 800 MM CLEAR OPENING (2'8" SLIDING OR 2'10 SWINGING DOOR SPEC) WITH FLUSH THRESHOLDS MAX 13 MM HEIGHT
VERTICAL CIRCULATION	STAIR LIFT (PER MANUFACTURER SPEC); STAIRCASE WIDTH AND LANDINGS
	VERTICAL LIFT (PER MANUFACTURER SPEC); DEPRESSED SLAB, LANDINGS, SHAFT FRAMING SPEC NOTE: PROLIFT SCL (ROPED HYDRAULIC LIFT - TYPE 3) (SAVARA CONCORD LIFTS INC)] 20-FT MAX TRAVEL; 9" PIT DEPTH; 25" x 48" CAB SIZE - SEE WWW.CONCORDELEVATOR.COM
HALLWAYS	MIN. 900 MM WIDTH
GARAGE	MIN. 1 ACCESSIBLE PARKING SPACE WITH MIN. 4M (13'-2") GARAGE WIDTH
	ACCESS FROM GARAGE TO LIVING AREA WITH MIN. 800 CLEAR DOOR OPENING; FLUSH THRESHOLD
PATIO/BALCONY	DOOR CLEAR OPENING MIN. 800 MM; FLUSH THRESHOLDS MAX 13 MM HEIGHT
BATHROOMS (MIN 1/UNIT)	TOILET CLEAR FLOOR SPACE MIN. 1020 MM AT SIDE AND IN FRONT
	WALL BLOCKING FOR FUTURE GRAB BARS AT TOILET, TUB, AND SHOWER
	MIN. 800 MM CLEAR DOOR OPENING; FLUSH THRESHOLDS MAX 13 MM HEIGHT
KITCHEN	CLEAR AREA NEEDED UNDER FUTURE WORKSPACE. PLUMBING AND GAS PIPES LOCATED CLEAR OF UNDER COUNTER AREA OF FUTURE WORK SPACE (STOVE, SINK & MIN. 810 MM WIDE COUNTER)
	1500 MM TURNING DIAMETER OR TURNING PATH DIAGRAM
	MIN. 800 MM CLEAR DOOR OPENING; FLUSH THRESHOLDS MAX 13 MM HEIGHT
LIVING ROOM	MIN. 1 WINDOW THAT CAN BE OPENED WITH A SINGLE HAND
BEDROOM (MIN 1/UNIT)	MIN. 1 WINDOW THAT CAN BE OPENED WITH A SINGLE HAND
	MIN. 800 MM CLEAR DOOR OPENING; FLUSH THRESHOLDS MAX 13 MM HEIGHT

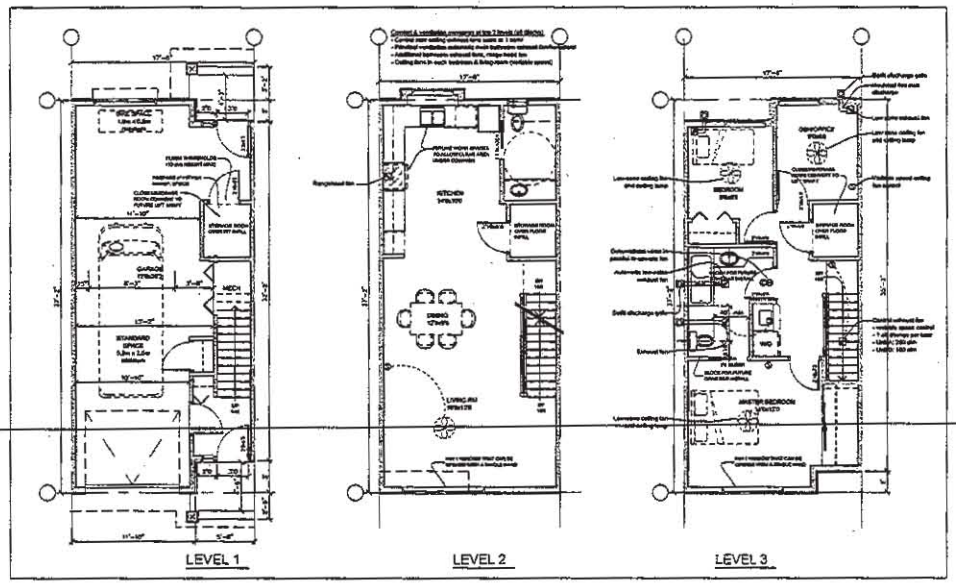
AGING-IN-PLACE FEATURES (Accessible)

CONVERTIBLE HOUSING STANDARDS (2 UNITS)

BACKGROUND	ACOUSTIC REPORT IS BASED ON ALL WINDOWS WITH OPENABLE VENTS IN A CLOSED POSITION
	COMFORT MAY BE AN ISSUE DURING NON-HEATING (SUMMER) SEASON WITH WINDOWS CLOSED
	ALL UNITS TO ACHIEVE 1 AIR CHANGE/HR IF NOT MECHANICALLY COOLED DURING NON-HEATING SEASON
	ALL UNITS NOW REQUIED TO MEET ASHRAE 55-2004 FOR HUMAN COMFORT
	SEE "MECHANICAL VENTILATION SYSTEM AND ASHRAE 55-2004 2004 COMPLIANCE APPROACH" (March 18, 2011)
WINTER VENTILATION	PROVIDE PRINCIPAL VENTILATION (AUTOMATIC LOW-NOISE BATHROOM EXHAUST FAN C/W HUMIDISTAT)
	PROVIDE ADDITIONAL MANUALLY CONTROLLED 2ND BATHROOM EXHAUST FANS AND RANGE HOOD FAN
SUMMER VENTILATION	PROVIDE EXHAUST FAN AT UPPER LEVEL CEILING OVER CENTRAL STAIRS (UNIT A: 250 CFM, UNIT B: 180 CFM)
	PROVIDE ACOUSTIC-TREATED OUTDOOR AIR INTAKES AT EXTERIOR WALL FOR EACH OCCUPIED ROOM
SUMMER COMFORT	PROVIDE OPERABLE INDIVIDUAL LOW-SONE CEILING FANS IN THE BEDROOMS AND LIVING ROOMS (MAX 0.5 IWS)

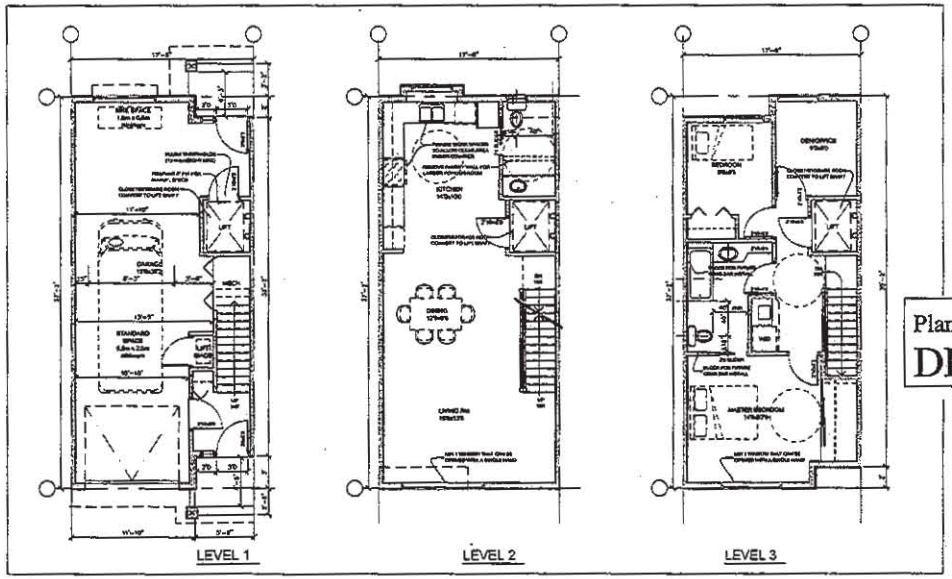
COMFORT ISSUE: MECHANICAL MEASURES

AFFECTS TOP 2 LEVELS IN ALL UNITS



UNIT B (Before Conversion) - PLANS

SCALE: 1/4" = 1'-0"



UNIT B (After Conversion) - PLANS

SCALE: 1/4" = 1'-0"

REVISIONS

Apr 8, 2011	Final - Extended Comfort Measures
Dec. 21, 2010	Comfort Measures Sustainable Features
Oct. 28, 2010	Acoustic Measures
July 21, 2010	Minor Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 6, 2010	ADP Resubmission Revised up 44 Units
March 22, 2010	DP Resubmission Revised to 44 Units
Nov. 24, 2009	ADP Submission

CONSULTANTS

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INTERFACE

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PROJECT

Proposed 44-Unit Townhouse Development

12351 No. 2 Road, Richmond, B.C.

Plan 10 Apr 11 2011

DP 08-432193

DRAWN BY KYC

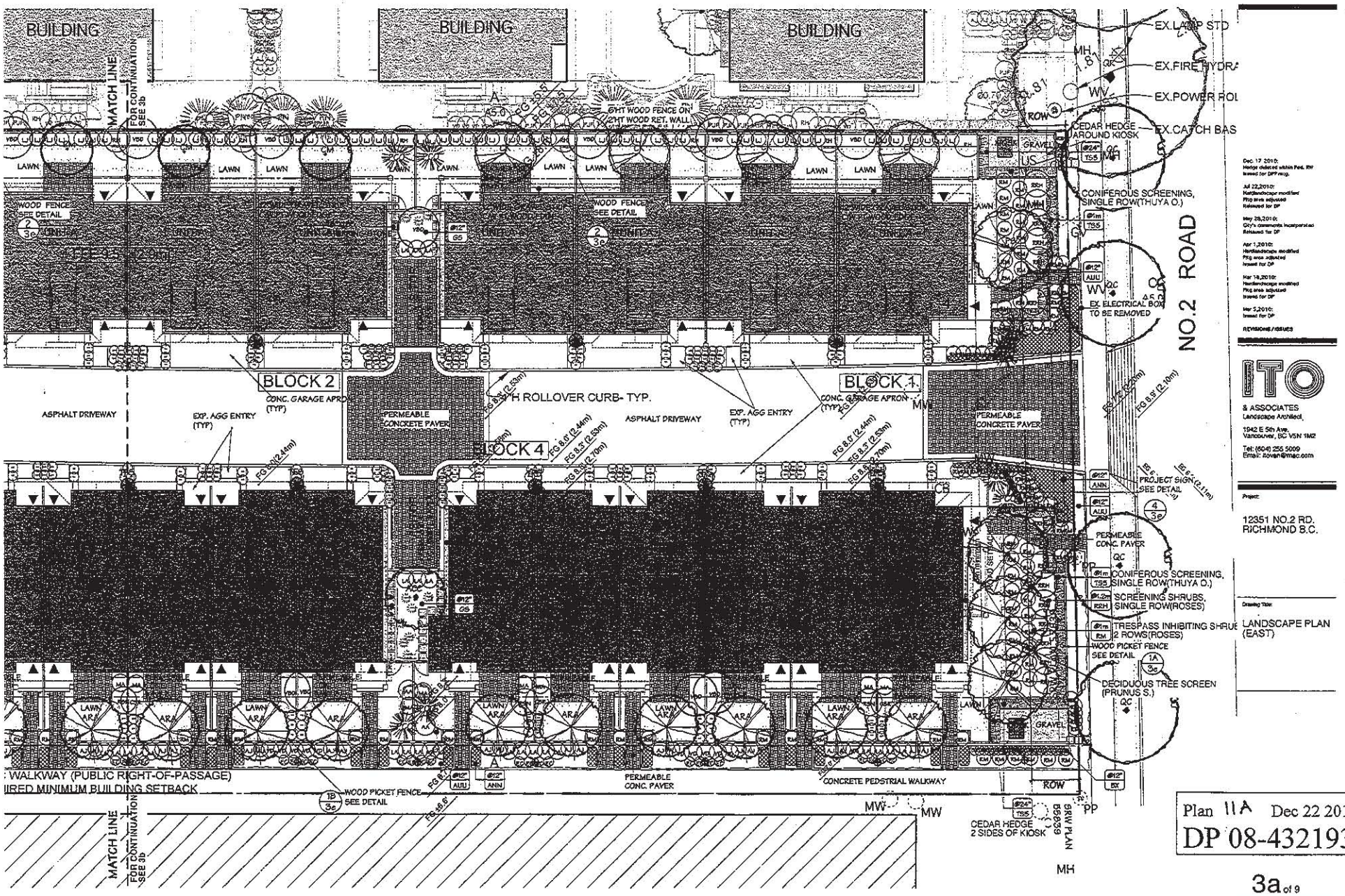
CHECKED BY KYC

SHEET TITLE

1/4" UNIT PLANS - TYPE B (CONVERTIBLE)

DRAWING

A2.1



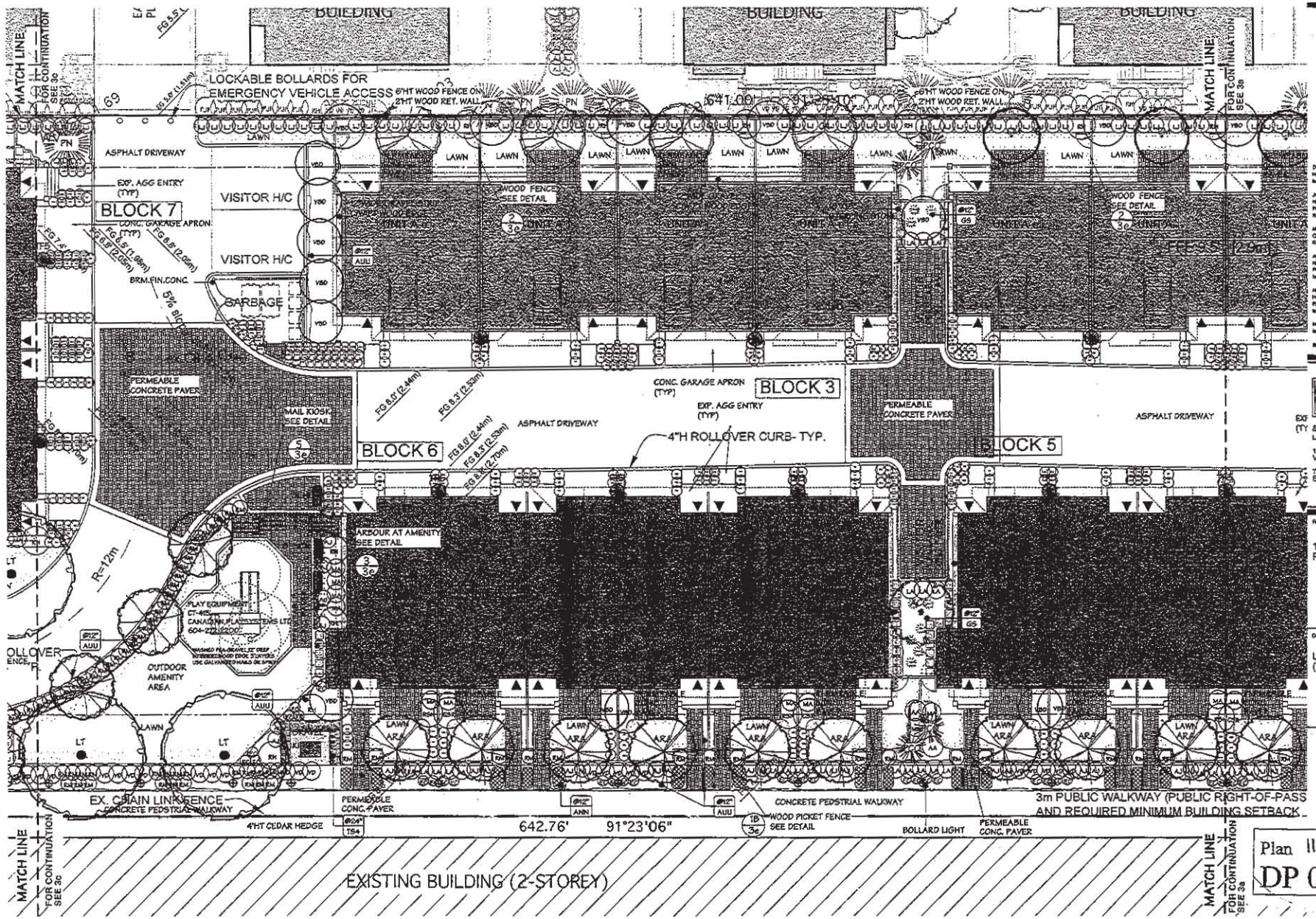
ITO
& ASSOCIATES
Landscape Architect
1942 E 5th Ave,
Vancouver, BC V5N 1M2
Tel: (604) 255 5009
Email: itovan@mac.com

Project:
12351 NO.2 RD.
RICHMOND B.C.

Drawing Title:
LANDSCAPE PLAN (EAST)

Plan 11A Dec 22 2010
DP 08-432193

3a of 9



Dec. 17 2010: Hedge deleted within Pad. RW issued for DP resp.

Jul 22,2010: Hardlandscape modified Pltg area adjusted Reissued for DP

May 28,2010: City's comments incorporated Reissued for DP

Apr 1,2010: Hardlandscape modified Pltg area adjusted Issued for DP

Mar 18,2010: Hardlandscape modified Pltg area adjusted Issued for DP

Mar 5,2010: Issued for DP

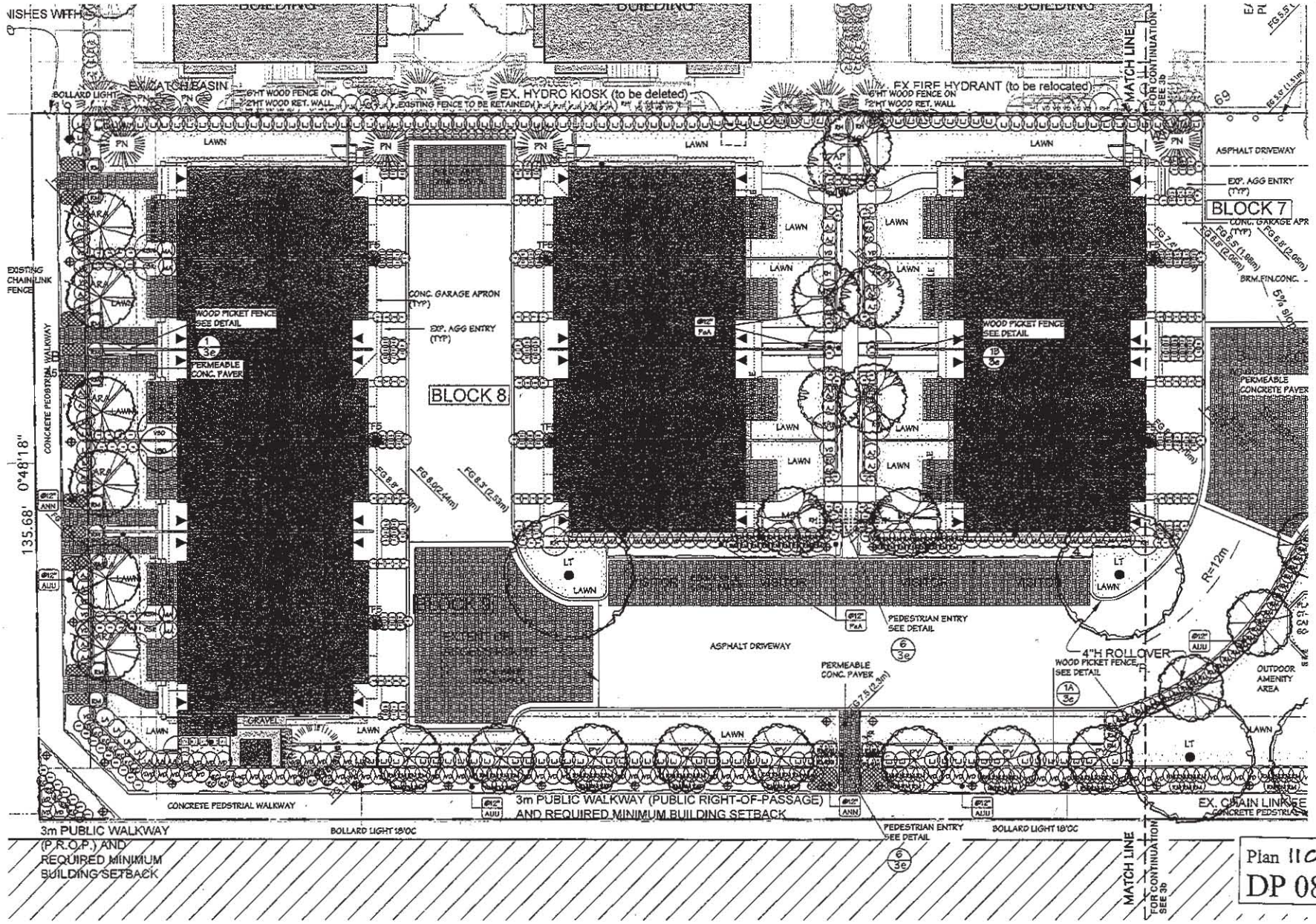
REVISIONS /ISSUES

ITO
ITO & ASSOCIATES
Landscape Architect
1942 E 5th Ave,
Vancouver, BC V5N 1M2
Tel: (604) 255 5009
Email: itovan@mac.com

Project:
12351 NO.2 RD.
RICHMOND B.C.

Drawing Title:
LANDSCAPE PLAN
(MIDDLE)

Plan 11B Dec 22 2010
DP 08-432193



Dec. 17 2010: Hedge deleted within Ped. ROW issued for DPP mtg.
Jul 22,2010: Hardlandscape modified Rtg area adjusted Reissued for DP
May 28,2010: City's comments incorporated Reissued for DP
Apr 1,2010: Hardlandscape modified Rtg area adjusted Issued for DP
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Mar 5,2010: Issued for DP

REVISIONS / ISSUES

ITO
& ASSOCIATES
Landscape Architect
1942 E 5th Ave.
Vancouver, BC V5N 1M2
Tel: (604) 255 5009
Email: itovan@mac.com

Project:
12351 NO.2 RD.
RICHMOND B.C.

Drawing Title:
LANDSCAPE PLAN (WEST)

Plan 11C Dec 22 2010
DP 08-432193

PLANT LIST

PROJECT ADDRESS 12351 NO.2 RD, RICHMOND

KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE
TREES				
ACC	2	ACER CIRCINATUM	VINE MAPLE	2.5m HT. B&B 3 STEMS MIN
AP	3	ACER PALMATUM	JAPANESE MAPLE	2.0m HT. B&B
ARA	24	ACER RUBRUM 'ARMSTRONG'	ARMSTRONG MAPLE	8.0cm CAL. B&B 1.8m STD.
CK	8	CORNUS KOUSA 'SATOMI'	PINK KOUSA DOGWOOD	6.0cm CAL. B&B
CM	4	CORNUS MAS	CORNELIAN CHERRY	6.0cm CAL. 1.8m STD
LT	4	LIRIODENDRON TULIPIFERA	TULIP TREE	10.0cm CAL. B&B 1.8m STD.
MSL	5	MAGNOLIA SOULANGIANA 'RUSTIC RUBRA'	PURPLE SAUCER MAGNOLIA	2.0m HT. B&B
PGO	12	PICEA GNORIKA	SERBIAN SPRUCE	3.0m HT. B&B
PN	4	PINUS NIGRA	AUSTRIAN PINE	3.0m HT. B&B
PS	4	PRUNUS SERRULATA 'KWANZAN'	FLOWERING CHERRY	11.0cm CAL. B&B 1.8m STD.
PY	11	PRUNUS YEDOENSIS 'AKEBONO'	DAYBREAK CHERRY	11.0cm CAL. B&B 1.8m STD.
PM	1	PSEUDOTSUGA MENZIESII	DOUGLAS FIR	3.0m HT. B&B
QC	4	QUERCUS COCCINEA	SCARLET OAK	9.0cm CAL. 1.8m STD
TPS	22	THUJA OCCIDENTALIS 'FASTIGATA'	PYRAMIDAL CEDAR	1.50m HT.
TS4	11	THUJA OCCIDENTALIS 'SMARAGD'	EMERALD CEDAR	1.25m HT.
TSS	49	THUJA OCCIDENTALIS 'SMARAGD'	EMERALD CEDAR	1.5m HT.
SHRUBS				
AA	4	AMELANCHIER ALNIFOLIA	SASKATOON BERRY	#3 POT
AJ	62	AZALEA JAPONICA **	JAPANESE AZALEA	#2 POT
BX	20	BUXUS SEMPERVIRENS	COMMON BOXWOOD	#2 POT
CSR	7	CORNUS STOLONIFERA	RED OSIER DOGWOOD	#3 POT
EC	83	ERICA CARNEA	WINTER HEATHER	#2 POT
LA	61	LEUCOTHOE AXILLARIS	COAST LEUCOTHOE	#2 POT
LJ	236	LIGUSTRUM JAPONICUM 'TEXANUM'	JAPANESE PRIVET	#3 POT
MA	48	MAHONIA AQUIFOLIUM	OREGON GRAPE	#3 POT
RH	27	RHODODENDRON **	RHODODENDRON	1.00m HT.
RSN	7	RIBES SANGUINEUM	RED FLOWERING CURRENT	#3 POT
RM	292	ROSA MEIDILAND	MEIDILAND ROSE	#1 POT
RRH	14	ROSA RUGOSA 'HANSA'	HANSA ROSE	#2 POT
VD	99	VIBURNUM DAVIDII	DAVID'S VIBURNUM	#2 POT
VBD	28	VIBURNUM X BODNANTENSE 'DAWN'	DAWN VIBURNUM.	2.00m HT.
GROUND COVERS				
AUU	1660	ARCTOSTAPHYLOS UVA URSI	KINNIKINNICK	#SP3 POT
GS	120	GAULTHERIA SHALLON	SALAL	#SP3 POT
PeA	165	PERSICARIA AFFINIS	Fleece Flower	#SP3 POT
VINES				
CR	4	CAMPSIS RADICANS	TRUMPET VINE	#1 POT STAKED
PERENNIALS/ANNUALS/FERNS/GRASSES/AQUATIC PLANTS				
CMA	16	CAREX MORROWII 'AUREO-VARIEGATA'	CAREX	#1 POT
FG	385	FESTUCA GLAUCA 'ELIJAH BLUE'	BLUE FESCUE	#1 POT
HS	32	HELICTOTRICHON SEMPERVIRENS	BLUE OAT GRASS	#1 POT
LVA	288	LAVANDULA ANGUSTIFOLIA	ENGLISH LAVENDER	#1 POT
PLM	19	POLYSTICHUM MUNITUM	WESTERN SWORD FERN	#1 POT
ANN	620	ANNUALS **		#SP3 POT

NOTES

** DENOTES SPECIES AND VARIETY TO BE APPROVED BY THE LANDSCAPE ARCHITECT.

ALL MATERIALS AND EXECUTION SHALL BE IN ACCORDANCE TO THE MOST RECENT BRITISH COLUMBIA LANDSCAPE STANDARDS.

PLANTS IN THIS PLANT LIST ARE SPECIFIED ACCORDING TO THE CNTA STANDARDS FOR NURSERY STOCK AND THE BCLNA STANDARDS FOR CONTAINER GROWN PLANTS.

ALL PLANT QUANTITY DISCREPANCIES BETWEEN PLAN AND PLANT LIST SHALL BE REPORTED TO THE LANDSCAPE ARCHITECT FOR CLARIFICATION PRIOR TO SUBMITTING BIDS.

ALL MATERIALS AND WORKMANSHIP SHALL BE GUARANTEED FOR ONE FULL YEAR AFTER THE DATE OF SUBSTANTIAL PERFORMANCE. SUBSTANTIAL PERFORMANCE SHALL OCCUR WHEN 95% OF THE CONTRACT HAS BEEN COMPLETED TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT.

THE CONTRACTOR SHALL MAINTAIN ACCORDANCE TO THE LANDSCAPE STANDARDS UNTIL THE WORK IS TURNED OVER TO THE OWNER.

Dec. 17 2010:
Hedge deleted within Prof. ROW
Issued for DPP sub.

Jul 22,2010:
Hardlandscape resetted
Ptg area adjusted
Released for DP

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Mar 5,2010:
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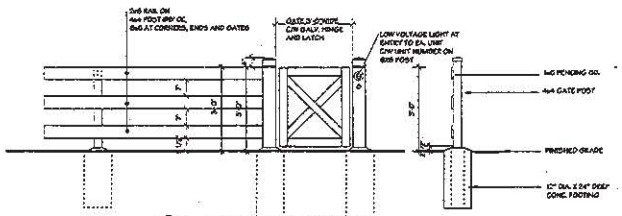
Project:

12351 NO.2 RD,
RICHMOND B.C.

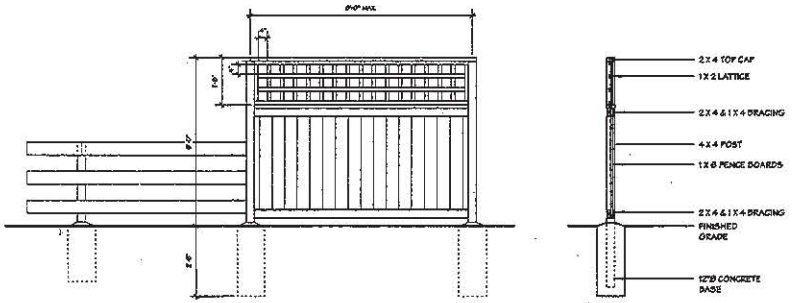
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PLANT LIST

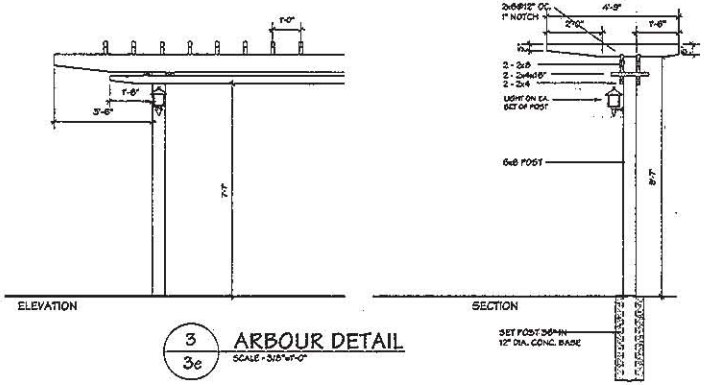
Plan 11 D Dec 22 2010
DP 08-432193



1 / 3e 3' WOOD FNCE
SCALE 1/2"=1'-0"



2 / 3e 6'HT WOOD FENCE
SCALE = 1/2"=1'-0"



3 / 3e ARBOUR DETAIL
SCALE = 3/8"=1'-0"

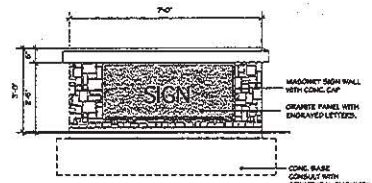
NOTE:

ALL WOOD SHALL BE PRESSURE TREATED FIR S.4.S.

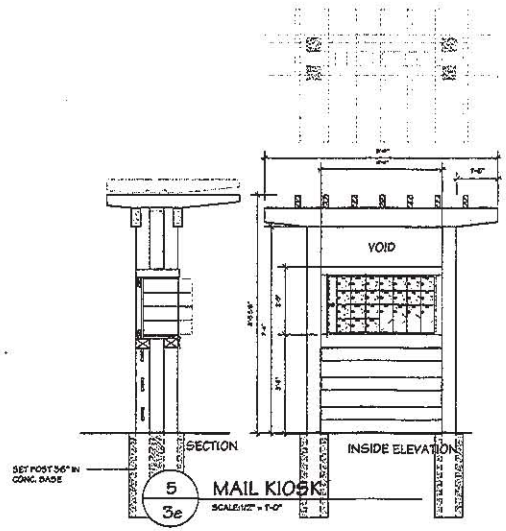
ALL WOOD SHALL BE STAINED WITH 2 COATS SOLID STAIN, COLOUR TO BE COORDINATED WITH THE BUILDING AND APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO APPLICATION.

ALL NAILS AND OTHER METAL COMPONENTS SHALL BE GALVANIZED.

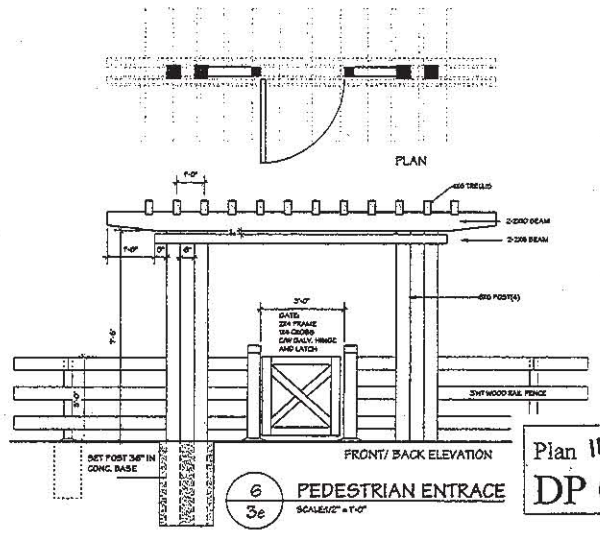
ALL GATES SHALL BE PROVIDED WITH METAL LATCH ASSEMBLIES



4 / 3e PROJECT SIGN
SCALE1/2" = 1'-0"



5 / 3e MAIL KIOSK
SCALE:1/2" = 1'-0"



6 / 3e PEDESTRIAN ENTRACE
SCALE1/2" = 1'-0"

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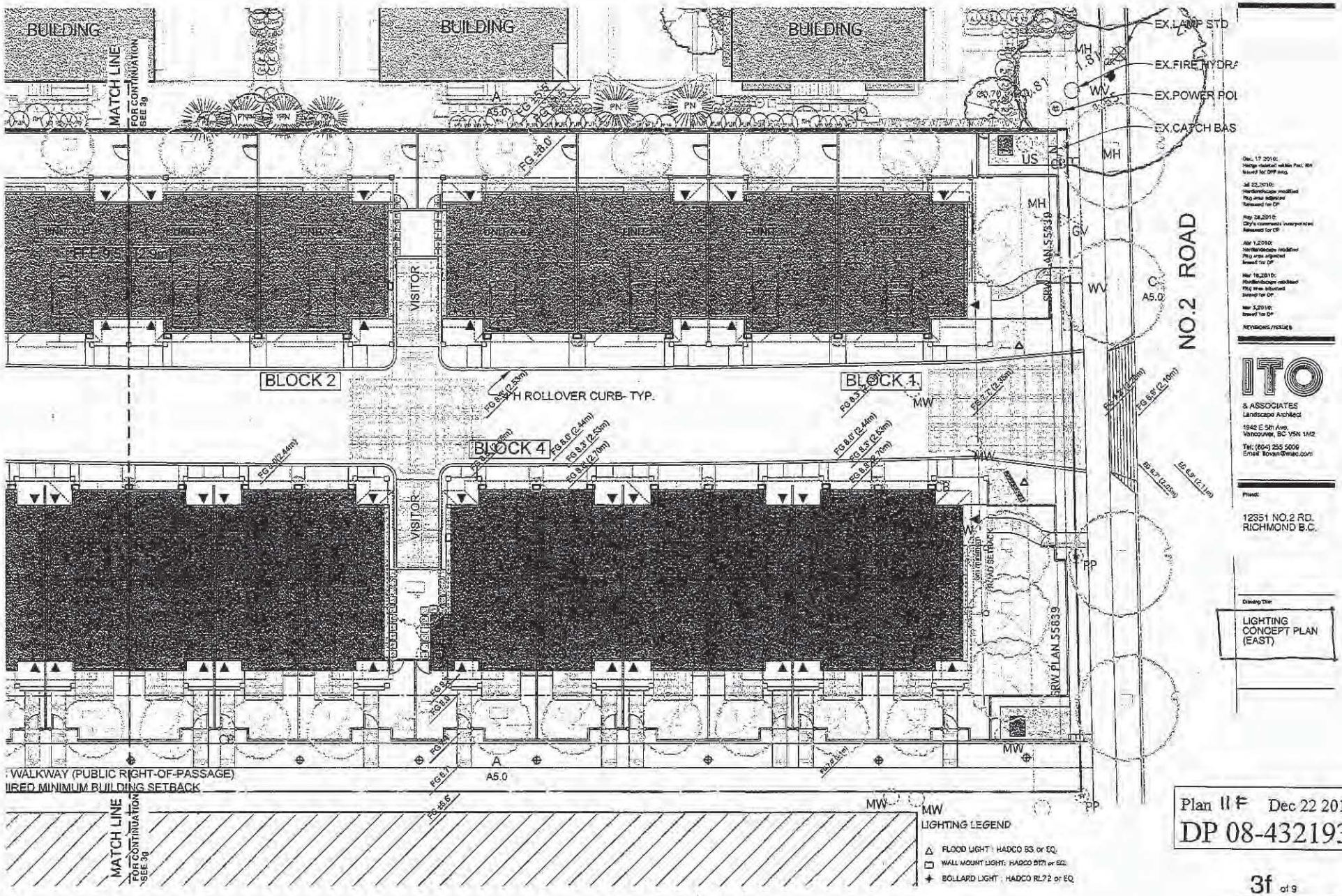
Project:

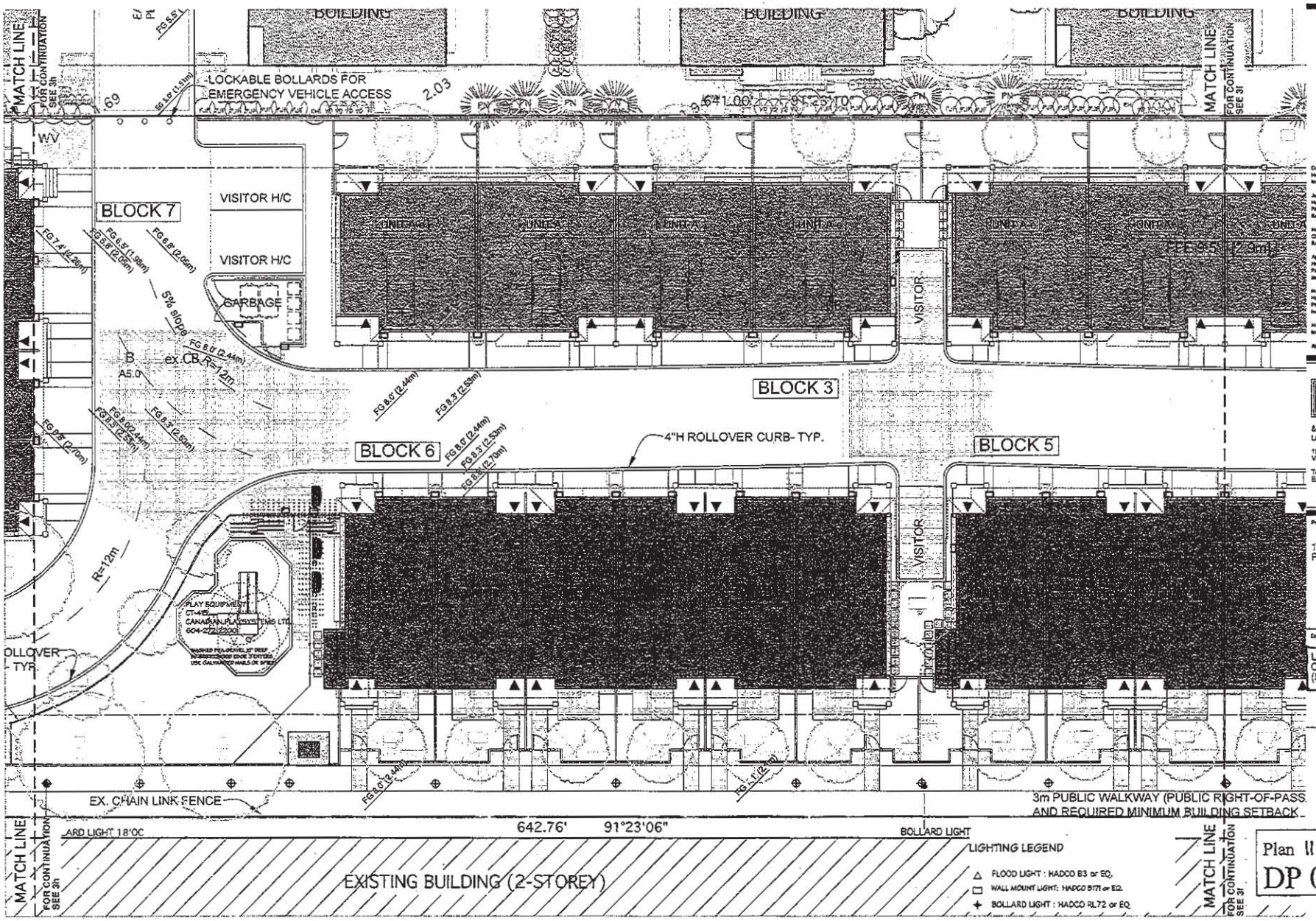
12351 NO.2 RD.
RICHMOND B.C.

Drawing Title:

DETAILS

Plan IIE Dec 22 2010
DP 08-432193


BUILDING
BUILDING
BUILDING
MATCH LINE
FOR CONTINUATION SEE 3g
EX.LAMP STD
EX.FIRE HYDRA
EX.POWER POL
EX.CATCH BAS
NO.2 ROAD
BLOCK 2
BLOCK 4
BLOCK 1
VISITOR
VISITOR
SRW PLAN 55839
SRW PLAN 55839
MH
MH
MH
WV
WV
MW
MW
MW
MW
PP
PP
C
A5.0
A
A5.0
FG +8.0'
FG +8.0'
FG +8.0'



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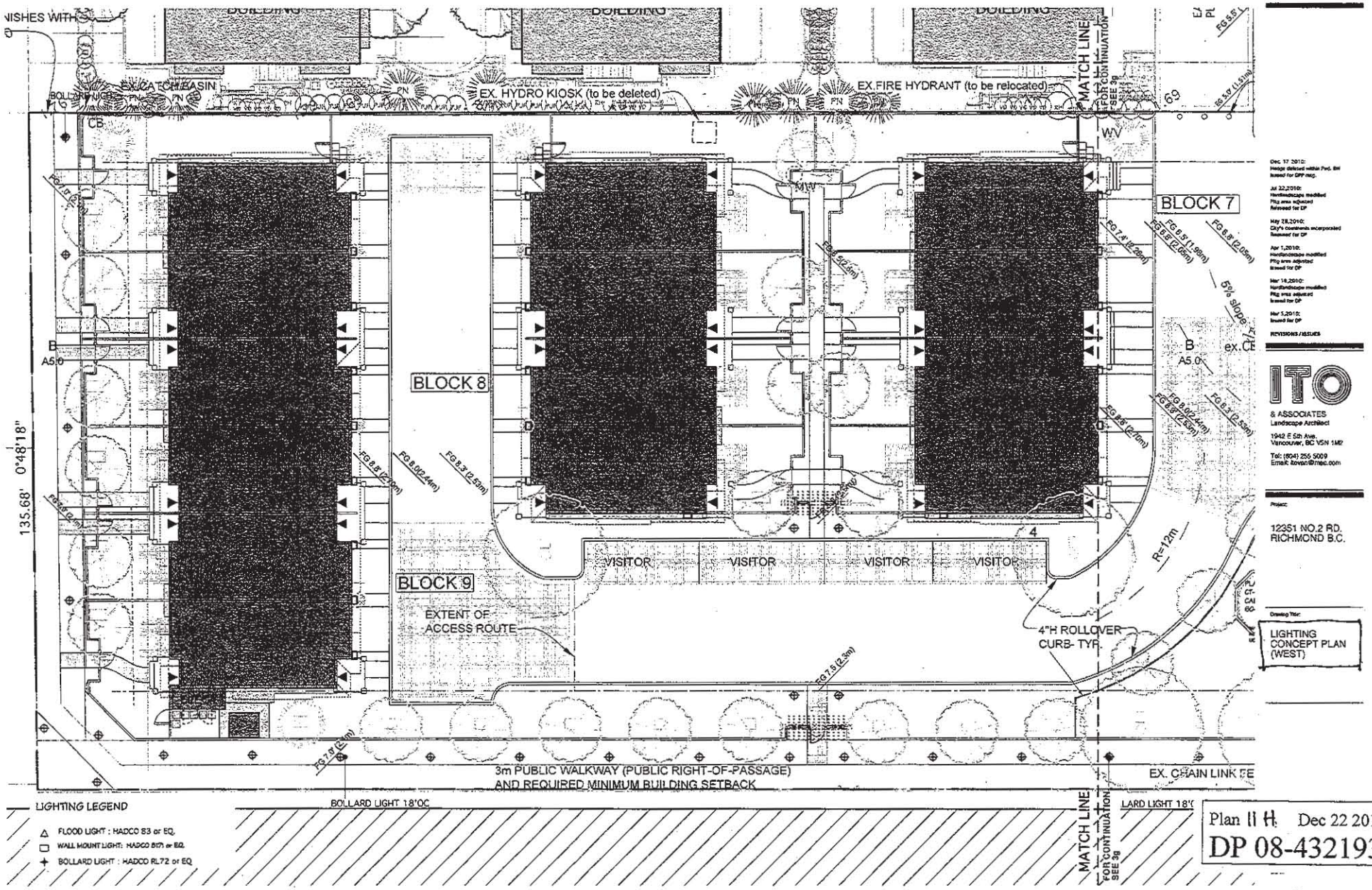
Tel: (604) 255 5009
Email: itoven@mac.com

Project:
12351 NO.2 RD.
RICHMOND B.C.

Drawing Title:
LIGHTING CONCEPT PLAN (MIDDLE)

Plan # 6 Dec 22 2010
DP 08-432193

3g of 9



Dec. 17 2010: Hedge deleted within Ped. ROW Issued for DPP resp.

Jul 22,2010: Hardlandscape modified Plig area adjusted Reissued for DP

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Mar 18,2010: Hardlandscape modified Plig area adjusted Reissued for DP

Mar 3,2010: Issued for DP

REVISIONS / ISSUES

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& ASSOCIATES
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Tel: (604) 255 5009
Email: itoan@telus.com

Project:
12351 NO.2 RD.
RICHMOND B.C.

Drawing Title:
LIGHTING CONCEPT PLAN (WEST)

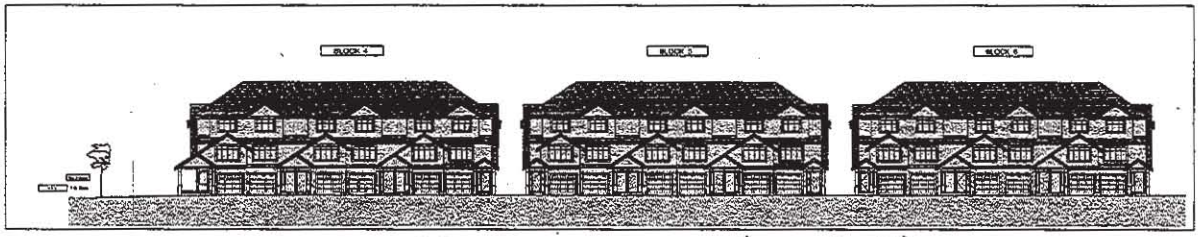
Plan # H Dec 22 2010
DP 08-432193

3h of 9

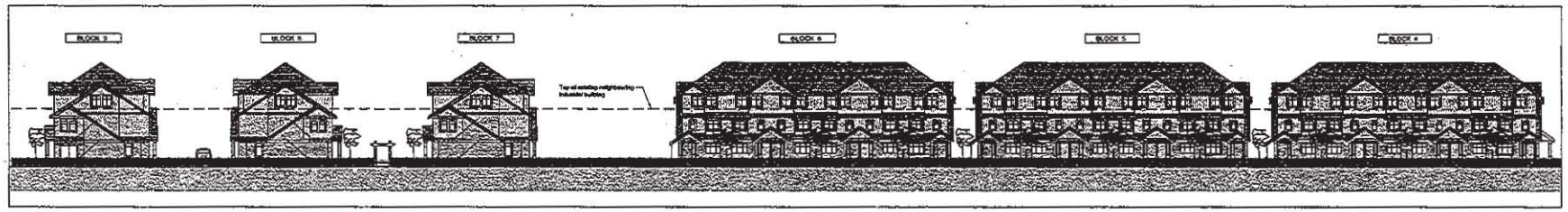
SEE PLAN #7 FOR
NO. 2 ROAD STREETSCAPE
ELEVATIONS



DRIVE AISLE (INTERIOR) Streetscape 2 - Blocks 1,2,3



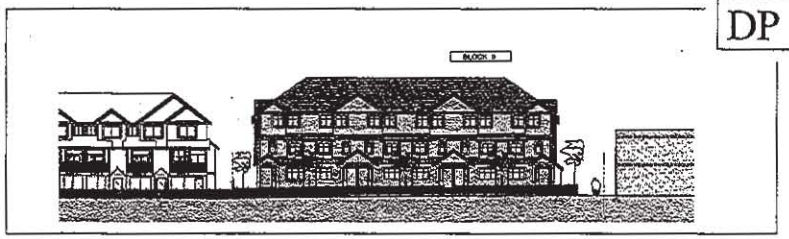
DRIVE AISLE (INTERIOR) Streetscape 3 - Blocks 4,5,6



SOUTH PATH Streetscape 4 - Blocks 4,5,6 and Blocks 7,8,9 from PROP



DRIVE AISLE (INTERIOR) Streetscape 5 - Block 7



WEST PATH Streetscape 6 - Block 9 from PROP

REVISIONS

Oct. 28, 2010	Aesthetic Measures
July 21, 2010	Minor Revisions for DP Panel
June 7, 2010	Minor Revisions for DP Panel
April 6, 2010	ADP Resubmission Revised to 44 Units
March 22, 2010	DP Resubmission Revised to 44 Units
Nov. 24, 2009	ADP Submission

CONSULTANTS

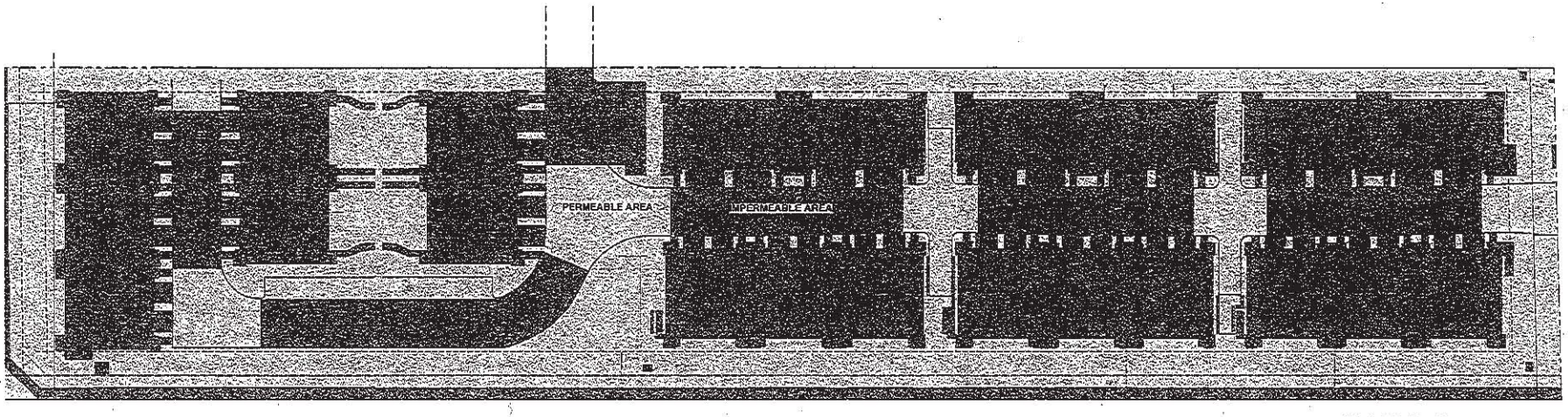
SEAL

INTERFACE:
Suite 230
11580 Cambie Road
Richmond BC
Canada V6X 3Z5
T 604 821 1162
F 604 821 1140
www.interfacearchitecture.com

PROJECT
Proposed 44-Unit
Townhouse Development

Reference Plan Dec 22 2010
DP 08-432193

December 16, 2009
DRAWN BY
XYC / RS
CHECKED BY
XYC
SHEET TITLE
STREETSCAPES
DRAWING
A8.0



IMPERMEABLE CALCULATION

SITE AREA	87,154.6 SQ FT	
IMPERMEABLE AREA	52,304.8 ST FT 52,154.67 / 154.60%	60%

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Email: ltovan@msn.com

Project:

12351 NO.2 RD.
RICHMOND B.C.

Drawing Title:

IMPERMEABLE AREA

Reference Plan Dec 22 2010
DP 08-432193

City of Richmond
Planning and Development Department

Memorandum

To:	David Weber Director, City Clerk's Office	**Date:**	June 17, 2011
From:	Brian J. Jackson, MCIP Director of Development	**File:**	DP 11-578116
dp	**Application by – Balandra Development Inc. for Development Permit at 10531 Springhill Crescent**		

The attached Development Permit was given favourable consideration by the Development Permit Panel at their meeting held on June 15, 2011.

It would now be appropriate to include this item on the agenda of the next Council meeting for their consideration.

Brian J. Jackson, MCIP
Director of Development

DB:blg
Att.

3238676

Richmond

Correspondence

None.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. ***Permit the construction of six (6) townhouse units at 7560/7580 No. 2 Road on a site zoned Medium Density Townhouse (RTM1); and***
2. ***Vary the provisions of Richmond Zoning Bylaw 8500 to:***
   a) ***reduce the south side yard setback from 3.0 m to 2.43 m for a single-storey electrical closet attached to the front building;***
   b) ***reduce the lot coverage for landscaping with live plant material from 30% to 25%; and***
   c) ***allow a total of eight (8) tandem parking spaces in four (4) townhouse units.***

CARRIED

3. Development Permit 11-578116

(File Ref. No.: DP 11-578116) (REDMS No. 3214350)

APPLICANT: Balandra Development Inc.

PROPERTY LOCATION: 10531 Springhill Crescent

INTENT OF PERMIT:

To permit the construction of a single family dwelling at on a property at 10531 Springhill Crescent that partially encroaches into the 15m Environmentally Sensitive Area (ESA) buffer strip adjacent to the West Dike canal.

Applicant's Comments

Clive Alladin, President, Balandra Development Inc., advised that he proposed to develop a new single-family residence adjacent to the west dike, and provided the following details:

- the site encroaches approximately 15 metres into an Environmentally Sensitive Area (ESA) buffer strip adjacent to the ditch canal that runs along the inside of the west dike;
- there are a number of other lots in the area of the west dike that also encroach into the ESA;

- a number of features minimize the impact of the encroachment, including: (i) planting native plants in a 600 square feet area between the western property line and an existing retaining wall adjacent to the dike ditch canal; (ii) planting 100% native species within the Riparian Management Area of the site; (iii) all shrubs to be planted within the front boulevard conform to the City's Boulevard Maintenance Regulation Bylaw; and (iv) overall plant site coverage of 41%.
- the arborist report recommends the removal of two trees in the back yard of the subject site, due to improper pruning techniques;
- the two removed trees will be replaced by five trees, with two of the replacement trees located in the rear yard and three trees located in the front yard; and
- the applicant plans to use: (i) a geothermal system; (ii) energy efficient appliances; and (iii) energy efficient heating and air conditioning systems.

Staff Comments

Mr. Jackson advised that staff supports the application, and he noted that it was submitted in May, 2011, and the applicant had responded quickly to aspects of the proposed development as identified by staff.

Mr. Jackson added that the applicant has ensured the use of native plants and trees.

In response to a query from the Chair, Mr. Jackson advised that the proposed residence's setback is consistent with setbacks in the neighbourhood.

Panel Discussion

Mr. Semple commended the applicant on responding to the unique environment of the subject site.

Correspondence

Larry and Annemarie Biggar, 10471 Springhill Crescent, Richmond (Schedule 1)

Mr. Jackson advised that the letter from the Biggars was in support of the application.

Kelly Knutsen, 10520 Springhill Crescent, Richmond (Schedule 2)

Mr. Jackson advised that the correspondent's concern was with the impact on the ESA, and that staff will open the files regarding the proposed development to the correspondent, and advised that the applicant has responded well to the encroachment in the ESA.

Gallery Comments

None

Panel Discussion

The Chair commented favourably on the application and stated that he hoped more builders would take the lead on this type of environmentally sound development project.

Panel Decision

It was moved and seconded
That a Development Permit be issued which would permit the construction of a single family dwelling at on a property at 10531 Springhill Crescent that partially encroaches into the 15m Environmentally Sensitive Area (ESA) buffer strip adjacent to the West Dike canal.

CARRIED

4. New Business

None.

5. Date Of Next Meeting: Wednesday, June 29, 2011

6. Adjournment

It was moved and seconded
That the meeting be adjourned at 4:01 p.m.

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, June 15, 2011.

Robert Gonzalez
Chair

Sheila Johnston
Committee Clerk

Schedule 1 to the Minutes of the Development Permit Panel meeting held on Wednesday, June 15, 2011.

To Development Permit Panel
Date: June 15, 2011
Item # 3
Re: 11-578116

MayorandCouncillors

From: Larry Biggar [Larry@gobiggargohome.com]
Sent: June 13, 2011 11:34 AM
To: MayorandCouncillors
Cc: Brownlee, David
Subject: development permt

Categories: UCRS CODE / FILE NUMBER: 08-4105-20-2011578116

Mayor and Councillors and Mr. D. Brownlee:

We live at 10471 Springhill Cres. Richmond which backs onto the West Dyke and is 2 homes to the North of the Development Permit application by Balandra Development Inc. at 10351 Springhill Cres. We wish to express our support for the application put forth by Balandra since we believe the new home will be a welcome addition to our street and the encroachment will not impact the environmentally sensitive zone which we are all familiar with on that side of the street.
Thank you for recording our support in this matter.
Sincerely:

Larry Biggar and Annemarie Biggar

Schedule 2 to the Minutes of the
Development Permit Panel meeting
held on Wednesday, June 15, 2011.

To Development Permit Panel
Date: June 15, 2011
Item # 3
Re: 11-578116

10520 Springhill Crescent
Richmond, BC
V7E 1K6

June 13, 2011

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

Attn: David Weber, Director, City Clerk's Office

Re: **Notice of Application for Variance**
Development Permit DP 11-578116 Refers

I am presently aware of an on-going and contentious issue by Balandra Development Inc. to request a variance in relation to a dwelling they wish to construct at 10531 Springhill Crescent, Richmond, BC.

I strongly oppose this application as I feel it is in direct contravention of numerous planning principles. This may include the degradation and removal of green space within the City of Richmond. The OCP clearly defines green space as being a priority and this enhances overall quality of life benefits. It appears evident to me that Balandra Development Inc. is clearly looking at this as a business venture, while the citizens of Richmond are being impacted by forfeiting their parks and green space.

As you may be aware, the West Dike canal is enjoyed by thousands of people yearly and by having this structure encroach onto the ESA, it only minimizes the importance of these protected areas. Has anybody completed an environmental study to determine if any impact exists in relation to this variance application? These ESA areas were designed for a purposes and I would wish that these would be respected, not only now, but for the benefit of future generations.

Respectfully,

Kelly Knutsen

CITY OF RICHMOND
DATE
JUN 13 2011
RECEIVED
CITY CLERK'S OFFICE

City of Richmond
Planning and Development Department

Report to Development Permit Panel

To: DPP Mtg. June 15, 2011

To:	Development Permit Panel	**Date:**	May 24, 2011
From:	Brian J. Jackson, MCIP Director of Development	**File:**	DP 11-578116
Re:	**Application by Balandra Development Inc. for a Development Permit at 10531 Springhill Crescent**		

Staff Recommendation

That a Development Permit be issued which would permit the construction of a single family dwelling at on a property at 10531 Springhill Crescent that partially encroaches into the 15m Environmentally Sensitive Area (ESA) buffer strip adjacent to the West Dike canal.

Brian J. Jackson, MCIP
Director of Development

BJJ:dcb

Att. 1

Staff Report

Origin

Balandra Development Inc. has applied to the City of Richmond for permission to develop a new single family dwelling at 10531 Springhill Crescent that partially encroaches into the 15m Environmentally Sensitive Area (ESA) buffer strip adjacent to the West Dike canal. The site is zoned Single Detached (RS1/E). At time of writing the site contains a single family dwelling which is to be demolished (D7-11575561).

Development Information

The subject property lies adjacent to a ditch canal that runs along the inside of the west dike. The ditch canal and adjacent lands are designated as both a Riparian Management Area (RMA) and an Environmentally Sensitive Area (ESA). The RMA has a buffer area approximately 5m wide that extends into the subject property. The ESA at this location is 15m wide and extends into the subject property by approximately 12m.

As the developer is proposing to locate the new single family dwelling and some associated impermeable surfaces within the designated ESA, the Development Permit review was triggered. The focus of this review is primarily on elements such as tree removal and replacement, compensation planting and enhancement, watercourse protection and grade changes as opposed to building design and building elevations.

The proposed dwelling is a 3,405 sq. ft. two storey residential building. All the setbacks required by the RS1/E zoning are respected. The landscaping plan includes a significant amount of native trees, shrubs and ground covers both at the rear (western) side of the lot as well as the front (eastern) side of the lot. Native species landscaping has been extended beyond the property to fill an area between the lot's western property line and a retaining wall approximately 3 metres to the west. The final building layout and design will be reviewed through a separate Building Permit (B7 11-575563) and will be required to meet all the standard Zoning and Building Code requirements.

Please refer to attached Development Application Data Sheet (**Attachment 1**) for a comparison of the proposed development data with the relevant Bylaw requirements.

Background

Development surrounding the subject site is as follows:

To the immediate north and south, large lot single family residential lots zoned RS1/E;

To the east, two single family residential lots zoned RS1/E and a lot zoned RD1 with a duplex residential unit; and

To the west, a drainage ditch canal running adjacent to the foreshore dike (west dike). The ditch canal and adjacent lands are designated as both a Riparian Management Area (RMA) and as an Environmentally Sensitive Area (ESA).

Rezoning and Public Hearing Results

The proposed development generally conforms to the existing zoning for the property. Because of this, the application was not required to go through a Public Hearing.

Staff Comments

The proposed scheme attached to this report has satisfactorily addressed the significant urban design issues and other staff comments identified as part of the review of the subject Development Permit application. In addition, it complies with the intent of the applicable sections of the Official Community Plan and is generally in compliance with the Single Detached (RS1/E) zoning schedule.

Zoning Compliance/Variances

The proposed development generally conforms to the existing RS1/E zoning and a rezoning is not required.

Advisory Design Panel Comments

The application was not forwarded to the Advisory Design Panel as the project primarily involves landscaping and setback issues related to the Environmentally Sensitive Area rather than form and character.

Analysis

Aborist Review

- The Arborist's report indicates the presence of two bylaw sized trees in the back yard of the subject site. Both trees have been impacted by improper pruning techniques by the previous owners and are recommended for removal and replacement. Staff have requested that the Arborist assess the northernmost tree and make an on-site determination as to its removal as part of the demolition works should there be any safety concerns with its retention pending the issuance of the DP. The two trees will be replaced at a minimum ratio of 2 for 1 per the City's Official Community Plan. Two of the replacement trees will be located in the rear yard as shown on the landscape plan. Three trees are proposed to be located within the front yard.

Conditions of Adjacency

- The single family dwelling to the north (10491 Springhill Crescent) underwent an ESA Development Permit review in 2001 (DP 01-189869) since the building encroached into the 15m ESA buffer. Compensation/enhancement planting was provided as part of the development proposal.
- The subject dwelling is proposed to be located approximately 3m further to the west than the dwellings to either the north or the south however the placement does not encroach into the required 6m rear yard setback and the building is designed so that the second floor is significantly stepped back from the first floor to create a viewing balcony.
- Four and six foot high fencing is provided along both the northern and southern property boundaries.

Urban Design and Site Planning

- Although the dwelling has been pulled closer to the western property line, compensation planting in the critical area adjacent to the west dike canal has not been sacrificed and all the required setbacks are respected.
- The overall design is appropriate to this neighbourhood and reflects a foreshore residence character.
- The project's driveway is kept to a relative minimum area and standard paving stones are used instead of concrete.
- Combinations of river rock and planting areas further enhance the front yard and will serve to enhance the appearance from the street.

Architectural Form and Character

- As noted earlier, the form and character of the structure is similar to a typical west coast ocean front home with tiered construction to provide for viewing areas. The design incorporates accentuating wide support columns and beams and facia boards to strengthen the ocean front design.
- The height of the building is approximately 9.0m (29.5 ft) which is consistent with adjacent dwellings.

Landscape Design and Open Space Design

- Extensive use of native plant and tree species are to be employed in the rear yard. All of the species within the 5m Riparian Management Area (RMA) are native species. Although the dwelling and deck encroach into the Environmentally Sensitive Area by approximately 63.17 m^2 (680 sq. ft.) compensation planting on-site covers over 111.5m^2 (1,200 sq. ft.) with additional native species planting being proposed between the western property line and an existing retaining wall adjacent to the dike ditch canal.
- The site plan utilizes river rock along both the northern and southern side yards to enhance permeability. Paving slabs with river rock spaces provide for a walkable pathway along the northern side yard of the building.
- Lawn and landscaping extends from the front yard into the street boulevard. All the shrub selections within the front boulevard were selected to conform to the City's Boulevard Maintenance Regulation (Bylaw No. 7174).

Crime Prevention Through Environmental Design

- Views to the front of the house and the front door are open to the street.
- Views to the rear yard are also open from the dike but will depend upon maintenance activity to remain so. Upper floor viewing areas will be visible from the dike.

Fisheries and Oceans Review

- Staff with the Federal Department of Fisheries and Oceans (DFO) have reviewed the landscaping plan and specifically the planting within the Riparian Management Area (RMA) and have advised that they have no concerns with the planting or the species selections. No additional requirements have been requested by DFO.

Site Grades

- The developer has indicated that the overall site grade will be raised in conformance with the City's flood construction regulations but will be consistent with the site to the north (10491 Springhill Crescent) which was approved in 2001 (DP 01-189869). The plan proposed to retain the existing grade at the rear of the site and at the retaining wall adjacent to the west dike ditch canal.

Conclusions

Staff have reviewed the technical aspects related to the proposed construction of a single family dwelling at 10531 Springhill Crescent and the potential implications to both the Riparian Management Area (RMA) and the Environmentally Sensitive Area (ESA) associated with the west dike drainage canal. The applicant has worked very closely with staff to ensure that both the RMA and ESA areas were appropriately protected and enhanced through the project's landscaping plan.

Staff are recommending support for the requested Development Permit for this site.

David Brownlee
Planner 2

DCB:cas

The following are to be met prior to forwarding this application to Council for approval:

- Receipt of a Letter-of-Credit for landscaping in the amount of $24,250.00 (based on total provided by landscape architect).

Prior to future Building Permit issuance, the developer is required to complete the following:

- The applicant is required to obtain a Building Permit for any construction hoarding associated with the proposed development. If construction hoarding is required to temporarily occupy a street, or any part thereof, or occupy the air space above a street or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. *For further information on the Building Permit, please contact Building Approvals Division at 604-276-4285.*
- Submission of a construction traffic and parking management plan to the satisfaction of the City's Transportation Division (http://www.richmond.ca/services/ttp/special.htm).

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

Development Application Data Sheet

Development Applications Division

DP 11-578116 **Attachment 1**

Address: 10531 Springhill Crescent

Applicant: Balandra Development Inc. Owner: Clive Alladin

Planning Area(s): Steveston

Floor Area Gross: 366.31 m^2 Floor Area Net: 316.33 m^2 (excluding garage area)

	Existing	Proposed
Site Area:	668 m^2	668 m^2
Land Uses:	Residential	Same
OCP Designation:	Neighbourhood Residential	Same
Area Plan Designation:	Single Family	Same
Zoning:	Single Detached (RS1/E)	Same
Number of Units:	1	1

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	0.55	0.47	none permitted
Lot Coverage:	Max. 45%	42%	None
Setback – Front Yard:	Min. 6.0 m	6.0 m	None
Setback – Interior Side Yard:	Min. 1.8 m	1.8 m	None
Setback – Rear Yard:	Min. 6.0 m	More than 6.0 m	None
Height (m):	Max. 2.5 storeys	2.5 storeys (9.0 m)	None
Lot Size:	550 m^2	Approx. 668 m^2	None
Percent lot coverage by non-porous surfaces	70% max	59.2%	None
Total off-street Spaces:	2	2	None
Tandem Parking Spaces	not permitted	0	None

City of Richmond
Planning and Development Department

Development Permit

No. DP 11-578116

To the Holder:	Balandra Development Inc.
Property Address:	10531 SPRINGHILL CRESCENT
Address:	PO BOX 26529 BLUNDELL POST OFFICE RICHMOND V7C5M9

1. This Development Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A" and any and all buildings, structures and other development thereon.
3. Subject to Section 692 of the Local Government Act, R.S.B.C.: buildings and structures; off-street parking and loading facilities; roads and parking areas; and landscaping and screening shall be constructed generally in accordance with Plans #1 to #2 attached hereto.
4. Sanitary sewers, water, drainage, highways, street lighting, underground wiring, and sidewalks, shall be provided as required.
5. As a condition of the issuance of this Permit, the City is holding the security in the amount of $24,250.00 to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Holder if the security is returned. The condition of the posting of the security is that should the Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Holder. Should the Holder carry out the development permitted by this permit within the time set out herein, the security shall be returned to the Holder. The City may retain the security for up to one year after inspection of the completed landscaping in order to ensure that plant material has survived.
6. If the Holder does not commence the construction permitted by this Permit within 24 months of the date of this Permit, this Permit shall lapse and the security shall be returned in full.

Development Permit

No. DP 11-578116

To the Holder:	Balandra Development Inc.
Property Address:	10531 SPRINGHILL CRESCENT
Address:	PO BOX 26529 BLUNDELL POST OFFICE RICHMOND V7C5M9

7. The land described herein shall be developed generally in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit which shall form a part hereof.

   This Permit is not a Building Permit.

AUTHORIZING RESOLUTION NO. ISSUED BY THE COUNCIL THE DAY OF , .

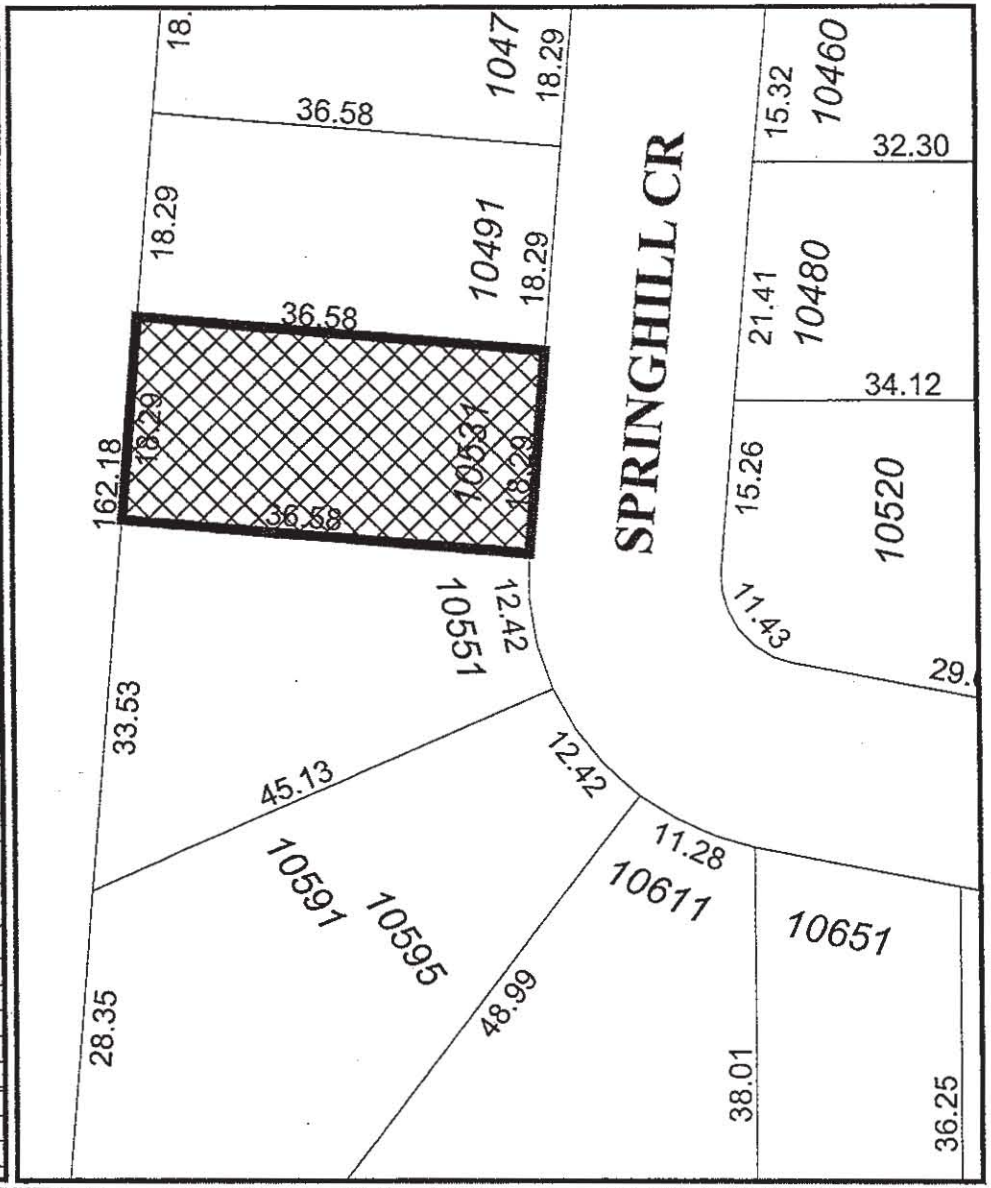
DELIVERED THIS DAY OF , .

MAYOR

3214350

City of Richmond



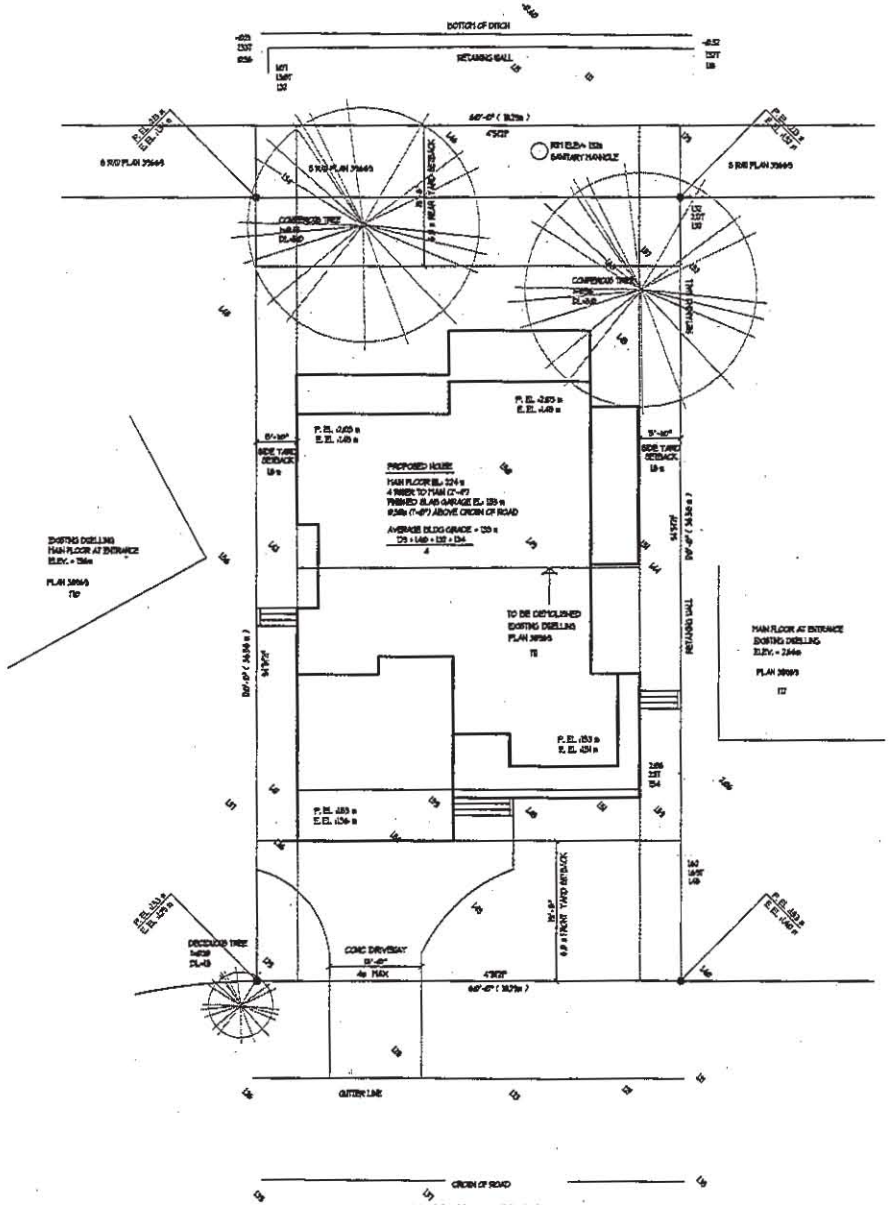


DP 11-578116
SCHEDULE "A"

Original Date: 05/11/11

Revision Date:

Note: Dimensions are in METRES



SITE PLAN

SCALE 1/8"=1'-0"

PLAN #1

REV	DATE	DESCRIPTION
A	APRIL	ISSUED FOR CONSTRUCTION

BALANDRA

DESIGN BY GLENWOOD

9931 SPRINGHILL CRESENT RICHMOND

LOT 78
SECTION 33 BLOCK 4 NORTH RANGE 7 WEST
NWD PLAN 39565
PID : 009-551-459

LOT CALCULATIONS ZONE RS-1E

LOT AREA 668 SQ.M. (7200 SQFT)
FLOOR AREA RATIO
MAX ALLOWABLE FLOOR AREA .55 X 5000 = 2750 SQ.FT
.30 X 2200 = 660 SQ.FT

TOTAL MAX ALLOWABLE FLOOR AREA = 3410 SQFT

PROPOSED

MAIN FLOOR	1870 SQ.FT
SECOND FLOOR	1618 SQ.FT
TOTAL	3488 SQ.FT

GARAGE ALLOWED 1200 SQ.FT

SITE COVERAGE
MAX ALLOWED 7200 SQFT x 40% = 2340 SQ.FT
PROPOSED 2189 SQ.FT

ALLOWED COVERED AREA 200 X 10% = 345 SQFT
PROPOSED COVERED AREAS 434 SQFT

DP 15781 6

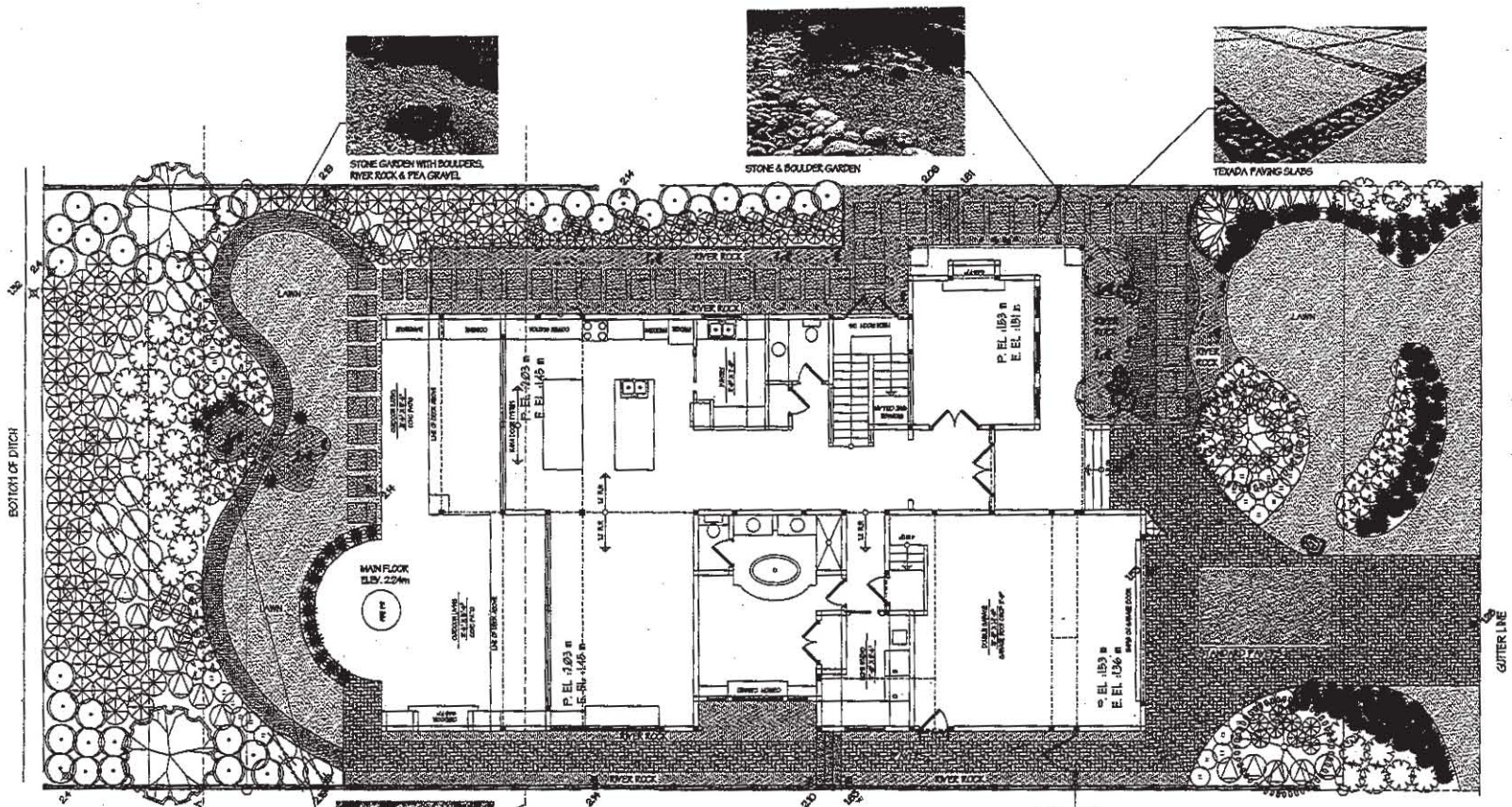
JUN 15 2011

BALANDRA

9931 SPRINGHILL CRESENT RICHMOND

BY GLENWOOD

BALANDRA DEVELOPMENTS 604-230-2001	LEGAL DESCRIPTION SECTION 33 BLOCK 4 NORTH RANGE 7 WEST NWD PLAN 39565



PLANT LIST

TREES

KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE
	3	PSEUDOTSUGA MENZIESII	DOUGLAS FIR	2.5m ht
	2	ACER CIRCINATUM	VINE MAPLE	4cm cal
	1	THUJA PLICATA	WESTERN RED CEDAR	3.0 m
	3	PINUS CONTORTA	MOUNTAIN PINE	1.5m ht/B

SHRUBS

KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE
	38	RIBES SANGUINEUM	RED FLOWERING CURRANT	3 GAL
	72	CORNUS STOLONIFERA	RED-OSIER DOGWOOD	2 GAL
	30	MAHONIA AQUIFOLIUM	OREGON GRAPE	3 GAL
	12	AMELANCHIER	SASKATOON BERRY	3 GAL
	28	GAULTHERIA SHALLON	SALAL	1 GAL

GROUND COVER / PERENNIALS

KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE
	19	HEUCHERA MICRANTHA 'PALACE'	JAPANESE BLOOD GRASS	1 GAL
	76	CAREX OSHIMENSIS EVERGOLD	VARIEGATED JAPANESE SEDGE	1 GAL
	49	GERANIUM MACRORRHIZUM	HARDY GERANIUM	1 GAL
	30	SOLIDAGO CANADENSIS	GOLDENROD	1 GAL
	39	HEMEROCALLIS 'STELLA D'ORO'	DAYLILY	1 GAL
	62	ARCTOSTAPHYLOS UVA URSI	KINNIKIK	1 GAL

AREA CALCULATIONS:

LOT AREA	791 SQ FT	HOUSE INCL PATIO	3229 SQ FT
ESA ENCROACHMENT:	680 SQ FT.	UNIT PAVERS	724 SQ FT
		STEPPING STONES	306 SQ FT
PLANTING AREA BACK:	306 SQ FT. (WITHIN P.L.)		
PLANTING AREA FRONT:	319 SQ FT. (WITHIN P.L.)	TOTAL IMPERMEABLE AREA	4259 SQ FT
LAWN	642 SQ FT		
GRAVEL/RIVER ROCK	1065 SQ FT	% IMPERMEABLE	58.2%
		% PERMEABLE	40.8%
TOTAL PLANTER/LAWN AREA	1969 SQ FT		
TOTAL PERMEABLE AREA	2302 SQ FT		

LANDSCAPE NOTES

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The contractor shall review the documents for conformance online and by item and shall advise the landscape architect of any discrepancies they may note.

Items on the planting plan shall be considered minimum sizes.

All landscape construction to meet the current edition of the British Columbia Landscape Standards as a national acceptable standard. Plant material to the satisfaction of the Landscape Standards for nursery stock.

Detailed soil analysis must be provided for all imported topsoil. Amendments as per Pacific Soil Analysis Recommendations to be made by contractor.

Install 2 inches of composted organic mulch on all shrub beds after planting and rake smooth.

Contractor to provide a one year guarantee for all plant material.

The Landscape Contractor shall ensure that the on-site planting medium will provide the specification and recommendations of the soil analysis taken at the time of Substantial Completion. All recommendations of the soil analysis shall be executed prior to Final Acceptance of the landscape works by the Consultant and the municipal authorities.

Minimum planting medium depths are 10 inches for garden areas and 4 inches for lawn areas.

NO	DATE	DESCRIPTION
8	MAY 30, 2011	AREA CALCULATIONS ADDED
6	MAY 19, 2011	RHODODENDRON REPLACED WITH SARCOCCA
4	MAY 18, 2011	SOX NATIVE PLANTS RELOCATED OUT OF RMA
3	MAY 18, 2011	RHODODENDRON, CORNUS REVISED
2	MAY 17, 2011	RMA, BOULEVARDS REVISED
1	MAY 05, 2011	ISSUE FOR REVIEW AND PRELIMINARY PRICING

Isidore Landscapes Inc.
21288 River Road, Richmond, BC V6V 1S3
ph: 604 823-8388 fx: 604 823-8388
www.isidorelandscapes.ca

PROJECT:
10531 SPRINGHILL CRESCENT
RICHMOND

DRAWING:
LANDSCAPE PLAN AND DETAILS

DRAWING NUMBER: L1

DATE: MAY 2011

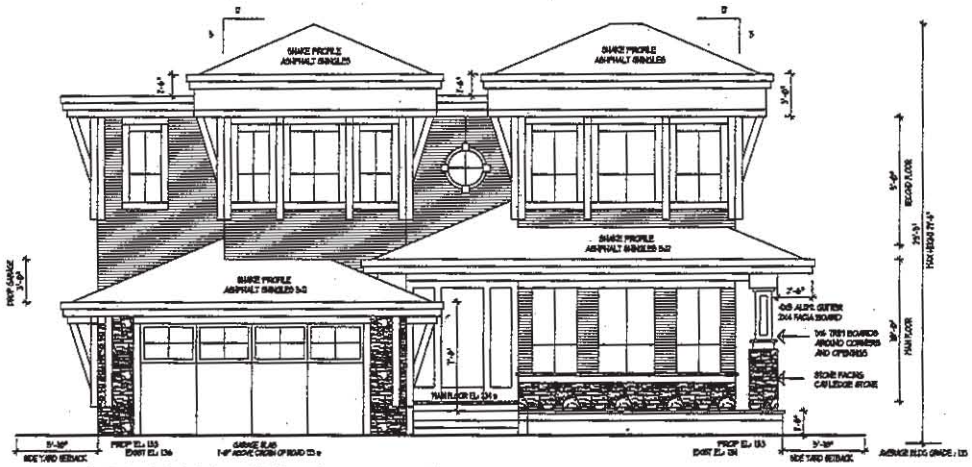
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JUN 15 2011

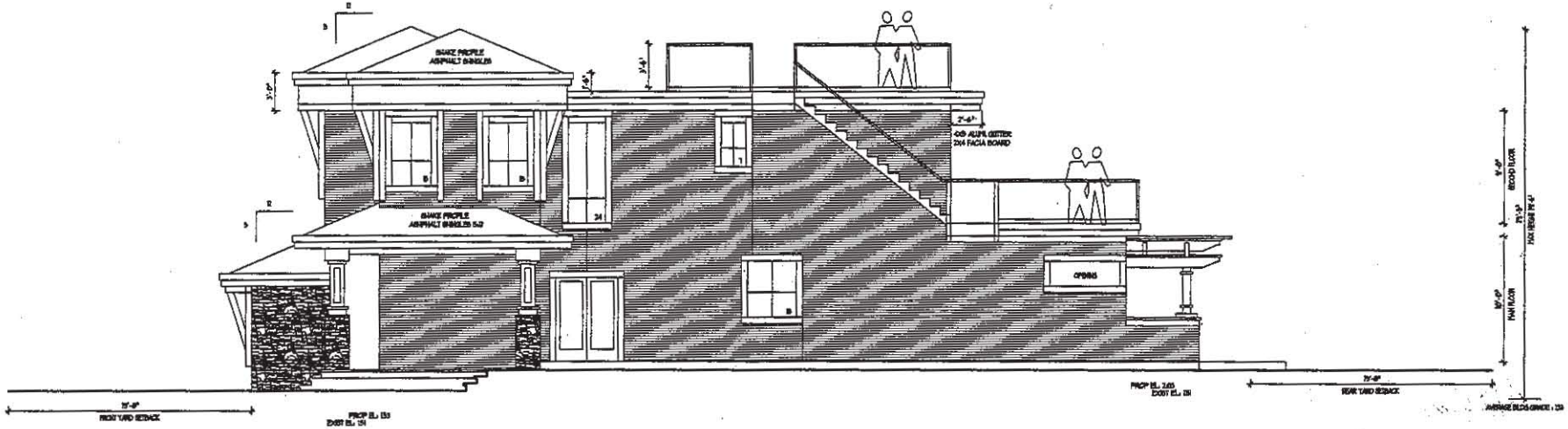
DP 115781 16

PLAN #2



FRONT ELEVATION

SCALE 1/8" = 1'-0"



RIGHT ELEVATION

SCALE 1/8" = 1'-0"

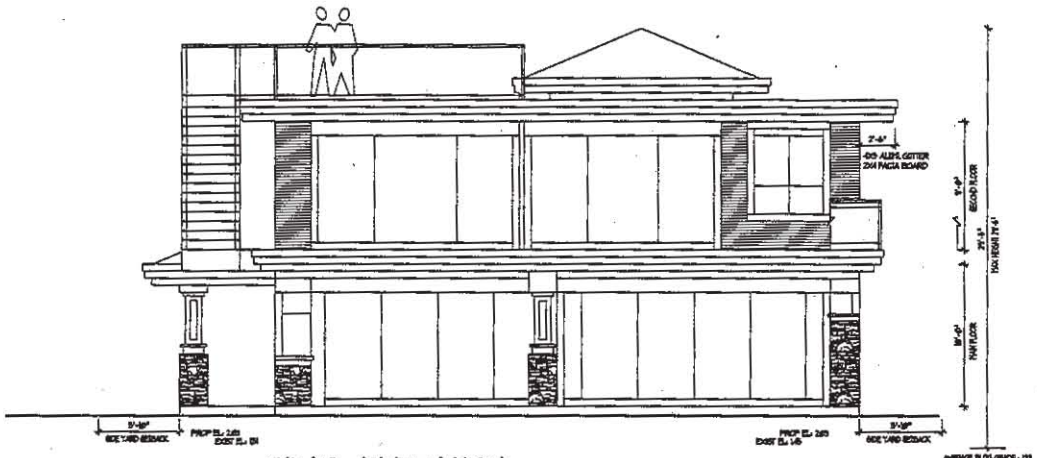
SPECIAL SEPARATION CALCULATIONS
WALL AREA= 353 SQFT
LIMITING DISTANCE 31'-10" (10m)
MAX ALLOWABLE UNPROTECTED OPENINGS AT 1% = 41 SQFT
PROPOSED UNPROTECTED OPENINGS = 73 SQFT

REFERENCE

BY BALMORA DEVELOPMENTS
ISSUED FOR CONSTRUCTION APRIL 2011

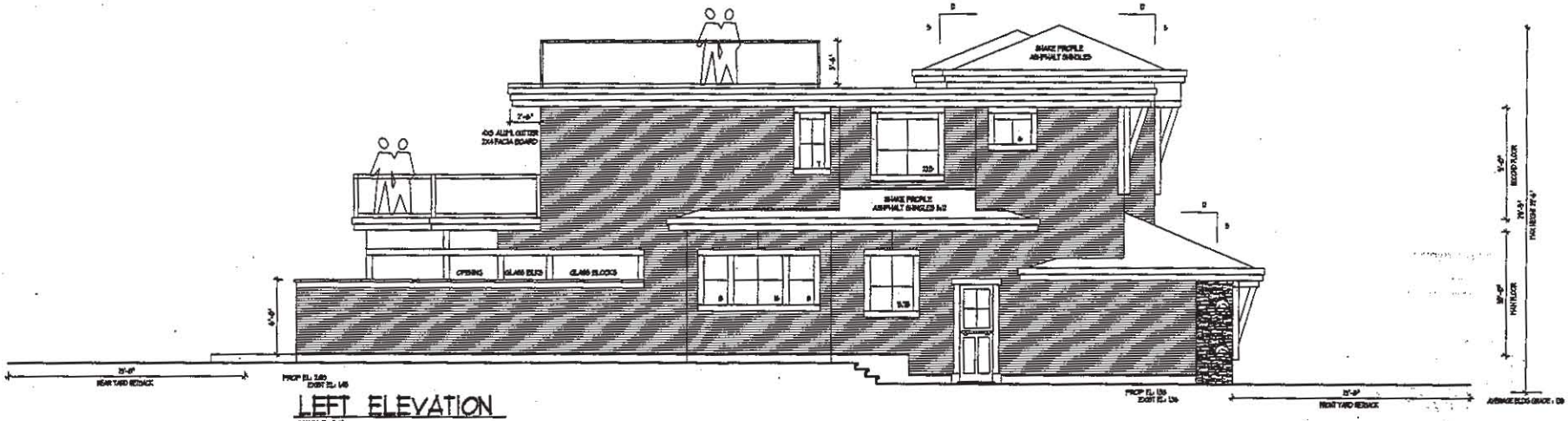
DP 115781116

JUN 15 2011



REAR ELEVATION

SCALE 1/4" = 1'-0"



LEFT ELEVATION

SCALE 1/4" = 1'-0"

SPATIAL SEPERATION CALCULATION
WALL AREA= 1286 SQFT
LIMITING DISTANCE 7'-10" (2m)
MAX ALLOWABLE UNPROTECTED OPENINGS AT 2m = 32 SQFT
PROPOSED UNPROTECTED OPENINGS = 30.25 SQFT

REFERENCE

DP 115781 16

JUN 15 2011

City of Richmond **Agenda**

Community Safety Committee

Anderson Room, City Hall
6911 No. 3 Road

Tuesday, June 14, 2011
4:00 p.m.

Pg. # ITEM

MINUTES

CS-5 ***Motion to adopt the minutes of the meeting of the Community Safety Committee held on Tuesday, May 10, 2011.***

NEXT COMMITTEE MEETING DATE

Tuesday, July 12, 2011, (tentative date) at 4:00 p.m. in the Anderson Room

PRESENTATION

Fire Chief John McGowan, Richmond Fire-Rescue, to present stork pins.

LAW AND COMMUNITY SAFETY DEPARTMENT

CS-11 1. **COMMUNITY BYLAWS – APRIL 2011 ACTIVITY REPORT**
(File Ref. No. 10-8060-01) (REDMS No. 3228005)

TO VIEW eREPORT CLICK HERE

See Page **CS-11** of the Community Safety agenda for full hardcopy report

Designated Speaker: Wayne Mercer

STAFF RECOMMENDATION

That the Community Bylaws Monthly Activity Report, dated June 1, 2011, from the General Manager, Law & Community Safety, be received for information.

CS-19 2. **RCMP'S MONTHLY REPORT – APRIL 2011 ACTIVITIES**
(File Ref. No. 09-5000-01) (REDMS No. 3213270)

TO VIEW eREPORT CLICK HERE

See Page **CS-19** of the Community Safety agenda for full hardcopy report

Designated Speaker: Deanne Burleigh

STAFF RECOMMENDATION

That the OIC's report, dated May 25, 2011, entitled "RCMP's Monthly Report – April 2011 Activities", be received for information.

CS-31 3. **2012 FIRE CHIEFS ASSOCIATION OF BC ANNUAL CONFERENCE**
(File Ref. No. 09-5140-01) (REDMS No. 3199017)

TO VIEW eREPORT CLICK HERE

See Page **CS-31** of the Community Safety agenda for full hardcopy report

Designated Speaker: John McGowan

STAFF RECOMMENDATION

That the financial support and in-kind contributions for the Fire Chiefs Association of British Columbia (FCABC), the Emergency Vehicle Technicians Association of British Columbia (EVTABC) and the British Columbia Fire Training Officers Associations (BCFTOA) conferences, to be held jointly in Richmond from June 1st to June 7th in 2012 be authorized.

CS-35 4. **RCMP COMMUNITY SAFETY BUILDING: 2012 VIDEO SURVEILLANCE REQUIREMENTS IN POLICE BUILDINGS**
(File Ref. No. 06-2052-25-CSB) (REDMS No. 3225387)

TO VIEW eREPORT CLICK HERE

See Page **CS-35** of the Community Safety agenda for full hardcopy report

Designated Speaker: Greg Scott

STAFF RECOMMENDATION

(1) That an increase to the project scope of for a video surveillance upgrade required for the RCMP Community Safety Building (CSB) project to meet the new 2012 proposed standards for police buildings valued at $179,000, be approved as part of the RCMP CSB project;

(2) That an increase to the project scope for a secure room required for the RCMP's Live Scan system valued at $20,000, be approved as part of the RCMP CSB project, and be funded from the Capital Building and Infrastructure Reserve; and

(3) That the 5 Year Financial Plan (2011-2015) be amended accordingly.

5. **FIRE CHIEF BRIEFING**
(Oral Report)

Designated Speaker: Fire Chief John McGowan

None.

6. **RCMP/OIC BRIEFING**
(Oral Report)

Designated Speaker: Insp. Deanne Burleigh

None.

7. **MANAGER'S REPORT**

ADJOURNMENT

Community Safety Committee

Date:	Tuesday, May 10, 2011
Place:	Anderson Room Richmond City Hall
Present:	Councillor Derek Dang, Chair Councillor Ken Johnston, Vice-Chair Councillor Evelina Halsey-Brandt Councillor Greg Halsey-Brandt Councillor Bill McNulty Mayor Malcolm Brodie
Also Present:	Councillor Sue Halsey-Brandt
Call to Order:	The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Community Safety Committee held on Tuesday, April 12, 2011, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, June 14, 2011, (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATION

With the aid of a PowerPoint presentation (copy on file, City Clerk's Office), David Guscott, President & CEO, accompanied by Doug Watson, Vice-President of Operation, E-Comm, provided an update on E-Comm's activities.

Mr. Guscott highlighted the following information:

- E-Comm has exceeded its set target levels for service;
- E-Comm has recently upgraded several operational components in an effort to continue to improve service; and
- emergency services with municipalities is a top priority and E-Comm is working with individual municipalities to identify and address concerns.

Mr. Guscott advised that a new strategic plan in underway and is intended to guide E-Comm until 2020. He noted that improved services and company growth are at the forefront of E-Comm's new direction and that these initiatives should result in lower costs for member municipalities.

Also, he spoke of E-Comm's budget and reviewed statistics related to call volumes.

Mr. Guscott concluded by commenting on E-Comm's call procedures as they relate to motor vehicle incidents.

LAW AND COMMUNITY SAFETY DEPARTMENT

1. **NON-FARM USE FILL APPLICATIONS BY 0826239 BC LTD. FOR PROPERTIES LOCATED AT 20100 WESTMINSTER HIGHWAY AND 6980 NO. 9 ROAD**
(File Ref. No.: 12-8080-12) (REDMS No. 3061912)

Magda Laljee, Supervisor, Community Bylaws, provided background information.

In reply to queries from Committee, Ms. Laljee and Lori Larsen, Professional Agrologist, Senior Project Manager, Keystone Environmental Ltd., advised the following regarding the proposed application:

- in the event wasabi farming does not take place on the subject site, the propose fill would still be suitable for other types of farming;
- the applicant anticipates that the proposed project take two years to complete;
- as a condition, the applicant will be required to post a performance bond in a form and amount deemed acceptable by the Agricultural Land Commission (ALC);
- the performance bond is intended to guarantee that all required mitigation and monitoring measures are completed as prescribed, as well ensure the rehabilitation of the land in the event the project is not completed; and

- granular top soil from British Columbia is anticipated to fill the subject site.

Yad Kallu, President WCH Ltd., advised that it is anticipated that the proposed project be completed in several phases, filling approximately five acres at a time. Also, Mr. Kallu noted that once farming begins, the soil would be continuously replenished and refertilized in order to keep it viable for farming.

In reply to a query regarding wildlife in the area, Ms. Larsen advised that the Agrologist Report was conducted with a Registered Professional Biologist, and placement of the fill was designed to not overcrowd the site's surrounding ditches.

It was moved and seconded

(1) That Council endorse the non-farm use applications submitted by 0826239 BC Ltd to fill the properties located at 20100 Westminster Highway and 6980 No 9 Road to an agricultural standard suitable for the purpose of wasabi farming; and

(2) That the endorsed applications be forwarded to the Agricultural Land Commission (ALC) for consideration with the recommendation that the ALC incorporate as a condition of permit:

(a) The requirement for a performance bond, in a form and amount deemed acceptable to the ALC as a mitigation measure until the satisfactory completion of the proposed project and;

(b) The requirement for quarterly inspections and monitoring by a professional agrologist as well as the submission of quarterly activity reports to the ALC with a copy to the City.

CARRIED

Mayor Brodie left the meeting (4:33 p.m.) and did not return.

2. **COMMUNITY BYLAWS – MARCH 2011 ACTIVITY REPORT**
(File Ref. No.: 12-8060-01) (REDMS No. 3196259)

Discussion ensued regarding the City's bylaws as they relate to fireworks. As a result of the discussion, the following **referral** was introduced:

It was moved and seconded

That staff report back on the congruence of the City's Noise and Fireworks Regulation Bylaws as they relate to fireworks displays.

CARRIED

Phyllis Carlyle, General Manager, Law & Community Safety, advised that staff have met with E-Comm to sharpen the protocol surrounding fireworks, and E-Comm personnel will now be notified of approved fireworks display permits in Richmond.

In reply to a query from Committee, Ms. Laljee advised that tickets have been issued to fraudulent SPARC tag users. Also, Ms. Laljee spoke of dangerous dog regulations.

It was moved and seconded
That the Community Bylaws Monthly Activity Report dated April 20, 2011, from the General Manager, Law & Community Safety, be received for information.

CARRIED

3. **RCMP'S MONTHLY REPORT – MARCH 2011 ACTIVITIES**
(File Ref. No.: 09-5000-01) (REDMS No. 3193178)

Deanne Burleigh, Operations Officer, Richmond RCMP, replied to queries from Committee and advised that (i) the video game theft suspects have not been apprehended; and (ii) concerns related to policing in the Hamilton community have diminished.

It was moved and seconded
That the OIC's report entitled "RCMP's Monthly Report – March 2011 Activities" dated March 11, 2011, be received for information.

CARRIED

4. **RCMP AUXILIARY CONSTABLE PROGRAM**
(File Ref. No.: 09-5000-01) (REDMS No. 3195373)

In response to a comment made by Committee, Steve Ilott, Auxiliary Constable Coordinator, advised that a troop of 25 new Auxiliary Constables would ensure that the program continues to fulfill its mandate – to support community police activities relating to public safety and crime prevention within the City of Richmond.

It was moved and seconded
That the report entitled "RCMP Auxiliary Constable Program" (dated April 18, 2011 from the OIC, RCMP) be received for information.

CARRIED

5. **STATUS OF THE EQUIPMENT REPLACEMENT RESERVE FUND**
(File Ref. No.: 02-0650-07) (REDMS No. 3086058)

John McGowan, Fire Chief, Richmond Fire-Rescue, provided background information.

It was moved and seconded
That the report entitled "Status of the Equipment Replacement Reserve Fund" from the Fire Chief dated April 26, 2011 be received for information.

CARRIED

6. **2011 FIRST QUARTER REPORT – FIRE-RESCUE**
(File Ref. No.:) (REDMS No. 3198846)

Fire Chief McGowan drew attention to Page 3 of the staff report and noted that the estimated building loss total for the first quarter was $291,350.

In reply to a query regarding the fire at 9360 Cambie Road, Fire Chief McGowan advised that a memorandum dated May 5, 2011 (copy on file, City Clerk's Office) has been circulated to Council.

It was moved and seconded
That the report on Fire-Rescue's operations for the 1st Quarter ending March 31, 2011 be received for information.

CARRIED

7. **FIRE CHIEF BRIEFING**
(Oral Report)

Items for discussion:

(i) Transcaer Training Incident

Fire Chief McGowan highlighted that Richmond Fire-Rescue participated in a Transcaer training incident hosted by Delta.

Councillor Johnston left the meeting (5:08 p.m.) and did not return.

(ii) Richmond Sockeye Alumni Association

Fire Chief McGowan noted that the Richmond Sockeye Alumni Association presented Richmond Fire-Rescue with a scholarship notification.

8. **RCMP/OIC BRIEFING**
(Oral Report)

Items for discussion:

(i) Live Scan

Ms. Burleigh announced that a Live Scan machine has arrived at the Richmond RCMP detachment and has already processed over 50 fingerprinting requests. She noted that detachment staff are still being trained on the new device and that the backlog of fingerprint requests will be addressed.

(ii) RCMP Marine Vessel

Ms. Burleigh highlighted that the Richmond RCMP are collaborating with local elementary schools to have students in grades five through seven participate in naming the new RCMP marine vessel.

9. **MANAGER'S REPORT**

Discussion ensued regarding the provincial response to Richmond's resolution submission to the Union of British Columbia Municipalities regarding Victim Services.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:12 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Community Safety Committee of the Council of the City of Richmond held on Tuesday, May 10, 2011.

Councillor Derek Dang
Chair

Hanieh Floujeh
Committee Clerk

City of Richmond

Report to Committee

To:	Community Safety Committee	**Date:**	June 1, 2011
From:	Phyllis L. Carlyle General Manager, Law & Community Safety	**File:**	12-8060-01/2011-Vol 01
Re:	**Community Bylaws - April 2011 Activity Report**		

Staff Recommendation

That the Community Bylaws Monthly Activity Report dated June 1, 2011, from the General Manager, Law & Community Safety, be received for information.

Phyllis L. Carlyle
General Manager, Law & Community Safety
(604.276.4104)

FOR ORIGINATING DEPARTMENT USE ONLY				
ROUTED TO:	**CONCURRENCE**		**CONCURRENCE OF GENERAL MANAGER**	
Budgets	Y ☑ N ☐			
REVIEWED BY TAG	YES ☑	NO ☐	**REVIEWED BY CAO**	YES ☑ NO ☐

Staff Report

This monthly activity report for the Community Bylaws Division provides information on each of the following areas:

1. Parking Program
2. Property Use
3. Grease Management Program
4. Animal Control
5. Adjudication Program
6. Revenue & Expenses

1. Parking Program

Customer Service Response

The average number of calls for service fielded per day by administration staff on parking issues for April 2011 was 35 – this includes voice messages, directly answered calls as well as emails; This number is at par when compared to the number of service calls reported for the month of March 2011.

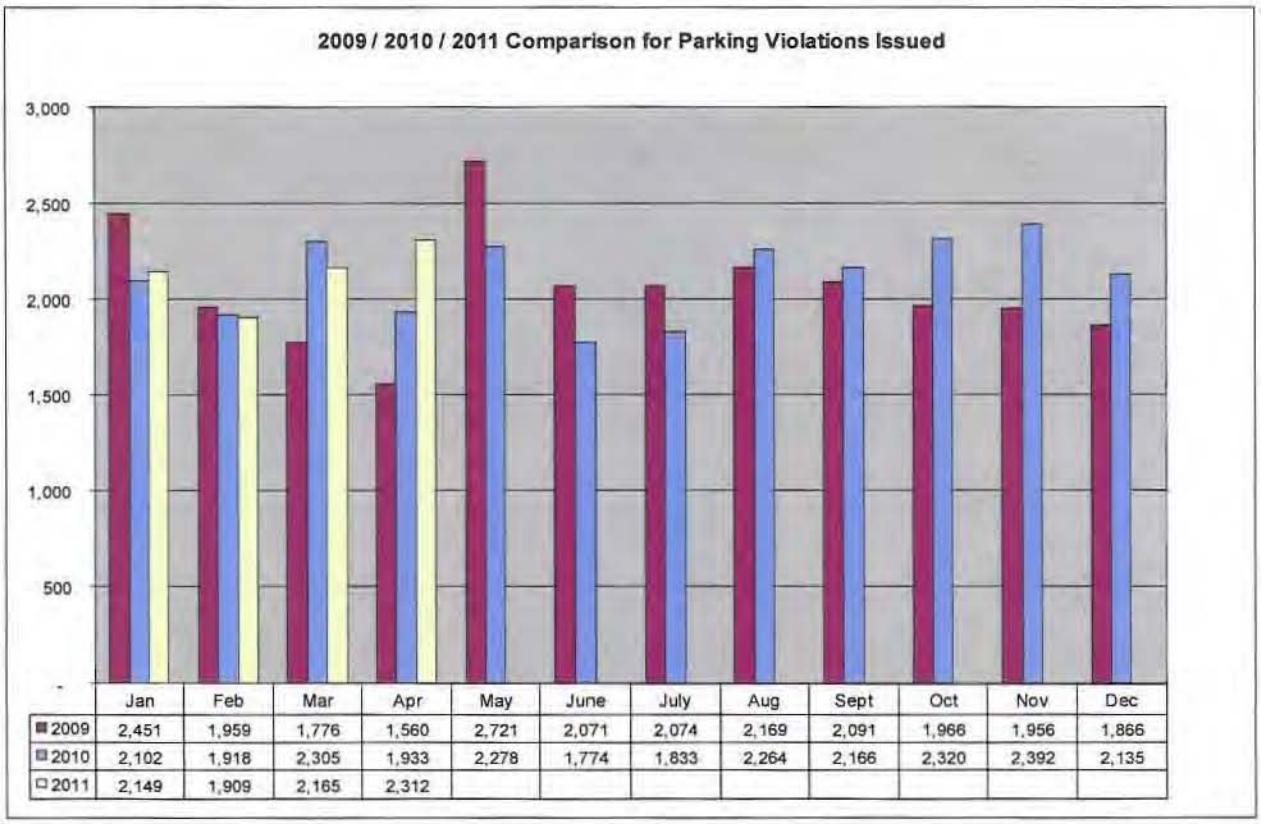
Enforcement Activity

- The number of parking violations that were either cancelled and/or changed to a warning for the month of April 2011 was 120 – approximately 5.2% of the violations issued in April 2011. The following chart provides a breakdown of the most common reasons for the cancellation of bylaw violation notices pursuant to Council's Grounds for Cancellation Policy No. 1100 under specific sections:

Section 2.1 (a)	Identity issues	3%
Section 2.1 (c)	Poor likelihood of success at adjudication	30%
Section 2.1 (d)	Contravention necessary for health and safety	1%
Section 2.1 (e)	Multiple violations issued for one incident	3%
Section 2.1 (f)	Not in public interest	39%
Section 2.1 (g)	Proven effort to comply	24%

- A total of 2,312 notices of bylaw violation were issued for parking / safety & liability violations within the City during the month of April 2011 – an increase of approximately 7% when compared to the number of violations issued during the month of April 2010. Monthly ticketing volume has increased due to the full contingent of full time officers and two auxiliary officers.

Following are month-to-month comparison charts on the number of violations that have been issued for the years 2009, 2010 and 2011:



	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2009	2,451	1,959	1,776	1,560	2,721	2,071	2,074	2,169	2,091	1,966	1,956	1,866
2010	2,102	1,918	2,305	1,933	2,278	1,774	1,833	2,264	2,166	2,320	2,392	2,135
2011	2,149	1,909	2,165	2,312								

- Community Bylaws continues to provide operational guidance to the Oval Corporation with the transition of the pay parking conversion project.
- 8100 block of Saba is now operating as a pay parking zone; it was formerly an underutilized 5 minute zone.
- The perceived abuse of privileges related to disability parking permits issued by the Social Planning and Research Council of BC (SPARC) and the Richmond Centre for Disability (RCD) continues to be a major concern; staff is presently documenting the use of SPARC permits in pay parking zones and working closely with RCD management.
- Signage for the City's 'AutoPAY' cellular-based payment system has recently consolidated under a single zone ID number; this has resulted in improved user-friendliness for customers as well as improved patrol efficiency for officers.
- Privately-owned vacant lots along Alexandra Road continue to negatively impact the City's pay-parking revenue; Community Bylaws staff, in conjunction with other internal City departments, is working towards a plan to help mitigate further negative impact.
- Meter vandalism continues to be an issue, this month we have had 3 meters drilled resulting not only in lost revenue but also an approximate repair cost of $5,000.

2. Property Use

Customer Service Response

The average number of calls for service fielded per day by administration staff on property use issues for April 2011 was 13 – this includes voice messages, directly answered calls as well as emails; a decrease of approximately 57% when compared to the number of service calls reported for the month of March 2011.

For April 2011, 81 inspection files were created and assigned for investigation and appropriate enforcement – a decrease of approximately 12% when compared to April 2010.

Enforcement Activity

- Bylaw Liaison Property Use Officers continue to be committed to the delivery of professional by-law enforcement in a timely and effective manner. The mandate is to achieve compliance with the City's regulatory by-laws; through education, mediation and, as necessary, through progressive enforcement and prosecution.

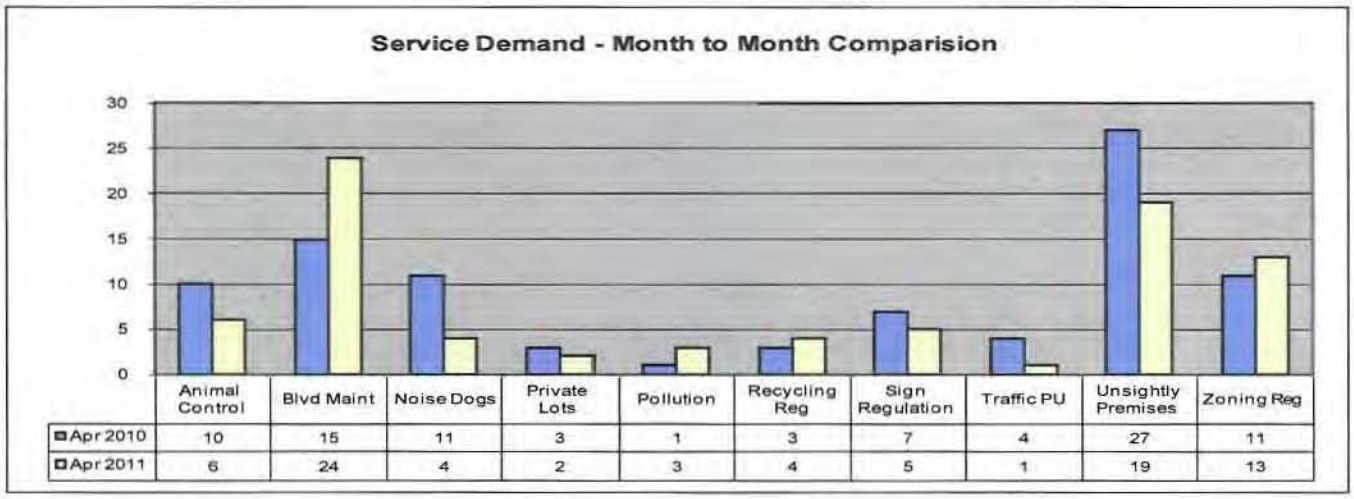
- Illegal hotels/rooming houses update: Property Use Officers inspected 6 properties for illegal suites during the month of April 2011. All 6 of the properties inspected were confirmed to contain illegal accommodation; two of the properties had illegally converted garages into bedrooms. Community Bylaws has completed the translation of a 36 page document sent in by a concerned resident, the document delineates advertisements for available short term 'hotel'/ 'family inn' accommodations in the Richmond, Burnaby and Vancouver area. The list only provides telephone contact and description of accommodations but does not divulge address location. The Property Use section will be setting up a targeted program to investigate the location of these properties in order to follow up with due diligence inspections and mitigate this activity. In addition, all of the properties where an illegal suite has been confirmed will be forwarded to Engineering and Public Works to ensure that a water meter is installed.

- On April 2, 2011 staff conducted a 'sign scoop' patrol for unauthorized signs on the west side of Richmond. The roadways patrolled included: Alderbridge Way west of Garden City Road, Lansdowne Road, Hollybridge Way, Gilbert Road, Blundell Road, No. 1 Road, 2nd Avenue, Moncton Road, Moresby Drive, No 2 Road, Steveston Highway, No 5 Road, No 3 Road, Garden City Road, Bridgeport Road, Sweden Way and Hazelbridge Way. No patrols were conducted east of Garden City Road.

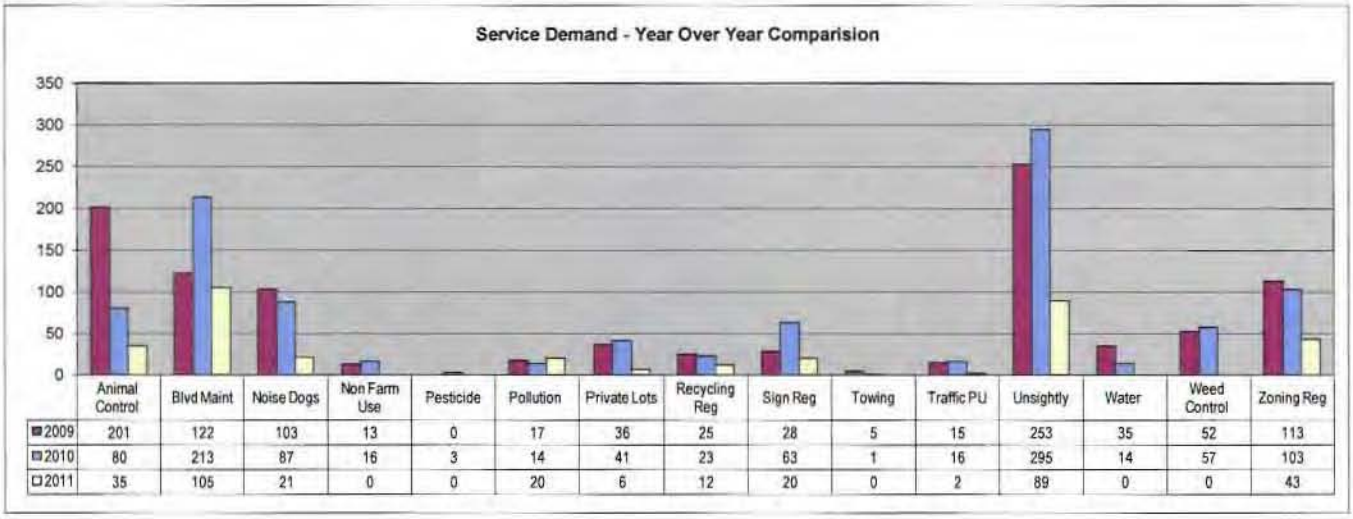
  A total of 134 signs were removed from City property as follows:

  - 31 Sandwich Boards – Alderbridge Way had the highest number of signs at 32% with Bridgeport Road at 23% and 2nd Avenue at 19% following closely.
  - 40 Free Standing Signs – over 55% of these signs were Real Estate.
  - 63 Pole Signs – Steveston Highway had the highest number at 27% followed by Number 1 Road at 24% and SwedenWay at 24%.

The following charts delineate Property Use service demand, by type, for April 2010 and April 2011 as well as a year-over-year running comparison:



	Animal Control	Blvd Maint	Noise Dogs	Private Lots	Pollution	Recycling Reg	Sign Regulation	Traffic PU	Unsightly Premises	Zoning Reg
Apr 2010	10	15	11	3	1	3	7	4	27	11
Apr 2011	6	24	4	2	3	4	5	1	19	13



	Animal Control	Blvd Maint	Noise Dogs	Non Farm Use	Pesticide	Pollution	Private Lots	Recycling Reg	Sign Reg	Towing	Traffic PU	Unsightly	Water	Weed Control	Zoning Reg
2009	201	122	103	13	0	17	36	25	28	5	15	253	35	52	113
2010	80	213	87	16	3	14	41	23	63	1	16	295	14	57	103
2011	35	105	21	0	0	20	6	12	20	0	2	89	0	0	43

3. Grease Management Program

The Grease Management Inspector conducted 20 regulatory inspections during the month of April 2011. The inspections conducted are usually unannounced and routine. During these inspections, grease trap maintenance records are reviewed and the overall condition of the grease trap is assessed. All of the 20 food establishments inspected in April were found to be in compliance.

On April 20, 2011 the Grease Management Inspector conducted a joint inspection with the City's Environmental Sustainability staff and Environment Canada at 12751 Vulcan Way to address concerns the management of waste water by a number of food processing businesses in the area. The initial inspection found that three food processing businesses in the area all take in more than 300 cubic metres of water a month each, and do not have permits to discharge to sanitary. A future update will be provided based on a joint inspection, including Metro Vancouver Inspectors as well as City staff conducted on May 25, 2011.

4. Adjudication Program

There was no Adjudication Hearing held during the month of April 2011.

5. Animal Control

- For the month of April 2011, there were 4 dog bite incidents reported. One investigation resulted in the related dog being deemed as dangerous; the evidence and statements provided on another case confirmed that the dogs involved were in an off leash park and involved in play; thus, the alleged attack did not constitute aggressive pursuit. One of the dog bite incidents was reported for information with no concrete evidence to follow up with and one incident is currently still under investigation. Community Bylaws continues to work closely with Canada Post on reported attacks on carriers with 3 incidents resulting in fines of $300 each for unlicensed dogs.
- Staff issued 104 new dog licences during April 2011 to bring the total number of dogs licensed in Richmond for 2011 to 4,836. The number of dangerous dog licences issued or renewed in Richmond as of April 2011 is 62.

6. Revenue and Expenses

The following information is an analysis for the month of April 2011 compared to April 2010.

Consolidated Parking Program Revenue The total of meter, monthly permit and enforcement revenue is up approximately 1% over 2010. Revenues for April 2011 are $106,426 compared to $105,421 for the same period last year. This steady flow of revenue is due largely to the efforts of our parking enforcement staff, and ongoing additional revenue generated by our rate increases in the hourly meter rate, as well as the base price of parking fines that came into effect mid last year.

Meter Revenue is down less than 1% for the same period last year. Revenues for April 2011 are $35,654 compared to $35,774 for 2010.

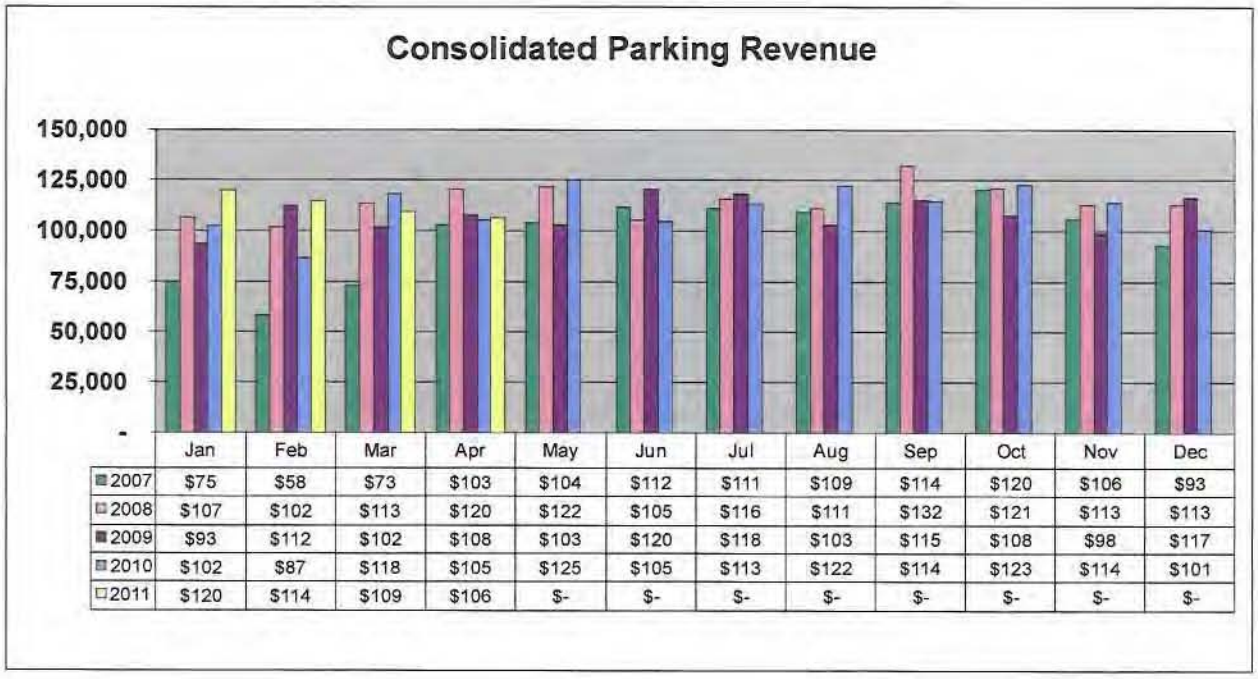
Permit Revenue is up 47% over the same period last year. Revenues for April 2011 are $15,253 compared to $10,370 for 2010. This is due to the prepayment of monthly permit fees by some of our existing customers.

Enforcement Revenue is down approximately 12% over the same period last year. Revenues for April 2011 are $52,098 compared to $59,277 for 2010. This is likely a result of payment timing, since the number of violations issued in April was up significantly as shown in the graph at the top of page 3.

Richmond Oval Parkade Management Fee Revenue: For the month of April 2011, the City netted $3,421 from the proceeds generated from pay parking at the Richmond Oval. This fee is based on 15% of gross revenue.

Expenses are on target.

The following chart provides a consolidated revenue comparison with prior years:



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2007	$75	$58	$73	$103	$104	$112	$111	$109	$114	$120	$106	$93
2008	$107	$102	$113	$120	$122	$105	$116	$111	$132	$121	$113	$113
2009	$93	$112	$102	$108	$103	$120	$118	$103	$115	$108	$98	$117
2010	$102	$87	$118	$105	$125	$105	$113	$122	$114	$123	$114	$101
2011	$120	$114	$109	$106	$-	$-	$-	$-	$-	$-	$-	$-

Conclusion

Community Bylaws staff continues to strive to maintain the quality of life and safety of the residents of the City of Richmond through coordinated team efforts with many City departments and community partners while promoting a culture of compliance.

Wayne G. Mercer
Manager, Community Bylaws
(604.247.4601)

ML:ml

City of Richmond

Report to Committee

To:	Community Safety Committee	**Date:**	May 25, 2011
From:	Rendall Nesset Officer In Charge, Richmond RCMP Detachment	**File:**	09-5000-01/2010-Vol 01 (11.38)
Re:	**RCMP's Monthly Report – April 2011 Activities**		

Staff Recommendation

That the OIC's report entitled "RCMP's Monthly Report – April 2011 Activities" dated May 25, 2011, be received for information.

R.D. Nesset

(Rendall Nesset) Superintendent
Officer in Charge, Richmond RCMP Detachment
(604-278-1212)

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CONCURRENCE OF GENERAL MANAGER		
REVIEWED BY TAG	YES ☑	NO ☐
REVIEWED BY CAO	YES ☑	NO ☐

Origin

The Officer In Charge of the Richmond RCMP Detachment acknowledges and supports that the City of Richmond should be kept informed on matters pertaining to policing in the community and has developed a framework to provide regular reporting cycles.

Analysis

Below is the RCMP's Monthly Report – April 2011 Activities.

Noteworthy Files:

Street Racers Caught

On February 18th at approximately 5:30 p.m. a Richmond RCMP officer was conducting patrols in the area of Bridgeport and No 3 Road when he observed a white Mercedes pass him from behind at a high rate of speed. The speed was estimated in excess of 100 km/h. The Mercedes made no attempt to stop or slow down after passing a marked police car. Moments later the officer was passed by a red Ferrari being driven as fast as the Mercedes. The dangerous driving continued as both vehicles performed lane changes without slowing down or signalling, cutting off all other traffic on the road. As the officer activated the emergency equipment on his police car in order to pull over the speeding vehicles, another police car operated by a member of the Integrated Road Safety Unit who was in the area became involved as well. Together the officers pulled over the vehicles at which time they were impounded for seven days. Both drivers were issued violation tickets for Driving Without Due Care and Attention and one driver also received a violation ticket for Failing to Display an "N" Sign. Once apprehended neither driver seemed to be phased by the fact they were ticketed, or the fact that their vehicles had been impounded.

Charges Recommended for Hateful Graffiti

Richmond RCMP is recommending that charges be laid against two Richmond youths believed to be responsible for graffiti incidents. On March 5th the Detachment received three reports that racist graffiti was found in different locations throughout the city. The graffiti was located on a pump station at the west end of Blundell Road, on a travel trailer in the 8600 block of Seafair Drive and on Gilmore Elementary School. In all three instances the graffiti consisted of racial slurs, swastikas and white supremacy markings. The BC Hate Crimes Section was contacted and assisted with the investigation. Charges of Mischief and Wilfully Promoting Hatred are being recommended for two Richmond youths, a 15-year-old male and a 16-year-old male. A court date has not been set, as charges have not yet been approved. The identities of the accused are protected under the Youth Criminal Justice Act and will not be released if charges are approved.

Auxiliary Constables

As of the end of April, Richmond had a strength of 40 Auxiliary Constables and recorded 2,280 volunteer hours as indicated in the following table:

Month	Community Policing	Training/Admin	Ride-Alongs	Total
January	76	290	204	570
February	267	259	120	646
March	116	159	111	386
April	205	261	213	679
Total	**664**	**969**	**648**	**2281**

Numbers will fluctuate due to report of Auxiliary Constables.

Summary of Auxiliary Constable Duties for March 2011:

In April the Auxiliary Constables concentrated on community policing programs, such as Hamilton and Steveston Foot Patrols, Home Security Checks, Speed Watch, and SAFE Schools, in addition to assisting regular members with General Duty, Traffic, and Liquor and City Bylaw Enforcement duties. The coming spring and summer months will see an increase in community events that the Auxiliary Constables have committed to.

Road Safety Unit

Richmond Detachment Traffic Statistics

Name	Act	Example	Feb	Mar	Apr
Violation Tickets	Provincial Act Offences	Speeding	1208	914	1300
Notice & Orders	Equipment Violations	Broken Tail-light	585	578	572
Driving Suspension	Motor Vehicle Act	24 hour driving prohibition for alcohol or drugs	18	41	20
Parking Offences	Municipal Bylaw	On or off the street Municipal parking offences	30	9	13
MTI's	Municipal Ticket Information	Any other Municipal Bylaw offence	3	8	2

For the April Violation Tickets statistics, the total of 1300 includes, although not limited to the following:

- 4 – 90 day Immediate Roadside Prohibition's
- 16 – Excessive speeding violations that includes vehicle impound of 3 days.
- 53 – Cell phone violations.
- 50 – Seatbelt violations.

South Arm Community Police Station

Richmond Detachment Stolen Auto Recovery and Lock out Auto Crime Statistics for 2011

Month	Vehicles Viewed For Signs Of Auto Crime Only	Vehicles Scanned Through Stolen Auto Recovery (SAR)	Vehicles Issued A Crime Prevention Notice	Patrol And Admin Hours
January	4,898	4,368	530	96
February	2,265	1,657	608	60
March	3,261	1,630	1,082	80
April	3,356	2,529	828	54
Total	**13,780**	**10,184**	**3,048**	**290**

Stolen Auto Recovery (SAR)

Volunteers are given a palm pilot, which has been downloaded with a complete list of all stolen vehicles in British Columbia. During patrols by volunteers vehicle plates are compared to the list on the palm pilot and when there is a match the volunteer calls the Detachment to report the recovery. At no time do the volunteers become involved with either the vehicle or its passengers. Regular members are called to investigate.

Crime Prevention Notices

Notices are issued by a community volunteer and left on every car in the parking lot. They are supplied by ICBC and look like a ticket. The notice will have the issuer's name, crime prevention tips, location and date written on it as well as a list of questions that have been checked yes or no for example:

- Does the vehicle have an anti-theft device (such as an alarm, immobilizer or steering wheel lock)?
- Are there any Personal belongings in plain view?
- Is the vehicle locked?
- Have all suitable steps been taken to prevent auto crime?

Richmond Detachment Speed Watch Statistics for 2011

Month	# Of Speed Watch Deployments	Total Vehicles Checked	Over 10 Km/h	Visibility And Admin Hours	Number of Warning Letters Issued
January	6	2,728	375	54	204
February	13	6,281	950	76	390
March	13	6,207	1,098	80	311
April	12	6,321	1,060	92	347
TOTALS	44	21,537	3,483	302	1,252

Richmond Detachment Distracted Drivers Statistics for 2011

Month	Number of Letters Sent
January	Started Feb. 1st
February	50
March	73
April	64
TOTAL	187

Distracted Drivers

Volunteers of the South Arm Crime Prevention Unit position at various locations in Richmond and observe drivers that are driving while distracted. This may include talking, using electronic devices, reading a newspaper, putting on makeup and dogs sitting on laps. The volunteer then writes the date, time, locations and what the driver is doing. A letter is then sent to the owner of the vehicle bearing the license plate that was recorded by the volunteer. The letter, which serves as a warning/information, indicates the date, time and location of the distraction with a list of possible fines had there been a violation ticket issued by a police officer.

Victim Services

In April of 2011, Victim Witness Services provided support to 38 new clients in addition to an active caseload of over 161 ongoing files. Victim Services aided 21 crime and trauma scenes over this time period. Sudden deaths and family problems dominated calls for service. Of significant note, Victim Services responded to a high number of sudden death files this month. There were 10 sudden death calls, which was due to unforeseen medical issues resulting in families and friends being quite shocked and emotional. Victim Services supported a number of witnesses in the immediate aftermath.

Crime Statistics

Crime Stats – see Appendix "A".
Crime Maps – see Appendix "B"

Financial Impact

There is no financial impact associated with this report.

Conclusion

The Officer in Charge, Richmond Detachment has developed a framework and will continue to provide a monthly reporting cycle to the Community Safety Committee.



Lainie Goddard
Manager, RCMP Administration
(L.4767)

APRIL 2011 STATISTICS

This chart identifies the monthly totals for all founded Criminal Code offences, excluding Traffic Criminal Code. Based on Uniform Crime Reporting (UCR) scoring, there are three categories: (1) Violent Crime, (2) Property Crime, and (3) Other Criminal Code. Within each category, particular offences are highlighted in this chart. In addition, monthly totals for Controlled Drugs and Substances Act (CDSA) offences are included.

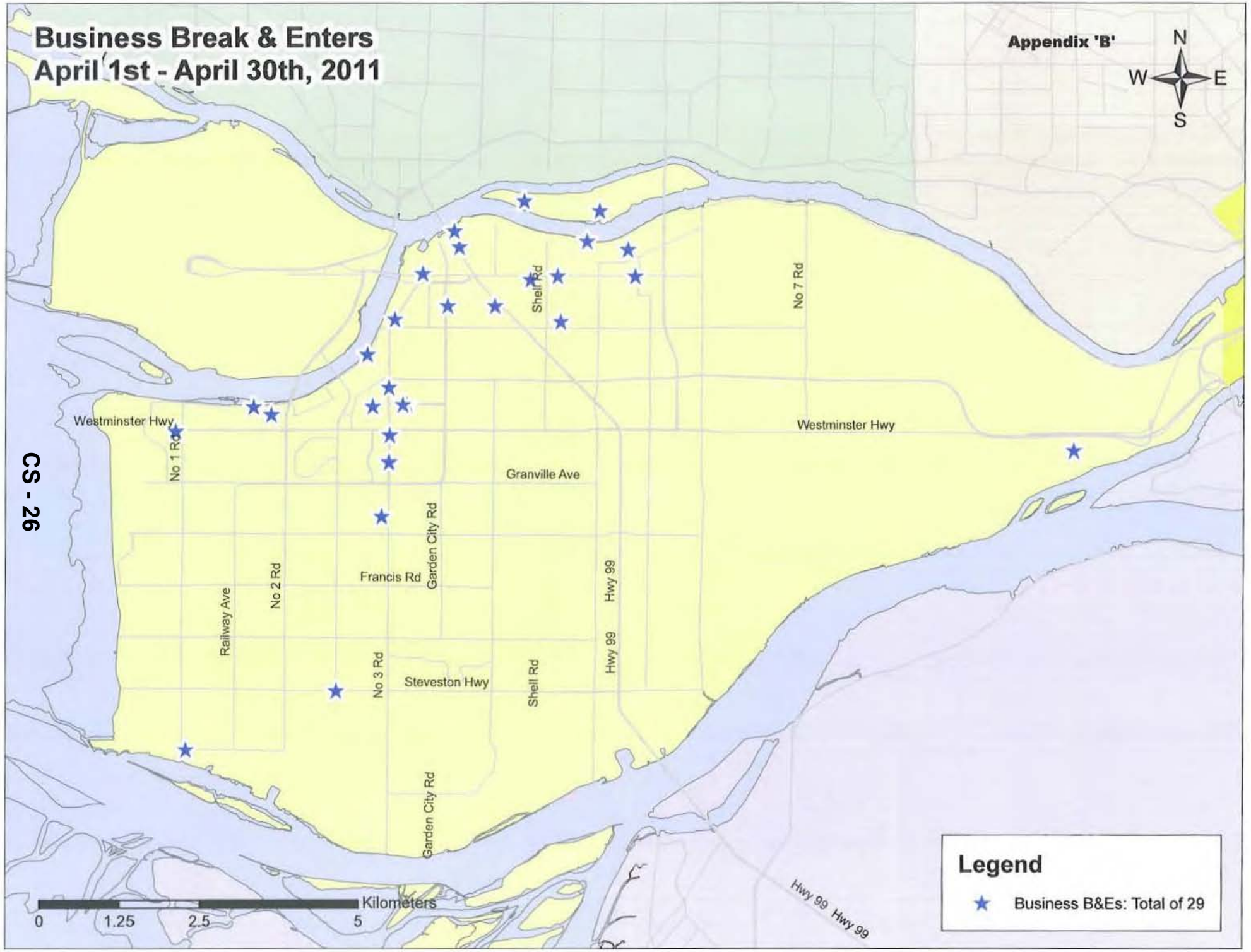
The Average Range data is based on activity in a single month over the past 5 years. The only exception is Metal Theft, which only has 4 years of available data. If the current monthly total for an offence is above average, it will be noted in red, while below-average numbers will be noted in blue.

Year-to-Date percentage increases of more than 10% are marked in red, while decreases of more than 10% are blue. Please note that percentage changes are inflated in categories with small numbers (e.g.: Sexual Offences).

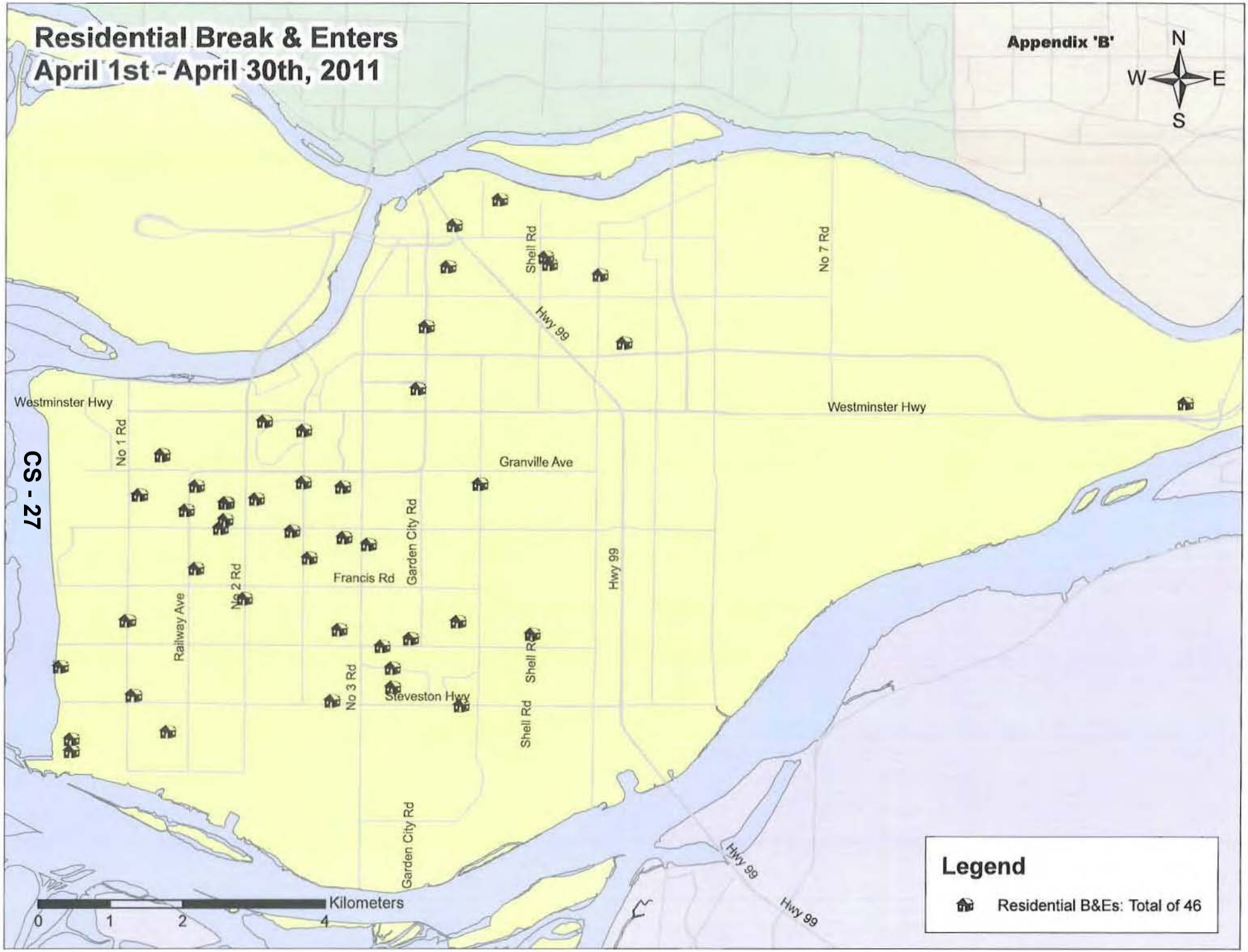
	CURRENT MONTH	5-YR AVERAGE RANGE	YEAR-TO-DATE TOTALS		
	Apr-11	April	2010 YTD	2011 YTD	% Change
VIOLENT CRIME (UCR 1000-Series Offences)	116	119-163	560	482	-13.9%
Robbery	8	6-11	30	40	33.3%
Assault	43	35-63	189	166	-12.2%
Assault w/ Weapon	8	10-15	50	52	4.0%
Sexual Offences	6	2-8	33	23	-30.3%
PROPERTY CRIME (UCR 2000-Series Offences)	619	653-781	2875	2597	-9.7%
Business B&E	29	39-49	179	132	-26.3%
Residential B&E	46	32-57	201	274	36.3%
MV Theft	36	27-53	164	144	-12.2%
Theft From MV	173	167-211	861	621	-27.9%
Theft	87	85-149	438	410	-6.4%
Shoplifting	57	43-59	256	257	0.4%
Metal Theft	4	3-16*	22	13	-40.9%
Fraud	57	35-61	205	222	8.3%
OTHER CRIMINAL CODE (UCR 3000-Series Offences)	177	152-213	793	609	-23.2%
Arson - Property	2	5-9	30	19	-36.7%
SUBTOTAL (UCR 1000- to 3000-Series)	912	1006-1075	4228	3688	-12.8%
DRUGS (UCR 4000-Series Offences)	94	58-98	345	313	-9.3%

* Metal Theft only has 4 years of available data.

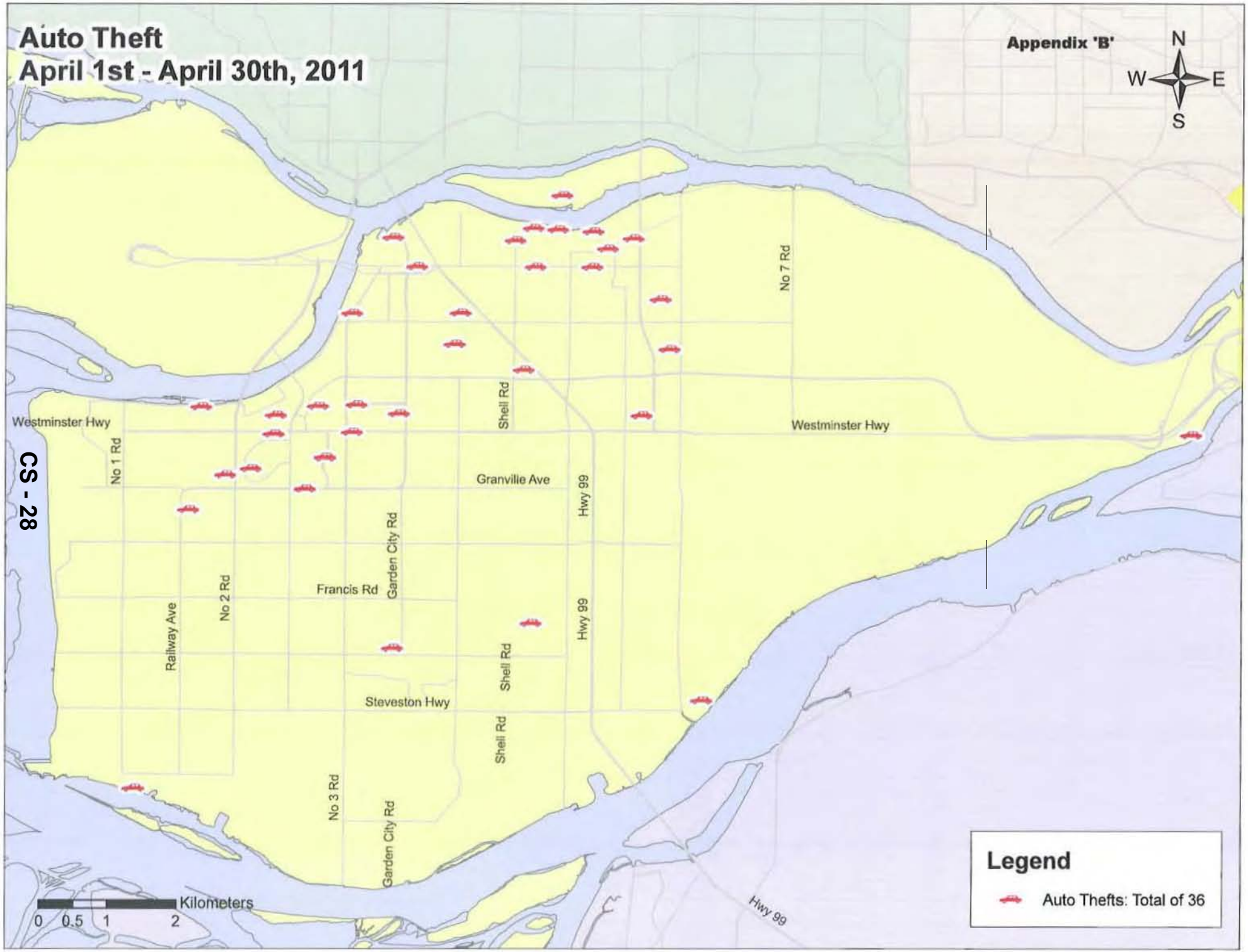
Prepared by Richmond RCMP.
Data collected from PRIME on 2011-05-12. Published 2011-05-19.
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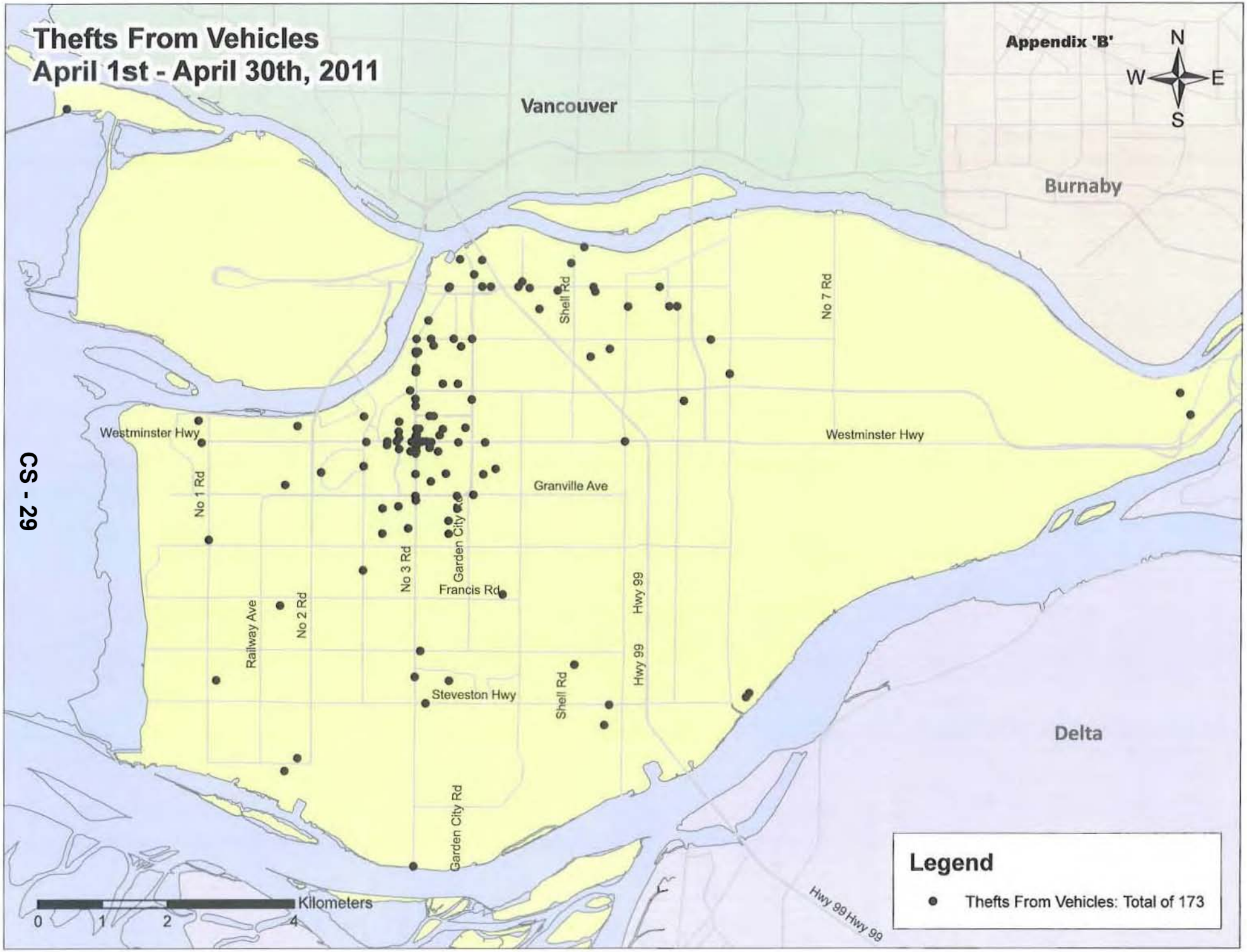

Business Break & Enters
April 1st - April 30th, 2011
Appendix 'B'
N
W
E
S
Westminster Hwy
No 1 Rd
Granville Ave
Francis Rd
Garden City Rd
No 2 Rd
Railway Ave
No 3 Rd
Steveston Hwy
Shell Rd
Hwy 99
No 7 Rd
Kilometers
0
1.25
2.5
5
Legend
Business B&Es: Total of 29

CS - 26


Residential Break & Enters
April 1st - April 30th, 2011
Appendix 'B'
N
W
E
S
Westminster Hwy
Westminster Hwy
No 1 Rd
Granville Ave
Shell Rd
No 7 Rd
Hwy 99
Garden City Rd
Francis Rd
No 2 Rd
Railway Ave
Hwy 99
Shell Rd
No 3 Rd
Steveston Hwy
Shell Rd
Garden City Rd
Hwy 99
Hwy 99
Kilometers
0
1
2
4
Legend
Residential B&Es: Total of 46

CS - 27


Auto Theft
April 1st - April 30th, 2011
Appendix 'B'
N
W
E
S
Westminster Hwy
No 1 Rd
Shell Rd
No 7 Rd
Westminster Hwy
Granville Ave
Hwy 99
Garden City Rd
Francis Rd
No 2 Rd
Railway Ave
Hwy 99
Shell Rd
Steveston Hwy
Shell Rd
No 3 Rd
Garden City Rd
Hwy 99
Kilometers
0 0.5 1 2
Legend
Auto Thefts: Total of 36


Thefts From Vehicles
April 1st - April 30th, 2011
Appendix 'B'
N
W
E
S
Vancouver
Burnaby
Delta
Westminster Hwy
Westminster Hwy
Granville Ave
Francis Rd
Steveston Hwy
Garden City Rd
No 1 Rd
No 2 Rd
No 3 Rd
Railway Ave
Shell Rd
Shell Rd
No 7 Rd
Hwy 99
Hwy 99
Hwy 99
Hwy 99
Kilometers
0
1
2
4
Legend
Thefts From Vehicles: Total of 173

City of Richmond

Report to Committee

To:	Community Safety Committee	**Date:**	May 18, 2011
From:	John McGowan Fire Chief, Richmond Fire-Rescue	**File:**	09-5140-01/2011-Vol 01
Re:	**2012 Fire Chiefs Association of BC Annual Conference**		

Staff Recommendation

That Council authorize the financial support and in-kind contributions for the Fire Chiefs Association of British Columbia (FCABC), the Emergency Vehicle Technicians Association of British Columbia (EVTABC) and the British Columbia Fire Training Officers Associations (BCFTOA) conferences, to be held jointly in Richmond from June 1st to June 7th in 2012 .

John McGowan
Fire Chief, Richmond Fire-Rescue
(604-303-2734)

FOR ORIGINATING DEPARTMENT USE ONLY				
ROUTED TO:	**CONCURRENCE**		**CONCURRENCE OF GENERAL MANAGER**	
Intergovernmental Relations & Protocol Unit	Y ☑ N ☐			
Budgets	Y ☑ N ☐			
Enterprise Services	Y ☑ N ☐			
REVIEWED BY TAG	YES ☑	NO ☐	**REVIEWED BY CAO**	YES ☑ NO ☐

Staff Report

Origin

The purpose of this report is to seek approval from Council for the City to support financially and with in-kind contributions for the Fire Chiefs Association of British Columbia (FCABC), the Emergency Vehicle Technicians Association of British Columbia (EVTABC) and the British Columbia Fire Training Officers Associations (BCFTOA) conferences, to be held jointly in Richmond in 2012.

This report supports Council term goals to:

> *Effectively manage local economic development issues and opportunities through the creation of clearly articulated economic development objectives for this term of office that include initiatives for economic development.*
>
> *Advance the City's destination status and ensure our continued development as a vibrant cultural city with well established festivals and the arts through:*
>
> - *Increased major events on a regular basis*
> - *Maximizing the use of the Oval with sport and special event programs*

Findings Of Fact

Annually, the Fire Chiefs (FCABC), the Emergency Vehicle Technicians (EVTABC) and the Fire Training Officer (BCFTOA) Associations of British Columbia deliver a conference that is hosted at a different municipality each year within the Province of British Columbia. This year, the three associations are collectively holding conferences in Abbotsford June 1 to June 9, 2011.

It is estimated that the conference will draw approximately 350 to 400 delegates and 750 trade show attendees, delegates, trade show representatives, firefighters and community members. Delegates will be primarily from British Columbia however, the trade show, with approximately 150 vendors, will attract safety related companies, associations and municipalities from across the country.

The FCABC is a non-profit organization that provides a forum for the exchange of ideas and educational information relative to the Fire Service of British Columbia. The FCABC strives to improve Fire and Life Safety in the Province and reduce the loss of life and property from the devastating impact of fire. The purpose of the BCFTOA and the EVTABC are similar to the FCABC.

In the past, the FCABC Conference organizers have had limited expectations from the host fire departments. However, the City of Abbotsford and Tourism Abbotsford, understanding the benefits of hosting and being involved in decision-making to ensure a quality conference, have decided to strategically have an increased level of involvement. For the 2011 joint conference, the Abbotsford Fire Department and Tourism Abbotsford have invested the following to support the 2011 conferences:

Tourism Abbotsford :

- a grant of $8000 towards transportation
- supply of gift bags for participants
- support to the partners program in arranging events

Abbotsford Fire Department:
- $2500 as a Gold sponsor
- $1600 in participant promotional items (suit bags) for Chiefs/Training Officers/EVT's
- $500 promotional pens
- in-kind support of:
  - Honour guard participation
  - volunteer hours for staff supporting registration desk fire expo
  - vehicles for transportation
  - training venues

Richmond has been selected to host the three conferences from June 1st to June 7th, 2012. The expectation from FCABC for conference support is minimal - Honour Guard participation and volunteer staff to be in uniform and be hosts at the conference. The City of Richmond has a choice regarding the level of commitment to the conferences.

Hosting a conference with provincial wide delegates/partners and trade show delegates from across the country will provide the City of Richmond with numerous potential economic and marketing benefits. The City of Richmond's support for the conferences will provide opportunities to:

1. Influence the organizing committee's decisions and plans to showcase the City and leverage other opportunities for Richmond

2. Attract businesses to the city.

3. Promote Richmond as a tourism destination.

4. Attract economic impacts.

5. Be seen as a leader in the field and showcase facilities such as the Richmond Olympic Oval and LEED Fire Halls and other innovation.

6. Demonstrate leadership from Richmond City Council to address the conference and share Richmond's unique location and successes.

Analysis

Richmond Fire-Rescue has the capacity and resources to provide in-kind support with the Honour Guard participation, use of Fire-Rescue vehicles for transportation, supply of promotional items and a staff person to be Fire-Rescue's representative and coordinator. IAFF Local 1286 has agreed to be involved in the conference and therefore provide potential volunteer staff time as drivers, hosts, registration desk attendants and other required staff resources.

In addition, Enterprise Services and Intergovernmental Relations and Protocol have expertise and capacity to assist with enhancing the local business involvement through donations and planning the protocol and social components.

Tourism Richmond is very pleased that the Fire Chiefs of BC Conference is being held in Richmond in 2012. The conference hotel is the Delta Vancouver Airport Hotel and Tourism Richmond will support the event organizers with additional hotel room blocks and delegate information packages. Tourism Richmond's meeting and events sales team will continue to work closely with conference organizers to ensure all delegates have an exceptional guest experience and a successful event while in Richmond.

The support from Tourism Richmond and the City will help to ensure the 2012 Annual Fire Chiefs (FCABC), the Emergency Vehicle Technicians (EVTABC) and the Fire Training Officer (BCFTOA) Associations British Columbia joint conferences are an event that Richmond will be proud of and the benefits listed above are achieved to help advance the long term goals of the City of Richmond.

Financial Impact

$2500 from Fire-Rescue's 2012 operating budget to support the conference as a Gold sponsor.

Conclusion

It is recommended that Community Safety Committee authorize the financial support and in-kind contributions from Richmond Fire-Rescue, Enterprise Services and Intergovernmental Relations and Protocol Unit, to enhance the Fire Chiefs Association of British Columbia (FCABC), the Emergency Vehicle Technicians Association of British Columbia (EVTABC) and the British Columbia Fire Training Officers Associations (BCFTOA) conferences, to be held in Richmond from June 1st to June 7th, 2012.



Kim Howell
Deputy Chief - Administration
(604-303-2762)

KH:kh

City of Richmond

Report to Committee

To:	Community Safety Committee	**Date:**	May 30, 2011
From:	Greg Scott, P. Eng., LEED A.P. Director, Project Development	**File:**	06-2052-25-CSB/Vol 01
Re:	**RCMP Community Safety Building: 2012 Video Surveillance Requirements in Police Buildings**		

Staff Recommendation

1. That an increase to the project scope of for a video surveillance upgrade required for the RCMP Community Safety Building (CSB) project to meet the new 2012 proposed standards for police buildings valued at $179,000, be approved as part of the RCMP CSB project; and

2. That an increase to the project scope for a secure room required for the RCMP's Live Scan system valued at $20,000, be approved as part of the RCMP CSB project, and be funded from the Capital Building and Infrastructure Reserve; and

3. That the 5 Year Financial Plan (2011-2015) be amended accordingly.

Greg Scott, P. Eng., LEED A.P.
Director, Project Development
(604-276-4372)

Att. 1

FOR ORIGINATING DEPARTMENT USE ONLY				
ROUTED TO:		**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**	
Budgets		Y ☒ N ☐		
RCMP		Y ☐ N ☐		
REVIEWED BY TAG	YES ☑	NO ☐	**REVIEWED BY CAO**	YES ☑ NO ☐

Staff Report

Origin

In 2009/10 the City of Richmond pursued the relocation of the RCMP from the current location in the City Hall Precinct to the No. 5 Road location. During this period the City made assumptions regarding the standards the City would need to meet for this facility. In the case of video surveillance and recording systems, the assumption was that staff would relocate the existing system and modify, as needed. The estimated maximum budget figure of $80,000 was allocated for this work in 2009.

In January of 2010, the City received a letter (Attachment A) stating that as result of a Coroner's inquest that the Police Services Division is proposing a standard that requires all municipalities to provide its police services with an operational digital video surveillance and recording system that meets new guidelines. The Draft Guidelines for Video and Surveillance systems was presented to the City this year and has a financial impact that is outside of current capital funding for RCMP building project.

In addition, this year City Council approved the purchase of a fingerprinting machine, referred to as Live Scan. Live Scan allows the RCMP to take fingerprints and submit them to Ottawa for verification electronically. The turnaround time for this is now approximately 10 days, where it used to take up to 180 days. RCMP is able to report that Live Scan is up and running for Civil Prints only and it came with no costs attached. However when the Live Scan machine arrived, it came with a Technician from Ottawa who explained that we were required to have the machine in a secured lockable room. The machine is essentially a computer and stores an abundance of very sensitive and very personal information. Therefore a room is needed to be constructed, complete with a security system in the new detachment for this equipment for which a budget has not been defined.

Analysis

As recent as two weeks ago we received the final requirements for the Video Equipment Program. The cost of this system is $259,000. The Video Equipment Program that meets the Solicitor General proposed regulations and standards put forth by the BC Police Services Division is to be put in place by the end of 2012. To save overall capital funds and limit the operational impact on the RCMP, Staff propose completing this work before the RCMP occupies the facility in the Fall of 2011. The Video Equipment Program, that meets the Solicitor General proposed regulations and standards put forth by the BC Police Services Division, requires the following:

1. **Closed Circuit Video Equipment (CCVE)**

   CCVE is the general term used to refer to video equipment used to view, record and display video images. Typical equipment includes cameras and recording devices.

   Based on the current floor plan the new detachment requires the following number of cameras:

- 47 cameras under the Cell Block Policy program
- 8 cameras under the Interview Room Audio/Video Equipment Program
- 19 cameras under the Building Security Video Equipment Program

2. Cell Block Policy Video Equipment Program

The Cell Block Policy Video Equipment Program follows pending RCMP policy based on the request from the Ministry of Public Service and Solicitor General to meet the proposed regulations and standards put forth by the BC Police Services Division by the end of year 2012. The regulations and standards proposed are contained in the document Video Surveillance Recordings in Police Buildings.

Early plans for the new Richmond Detachment called for 33 cameras, based on the floor plans and designs reviewed on 2010.12.13. Upon further review of the detachment design in early 2011, the following changes were required:

- 10 camera location changes, of the original 33 cameras planned
- 14 camera additions, increasing the total camera count to 47

Rationale for the 14 additional cameras follows criteria outlined by the policy to cover areas where routine interactions with detained persons are likely to occur. This requires interview rooms located near the reception area of the detachment each contain a dedicated camera separate and distinct from any other camera used in the interview room to record audio and video statements. Further, pathways from an interview room through the detachment area to the cellblock entrance must also be viewed and recorded by CCVE equipment.

Note: procurement, installation and operation of the 14 additional cameras are not required until end of year 2012; however, the construction rough in and wiring should be installed during the current construction phase.

3. Building Security Video Equipment Program

These cameras augment the safety and security of personnel and assets inside the detachment building and outside on the detachment property. Early plans specified 20 cameras to serve this purpose.

The existing equipment is deemed not suitable for use in the Cell Block Policy Video Equipment program due to the following:

Suitability of the Existing DVR Equipment. The existing DVR can only accept input from up to 16 cameras. The new cellblock will require 47 cameras to complete the coverage required at the new detachment location. This requires the purchase of two additional recording devices to provide enough camera connections to meet the 47 cameras required.

Support and Maintenance of Existing DVR Equipment. The DVR equipment is considered "legacy" by the manufacturer and it is difficult and costly to source and procure compatible equipment to expand this system. Costs spent on purchasing the additional legacy recording devices can be offset by purchasing recording devices with updated technology, where one recording device can replace the requirement for three legacy-recording devices.

Retention of Video Data. The existing system, due to its legacy status, is not capable of expanding to meet the requirement of 2 years worth of recorded video data. A new recording device can take advantage of current data storage technology, by allowing the use of larger capacity hard drives and by using data redundancy methods that allow the system to reliably meet the 2 year storage requirement.

Condition of existing cameras. The cameras installed at the existing detachment range in service time, from a few years to several years in service. As most cameras have an average service life of 5 to 7 years, a number of the existing cameras are already at or nearing their expected service life.

Type of existing cameras. The cameras currently installed in the existing cells (referred to as the in cell cameras) are not approved for installation and use as an RCMP in cell camera. These cameras cannot be used as in cell cameras at the new detachment.

The video surveillance system, that will meet the requirements of the Solicitor General, has a total cost of $259,000. There is currently $80,000 allocated for this work in the project budget resulting in a required increase of $179,000. The RCMP has recently offered to the respective municipalities to fund such improvements as a result of the new requirements coming into place in 2012 from the current municipal contract. Therefore, E-Division will fund this expense by granting the equivalent amount back to the City from the annual operating funds it receives from the City through the current contract.

Live Scan

Live Scan is not to be used or accessed by anyone who is not trained on its use nor have a member of the public viewing the personal data and information of a person who has come in and is getting their fingerprints taken. Once all the personal information is input, prior to fingerprints being taken, the client is asked to verify that all is correct, leaving information on the screen for some time as a conversation between the client and the person taking the fingerprints takes place. Again, for privacy reasons, this can not be done where members of the public could overhear the conversation or see the screen.

Also, the biometric and operational software data of the Live Scan must be safe guarded at all times when not in use. Therefore, the room needs to be locked, and only those trained on its use are to turn it on and submit prints (there is a cost associated to each submission).

The municipality charges a fee for most of these services ($55, except for volunteers). In the case of a citizenship application the applicant is given 60 days to submit their fingerprints, obtain a response and then return them. Under the old process we, at Richmond, could not process these in the allotted time frame so they went elsewhere. The potential income from this equipment is estimated at $34,320 annually for the City. The capital cost of constructing a room for this equipment is $20,000. The City has the option of using an interview room, however in a short amount of time the demands on the interview room will be such that the level of service will require the Live Scan room to be built.

Budget Amendments

As per City Policy 3001, an increase of this value to the project scope requires a resolution from Council.

Financial Impact

The financial impact of this change in project scope will increase the project's budget by $199,000 with $179,000 funded by the operating surplus of the contract between the City and RCMP, resulting in the City receiving a 10% savings ($17,900) and the remaining $20,000 funded by the City's Capital Building and Infrastructure Reserve. The 5 Year Financial Plan (2011-2015) will need to be amended accordingly.

Conclusion

Staff recommend that the scope and budget of the RCMP Community Safety Building project be increased to include an upgraded video surveillance system to meet the requirements of the Solicitor General and a secure room for the Live Scan system.

Greg Scott, P. Eng., LEED A.P.
Director, Project Development
(604-276-4372)

GS:gs

Attachments - 1

Attachment A

January 20, 2010 letter from the Solicitor General

Attachment A

BRITISH COLUMBIA

RECEIVED
381489
JAN 21 2010
MINISTRY OF PUBLIC SAFETY
AND SOLICITOR GENERAL
POLICE SERVICES DIVISION

January 20, 2010

To: Mayors of ~~RCMP~~ Municipal Contracts with Jurisdictions Over 5,000 in Population
(~~Distribution list~~ enclosed)

Dear Mayors:

Following the death of Mr. Ian Bush, formerly of Houston, British Columbia, the Coroners Service, Ministry of Public Safety and Solicitor General, announced that there would be an inquest into the shooting. On July 6, 2007, the results of the findings of the five member jury were released. One of the jury's recommendations pertained to the installation and mandatory use of audio and visual recording equipment in police buildings.

In August of 2007, former Solicitor General John Les announced that Police Services Division (PSD) would develop standards regarding the installation and mandatory use of video recording equipment in interview rooms and areas of police buildings where detained persons routinely interact with police personnel. Since that time, PSD staff has conducted research, site visits, consultation with police jurisdictions, and led a working group of individuals from both the RCMP and several independent municipal police departments.

Based on these activities, PSD is proposing a standard that requires that **each municipality provide its police service with an operational digital video surveillance and recording system** in the following locations:

- Sally port;
- Outside locations that may be used for unloading or for release of prisoners;
- Prisoner booking area;
- Hallways and elevators inside cell block;
- Cells and holding rooms;
- Interview rooms (inside *and* external to the cell block);
- Fingerprint rooms (used for compelled or in-custody persons); and
- Breathalyser Test Apparatus (BTA) rooms.

.../2

Ministry of
Public Safety
and Solicitor General

Office of the
Minister

Mailing Address:
PO Box 9053 Stn Prov Govt
Victoria BC V8W 9E2

I am submitting the proposed standards for consideration as a *Police Act* regulation under section 74(2)(g). The regulatory process may take some time. In the meantime, I have written to the Chiefs of Police for the independent municipal police departments requesting that their agencies begin to implement the proposed standard, pending regulation.

Please be advised that the RCMP participated in the development of the standard and have been requested to work towards implementation. Please consider this correspondence confirmation of my Ministry's request that your municipality meet the proposed standard. Details of the proposed standards are attached in this letter, as is a copy of the accompanying guideline which provides further information and policy suggestions. I thank you in advance for your support and compliance with this very important public safety initiative.

Yours truly,

Kash Heed
Solicitor General

Enclosure

pc: David Morhart
Mr. Kevin Begg
Ms. Lynne McInally
Ms. Tanya Allen

Video Surveillance Recordings in Police Buildings *Proposed Standards*

AUTHORITY

Police Act section 74 (2)(g):

"Without limiting subsection (1), the Lieutenant Governor in Council may make regulations as follows:

(g) prescribing requirements respecting offices buildings, places of detention, and equipment and supplies to be provided by municipalities;"

RATIONALE

The intent of the proposed *Video Surveillance Recordings in Police Buildings* standards is to (1) increase the safety of officers and the public; (2) provide evidence for any investigation; and (3) contribute to the consistent application of this technology throughout the province.

The principle behind the proposed standard is to ensure a digital video surveillance and recording system is present in all interview rooms and areas of police buildings where detained persons routinely interact with police personnel.

DEFINITIONS

In the proposed *Video Surveillance Recordings in Police Buildings* standards,

"Sally Port" means the secure driveway or parking bay that is immediately adjacent to a police building where a detained person is loaded or unloaded into and out of transporting vehicles.

"Cells and holding rooms" includes cells; holding rooms; observation rooms; and/or "drunk tanks."

"Interview rooms (inside *and* external to the cell block)" includes:

- All investigative and patrol interview rooms whether identified as a "hard" or "soft" interview room; and whether or not they have existing cameras for *investigative* recording;
- Multi-purpose rooms that may be used for interviews, legal consultation, telephone access, visit and/or bail hearings;
- Polygraph rooms (used for detained persons); and/or
- Statement and bail hearing rooms.

"Fingerprint rooms (used for compelled or in-custody persons)" means any room in a police building used for compelled fingerprints or for fingerprinting in-custody persons. Fingerprint rooms used exclusively for volunteer fingerprinting are not included in these standards.

LEGISLATIVE REQUIREMENTS

That each municipality provide its police service with an operational digital video surveillance and recording system that has the capacity to record at a sufficient rate of speed to provide seamless coverage of movement.

That each of the following locations within or immediately around a police building have an operational digital video surveillance and recording system in place with the capacity to record at a sufficient rate of speed to provide seamless coverage of movement all persons within each location:

- Sally port;
- Outside locations that may be used for unloading or for release of prisoners;
- Prisoner booking area;
- Hallways and elevators inside cell block;
- Cells and holding rooms;
- Interview rooms (inside *and* external to the cell block);
- Fingerprint rooms (used for compelled or in-custody persons); and
- Breathalyser Test Apparatus (BTA) rooms.

COMING INTO FORCE PROVISIONS:

- For immediate implementation:
  - Prisoner booking area.

- Year 1 ~ Fall 2010:
  - Sally port;
  - Outside locations that may be used for unloading or for release of prisoners; and
  - Interview Rooms (external to the cell block).

- Year 2 ~ Fall 2011:
  - Hallways and Elevators inside cell block;
  - Cells (including "Drunk Tanks", holding rooms & observation rooms); and
  - Interview Rooms (inside the cell block).

- Year 3 ~ Fall 2012:
  - Fingerprint Rooms (used for compelled or in-custody persons); and
  - Breathalyser Test Apparatus (BTA) rooms.

Video Surveillance Recordings in Police Buildings *Guidelines to Accompany Proposed Standards*

AUTHORITY

Police Act section 74 (2)(g):

"Without limiting subsection (1), the Lieutenant Governor in Council may make regulations as follows:

(g) prescribing requirements respecting offices buildings, places of detention, and equipment and supplies to be provided by municipalities;"

LEGISLATIVE/REGULATORY REQUIREMENTS

The proposed standards pertaining to *Video Surveillance Recordings in Police Buildings* require that each municipality provide its police service with an operational digital video surveillance and recording system that has the capacity to record at a sufficient rate of speed to provide seamless coverage of movement.

The proposed standards also require each of the following locations within or immediately around a police building have an operational digital video surveillance and recording system in place with the capacity to record at a sufficient rate of speed to provide seamless coverage of movement all persons within each location:

- Sally port;
- Outside locations that may be used for unloading or for release of prisoners;
- Prisoner booking area;
- Hallways and elevators inside cell block;
- Cells and holding rooms;
- Interview rooms (inside *and* external to the cell block);
- Fingerprint rooms (used for compelled or in-custody persons); and
- Breathalyser Test Apparatus (BTA) rooms.

British Columbia Independent Municipal Police Departments are subject to the provisions of the *Freedom of Information and Protection of Privacy Act* [RSBC 1996] Chapter 165. A central tenet of this Act is that an individual who is the subject of surveillance has a right to request access to his or her recorded personal information under s. 5 of the *Act*. As such, the *Act* requires agencies to retain recorded information for one year if it contains personal information about an individual that is used to make a decision that directly affects the individual (s. 31 of the *Act*).

The legislation also contains: provisions for the collection and security of recorded information, parameters surrounding use and disclosure of such information, and exceptions to disclosure. Department personnel who oversee, use, or draft policy regarding the surveillance system should consult the *Act* directly for further information. The Office of the Information and Privacy Commissioner for British Columbia has also created *Public Surveillance System Privacy Guidelines* which may aid in interpreting the Act and drafting related policy.

The RCMP detachments within the Province of British Columbia are subject to the provisions of the federal *Access to Information Act* (R.S., 1985, c. A-1), *Privacy Act* (R.S., 1985, c. P-21) and *Privacy Regulations* (SOR/83-508), which encompass similar provisions to BC's information and privacy legislation with one main exception: that records used to make a decision that directly affects an individual must be retained for two years (see *Privacy Regulations* 4(1)(a).

DEFINITIONS

In the proposed *Video Surveillance Recordings in Police Buildings* standards,

"Sally Port" means the secure driveway or parking bay that is immediately adjacent to a police building where a detained person is loaded or unloaded into and out of transporting vehicles.

"Cells and holding rooms" includes cells; holding rooms; observation rooms; and/or "drunk tanks."

"Interview rooms (inside *and* external to the cell block)" includes:

- All investigative and patrol interview rooms whether identified as a "hard" or "soft" interview room; and whether or not they have existing cameras for *investigative* recording;
- Multi-purpose rooms that may be used for interviews, legal consultation, telephone access, visit and/or bail hearings;
- Polygraph rooms (used for detained persons); and/or
- Statement and bail hearing rooms.

Note: Interview rooms used exclusively *for internal investigations and/or for legal consultation are not required to have surveillance cameras.*

"Fingerprint rooms (used for compelled or in-custody persons)" means any room in a police building used for compelled fingerprints or for fingerprinting in-custody persons. Fingerprint rooms used exclusively for volunteer fingerprinting are not included in these standards.

RATIONALE

The intent of the proposed *Video Surveillance Recordings in Police Buildings* standards is to (1) increase the safety of officers and the public; (2) provide evidence for any investigation; and (3) contribute to the consistent application of this technology throughout the province.

The principle behind the proposed standards is to ensure a digital video surveillance and recording system is present in all interview rooms and areas of police buildings where detained persons routinely interact with police personnel.

COMING INTO FORCE PROVISIONS

Timelines for compliance with the proposed standards will be staggered over three years to allow departments time to prepare internal policy and procedures that will result from this proposal and in recognition that implementation may be costly for some departments.

- For immediate implementation:
  - Prisoner booking area.

- Year 1 ~ Fall 2010:
  - Sally port;
  - Outside locations that may be used for unloading or for release of prisoners; and
  - Interview Rooms (external to the cell block).

- Year 2 ~ Fall 2011:
  - Hallways and Elevators inside cell block;
  - Cells (including "Drunk Tanks", holding rooms & observation rooms); and
  - Interview Rooms (inside the cell block).

- Year 3 ~ Fall 2012:
  - Fingerprint Rooms (used for compelled or in-custody persons); and
  - Breathalyser Test Apparatus (BTA) rooms.

EXPLANATORY NOTE ON DIRECTOR'S GUIDELINES

Guidelines are issued by the Director of Police Services to assist in the coordination of policing and law enforcement within the province. The Director's Guidelines supplement the provincial policing standards. They are based on research and best practices, and developed in consultation with subject matter experts within policing and other relevant fields.

In addition to the provisions of the proposed *Video Surveillance Recordings in Police Buildings* standards, police services are advised to follow the Director's Guidelines outlined below or a comparable equivalent that is determined to better reflect local needs. A rationale documenting such a determination is recommended. Compliance with both the legislative and regulatory requirements and the Director's Guidelines may be considered during audits and inspections by Police Services Division.

1 POLICY & PROCEDURES

Every police service should maintain policy and procedures that:

- Limit locations for release procedures and entry/exit routes for detained persons;
- *When inside police buildings*, restrict locations of interaction with detained persons – including booking, interviews, detention, signing paperwork, and release – to areas under surveillance.
- Minimize contact with civilian staff and facilities when escorting detained persons through hallways and passageway inside the police building;
- Are in compliance with FOIPPA provisions regarding monitoring, access, security and retention of recordings; and
- Ensure appropriate safeguards are in place so solicitor-client privilege is not breached during legal consultation (i.e., cover the camera).
- Ensure appropriate safeguards are in place to protect the safety of confidential sources (i.e., cover the camera).
- Allow for interviews of police members to take place without surveillance.
- Allow for a declaration to be signed if a victim or witness refuses to participate in an interview with surveillance recording. The victim or witness must sign a declaration stating that they have requested no surveillance coverage – then the interview may take place without surveillance (this includes interviews for internal investigations purposes).

The BC Office of Information and Privacy Commissioner (OIPC) have drafted *Public Surveillance System Privacy Guidelines* (January 26, 2001), which includes suggestions for creating surveillance system policies (Section 4.2 and 4.4). The Director of Police Services supports and anticipates compliance with the OIPC Guidelines. Department personnel who oversee, use, or draft policy regarding the surveillance system should consult the OIPC Guidelines directly for further information.

For clarification, some of the guidelines pertaining to departmental policies include (but are not limited to) the following. Departments should develop comprehensive written policies that:

- Govern the use of video surveillance equipment, including:
  - Locations of cameras;
  - Location of monitors and storage equipment (in a controlled area);
  - Personnel authorized to access and/or operate the system;
  - Times when surveillance will be in effect.

- Govern the use and retention of recorded information, including:
  - Who may access the information (whether for monitoring purposes, retrieving copies or extracts, and/or reviewing for investigative purposes).
  - Circumstances information may be accessed.
  - Minimum and maximum retention periods for extracts and general storage.
- Specify that authorized personnel maintain a log of all instances of access to and use of recorded material.

- Specify the use of a record release form to be completed before disclosure of recorded material to members of the police department.
    - This release form should include the purposes for disclosing the recording, who it is being disclosed to, when disclosure occurred and if the recording will be returned or destroyed after use. Recordings should be numbered and monitored to ensure safeguards are in place.

- Dictate the secure disposal of old storage devices and recordings by shredding, burning or magnetically erasing the device.

2 EQUIPMENT

Recording speed: A minimum of 7.5 frames per second is recommended but not mandatory provided that recorded motion appears fluid.

Camera housing: A department may select any style of camera housing provided that the entire scope of the location is covered to comply with the standards.

- Box-style housing and/or cameras within box-style housing may need to be adjusted to ensure there is no blind spot or gap immediately under the camera housing.

- Pan tilt zoom cameras should be accompanied by additional cameras to ensure the recording of seamless coverage of movement across the entire scope of the room.

Activation: The recording mode for all locations listed in the standards should be motion-start or continuous 24/7 activation, with the following exceptions:

- Cells and holding rooms that are equipped with motion-start activation must have an automatic or manual 24/7 override.

  An override is necessary to ensure continuous recording of detained persons even if they are sleeping or if they remain still for a period of time. An override is to be used anytime a person is detained inside the cell or holding room.

  An example of an effective automatic override mechanism is one that begins anytime a sensor detects that the cell or holding room door is closed.

- Interview rooms may be equipped with a manual activation instead of motion-start or continuous 24/7 activation.

  However, if a police service opts for manual activation, policies and procedures must be in place to ensure that the system is recording anytime a person is interviewed and/or detained inside the interview room.

  An example of an effective manual activation mechanism is one that is connected to the light switch to ensure that anytime a person turns on the light to enter the room the

surveillance camera will begin recording.

- Appropriate mechanisms must be in place within interview rooms so that solicitor-client privilege is not breached during legal consultation.

  An example of an appropriate mechanism is a magnetic or a Velcro flap which may be used to cover the face of the camera during the interview or consult.

Computer software: To facilitate extraction and sharing of recordings in appropriate circumstances (e.g., for use as evidence), the recording system's software platform should be compatible with any media player and extracts should be able to be viewed without the procurement of additional proprietary and/or specialized software. The software should enable the time and date stamp on original recordings and any copies or extracts that are made.

3 MONITORING AND EVALUATION

The department should review the functionality, use and security of its digital video surveillance and recording system – including recording equipment, monitors, storage devices and accompanying policies and procedures. This review should be conducted at least once per annum to ensure the integrity of the system and compliance with the proposed *Video Surveillance Recordings in Police Building* standards and FOIPPA requirements. The results of each review should be documented in detail and any concerns should be addressed promptly and effectively.

City of Richmond **Agenda**

General Purposes Committee

Anderson Room, City Hall
6911 No. 3 Road

Monday, June 20, 2011
4:00 p.m.

Pg. # ITEM

MINUTES

GP-5 ***Motion to adopt the minutes of the meeting of the General Purposes Committee held on Monday, June 6, 2011.***

CORPORATE SERVICES DEPARTMENT

GP-9 1. **APPOINTMENT OF CHIEF ELECTION OFFICER AND DEPUTY CHIEF ELECTION OFFICER FOR THE 2011 GENERAL LOCAL AND SCHOOL ELECTION**
(File Ref. No. 12-8125-60-01/Vol 01) (REDMS No.3218577)

TO VIEW eREPORT CLICK HERE

See Page **GP-9** of the General Purposes agenda for full hardcopy report

Designated Speaker: Jeff Day

STAFF RECOMMENDATION

That David Weber be appointed as Chief Election Officer, and that Gail Johnson be appointed Deputy Chief Election Officer, for the 2011 General Local and School Election.

GP-11 2. **2011 CIVIC ELECTION UPDATE AND BYLAW AMENDMENT**
(File Ref. No. 12-8160-20-8778/Vol 01) (REDMS No.3212349, 3228541, 2450679, 3225069)

TO VIEW eREPORT CLICK HERE

See Page **GP-11** of the General Purposes agenda for full hardcopy report

Designated Speaker: David Weber

STAFF RECOMMENDATION

That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8778, be introduced and given first, second and third readings.

GP-29 3. **DETERMINING ELECTION RESULTS WHERE A TIE VOTE EXISTS AFTER A JUDICIAL RECOUNT**
(File Ref. No. 12-8125-60-01/Vol 01) (REDMS No.3214869, 3218594)

TO VIEW eREPORT CLICK HERE

See Page **GP-29** of the General Purposes agenda for full hardcopy report

Designated Speaker: David Weber

STAFF RECOMMENDATION

That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8770, be introduced and given first, second and third readings.

GP-35 4. **THE OATH OF OFFICE – RESPONSE TO COUNCIL REFERRAL**
(File Ref. No. 12-8060-20-8779/Vol 01) (REDMS No.3225409, 3225402)

TO VIEW eREPORT CLICK HERE

See Page **GP-35** of the General Purposes agenda for full hardcopy report

Designated Speaker: David Weber

STAFF RECOMMENDATION

That the staff report titled "The Oath of Office – Response to Council Referral," dated May 30, 2011 from the Director, City Clerk's Office, be received for information.

BUSINESS AND FINANCIAL SERVICES DEPARTMENT

GP-41 5. **CITY CENTRE AREA TRANSITIONAL TAX EXEMPTION BYLAW NO. 8776**
(File Ref. No. 12-8060-20-8776) (REDMS No. 3228251)

TO VIEW eREPORT CLICK HERE

See Page **GP-41** of the General Purposes agenda for full hardcopy report

Designated Speaker: Ivy Wong

STAFF RECOMMENDATION

That the City Centre Area Transitional Tax Exemption Bylaw No. 8776 be introduced and given first, second and third readings and that staff provide public notice in accordance with Sections 94 and 227 of the Community Charter.

ADJOURNMENT

General Purposes Committee

Date: Monday, June 6, 2011

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Linda Barnes
Councillor Derek Dang
Councillor Evelina Halsey-Brandt
Councillor Greg Halsey-Brandt
Councillor Sue Halsey-Brandt
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Harold Steves

Call to Order: The Chair called the meeting to order at 4:04 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the General Purposes Committee held on Monday, May 16, 2011, be adopted as circulated.

CARRIED

LAW AND COMMUNITY SAFETY DEPARTMENT

1. **RCMP CONTRACT MANAGEMENT COMMITTEE - TERMS OF REFERENCE**
(File Ref. No. 09-5165-01/2011-Vol 01) (REDMS No.3214086)

A discussion ensued among Committee members and the General Manager, Law and Community Safety, Phyllis Carlyle, regarding the UBCM proposal, including:

- the role of Kevin Begg, the Province's lead negotiator in the Solicitor General's office;
- a police review that had been undertaken by City Council several years ago that may provide pertinent information regarding changes that may need to be implemented;
- how the UBCM proposed to manage the appointment of representatives to the Committee;
- concerns associated with the 20 year length of the contract;
- concerns associated with the Committee's lack of authority, as it is limited to consultation and review only;
- the lack of provisions for a weighted vote based on the size of the RCMP Detachment;
- the minimum requirement that the Committee meet two times a year, contrary to Council's position that the Committee meet at least four times a year; and
- the lack of a dispute resolution process in case of disagreements between the Committee and the Solicitor General regarding the implementation of change.

As a result of the discussion and the concerns raised,

It was moved and seconded

That the UBCM and the Solicitor General be advised, with copies to Metro Vancouver cities that have populations over 10,000 and RCMP Detachments, as well as the cities of Kelowna, Prince George, and Nanaimo, that the City of Richmond insists that the Terms of Reference for the Provincial/Municipal Police Contract Management Committee include provisions that:

(1) No changes to policing practices, equipment, policies or procedures that impact future municipal costs, accountability or governance be introduced unless the Committee approves of the change after consultation with the cities with RCMP Detachments;

(2) The Committee employ a weighted voting system based on the size of the RCMP Detachment, and meet at least four times a year;

(3) Include specific terms for appointment to the Committee, and that the Terms of Reference for the BC Local Government RCMP Contract Management Committee be amended under the heading "Membership" by replacing the first item under "Eight (8) Local Government representatives as follows" with:

> *"Four representatives from local governments policed by the RCMP with a population over 15,000 (three being from the Lower Mainland RCMP District, with two of those three being from the cities with the four largest RCMP Detachments, and one being from another part of BC)" (emphasis added); and*

(4) If the Committee and the Solicitor General disagree regarding the implementation of change, that there be a dispute resolution process.

CARRIED

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:49 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 6, 2011.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	May 30, 2011
From:	Jeff Day, P. Eng. General Manager, Project Development & Facilities Services	**File:**	12-8125-60-01/Vol 01
Re:	**Appointment of Chief Election Officer and Deputy Chief Election Officer for the 2011 General Local and School Election**		

Staff Recommendation

That David Weber be appointed as Chief Election Officer, and that Gail Johnson be appointed Deputy Chief Election Officer, for the 2011 General Local and School Election.

Jeff Day, P. Eng.
General Manager, Project Development & Facilities Services
(604-276-4019)

FOR ORIGINATING DEPARTMENT USE ONLY		
CONCURRENCE OF GENERAL MANAGER		
REVIEWED BY TAG	YES ☑	NO ☐
REVIEWED BY CAO	YES ☑	NO ☐

Staff Report

Origin

As required by the Local Government Act, Council must appoint a Chief Election Officer and a Deputy Chief Election Officer for a general local election or by-election.

Traditionally, and in accordance with the General Manager and Officer Bylaw, the Director, City Clerk's Office is responsible for the administration of civic elections as the Chief Election Officer. All past City elections have been administered through the City Clerk's Office and the current staff have the expertise and experience to organize and administer the general local and school election in November 2011.

Financial Impact

None.

Conclusion

As required by the Local Government Act, Council must appoint a Chief Election Officer and Deputy Chief Election Officer. It is recommended that the David Weber, Director, City Clerk's Office and Gail Johnson, Manager, Legislative Services, be appointed to these roles.



Jeff Day, P. Eng.
General Manager, Project Development & Facilities Services
(604-276-4019)

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	May 30, 2011
From:	David Weber Director, City Clerk's Office	**File:**	12-8160-20-8778/Vol 01
Re:	**2011 Civic Election Update and Bylaw Amendment**		

Staff Recommendation

That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8778, be introduced and given first, second and third readings.

David Weber
Director, City Clerk's Office
(604-276-4098)

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CONCURRENCE OF GENERAL MANAGER		
REVIEWED BY TAG	YES ☑	NO ☐
REVIEWED BY CAO	YES ☑	NO ☐

3212349

Staff Report

Origin

The purpose of this report is to:

- provide an update on the status of early plans for the 2011 General Local and School Election;
- recommend a number of bylaw amendments that will be required as a consequence of implementing the "vote anywhere" initiative; and
- recommend other housekeeping amendments that support other initiatives and clarify various election procedures.

In accordance with the *Local Government Act*, election bylaw amendments must be adopted by August 8, 2011 in order to apply to the 2011 civic election.

Analysis

1. Update on the Recommendations of the Local Government Elections Task Force

Starting in late 2009 and working through to the spring of 2010, the Province's Local Government Elections Task Force conducted a broad public consultation process and invited comment from local governments and various interest groups on a range of election-related topics. At the end of May 2010, the Task Force delivered its report to the Provincial Government which included a number of key recommendations including:

- the establishment of expense limits for all campaign participants;
- the regulation of third party advertisers and new requirements for their registration as well as new requirements for the disclosure of expenses and contributions by third party advertisers;
- new requirements to identify sponsors of all election advertising;
- the banning of anonymous contributions;
- the shortening of the time frame for filing campaign financial disclosure statements to 90 days after election day;
- the establishment of a central role for Elections BC regarding the enforcement of election legislation and the posting of campaign financing information online; and
- the establishment of a separate Act for campaign financing rules for local elections.

At the time the recommendations were endorsed, the Provincial Government indicated its intention to implement the proposed changes in time for the 2011 Local Government Elections. However, in April of this year, following a change in Government leadership, a further announcement was made that Government would instead work towards implementing the Task Force recommendations and bringing forward the required legislative amendments in time for the 2014 civic elections. Therefore, due to this delay in implementation, the legislative rules governing the 2011 civic election will be exactly the same as those that were in place for the last election.

In a subsequent press release the Provincial Government announced that it intended to shorten the three year term of office by one month for those elected in November 2011 so that the date of the General Local Election in 2014 would be the third Saturday in October instead of the third Saturday in November. According to the Task Force report, this issue was cited frequently in conjunction with the debate on extending the term of office to four years. Proponents argued that October would likely have better weather for voting day, would provide increased accessibility to voting for those who travel during the winter months, and would have longer daylight hours for campaigning. Staff will monitor the progress of this issue and report to Council if any changes to the 2014 election date are enacted.

2. Update on the `Vote Anywhere` Initiative

Previous elections in Richmond have been conducted using voting divisions meaning that electors were required to vote at specific designated voting places in their neighbourhoods. Earlier this year, Council approved a new approach which would allow electors to vote at any voting place in the municipality. Using a computerized online voters list, the election will be conducted in an efficient and secure manner, ensuring that voters who vote at one location are not able to cast ballots at other locations. This new approach offers added convenience to voters and it allows voting places to be located not just in neighbourhoods but in community centres, shopping malls and places where people naturally congregate on Saturdays. In essence, the "vote anywhere" initiative brings the voting opportunities to the people as opposed to making the people find the voting opportunities.

The vote anywhere initiative has given staff a further opportunity to re-evaluate the traditional locations for the voting places. Over the last 20 years, Richmond has seen dramatic changes in the distribution of population, yet the voting divisions, division boundaries and voting places have remained relatively unchanged. As a consequence, some areas of Richmond, particularly in the City Centre, have been very under-serviced in terms of voting opportunities in recent years. As part of the vote anywhere initiative staff have corrected this imbalance and re-distributed the voting opportunities to better reflect the current population distribution in Richmond.

In addition to population distribution, staff have examined other important criteria to determine the best locations for the voting places, including:

- wheelchair accessibility;
- proximity & visibility from major roads;
- proximity in relation to other voting places;
- suitability of the space as a voting place;
- feedback from election staff from previous elections;
- proximity to areas where people typically congregate; and
- connectivity to the City network.

While a good number of the school facilities will continue to serve as voting places in 2011, a number of new high traffic community facilities will be added, including West Richmond Community Centre, Cambie Community Centre, the Library/Cultural Centre, Lang Centre (City Centre), Watermania, and McRoberts High School (adjacent to South Arm Community Centre). Staff are also in the process of confirming voting places at Aberdeen Centre and Lansdowne Mall. In addition, an unprecedented nine Advance Voting opportunities will be offered over 5

days including a "Super Advance Voting Day" on November 12th when 4 voting opportunities will be provided at key locations around the City on a single day. Other Advance Voting opportunities will be provided at City Hall, the Oval and at Kwantlen Polytechnic University (Richmond Campus). In total, 32 voting places will be available on General Voting Day. A complete listing of the Voting Places for 2011 is attached (**Attachment 1**).

A number of consequential bylaw amendments are required in order to implement the "vote anywhere" initiative, the primary change being the removal of the requirement to vote at designated voting places within voting divisions.

Amendments are also proposed to provide for the possibility of establishing "additional general voting opportunities" (meaning voting opportunities on general voting day that may have hours other than 8 am to 8 pm). Although staff do not anticipate having shortened hours at any of the voting places at this time, it may be necessary to consider later opening times or earlier closing times to in order to accommodate mall hours. In order to be prepared for this possibility closer to the election, bylaw amendments would need to be enacted at this time.

3. Election Calendar - Key Dates

From late August onward	Candidate Nomination and Information Packages available
Summer through to September 27th	Advance Voter Registration period (although electors may still register at the time of voting if they are not already on the voters list)
Tuesday, October 4th, 9 am	Nomination Period begins
Friday, October 14th, 4 pm	Nomination Period ends
Once ballots are available through to the close of voting on November 19th	Mail Ballot voting opportunity available
Tuesday, November 8th, 8 am – 8 pm	Advance Voting - Kwantlen
Wednesday, November 9th, 8 am – 8 pm	Advance Voting – City Hall
Thursday, November 10th, 8 am – 8 pm	Advance Voting – City Hall
Saturday, November 12th , 8 am – 8 pm	Advance Voting – "Super Advance Voting Day" – voting places at the Library/Cultural Centre, McRoberts/South Arm, McMath High School, and Cambie Community Centre
Tuesday, November 15th , 8 am – 8 pm	Advance Voting – City Hall, Richmond Oval
Saturday, November 19th, 2011, 8 am – 8 pm	**GENERAL VOTING DAY**

(Other pertinent information relating to election dates and processes can be found in the 2011 Civic Election FAQ provided in **Attachment 2**)

4. Bylaw Amendment – To provide more time for Mail Ballots

Prior to the last civic election, legislative changes were enacted which extended the eligibility for mail ballots to include electors who would be traveling and who would otherwise miss advance voting and general voting opportunities. The expanded mail ballot opportunity was popular and a number of electors took advantage of this new service. In order to better accommodate mail ballot requests from traveling Richmond electors, staff are proposing amendments to the election bylaw which would allow an extended period of time in which to send and receive mail ballots through standard postal service. With the proposed changes and by tightening the ballot printing timetable as much as possible, the current ten day time period could almost be doubled.

In addition, amendments are also proposed which would offer electors the option to receive mail ballots using an expedited courier service (at the elector's added expense), otherwise, mail ballot packages will be sent to electors using regular letter mail service. According to the legislation, the responsibility (and associated cost) to return mail ballots by the close of voting on General Voting Day rests with the elector.

5. Bylaw Amendment – To clarify close of voting procedures for certain voting opportunities

A number of housekeeping amendments are proposed to the close of voting procedures for advance voting, special voting and additional general voting opportunities in order to provide a more descriptive and detailed procedure.

6. Bylaw Amendment – To authorize the use of ballot marking devices to assist voters with disabilities and to support the accessible voting station initiative

For this election, staff have been exploring the possibility of using a newly available specialized device that would assist voters with disabilities to mark their ballots independently. This ballot marking device is compatible with Richmond's style of ballot and type of vote counting machine. The ballot marking device would be set-up at a voting place as an accessible voting station. Electors using an accessible voting station would be issued a standard ballot by election staff. The ballot would then be inserted into the ballot marking device, and, using a range of available user-interfaces (such as descriptive audio, enhanced video display, Braille keypad, and connections for sip/puff devices), the elector would determine how they wished to mark the ballot. Once the choices are completed and confirmed by the elector, the device physically marks the ballot as directed by the voter and returns the marked ballot to the voter so that it may then be inserted and counted by the vote counting machine.

While the option would always remain for voters with disabilities to bring someone with them to assist them with the voting process if they so desired, the ballot marking device would also be available as an option for those who wished to cast their ballot independently. Staff have had an initial consultation meeting with staff at the Richmond Centre for Disability and have received very constructive and positive feedback about this proposal. Of particular note was the opportunity of promoting and raising awareness of the new service in partnership with RCD.

In terms of deployment, staff would anticipate making the accessible voting station available at a number of the Advance Voting opportunities as well as at one centrally-located voting place on

General Voting Day (for example, at Lansdowne Mall). The provision of this service supports the goal of encouraging greater voter turnout and removing barriers to voting.

Bylaw amendments are required in order to authorize the use of the ballot marking device as part of the voting process. The additional cost to provide an accessible voting station can be accommodated within the existing election budget.

Financial Impact

None.

Conclusion

The bylaw amendments proposed in this report relate primarily to supporting the vote anywhere initiative, implementing the accessible voting station initiative, improving the mail ballot process, and enacting various housekeeping amendments to clarify election procedures. Adoption of the amendment bylaw is therefore recommended to support the general goals of improving voting opportunities, increasing voter turnout and removing barriers to voting.



David Weber
Director, City Clerk's Office
(604-276-4098)

Att. 3

Attachment 1 – Voting Places for 2011 General Local and School Election
Attachment 2 – 2011 Civic Election FAQ
Attachment 3 – Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8778

Voting Places for General Voting Day, November 19, 2011

1.	A. R. MacNeill Secondary	6611 No. 4 Road.
2.	Aberdeen Centre Mall	4151 Hazelbridge Way
3.	Blundell Elementary	6480 Blundell Rd.
4.	Brighouse Elementary	6800 Azure Rd.
5.	Burnett Secondary	5011 Granville Ave.
6.	Cambie Community Centre	12800 Cambie Road
7.	Cook Elementary	8600 Cook Rd.
8.	Garden City Elementary	8311 Garden City Rd.
9.	General Currie Elementary	8220 General Currie Rd.
10.	Grauer Elementary	4440 Blundell Rd.
11.	Hamilton Elementary / Community Centre	5180 Smith Dr.
12.	Homma Elementary	5100 Brunswick Dr.
13.	Lang Centre (City Centre)	Lang Centre (City Centre)
14.	Lansdowne Centre Mall	5300 No. 3 Road
15.	Library Cultural Centre	7700 Minoru Gate
16.	McMath Secondary	4251 Garry Street
17.	McNair Secondary	9500 No. 4 Rd.
18.	McRoberts Secondary / South Arm Community Centre	8980 Williams Road
19.	Quilchena Elementary	3760 Moresby Dr.
20.	Richmond Secondary	7171 Minoru Blvd.
21.	Sea Island Elementary	1891 Wellington Cres.
22.	Spul'u'kwuks Elementary	5999 Blanshard Dr.
23.	Steves Elementary	10111 Fourth Ave.
24.	Steveston-London Secondary	6600 Williams Road
25.	Tait Elementary	10071 Finlayson Dr.
26.	Talmey Elementary	9500 Kilby Drive
27.	Tomsett Elementary	9671 Odlin Rd.
28.	Watermania	14300 Entertainment Blvd.
29.	West Richmond Community Centre	9180 No. 1 Road
30.	Westwind Elementary	11371 Kingfisher Dr.
31.	Woodward Elementary	10300 Seacote Rd.
32.	Wowk Elementary	5380 Woodwards Rd.

Voting Places for Advance Voting

1.	Cambie Community Centre (Nov 12th)	12800 Cambie Road
2.	City Hall (Nov 9th, 10th, 15th)	6911 No. 3 Road
3.	Kwantlen Polytechnic University (Nov 8th)	8771 Lansdowne Road
4.	Library Cultural Centre (Nov 12th)	7700 Minoru Gate
5.	McMath Secondary (Nov 12th)	4251 Garry Street
6.	McRoberts Sec. / South Arm Community Centre (Nov 12th)	8980 Williams Road
7.	Richmond Olympic Oval (Nov 15th)	6111 River Road

Richmond General Local and School Election 2011

Frequently-Asked-Questions / General Overview

When is election day?

General Election Day is **November 19, 2011.**

What are the dates for advance voting?

The proposed dates for advance voting in 2011 are:

November 8th, 2011	Kwantlen
November 9th, 2011	City Hall
November 10th, 2011	City Hall
November 12th, 2011	Library Cultural Centre; Cambie Community Centre; McRoberts/South Arm Community Centre; McMath Secondary
November 15th, 2011	Richmond Olympic Oval; City Hall

The proposed dates provide both weekday and weekend advance voting opportunities.

Do voters have to register in advance of General Election Day?

No.

People who are not already registered on the voters list, or who did not register during the advance registration period, may still register to vote at the time of voting. Eligible electors who have never before registered may register to vote in advance provided they do so before September 27, 2011. After this date, eligible electors who are not yet registered to vote, must register at the time of voting.

How do electors register to vote?

If you are not already on the voter's list, you can register at the City Clerk's Office or the Election Office at City Hall during the voter registration period (through the summer months until September 27, 2011). You will be able to check whether you are registered to vote on the City web site. If you don't register to vote in advance, don't be concerned - you can always register at the voting place just before you vote. Remember, registration in advance of General Election Day is *not* required. In order to register, a

person must meet the eligibility requirements and present acceptable identification (see below for details).

Do voters have to re-register to vote for each election?

No.

If you voted in the previous provincial, federal or civic elections, then it is very likely that you are already registered to vote for the 2011 General Local and School Election. The City uses the provincial voters list for civic elections, which is based on election registration data from both the provincial and federal voters lists. Elections BC maintains and updates the voters list between elections, however, if you have recently moved, and have not updated your registration information with Elections BC, then you may wish to do so during the advance registration period to ensure that your current registration information for Richmond is incorporated into the voters list. Again, there is no need to be concerned if you have not updated your registration information in advance of General Election Day - an Election Official can easily process a change of address or registration update immediately before you vote at the voting place.

Who is eligible to vote?

You may vote in the Richmond General Local and School Election as a **resident elector** if you:

1. are a Canadian citizen;
2. are, or will be, 18 years of age or more on General Voting Day (Saturday, November 19, 2011);
3. have lived in BC for at least 6 months prior to registration (May 17, 2011 is the last day to meet residency requirement if registering on General Voting Day);
4. have lived in Richmond (or owned property in Richmond for a **non-resident elector**) for at least 30 days prior to registration (October 19, 2011 is the last day to meet local residency requirement if registering on General Voting Day); and
5. are not disqualified from voting by the Local Government Act or any other enactment.

What is the identification requirement in order to vote?

If a person is already registered on the voters list, there is no ID requirement at the time of voting.

If a person is <u>not</u> already registered on the voters list, and they are eligible to vote, the following ID requirement must be met when registering at the time of voting:

1. **At least 2 ID documents must be shown that provide evidence of the person's identity and place of residence,** at least one of which must contain the person's signature,

   OR

2. **At least 2 ID documents must be shown that provide evidence of the person's identity,** at least one of which must contain the person's signature, **and make a solemn declaration** as to the person's place of residence.

What forms of ID are acceptable?

The following are examples of acceptable identification documents (this is not an exhaustive list):

- Canadian Passport
- BC Driver's License
- Certificate of Vehicle Insurance
- BC ID Card
- Credit Cards or Debit Cards
- Birth Certificate
- Canadian Citizenship Card
- Social Insurance Card
- BC Care Card or BC Gold Care Card
- Property Tax Notice or Utility Bill

What provisions are made to assist voters with disabilities?

People who have a physical disability, illness, or injury that affects their ability to vote at another voting opportunity may request to vote using a mail-in ballot. In addition, on General Voting Day and on Advance Voting Days, people may request "curb-side voting," which is a service whereby an elector may vote in their car with the assistance of an election official, provided the elector is able to drive to or be driven to their designated voting place. If an elector requires assistance to read or mark a ballot, they are permitted to have the assistance of another person in the voting booth. Also, every effort is made to ensure that all voting places are accessible. Finally, at some advance voting opportunities and at one voting place on General Voting Day, an "accessible voting station" will be available. An accessible voting station allows an elector to use a ballot marking device that would assist voters with disabilities to mark their ballots independently. The ballot marking device offers a range of user-interfaces such as descriptive audio, enhanced video display, Braille keypad, and connections for sip/puff devices.

What provisions are made for residents of care facilities?

As in previous years, voting opportunities will be provided for residents of care facilities who would otherwise not be able to attend a voting place on General Voting Day. In the past, voting opportunities have be provided at Minoru Residence, Gilmore Gardens, Courtyard Gardens, Fraserview Intermediate Care Lodge, Richmond Lions Manor, Rosewood Manor and Pinegrove Place. Similar arrangements will be made again this year in consultation with facilities staff to provide appropriate voting opportunities for people living in these and other new facilities as appropriate. Other people who are disabled, injured or ill, but living at home or at another place not listed above, may also vote using a mail-in ballot.

What provisions are made to assist people using other languages?

The City publishes and distributes a voters guide in English, French, Chinese and Punjabi. In addition, voting instructions and other voting information is posted at the voting places in each of these languages. The City also makes an effort to have some multi-lingual election staff available at the voting places and if a person requires translation assistance in the voting booth, they may bring one person along with them to translate.

Ballots are not available in other languages.

Can people vote in Richmond if they live elsewhere but own property here?

The Local Government Act allows people who are not residents of a municipality to vote if they own property within a given jurisdiction. Of course, by definition, this right is only extended to people who are not residents so as to avoid double-voting. For example, a resident of Vancouver who owns property in Richmond may vote in Vancouver as a resident elector and in Richmond as a non-resident property elector. However, a person who lives in Richmond, and owns additional properties in Richmond may only vote *once* in Richmond as a resident elector. The property must be owned personally and not by a corporation since corporate voting has long since been eliminated.

When can people be nominated as candidates in the election?

The nomination period begins on Tuesday, **October 4**, 2011 at 9:00 am and ends on Friday, **October 14**, 2011 at 4:00 pm. No candidate nominations can be filed except during the nomination period.

What are the general qualifications to run as a candidate?

In order to run as a candidate, you must:

- be 18 or older on General Voting Day;
- be a Canadian citizen; and
- be a resident of British Columbia for at least 6 months before the election.

In addition, you must not have been otherwise disqualified, for example, by failing to file a campaign financing disclosure statement after the last election. Candidates in a civic election are *not* required to be residents of the community in which they are seeking public office. City and School Board employees are required to take a leave of absence before being nominated for a position on City Council or the Board of Education respectively. Metro Vancouver employees must also take a leave of absence before being nominated as a candidate for a City Council position.

What is an elector organization?

An elector organization is an organization that endorses the election of a particular candidate and has its name on the ballot along with the candidate's name. If the organization wants to have its name appear on the ballot with the candidate's name, the organization must have been in existence for 60 days and have had a membership of 50 electors of the local jurisdiction for that period. Elector organizations are bound by the same financial disclosure rules as candidates and their disclosure statements are available for inspection by the public at the local government office after general voting day.

What is a campaign organizer?

Campaign organizers are individuals or organizations that mount an election campaign and accept campaign contributions, intend to accept campaign contributions, or incur expenses in support of an election campaign. The primary difference between an elector organization and "campaign organizer" is that the campaign organizer does not officially endorse candidates on the ballot, but nevertheless, mounts an election campaign or advertising campaign in support of a candidate(s) or an elector organization(s).

What is a campaign financing disclosure statement?

The purpose of campaign financing disclosure statements are to provide the public with more information as to who is financially supporting candidates, elector organizations and campaign organizers and how much is spent in running for elected office. Candidates, elector organizations and campaign organizers are required to prepare and

file with the local government, public statements which outline the campaign contributions they received and election expenses they incurred.

The campaign financing disclosure statements must be filed 120 days after general voting day (March 19, 2012). The requirement to file a disclosure statement applies to all candidates and elector organizations, whether or not contributions were received or election expenses were incurred.

Campaign organizers are also required to file campaign financing disclosure statements. For campaign organizers, the requirement to file is triggered once the organizer files with the Chief Election Officer the contact information for the organization and its appointed officers. This must be done once the organizer has incurred election expenses greater than $500, has received campaign contributions greater than $500, or sooner if the organizer so chooses.

City of Richmond

Bylaw 8778

Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8778

The Council of the City of Richmond enacts as follows:

1. Civic Election Administration and Procedure Bylaw No. 7244, as amended, is further amended:

   (a) by deleting Part Three: Voting Division Establishment in its entirety and substituting "PART THREE: REPEALED";

   (b) by deleting the heading "**PART FOUR: AUTOMATED VOTE COUNTING SYSTEM AUTHORIZATION AND PROCEDURES**" and substituting the following:

   "**PART FOUR: VOTE COUNTING SYSTEM AND GENERAL ELECTION PROCEDURES**"

   (c) by deleting section 4.1.1 and substituting the following:

   "4.1.1 Authorization is given for the conducting of a General Local Election and a **by-election,** including voting at any general voting opportunities, advance voting opportunities, special voting opportunities, and additional general voting opportunities, if applicable, and voting by mail ballot in connection with either of such elections, using an **automated vote counting system.**"

   (d) by deleting section 4.2.1 and substituting the following:

   "4.2.1 The presiding election official at each voting place, including at each general voting opportunity, advance voting opportunity, special voting opportunity, and additional general voting opportunity, if applicable, may, as soon as an elector enters the voting place and before a **ballot** is issued to the elector, offer a demonstration of how to vote using an **automated vote counting system**."

   (e) by deleting subsection 4.2.2 and substituting the following:

   "4.2.2 Upon completion of any voting demonstration, the elector must proceed as instructed to the election official , who:

   (a) must ensure that the elector:

   (i) is qualified to vote in the election; and
   (ii) completes the appropriate voting book; and

(b) upon fulfilment of the requirements of clause (a), must then provide a **ballot** to the elector, and any further instructions the elector requests."

(f) by deleting the opening paragraph of section 4.2.4 and substituting the following:

"4.2.4 The elector may vote only by making an **acceptable mark** on the **ballot**, either manually or by using a **ballot marking device,** if such a device is available:"

(g) at section 4.2.8 by deleting the words "Schedule D" and substituting "Schedule A";

(h) by deleting the opening paragraph of section 4.3.2 and substituting the following:

"4.3.2 Upon being advised of a request for a replacement **ballot**, the presiding election official must:"

(i) by deleting section 4.5 in its entirety and substituting the following:

4.5 Advance Voting, Special Voting and Additional General Voting Opportunity Procedures

4.5.1 **Vote counting units** are to be used at each advance voting, special voting and additional general voting opportunities, and voting procedures at each must follow as closely as possible, those described in section 4.2.

4.5.2 During any period that a **vote counting unit** being used at an advance voting, special voting or additional general voting opportunity is not functioning, the provisions of subsections 4.4.1 and 4.4.2 apply, so far as applicable.

4.5.3 The presiding election official, at the close of voting at an advance voting opportunity, special voting opportunity, and additional general voting opportunity that does not end at 8:00 pm on General Voting Day, must:

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

(b) secure the **vote counting unit** so that no more **ballots** can be inserted;

(c) ensure that the **results tapes** in the **vote counting units** are not generated;

(d) complete the ballot account to account for the **voted ballots**, unused ballots, spoiled ballots and unaccounted for ballots, and place ballot account in the election night returns envelope;

(e) place the **voted ballots** into the election materials transfer box;

(f) place the spoiled ballots in a sealed envelope and place the envelope into the election materials transfer box;

(g) seal the election materials transfer box;

(h) place the list of electors and any voting books/list of electors, if applicable, completed elector registration forms, and all completed administrative forms into the Chief Election Officer envelope; and

(i) deliver the **vote counting unit**, together with the **memory pack** and all other election materials, to the Chief Election Officer at **election headquarters.**

(j) by deleting the opening paragraph of section 4.6.1 and substituting the following:

"4.6.1 After the close of voting on General Voting Day, each presiding election official, except those responsible for mail ballot voting, advance voting opportunities, special voting opportunities, and additional general voting opportunities that do not end at 8:00 pm on General Voting Day, must:"

(k) by deleting subsection 4.6.1(i) and substituting the following:

"(i) place the list of electors and any voting books/list of electors, if applicable, one copy of the **results tape**, completed elector registration forms, and all completed administrative forms into the Chief Election Officer envelope; and"

(l) by deleting section 4.6.2(a) and substituting the following:

"(a) direct the presiding election officials for the advance voting opportunities, special voting opportunities, and additional general voting opportunities that ended prior to 8:00 pm on General Voting Day, or another election official under the direction of the Chief Election Officer, to:

(i) generate two copies of the **results tape** from the **vote counting unit**; and

(ii) remove the **memory pack** from the **vote counting unit** and deliver it, along with one copy of the **results tape**, to the Chief Election Officer at election headquarters; and"

(m) by deleting section 5.2.1 and substituting the following:

"5.2.1 A person wishing to vote by mail ballot must apply, by giving his or her name and address to the Chief Election Officer no later than 4:00 p.m. on General Voting Day."

(n) by deleting the opening paragraph of section 5.2.2 and substituting the following:

"5.2.2 Upon receipt of a request for a mail ballot and commencing as soon as practical after the final printed ballots are available, the Chief Election Officer must:"

(o) by adding the following after section 5.3.2:

"5.3.3 The mail ballot package will be sent by Canada Post regular prepaid letter mail, unless the elector requesting the mail ballot package makes arrangements for hand delivery and pick-up or for expedited courier service, at the expense of the elector."

(p) by deleting section 5.5.5 and substituting the following:

"5.5.5 Where an outer envelope and its contents are received by the Chief Election Officer between 6:00 p.m. on General Voting Day and the close of voting on General Voting Day, the provisions of subsection 5.5.1 and 5.5.2 with regard to ballot acceptance and rejection apply, and the Chief Election Officer must, in the presence of at least one other person, including any scrutineers present, open such certification envelopes containing the secrecy envelopes, and place the secrecy envelopes containing the mail ballots into the **portable ballot box** identified in subsection 5.5.4."

(q) by adding the following after section 5.8:

"PART FIVE A: ADDITIONAL GENERAL VOTING OPPORTUNITY ESTABLISHMENT

5A.1 The Chief Election Officer is authorized:

(a) to establish any additional general voting opportunities; and

(b) to designate voting places and to set the voting hours for such voting opportunities,

for a General Local Election and a **by-election**."

(r) at section 9.1 by deleting the definition of "**AUTOMATED VOTE COUNTING SYSTEM**" and substituting the following:

"**AUTOMATED VOTE COUNTING SYSTEM**	means a system that counts and records votes marked manually or with the assistance of a **ballot marking device**, if such a device is available, and processes and stores election results which comprises:

(a) a number of ballot scan **vote counting units**, each of which rests on a two compartment

ballot box, one of which is for **voted ballots** and the other being an **emergency ballot compartment**; and

(b) a **portable ballot box** into which voted mail ballots are deposited, to be counted after the close of voting on General Voting Day."

(s) at section 9.1 by adding the following definition, in alphabetical order:

"**BALLOT MARKING DEVICE**	means a device which physically marks a **ballot** as intended by an elector through various computer-assisted user-interfaces controlled by the elector, including, without limitation, enhanced audio or visual aids, Braille-marked keypads, or sip and puff devices."

(t) by adding the following after section 9.1:

"9.2 Undefined terms in this bylaw have the same meaning as the terms defined and used in Part 3 of the *Local Government Act*."

(u) by deleting Schedules A, B, and C and renaming Schedule D to Bylaw No. 7244 as Schedule A to Bylaw No. 7244.

2. This Bylaw is cited as **"Civic Election Administration And Procedure Bylaw No. 7244, Amendment Bylaw No. 8778".**

FIRST READING _____

SECOND READING _____

THIRD READING _____

ADOPTED _____

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

_____ MAYOR

_____ CORPORATE OFFICER

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	May 30, 2011
From:	David Weber Director, City Clerk's Office	**File:**	12-8125-60-01/Vol 01
Re:	**Determining Election Results Where a Tie Vote Exists After a Judicial Recount**		

Staff Recommendation

That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8770, be introduced and given first, second and third readings.

David Weber
Director, City Clerk's Office
(604-276-4098)

Att.

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CONCURRENCE OF GENERAL MANAGER		
REVIEWED BY TAG	YES ☑	NO ☐
REVIEWED BY CAO	YES ☑	NO ☐

Staff Report

Origin

Section 141 of the *Local Government Act* provides the City with the option to determine the results of an election by lot (random draw) if, following a judicial recount, a tie vote is the result. In order to exercise this option, a bylaw must be adopted by City council in relation to determining the result by lot for the office of Mayor and Councillor. In order to apply to a tie vote situation for the office of School Trustee, the Board of Education must independently consider and adopt a bylaw. If such a bylaw is not adopted, then the *Local Government Act* requires that tie vote situations be resolved through a runoff election.

This matter was last before Council for consideration in 1993 and in 1996. In both instances, the Council of the day chose the runoff election option. At that time, the Richmond Board of Education also chose the runoff election option. The issue has not been re-visited since.

Analysis

Although the chances of a tie vote following a judicial recount are remote, the possibility exists and there are instances where this has occurred in British Columbia in the last decade. In the District of Hope in 2002, a tie vote following a judicial recount for the last Councillor position was determined by lot in accordance with the District's election bylaw. In the same year, in Whistler, again for the last Councillor position, a tie vote following judicial recount was determined through a runoff election since Whistler had not adopted a bylaw to deal with a tie by lot.

Where a runoff election is required, the *Local Government Act* indicates that it must be conducted in a manner that is equivalent to the original election and with the same voting opportunities as originally provided. In other words, the runoff election cannot be reduced in scale and would therefore likely incur costs roughly approaching the cost of the original election. While some of the costs for the runoff election might be avoided because of the work that would have just recently been completed for the original election, many of the costs for a second election (for example, for election day staffing at the voting places, vote counting machine re-programming, ballot printing, statutory and other advertising) would remain and would amount to approximately $250,000 in unbudgeted additional costs. There would be no additional cost to determining the final result by lot following a judicial recount.

In the case of a final determination by lot, the *Local Government Act* specifies a procedure whereby the court directs that a winner be randomly drawn and declared from the two or more tied candidates. Most Metro Vancouver municipalities surveyed have included provisions in their election bylaws for the final determination of a tie vote by lot, including Vancouver, Delta, Surrey, New Westminster, North Vancouver (District and City), West Vancouver, Coquitlam, Port Coquitlam, Maple Ridge and Port Moody. Burnaby and Richmond are the only Metro Vancouver municipalities surveyed that would be subject to the runoff election scenario.

In the case of a runoff election, the election is between all candidates who were unsuccessful in the original election for that particular office. Candidates are given the opportunity to withdraw

from the runoff election and, of course, no new nominations may be accepted. As a follow-up action to choosing the runoff election option in 1996, the Council of the day submitted a resolution to UBCM requesting legislative changes to allow a runoff election to be conducted on a reduced scale and to change the provisions so that the runoff election would only be between the tied candidates. Although the resolution was endorsed at the UBCM convention, the provincial government did not act on the request and responded that such changes would require a broad policy review and consultation process (see **Attachment 1**). The legislative provisions for a runoff election have remained the same since that time.

Financial Impact

The cost of a runoff election for the office of Mayor or Councillor would have a significant financial impact on the City.

As provided in the *School Act*, in the case of a runoff election for the office of School Trustee, the Board of Education would be solely responsible for the costs, although the City would still be responsible for conducting the runoff election.

Except in the rare instance of a runoff election scenario, there is no direct financial impact associated with this report.

Conclusion

Given the passage of time since Council last considered this matter and the significant financial impact associated with this remote, but not impossible scenario, staff felt it appropriate to bring this matter forward once again for consideration. Based on the potential financial impact alone, staff recommend the adoption of a bylaw to determine a tie vote by lot.

If no action is taken to enact a bylaw, then the runoff election provisions will automatically continue to apply. If Council chooses to exercise the option to resolve a tie by lot following a judicial recount, then a bylaw to that effect, as attached, must be adopted prior to August 8, 2011 in order to apply to this year's election.

David Weber
Director, City Clerk's Office
(604-276-4098)

Att. 2

Attachment 1 – UBCM Resolution B53 (1996) on Tie Votes (Richmond)
Attachment 2 – Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8770

Attachment 1

Year	Number	Resolution Title	Sponsor
1996	B53	TIE VOTES	Richmond

Resolution Text

WHEREAS Section 142 of the Municipal Act establishes the conditions under which a runoff election is to be conducted in the case of a tied vote in an election for the office of Mayor and Councillor;

AND WHEREAS subsection (3) of Section 142 states that the candidates in a runoff election are to be the unsuccessful candidates in the original election who do not withdraw, rather than only the candidates who have an equality of votes, as is the case when a tied vote is resolved by lot in accordance with Section 141;

AND WHEREAS an inequity has been created in that one tied vote determination method chosen by an incumbent council restricts the possibility of being elected to only the candidates with an equality of votes, whereas the alternate method specified in the Municipal Act permits any of the unsuccessful candidates to be elected;

AND WHEREAS subsections (8) and (9) of Section 142 require, so far as reasonable possible, the runoff election proceedings to be conducted, and the voting opportunities to be provided, in the same manner as the original election, thereby subjecting the public of the municipality in question, to an onerous and unnecessary expense:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request the provincial Ministry of Municipal Affairs and Housing to bring forward amendments to subsections (3), (8) and (9) of Section 142 to permit only those candidates with an equality of votes to participate in a runoff election, and to permit the runoff election to be conducted on a smaller, more appropriate scale than the original election.

Convention Decision

Endorsed

Executive Decision

Committee Decision

Provincial Response

MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING

This matter was considered during a three year review at the time the legislation was amended in 1993. There are policy issues on all sides that would have to be reviewed. If they were to be reviewed, such a review should be done in the broader context of the proposal of the Minister of Municipal Affairs and Housing to work with UBCM, through the Joint Council, on the development of a multi-year plan for the establishment of a new legislative foundation for local government. At its January 22, 1997 meeting, the UBCM Executive authorized the UBCM President to respond positively to that proposal.

City of Richmond

Bylaw 8770

Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8770

The Council of the City of Richmond enacts as follows:

1. Civic Election Administration and Procedure Bylaw No. 7244, as amended, is further amended at Part 4 by adding the following as section 4.8:

4.8 Resolution of Tie Vote After Judicial Recount

4.8.1 In the event of an equality of valid votes for two or more candidates following a judicial recount for a general local election or **by-election** for the office of Mayor or Councillor, the result will be determined by lot in accordance with section 141 of the *Local Government Act*.

2. This Bylaw is cited as **"Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8770 ".**

FIRST READING _____

SECOND READING _____

THIRD READING _____

ADOPTED _____

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

_____ MAYOR

_____ CORPORATE OFFICER

3218594

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	May 30, 2011
From:	David Weber Director, City Clerk's Office	**File:**	12-8060-20-8779/Vol 01
Re:	**The Oath of Office – Response to Council Referral**		

Staff Recommendation

That the staff report titled "The Oath of Office – Response to Council Referral," dated May 30, 2011 from the Director, City Clerk's Office, be received for information.

David Weber
Director, City Clerk's Office
(604-276-4098)

Att. 1

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CONCURRENCE OF GENERAL MANAGER		
REVIEWED BY TAG	YES ☑	NO ☐
REVIEWED BY CAO	YES ☑	NO ☐

Staff Report

Origin

At the April 12, 2010 Regular Council Meeting, Council considered a number of resolutions for submission to the BC Local Government Elections Task Force. Among the resolutions considered was the following referral to staff:

That prior to the next election, staff bring forward options for a new oath of office.

The suggestion to consider this referral motion came out of a discussion amongst members of the Richmond Council Working Group that reviewed and put forward recommendations to Council on potential revisions to local government elections legislation. It was noted in the April 12th report to Council that at the UBCM / Elections Task Force Consultation meeting, participants had commented that the oath of office, as prescribed by regulation, was not a particularly inspiring passage. This sentiment was echoed in discussion by the Richmond Council Working Group and, since the Community Charter allows a council to establish its own oath of office by bylaw, a referral to staff to bring forward options for a new oath of office was recommended by the Working Group and later endorsed by Council.

Analysis

A person elected to a municipal council must make an oath before taking office. A council may establish its own oath of office by bylaw and may even establish different oaths for the office of Mayor and for the office of Councillor. If no oath is established by bylaw, then the oath as prescribed by regulation applies (see wording in Option 1 below). According to staff in the Ministry of Community, Sport and Cultural Development, Local Government Department, no municipalities in BC have exercised the option to establish an oath of office by bylaw. In other words, all BC municipalities currently use the oath of office as prescribed by regulation (Option 1).

Traditionally in Richmond, the oath of office is sworn or affirmed at the Inaugural meeting of Council following a General Local Election. As with any oath, the oath of office provides the option to either *swear* the oath (usually on the Bible), or to *solemnly affirm* the oath. The person taking the oath chooses the form of oath that best suits them personally. As a practice, Richmond has also traditionally included the option for Council members to take the Oath of Allegiance to the Queen immediately following the oath of office. The Oath of Allegiance is as follows: *I, [name], do promise and [swear]/[affirm], that I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth II, her heirs and successors.* Since there is no legal requirement in law for the Oath of Allegiance to be taken by incoming council members in conjunction with the oath of office, it has been traditionally presented as an option and a personal choice. Staff recommend that if a new oath of office is endorsed, that the option to also take the Oath of Allegiance continue to be provided.

In addition to the current oath of office outlined in Option 1, three other options are presented below for consideration. The legislation does not prescribe any specific requirements or elements that must be included in an oath of office, therefore these options can be endorsed in the form presented, re-written or combined in any manner.

Option 1 – This is the "status quo" option – No action is required to maintain this wording as the oath of office.

I, ...[*name of person elected or appointed*]....., do [*swear*]/[*solemnly affirm*] that:

- I am qualified to hold the office of .....[*office*]..... for the ..... [*jurisdiction*]..... to which I have been [*elected*]/[*appointed*];
- I have not, by myself or any other person, knowingly contravened the .....[*applicable Act*]..... respecting vote buying or intimidation in relation to my election to the office; [*not applicable to persons who have been appointed*]
- I will faithfully perform the duties of my office, and will not allow any private interest to influence my conduct in public matters;
- as required by the .....[applicable Act]....., I will disclose and direct or indirect pecuniary interest I have in a matter and will not participate in the discussion of the matter and will not vote in respect of the matter.

Option 2

I, ...[*name of person elected or appointed*]....., do [*swear*]/[*solemnly affirm*] that:

- I will perform the duties of the office of [*Mayor*]/[*Councillor*] faithfully and with integrity;
- I will abide by the statutes, bylaws and policies that govern the City and will promote openness, accountability, and responsible leadership; and
- I will dedicate myself at all times to acting in the best interests of the residents of the City of Richmond.

Option 3 – This option is based on elements from the Community Charter - section 7 (Municipal purposes) and section 115 (Responsibilities of council members)

I, ...[*name of person elected or appointed*]....., do [*swear*]/[*solemnly affirm*] that as [*Mayor*]/[*Councillor*] for the City of Richmond, I pledge:

- to provide good government, and to always consider the well-being and interests of the community;
- to provide stewardship of public assets and to contribute to the development and evaluation of the City policies and programs; and
- to foster the economic, social and environmental well-being of the City of Richmond.

Option 4 – This option is based on elements from the City Vision and Mission Statement

I, ...[*name of person elected or appointed*]....., do [*swear*]/[*solemnly affirm*] and pledge to further the City of Richmond as an appealing, liveable and well-managed community, through responsible decision making, by embracing accountability and transparency, and by demonstrating visionary leadership.

Financial Impact

None.

Conclusion

If Council wishes to establish a new oath of office for the City of Richmond, the desired wording need only be inserted into Schedule A of the draft bylaw included with this report, and then the Bylaw would be introduced, given three readings at a Council meeting and, at a subsequent meeting, adopted. The appropriate wording for such a motion would be as follows:

1. *That Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8779, be introduced and given first, second and third readings; and*

2. *That the option to take the Oath of Allegiance in conjunction with the Oath of Office continue to be provided to incoming Council members.*

As requested in the referral, several options for the wording of a new oath of office have been presented which may be endorsed in the form provided, re-written or combined in any manner as directed.

David Weber
Director, City Clerk's Office
(604-276-4098)

Att. 1

Attachment 1 – Civic Election Administration and Procedure Bylaw No. 7244, Amendment Bylaw No. 8779

City of Richmond

Bylaw 8779

Oath of Office Bylaw No. 8779

The Council of the City of Richmond enacts as follows:

1. Pursuant to section 120(2) of the *Community Charter*, the oath or solemn affirmation of office for persons elected or appointed to office on Richmond City Council is as shown in Schedule A attached to and forming part of this bylaw, with the necessary changes in form, as applicable.

2. This Bylaw is cited as **"Oath Of Office Bylaw No. 8779".**

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

MAYOR

CORPORATE OFFICER

3225402

Schedule A to Bylaw No. 8779

OATH OF OFFICE

I, ...[*name of person elected or appointed*]....., do [*swear*] [*solemnly affirm*] that:

[Insert Text of Oath of Office]

City of Richmond

Report to Council

To:	General Purposes Committee	**Date:**	June 13, 2011
From:	Andrew Nazareth General Manager, Business & Financial Services	**File:**	
Re:	**City Centre Area Transitional Tax Exemption Bylaw No. 8776**		

Staff Recommendation

That the City Centre Area Transitional Tax Exemption Bylaw No. 8776 be introduced and given first, second and third readings and that staff provide public notice in accordance with Sections 94 and 227 of the Community Charter.

Andrew Nazareth
General Manager, Business & Financial Services
(604-276-4095)

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ROUTED TO:	**CONCURRENCE**		**CONCURRENCE OF GENERAL MANAGER**	
Law	Y ☑ N ☐			
Policy Planning	Y ☑ N ☐			
REVIEWED BY TAG	YES ☑	NO ☐	**REVIEWED BY CAO**	YES ☑ NO ☐

3228251

Staff Report

Origin

In recent years, properties in Richmond's City Centre/Brighouse area have experienced significant assessment increases due to various factors including:

- changes in Richmond's City Centre Area Plan ("CCAP"), which over time will see much of the City Centre core change from low-rise commercial and light industrial development to high density mixed residential/commercial development in support of long-term regional sustainability;
- completion of the Canada Line, which has put upward pressure on property assessments in the area;
- strong buyer demand in the Richmond real estate market, which has consistently exceeded regional norms;
- continued low interest rates, which have allowed investor speculation; and
- the City's sale of lands adjoining the Richmond Olympic Oval, which set a significant new benchmark for property values in the area.

This resulted in significant financial hardship for existing business owners and tenants in the area which prompted the City to request that the Province of British Columbia provide a viable solution. The combined efforts of the City and the Province of British Columbia in the last three years have now produced a resolution for the transition period.

Analysis

Bill 15 – 2011 Municipalities Enabling And Validating Act (No. 4) ("Bill 15"), which was passed on June 2, 2011, provides the City with the authority to issue permissive tax exemptions to properties that meet certain criteria, and also provides a corresponding school tax exemption for properties that are given a municipal tax exemption by the City. The program is intended to provide transitional tax relief; therefore, tax exemptions under Bill 15 are only available over the next five years (from the 2012 to 2016 taxation years).

Proposed City Centre Area Transitional Tax Exemption Bylaw No. 8776

The proposed City Centre Area Transitional Tax Exemption Bylaw No. 8776 ("Bylaw 8776") specifies the eligibility criteria and process within the framework set out by Bill 15. The tax exemption program is primarily intended to assist business owners and tenants who are affected by the significant tax increases. All properties that satisfy the following criteria and conditions will qualify for the exemption:

a) the property is located within the CCAP area;
b) the property is classified only as Class 5 or 6 under the *Assessment Act*;

c) the property's assessed land value must have increased by 100% or more between the 2005 and 2011 revised assessment rolls;
d) the municipal taxes for the property must have increased by more than $30,000 between the 2005 and 2011 taxation years;
e) the property must contain improvements, as determined by the BC Assessment Authority;
f) the property is not a strata lot;
g) the property must contain at least one business that holds a valid City business licence;
h) the owner of the property has entered into an exemption agreement with the City; and
i) the property has been issued an exemption certificate.

For eligible properties, the exemption would equal a reduction of 20% of the assessed land value of the property (i.e. excluding the value of improvements). The Province of British Columbia would also provide the same 20% reduction in determining school taxes.

The proposed Bylaw 8776 delegates to the City's tax collector, currently the General Manager, Business & Financial Services, the authority to process the tax exemption applications, sign the exemption agreements on behalf of the City and issue exemption certificates.

The exemption agreement, between the owner of the eligible property and the City, will set out the term of the tax exemption, the extent of the tax exemption, the conditions associated with the tax exemption and that a recapture amount is payable to the City if the conditions are not met or the exemption certificate is cancelled.

An exemption certificate will be issued when all eligibility criteria and conditions are met. The certificate is valid for a term of one year but may be renewed by re-applying to the program if the eligibility criteria continue to apply to the property. Exemption certificates must be issued by October 31 in the year prior to the taxation year that the exemption is being provided, in order for the BC Assessment Authority to be aware of the exemption and provide the necessary assessment calculations to the City. Exemption certificates may be cancelled at the request of the owner of the property or if any of the conditions associated with the exemption are not met. Other circumstances that will trigger cancellation are:

a) subdivision of the property;
b) issuance of a demolition permit for a building on the property;
c) issuance of a development permit for the property;
d) transfer of ownership of the property and the new owner does not enter into the same exemption agreement with the City; and
e) municipal property taxes for the property become in arrears.

A recapture of the tax exemption amount given will apply if an exemption certificate is cancelled before the term of the certificate ends. The recapture amount will be calculated as the pro-rated amount of the tax exemption from the date of cancellation to the end of the term (i.e. end of the taxation year).

The changes brought about by Bill 15 and the proposed Bylaw 8776 will more readily achieve a fair distribution of taxes. Preliminary analysis by the City has identified approximately 40 properties that meet the eligibility criteria. For these properties, the 2011 land assessment values net of exemptions total $576.3 M. This value has increased by $431.8 M from 2005, which translates to an increase of 299%. Municipal taxes for 2011 are approximately $4.8 M which more than doubled the amount collected for 2005. By providing a 20% exemption of assessed land value, the derived 2011 municipal taxes for the eligible properties will be more aligned to those for all other non-eligible properties within CCAP. After taking into consideration the proposed assessment exemption on the land component, the average municipal tax increase from 2005 to 2011 will decrease from approximately 107% to 66% for eligible properties.

Financial Impact

Based on a recommended exemption of an amount equal to 20% of the assessed land value of eligible properties, it is estimated that the annual cost of the exempted taxes to the City will be approximately $946,000. The resulting tax burden may be distributed to others within the same property classifications (Class 5 and 6) or shifted to other property classifications, depending on the extent of the revenue generated by the anticipated new growth in future years. This may be done by revising the appropriate future taxation mill rate(s).

Conclusion

That the City Centre Area Transitional Tax Exemption Bylaw No. 8776 be introduced and given first, second and third readings and that staff provide public notice in accordance with Sections 94 and 227 of the Community Charter.

Ivy Wong
Manager, Revenue
(604-276-4046)

IW:

City of Richmond

Bylaw 8776

CITY CENTRE AREA TRANSITIONAL TAX EXEMPTION BYLAW NO. 8776

WHEREAS the *2011 Municipalities Enabling and Validating Act (No. 4)*, S.B.C. 2011, c. 14 authorizes Council to establish a tax exemption program for land meeting certain criteria in Richmond's City Centre area;

AND WHEREAS certain commercial and light industrial properties in the City Centre area have experienced substantial increases in property taxes since 2005 due to various factors, including changes to the Richmond Official Community Plan to permit high density mixed-use developments in the area, construction of the Canada Line, rapid redevelopment in the area, and demand causing significant increases to the fair market and assessment values of the properties in the area;

AND WHEREAS the City wishes to protect businesses and jobs in the City Centre area during the transition of the area from primarily commercial and light industrial to high density mixed-use developments by providing temporary partial tax exemptions to properties meeting the criteria, terms and conditions set out in this bylaw;

AND WHEREAS section 227 of the *Community Charter* applies to this bylaw and requires that notice be given of a tax exemption bylaw, and notice of this bylaw has been given accordingly;

AND WHEREAS Council has considered this bylaw in conjunction with the objectives and policies set out for the use of permissive tax exemptions under the City's financial plan and determined that this bylaw is compatible with those objectives and policies,

NOW THEREFORE, the Council of the City of Richmond enacts as follows:

PART ONE: DEFINITIONS

1.1 In this bylaw:

ACT	means the *Municipalities Enabling and Validating Act* (No. 4), S.B.C. 2011, c.14
CITY	means the City of Richmond
COUNCIL	means the Council of the **City**
EXEMPTION AGREEMENT	means the tax exemption agreement between the **owner** of a **parcel** and the **City** in accordance with Part Four of this bylaw
EXEMPTION AREA	means the area prescribed pursuant to section 2(3)(a)(i) of the **Act**

EXEMPTION CERTIFICATE	means a tax exemption certificate issued by the **City** under this bylaw and under section 2(8) of the **Act**
IMPROVEMENTS	has the same meaning as in the *Assessment Act*
OWNER	means the owner registered on the title of a **parcel**
PARCEL	has the same meaning as in the Schedule to the *Community Charter*
TAX COLLECTOR	means the **City** officer assigned the responsibility as collector of taxes for the **City**
TAX EXEMPTION	means a tax exemption for which an **exemption certificate** has been issued

1.2 Words defined in the *Community Charter* have the same meaning when used in this bylaw unless defined in this bylaw.

1.3 For certainty, **a** reference in this bylaw to a "class" is a reference to that class as defined in the *Assessment Act.*

PART TWO: TAX EXEMPTION PROGRAM

2.1 There is established a tax exemption program for the granting of **tax exemptions** and issuance of **exemption certificates** for **parcels** in accordance with the terms and conditions prescribed by this bylaw.

2.2 The kind of land that is eligible for a **tax exemption** under this bylaw is a **parcel** that:

(a) is located in the **exemption area**;

(b) is classified only as Class 5 or 6 property under the *Assessment Act* for the purpose of taxation for the taxation year;

(c) has an assessed value with respect to land, not including **improvements**, on the revised assessment roll for the 2011 municipal taxation year that has increased by an amount equal to or more than the greater of 100%, or a percentage prescribed by the Province, from the assessed value with respect to land, not including **improvements,** for that **parcel** on the revised assessment roll for the 2005 municipal taxation year;

(d) without limiting paragraph (c), has had an increase of more than $30,000 in municipal property value taxes for the **parcel** between the 2005 municipal taxation year and the 2011 municipal taxation year;

(e) is not a strata lot pursuant to the *Strata Property Act*;

(f) contains **improvements** as part of the assessed value of the **parcel**;

(g) contains at least one business, the operator of which holds a valid **City** business licence;

(h) is subject to an **exemption agreement**; and

(i) is the subject of an **exemption certificate**.

2.3 The extent of the **tax exemption** available under this bylaw is twenty percent (20%) of the assessed value of the land, not including **improvements**, for a **parcel** that is the subject of an **exemption certificate**.

2.4 A **tax exemption** under this bylaw applies during a municipal taxation year to a **parcel** in respect of which the **tax collector** has issued an **exemption certificate** on or before October 31 of the prior municipal taxation year.

2.5 A **tax exemption** under this bylaw must not be provided after the 2016 municipal taxation year, and an **exemption certificate** must not be issued after October 31, 2015.

2.6 Subject to sections 2.5 and 5.7, the maximum term of a **tax exemption** is one year.

PART THREE: APPLICATION PROCESS

3.1 Application for a **tax exemption** for a **parcel** for a municipal taxation year must be submitted by the **owner** in a form acceptable to the **tax collector** no later than July 31 in the year preceding the year for which the **tax exemption** is sought, except that an application for a tax exemption for the 2012 municipal taxation year must be made no later than September 16, 2011.

3.2 An **owner** applying for a **tax exemption** must submit the following to the **tax collector**:

(a) a tax search certificate indicating that all taxes assessed and rates, charges and fees imposed in respect of the **parcel** have been paid, and where taxes, rates or assessments are payable by instalments, that all instalments owing at the date of application have been paid;

(b) a certificate, in a form acceptable to the **tax collector**, setting out how the **parcel** satisfies the eligibility criteria set out in paragraphs (a) to (g) of section 2.2;

(c) a certificate, in a form acceptable to the **tax collector**, containing a list of lessees, if any, of the **parcel** or a portion of the **parcel**, whether or not there are registered lease agreements, and the business contact information for the lessees;

(d) written acknowledgement by each lessee, or a representative of the lessee, referred to in paragraph (c) that the **owner** is making an application for a **tax exemption**;

(e) an **exemption agreement** duly executed by the **owner**; and

(f) a non-refundable fee in the amount of $200.

3.3 The **tax collector** is the designated municipal officer for the purpose of receiving applications and issuing **exemption certificates**.

PART FOUR: EXEMPTION AGREEMENT

4.1 An **exemption agreement** must include the following:

(a) the term of the **tax exemption**;

(b) the **parcel** to which the **tax exemption** applies;

(c) the extent of the **tax exemption**;

(d) the conditions on which the **tax exemption** is provided; and

(e) that the recapture amount under Part Six is payable if the conditions are not met or the **exemption certificate** is cancelled.

4.2 The **tax collector** is delegated the authority on behalf of Council to enter into and execute an **exemption agreement**.

PART FIVE: EXEMPTION CERTIFICATE

5.1 If the **tax collector**:

(a) receives the documentation and fee set out in section 3.2;

(b) is satisfied that the **parcel** satisfies the eligibility criteria under this bylaw and the **Act**, and

(c) is satisfied that the municipal property value taxes for the **parcel** are not in arrears,

the **tax collector** must issue an **exemption certificate** for the **parcel**.

5.2 An **exemption certificate** will include the following:

(a) a statement that the **tax exemption** for the **parcel** is twenty percent (20%) of the assessed value of the land, not including **improvements**, for the **parcel**;

(b) the term of the **tax exemption**;

(c) the conditions on which the **tax exemption** is provided;

(d) a statement that the **City** has relied on the written representation of the **owner** with respect to the matters referred to in paragraphs (a) to (g) of section 2.2;

(e) a statement that the **parcel** must continue to meet all of the eligibility criteria set out in section 2.2 of this bylaw throughout the term of the **exemption certificate**.

5.3 If:

(a) a **parcel** is subdivided after the issuance of an **exemption certificate** for the **parcel**,

(b) a building permit is issued, pursuant to the **City's** *Building Regulation Bylaw No. 7230*, for the demolition of a building on a **parcel** after the issuance of an **exemption certificate** for the **parcel**,

(c) a development permit is issued for the **parcel** after the issuance of an **exemption certificate** for the **parcel**,

(d) a **parcel** that is subject to an **exemption certificate** is disposed of to a successor **owner** and the successor **owner** fails to enter into the same **exemption agreement** with respect to the **parcel**, or

(e) the municipal property value taxes for the **parcel** are in arrears,

the **exemption certificate** for the **parcel** is cancelled.

5.4 An **exemption certificate** is valid for one year, commencing on January 1 and expiring on December 31 of the applicable municipal taxation year.

5.5 If an **exemption certificate** has been issued in respect of a **parcel** and the **owner** of the **parcel** has received an assessment notice for that **parcel** under the *Assessment Act*, the **owner** must promptly deliver a copy of the notice and of the **exemption certificate** to each lessee of any portion of the **parcel**, whether or not there is a registered lease agreement with respect to the lessee.

5.6 The **tax collector** may cancel an **exemption certificate**:

(a) on the request of the **owner**;

(b) if any of the conditions set out in the **exemption certificate** are not met; or

(c) if any of the events described in section 5.3 (a) through (e) occur,

and the **tax collector** must provide written notice of cancellation to the **owner** and in the notice state the effective date of the cancellation, which is retroactive to the earliest date that a condition was not met or when any of the events described in section 5.3 (a) through (e) occurred.

5.7 An **exemption certificate** may be renewed for subsequent taxation years by applying to the **tax collector** in accordance with this bylaw.

PART SIX: RECAPTURE AMOUNT

6.1 If an **exemption certificate** is cancelled pursuant to section 5.6 of this bylaw, the **owner** of the **parcel** for which the **exemption certificate** was issued will remit to the **City**, no later than 30 days after receipt of the cancellation notice provided by the **tax collector**, a recapture amount calculated as follows:

$$\frac{\text{\# of days remaining in taxation year after cancellation date}}{365} \times \text{value of tax exemption}$$

6.2 The amount of the recapture is a debt due and owing to the **City** by the **owner** of the parcel for which the **exemption certificate** was issued.

6.3 The amount of the recapture constitutes municipal property value taxes owing and so may be collected in like manner as property taxes.

PART SEVEN: SEVERABILITY AND CITATION

7.1 The provisions of this bylaw are severable, and if, for any reason, any subdivision, part, section, subsection, clause, or sub-clause, or other words in this bylaw are for any reason, found to be invalid or unenforceable by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

7.2 This bylaw is cited as **"City Centre Area Transitional Tax Exemption Bylaw 8776".**

FIRST READING _____

SECOND READING _____

THIRD READING _____

ADOPTED _____

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

_____ MAYOR

_____ CORPORATE OFFICER

City of Richmond **Agenda**

Planning Committee

Anderson Room, City Hall
6911 No. 3 Road

Tuesday, June 21, 2011
4:00 p.m.

Pg. # ITEM

MINUTES

PLN-5 ***Motion to adopt the minutes of the meeting of the Planning Committee held on Tuesday, May 17, 2011.***

NEXT COMMITTEE MEETING DATE

Tuesday, July 5, 2011, (tentative date) at 4:00 p.m. in the Anderson Room

PLANNING & DEVELOPMENT DEPARTMENT

PLN-15 1. **APPLICATION BY MOHINDER GILL FOR REZONING AT 7140/7160 BEECHAM ROAD FROM TWO-UNIT DWELLINGS (RD1) TO SINGLE DETACHED (RS2/B)**
(File Ref. No. 12-8060-20-8731, **RZ 10-544622**) (REDMS No.3169195)

TO VIEW eREPORT CLICK HERE

See Page **PLN-15** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That Bylaw No. 8731, for the rezoning of 7140/7160 Beecham Road from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/B)", be introduced and given first reading.

PLN-31 2. **APPLICATION BY ZHI YONG CHEN FOR REZONING AT 7980 BROADMOOR BOULEVARD FROM SINGLE DETACHED (RS1/E) TO COACH HOUSES (RCH)**

(File Ref. No. 12-8060-20-8765, **RZ 10-529089**) (REDMS No. 3207500)

TO VIEW eREPORT CLICK HERE

See Page **PLN-31** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That Bylaw No. 8765, for the rezoning of 7980 Broadmoor Boulevard from "Single Detached (RS1/E)" to "Coach Houses (RCH)", be introduced and given first reading.

PLN-47 3. **APPLICATION BY MATTHEW CHENG ARCHITECT INC. FOR REZONING AT 9731 AND 9751 CAMBIE ROAD FROM SINGLE DETACHED (RS1/E) TO LOW DENSITY TOWNHOUSES (RTL4)**

(File Ref. No. 12-8060-20-8786, **RZ 08-422838**) (REDMS No. 3162217)

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See Page **PLN-47** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That Bylaw No. 8768, for the rezoning of 9731 and 9751 Cambie Road from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)", be introduced and given First Reading.

PLN-67 4. **APPLICATION BY CORNERSTONE ARCHITECTURE (SCOTT KENNEDY) FOR REZONING AT 3531 BAYVIEW STREET FROM LIGHT INDUSTRIAL (IL) TO STEVESTON CONSERVATION AREA (SC1) CORE AREA**

(File Ref. No. 12-8060-20-8780, **RZ 10-547511, HA 10-547513**) (REDMS No. 3223312)

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See Page **PLN-67** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

(1) That Bylaw No. 8780:

(a) to create the "Steveston Conservation Area (SC1, SC2, SC3)" Zone;

(b) to amend the Richmond Zoning Bylaw No.8500 "General Provisions" specific to the density bonusing for Affordable Housing & Child Care, and other Community Amenities as applied to the "Steveston Conservation Area (SC1, SC2, SC3)" Zone;

(c) to rezone 3531 Bayview Street from "Light Industrial (IL)" to "Steveston Conservation Area (SC1)",

be introduced and given First Reading;

(2) That, subject to Bylaw No. 8780 being granted Third Reading by Council, a Heritage Alteration Permit be issued to authorize the demolition of an existing building, site preparation and pre-loading, and the required Servicing Agreement works associated with the rezoning of 3531 Bayview Street to "Steveston Conservation Area (SC1)".

5. **MANAGER'S REPORT**

ADJOURNMENT

Planning Committee

Date:	Tuesday, May 17, 2011
Place:	Anderson Room Richmond City Hall
Present:	Councillor Bill McNulty, Chair Councillor Greg Halsey-Brandt, Vice-Chair Councillor Linda Barnes Councillor Sue Halsey-Brandt Councillor Harold Steves
Also Present:	Councillor Ken Johnston
Call to Order:	The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Planning Committee held on Tuesday, May 3, 2011, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, June 7, 2011, (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATION

Patrick Simpson addressed Committee and advised that he was the Executive Director of SAFERhome Standards Society, a non-profit organization funded through the Ministry of Housing and BC Housing, to tell communities that they can build to the SAFERhome Standards today.

Mr. Simpson distributed a package of information regarding SAFERhome Standard Society (on file in the City Clerk's Office) and drew Committee's attention to 19 separate criteria for safer single family detached and multi-family attached homes, including, among others: (i) light switch positioning; and (ii) electric receptacle placement locations.

Mr. Simpson responded to queries from Committee, and discussion ensued among the delegation, Committee and Joe Erceg, General Manager, Planning and Development.

Mr. Erceg remarked that the City's zoning bylaw incorporates some of the features outlined in Mr. Simpson's literature, and that there are incentives to developers to incorporate universal features in their developments.

In closing, Mr. Simpson asked that Richmond be pro-active with regard to the SAFERhome Standards.

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

It was moved and seconded
That, in relation to the SAFERhome Standards Society, staff: (i) look at issues the City can implement; and (ii) undertake discussions with (a) small builders, and (b) the Richmond Committee on Disability.

CARRIED

PLANNING & DEVELOPMENT DEPARTMENT

1. **REVISED OCP "COMMUNITY INSTITUTIONAL" ASSEMBLY USE POLICY**
(File Ref. No.: 12-8060-20-8758) (REDMS No. 3213486)

Terry Crowe, Manager, Policy Planning, provided background information regarding the Assembly Use policy, as outlined in the City's Official Community Plan (OCP) and mentioned that staff had conducted a full consultation with various stakeholders, such as religious groups, as a result of a Council referral. A land economist had been hired for consultation purposes.

Mr. Crowe commented that there is no consensus among assembly groups, or between assembly groups and the City, with regard to a new Assembly Use policy. Despite this lack of consensus, the staff report outlined three separate options and recommended Option 1, which would amend the existing OCP to enable flexible rezoning choices for assembly use owners.

At the conclusion of Mr. Crowe's remarks the Chair asked about the impact of Option 3, an option that would retain the current OCP definition of 'Community Institutional', and would mean that staff and Council would review any proposals on a case-by-case basis.

Mr. Erceg responded that Option 3 would provide more flexibility to assembly use owners and that Council would make the decision with regard to how much assembly use land would be retained by the owners, and how much would be used for affordable housing.

Discussion ensued between Committee and staff, and in particular on:

- the difference between assembly use properties in the City Centre, and similar properties outside the City Centre in terms of density bonuses;
- the definition of the OCP designation of "Community Institutional";
- what community benefits assembly use owners offer the residents of the City, and what other community benefits are provided by other types of developers;
- whether assembly use owners want to be recognized and treated as developers;
- the likelihood of very few assembly properties being converted to other uses in the near future; and
- the question of whether religious institutions that own assembly use lands are, upon sale of the land, to set aside part of the land for affordable housing; and
- which option would provide a level playing field for assembly use owners.

Further discussion ensued regarding: (i) Committee's stated desire to have more clarity on Option 3 as presented in the staff report; and (ii) the types of community benefits that City residents receive from assembly use owners.

The Chair then invited speakers to address Committee.

Curtis Green, Richmond Gospel Society, 91 Dixon Road, stated that: (i) if an assembly use owner, such as his own Society, has to sell its property, that action is borne out of need, and is not motivated by greed; (ii) the Society had no objections to the provision of affordable housing units, but a City mandated contribution to the Affordable Housing Statutory Reserve may sit in an account not providing affordable housing; and (iii) each assembly use owner, including the Richmond Gospel Society, provides a variety of community benefits to its members and to the community at large, but each owner operates under Federal registered charitable organization status, and a variety of restrictions are imposed.

Mr. Curtis concluded that in his opinion, the three options outlined in the staff report were unfair, and unacceptable.

Bud Sakamoto, Buddhist Temple, 3680 Garry Street, spoke in support of Option 3 and he then noted the following: (i) all places of worship are community minded and each one provides benefits of some kind to everyone in the community; and (ii) the Temple's land underwent a sub-division process that worked well. In closing he questioned how the City separates the

taxable portion of assemble use land from the untaxable portion.

Mr. K. S. Campbell, St. Anne's (Steveston) Anglican Church, No. 1 and Francis Road spoke in opposition to Option 1. He then read from a submission (on file in the City Clerk's Office) and made the following points: (i) that Option 1 should be rejected by Committee; (ii) that staff come back to Committee with an amended proposal that recognizes that assembly use owners are not developers, and that they have Canadian Charter-enshrined rights, in addition to those of other landowners, that should be recognized; and (iii) assembly use owners want to be treated not as developers, but as land owners.

Mr. Campbell further remarked that Option 1 is bad policy for personal residences and is equally bad policy for assembly uses owners. He added that any policy decision to make assembly use property tax-exempt has been taken by a senior level of government, and the City has no jurisdiction to change the decision.

Francis Wong, Director of Finance, Roman Catholic Diocese of Vancouver, spoke in opposition to Option 1, and stated that faith organizations that own assembly use land view their land holdings as trust property, for the use of current and future generations. He noted that just two of many community benefits provided by assembly use owners include education activities and evening recreation activities, and he added that the Diocese has been involved in social housing initiatives for many years. Mr. Wong added that: (i) most assembly use owners have to use their land resources as best as they can to maximize the use of their properties; and (ii) the faith groups are charitable organizations and are governed by Canada's charitable act.

Justin Harcourt, B.C. Conference of the United Church of Canada, spoke in opposition to Option 1, and commented that it places significant hardship on assembly use owners, and is unfair. He noted that many of the stakeholders who had participated in the consultation process told staff that they preferred to be treated like other landowners, not as developers.

Mr. Harcourt remarked that assembly use owners are predominantly religious groups, and that the groups are themselves the community benefit.

He stated that as the facilities that occupy assembly use lands age, significant maintenance and replacement costs are incurred. The only avenue to replace facilities involves sub-division of the lands, and most facility owners choose to not sell their lands.

Mr. Harcourt urged Committee to refer the report back to staff.

Ian Robertson, Treasurer, Diocese of New Westminster, Anglican Church of Canada stated that the proposed changes to the OCP as outlined in the staff report contain serious penalties to assembly use land owners, and he then read from a submission (on file in the City Clerk's Office).

Mr. Robertson spoke about the adverse effects the proposed changes would have on the value of the assembly land, and the resulting requirement for deficit financing on the assembly use organizations.

Places of worship on assembly use lands provide a wide range of programs, and low cost facilities, as benefits to the community. Mr. Robertson added that assembly use land owners are concerned about affordable housing, and some have taken a leading role in providing this housing.

Mr. Robertson urged Committee to refer the report back to staff.

Discussion ensued between Committee and staff, and especially regarding the nature of Option 3. Mr. Erceg stated that under Option 3, when proposals to rezone use land come forward, staff would review the rezoning application on a case-by-case basis, and that Council would make the final decision regarding what assembly land may be retained, and what the community benefit would be.

As a result of the discussion there was general agreement that Option 3 was the preferred option. The following **motion** was introduced:

It was moved and seconded
That Option 3, as stated in the staff report dated May 11, 2011 from the General Manager, Planning and Development, be administered flexibly, particularly regarding assembly land.

The question on the motion was not called as further discussion ensued, and in response to Committee queries, Mr. Erceg advised that, under Option 3:

- when rezoning applications by developers and/ or by assembly land use owners were received by staff, the applications would be treated the same way as they moved through the rezoning process; and
- the rezoning process includes bringing applications to Committee, where they are discussed and accepted or rejected.

The following comments were made:

- Committee did not want to see developers rush to faith groups who own assembly use land;
- the notion and definition of 'community benefit', and it was noted that it would be irrelevant if and when a residential development was constructed on assembly use land; and
- it was important to incorporate the word "retention" in the motion.

The question on the main motion was not called as an **amendment** was introduced:

That Option 3, as stated in the staff report dated May 11, 2011 from the General Manager, Planning and Development, be administered flexibly, particularly regarding the retention of assembly land.

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

2. **APPLICATION BY GBL ARCHITECTS INC. FOR A ZONING TEXT AMENDMENT TO THE "CONGREGATE HOUSING (ZR6) – ANAF LEGION (STEVESTON)" ZONE TO INCLUDE RETAIL, GENERAL AS A SECONDARY USE AT 11900 NO. 1 ROAD**
(File Ref. No.: 12-8060-20-8761, **ZT 11-567151**) (REDMS No. 3196935)

In response to a query regarding the rationale by the ANAF Legion (Steveston) for permission for a commercial retail unit, and not office space, within the Legion Clubhouse, discussion ensued among Committee, staff and the applicant.

Staff advised that a retail unit would activate the street frontage to No. 1 Road.

Applicant Stu Lion, Architect, GBL Architects Inc., provided comment that during the development of the Legion Clubhouse it had been anticipated that there was potential for a tenant for the space.

Peter Mitchell spoke on behalf of the ANAF Legion, and remarked that: (i) membership at the ANAF Legion was falling; and (ii) it was possible that the unit could accommodate either a retail tenant or an office tenant.

Further discussion ensued and staff advised that retail and office space fell under the same type of zoning.

It was moved and seconded
That Bylaw No. 8761, for a Zoning Text Amendment, to include "Retail, General" as a Secondary Use in "Congregate Housing (ZR6) – ANAF Legion (Steveston)" be introduced and given first reading.

The question on the motion was not called as: (ii) Committee advised the ANAF to carefully select a tenant for the space; and (ii) Mr. Lion advised that the space lends itself to a commercial use, and could not easily be converted into space for residential use.

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

Councillor Harold Steves left the meeting at 6:50 p.m. and did not return.

3. **AM-PRI CONSTRUCTION LTD. HAS APPLIED TO THE CITY OF RICHMOND FOR PERMISSION TO REZONE 9791 & 9811 FERNDALE ROAD AND 6071, 6091 & 6131 NO. 4 ROAD FROM "SINGLE DETACHED (RS1/F)" TO "MEDIUM DENSITY TOWNHOUSES (RTM2)" IN ORDER TO DEVELOP A 24 UNIT TOWNHOUSE DEVELOPMENT**
(File Ref. No.: 12-8060-20-8763, RZ 10-554759) (REDMS No. 3202754)

In response to a query regarding a proposed access easement through the site to the west of the subject site, Brian Jackson, Director of Development, advised that the City's Transportation staff has approved vehicular access to the site from Ferndale Road to the internal drive-aisle on the subject site, eliminating a cross easement, and that the applicant has secured access through another property.

In response to a query regarding tandem parking and how effective it is, Mr. Jackson advised that in response to a referral from Committee, staff is investigating issues involving tandem parking, and in addition, applicants such as Am-Pri Construction Ltd. are involved in street widening, in order to somewhat mitigate on-street parking issues.

It was moved and seconded
That Bylaw No. 8763 for the rezoning of 9791 & 9811 Ferndale Road and 6071, 6091 & 6131 No. 4 Road from "Single Detached, (RS1/F)" to "Medium Density Townhouses (RTM2)", be introduced and given first reading.

CARRIED

4. **APPLICATION BY PAUL TANG AND TONY CHEN FOR REZONING AT 8691, 8711, 8731, 8751, 8771 AND 8791 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO MEDIUM DENSITY TOWNHOUSES (RTM2)**
(File Ref. No.: 12-8060-20-8739, **RZ** 10-545919) (REDMS No. 3174018)

Mr. Jackson noted that some residents near townhouse development sites sometimes state concern with regard to townhouse designs of two and a half stories, which look like three stories, and for this reason, staff is working with townhouse developers to reduce planned townhouse designs from 2 and a half stories, and 3 stories, to 2 story townhouses at key locations.

A comment was made that in addition to the Williams Road subject site, there is potential for development of townhouse units on Garden City Road, and that cross access for vehicles is required.

A further comment was made that during the Development Permit process, the entrance will be investigated vis-à-vis the entrance to the school.

It was moved and seconded
That Bylaw No. 8739, for the rezoning of 8691, 8711, 8731, 8751, 8771 and 8791 Williams Road from "Single Detached (RS1/E)" to "Medium Density Townhouses (RTM2)", be introduced and given first reading.

CARRIED

5. **APPLICATION BY MAY MAY WO CHAN FOR A STRATA TITLE CONVERSION AT 7311/7331 LINDSAY ROAD**
(File Ref. No.: **SC 10-557884**) (REDMS No. 3202185)

It was moved and seconded

(1) That the application for a Strata Title Conversion by May May Wo Chan for the property located at 7311/7331 Lindsay Road be approved on fulfilment of the following conditions:

(a) Payment of all City utility charges and property taxes up to and including the year 2011;

(b) Registration of a flood indemnity covenant on Title; and

(c) Submission of appropriate plans and documents for execution by the Approving Officer within 180 days of the date of this resolution; and

(2) That the City, as the Approving Authority, delegate to the Approving Officer, the authority to execute the strata conversion plan on behalf of the City, as the Approving Authority, on the basis that the conditions set out in Recommendation 1 have been satisfied.

CARRIED

6. **APPLICATION BY WESTERN ST. ALBANS VENTURE LTD. FOR REZONING AT 7500, 7520, 7540 AND 7560 ST. ALBANS ROAD FROM SINGLE DETACHED (RS1/E) TO HIGH DENSITY TOWNHOUSE (RTH4)**
(File Ref. No.: 12-8060-20-8759, **RZ 10-519918**) (REDMS No. 3185380)

In accordance with Section 100 of the Community Charter, Councillor Greg Halsey-Brandt declared himself to be in a potential conflict of interest as he lives in a residence that adjoins the subject property, and he left the meeting at 6:53 p.m., and did not return.

In response to a query regarding staff's response to residents on the west side of Queen's Gate who expressed concern that removal of trees would eliminate a landscaped buffer, Mr. Jackson advised that: (i) the applicant has worked with staff to ensure that most of the trees on the east side of the subject site have been retained; and (ii) one of the proposed residential units is within three metres of a tree and that unit has been specially designed so that it has a minimal impact on the tree.

Mr. Jackson added that staff is satisfied that all issues regarding traffic and trees have been addressed.

It was moved and seconded
That Bylaw No. 8759, for the rezoning of 7500, 7520, 7540 and 7560 St. Albans Road from "Single Detached (RS1/E)" to "High Density Townhouse (RTH4)", be introduced and given first reading.

CARRIED

7. MANAGER'S REPORT

(a) Richmond Agricultural Advisory Committee

Discussion ensued among Committee and Mr. Crowe and Mr. Erceg regarding: (i) the idea of having a representative from the Advisory Committee on the Environment (ACE) continue on the Agricultural Advisory Committee (AAC); and (ii) the need for another community representative on the AAC who is familiar with agricultural transportation and food distribution issues.

Further discussion took place regarding AAC quorum, and how it would be achieved when less than the full complement of Committee members were present at a meeting.

Staff was directed by Committee to: (i) retain the ACE representation on the AAC; (ii) investigate a possible increase in the membership of AAC with a community representative familiar with agricultural transportation and food distribution issues; and (iii) examine the issue of achieving quorum.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (7:00 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, May 17, 2011.

Councillor Bill McNulty
Chair

Sheila Johnston
Committee Clerk

City of Richmond
Planning and Development Department

Report to Committee

To:	Planning Committee	**Date:**	June 1, 2011
From:	Brian J. Jackson Director of Development	**File:**	RZ 10-544622
Re:	**Application by Mohinder Gill for Rezoning at 7140/7160 Beecham Road from Two-Unit Dwellings (RD1) to Single Detached (RS2/B)**		

Staff Recommendation

That Bylaw No. 8731, for the rezoning of 7140/7160 Beecham Road from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/B)", be introduced and given first reading.

Brian J. Jackson
Director of Development

BJ:cl
Att.

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Affordable Housing	Y ☑ N ☐	

Staff Report

Origin

Mohinder Gill has applied to the City of Richmond for permission to rezone 7140/7160 Beecham Road from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/B)", to permit the existing duplex property to be subdivided into two (2) lots (**Attachment 1**).

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (**Attachment 2**).

Surrounding Development

The subject property is located in the Seafair planning area. The surrounding area contains primarily single detached housing on medium to large sized lots.

To the north, east, and south of the subject site are older dwellings on lots zoned "Single Detached (RS1/E)".

To the west, immediately across Beecham Road, are two (2) dwellings on lots zoned "Single Detached (RS1/B)", created through subdivision in the early 1990's.

Related Policies & Studies

Official Community Plan (OCP) Designation

There is no Area Plan for this neighbourhood. The OCP's Generalized Land Use Map designation for this property is "Neighbourhood Residential", and the Specific Land Use Map designation is "Low-Density Residential". This redevelopment proposal is consistent with these designations.

Lot Size Policy

The subject site is located within the area covered by Lot Size Policy 5447, adopted by City Council in 1991 (**Attachment 3**). The Lot Size Policy permits rezoning and subdivision of the subject site in accordance with "Single Detached (RS2B)". This redevelopment proposal would allow for the creation of two (2) lots, each approximately 13 m wide, which is consistent with the Lot Size Policy.

Affordable Housing Strategy

Richmond's Affordable Housing Strategy requires a suite on 50% of new lots, or a cash-in-lieu contribution of 1.00/ft^2 of total building area towards the City's Affordable Housing Reserve Fund for single-family rezoning applications.

The applicant proposes to provide a legal secondary suite on one (1) of the two (2) future lots at the subject site. To ensure that the secondary suite is built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title stating that final Building Permit inspection will be

granted until the secondary suite is constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw. This legal agreement is required prior to rezoning adoption. This agreement will be discharged from Title (at the initiation of the applicant) on the lot where the secondary suite is not required by the Affordable Housing Strategy after the requirements are satisfied.

Should the applicant change their mind prior to rezoning adoption about the affordable housing option selected, a voluntary contribution to the City's Affordable Housing Reserve Fund in-lieu of providing the secondary suite will be accepted. In this case, the voluntary contribution would be required to be submitted prior to final adoption of the rezoning bylaw, and would be based on $1.00/ft^2$ of total building area of the single detached dwellings (i.e. $5,268).

Flood Management

Registration of a flood indemnity covenant on title is required prior to final adoption of the rezoning bylaw.

Public Input

There have been no concerns expressed by the public about the development proposal in response to the placement of the rezoning sign on the subject property.

Staff Comments

Background

In recent years, this neighbourhood has undergone considerable redevelopment through rezoning and subdivision to smaller lot sizes, consistent with the Lot Size Policy. This redevelopment proposal is consistent with the established pattern of redevelopment in the neighbourhood.

Trees & Landscaping

A Certified Arborist's Report was submitted by the applicant, which identifies tree species, assesses the condition of trees, and provides recommendations on tree retention and removal relative to the development proposal. The Report identifies and assesses:

- Ten (10) bylaw-sized trees on the subject site (Trees # 92-101), three (3) of which are located on property lines shared with city-owned property; and,
- One (1) bylaw-sized tree and several undersized shrubs located off-site in the boulevard on city-owned property, in front of the subject site.

The Report recommends:

- removal of six (6) bylaw-sized trees from the subject site on the basis of poor condition (Trees # 93, 95, 97, 98, 99, 100);
- removal of the undersized shrubs located on city-owned property and removal of four (4) bylaw-sized trees from the subject site on the basis of conflict with proposed development (Trees # 92, 94, 96, and 101); and,
- retention of the bylaw-sized tree on the boulevard on city-owned property, northwest of the subject site.

The City's Tree Preservation Coordinator and the City's Parks Arborist have both reviewed the Arborist's Report, conducted Visual Tree Assessments, and the following points summarize their comments.

Concurrence is given to the Arborist's recommendations to:

- remove six (6) bylaw-sized trees from the subject site on the basis of poor condition (Trees #93, 95, 97, 98, 99, 100). These trees have either been previously topped, exhibit decay, poor structure, or are infected with bacterial canker;
- remove one (1) bylaw-sized tree from the subject site due to conflict with proposed development (Tree # 101). Although in good condition, this tree is located 1.2 m from the allowable building envelope in the middle of the required side yard. To successfully retain this tree would require the allowable building width to be reduced by a minimum of 4 m, and is not warranted in this case. The applicant is required to submit $1,300 to the City's Tree Compensation Fund prior to rezoning adoption for future removal of Tree # 101 from the shared lot line with city-owned property. Formal authorization from the City's Parks Department is required prior to removal of Tree # 101 and the undersized shrubs in the boulevard on city-owned property in front of the subject site; and,
- retain the one (1) bylaw-sized tree located off-site in the boulevard on city-owned property, northwest of the subject site.

However, City staff disagree with the Arborist's recommendation to remove three (3) bylaw-sized trees from the subject site, two (2) of which are located on the shared lot lines with city-owned property (Trees # 92, 94, and 96). These trees are in good condition with no significant defects and should be retained and protected. With respect to Trees # 92 and 94 along the front property line, the proposed buildings and driveways on the future lots must be sited and designed to ensure successful tree retention, as conceptualized in **Attachment 4** (i.e. with side-by-side driveways and garages on either side of the proposed shared property line). Also, to service the proposed new lots, the required new service connections must be located outside tree protection zones and any works conducted in close proximity to tree protection zones must be supervised by a Certified Arborist.

A Tree Retention Plan showing the final outcome of tree retention and removal is included in **Attachment 5**.

Tree Protection Fencing is required to be installed:

- around Trees # 92 and 94 at a minimum of 3 m from the base of the trees;
- around Tree # 96 at a minimum of 4 m from the base of the tree;
- at a minimum of 2 m from the base of the one (1) bylaw-sized tree located off-site in the boulevard on city-owned property, northwest of the subject site.

Tree protection fencing must be installed to City standard prior to demolition of the existing duplex on the subject site and must remain in place until construction and landscaping on the future lots is completed.

To ensure survival of Trees # 92, 94, 96 and the off-site bylaw-sized tree located on city-owned property northwest of the subject site, the applicant must submit the following items prior to rezoning adoption:

- a Contract with a Certified Arborist for supervision of any works conducted within tree protection zones (e.g. demolition and excavation, manual removal of the existing driveway crossing, installation of new driveways, installation of service connections, root pruning, installation of perimeter drainage etc); and,
- a Survival Security to the City in the amount of $8,000 for Trees # 92, 94, 96 and the off-site bylaw-sized tree located on city-owned property northwest of the subject site ($2,000 per tree). The City will retain 90% of the security until construction and landscaping on the future lots is completed, inspections are approved, and the Arborist's post-construction impact assessment report is submitted and approved. The remaining 10% of the security released one (1) year after landscaping inspection to ensure the trees have survived.

Based on the 2:1 replacement ratio goal in the Official Community Plan (OCP), a total of 12 replacement trees are required to be planted and maintained on the future lots. Considering the limited space in the yards of the future lots and the effort to be taken by the applicant to retain trees on and off-site, staff recommend only eight (8) replacement trees be required. If all required replacement trees cannot be suitably planted on-site, the City will accept a cash-in-lieu contribution in the amount of $500/tree to the City's Tree Compensation Fund for the balance of replacement trees not planted. Prior to rezoning adoption, the applicant must submit a landscaping security for the number of replacement trees proposed to be planted on-site ($500/tree).

Pedestrian Walkway

There is an existing 3 m wide public walkway located adjacent to the south property line of the subject site, which provides a pedestrian connection between Beecham Road and Thormanby Crescent.

To balance objectives of maintaining a safe pedestrian walkway while at the same time addressing potential privacy concerns of the future resident on-site, the applicant is required to provide a Landscape Plan for the future lots, prepared by a Registered Landscape Architect, prior to final adoption of the rezoning bylaw. The Landscape Plan will be used to ensure that the proposed location and species of required replacement trees, as well as proposed overall landscaping and fencing, does not excessively restrict natural surveillance between the pedestrian walkway and the subject site. The Landscape Plan will be reviewed to ensure that proposed landscaping and fencing does not exceed 1.2 m along the portion of the south property line located in the front yard or any part of a yard between the principal dwelling and the front lot line. Higher fencing or landscaping that is consistent with zoning may be proposed along the south property line in the rear yard to address privacy concerns.

The applicant is also required to submit a Landscaping Security (100% of the cost estimate provided by the Landscape Architect, including installation costs) to ensure that the required replacement trees are planted and maintained and that the landscaping and fencing has been installed as proposed in the Landscape Plan.

Conclusion

This rezoning application to permit subdivision of the existing large duplex lot into two (2) smaller lots complies with applicable policies and land use designations contained within the OCP, the Lot Size Policy, and is consistent with the direction of redevelopment in the surrounding area.

The list of rezoning considerations is included as **Attachment 6**, which has been agreed to by the applicant (signed concurrence on file).

On this basis, staff recommends support for the application.

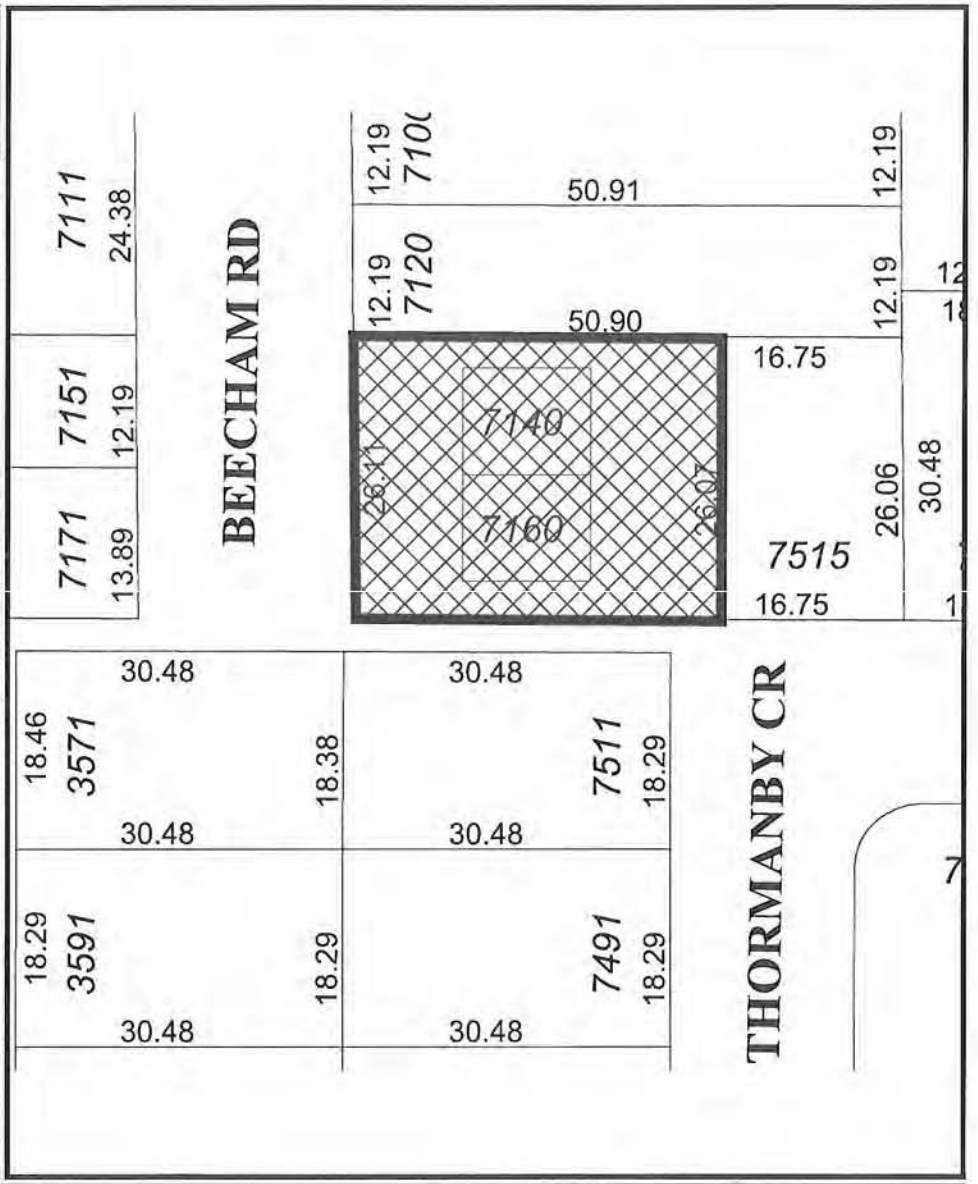
Cynthia Lussier
Planning Technician

CL:rg

Attachment 1: Location Map/Aerial Photo
Attachment 2: Development Application Data Sheet
Attachment 3: Lot Size Policy 5447
Attachment 4: Preliminary Site Plan including required driveway/garage concept
Attachment 5: Tree Retention Plan
Attachment 6: Rezoning Considerations Concurrence

City of Richmond





PLN - 21

RZ 10-544622

Original Date: 09/01/10

Revision Date:

Note: Dimensions are in METRES



RZ 10-544622

Original Date: 09/07/10

Amended Date:

Note: Dimensions are in METRES

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

Development Application Data Sheet

RZ 10-544622 **Attachment 2**

Address: 7140/7160 Beecham Rd

Applicant: Mohinder Gill

Planning Area(s): Seafair

	Existing	Proposed
Owner:	Mohinder Gill Ruman Birring	To be determined
Site Size (m^2):	890 m^2 (9,580 ft^2)	Two (2) lots – each approx. 445 m^2 (4,790 ft^2)
Land Uses:	One (1) two-unit dwelling	Two (2) single family lots
OCP Designation:	• Generalized Land Use Map designation – "Neighbourhood Residential" • Specific Land Use Map designation – "Low-Density Residential"	No change
Area Plan Designation:	N/A	No change
702 Policy Designation:	Lot Size Policy 5447 permits rezoning and subdivision of the subject site to create two (2) lots in accordance with "Single Detached (RS2/B)".	No change
Zoning:	Two-Unit Dwellings (RD1)	Single Detached (RS2/B)
Number of Units:	2	2

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55	Max. 0.55	none permitted
Lot Coverage – Building:	Max. 45%	Max. 45%	none
Lot Size (min. dimensions):	360 m^2	Two (2) lots – each approx 445 m^2	none
Setback – Front & Rear Yards (m):	Min. 6 m	Min. 6 m	none
Setback – Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Height (m):	2.5 storeys	2.5 storeys	none

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

City of Richmond Policy Manual

Page 1 of 2	Adopted by Council: September 16, 1991 Amended by Council: July 20, 1998 Amended by Council: October 20th, 2003	POLICY 5447
File Ref: 4430-00	SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 15-4-7	

POLICY 5447:

The following policy establishes lot sizes in a portion of Section 15-4-7, located generally between the **south side of Granville Avenue, the west side of Marrington Road, the north side of Moresby Drive and No. 1 Road:**

That properties within the area generally bounded by the south side of Granville Avenue, the north side of Moresby Drive, the west side of Marrington Road and No. 1 Road, in a portion of Section 15-4-7, be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1/B) in Zoning and Development Bylaw 5300, with the following provisions:

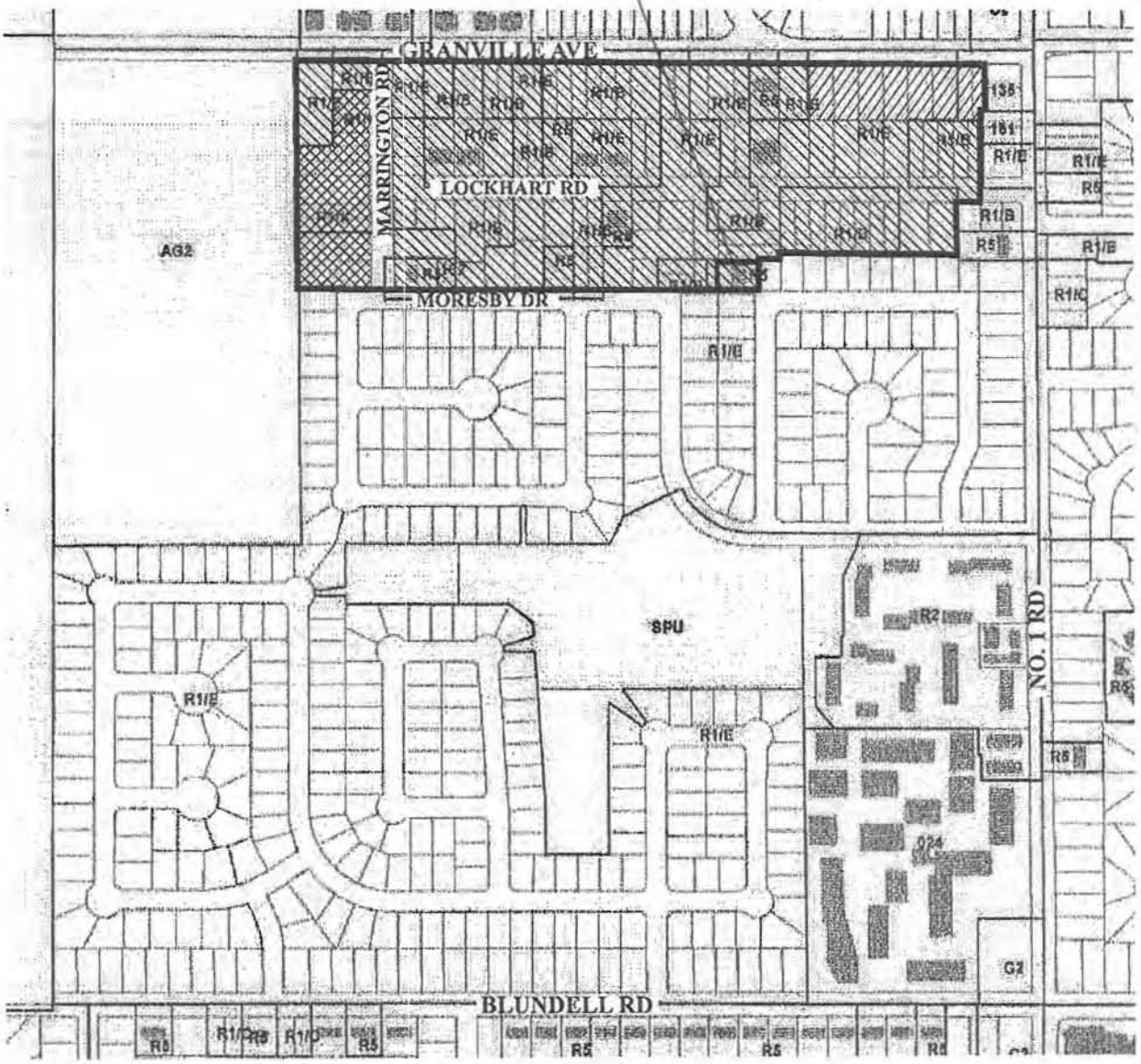
a) That properties between and including 3620 and 3780 Granville Avenue be permitted to subdivide as per Single-Family Housing District (R1/C) zoning;

(b) That properties between and including 7151 and 7031 Marrington Road be permitted to subdivide as per Single-Family Housing District, Subdivision Area K (R1/K) zoning;

and that this policy, as shown on the accompanying plan, be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.

1081048

SUBJECT SITE

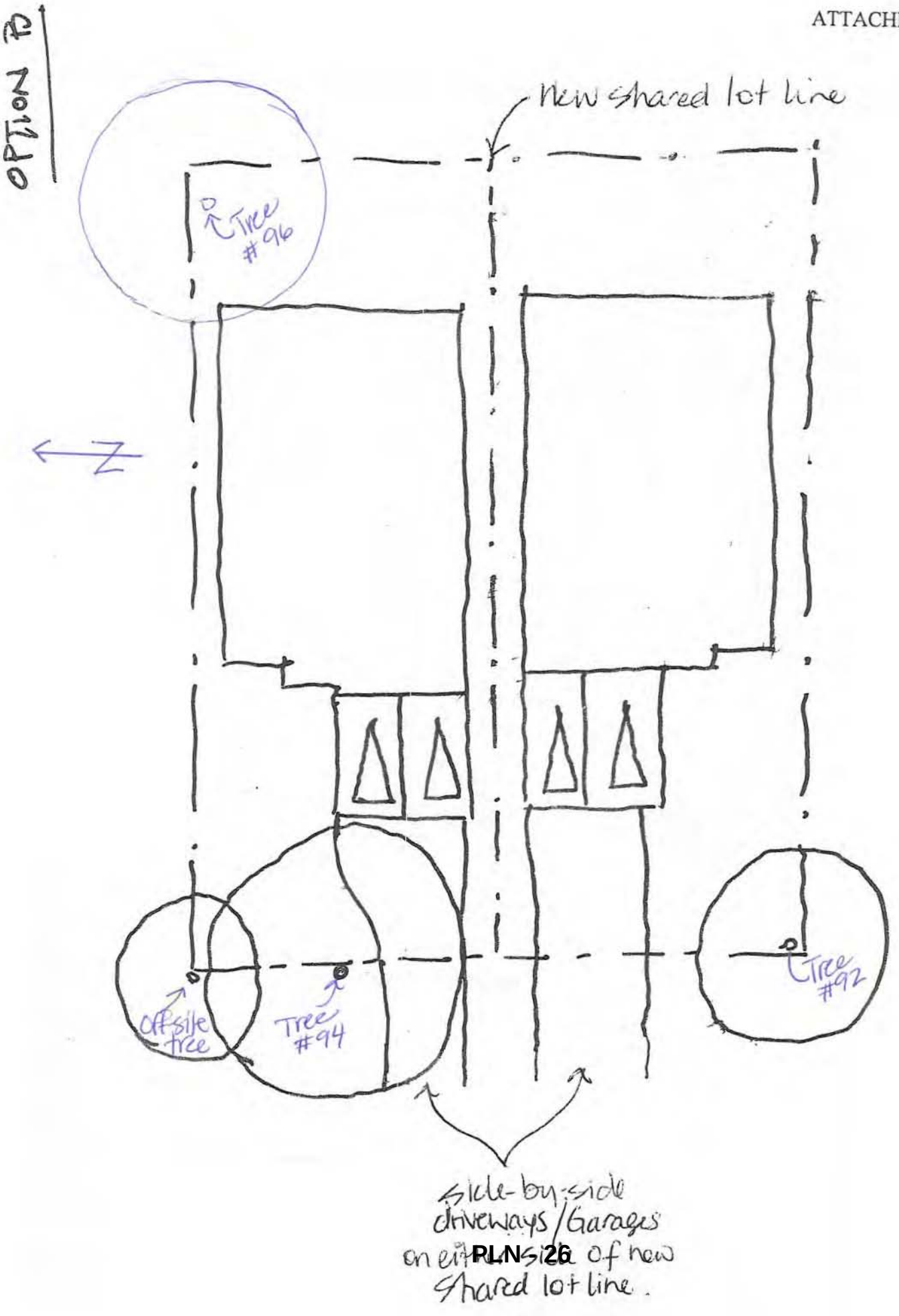


Subdivision permitted as per R1/B with the following provisions:

1. Between 3620 and 3780 Granville Avenue R1/C.

2. Between 7151 and 7031 Marrington Road R1/K.

	Policy 5447 Section 15-4-7	Adopted Date: 09/16/91 Amended Date: 10/20/03 Note: Dimensions are in METRES


OPTION B
New shared lot line
Tree #96
N
Offsite tree
Tree #94
Tree #92
Side-by-side driveways/Garages on either side of new shared lot line.

Rezoning Considerations
7140/7160 Beecham Rd
RZ 10-544622

Prior to final adoption of Zoning Amendment Bylaw 8731, the following items must be completed:

1. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
    - Include the required eight (8) replacement trees, with the following minimum sizes:

# Replacement Trees	Min. calliper of deciduous tree		Min. height of coniferous tree
2	10 cm	or	5.5 m
4	9 cm		5 m
2	6 cm		3.5 m

      If the required eight (8) replacement trees cannot be suitably accommodated on-site, the City will accept a voluntary contribution by the applicant in the amount of $500/tree to the City's Tree Compensation Fund for the planting of replacement trees within the City, in-lieu of planting the balance of required replacement trees on-site;
    - Include the dimensions of tree protection fencing, as described in the staff report dated June 1, 2011, from the Director of Development;
    - Include a mix of coniferous and deciduous trees;
    - Aim to allow natural surveillance between the pedestrian walkway and the subject site along the south property line;
    - Not include hedges along the front property line;
    - Not include landscaping or fencing exceeding 1.2 m along the portion of the south property line located in the front yard or any part of a yard between the principal dwelling and the front lot line;

2. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any works conducted within tree protection zones (i.e. Trees # 92, 94, 96 and the bylaw-sized tree located in the boulevard on city-owned property, northwest of the subject site). The Contract should include the scope of work to be undertaken, including: the proposed number and stages of site monitoring inspections (e.g. demolition and excavation, manual removal of the existing driveway crossing, installation of new driveways, installation of service connections, root pruning, installation of perimeter drainage etc), and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.

3. Submission of a Tree Survival Security to the City in the amount of $8,000 for Trees # 92, 94, 96 and the bylaw-sized tree located in the boulevard on city-owned property, northwest of the subject site ($2,000 per tree). The City will retain 90% of the security until construction and landscaping on the future lots is completed, inspections are approved, and the Arborist's post-construction impact assessment report is submitted and approved. The remaining 10% of the security released one (1) year after landscaping inspection to ensure the trees have survived.

4. Submission of $1,300 to the City's Tree Compensation Fund for removal of Tree # 101 from the shared south lot line with city-owned property.

5. The discharge of the existing covenants on title restricting the use of the property to a duplex (charge # AE28412, AE28413).

6. Registration of a legal agreement on title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on one (1) of the two (2) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

   Note: Should the applicant change their mind about the affordable housing option selected prior to final adoption of the rezoning bylaw, the City will accept a voluntary contribution of $1.00 per buildable square foot of the single-family developments (i.e. $5,268) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on title to secure a secondary suite.

7. Registration of a flood indemnity covenant on title.

Prior to removal of Tree # 101 from the shared south lot line, and removal of the undersized shrubs in the boulevard on city-owned property in front of the subject site, the applicant must:

- Obtain formal written authorization from the City's Parks Department [one (1) week prior], to enable signage to be posted at least 48 hours prior to tree removal.

At demolition stage, the applicant will be required to install Tree Protection Fencing:

- around Trees # 92 and 94 at a minimum of 3 m from the base of the trees;
- around Tree # 96 at a minimum of 4 m from the base of the tree;
- at a minimum of 2 m from the base of the one (1) bylaw-sized tree located off-site in the boulevard on city-owned property, northwest of the subject site.

Tree protection fencing must be installed to City standard prior to demolition of the existing duplex on the subject site and must remain in place until construction and landscaping on the future lots is completed.

At subdivision stage, the applicant will be required to:

- pay Neighbourhood Improvement Charge and Servicing costs;
- ensure proposed service connections and driveways for the new lots are sited and designed in such a way to successfully retain Trees # 92 and 94 and the off-site bylaw-sized tree located on city-owned property northwest of the subject site, as conceptualized in **Attachment 4** (i.e. with side-by-side driveways and garages on either side of the proposed shared property line); and,
- pay for the City to undertake the adjacent walkway improvements via a work order (e.g. removal of the existing barrier posts and a portion of chain link fence at the west entrance and installation of swing-gates; and minor re-paving at the west entrance resulting from the improvements).

[Signed original on file]

Signed

Date

City of Richmond

Bylaw 8731

Richmond Zoning Bylaw 8500
Amendment Bylaw 8731 (RZ 10-544622)
7140/7160 BEECHAM RD

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **SINGLE DETACHED (RS2/B).**

   P.I.D. 001-297-651
   STRATA LOT 1 SECTION 15 BLOCK 4 NORTH RANGE 7 WEST
   NEW WESTMINSTER DISTRICT STRATA PLAN NW341
   TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN
   PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN
   ON FORM 1

   P.I.D. 001-297-678
   STRATA LOT 2 SECTION 15 BLOCK 4 NORTH RANGE 7 WEST
   NEW WESTMINSTER DISTRICT STRATA PLAN NW341
   TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN
   PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN
   ON FORM 1

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8731".**

FIRST READING	
A PUBLIC HEARING WAS HELD ON	
SECOND READING	
THIRD READING	
OTHER REQUIREMENTS SATISFIED	
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

3169427

City of Richmond
Planning and Development Department

Report to Committee

To:	Planning Committee	**Date:**	May 10, 2011
From:	Brian J. Jackson, MCIP Director of Development	**File:**	RZ 10-529089
Re:	**Application by Zhi Yong Chen for Rezoning at 7980 Broadmoor Boulevard from Single Detached (RS1/E) to Coach Houses (RCH)**		

Staff Recommendation

That Bylaw No. 8765, for the rezoning of 7980 Broadmoor Boulevard from "Single Detached (RS1/E)" to "Coach Houses (RCH)", be introduced and given first reading.

Brian J. Jackson, MCIP
Director of Development

CL:blg
Att.

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	Y ☑ N ☐	

Staff Report

Origin

Zhi Yong Chen has applied to the City of Richmond for permission to rezone 7980 Broadmoor Boulevard from "Single Detached (RS1/E)" to "Coach Houses (RCH)", to permit the property to be subdivided into three (3) residential lots, each with a principal dwelling and coach house above a garage, with vehicle access from the existing rear lane (**Attachment 1**).

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (**Attachment 2**).

Surrounding Development

The subject property is located on the southwest corner of the intersection at Broadmoor Boulevard and No. 3 Road. Redevelopment to smaller lot sizes through rezoning and subdivision has occurred on the west side of No. 3 Road to the north and south of the subject site, consistent with the Arterial Road Redevelopment Policy. Development immediately surrounding the subject site is as follows:

- To the North, immediately across Broadmoor Boulevard, on the northwest corner of the intersection of No. 3 Road, is a new dwelling on a small lot zoned "Single Detached (ZS18)", created recently through rezoning and subdivision;

- To the East, immediately across No. 3 Road, is the Richmond Animal Hospital on a site that is split-zoned "Single Detached (RS1/E) and Land Use Contact 078, as well as two (2) older character dwellings on large lots zoned "Single Detached (RS1/E)";

- To the South, is an older character duplex on a large lot zoned "Two-Unit Dwellings (RD1)"; and

- To the West, immediately across the rear lane, is an older character dwelling on a large lot zoned "Single Detached (RS1/E)", fronting Belair Drive.

Related Policies & Studies

Official Community Plan (OCP) Designation
The Offical Community Plan's (OCP) Generalized Land Use Map designation for this property is "Neighbourhood Residential". The Broadmoor Central West Sub-Area Plan's land use map designation for this property is "Low Density Residential". This redevelopment proposal is consistent with these designations.

Lane Establishment & Arterial Road Redevelopment Policies
These Policies permit rezoning and subdivision along No. 3 Road where there is an existing operational rear lane. This redevelopment proposal is consistent with these Policies.

Lot Size Policy
The subject property is not located within a Lot Size Policy area.

Affordable Housing
The Richmond Affordable Housing Strategy requires a secondary suite or coach house on 50% of new lots, or a cash-in-lieu contribution of $1.00/ft2 of total building area toward the Affordable Housing Reserve Fund for single-family rezoning applications.

This rezoning application to permit a subdivision to create three (3) lots, each with a principal single-family dwelling and accessory coach house above a garage, conforms to the Affordable Housing Strategy.

Flood Management
Registration of a Flood Indemnity Covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Input

In response to the placement of the rezoning sign on the subject property, staff received an expression of concern from one neighbourhood resident regarding the proposed density, lot coverage, and massing associated with redevelopment on small lots. In addition to providing information on the available opportunities for formal comment on the development proposal, staff also provided information on the relevant City policies and regulations that exist to address the concerns raised. Specifically:

- Infill development of the type proposed is consistent with the City's Arterial Road Redevelopment Policy adopted by City Council in 2006, where there is an existing rear lane;

- The proposed Coach Houses (RCH) zoning has been designed with consideration of the character of adjacent single-family homes. The maximum building height for a coach house is less than that of a standard single-detached dwelling, and the zone includes provisions to address minimum private outdoor space, setbacks and building separation space, and live landscaping coverage.

Staff Comments

Background
Numerous applications to rezone and subdivide nearby properties have been approved along the west side of No. 3 Road between Francis Road and Williams Road in recent years. The subject application is consistent with the pattern of redevelopment already established in the neighbourhood. The subject application would enable the creation of three (3) lots, each a minimum of 9 m wide (note: 11 m wide at the corner) and 270 m^2 in area.

Trees & Landscaping
A Certified Arborist's Report was submitted by the applicant, which assesses 11 bylaw-sized trees on the subject site. The Arborist's Report identifies tree species, assesses the condition of trees, and provides recommendations on tree retention and removal relative to the development proposal.

The Report recommends

- Retention of one (1) bylaw-sized Sawara False Cypress tree (Tree # 500) located in the front yard of the site; and
- Removal of 10 bylaw-sized trees from the subject site (Trees # 490-499).

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and conducted a Visual Tree Assessment. The City's Tree Preservation Coordinator concurs with the Arborist's recommendations to:

- Retain Tree # 500 due to its good condition and highly visible location along the street frontage, but requires an expanded Tree Protection Zone to 3 m from the base of the tree; and
- Remove the 10 bylaw-sized trees from the subject site due to their poor condition resulting from previous topping, decay, and poor structure.

Tree Protection Fencing must be installed at a minimum of 3 m from the base of Tree # 500 to City standard prior to demolition of the existing dwelling on the site and must remain in place until construction and landscaping on the future lots is completed.

A Tree Retention Plan that reflects proposed tree retention and removal on-site is included in **Attachment 3**.

To ensure the survival of Tree # 500, the applicant must submit the following items prior to rezoning adoption:

- A Contract with a Certified Arborist for supervision of any on-site works conducted within the tree protection zone. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections (at which stages of development), and, a provision for the Arborist to submit a post-construction impact assessment report to the City for review.

- A Survival Security in the amount of $1000 (to reflect the 2:1 replacement ratio at $500/tree).

Based on the 2:1 tree replacement ratio goal in the OCP, a total of 20 replacement trees are required to be planted and maintained on the future lots. Considering the limited space in the yards of the future lots and the effort to be taken by the applicant to retain a bylaw-sized tree in good condition, staff recommends that only 12 replacement trees be required.

The applicant has agreed to plant nine (9) replacement trees on the future lots along with a voluntary contribution to the City's Tree Compensation Fund in the amount of $1500 in-lieu of planting the remaining three (3) replacement trees on-site. Based on the size requirements for replacement trees in the City's Tree Protection Bylaw, the nine (9) replacement trees are to be of the following sizes:

# of Replacement Trees	Min. Calliper of Deciduous Tree		Min. Height of Coniferous Tree
2	10 cm	or	5.5 m
6	8 cm		4 m
1	6 cm		3.5 m

Prior to rezoning adoption, the applicant must submit a Landscape Plan for the proposed three (3) lots, prepared by a Registered Landscape Architect, along with a Landscaping Security (100% of the cost estimate provide by the Landscape Architect, including installation costs) to ensure that the replacement trees are planted and maintained, and that the front yards of the future lots will be enhanced. For the proposed south lot, the Landscape Plan should include the dimensions for the required Tree Protection Fencing, as well as a cross-section detail illustrating how the proposed grading between the new building and the street will be treated (i.e. the existing grade must be maintained within the Tree Protection Zone of Tree # 500).

Preliminary Architectural Elevation & Landscape Plans

The applicant has submitted a preliminary landscape plan and conceptual architectural elevation plans for the proposed corner lot to illustrate how the front and exterior side yard will be enhanced, and how the future corner lot interface will be treated (**Attachments 4 & 5**).

The preliminary landscape plan generally complies with the guidelines in the OCP. As mentioned, prior to rezoning adoption, the applicant must submit a final Landscape Plan for all three (3) lots, prepared by a Registered Landscape Architect, along with a Landscaping Security based on 100% of the cost estimate provided by the landscape architect.

The conceptual architectural elevation plans for the proposed corner lot are consistent with the character of new dwellings being constructed City-wide. At Building Permit stage, the final site plan and building design must comply with all City regulations.

Site Servicing, Vehicle Access & Transportation issues

A Servicing Capacity Analysis was submitted by the applicant, which determined that an upgrade to the existing storm sewer adjacent to the development site is required. The City accepts the applicant's recommendations to: upgrade the existing storm sewer to 600 mm diameter on Broadmoor Boulevard from the proposed manhole located at the lane to the manhole located on the west side of No. 3 Road; and to install new drainage in the existing rear lane.

The City requires that the design and related calculations are included in the Servicing Agreement drawings.

The City's Transportation division also identified that frontage improvements along the north property line on Broadmoor Boulevard be included as part of the Servicing Agreement, and the applicant has agreed to provide a contribution in the amount of $1,000 towards a special crosswalk upgrade with Accessible Pedestrian Signal at the intersection of Broadmoor Boulevard and No. 3 Road.

Vehicular access to No. 3 Road is not permitted in accordance with Bylaw 7222. Prior to rezoning adoption, the applicant is required to register a covenant on Title for the proposed corner lot to ensure no vehicular access to Broadmoor Boulevard and that access is to be to/from the existing rear lane only.

Prior to rezoning adoption, the applicant is required to to register a 2 m wide Public Right-of-Passage (PROP) Right-of-Way (ROW) along the east property line for future road widening and frontage improvements. As part of the provision of the right-of-way the applicant is to confirm whether Parcel F of the Explanatory Plan of Right-of-Way 68053 exists as a "parcel" and if so, to dedicate it as road.

Subdivision
At Subdivision stage, the applicant will be required to:

- Enter into a standard Servicing Agreement for the design and construction of lane improvements along the entire west property line, including but not limited to: storm sewer, sand/gravel base, rollover curb and gutter (both sides), asphalt pavement, lane lighting, and servicing costs. The design and related calculations for upgrading the existing storm sewer, as identified in the approved Capacity Analysis must be included in the Servicing Agreement drawings, along with the design for frontage improvements along Broadmoor Boulevard;
- Pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charges, and Address Assignment Fees; and
- Provide underground Hydro, Telephone, and Cable services to each proposed lot.

Analysis

This rezoning application complies with the City's Lane Establishment and Arterial Road Redevelopment Policies, since it is an infill development proposal on an arterial road with vehicle access to and from an existing operational rear lane. Other lots on the west side of this block of No. 3 Road, between Broadmoor Boulevard and Williams Road, have the potential to redevelop consistent with these policies.

Financial Impact

None.

Conclusion

This rezoning application is to permit subdivision of an existing large lot into three (3) smaller lots, each with a single detached dwelling and a coach house above a detached garage, with vehicle access to the existing rear lane. This development proposal complies with all applicable land use designations and policies contained within the OCP, and is consistent with the established pattern of redevelopment on the west side of this block of No. 3 Road.

The list of rezoning considerations is included as **Attachment 6**, which has been agreed to by the applicant (signed concurrence on file).

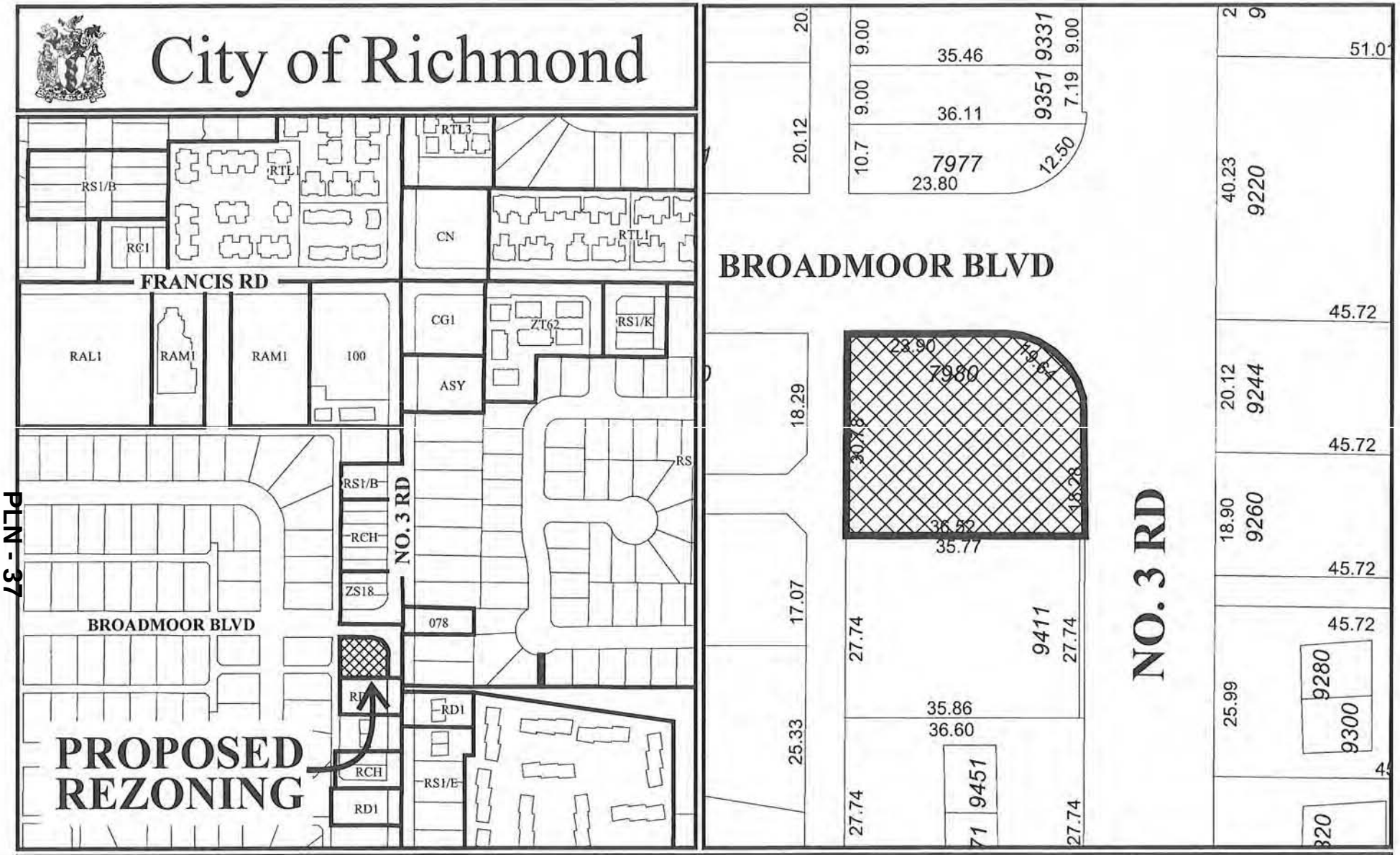
On this basis, staff recommends support for the application.

Cynthia Lussier
Planning Technician
(604-276-4108)

CL:blg

Attachment 1: Location Map/Aerial Photo
Attachment 2: Development Application Data Sheet
Attachment 3: Tree Retention Plan
Attachment 4: Preliminary Architectural Elevation Plans (Corner Lot)
Attachment 5: Preliminary Landscape Plan (Corner Lot)
Attachment 6: Rezoning Considerations Concurrence

City of Richmond



PLN - 37

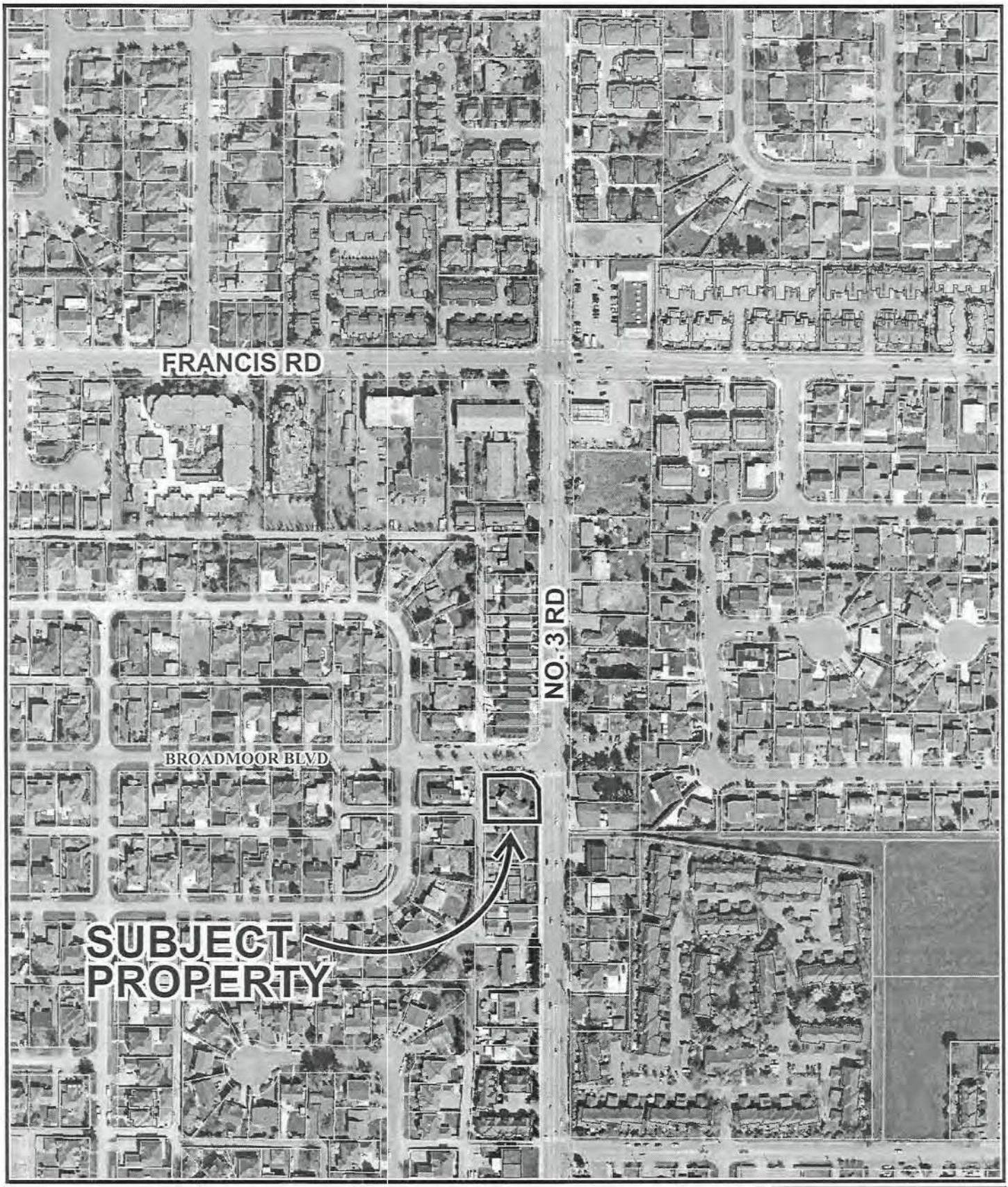
ATTACHMENT 1

RZ 10-529089

Original Date: 05/10/10

Revision Date:

Note: Dimensions are in METRES



	RZ 10-529089	Original Date: 05/10/10 Amended Date: Note: Dimensions are in METRES

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

Development Application Data Sheet

RZ 10-529089 **Attachment 2**

Address: 7980 Broadmoor Boulevard

Applicant: Zhi Yong Chen

Planning Area(s): Broadmoor (Central West Sub-Area)

	Existing	Proposed
Owner:	Bao Shun Chen Shao Qiong Li Zhi Yong Chen Zhi Hui Chen	To be determined
Site Size (m^2):	1,73.4 m^2 (11,554 ft^2)	Three (3) Lots – approximately 337 m^2 (3,628 ft^2) to 398.9 m^2 (4,294 ft^2)
Land Uses:	One (1) single-family dwelling	Three (3) single-family lots
OCP Designation:	OCP Generalized Land Use Map Designation – "Neighbourhood Residential"	No change
Area Plan Designation:	Low Density Residential	No change
702 Policy Designation:	N/A	N/A
Zoning:	Single Detached (RS1/E)	Coach Houses (RCH)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.6 including the single detached dwelling and coach house	Max. 0.6 including the single detached dwelling and coach house	none permitted
Lot Coverage – Building:	Max. 45%	Max. 45%	none
Lot Size (min. dimensions):	270 m^2	Three (3) Lots - approx 337 m^2 (3,628 ft^2) to 398.9 m^2 (4,294 ft^2)	none
Setback – Front & Rear Yards (m):	Min. 6 m	Min. 6 m	none
Setback – Interior Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Setback – Exterior Side Yard (m):	Min. 3 m	Min. 3 m	none
Height (m):	• Single Detached Housing – Max. 2.5 storeys • Garage with Coach House – Max. 2 storeys or 7.4 m, whichever is less	• Single Detached Housing – Max. 2.5 storeys • Garage with Coach House – Max. 2 storeys or 7.4 m, whichever is less	none
On-Site Parking Spaces:	• Single Detached Housing – 2 spaces • Coach House – 1 space Total per lot = 3 spaces	• Single Detached Housing – 2 spaces • Coach House – 1 space Total per lot = 3 spaces	none

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

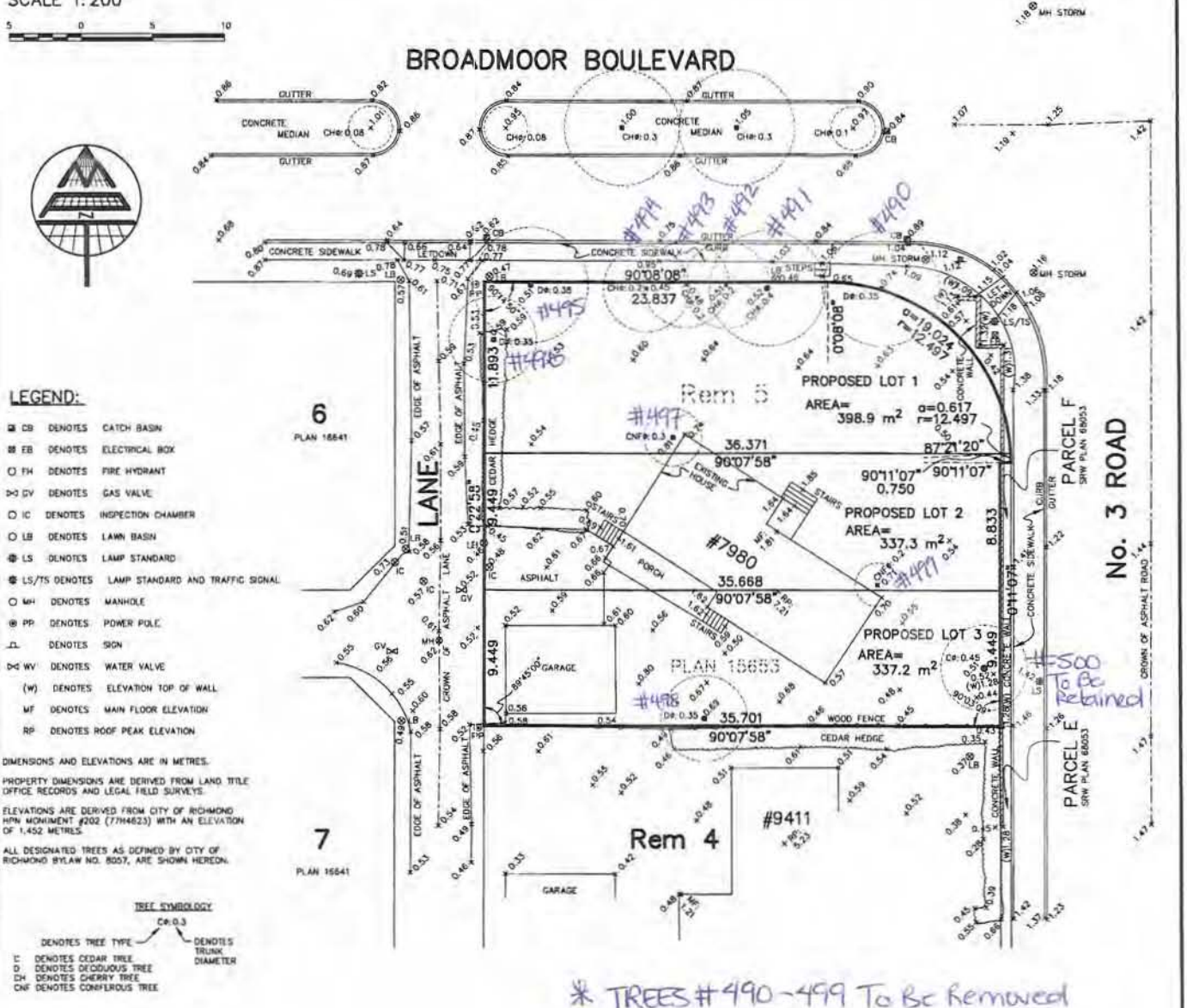
SURVEY PLAN OF LOT 5 EXCEPT: FIRSTLY PART SUBDIVIDED BY PLAN 16641 AND SECONDLY PARCEL F (STATUTORY RIGHT OF WAY PLAN 68053) BLOCK A SECTION 29 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 15653

PARCEL IDENTIFIER: 003-443-311

CIVIC ADDRESS:
#7980 BROADMOOR BOULEVARD
RICHMOND, B.C.

SCALE 1:200

5 0 5 10



LEGEND:

- CB DENOTES CATCH BASIN
- EB DENOTES ELECTRICAL BOX
- FH DENOTES FIRE HYDRANT
- GV DENOTES GAS VALVE
- IC DENOTES INSPECTION CHAMBER
- LB DENOTES LAWN BASIN
- LS DENOTES LAMP STANDARD
- LS/TS DENOTES LAMP STANDARD AND TRAFFIC SIGNAL
- MH DENOTES MANHOLE
- PP DENOTES POWER POLE
- SN DENOTES SIGN
- WV DENOTES WATER VALVE
- (W) DENOTES ELEVATION TOP OF WALL
- MF DENOTES MAIN FLOOR ELEVATION
- RP DENOTES ROOF PEAK ELEVATION

DIMENSIONS AND ELEVATIONS ARE IN METRES.

PROPERTY DIMENSIONS ARE DERIVED FROM LAND TITLE OFFICE RECORDS AND LEGAL FIELD SURVEYS.

ELEVATIONS ARE DERIVED FROM CITY OF RICHMOND HPN MONUMENT #202 (77H4623) WITH AN ELEVATION OF 1.452 METRES.

ALL DESIGNATED TREES AS DEFINED BY CITY OF RICHMOND BYLAW NO. 8057, ARE SHOWN HEREON.

TREE SYMBOLOGY

C#:0.3
DENOTES TREE TYPE — DENOTES TRUNK DIAMETER

C DENOTES CEDAR TREE
D DENOTES DECIDUOUS TREE
CH DENOTES CHERRY TREE
CNF DENOTES CONIFEROUS TREE

* TREES #490 - 499 To Be Removed

© COPYRIGHT

MATSON PECK & TOPLISS
SURVEYORS & ENGINEERS
#320 - 11120 HORSESHOE WAY
RICHMOND, B.C.
V7A 5H7
PH: 604.270.9331
FAX: 604.270.4137

CADFILE: 16338-TPG-1.DWG

R-10-16338-TPG-1

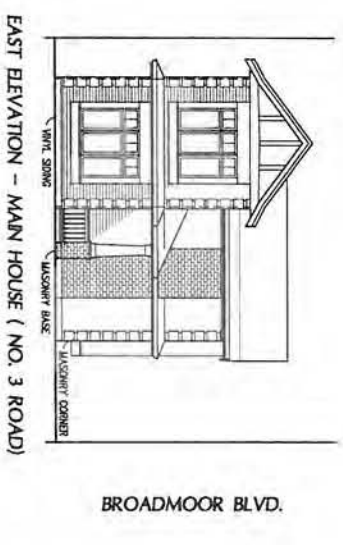
CLIENT REF: IVAN CHEN

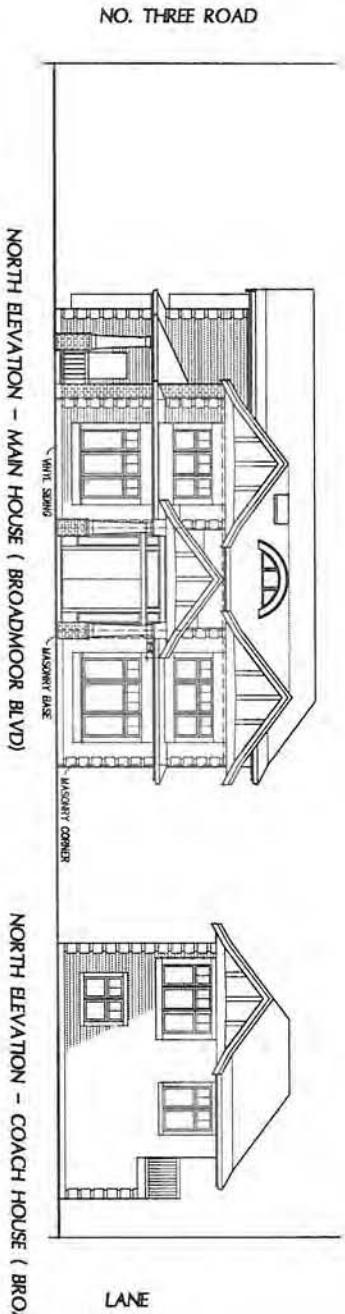
APRIL 21, 2010 (ADDED NEW LOT LAYOUT)
DATE OF SURVEY:
31st DAY OF MARCH, 2010

B.C. LAND SURVEYOR (#697)

THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY SIGNED AND SEALED.

PRELIMINARY CONCEPTUAL ELEVATIONS (CORNER LOT)







* PERMIT PLANS TO COMPLY WITH ZONING & ALL CITY REGULATIONS

Sheet No. RZ2 Revision No. 3
Scale 1/8"=1'-0"
Date 15 MARCH 2011
Project No. MARCH
Project Title: PROPOSED REZONING & SUBDIVISION 7980 BROADMOOR BOULEVARD RICHMOND, B.C.
Sheet Title: ELEVATIONS

No.	Date	Revision
2	AUG'10	FOR REZONING/SUBDIVISION
3	MAR'11	STAIR OF COACH HOUSE

CAD LAB
cadlab design and development inc
tel:(604)618-3223 fax:(604)241-9388
email: cadlabdesign@gmail.com

ATTACHMENT 5

PRELIMINARY CONCEPTUAL LANDSCAPE PLAN (CORNER LOT)

* PERMIT PLANS TO COMPLY WITH ZONING & ALL CITY REGULATIONS

Rezoning Considerations
7980 Broadmoor Boulevard
RZ 10-529089

Prior to final adoption of Zoning Amendment Bylaw 8765, the following items are required to be completed:

1. Submission of a Landscape Plan for the proposed three (3) lots, 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 must:
   - Comply with the guidelines of the OCP's Lane Establishment and Arterial Road Redevelopment Policies 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 required around the Sawara False Cypress tree (Tree # 500) located in the front yard of the proposed south lot (i.e. a minimum of 3 m from the base of the tree);
   - Include a cross-section detail illustrating how the proposed grading between the new building and the street will be treated on the proposed south lot (i.e. the existing grade must be maintained within the Tree Protection Zone of Tree # 500); and
   - Include the nine (9) required replacement trees with the following minimum sizes:

# of Replacement Trees	Min. Calliper of Deciduous Tree		Min. Height of Coniferous Tree
2	10 cm	or	5.5 m
6	8 cm		4 m
1	6 cm		3.5 m

2. City acceptance of the developer's voluntary contribution of $1500 to the City's Tree Compensation Fund in-lieu of planting the balance of required replacement trees on-site.
3. City acceptance of the developer's voluntary contribution of $1000 towards a special crosswalk upgrade with Accessible Pedestrian Signal at the intersection of Broadmoor Boulevard and No. 3 Road.
4. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the Sawara False Cypress tree (Tree # 500) to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections (at which stages of development), and, a provision for the Arborist to submit a post-construction impact assessment report to the City for review.
5. Submission of a Tree Survival Security to the City in the amount of $1000 for the Sawara False Cypress tree (Tree # 500) to be retained.
6. Registration of a 2 m wide Public Right-of-Passage (PROP) Right-of-Way (ROW) along the east property line for future road widening and frontage improvements. As part of the provision of the right-of-way the applicant is to confirm whether Parcel F of the Explanatory Plan of Right-of-Way 68053 exists as a "parcel" and if so, to dedicate it as road.
7. Registration of a flood indemnity covenant on Title.

8. Registration of a legal agreement on title for the proposed corner lot to ensure that the only means of vehicle access is to the existing rear lane and that there be no access to Broadmoor Boulevard.

Prior to Demolition stage, the applicant will be required to:

- Install tree protection fencing required around the Sawara False Cypress tree (Tree # 500) located in the front yard of the proposed south lot at a minimum of 3 m from the base of the tree.

Tree protection fencing must be installed to City standard and must remain in place until construction and landscaping on the future lots is completed.

At Subdivision stage, the applicant will be required to:

- Enter into a standard Servicing Agreement for the design and construction of lane improvements along the entire west property line, including but not limited to: storm sewer, sand/gravel base, rollover curb and gutter (both sides), asphalt pavement, lane lighting, and servicing costs. The design and related calculations for upgrading the existing storm sewer as identified in the approved Capacity Analysis must be included in the Servicing Agreement drawings, along with the frontage improvements on Broadmoor Boulevard;
- Pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charges, and Address Assignment Fees; and,
- Provide underground Hydro, Telephone, and Cable services to each proposed lot.

At Building Permit stage, the developer must complete the following requirements:

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. 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.

[Signed original on file]

Signed

Date

City of Richmond

Bylaw 8765

Richmond Zoning Bylaw 8500
Amendment Bylaw 8765 (RZ 10-529089)
7980 BROADMOOR BOULEVARD

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **COACH HOUSES (RCH).**

   P.I.D. 003-443-311
   LOT 5 EXCEPT: FIRSTLY PART SUBDIVIDED BY PLAN 16641 AND SECONDLY PARCEL F (STATUTORY RIGHT OF WAY PLAN 68053) BLOCK A SECTION 29 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 15653

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8765".**

FIRST READING	
A PUBLIC HEARING WAS HELD ON	
SECOND READING	
THIRD READING	
OTHER REQUIREMENTS SATISFIED	
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond
Planning and Development Department

Report to Committee

To:	Planning Committee	**Date:**	May 10, 2011
From:	Brian J. Jackson, MCIP Director of Development	**File:**	RZ 08-422838
Re:	**Application by Matthew Cheng Architect Inc. for Rezoning at 9731 and 9751 Cambie Road from Single Detached (RS1/E) to Low Density Townhouses (RTL4)**		

Staff Recommendation

That Bylaw No. 8768, for the rezoning of 9731 and 9751 Cambie Road from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)", be introduced and given First Reading.

Brian J. Jackson, MCIP
Director of Development

EL:blg
Att.

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	Y ☑ N ☐	

Staff Report

Origin

Matthew Cheng Architect Inc. has applied to the City of Richmond for permission to rezone 9731 and 9751 Cambie Road (**Attachment 1**) from Single Detached (RS1/E) to Low Density Townhouses (RTL4) in order to permit the development of 12 townhouse units on the site. A preliminary site plan, building elevations, and landscape plan are contained in **Attachment 2**.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (**Attachment 3**).

Surrounding Development

To the North and East: A townhouse complex with 34 two-storey townhouse units at 9800 Kilby Drive, zoned Low Density Townhouses (RTL1);

To the West: A 3 m wide public walkway connecting McKay Drive with Cambie Road. Further west, are single-family dwellings on lots zoned Single Detached (RS1/B) fronting McKay Drive; and

To the South: Across Cambie Road, large single-family lots in an area designated Community Institutional, and a neighbourhood commercial building at the corner of No. 4 Road and Cambie Road, in an area designated Convenience Commercial.

Related Policies & Studies

West Cambie Area Plan

The subject property is located within the West Cambie Area, Schedule 2.11A of the Official Community Plan (OCP). The Land Use Map in the West Cambie Area Plan (**Attachment 4**) designates the subject property for "Residential" use. The proposed infill development fits well within the existing single-family and townhouse developments in terms of land use, density, and overall neighbourhood character. Further consideration of the Development Guidelines will take place at the Development Permit stage of the process.

Floodplain Management Implementation Strategy

The applicant is required to comply with the Flood Plain Designation and Protection Bylaw (No. 8204). The site is located within an area where the minimum habitable elevation is 2.9 m geodetic; however, there are provisions to permit habitable space, provided it is located a minimum of 0.3 m above the highest level of the crown of any road that is adjacent to the parcel. A Flood Indemnity Restrictive Covenant specifying the minimum flood construction level is required prior to rezoning bylaw adoption.

OCP Aircraft Noise Sensitive Development (ANSD) Policy

The site is located within Area 4 of the ANSD map, which allows consideration of all new aircraft noise sensitive uses, including townhouses. An Aircraft Noise Sensitive Use Restrictive Covenant must be registered on title prior to final adoption of this application. As well, the applicant is to submit a report for indoor noise mitigation measures at Development Permit stage and incorporate the recommendations at the time of applying for a Building Permit.

Affordable Housing Strategy

The applicant proposes to make a cash contribution to the affordable housing reserve fund in accordance to the City's Affordable Housing Strategy. As the proposal is for townhouses, the applicant is making a cash contribution of $2.00 per buildable square foot as per the Strategy; making the payable contribution amount of $25,040.

Public Input

The applicant has forwarded confirmation that a development sign has been posted on the site. Staff did not receive any telephone calls or written correspondence expressing concerns in association with the subject application.

Staff Comments

Ministry of Transportation (MOT) Approval

MOT approval is a condition of final approval for this site. Preliminary Approval has been granted by MOT for one (1) year.

Site Servicing

An independent review of servicing requirements (sanitary, and water) has been conducted by the applicant's Engineering consultant and reviewed by the City's Engineering Department. The Capacity Analysis concludes that no upgrade to the existing systems is required to support the proposed development. The existing sanitary connection at the rear can be removed via the engineered service connection design drawing phase.

Prior to final adoption, the developer is required to consolidate 9731 and 9751 Cambie Road into one (1) development parcel and provide a 2 m wide land dedication, plus a 2 m wide Public Rights-of-Passage (PROP) along the entire Cambie Road frontage for new boulevard and sidewalk.

Frontage Improvements

Prior to issuance of Building Permit, the developer is to enter into a standard Servicing Agreement for the design and construction of frontage works across the entire Cambie Road frontage. Works included but not limited to removal of the existing sidewalk, construction of a new 1.5m wide sidewalk at the north edge of the required PROP, retention of the existing curb/gutter, and installation of a new tree and grass boulevard in between. Parks and Recreation

staff have confirmed that no upgrade is required on the existing public walkway to the west of the site.

Tree Retention and Replacement

A Tree Survey and a Certified Arborist's report were submitted in support of the application. 17 bylaw-sized trees were identified on the Tree Survey and reviewed by the Arborist. The City's Tree Preservation Coordinator has reviewed the Arborist Report and concurred with the Arborist's recommendations to preserve five (5) trees and remove 12 bylaw-sized trees (see **Attachment 5** for a Tree Preservation Plan).

Tree Health / Location	Number of Trees	Number of Trees To be Retained	Number of Trees To be Removed	Comments
On-site trees in excellent condition	1	0	1	Proposed tree removal due to poor condition (9 trees) and conflict with the proposed development on site (2 trees). The applicant is proposing to retain two (2) trees in the proposed amenity area.
good condition	3	2	1	
fair condition	2	0	2	
poor condition	6	0	6	
On-site trees that are dead	1	0	1	
Total Number of Trees On-Site	13	2	11	
On City Boulevard or Proposed Road Dedication Area	2	1	1	The applicant is proposing to retain one (1) tree along the Cambie Road frontage. Future sidewalk to wind away from bases of tree. Parks concurred with the removal of the Mountain Ash trees due to poor condition; no compensation is required.
Off-Site (9800 Kilby Drive)	2	2	0	The applicant is required to protect two (2) Oak trees on the adjacent site. Tree Fencing will be required.
Total	**17**	**5**	**12**	

Based on the 2:1 tree replacement ratio goal stated in the Official Community Plan (OCP), 22 replacement trees are required for the removal of eleven (11) on-site trees. According to the Preliminary Landscape Plan (**Attachment 2**), the developer is proposing to plant 26 replacement trees on-site. Should the applicant wish to begin site preparation work after Third Reading of the rezoning bylaw, but prior to Final Adoption of the rezoning bylaw, the applicant will be required to obtain a Tree Permit, install tree protection around trees to be retained, and submit a landscape security (i.e. $12,000) to ensure the replacement planting will be provided.

In order to ensure that the Douglas Fir tree and the Western Red Cedar tree located within the proposed amenity area will not be damaged during construction, as a condition of rezoning, the applicant is required to submit a $6,000 tree survival security. The City will retain 50% of the

security until the proposed landscaping is planted on-site. The City will retain the remaining 50% of the security for one (1) year after inspection of the completed landscaping to ensure that the protected trees have survived. In addition, a contract with a Certified Arborist to monitor all works to be done near or within all tree protection zones must be submitted prior to final adoption of the rezoning bylaw. Tree protection barriers, as per the Tree Retention Plan (**Attachment 5**), must be installed on-site prior to any construction or demolition works commencing.

Indoor Amenity Space

The applicant is proposing a contribution in-lieu of on-site indoor amenity space in the amount of $12,000 as per the Official Community Plan (OCP) and Council policy.

Outdoor Amenity Space

Outdoor amenity space will be provided on-site and is adequately sized based on Official Community Plan (OCP) guidelines. The design of the children's play area and landscape details will be refined as part of the Development Permit application.

Public Art

The Public Art Program Policy does not apply to residential projects containing less than 20 units.

Analysis

The proposal to develop townhouses is consistent with the objectives of the West Cambie Area Plan (Schedule 2.11A) in terms of land use and character within the Oaks neighbourhood. The site plan identifies the unit location and configuration of the internal drive aisle, as well as the location of the outdoor amenity space for the complex. The proposed height, scale and setbacks respect the massing of the existing two-storey single-family and multi-family developments to the north, east and west. Wider setbacks (approximately 4.5 m vs. the required 3.0 m) are proposed to minimize shadow casting onto the neighbours' yards. The street fronting building is designed to step-down to two (2) storeys at either ends to provide a better transition to the existing two-storey townhouses to the east, the proposed three-storey townhouses on-site, and the existing two-storey single-family homes to the west, along Cambie Road. The proposed massing will be controlled through the Development Permit process.

Requested Variances

The proposed development is generally consistent with the Development Permit Guidelines for multiple-family projects contained in the Official Community Plan (OCP). Based on the review of current site plan for the project, a variance to allow for a total of sixteen (16) tandem parking spaces in eight (8) of the townhouse units is being requested. Transportation Division staff have reviewed the proposal and have no concerns. The proposed number of on-site visitor parking is in compliance with the bylaw requirement. A restrictive covenant to prohibit the conversion of the garage area into habitable space is required prior to final adoption.

Design Review and Future Development Permit Considerations

Guidelines for the issuance of Development Permits for multiple-family projects are contained in Schedule 1 of Bylaw 7100 (Section 9.0 Development Permit Guidelines). The rezoning conditions will not be considered satisfied until a Development Permit application is processed to a satisfactory level. In association with the Development Permit, the following issues are to be further examined:

- Detailed review of building form and architectural character;
- Review of site grade to ensure the survival of protected trees and to enhance the relationship between the first habitable level and the private outdoor space;
- Review of the location and design of the convertible unit and other accessibility features;
- Landscaping design and enhancement of the outdoor amenity area to maximize use; and
- Opportunities to maximize permeable surface areas and articulate hard surface treatments.

Financial Impact or Economic Impact

None.

Conclusion

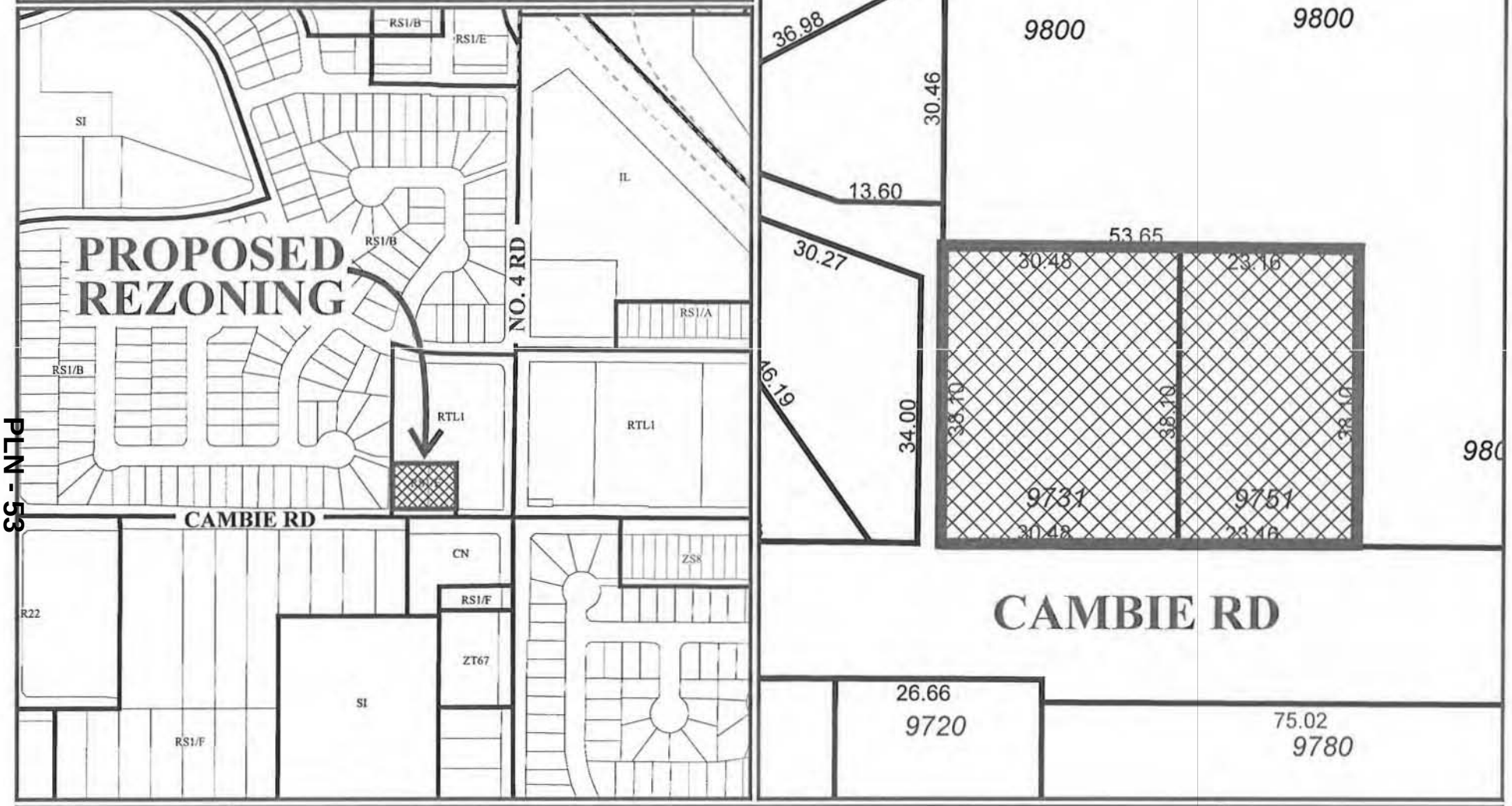
The proposed townhouse development is consistent with the objectives of the West Cambie Area Plan (Schedule 2.11A) in terms of land use, character, and density. Overall, the project is attractive and a good fit with the neighbourhood. Further review of the project design will be required to ensure a high quality project, and will be completed as part of the future Development Permit process. On this basis, staff recommend that the proposed rezoning be approved.

Edwin Lee
Planning Technician – Design
(604-276-4121)

EL:blg

Attachments:
Attachment 1: Location Map
Attachment 2: Conceptual Development Plans
Attachment 3: Development Application Data Sheet
Attachment 4: West Cambie Area Plan Land Use Map
Attachment 5: Tree Management Plan
Attachment 6: Rezoning Considerations Concurrence

City of Richmond



PLN - 53

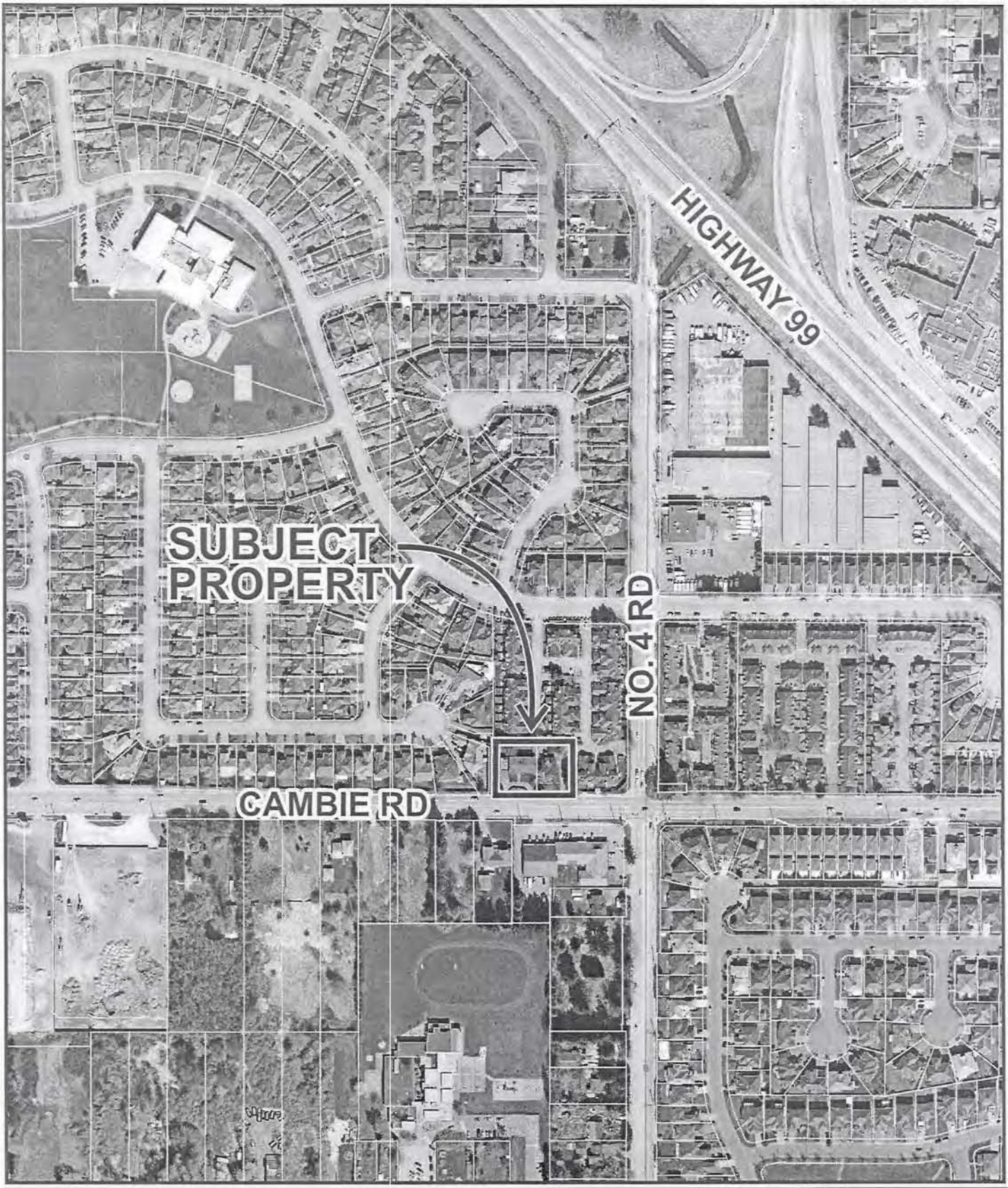
RZ 08-422838

Original Date: 05/29/08

Revision Date: 05/10/11

Note: Dimensions are in METRES

ATTACHMENT 1

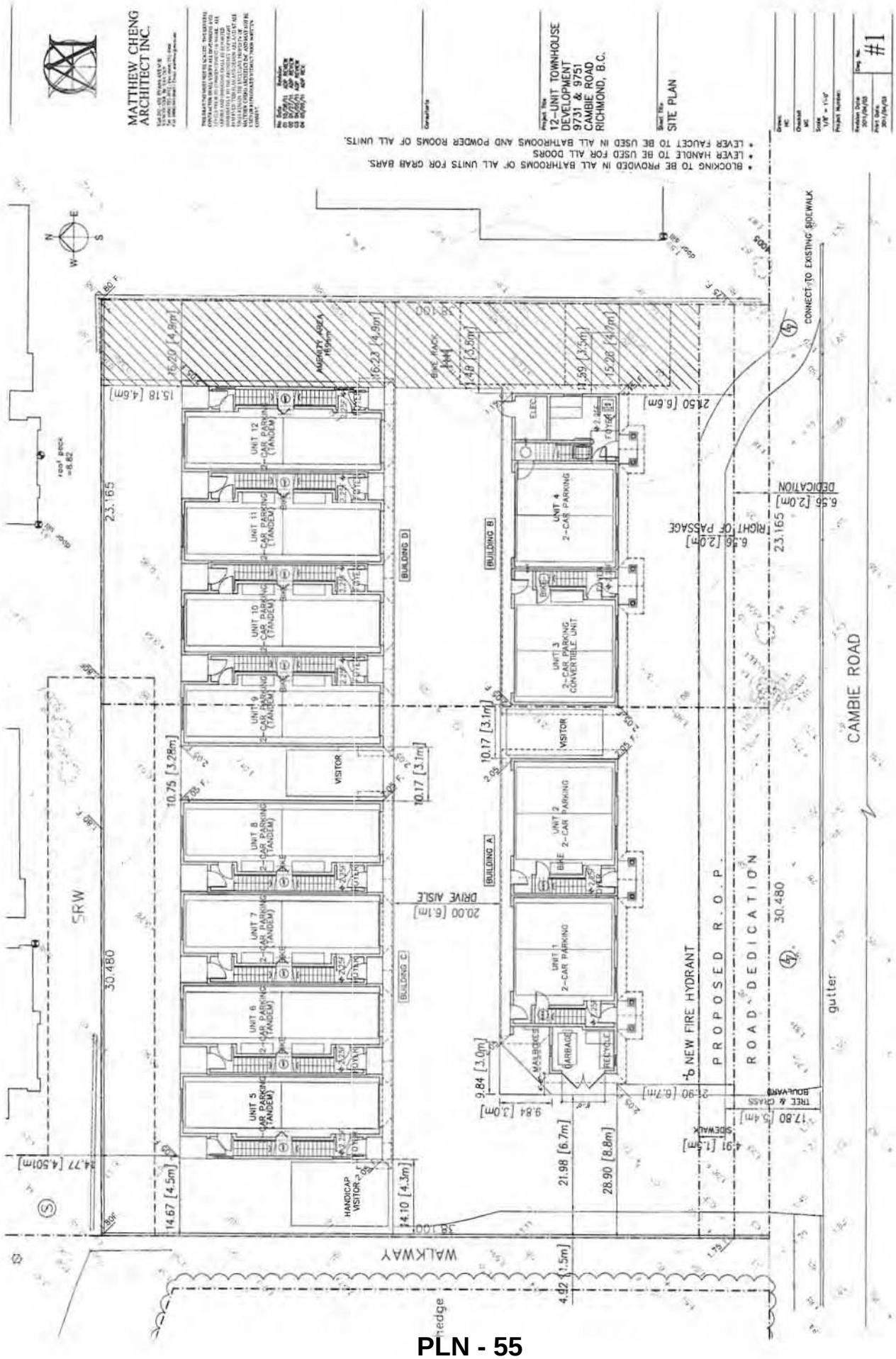


RZ 08-422838

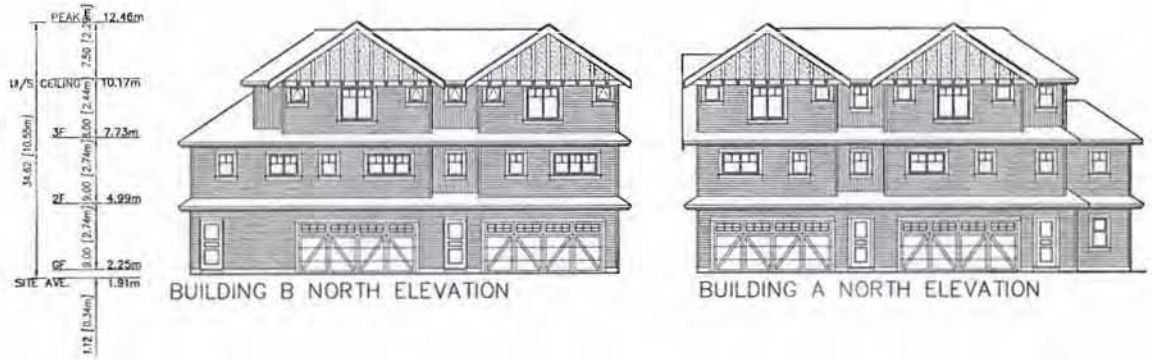
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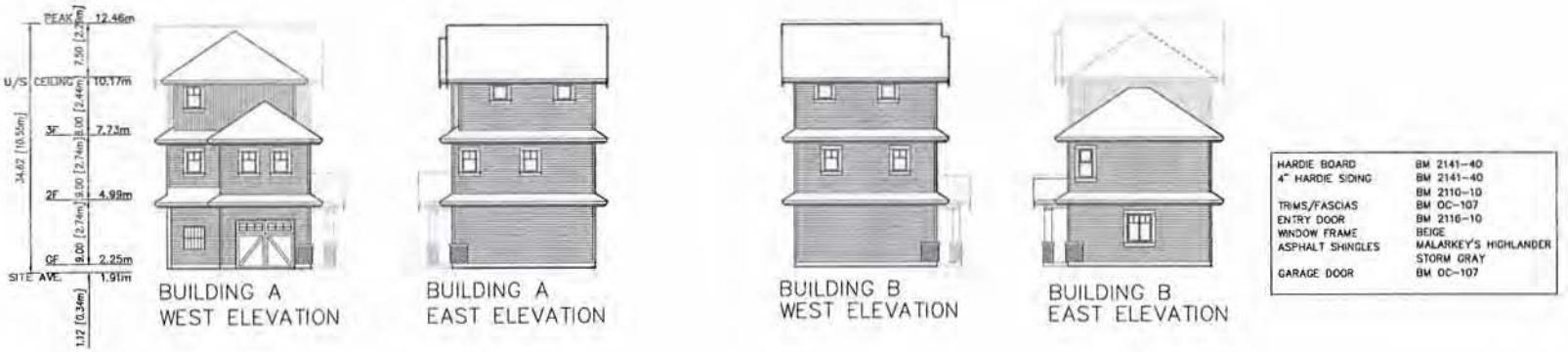
Amended Date: 05/10/11

Note: Dimensions are in METRES


MATTHEW CHENG
ARCHITECT INC.
12-UNIT TOWNHOUSE
DEVELOPMENT
9731 & 9751
CAMBIE ROAD
RICHMOND, B.C.
SITE PLAN
#1
• BLOCKING TO BE PROVIDED IN ALL BATHROOMS OF ALL UNITS FOR GRAB BARS.
• LEVER HANDLE TO BE USED FOR ALL DOORS
• LEVER FAUCET TO BE USED IN ALL BATHROOMS AND POWDER ROOMS OF ALL UNITS.
CAMBIE ROAD
CONNECT TO EXISTING SIDEWALK
DEDICATION
RIGHT OF PASSAGE
PROPOSED R.O.P.
ROAD DEDICATION
NEW FIRE HYDRANT
DRIVE AISLE
BUILDING A
BUILDING B
BUILDING C
BUILDING D
AMENITY AREA
BIKE RACK
VISITOR
HANDICAP VISITOR
UNIT 1 2-CAR PARKING
UNIT 2 2-CAR PARKING
UNIT 3 2-CAR PARKING CONVERTIBLE UNIT
UNIT 4 2-CAR PARKING
UNIT 5 2-CAR PARKING (TANDEM)
UNIT 6 2-CAR PARKING (TANDEM)
UNIT 7 2-CAR PARKING (TANDEM)
UNIT 8 2-CAR PARKING (TANDEM)
UNIT 9 2-CAR PARKING (TANDEM)
UNIT 10 2-CAR PARKING (TANDEM)
UNIT 11 2-CAR PARKING (TANDEM)
UNIT 12 2-CAR PARKING (TANDEM)
MAILBOXES
GARBAGE
RECYCLE
SRW
WALKWAY
hedge
gutter
30.480
23.165
21.98 [6.7m]
28.90 [8.8m]
14.67 [4.5m]
14.10 [4.3m]
10.75 [3.28m]
10.17 [3.1m]
9.84 [3.0m]
20.00 [6.1m]
21.50 [6.6m]
15.18 [4.6m]
16.20 [4.9m]
16.23 [4.9m]
11.48 [3.5m]
11.59 [3.5m]
15.28 [4.7m]
6.56 [2.0m]
23.165
30.480
17.80 [5.4m]
4.91 [1.5m]
4.92 [1.5m]
14.77 [4.501m]







HARDIE BOARD	BM 2141-40
4" HARDIE SIDING	BM 2141-40
	BM 2110-10
TRIMS/FASCIAS	BM OC-107
ENTRY DOOR	BM 2116-10
WINDOW FRAME	BEIGE
ASPHALT SHINGLES	MALARKEY'S HIGHLANDER STORM GRAY
GARAGE DOOR	BM OC-107

PLN - 56

MATTHEW CHENG ARCHITECT INC.

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No.	Date	Revision
01	10/08/11	ADP REVIEW
02	04/06/11	ADP REVIEW
03	05/05/11	ADP REV.

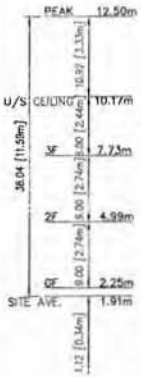
Consultants

Project Title
12-UNIT TOWNHOUSE DEVELOPMENT
9731 & 9751 CAMBIE ROAD
RICHMOND, B.C.

Sheet Title
ELEVATIONS

Drawn: MC
Checked: MC
Scale: 1/8" = 1'-0"
Project Number:

Revision Date: 2011/04/03	Dwg. No. #4a
Print Date: 2011/04/03	

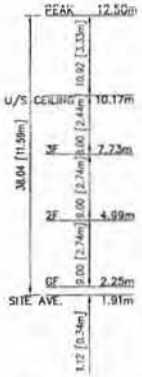




BUILDING C SOUTH ELEVATION



BUILDING D SOUTH ELEVATION



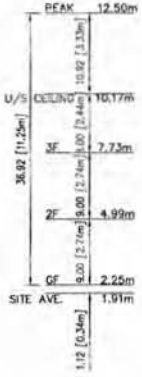


BUILDING D NORTH ELEVATION



BUILDING C NORTH ELEVATION

HARDIE BOARD	BM 2141-40
4" HARDIE SIDING	BM 2141-40
	BM 2110-10
TRIMS/FASCIAS	BM OC-107
ENTRY DOOR	BM 2116-10
WINDOW FRAME	BEIGE
ASPHALT SHINGLES	MALARKEY'S HIGHLANDER STORM GRAY
GARAGE DOOR	BM OC-107





BUILDING C WEST ELEVATION



BUILDING C EAST ELEVATION



BUILDING D WEST ELEVATION



BUILDING D EAST ELEVATION

MATTHEW CHENG ARCHITECT INC.

No.	Date	Revision
01	10/08/11	ADP REVIEW
02	04/05/11	ADP REVIEW
03	02/02/11	ADP REV.

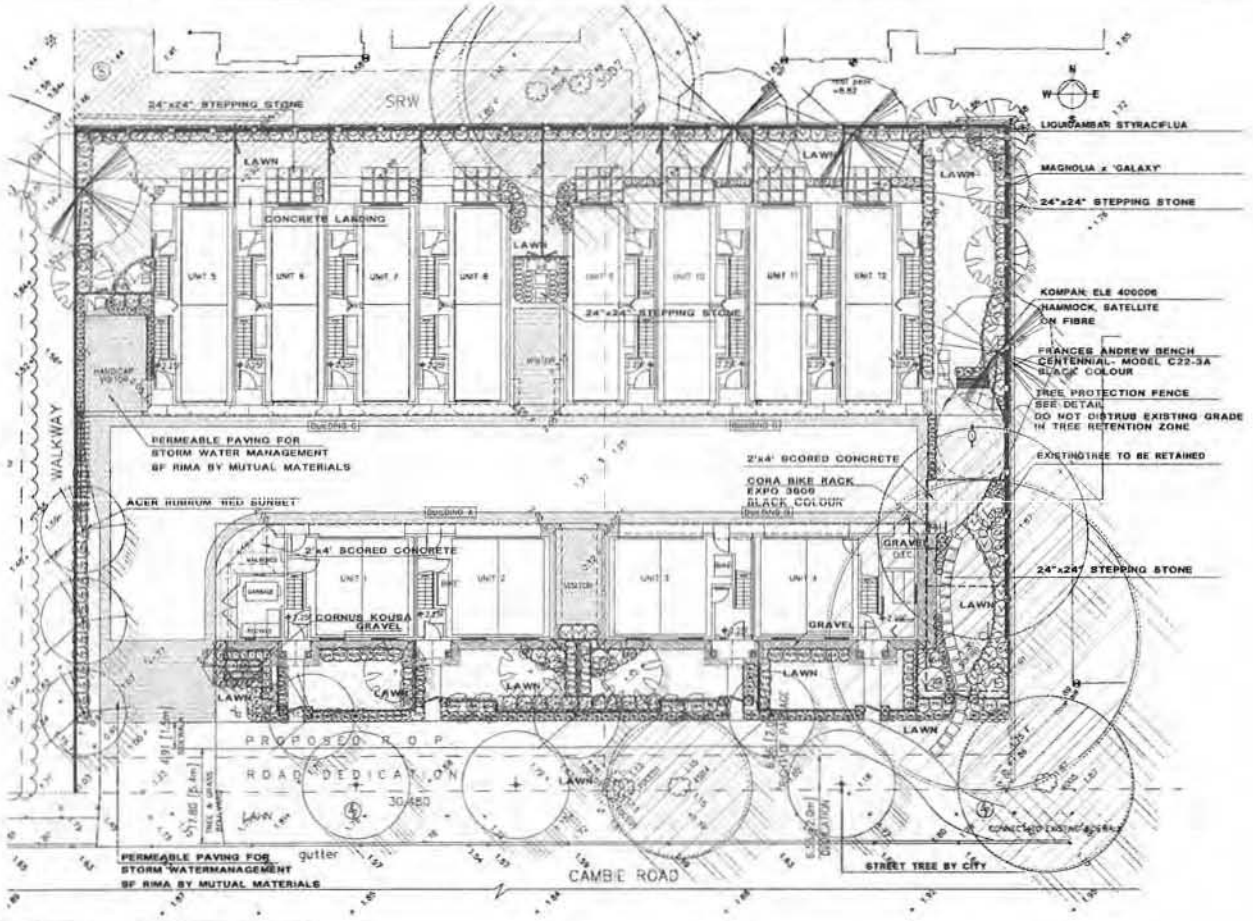
Consultants

Project Title
12-UNIT TOWNHOUSE DEVELOPMENT
9731 & 9751 CAMBIE ROAD
RICHMOND, B.C.

Sheet Title
ELEVATIONS

Drawn: HC
Checked: MC
Scale: 1/8" = 1'-0"
Project Number:
Revision Date: 2011/04/13
Print Date: 2011/04/15
Drwg. No. #4b

PLN - 58



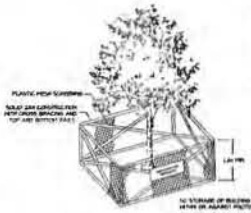
PLANT SCHEDULE

DMG JOB NUMBER: 10-237

KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
	6	ACER RUBRUM 'RED SUNSET'	RED SUNSET MAPLE	6CM CAL; 2M STD; B&B
	2	CORNUS KOUSA	KOUSA DOGWOOD	2M HT; B&B
	4	LIRIODENDRON TULIPIFERA	TULIP TREE	2.5M HT; B&B
	4	LIQUIDAMBAR STYRACIFLUA	SWEET GUM	6CM CAL; 2M STD; B&B
	5	MAGNOLIA x 'GALAXY'	MAGNOLIA	3.5M HT; B&B
	3	TILIA CORDATA 'GREENSPIRE'	LITTLE LEAF LINDEN	6CM CAL; 2M STD; B&B
	8	ABELIA X GRANDIFLORA	PINK ABELIA	#2 POT; 30CM
	18	BUXUS SEMPERVIRENS	BOXWOOD	#5 POT; 40CM
	9	CHOISYA TERNATA	MEXICAN MOCK ORANGE	#5 POT; 50CM
	39	CORNUS SERICEA 'KELSEYI'	KELSEY DOGWOOD	#2 POT; 50CM
	22	FALLUGIA PARADOXA 'SILVER PLUME'	APACHE PLUME	#5 POT; 50CM
	4	HYDRANGEA QUERCIFOLIA	OAKLEAF HYDRANGEA	#5 POT; 50CM
	4	ROSA 'PEARL MEILLAND'	MEILLAND ROSE	#5 POT; 60CM
	4	SARCOCOCCA HOOKERIANA 'HUMILIS'	HIMALAYAN SWEET BOX	#2 POT; 25CM
	4	SPIRAEA JAPONICA 'LITTLE PRINCESS'	LITTLE PRINCESS SPIREA	#2 POT; 40CM
	21	TAXUS X MEDIA 'HILLII'	YEW	1.2M B&B
	24	THUJA OCCIDENTALIS 'SMARAGD'	EMERALD GREEN CEDAR	1.8M HT; B&B
	20	VIBURNUM DAVIDII	DAVID'S VIBURNUM	#2 POT; 50CM
	4	VIBURNUM X 'BURKWOODII'	BURKWOOD VIBURNUM	1.2M HT; B&B
	4	CAREX OSHIMENSIS 'EVERCOLOR'	EVERCOLOR JAPANESE SEDGE	#1 POT
	4	MISCANTHUS SINENSIS 'YAKU JIMA'	YAKU JIMA DWARF SILVER GRASS	#1 POT
	6	BLECHNUM SPICANT	DEER FERN	#1 POT; 20CM
	61	GAULTHERIA SHALLON	SALAL	#1 POT; 20CM

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CANA STANDARDS. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW FOR PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS. TO BE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REVIEW OF ALTERNATIVE SUBSTITUTIONS AND SELECT TO BE LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY.

ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. PROVIDE CERTIFICATION UPON REQUEST.



1 / L-1 TREE PROTECTION BARRIER

Tree Retention fence to be a minimum of 10 away from trunk of existing tree.



FRANCES ANDREW BENCH CENTENNIAL- MODEL C22-3A BLACK COLOUR



KOMPAN: ELE 400006 HAMMOCK, SATELLITE



CORA BIKE RACK EXPO 3606 BLACK COLOUR

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NO.	DATE	REVISION DESCRIPTION	DR.
4	MAR.26	REVISED PER CITY COMMENTS	DD
3	FEB.07	REVISION	DD

SEAL:

DMG landscape architects
A Partnership of J.D. Mitchell & Associates Ltd. Patricia Campbell Mills Consultants Ltd. Mary Chan Yip Consultants Ltd.
Suite C100 - 4185 Still Creek Drive Burnaby, British Columbia V5C 6G9
ph (604) 437-3942; fx 437-4723

PROJECT:
12 UNIT TOWNHOUSE DEVELOPMENT
9731, 9751 CAMBIE ROAD
RICHMOND, BC

DRAWING TITLE:
LANDSCAPE PLAN

DATE: Dec.18, 2010	DRAWING NUMBER: L1
SCALE:	
DRAWN: DD	
DESIGN: DD	
CHK'D: PC	OF 4
DMG PROJECT NUMBER:	10-237

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

Development Application Data Sheet

RZ 08-422838 | **Attachment 3**

Address: 9731 and 9751 Cambie Road

Applicant: Matthew Cheng Architect Inc.

Planning Area(s): West Cambie Area Plan (Schedule 2.11A)

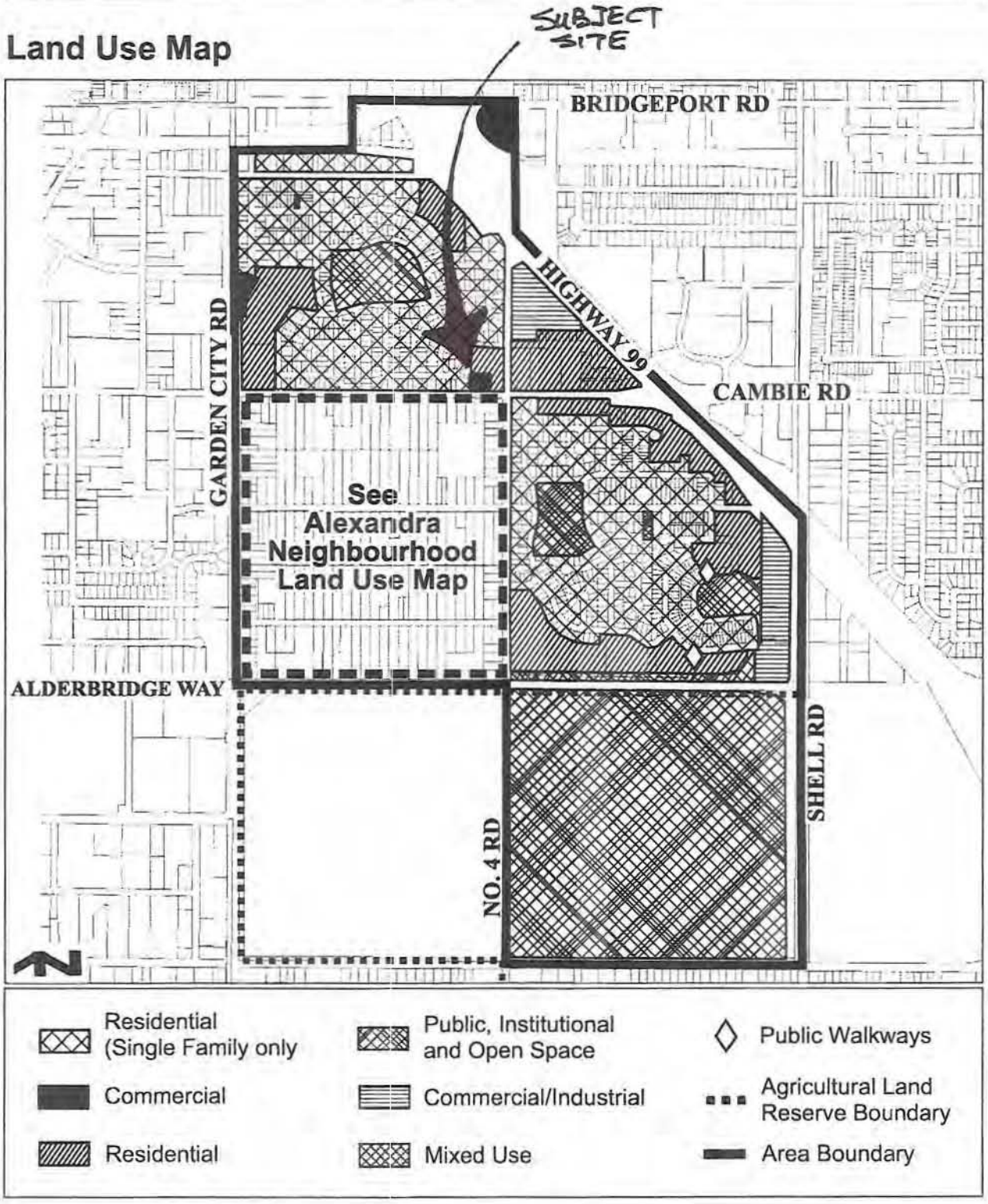
	Existing	Proposed
Owner:	0828329 B.C. Ltd.	No Change
Site Size (m^2):	2,043.9 m^2	1,938.5 m^2
Land Uses:	Single-Family Residential	Multiple-Family Residential
OCP Designation:	Neighbourhood Residential	No Change
Area Plan Designation:	Residential	No Change
702 Policy Designation:	N/A	No Change
Zoning:	Single Detached (RS1/E)	Low Density Townhouse (RTL4)
Number of Units:	12	12
Other Designations:	N/A	No Change

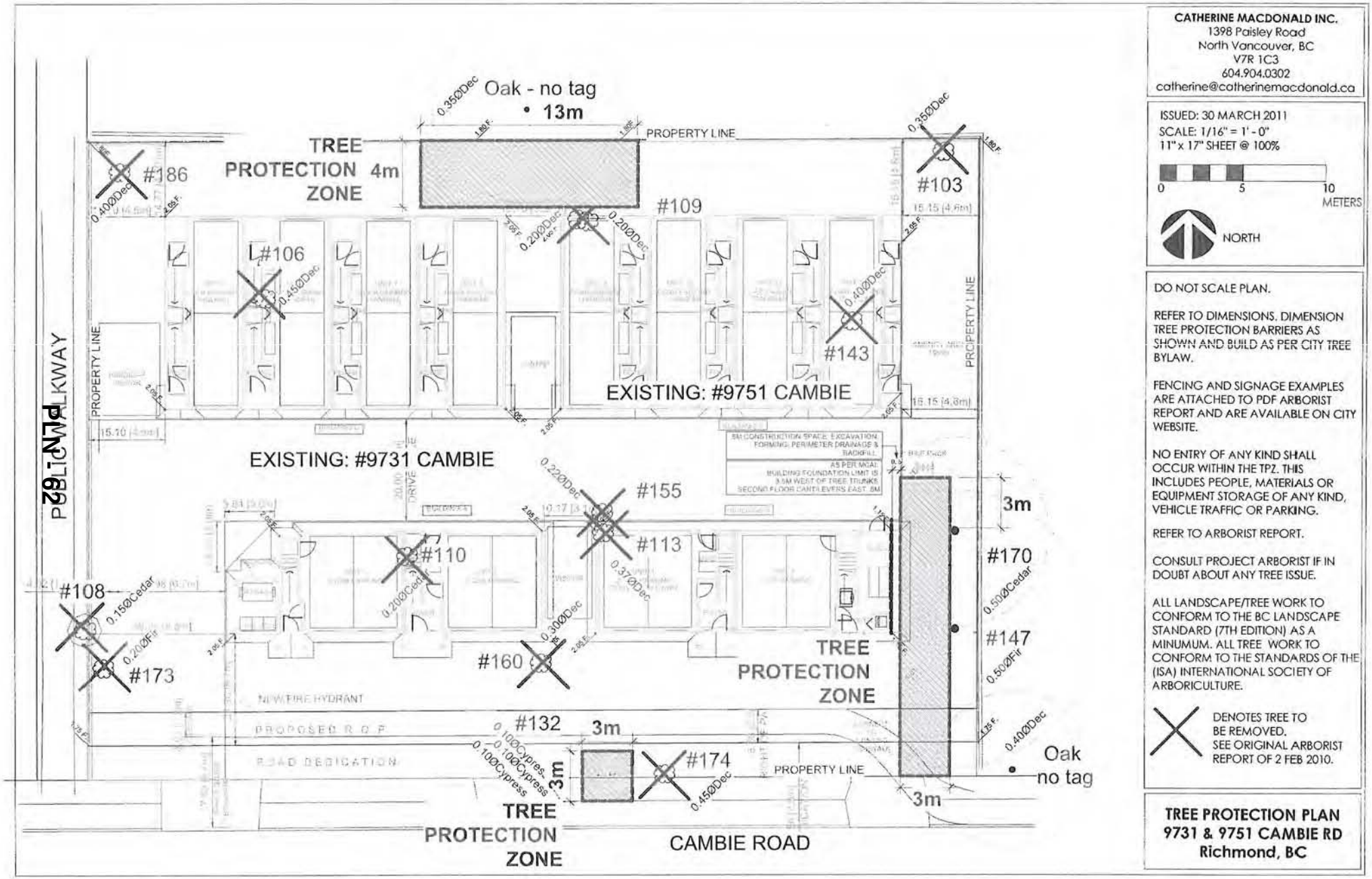
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Density (units/acre):	N/A	25 upa	none permitted
Floor Area Ratio:	Max. 0.6	0.6 max.	none permitted
Lot Coverage – Building:	Max. 40%	36%	none
Lot Coverage – Non-porous Surfaces	Max. 70%	58%	none
Lot Coverage – Landscaping:	Min. 30%	31%	none
Setback – Front Yard (m):	Min. 6 m	6.6 m	none
Setback – Side Yard (East) (m):	Min. 3 m	4.7 m	none
Setback – Side Yard (West) (m):	Min. 3 m	4.5 m	none
Setback –Rear Yard (m):	Min. 3 m	4.5 m	none
Height (m):	Max. 12.0 m (3 storeys)	11.59 m	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Lot Size (min. dimensions):	Min. 50 m wide x 30 m deep	Approx. 53.65 m wide x 38.10 m deep	none
Off-street Parking Spaces – Resident (R) / Visitor (V):	2 (R) and 0.2 (V) per unit	2 (R) and 0.2 (V) per unit	none
Off-street Parking Spaces – Total:	27	27	none
Tandem Parking Spaces:	not permitted	16	**variance requested**
Amenity Space – Indoor:	Min. 70 m^2 or Cash-in-lieu	$12,000 cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m^2 x 12 units = 72 m^2	169 m^2 min.	none

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

Land Use Map


SUBJECT SITE
BRIDGEPORT RD
HIGHWAY 99
CAMBIE RD
GARDEN CITY RD
See Alexandra Neighbourhood Land Use Map
ALDERBRIDGE WAY
NO. 4 RD
SHELL RD
N
Residential (Single Family only
Commercial
Residential
Public, Institutional and Open Space
Commercial/Industrial
Mixed Use
Public Walkways
Agricultural Land Reserve Boundary
Area Boundary



CATHERINE MACDONALD INC.
1398 Paisley Road
North Vancouver, BC
V7R 1C3
604.904.0302
catherine@catherinemacdonald.ca

ISSUED: 30 MARCH 2011
SCALE: 1/16" = 1' - 0"
11" x 17" SHEET @ 100%

0 5 10 METERS

NORTH

DO NOT SCALE PLAN.

REFER TO DIMENSIONS. DIMENSION TREE PROTECTION BARRIERS AS SHOWN AND BUILD AS PER CITY TREE BYLAW.

FENCING AND SIGNAGE EXAMPLES ARE ATTACHED TO PDF ARBORIST REPORT AND ARE AVAILABLE ON CITY WEBSITE.

NO ENTRY OF ANY KIND SHALL OCCUR WITHIN THE TPZ. THIS INCLUDES PEOPLE, MATERIALS OR EQUIPMENT STORAGE OF ANY KIND, VEHICLE TRAFFIC OR PARKING.

REFER TO ARBORIST REPORT.

CONSULT PROJECT ARBORIST IF IN DOUBT ABOUT ANY TREE ISSUE.

ALL LANDSCAPE/TREE WORK TO CONFORM TO THE BC LANDSCAPE STANDARD (7TH EDITION) AS A MINUMUM. ALL TREE WORK TO CONFORM TO THE STANDARDS OF THE (ISA) INTERNATIONAL SOCIETY OF ARBORICULTURE.

DENOTES TREE TO BE REMOVED. SEE ORIGINAL ARBORIST REPORT OF 2 FEB 2010.

TREE PROTECTION PLAN
9731 & 9751 CAMBIE RD
Richmond, BC

PLN - 62

ATTACHMENT 5

Rezoning Considerations
9731 and 9751 Cambie Road
RZ 08-422838

Prior to final adoption of Zoning Amendment Bylaw 8768, the developer is required to complete the following:

1. Consolidation of all the lots (9731 and 9751 Cambie Road) into one development parcel (which will require the demolition of the existing dwellings).
2. 2.0 m road dedication along the entire Cambie Road frontage.
3. The granting of a 2.0 wide Public Rights-of-Passage (PROP) right-of-way along the entire new south property line for new boulevard and sidewalk.
4. Registration of a flood indemnity covenant on Title.
5. Registration of an Aircraft Noise Sensitive Land Use Covenant on Title.
6. City acceptance of the developer's voluntary contribution of $2.00 per buildable square foot (e.g. $25,040) to the City's Affordable Housing Reserve Fund.
7. Submission of a Tree Survival Security to the City in the amount of $6,000 for the Douglas Fir tree and the Western Red Cedar tree, located along the east property line, to be retained on-site. 50% of the security will be released upon completion of the proposed landscaping works on site (design as per Development Permit for 9731 and 9751 Cambie Road). The remaining 50% of the security will be release one year after final inspection of the completed landscaping in order to ensure that the trees have survived.
8. Issuance of a separate Tree Cutting Permit for the removal of one (1) Mountain Ash tree located in front of the site. The City's Parks Division has reviewed the proposed tree removal and concurs with it. No compensation is required.
9. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
10. Ministry of Transportation and Infrastructure (MOTI) approval.
11. Submission of cash-in-lieu for the provision of dedicated indoor amenity space in the amount of $12,000 ($1,000 per unit).
12. Registration of a covenant prohibiting the conversion of parking area into habitable space.
13. Submission and processing of a Development Permit application* to the acceptance of the Director of Development.

Prior to issuance of Demolition Permit:

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

Prior to issuance of Building Permit:

1. Enter into a Servicing Agreement* for the design and construction of beautification treatment to the road frontage. Beautification works including but not limited to removing the existing sidewalk, replacing it with a new 1.5 m wide sidewalk at the north boundary of the PROP, retaining existing curb/gutter, and providing a new treed and grassed boulevard in between. It is noted that the new sidewalk must be designed to meander around the protected tree along Cambie Road. All works at developer's sole cost.
2. A construction parking and traffic management plan to be provided to the Transportation Department to include: location for parking for services, deliveries, workers, loading, application for request for any lane closures (including dates, times, and duration), and proper construction traffic controls as per Traffic Control Manual for Works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.

* Note: This requires a separate application.

[Signed original on file]

Signed

Date

City of Richmond

Bylaw 8768

Richmond Zoning Bylaw 8500 Amendment Bylaw 8768 (08-422838) 9731 AND 9751 CAMBIE 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 **LOW DENSITY TOWNHOUSES (RTL4).**

   P.I.D. 006-542-654
   Lot 47 Section 27 Block 5 North Range 6 West New Westminster District Plan 30892

   and

   P.I.D. 006-542-646
   Lot 46 Section 27 Block 5 North Range 6 West New Westminster District Plan 30892

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8768".**

FIRST READING	
A PUBLIC HEARING WAS HELD ON	
SECOND READING	
THIRD READING	
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL	
DEVELOPMENT REQUIREMENTS SATISFIED	
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond

Report to Committee

To:	Planning Committee	**Date:**	June 15, 2011
From:	Brian J. Jackson, MCIP Director of Development	**File:**	RZ 10-547513 HA 10-547513
Re:	**Application by Cornerstone Architecture (Scott Kennedy) for Rezoning at 3531 Bayview Street from Light Industrial (IL) to Steveston Conservation Area (SC1) Core Area**		

Staff Recommendation

1. That Bylaw No. 8780:

   a) To create the "Steveston Conservation Area (SC1, SC2, SC3)" Zone;

   b) To amend the Richmond Zoning Bylaw No.8500 "General Provisions" specific to the density bonusing for Affordable Housing & Child Care, and other Community Amenities as applied to the "Steveston Conservation Area (SC1, SC2, SC3)" Zone;

   c) To rezone 3531 Bayview Street from "Light Industrial (IL)" to "Steveston Conservation Area (SC1)",

   be introduced and given First Reading;

2. That, subject to Bylaw No. 8780 being granted Third Reading by Council, a Heritage Alteration Permit be issued to authorize the demolition of an existing building, site preparation and pre-loading, and the required Servicing Agreement works associated with the rezoning of 3531 Bayview Street to "Steveston Conservation Area (SC1)".

Brian J. Jackson, MCIP
Director of Development
(604-276-4138)

Att. 6

BJJ:tcb

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Engineering	Y ☑ N ☐	
Policy Planning	Y ☑ N ☐	
Transportation	Y ☑ N ☐	
Affordable Housing	Y ☑ N ☐	

Staff Report

Origin

Cornerstone Architecture (Scott Kennedy) has applied to the City of Richmond for permission to rezone 3531 Bayview Street (**Attachment 1**) from "Light Industrial (IL)" to "Steveston Conservation Area (SC1)", to remove an existing building not identified as a heritage resource, and to permit the development of a three (3) storey mixed use commercial/residential building with office, restaurant and retail uses with twenty-two (22) residential units over a parkade (**Attachment 2 & 3**). A Heritage Alteration Permit to authorize the demolition of an existing building, site preparation and pre-loading, and the required Servicing Agreement works associated with the rezoning is also required.

Background

- The proposed development resulted from a coordinated design effort between the applicant and City staff responding to Council's policy objectives contained generally in the *Steveston Village Conservation Program,* and specifically in the *Official Community Plan – Steveston Area Plan (SAP).*
- Consultant James Burton (Birmingham & Wood Architects) provided expert comment on the developer's response to the OCP-SAP policy requirements.
- A private access easement has been negotiated between the property owners of 3420 Moncton Street and 3531 Bayview Street to provide limited access through the subject site to the rear of the commercial property at 3420 Moncton Street for service and deliveries.
- The applicant has also organized several community consultation meetings to engage the community in discussion, review and comment upon the proposed rezoning and development.

Findings Of Fact

A *Development Application Data Sheet*, providing specific details about the proposed development, is attached (**Attachment 4**).

Description

Proposed Zoning "Steveston Conservation Area (SC1)":

- A new *Steveston Conservation Area (SC) Zone* is proposed (for addition to the Richmond Zoning Bylaw) to address issues such as heritage conservation, redevelopment and financial incentives.
- Three sub-zones are proposed to address differences within Steveston Village as per the approved "Steveston Village Land Use Density and Building Height Map" (e.g., the Core Area, Moncton Street, and Riverfront).
- The proposed zone for this development is the "Steveston Conservation Area (SC1)" Zone. (See below for greater descriptive detail.)
- The maximum density is 1.0 FAR outright in the new zone, with the potential for an increase of up to a maximum of 1.6 FAR subject to: (a) the Affordable Housing Contribution, and (b) the Steveston Heritage Developer Contribution.
- The maximum height is 12 m and 3 storeys with no setbacks to the lot lines.

- A contribution of $298,232 is proposed to the Steveston Heritage Developer Contribution in return for the additional density. This contribution is to be used in the approved Steveston Village Heritage Conservation Grant Program. (See "Planning Analysis", page 9 for additional detail.)
  Note: This contribution is made for additional residential density and has been reduced by the applicable Affordable Housing Contribution as required by the Steveston Village Heritage Conservation Grant Program Policy No. 5900.
- The datum for establishing the 12m height envelope is 4.0m GSC at the South Building Face and Existing Grade at the North Property Line.
- Note: The south 4.0m datum acknowledges a possible future increase in dike elevation on Bayview Street. The retention of the north "Existing Grade" (as a datum) acknowledges a significant feature of the site identified in the *Steveston Village Conservation Strategy* as a Character Defining Element of the Village.

Proposed Development:

- The proposed development is located at the corner of Bayview Street and 3rd Avenue with views to and from the Gulf of Georgia Historic Site, the Dike Trail, Steveston Harbour and Steveston Village.
- The proposed project is a three (3) storey mixed use development over a parkade (predominantly below grade due to the rise in site elevation to the dike). The parkade is exempted from counting as a storey.
- The project will seek the maximum density incentive (0.4 FAR, 644 m² or 6,935 sf as bonus density) to achieve a density of 1.6 FAR with approximately 20% Commercial (522m² or 5,613 sf) and 80% Residential (2056 m² or 22,129 sf).
- A contribution of $298,232 is proposed to the Steveston Heritage Developer Contribution.
- The Commercial uses consist of Office, Restaurant and Retail Uses.
- The Residential use consists of 4 – 1 bedroom suites, 14 – 2 bedroom suites, and 4 – 3 bedroom suites.
- Building form, materials, fenestration, and detail comply with the approved *Steveston Area Plan – Development Permit Guidelines*.
- See the Analysis-Planning Section below for greater detail.

Surrounding Development

The site is located directly east of the Gulf of Georgia Cannery complex at the corner of Bayview Street and Third (3rd) Avenue in Steveston Village. The site lies within the *Steveston Village Heritage Conservation Area.* The *OCP-Steveston Area Plan* designates the site as "Heritage Mixed Use (Commercial-Industrial with Residential & Office Above)".

To the North: Existing commercial buildings (3) zoned "Steveston Commercial (CS2)", maximum height two (2) storeys;
To the East: Existing commercial building (1) zoned "Steveston Commercial (CS2)", maximum height two (2) storeys;
To the South: Vacant remediated parcel zoned "Light Industrial (IL)"; and
To the West: Existing industrial historic site zoned "Light Industrial (IL)" for Gulf of Georgia Cannery National Historic Site.

Related Policies

Steveston Village Conservation Program (SVCP):
Council adopted the SVCP in 2009. The Program is incentive-based and emphasizes that the City will work co-operatively with all property owners to balance interests and achieve Village conservation. Key measures include:

- A revised *OCP-Steveston Area Plan* with heritage and non-heritage conservation policies and a new Steveston Village Heritage Conservation Area to better manage identified heritage resources;
- An implementation program which established new financial incentives, design guidelines and permit requirements for redeveloping and altering buildings and property in the Heritage Conservation Area.

Official Community Plan-Steveston Area Plan (SAP):

- To guide redevelopment on sites without a heritage resource, the *SAP's Development Permit Guidelines* were revised to update the "Sakamoto Guidelines" including:
  - promoting a return to small scale development in the Village Core Area and Moncton Street, and
  - promoting a return to larger scale development on the Riverfront Area, with simple large forms reminiscent of historic building on the riverfront.
- More detailed design specifications to implement the updated guidelines include:
  - buildings to be built to the street line,
  - horizontal or vertical wood siding (wood or metal),
  - heritage colours to be coordinated with adjacent buildings,
  - signage to be integral to the façade,
  - doors to be glass panel and framed with solid wood, wood panel, or aluminium,
  - upper floor windows are to be framed and in a historic rhythm, different from ground floor fenestration and proportional to elevations,
  - fabric canopies or awnings, and
  - selective use of modern materials.
- The proposal for 3531 Bayview Street applies many of these design specifications.

Heritage Alteration Permit:

- A Heritage Alteration Permit is required in the designated Steveston Village Heritage Conservation Area of the *Steveston Area Plan* prior to demolition, land altering activities, and alteration of a building, structure or landscape.
- A Heritage Alteration Permit Application (HA 10-547513) has been received to authorize the demolition of the existing building (non-heritage) and site preparation, including construction hoarding, excavation, grading, utilities work, preloading, and Servicing Agreement works.
- A Heritage Alteration Permit is attached for approval and issuance by Council. No Public Hearing is required.
- Staff recommend that Council not issue the Heritage Alteration Permit unless the Rezoning Bylaw No. 8780 is granted Third (3rd) Reading.

Richmond Zoning Bylaw:

- A new *Steveston Conservation Area (SC1) Zone* is proposed (for addition to the Richmond Zoning Bylaw) to address issues such as heritage conservation, redevelopment and financial incentives.
- Three sub-zones are proposed to address differences within Steveston Village as per the "Steveston Village Land Use Density and Building Height Map" (e.g., the Core Area, Moncton Street, and Riverfront).
- Conservation goals include (a) the retention of small lots; (b) appropriate design guidelines; (c) developer-funded cash contributions to create and maintain conservation funding, and (d) conservation grants for identified heritage resources.
- To achieve these goals, the proposed Steveston Conservation (SC) Zone enables such incentives as:
  - a variable height of 9m (2 storeys) in the Moncton Street Sub-area, 12 m (3 storeys) in the remainder of the Core Area, and 3 storeys in the Riverfront Area (with provisions not to exceed the gable ridge of the Gulf of Georgia).
  - an increased density of 1.2 to retain the small lots and minimize consolidation;
  - an additional density bonus of up to 0.4 FAR for payment to the Steveston Heritage Developer Contributions (@ $47.00 per buildable square foot) to a maximum density of 1.6 FAR;
  - an approximate 33% relaxation of the parking requirements (e.g., 1 stall per residential unit); and
  - an accommodation of the revised Sakamoto Development Permit Guidelines (e.g., to ensure that buildings are pulled to the street, fenestration proportions retained, and the height of the Gulf of Georgia Gable acknowledged, among other requirements).
- All elevations may be zero-lot line with no yard setbacks required to maximize the vitality and interest of the pedestrian realm.

Floodplain Designation & Protection Bylaw:

Updated Flood Protection: Policies consistent with the City's approved new flood protection requirements are intended to protect the existing grade of the low topographical character of Steveston Village (an important heritage element) by:

- increasing the dike elevation (as per Provincial Government guidelines),
- maintaining the existing grade in the Steveston Village as is,
- requiring non-residential uses be at grade, or at the level of the adjacent existing city sidewalk (or, if not sidewalk, the road), and
- requiring residential uses at elevations no lower than 2.9m geodetic (GSC).
  Note: For residential spaces, this does not include the street entrance area which should be no more than 25 mm (1 inch) above the public street or sidewalk level at the entrance.
- The proposed development complies with the floodplain elevation provisions of the Bylaw for Steveston Village.

Dike Elevation: The city does not currently have a comprehensive strategy for increases to the dike elevation in this area. However, this is being addressed with the development of a Dike Master Plan (discussed below).

- The ultimate dike elevation is anticipated to be 4.7m GSC based on current provincial guidelines. Currently, the dike elevation and that of Bayview Street is approximately 3.3m GSC.
- The ground floor of the building is designed at 4.0m GSC. To go beyond 4.0m GSC would be problematic at this time for Bayview Street, until the implications of the long-term technical upgrades have been clarified in the City Dike Master Plan (discussed below). If the ultimate dike elevation is increased to 4.7m GSC, the ground floor elevation proposed (4.0m GSC) by this design would allow commercial uses to continue functioning efficiently given the required setbacks from Bayview Street.
- While several options have been explored, the City does not propose to increase the dike and Bayview Street elevation at this time to avoid incremental irregularities.

Dike Maintenance Agreement: A dike maintenance agreement is to be registered on title to the lands prior to rezoning adoption. This agreement shall include, but not be limited to the following:

- Provision of structures to encroach within the minimum 7.5 m setback from the dyke right-of-way (Flood Plain Designation Bylaw 8204). The structures shall be for the purpose of parking, vehicle and pedestrian circulation, or subsurface structure(s) that have been engineered to support a future raised dyke. The owner is to be responsible for liability, maintenance, and replacement.
- Provision of Engineering Report with specifications to the satisfaction of the City;
- Statutory right-of-way (SRW) agreement granting the City access to maintain or remove encroaching structures;
- Approval from the Ministry of Environment (Inspector of Dikes);
- The Owner shall be responsible for on-site restoration and grade transition works to provide an appropriate interface between the development and any future higher dyke.

City Dike Master Plan:

- City funding has been allocated for the initiation of a City Dike Master Plan that will forecast the long-term technical upgrades to meet rising sea levels and seismic concerns, including the financial requirements to perform those upgrades.
- This project is the next step in the Council adopted *Flood Protection Management Strategy*.

Public Input

- The Site Sign has been posted as required.
- Three letters of enquiry (November 26, 2010, and January 25 and February 14, 2011) were received concerning the project description on the site signage. Clarification as necessary was provided.
- One (1) email was received from a concerned community resident enquiring about historic lot lines, and sub-area massing and density, and providing contextual information with regard to historic colours and previous buildings onsite.

Consultation

- The developer has organized five (5) meetings with members of the Steveston Community including neighbourhood meetings with representatives of the Steveston Non-Profit Societies

Group (by invitation to the particular organization); and Public Information Meeting (by newspaper advertisement and mail drop).

- See the *Public Consultation Summary Table* below for detailed summary of meetings and comments.

Public Consultation Summary Table

Meeting			Comments
Date	Type	Attendees	
April 13, 2010	Working Group/ Non-profit Societies	9	▪ Pre-application presentation gives background on massing, height, site-planning, and SAP issues. ▪ Enquiries noted excessive length, height, and number of storeys to rear elevation (4-5 storeys)
August 18, 2010	Public Information/ General Public	4	▪ Pre-application presentation was well-received ▪ Enquiries focussed on the number of storeys in the north façade (4-5) ▪ Applicant to prepare alternative options for the north facade
April 12, 2011	Presentation Update/ Steveston Rotary Club	12 (approximately)	▪ Presentation (with revised application proposal) was well-received with a favourable response
May 2, 2011	Presentation Update/ Non-profit Societies (G8)	16 (approximately)	▪ Presentation (with revised application proposal) updated attendees on dike elevation, design rationale and height ▪ Enquiries focussed on the number of storeys and the character (e.g., mass, form, materials, details) ▪ Representatives of non-profits are to seek comment from their organizations
June 9, 2011	Public Information/ General Public	18	▪ Presentation of updated power point provided key information on the narrative of historical references as parameters to the design and key technical details such as dike elevation, design rationale and height envelope ▪ Courteous enquiries focussed on the number of storeys, scheduling, parking, and the character (e.g., mass, form, materials, details) ▪ Broad range of community represented and proposal generally well-received.

Staff Comments

The proposed scheme attached to this report has satisfactorily addressed the urban design issues and other staff comments identified as part of the review of the subject Rezoning application. In addition, it complies with the intent of the applicable sections of the Official Community Plan (OCP) and is in compliance with the proposed "Steveston Conservation Area (SC1)" Zone. A parking deficiency of three (3) commercial stalls has been compensated for through Transportation Demand Management Measures (TDM's).

Analysis

Planning:

- *Zoning & Variances:* Density and height comply generally with the provisions of the "Steveston Conservation Area (SC1)" Zone (Core Area).
  - The project will seek the maximum density incentive (density bonus of 0.4 FAR) to achieve a density of 1.6 FAR with approximately 20% Commercial (522m² or 5,613 sf) and 80% Residential (2068 m² or 22,265 sf).
  - A contribution of approximately $298,232 will be made to the Steveston Heritage Developer Contributions (6,935 buildable square feet at $47-$4 = $43 per buildable square foot). The reduction of $4 per buildable square foot acknowledges the contribution made to the Affordable Housing Reserve for residential density.
  - Finance advises that the funds for bonus density will be received as a Steveston Heritage Developer Contribution then transferred to the Steveston Heritage Provision until disbursed as a Steveston Village Heritage Conservation Grant.
  - The maximum height is 12 m and 3 storeys with no setbacks to the lot lines.
  - The datum for establishing the 12m height envelope is 4.0m GSC at the South Building Face, and Existing Grade at the North Property Line.
  - Note: The south 4.0m datum acknowledges a possible future increase in dike elevation on Bayview Street. The retention of the north "Existing Grade" (as a datum) acknowledges a significant feature of the site identified in the *Steveston Village Conservation Strategy* as a Character Defining Element of the Village .

- *Form & Character:* The form and massing of the three-storey mixed use development complies with *OCP-Steveston Area Plan Guidelines:*
  - A pedestrian-oriented streetscape is provided on both Bayview Street and 3rd Avenue with commercial "storefronts" reflecting the historical narrative of the site and grade/sidewalk level access to 3rd Avenue.
  - The proposed height, location and orientation of the building respect the massing of the existing commercial buildings to the south and east;
  - The applicant has enhanced the rear interface with a landscaping to buffer the adjacent commercial buildings' parking and service areas to the north.
  - The building form is a simple massing of traditional Steveston prototypes. The building mass is articulated with a combination of differentiated facades, parapets, balconies and projections (with some recesses) to break down the larger Bayview Street and 3rd Avenue facades creating the appearance of smaller industrial and commercial buildings. This is in keeping with the *Steveston Village Core Sub-area Development Permit Guidelines* in the *OCP-SAP.*
  - Proposed building materials (horizontal wood siding, corrugated metal sheathing, wood trim, wood frame windows and restricted use of brick) and colour scheme (regional heritage colours) are consistent with the Official Community Plan (OCP) Guidelines); and
  - Surface parking has been located below grade and behind the building on-site off the lane with little visual impact to the streetscape.

- *Development Permit:* A comprehensive list of architectural features and components requiring further review and design development during the Develoment Permit Stage follows:
  - Bayview Street elevation with further articulation;
  - Bayview Street Terrace with consideration of detail termination at railings and east/west ends;
  - Façade cornices with consideration of the hierarchy and appropriateness in context;
  - Picket railing details relative to balconies, parapets and roof terraces;
  - Sustainability measures; and
  - Adaptability measures to single-level dwelling units.

- *Consultation:* The Development Permit will be reviewed by the Advisory Design Panel (ADP) and the Richmond Heritage Commission.

- *Sustainability:* Sustainability features (listed below) will be considered for inclusion during the Development Permit and Building Permit stages:
  - Landscaping and permeable paving that may assist in diverting storm water run-off from the storm sewer system and reducing the urban heat island effect;
  - Reduction of fresh water use by specifying low flow fixtures and water efficient appliances, dual-flush toilets, and low-flow faucets;
  - Motion sensors and timers in public areas to reduce electricity consumption; efficient fixed lights, fans and heating equipment, as well as, increased occupant control (heating zones within the unit) to decrease energy consumption;
  - Low-e glazing to reduce heat gain; demolition/construction to divert waste from landfills; products made out of recycled material or with recycled content used where applicable and concrete with fly ash content specified where possible; locally/regionally harvested and manufactured products used where possible throughout the project;
  - Low emitting materials sealants, adhesives, paints, carpets and composite wood used where applicable;
  - Operable windows specified to contribute to the quality of the indoor environment;
  - Low albedo roofing to all flat surfaces; and
  - Further sustainability features will be investigated as part of the Development Permit review.

- *Accessibility/Aging-In-Place:* Aging-in-place measures (e.g., lever door handles, blocking to bathroom walls, operable windows) have been incorporated in all units.
  - During the Development Permit review, single-level units with renovation potential for adaptability shall be identified in accordance with the BC Building Code's Adaptable Unit Criteria and the Richmond zoning Bylaw's Section 4.16, Basic Universal Housing Criteria.

- *CPTED:* Possible areas of concealment have been eliminated with the incorporation of strategic glazing, and rear yard overview.
  - As part of the building permit submission, a lighting plan for pedestrian entrances, access walkways and parking access aisles will be provided to ensure uniform levels of coverage

and security. All lighting fixtures will be hooded and downcast to prevent ambient light pollution and located to minimise conflict with neighbouring properties.

- *Affordable Housing:* The Affordable Housing Strategy requires a cash-in-lieu contribution of $4.00 per square foot of the total residential building area for apartment developments involving 80 or less residential units. A cash-in-lieu contribution of approximately $88,516 will be provided.

- *Public Art:* Public Art will be provided in compliance with the City's *Public Art Policy*, updated July 27, 2010, and the OCP-DP Guidelines.
  - A contribution of approximately $16,000 is suggested for the integration of public art into the development (based on 2010 rates with minimum $.60/sq. ft for commercial and residential buildable area).
  - Artwork integrated into the proposed terrace at the entrance to the commercial storefronts should be considered, with themes to reinforce heritage interpretation (specifically the historical uses of the site), as referenced in the Submitted Design Rationale.
  - Alternatively, the applicant may contribute the funds to the Public Art Statutory Reserve Fund for use in future public art projects (potentially in Steveston).

- *Amenity Space:*
  - An indoor amenity space contribution of approximately $25,000 will be offered in lieu of actual facilities being provided based on OCP requirements for 22 units at $1,000 per unit to 19 units, and $2,000 per unit over 19 units.
  - No outdoor amenity space has been provided for this small-scale mixed use development, consistent with the dense urban character of existing development in the Moncton Street and Core Area sub-zones of Steveston Village.
  - All units have private balconies with generous roof decks to the third floor.

Transportation:

- A private access easement has been negotiated between the property owners of 3420 Moncton Street and 3531 Bayview Street to provide non-public access through the subject site from 3rd Avenue to the rear of the commercial property at 3420 Moncton Street.
- A 4m x4m corner cut at Bayview and Third Avenue will be dedicated to enhance pedestrian safety.
- Standard Frontage Improvements to BayviewStreet and 3rd Avenue apply including sidewalk, boulevard, and layby.
- To maintain the character of the Lanes in accordance with the Steveston Village Conservation Program, minimal upgrades will be required (e.g., no curb and gutter with paving up to the building). Transportation staff recommend incorporating the lighting into the building to preserve the historic condition of the lane.
- The development is deficient by three (3) commercial parking spaces. TDM's (at the discretion of the Director of Transportation) to compensate for the three stall deficiency include:
  - extension of the sidewalk on the north side of Bayview Street east to 2nd Avenue
  - electric vehicle plug-in
  - pedestrian crosswalk at Bayview Street and 3rd Avenue.

- An angled crosswalk will be required across Bayview Street at the intersection of 3rd Avenue and Bayview Street. The incorporation of stamped asphalt material is to be provided for the frontage and new crosswalk.
- Bicycle parking as shown meets bylaw requirements. The preferred bicycle parking location should be on the ground level instead of the residential area of the building.
- All accessible ramps to have a maximum grade of 5%.

Engineering:

Sanitary Sewer Upgrades:
Review of the sanitary sewer system indicates that no sanitary sewer upgrades are required to support this development.

- The existing Sanitary Right of Way at the north side of the property (at 3rd Avenue frontage) must be retained to maintain sanitary service to 3400 and 3420 Moncton Street.

Storm Sewer Upgrades: Storm sewer capacity analysis is not required.

- An existing concrete box culvert is located within the 5m wide statutory right-of-way along Bayview Street. A strategy for retention should be prepared and possible impacts carefully assessed as below:
  - Effects of pre-loading on soil bearing for the culvert;
  - Effects of foundation construction and depth, relative to the culvert; and
  - Long term access to the culvert for repairs and maintenance.

Water Upgrades:

- Water analysis is not required to determine upgrades to achieve minimum requirements. Once the building design has been confirmed at the Building Permit stage, fire flow calculations must be submitted to confirm that there is adequate available flow.

Technical Considerations for DP/BP Stage:

- The site is well-situated and accommodates fire-fighting requirements.
- An internal recycling and garbage room with direct exterior access has been provided.
- Full code analysis and technical permitting issues will be clarified during the DP and BP Stages.

Financial Impact

None.

Conclusion

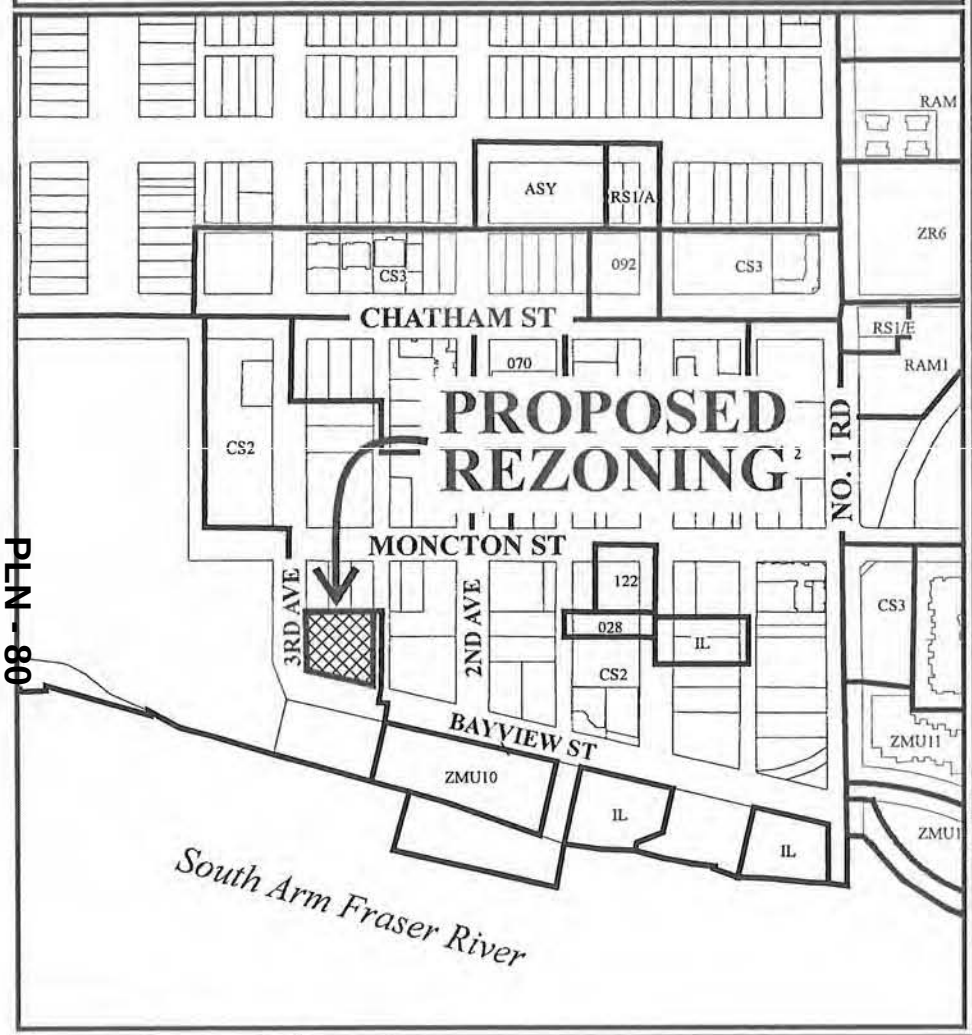
Staff recommend support for this application. The proposal is generally in conformance with the policies and guidelines of the *Steveston Area Plan* and complies with the terms of the proposed Steveston Conservation Area (SC1) Core Area Zone.

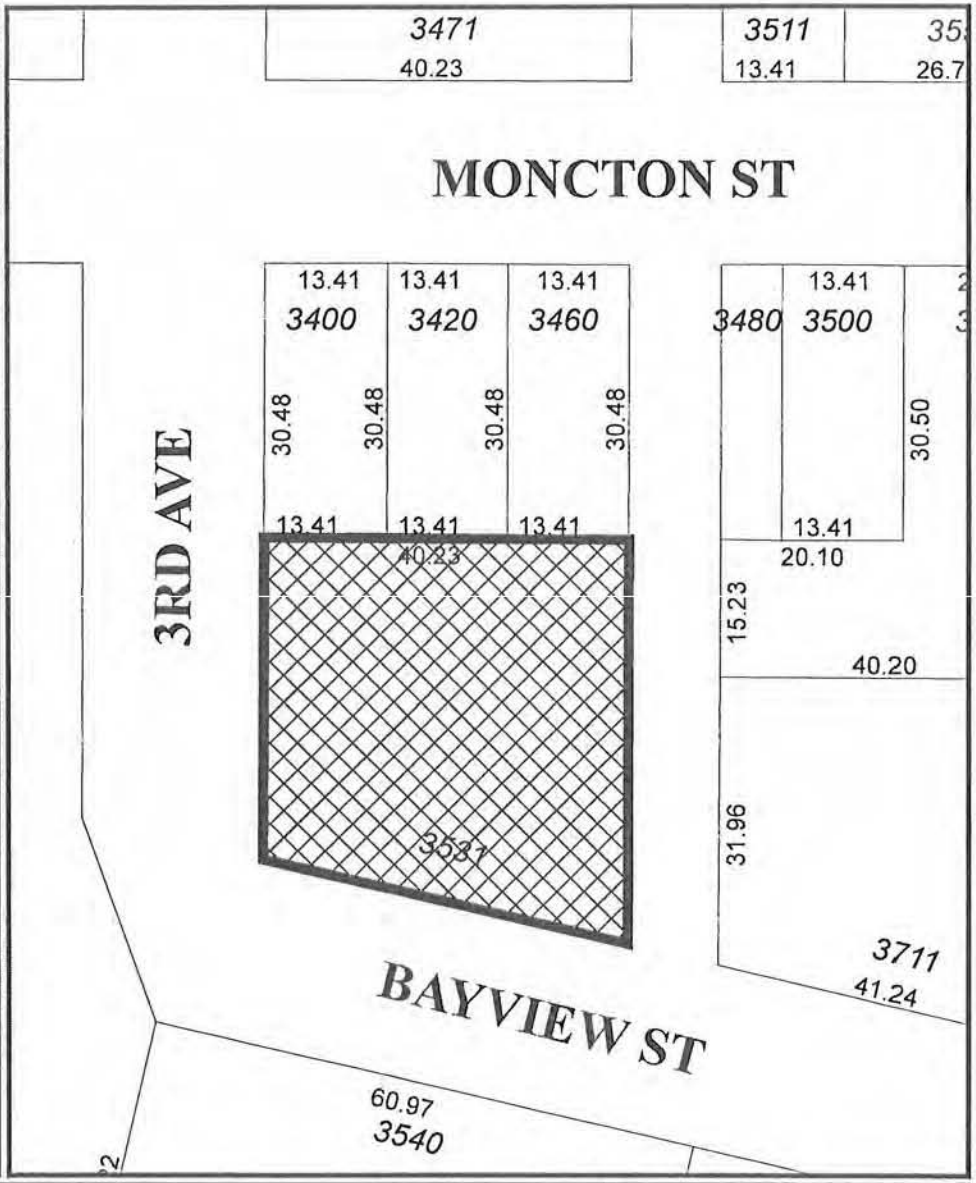
Terry Brunette, Planner 2
Policy Planning Department

TCB:cas

Attachment 1:	Location Map
Attachment 2:	Building Proposal
Attachment 3:	Powerpoint Narrative of Historical Research & Design Development
Attachment 4:	Development Data Application Sheet
Attachment 5:	Steveston Policy Requirements Table
Attachment 6:	Convertible Unit Features
Attachment 7:	Rezoning Considerations

City of Richmond





PLN - 80

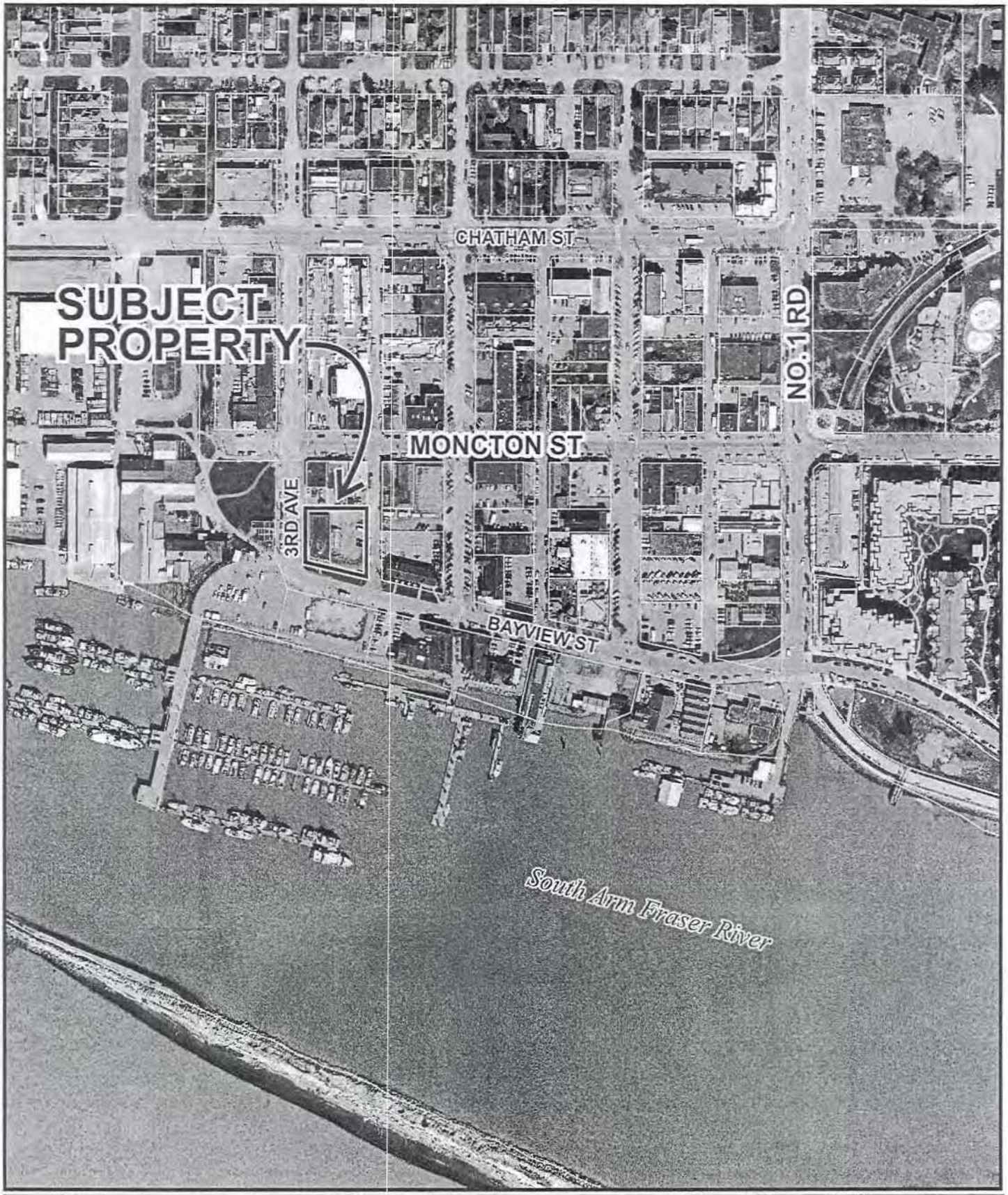
RZ 10-547511

Original Date: 10/07/10

Revision Date:

Note: Dimensions are in METRES

ATTACHMENT 1



RZ 10-547511

Original Date: 10/07/10

Amended Date:

Note: Dimensions are in METRES



Zoning

The intent is to rezone the site in accordance with the new Heritage Bylaw, which provides for:
* 1.0 base densidity
* 0.2 bonus density for acknowledging "Historic Lot Lines"
* 0.4 bonus density (6970 sqft) for a monetary contribution to a fund used in Steveston to assist with restoration.

Lot Coverage
100% Max Lot Coverage

Yards & Setbacks
No minimum front yard, side yard, rear yard required.

Permitted Heights
Max height is 12.0 m

cornerstone architecture

IMPORTANT: Copyright reserved. This drawing and design is the exclusive property of Cornerstone Architecture and may not be used for any purpose without the written consent of the Architect. This drawing is not to be used for construction purposes until signed by the Architect.

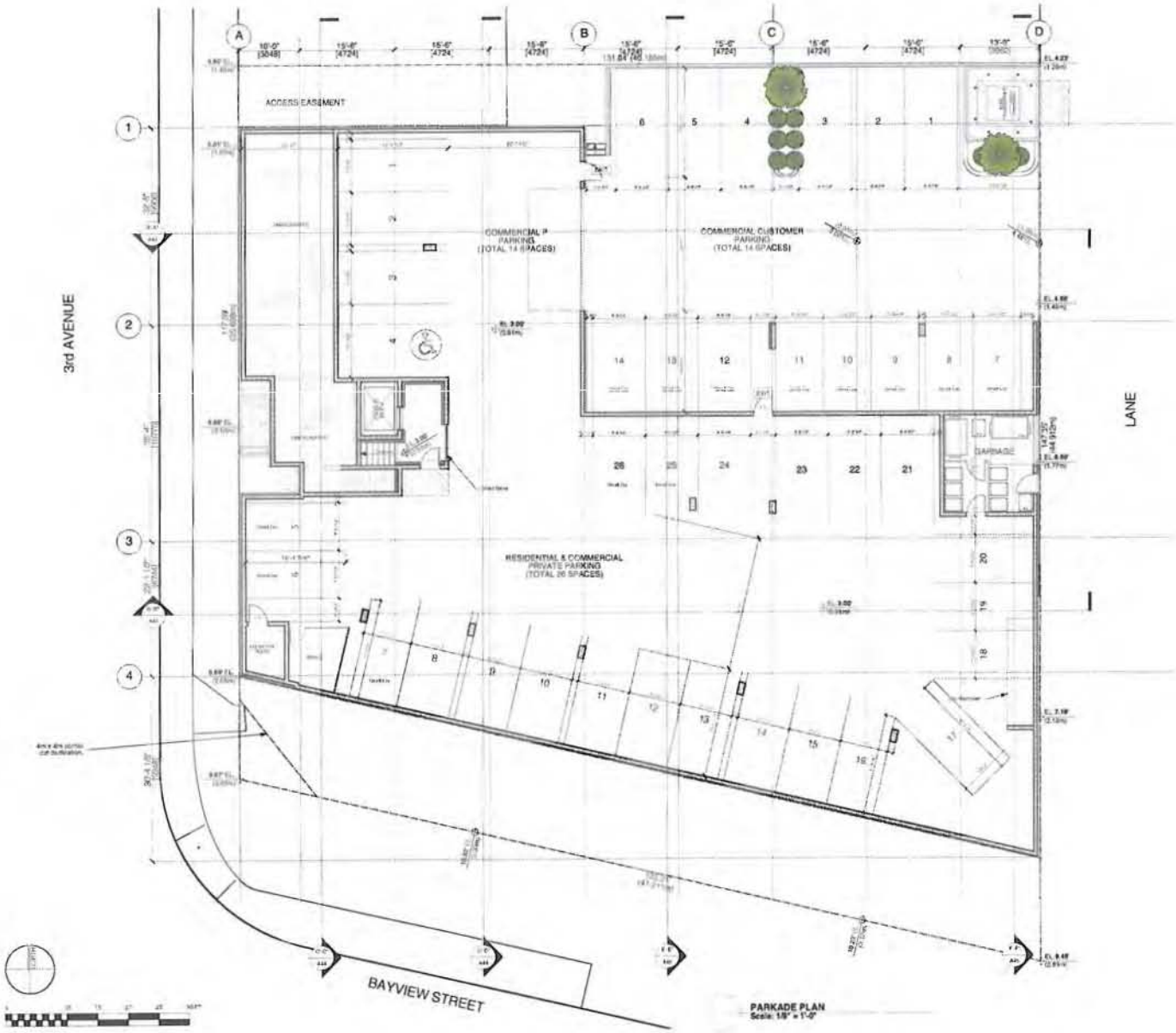
CONTACT INFORMATION:
Architecture
cornerstone architecture

PLN - 82

VIEW - AREA SUMMARY 9-Jun-11

Lot Area							17,242 sqft	
Allowable FSR							1.6	
Allowable FSR Area							27,748 sqft	
#	suite	type	residential area	commercial area	common/ flat area	saleable area	flat area	
LEVEL 1 - commercial						3810.91	10280.96	
1	C1	office		1242.57				
2	C2	restaurant		2999.74				
3	C3	retail		1370.15				
LEVEL 1 - Residential					1452.05	3328.68		
1	101	2 bed	870.85					
2	102	1 bed	598.39					
3	103	2 bed	844.39					
4	105	3 bed	1014.50					
LEVEL 2 - residential (with level 3 portion of suites added)					727.53	14821.47	10155.53	
1	201	3 bed	1021.04					
2	202	2 bed	879.84					
3	203	2 bed	922.08					
4	204	3 bed	1086.09					
5	206	2 bed	965.01					
6	207	2 bed	1046.52					
7	208	1 bed	655.29					
8	209	1 bed	855.59					
9	210	2 bed	1054.33					
10	211	2 bed	803.39					
11	212	2 bed	1054.28					
12	215	3 bed	1277.18					
13	216	2 bed	830.52					
14	217	2 bed	949.48					
15	218	1 bed	693.32					
16	219	2 bed	936.34					
17	220	2 bed	934.87					
18	701	2 bed	783.75					
LEVEL 3 - residential							7043.18	
TOTALS	22	residential units	19,948 sqft	5,613 sqft	2,181 sqft	25,561 sqft	27,743 sqft	

		parking standard	parking commercial	parking residential	parking visitors
		1 per 350 sqft	3		
		1 per 135 sqft	22		
		1 per 350 sqft	4		
				1.50	0.20
				1.50	0.20
				1.50	0.20



cornerstone architecture

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CONTACT INFORMATION:

Architect
cornerstone architecture

PROJECT:
BAYVIEW
3531 Bayview St.
Richmond, B.C.

DRAWING:
PARKADE PLAN

REVISION / ISSUE DATE:

DRAWN:

REVIEWED:

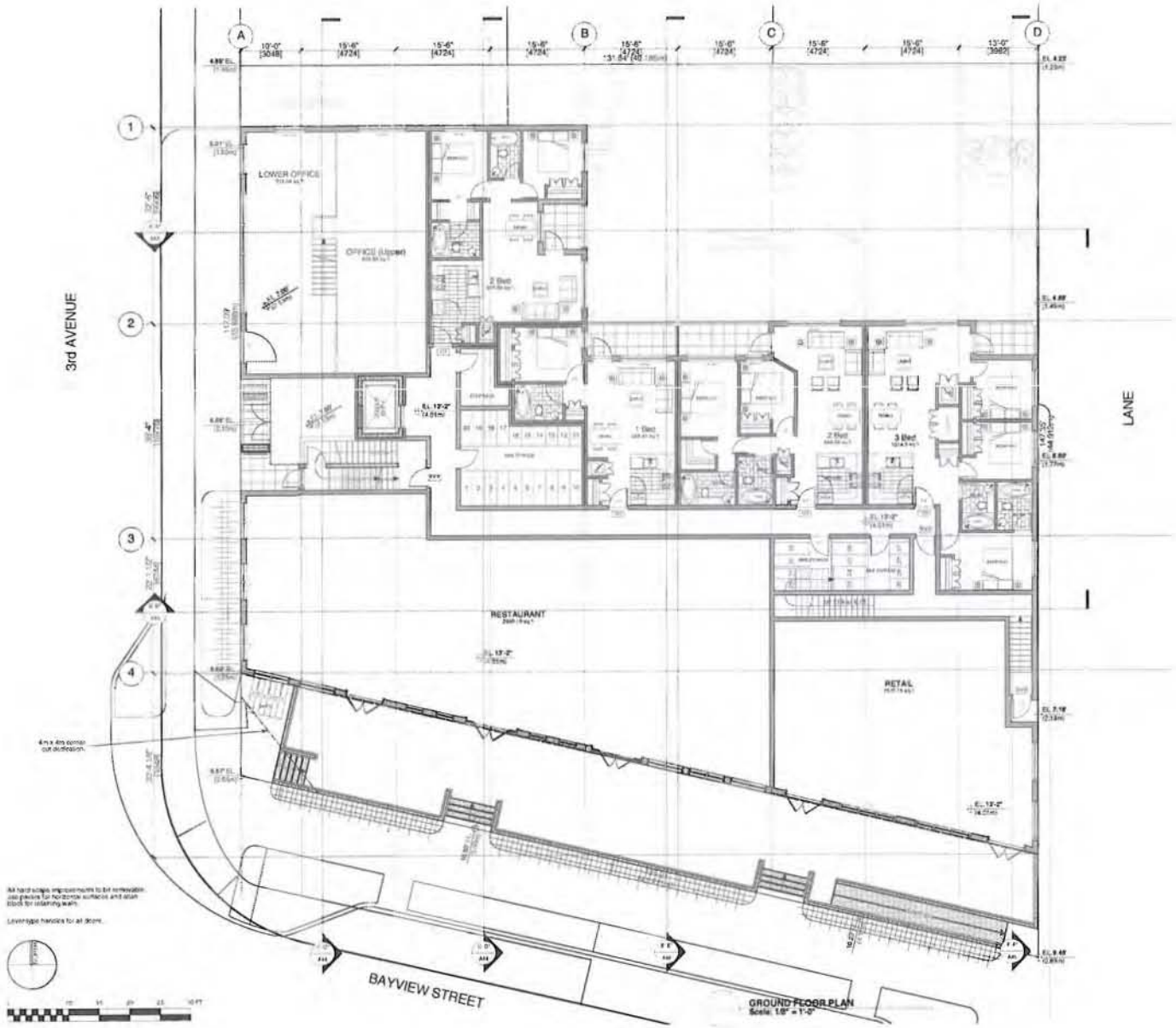
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PLOT DATE: Jun 09, 2011

PROJECT NO.: 0933

DRAWING NO.: **A3.1**

REVISION:



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CONTACT INFORMATION:

Attention:
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PROJECT:
BAYVIEW
3531 Bayview St.
Richmond, B.C.

DRAWING:
GROUND FLOOR PLAN

REVISION / ISSUE DATE:

DRAWN

REVIEWED

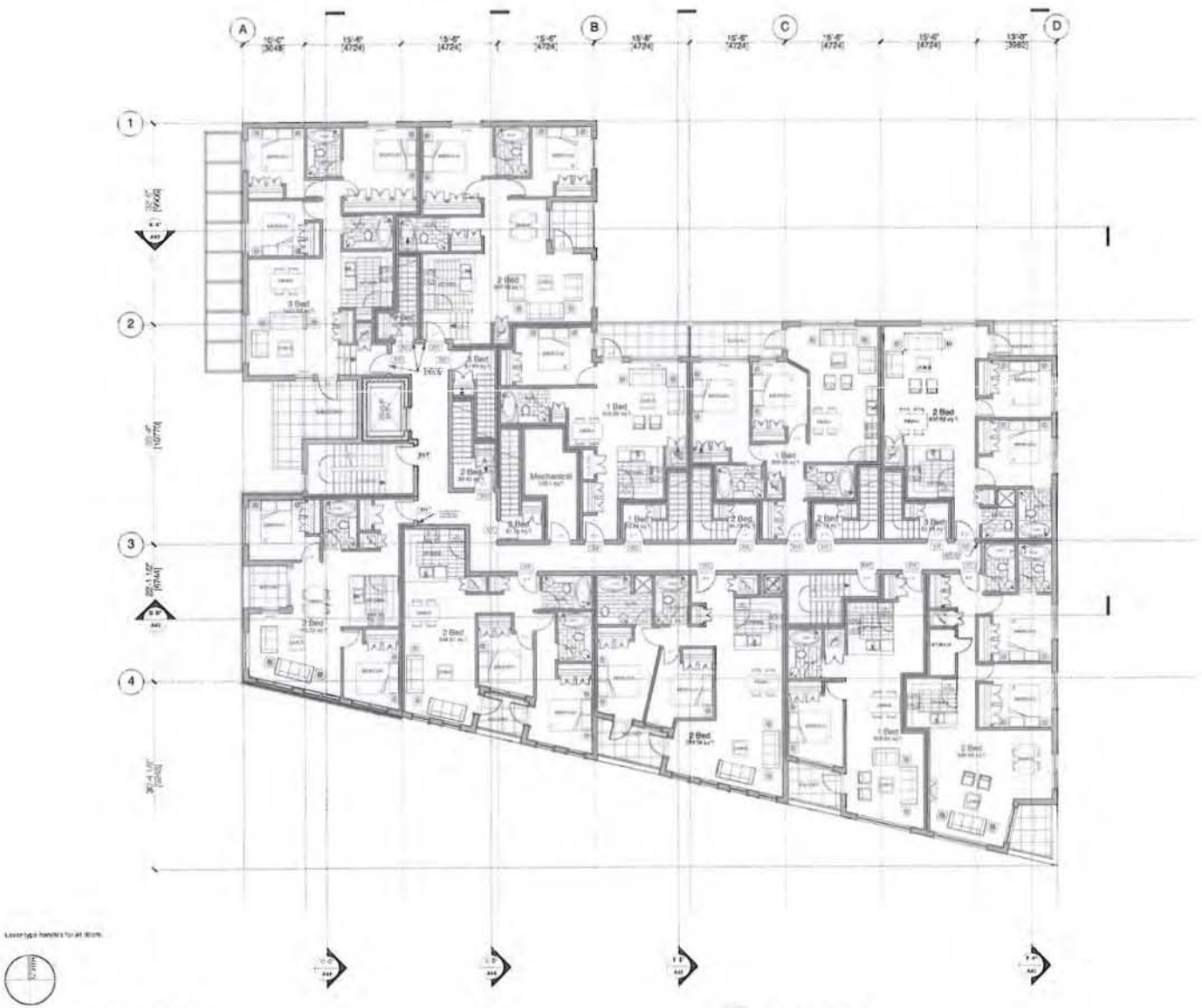
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PLOT DATE Jun 09, 20[illegible]

PROJECT NO. 0933

DRAWING NO. **A3.2**

REVISION



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CONTACT INFORMATION:

Architect:
cornerstone architecture

PROJECT:
BAYVIEW
3531 Bayview St.
Richmond, B.C.

DRAWING:
SECOND FLOOR PLAN

REVISION / ISSUE DATE:

DRAWN

REVIEWED

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PLOT DATE Jun 09, 20[illegible]

PROJECT NO. 0933

DRAWING NO. **A3.3**

REVISION



THIRD FLOOR PLAN
Scale: 1/8" = 1'-0"

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CONTACT INFORMATION:

Architecture
cornerstone architecture

PROJECT:
BAYVIEW
3531 Bayview St.
Richmond, B.C.

DRAWING:
THIRD FLOOR PLAN

REVISION / ISSUE DATE:

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REVIEWED

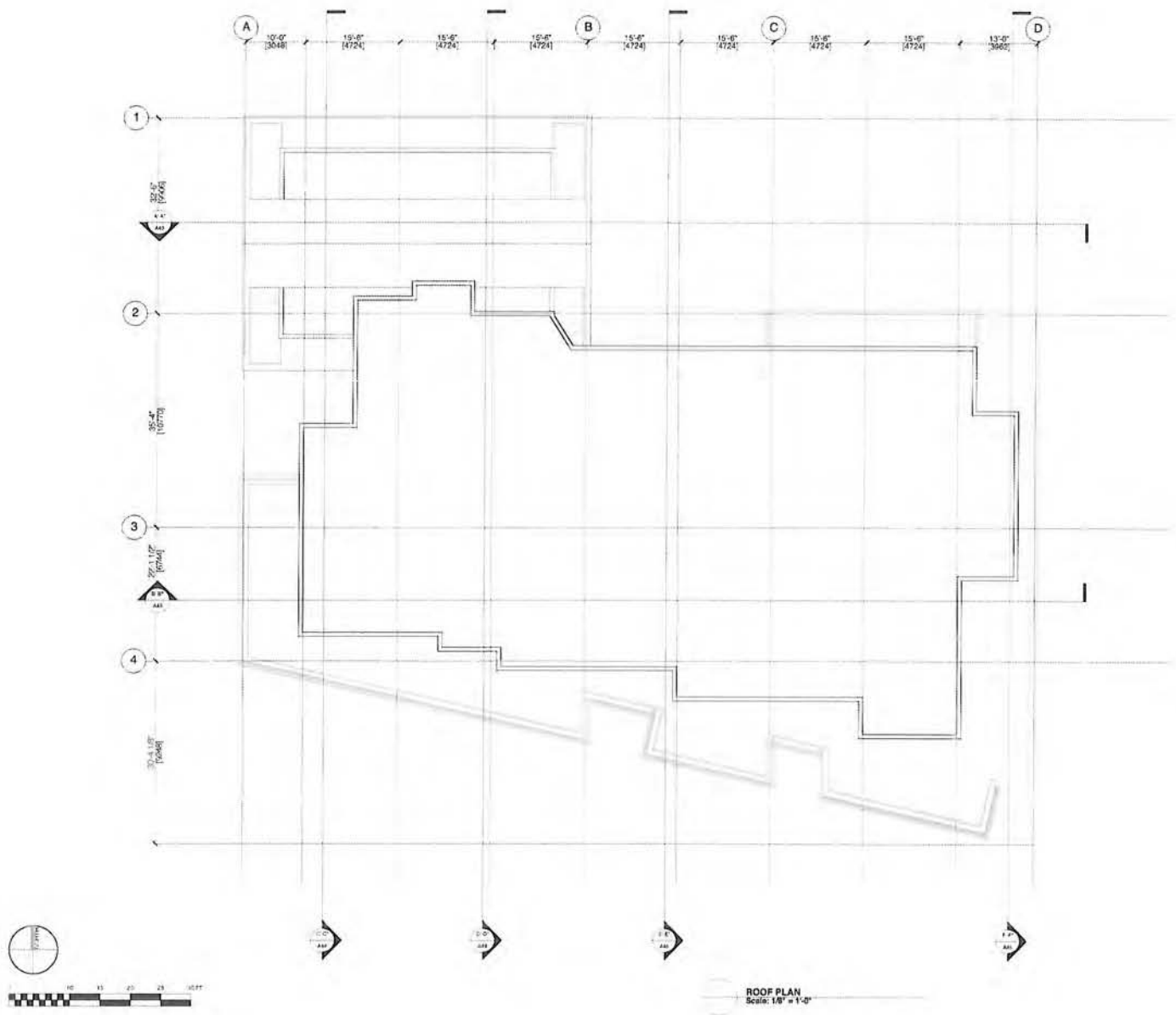
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PLOT DATE
Jun 09, 20[illegible]

PROJECT NO.
0933

DRAWING NO.
A3.4

REVISION



ROOF PLAN
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CONTACT INFORMATION:

Architectural
cornerstone architecture
inner-net.com

PROJECT:
BAYVIEW
3531 Bayview St.
Richmond, B.C.

DRAWING:
ROOF PLAN

REVISION / ISSUE DATE:

DRAWN

REVIEWED

SCALE 1/8" (unless noted otherwise)

PLOT DATE Jun 09, 2011

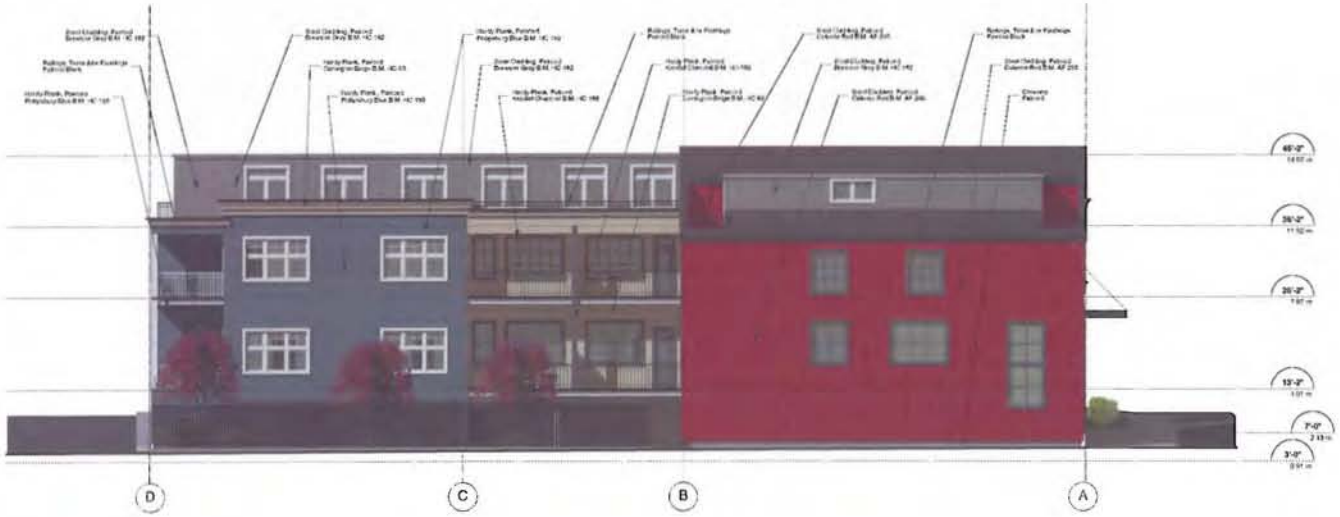
PROJECT NO. 0933

DRAWING NO. A3.5

REVISION



SOUTH ELEVATION
Scale: 1/8" = 1'-0"



NORTH ELEVATION
Scale: 1/8" = 1'-0"

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VANCOUVER, CANADA

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Prior to commencement of the work, the Contractor shall review and verify all building dimensions, conditions and details of design and notify the Architect of any discrepancies in the building and / or between drawings and all the remaining Contract Documents. The Contractor shall bring these items to the attention of the Architect for clarification before proceeding with work.

CONTACT INFORMATION:

Architect of record:
cornerstone architecture
[illegible]

PROJECT:
BAYVIEW
3531 Bayview St.
Richmond, B.C.

DRAWING:
SOUTH & NORTH ELEVATIONS

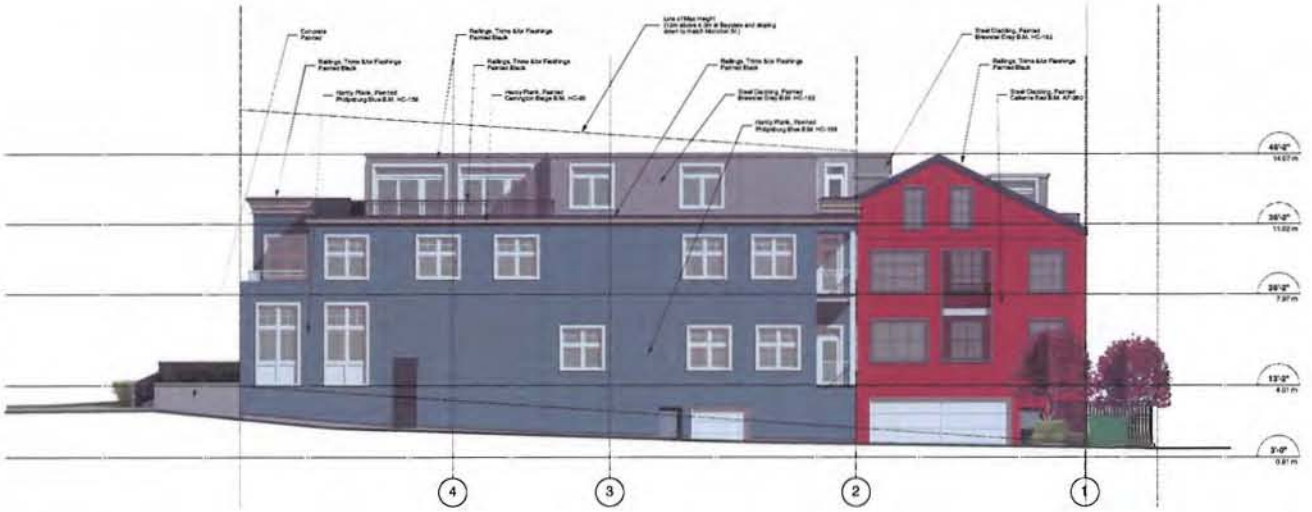
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DRAWN
REVIEWED
SCALE 1/8" (unless noted otherwise)
PLOT DATE Jun 09, 2011
PROJECT NO. 0933
DRAWING NO. A4.1
REVISION 3



WEST ELEVATION
Scale: 1/8" = 1'-0"



EAST ELEVATION
Scale: 1/8" = 1'-0"

cornerstone architecture
vancouver, canada

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Prior to commencement of the Work, the Contractor shall review and verify existing dimensions, datums and levels to identify all discrepancies between information on this drawing and 1) actual site conditions and, 2) the remaining Contract Documents. The Contractor shall bring these items to the attention of the Architect for clarification before proceeding with work.

CONTACT INFORMATION:

Architecture
cornerstone architecture
vancouver, canada

PROJECT:
BAYVIEW
3531 Bayview St.
Richmond, B.C.

DRAWING:
EAST & WEST ELEVATIONS

REVISION / ISSUE DATE:

DRAWN

REVIEWED

SCALE
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PLOT DATE
Jun 09, 2011

PROJECT NO.
0933

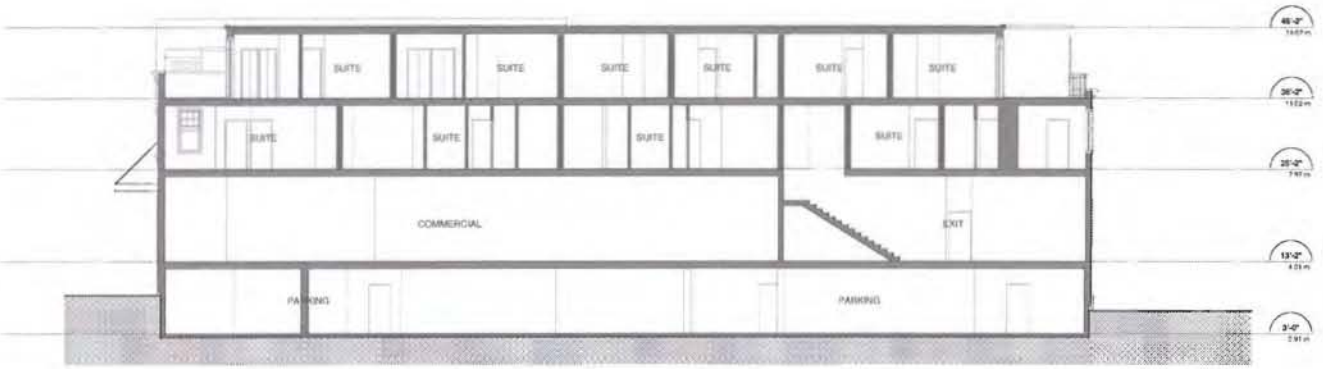
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A4.2

REVISION
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PLN - 89



SECTION A'-A"
Scale: 1/8" = 1'-0"



SECTION B'-B"
Scale: 1/8" = 1'-0"

PLN - 90

cornerstone architecture

CONTACT INFORMATION:

Architect:
cornerstone architecture

PROJECT:
BAYVIEW
3531 Bayview St.
Richmond, B.C.

DRAWING:
SECTIONS A & B

REVISION / ISSUE DATE

DRAWN

REVIEWED

SCALE
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PLOT DATE
Jun 09, 2011

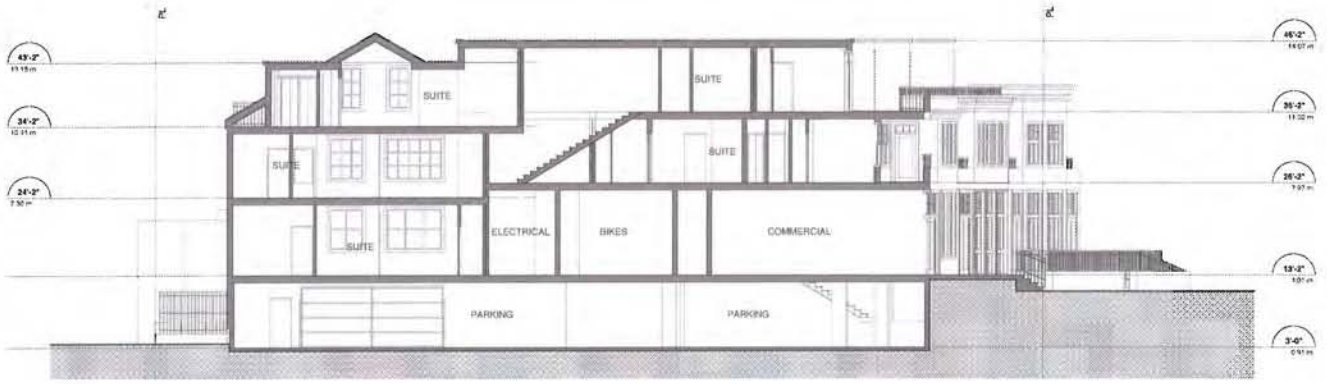
PROJECT NO.
0933

DRAWING NO.
A4.3

REVISION



SECTION C'-C"
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SECTION D'-D"
Scale: 1/8" = 1'-0"

PLN - 91

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CONTACT INFORMATION:

Architect:
cornerstone architecture

PROJECT:
BAYVIEW
3531 Bayview St.
Richmond, B.C.

DRAWING:
SECTIONS C & D

REVISION / ISSUE DATE:

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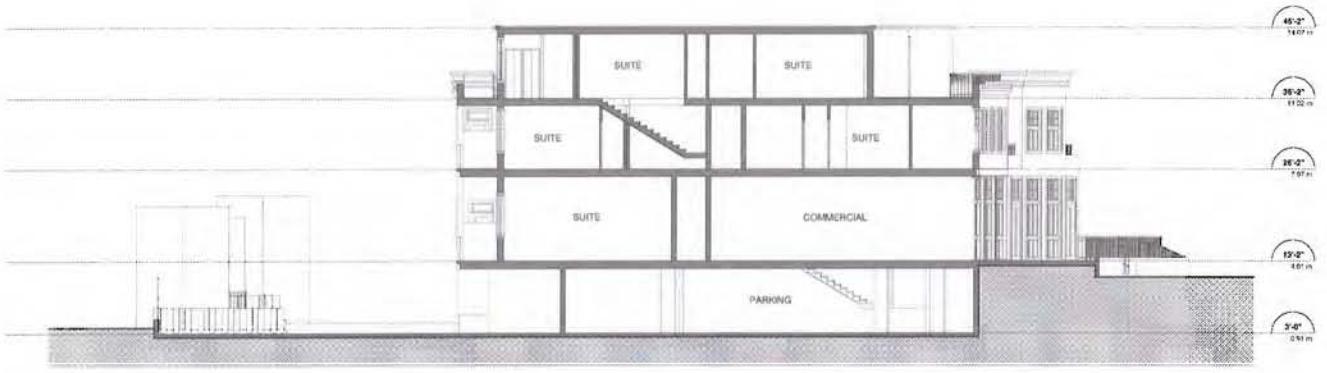
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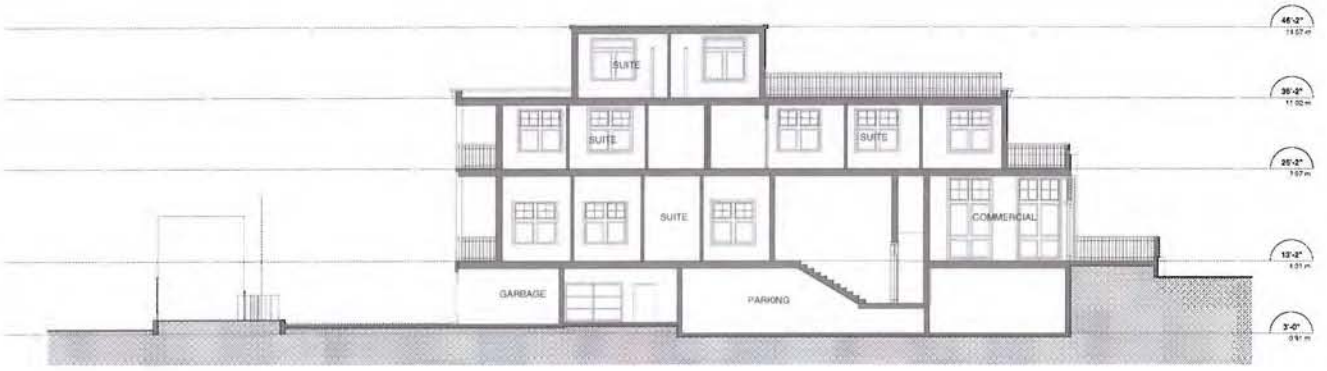
PROJECT NO. 0933

DRAWING NO. A4.4

REVISION



SECTION E'-E"
Scale: 1/8" = 1'-0"



SECTION F'-F"
Scale: 1/8" = 1'-0"

cornerstone architecture
vancouver, canada

IMPORTANT: Daylight saving...

CONTACT INFORMATION:

Architect:
cornerstone architecture
vancouver, canada

PROJECT:
BAYVIEW
3531 Bayview St.
Richmond, B.C.

DRAWING:
SECTIONS E & F

REVISION / ISSUE DATE:

DRAWN:

REVIEWED:

SCALE: 1/8" (unless noted otherwise)

PLOT DATE: Jun 09, 2011

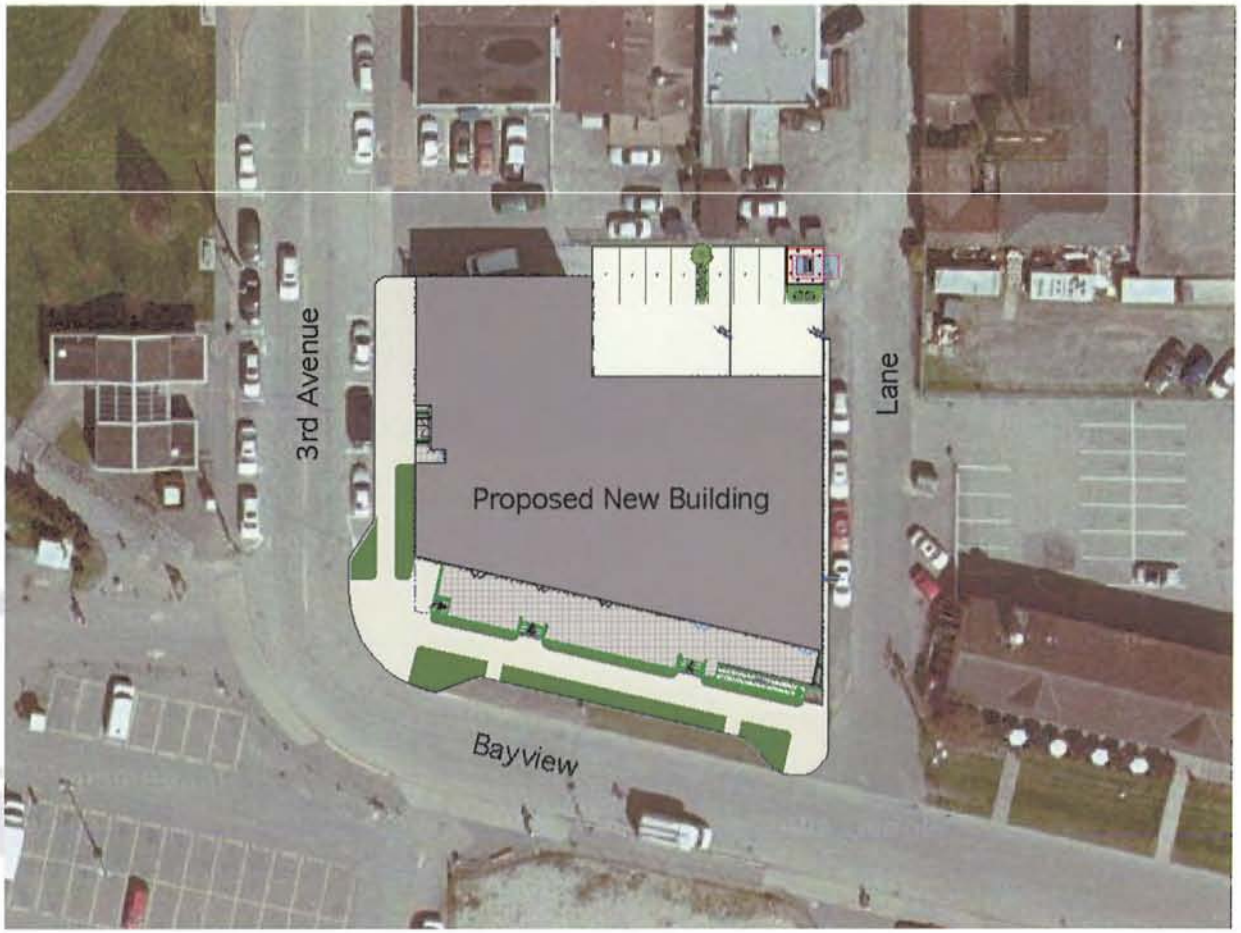
PROJECT NO.: 0933

DRAWING NO.: **A4.5**

REVISION: 0

Bayview at 3rd Avenue

Site Plan



Bayview at 3rd Avenue

Steveston



View from Third and Bayview of Proposed Commercial/Residential Mixed Use Building



Bayview at 3rd Avenue

The project must respond to the following:

- Steveston Conservation Area Plan.
- The need to raise Bayview to elevation 4.7m in the future as part of the improved Dyke. This is about 5' higher than it current elevation in front of the site.
- A decision to raise the dyke in two stages the first stage being 4.0m.
- A ruling to calculate height using a sloping plane 12m above a datum of 4.0m on Bayview and existing grades on the north property line.



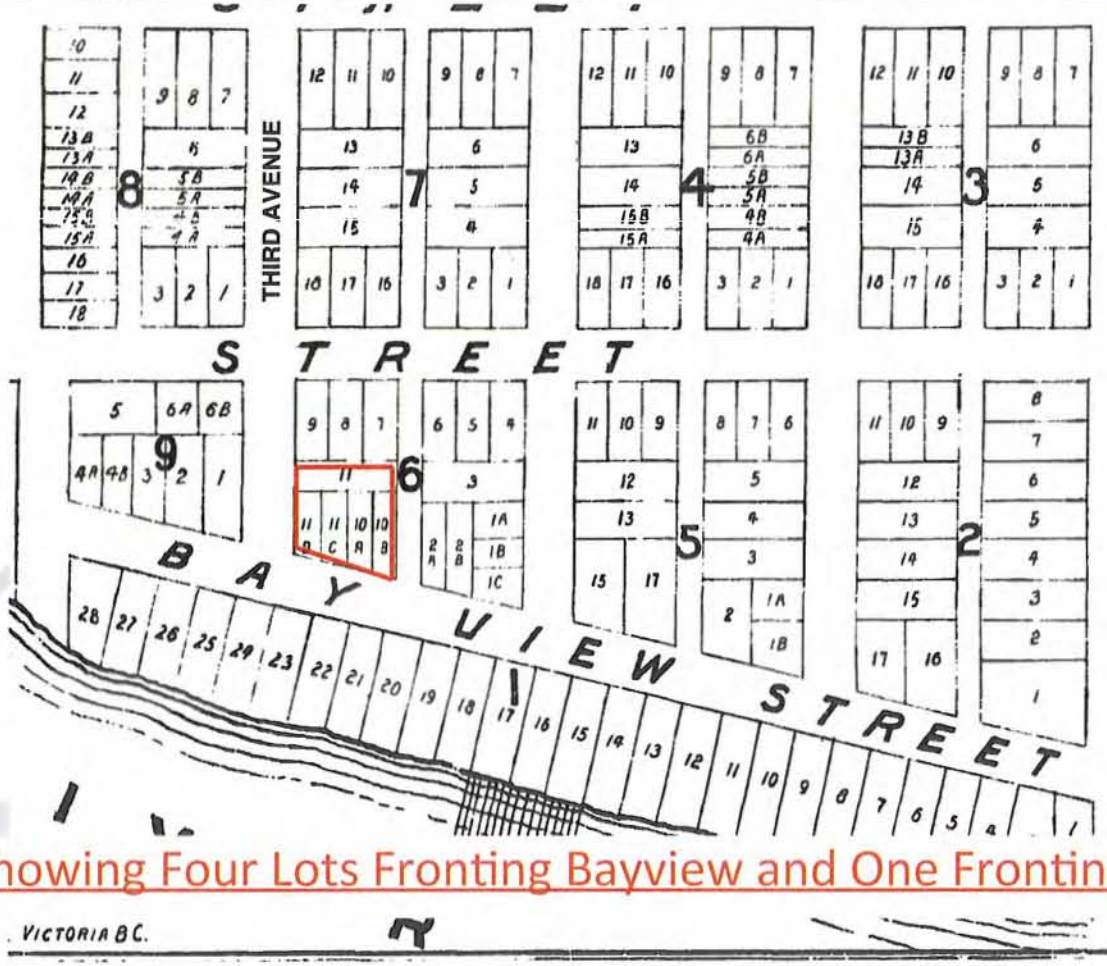
Bayview at 3rd Avenue

The following decisions/rulings were made in preliminary discussions:

- The building will be three storeys high with the top floor generally set back from the perimeter to reduce its impact on the street.
- The parkade below the building is not a storey.
- The proposed property line in the OCP must be respected.
- The commercial space on Bayview is to be set at elevation 4.0m with a raised podium on the storm channel right-of-way making the transition to street grade.
- The project should draw inspiration from Historic lot lines and development patterns.

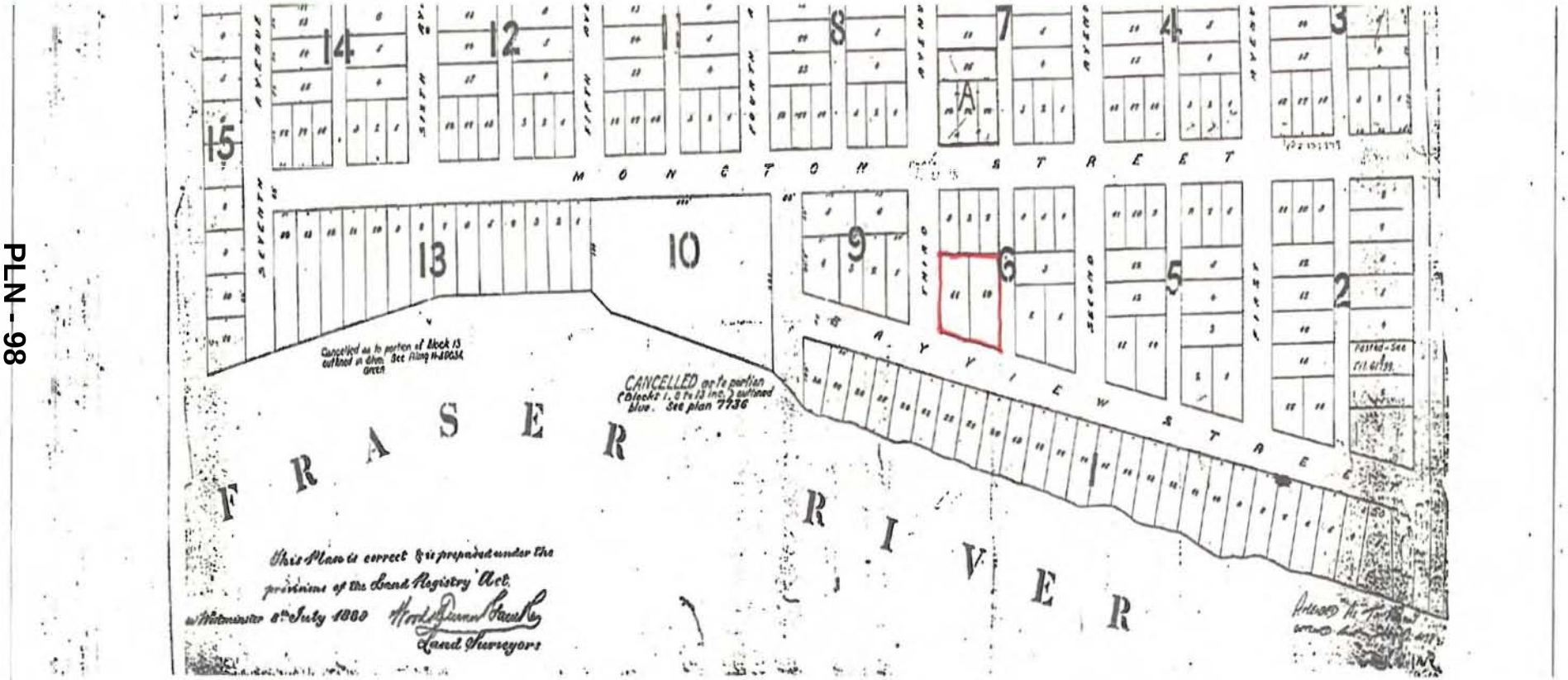
Bayview at 3rd Avenue





Historic Survey Showing Four Lots Fronting Bayview and One Fronting Third Avenue

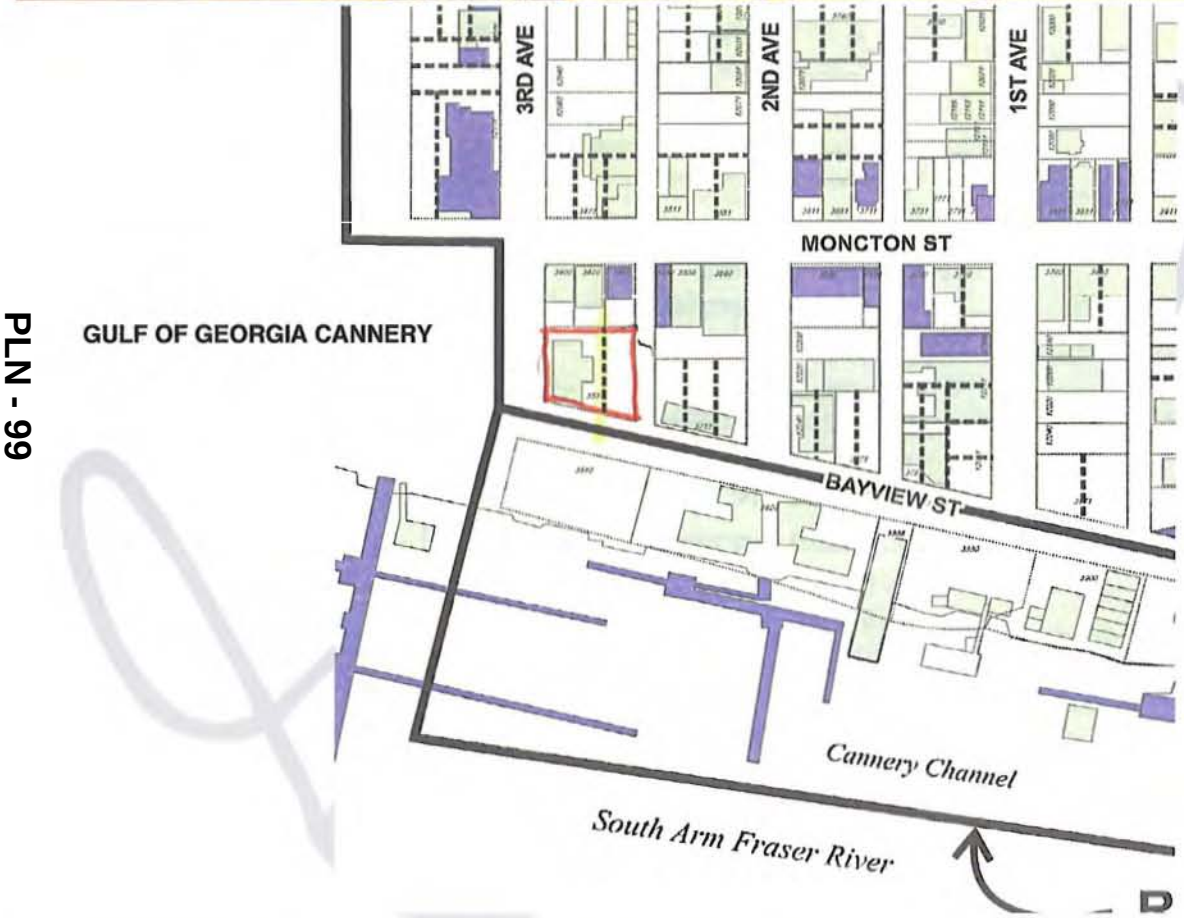
Bayview at 3rd Avenue



1889 plan

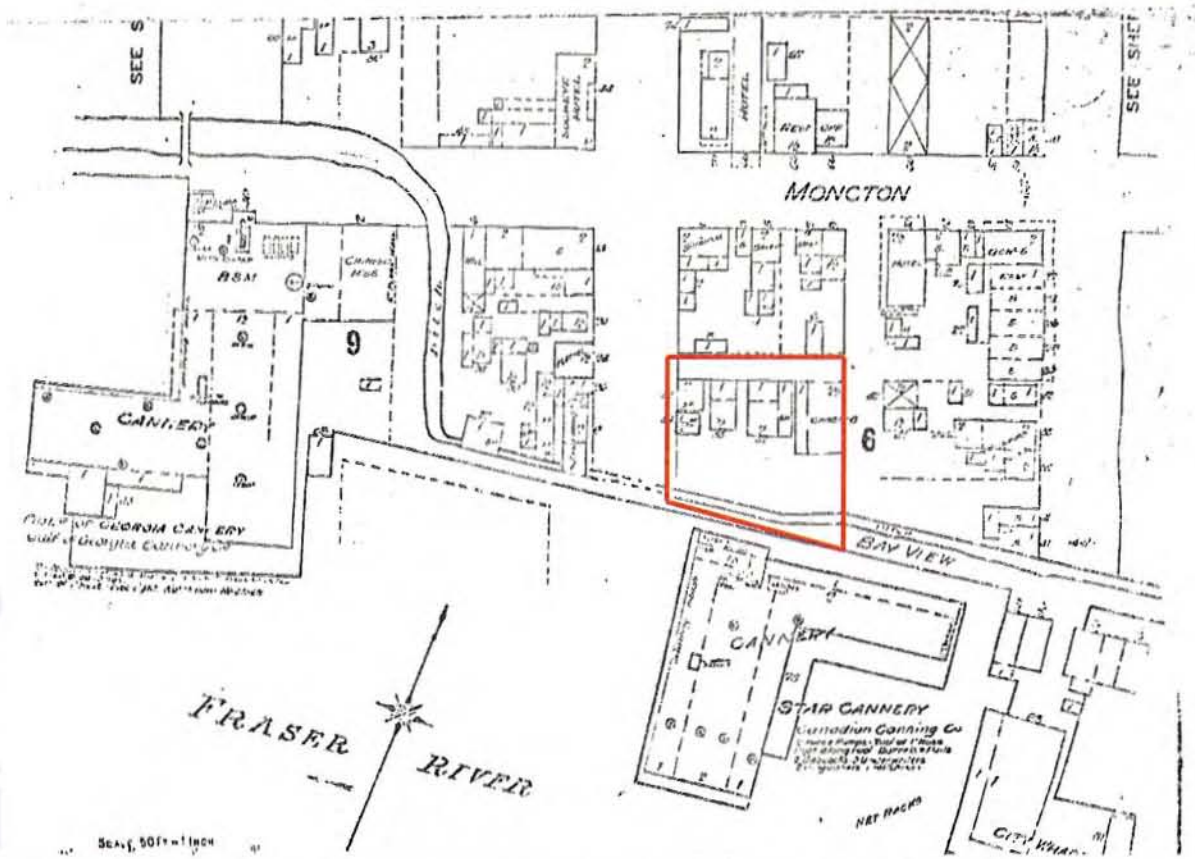
July 1880 Survey Showing Two Lots

Bayview at 3rd Avenue



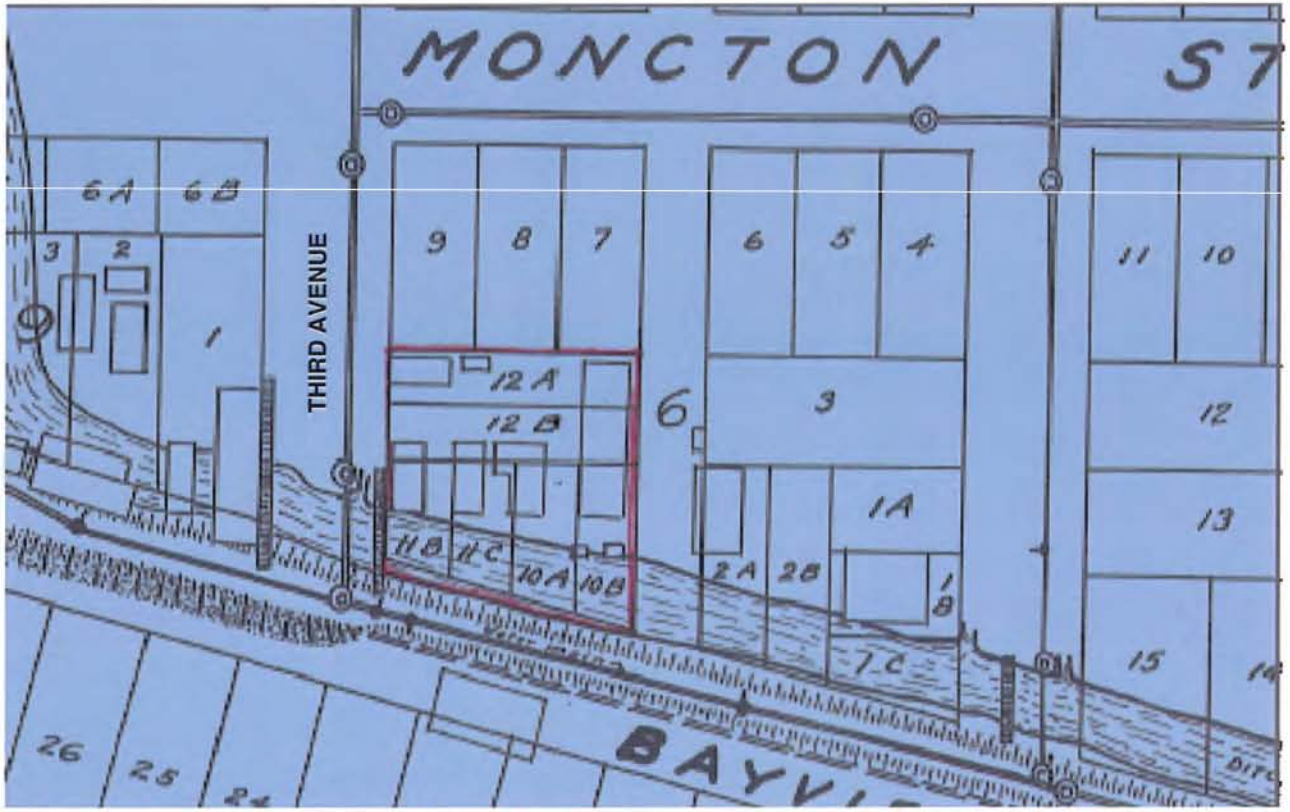
Map from the Steveston Area Plan showing the lots lines to be acknowledged by any future development on the property

Bayview at 3rd Avenue



Historic Map Showing Four Buildings Facing Bayview





Fire Services Map showing Four Lots and Four Buildings Facing Bayview and Two Lots and One Building Facing Third Avenue



Hypothetical Historic Site Development

- The Pioneers.



In the early days of Steveston, fishing was a flourishing industry. An industrial building was built on the northern lot across from the Cannery. Industrial buildings are simple in form, with openings dictated more by functionality than aesthetics.



A commercial building was built on the eastern lot to service the needs of the fishermen. It featured living accommodation above a saloon.



Hypothetical Historic Site Development

- The Development of Bayview.



A second commercial building along Bayview was built using materials salvaged from abandoned industrial buildings.



Further commercial development was constructed to keep up with the demand for shops catering to fishermen and the surrounding community.



Hypothetical Historic Site Development

- The Consolidation and the Future.



An improving economy supported an upscale brick building to be built on the prominent corner site. This building helped to consolidate 3rd Avenue and extend Bayview to the doors of the historic Gulf of Georgia Cannery.



Increasing demand for residential units in the Village, creates an opportunity to renew the buildings by merging the upper levels with an expanded industrial shed. The historic character of the street is maintained. A modern crystal box with an artful canopy is added as a residential entry to support modern living looking forward to Steveston's future without forgetting its working town heritage.

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

Development Application Data Sheet

RZ10-547511 **Attachment 4**

Address: 3531 Bayview Street

Applicant: Cornerstone Architecture (Scott Kennedy)

Planning Areas: OCP-Steveston Plan – Steveston Village Sub-Area "Core Area"

	Existing	Proposed
Owner:	Minhas Ventures Group International	Minhas Ventures Group International
Site Size (m^2):	1619 m² (17,426 f²)	1611 m² (17,342 f²)
Land Uses:	Neighbourhood Service Centre	Neighbourhood Service Centre
OCP Designation:	Neighbourhood Service Centre	Neighbourhood Service Centre
Area Plan Designation:	Heritage Mixed Use (Commercial-Industrial with Residential & Office Above)	Heritage Mixed Use (Commercial-Industrial with Residential & Office Above)
702 Policy Designation:	NA	NA
Zoning:	Light Industrial (IL)	Steveston Conservation Area (SC1) Core Area
Number of Units Commercial)	1 (Industrial)	3 Commercial including Office, Restaurant, Retail
Number of Units Commercial)	1 (Industrial)	22 Residential
Other Designations:	NA	NA

Current Consolidated Parcel	Bylaw Requirement (SC1) Core Area	Proposed (SC1) Core Area	Variance
Density (units/acre):	NA	NA	none
Floor Area Ratio:	1.6 FAR	1.6 FAR	none
Lot Coverage – Building:	100%	100%	none
Lot Size (min. dimensions):	NA	NA	none
Setback – Front Yard (m):	5.0 SRW (Utilities)	5.0 SRW (Utilities)	none
Setback – Side & Rear Yards (m):	No Required Minimum	No front, side, rear yards	none

Current Consolidated Parcel	Bylaw Requirement (SC1) Core Area	Proposed (SC1) Core Area	Variance
Height (m):	12m (3 Storeys)	12m (3 Storeys)	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	43 stalls	40 stalls	variance: 3 commercial stalls
Off-street Parking Spaces – Total:	43 stalls	40 stalls	variance: 3 commercial stalls
Tandem Parking Spaces:	N/A	N/A	none
Amenity Space – Indoor:	Cash In Lieu	Cash In Lieu	none
Amenity Space – Outdoor:	N/A	N/A	N/A

ATTACHMENT 5

STEVESTON POLICY REQUIREMENTS

Issue	Staff Recommendations (Bold) & Assessment
Dike Elevation	▪ ***COR may increase Dike to 4.7m GSC in future*** ▪ Ground floor to be set at 4.0m GSC
Grade	▪ *Maintain existing grade at North Property Line* for purposes of setting height envelope ▪ ***Set Finished Floor Level of Commercial on Bayview at 4.0m GSC*** for purposes of setting height envelope ▪ Proposal has complied and height established accordingly
Height	▪ ***Maintain height and number of storeys as per requirements of Steveston Village Conservation Area Zone and OCP*** ▪ ***3 storeys and 12m max to North Property Line and South Building Face*** ▪ ***Parking not to be included as a storey*** ▪ Parking is located below grade ▪ *Envelope – Bayview/South BF:* 12m max from 4.0m Finished Floor Level of Commercial fronting on Bayview Street at South Building Face ▪ *Envelope - North PL:* 12m max from existing grade at North Property Line
Site Planning	▪ ***Footprint to be subdivided in accordance with archival and historical research of the site.*** ▪ ***Site planning should read as if there were different building blocks, with distinct massing, roof detail, etc.*** ▪ ***Design should reflect a compelling image – not an aggregate of parts*** ▪ ***Refer to 1936 Waterworks Atlas – consider scenario boatworks/machine shop rebuilding*** ▪ Alternatively consider Kawaki Site Planning and Analysis of Precedent ▪ Proposal has integrated a "historical narrative" to successfully modulate building mass and footprint
Streetwall (2 or 3 storey)	▪ *Design development to Streetwall to reflect Narrative* ***of Use*** ▪ ***Streetwall to incorporate a sense of connection with depth of uses behind*** ▪ ***Streetwall to be reviewed in relation to limited range of bold massing blocks, distinctive materials, and window design and handling*** ▪ Further design development of Bayview Elevation to occur at DP Stage ▪ 3rd Avenue Elevation is well-resolved for site, form and heritage challenges
Materials	▪ ***Reflect historic Steveston typology in the handling of streetwalls and cladding materials/detailing. Analyse Gulf of Georgia Cannery site planning, massing and architectural details/materials.*** ▪ Brick and masonry detailing have been handled appropriately –simple wood-frame details maintained ▪ Materials varied with metal and wood siding –trims, details, etc. resolved ▪ Picket railings, cornices, parapets, windows, etc. require further design development at DP stage to achieve better fit with Steveston patterns and typologies
Roof Profile	▪ *Roof profile/roofscape* ***lacks appropriate reference to the unique position of the site and Steveston building precedents in the Bayview area.*** ▪ Design development to occur at DP stage to achieve better response to Steveston patterns and typologies
Massing	▪ *Parking not to be included as a storey* ▪ Parking located below grade.
FAR Density Incentive	▪ ***Contribution of $298,232 is proposed to achieve 0.4*** *FAR increase* ***to achieve 1.6 FAR maximum*** ▪ Contribution for residential density and reduced by applicable Affordable Housing Contribution
Contributions	▪ *Affordable Housing* ▪ ***Steveston Village Heritage Conservation Grant*** ▪ ***Public Art*** ▪ ***Amenity Space***

Rezoning Considerations
3531 Bayview Street
RZ 10-547511

Prior to final adoption of Zoning Amendment Bylaw 8780, the developer is required to complete the following:

1. Issuance of a Heritage Alteration Permit HA 10-547513.
2. Registration of a flood indemnity covenant on title.
3. City acceptance of the developer's offer to voluntarily contribute $0.60 (2010 rate) per buildable square foot (e.g. approximately $16,000) to the City's public art fund.
4. City acceptance of the developer's offer to voluntarily contribute $47.00 per buildable square foot (less the Affordable Housing Fund contribution) of 0.4 FAR density incentive(e.g approximately $298,232) to the City's Steveston Heritage Developer Contributions.
5. Contribution of approximately $25,000 in-lieu of on-site indoor amenity space.
6. City acceptance of the developer's offer to voluntarily contribute $4.00 per buildable square foot (e.g approximately $88,516) to the City's Affordable Fund.
6. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
7. Registration of a Dike Maintenance Agreement on Title to the lands, including:
   a) Provision of structures to encroach within the minimum 7.5 m setback from the dyke right-of-way (Flood Plain Designation Bylaw 8204). The structures shall be for the purpose of parking, vehicle and pedestrian circulation, or subsurface structure(s) that have been engineered to support a future raised dyke. Owner solely responsible for liability and maintenance. Owner responsible at Owner's cost to maintain structure(s) or reinstate dyke toe approved by the Province.
   b) Provision of Engineering Report with specifications to the satisfaction of the City, as an attachment to the agreement, and if required, addressed to the City.
   c) Statutory right-of-way (SRW) agreement granting the City permission and access to maintain or remove encroaching structures.
   d) Approval from the Ministry of Environment (Inspector of Dikes)
   e) The Owner shall be responsible for on-site restoration and grade transition works to provide an appropriate interface between the development and any future higher dyke.
8. Dedication of a 4m x 4m corner cut at Bayview and Third Avenue.
9. Enter into a Servicing Agreement* for the design and construction of the following. All works are to be at the developer's sole cost with no credits. Works include, but may not be limited to:
   a) *Frontage Improvements:*
      - *Bayview Street:* Works include installation of a 2m sidewalk along the property line edge from Third Avenue east to Second Avenue, removing the partial existing sidewalk. The balance of the area out to the curb is to be a grassed boulevard with no trees. The remainder of the frontage area to the existing curb is to be landscaped boulevard, curb and gutter. A 2.5m wide layby for vehicular parking is to be created along Bayview St. with appropriate clearances from the lane and 3rd Ave. As well, if the applicant would like to consider angled parking on Bayview Street, Transportation can review that option as well.
      - *Third Avenue*: new concrete sidewalk at Property Line (2.0m) remainder to existing curb location to be landscaped boulevard with new curb and gutter with a 2.5m parking bay constructed. The curb extension at the corner of Bayview Sreet./3d Avenue is supported, however a turning template for a truck making the right turn from Bayview Street to 3d Avenue is to be submitted indicating the wheel path does not cross over the centre lane into opposing traffic.
      - *Lane Works*: To maintain the character of the Lanes in accordance with the Steveston Village Conservation Program, minimal upgrades will be required. The lane will require paving up to the new Property Line with new asphalt. No curb and gutter or sidewalk will be required. Laneway lighting is required. Staff recommend incorporating the lighting into the building to preserve the historic condition of the lane.
      - A crosswalk will be required across Bayview Street at an angle at the intersection of 3rd Avenue/Bayview Street. This will require frontage works across the street at the Steveston Harbour Authority parking area.

The exact location of the sidewalk and design and construction of frontage improvements to be part of the servicing agreement to the satisfaction of the Director of Transportation. Stamped asphalt material should be used for the frontage and new crosswalk.

- All accessible ramps to have a maximum grade of 5%.

b) *Sanitary Sewer Upgrades:* Review of the sanitary sewer system indicates that no sanitary sewer upgrades are required to support this development;

- The existing Sanitary Right of Way at the north side of the property (at 3rd Avenue frontage) must be retained to maintain sanitary service to 3400 and 3420 Moncton Street.
  - Sanitary sewers are located within rights of way on this site that may be impacted by the on-site development works (i.e., foundations, structures, construction etc.).

c) *Storm Sewer Upgrades:* Storm sewer capacity analysisis not required. The site's drainage must be directed to 3rd Ave or Bayview; the preference being to utilize the existing storm connection location on 3rd, if feasible. City records show a site drainage connection to the lane; the site will not be permitted to drain to the lane & this connection must be abandoned.

- There is an existing 1.08m X 0.8m concrete box located within a Right of Way along Bayview Street. Foundations for the proposed building along this frontage must be lower that the invert of the concrete box under discussion.
- Storm sewers are located within the rights of way on this site that may be impacted by the on-site development works (i.e., foundations, structures, construction etc.). Engineering Department requires an impact assessment, signed and sealed by a Professional Engineer or Geoscientist, complete with recommendations to ensure the following conditions are met.
  - That the City be able to construct, maintain, operate, repair or remove City utilities/infrastructure without impact to the on-site works, and;
  - That the on-site works, or their construction/maintenance of, not cause damage to the City utilities/infrastructure.

d) Water Upgrades:

- Using the OCP 2021 Maximum Day Model, there is 390 L/s available at 20 psi residual at 3531 Bayview Street. Based on the proposed rezoning, the redeveloped site requires a minimum fire flow of 200 L/s. Water analysis is not required to determine upgrades to achieve minimum requirements. Once the building design has been confirmed at the Building Permit stage, fire flow calculations must be submitted, signed and sealed by a professional engineer based on the Fire Underwriter Survey to confirm that there is adequate available flow.

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

1. As part of the Building Permit Submission, sustainability features (listed below) are to be detailed and included in the drawings during the Building Permit stage:
   - Landscaping and permeable paving that may assist in diverting storm water run-off from the storm sewer system and reducing the urban heat island effect;
   - Reduction of fresh water use by specifying low flow fixtures and water efficient appliances, dual-flush toilets, low-flow faucets and shower heads;
   - Motion sensors and timers in public areas to reduce electricity consumption; efficient fixed lights, fans and heating equipment, with increased occupant control (heating zones within functional areas) to decrease energy consumption;
   - Low-e glazing to reduce heat gain; demolition/construction waste management to be implemented to divert waste from landfills; products made out of recycled material or with recycled content to be used where applicable and concrete with fly ash content to be specified where possible; locally/regionally harvested and manufactured products to be preferred throughout the project;
   - Low emitting materials sealants, adhesives, paints, carpets and composite wood to be used where applicable;
   - Low albedo roofing to all flat surfaces;
   - Operable windows specified to contribute to the quality of the indoor environment; and
   - Further sustainability features will be investigated as part of the Development Permit review.
2. As part of the Development Permit review and Building Permit submission, aging-in-place and adaptability features (listed below) are to be detailed and included in the drawings during the Building Permit stage:

- Aging-in-place measures (e.g., lever door handles, blocking to bathroom walls, operable windows) to be incorporated in all units; and
- Single-level units with renovation potential identified which could be fully adaptable (e.g., corridor/door widths, fully accessible bathroom/bedroom, finishes) in accordance with the BC Building Code's Adaptable Unit Criteria and the Richmond Zoning Bylaw's Section 4.16, Basic Universal Housing Criteria.

3. As part of the Building Permit submission, a lighting plan for pedestrian entrances, access walkways (including pedestrian SRW) and parking access aisles will be required to ensure uniform levels of coverage and security. All lighting fixtures are to be hooded and downcast to prevent ambient light pollution and located to minimise conflict with neighbouring single family dwellings.
4. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. 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.
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 Division 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.

Signed _____ Date _____

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

Heritage Alteration Permit
Development Applications Division

File No.: HA 10-547513

To the Holder:	Cornerstone Architecture (Scott Kennedy)
Property Address:	3531 Bayview Street
Legal Description:	PID: 001-618-555 LOT SECTION 10 BLOCK 3 NORTH RANGE 7 WEST NEW WESTMINSTER DISTRICT REFERENCE PLAN 249

(s.972, *Local Government Act*)

1. (Reason for Permit)
   - ☐ Designated Heritage Property (s.967)
   - ☐ Property Subject to Temporary Protection (s.965)
   - ☐ Property Subject to Heritage Revitalization Agreement (s.972)
   - ☑ Property in Heritage Conservation Area (s.971)
   - ☐ Property Subject to s.219 Heritage Covenant
2. In accordance with Rezoning Application RZ 10-547511, this Heritage Alteration Permit is issued to authorize the following work as per the attached Drawings and Scope of Work below:
   a) demolition of all structures on site;
   b) installation of construction hoarding;
   c) installation of shoring along north, east and west property lines to support neighbouring grades during site excavation;
   d) site excavation as required to accommodate a parking slab at elevation 0.91m GSX;
   e) installation of protective measures for the box culvert in the Bayview Street right-of-way if required;
   f) installation/removal of existing site services;
   g) installation of permanent retaining wall and fencing as required along the north property line;
   h) installation of unit paves and unit retaining systems along Bayview Street to transition from commercial units to existing grades at south property line;
   i) installation of upgrades and paving to the utilities right-of-way in the north-west corner of the parcel;
   j) preloading as required; and
   k) all works required by the Servicing Agreement provisions of the attached Rezoning Considerations.
3. This Heritage Alteration Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.

4. If the alterations authorized by this Heritage Alteration Permit are not completed within 24 months of the date of this Permit, this Permit lapses.

AUTHORIZING RESOLUTION NO. <Resolution No.> ISSUED BY THE COUNCIL THE DAY OF <Date>

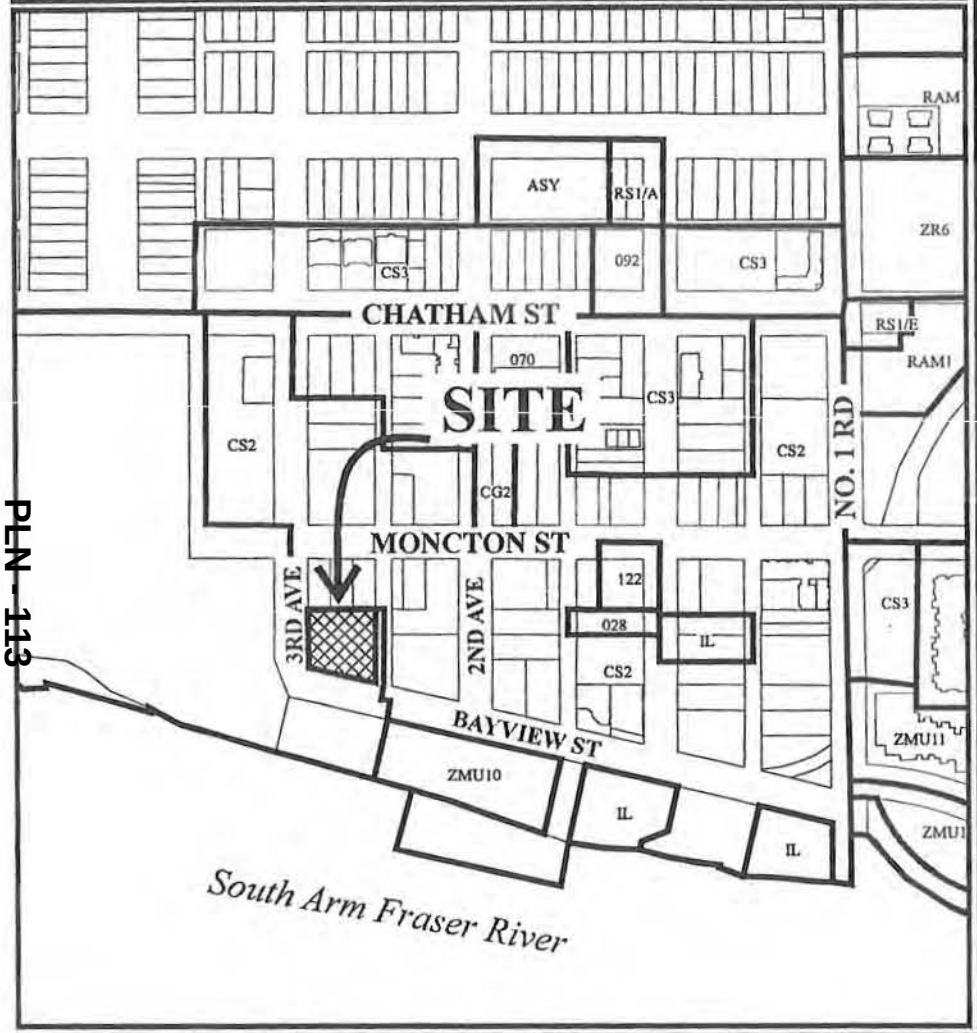
DELIVERED THIS <Day> DAY OF <Month>, <Year>

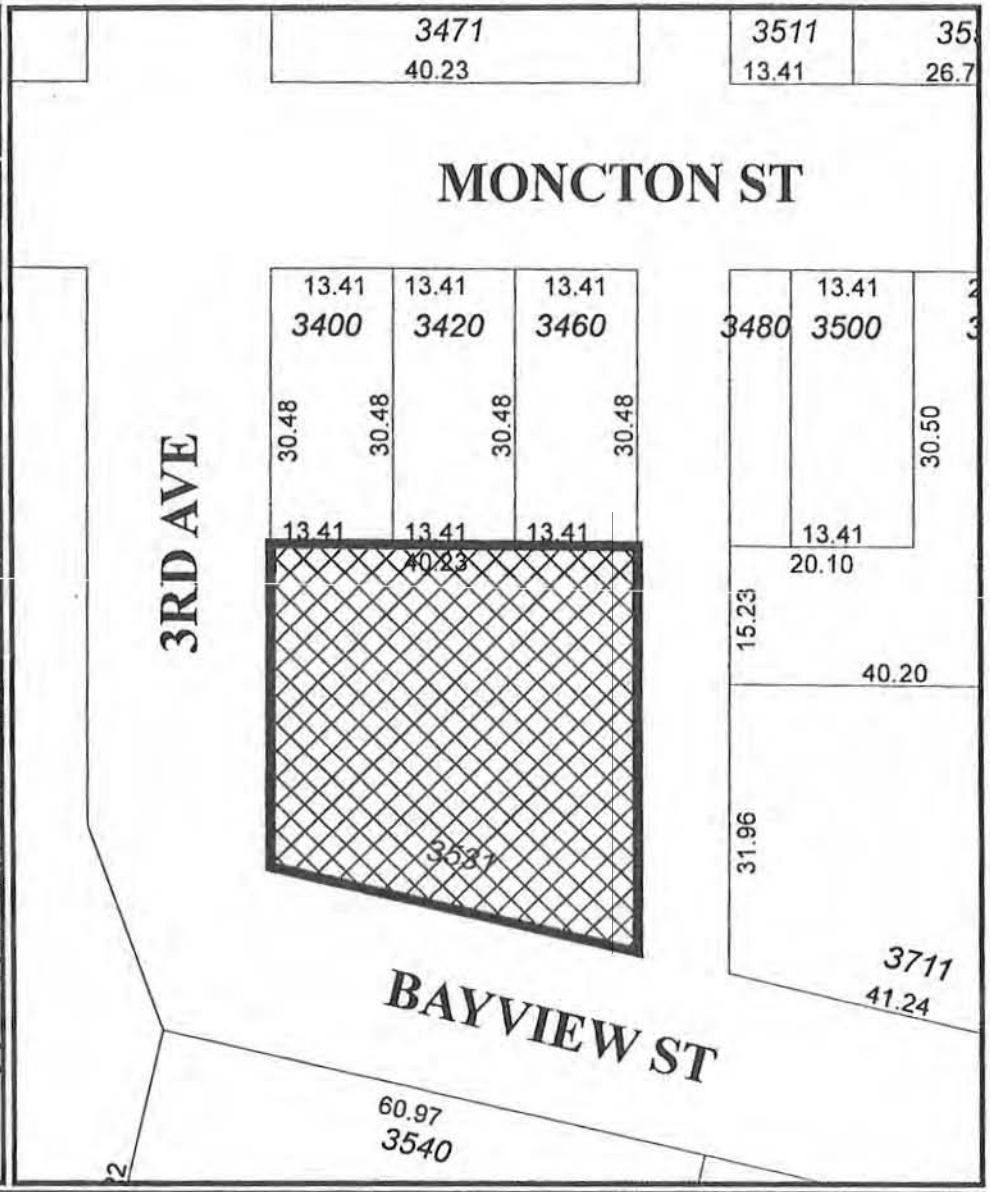
MAYOR

CORPORATE OFFICER

IT IS AN OFFENCE UNDER THE *LOCAL GOVERNMENT ACT*, PUNISHABLE BY A FINE OF UP TO $50,000 IN THE CASE OF AN INDIVIDUAL AND $1,000,000 IN THE CASE OF A CORPORATION, FOR THE HOLDER OF THIS PERMIT TO FAIL TO COMPLY WITH THE REQUIREMENTS AND CONDITIONS OF THE PERMIT.

City of Richmond





PLN - 113

HA 10-547513

Original Date: 10/07/10

Revision Date:

Note: Dimensions are in METRES

Rezoning Considerations
3531 Bayview Street
RZ 10-547511

Prior to final adoption of Zoning Amendment Bylaw 8780, the developer is required to complete the following:

1. Issuance of a Heritage Alteration Permit HA 10-547513.
2. Registration of a flood indemnity covenant on title.
3. City acceptance of the developer's offer to voluntarily contribute $0.60 (2010 rate) per buildable square foot (e.g. approximately $16,000) to the City's public art fund.
4. City acceptance of the developer's offer to voluntarily contribute $47.00 per buildable square foot (less the Affordable Housing Fund contribution) of 0.4 FAR density incentive(e.g approximately $298,232) to the City's Steveston Heritage Developer Contributions.
5. Contribution of approximately $25,000 in-lieu of on-site indoor amenity space.
6. City acceptance of the developer's offer to voluntarily contribute $4.00 per buildable square foot (e.g approximately $88,516) to the City's Affordable Fund.
6. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
7. Registration of a Dike Maintenance Agreement on Title to the lands, including:
   a) Provision of structures to encroach within the minimum 7.5 m setback from the dyke right-of-way (Flood Plain Designation Bylaw 8204). The structures shall be for the purpose of parking, vehicle and pedestrian circulation, or subsurface structure(s) that have been engineered to support a future raised dyke. Owner solely responsible for liability and maintenance. Owner responsible at Owner's cost to maintain structure(s) or reinstate dyke toe approved by the Province.
   b) Provision of Engineering Report with specifications to the satisfaction of the City, as an attachment to the agreement, and if required, addressed to the City.
   c) Statutory right-of-way (SRW) agreement granting the City permission and access to maintain or remove encroaching structures.
   d) Approval from the Ministry of Environment (Inspector of Dikes)
   e) The Owner shall be responsible for on-site restoration and grade transition works to provide an appropriate interface between the development and any future higher dyke.
8. Dedication of a 4m x 4m corner cut at Bayview and Third Avenue.
9. Enter into a Servicing Agreement* for the design and construction of the following. All works are to be at the developer's sole cost with no credits. Works include, but may not be limited to:
   a) *Frontage Improvements:*
      - *Bayview Street:* Works include installation of a 2m sidewalk along the property line edge from Third Avenue east to Second Avenue, removing the partial existing sidewalk. The balance of the area out to the curb is to be a grassed boulevard with no trees. The remainder of the frontage area to the existing curb is to be landscaped boulevard, curb and gutter. A 2.5m wide layby for vehicular parking is to be created along Bayview St. with appropriate clearances from the lane and 3rd Ave. As well, if the applicant would like to consider angled parking on Bayview Street, Transportation can review that option as well.
      - *Third Avenue*: new concrete sidewalk at Property Line (2.0m) remainder to existing curb location to be landscaped boulevard with new curb and gutter with a 2.5m parking bay constructed. The curb extension at the corner of Bayview Sreet./3d Avenue is supported, however a turning template for a truck making the right turn from Bayview Street to 3d Avenue is to be submitted indicating the wheel path does not cross over the centre lane into opposing traffic.
      - *Lane Works*: To maintain the character of the Lanes in accordance with the Steveston Village Conservation Program, minimal upgrades will be required. The lane will require paving up to the new Property Line with new asphalt. No curb and gutter or sidewalk will be required. Laneway lighting is required. Staff recommend incorporating the lighting into the building to preserve the historic condition of the lane.
      - A crosswalk will be required across Bayview Street at an angle at the intersection of 3rd Avenue/Bayview Street. This will require frontage works across the street at the Steveston Harbour Authority parking area.

The exact location of the sidewalk and design and construction of frontage improvements to be part of the servicing agreement to the satisfaction of the Director of Transportation. Stamped asphalt material should be used for the frontage and new crosswalk.

- All accessible ramps to have a maximum grade of 5%.

b) *Sanitary Sewer Upgrades:* Review of the sanitary sewer system indicates that no sanitary sewer upgrades are required to support this development;

- The existing Sanitary Right of Way at the north side of the property (at 3rd Avenue frontage) must be retained to maintain sanitary service to 3400 and 3420 Moncton Street.
  - Sanitary sewers are located within rights of way on this site that may be impacted by the on-site development works (i.e., foundations, structures, construction etc.).

c) *Storm Sewer Upgrades:* Storm sewer capacity analysisis not required. The site's drainage must be directed to 3rd Ave or Bayview; the preference being to utilize the existing storm connection location on 3rd, if feasible. City records show a site drainage connection to the lane; the site will not be permitted to drain to the lane & this connection must be abandoned.

- There is an existing 1.08m X 0.8m concrete box located within a Right of Way along Bayview Street. Foundations for the proposed building along this frontage must be lower that the invert of the concrete box under discussion.
- Storm sewers are located within the rights of way on this site that may be impacted by the on-site development works (i.e., foundations, structures, construction etc.). Engineering Department requires an impact assessment, signed and sealed by a Professional Engineer or Geoscientist, complete with recommendations to ensure the following conditions are met.
  - That the City be able to construct, maintain, operate, repair or remove City utilities/infrastructure without impact to the on-site works, and;
  - That the on-site works, or their construction/maintenance of, not cause damage to the City utilities/infrastructure.

d) Water Upgrades:

- Using the OCP 2021 Maximum Day Model, there is 390 L/s available at 20 psi residual at 3531 Bayview Street. Based on the proposed rezoning, the redeveloped site requires a minimum fire flow of 200 L/s. Water analysis is not required to determine upgrades to achieve minimum requirements. Once the building design has been confirmed at the Building Permit stage, fire flow calculations must be submitted, signed and sealed by a professional engineer based on the Fire Underwriter Survey to confirm that there is adequate available flow.

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

1. As part of the Building Permit Submission, sustainability features (listed below) are to be detailed and included in the drawings during the Building Permit stage:
   - Landscaping and permeable paving that may assist in diverting storm water run-off from the storm sewer system and reducing the urban heat island effect;
   - Reduction of fresh water use by specifying low flow fixtures and water efficient appliances, dual-flush toilets, low-flow faucets and shower heads;
   - Motion sensors and timers in public areas to reduce electricity consumption; efficient fixed lights, fans and heating equipment, with increased occupant control (heating zones within functional areas) to decrease energy consumption;
   - Low-e glazing to reduce heat gain; demolition/construction waste management to be implemented to divert waste from landfills; products made out of recycled material or with recycled content to be used where applicable and concrete with fly ash content to be specified where possible; locally/regionally harvested and manufactured products to be preferred throughout the project;
   - Low emitting materials sealants, adhesives, paints, carpets and composite wood to be used where applicable;
   - Low albedo roofing to all flat surfaces;
   - Operable windows specified to contribute to the quality of the indoor environment; and
   - Further sustainability features will be investigated as part of the Development Permit review.
2. As part of the Development Permit review and Building Permit submission, aging-in-place and adaptability features (listed below) are to be detailed and included in the drawings during the Building Permit stage:

- Aging-in-place measures (e.g., lever door handles, blocking to bathroom walls, operable windows) to be incorporated in all units; and
- Single-level units with renovation potential identified which could be fully adaptable (e.g., corridor/door widths, fully accessible bathroom/bedroom, finishes) in accordance with the BC Building Code's Adaptable Unit Criteria and the Richmond Zoning Bylaw's Section 4.16, Basic Universal Housing Criteria.

3. As part of the Building Permit submission, a lighting plan for pedestrian entrances, access walkways (including pedestrian SRW) and parking access aisles will be required to ensure uniform levels of coverage and security. All lighting fixtures are to be hooded and downcast to prevent ambient light pollution and located to minimise conflict with neighbouring single family dwellings.
4. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. 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.
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 Division 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 Developrnent. 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.

Signed _____ Date _____

City of Richmond

Bylaw 8780

Richmond Zoning and Development Bylaw 8500 Amendment Bylaw 8780 (RZ 10-547511) 3531 BAYVIEW STREET

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

1. Richmond Zoning Bylaw 8500 is amended by inserting as Section 9.5 thereof the following:

"9.5 STEVESTON CONSERVATION AREA (SC1, SC2, SC3)

9.5.1 Purpose

The intent of this medium **density zone** is to provide incentives to support conservation of the heritage character of Steveston Village, while providing for the shopping, **personal service**, **business**, entertainment, mixed commercial/residential and industrial needs of the Steveston Village area. The **zone** is divided into sub-**zones** which are **Steveston Conservation Area (SC1)** that is to be used for development within the Steveston Village Core Area, **Steveston Conservation Area (SC2)** that is to be used for development fronting Moncton Street, and **Steveston Conservation Area (SC3)** that is to be used for development along the riverfront south of Bayview Street.

9.5.2 Permitted Uses

- **animal grooming**
- **broadcasting studio**
- **child care**
- **education**
- **education, commercial**
- **entertainment, spectator**
- **government service**
- **greenhouse & plant nursery**
- **health service, minor**
- **hotel**
- **industrial, general**
- **liquor primary establishment**
- **manufacturing, custom indoor**
- **office**
- **parking, non-accessory**
- **recreation, indoor**
- **recycling depot**

9.5.3 Secondary Uses

- **boarding and lodging**
- **community care facility, minor**
- **home business**
- **housing apartment**

- **restaurant**
- **retail, convenience**
- **retail, general**
- **retail, second hand**
- **service, business support**
- **service, financial**
- **service, household repair**
- **service, personal**
- **studio**
- **veterinary service**

9.5.4 Permitted Density

1. The maximum **floor area ratio** is 1.0.

2. Notwithstanding Section 9.5.4.1, the reference to "1.0" is increased to a higher **density** of "1.2" on sites zoned SC1, SC2 and SC3 if:

   a) for rezoning applications involving 80 or less **apartment housing dwelling units**, the **owner** pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw, at the time **Council** adopts a zoning amendment bylaw to include the **owner's lot** in the SC1, SC2 or SC3 **zone**; or

   b) for rezoning applications involving more than 80 **apartment housing dwelling units** and prior to first occupancy of the **building**, the **owner**:

      i. provides in the **building** not less than **four affordable housing units** and the combined **habitable space** of the total number of **affordable housings units** would comprise at least 5% of the total residential **building** area; and

      ii. enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against the title to the **lot**, and files a notice in the Land Title Office.

3. Notwithstanding Section 9.5.4.1 and 9.5.4.2, the reference "1.2" is increased to a higher **density** of "1.6" on sites zoned SC1 and SC3 if:

   a) the **owner**, at the time **Council** adopts a zoning amendment bylaw to include the **owner's lot** in the SC1 or SC3 zone, pays into the Steveston Heritage Developer Contributions, the sum specified in Section 5.16 of this bylaw; and

   b) for rezoning applications:

      i. involving 80 or less **apartment housing dwelling units**, the **owner** pays into the **affordable housing reserve** the sum specified in Section

5.15 of this bylaw, at the time **Council** adopts a zoning amendment bylaw to include the **owner's lot** in the SC1 or SC3 **zone**; or

ii. for rezoning applications involving more than 80 **apartment housing dwelling units** and prior to first occupancy of the **building**, the **owner**:

- provides in the **building** not less than **four affordable housing units** and the combined **habitable space** of the total number of **affordable housings units** would comprise at least 5% of the total residential **building** area; and

- enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against the title to the **lot**, and files a notice in the Land Title Office.

4. For the purposes of the **zones, floor area ratio** shall not include those parts of the **building** used for public pedestrian passage **right-of-way**.

5. There is no maximum **floor area ratio** for **non-accessory parking** as a **principal use**.

9.5.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 100% for **buildings**.

9.5.6 Yards & Setbacks

1. There is no minimum **front yard, side yard** or **rear yard**.

2. **Building** front facades facing a public **road** shall not be set back from the public **road lot line**, except for the following elements:

a) there shall be a 1.5 m maximum **setback** of ground floor **building face** (to underside of floor or roof **structure** above), accompanied with support posts at the **front lot line**, and at historic **lot line** locations (see the "Steveston Village Historic Lot Line Map" in the Steveston Area Plan);

b) the entrance to a ground level public **right-of-way** shall have a maximum width of 2.4 m, but shall not be more than 25% of facade width;

c) a recessed balcony opening shall have a maximum width of 2.4 m, and the total aggregate width shall be a maximum 25% of **lot width**; and

d) the aggregate area of all recesses and openings in items a), b), and c) shall not exceed a maximum of 33% of **building** facade as measured from the ground level to parapet cap by the facade width.

9.5.7 Permitted Heights

1. The maximum **height** for **buildings** in each **Steveston Conservation Sub-zone** is as outlined in the following table:

Sub-Zone Location	Maximum Height	
	Metres	Storeys
Steveston Conservation Area (SC1)	12 m	Not to exceed 3 **storeys**
* **Steveston Conservation Area (SC2)**	9 m	Not to exceed 2 **storeys**
** **Steveston Conservation Area (SC3)**	▪ 20 m GSC for any pitched roof **building** with a roof slope between 10-to-12 and 12-to-12 ▪ 17 m GSC for any portion of any **building** with an ancillary roof form with a different roof slope	Not to exceed 3 **storeys**
** Note: For **(SC2)**, the **building height** may be increased to 12 m, not to exceed 3 **storeys**, if limited to no more than one third of the maximum achievable streetwall (e.g., one of three **buildings** or one of three **lots**) in order to achieve a varied streetscape along Moncton Street* *** Note: For **(SC3)**, no new **buildings** are to be taller than the Gulf of Georgia Cannery, which has a **building height** of approximately 22 m GSC, or 19 m measured from the dock level. For this reason, **building height** is specified in GSC (Geodetic Survey of Canada) to avoid **building height** being measured in relation to Bayview Street, which may increase in **height** over time.*		

2. The maximum **height** for **accessory structures** in 9.0 m.

9.5.8 Subdivision Provisions/Lot Size

1. There are no minimum **lot width**, **lot depth** or **lot area** requirements.

9.5.9 Landscaping & Screening

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

9.5.10 On-Site Parking

1. On-site **vehicle** and bicycle parking shall be provided according to the standards set out in Section 7.0, except that:

   a) the minimum on-site parking requirements contained in this bylaw are reduced by 33%, except for the residential visitor **parking space** requirements.

   b) On-site **parking spaces** may be arranged in a configuration perpendicular to a rear **lane** provided that there is no adjoining **fence** or **structure** of greater than 0.3 m in **height** within 3.0 m of the rear **lane** that would impede the view of on-coming traffic on the near side of the **lane** and provided that such **parking spaces** are specified by a Development Permit approved by the **City**.

   c) On-site **parking spaces** shall be no closer than 0.6 m to a **lot line** which **abuts** a rear **lane**, and no closer than 0.3 m to any other **lot line** unless the **parking spaces** are screened by a combination of trees, shrubs, ornamental plants, **building** or **structure** as specified by a Development Permit approved by the **City**.

9.5.11 Other Regulations

1. For **apartment housing,** no portion of the **first storey** of a **building** within 9.0 m of the **lot line abutting** a **road** shall be used for residential purposes.

2. For **apartment housing,** an entrance to the residential **use** or parking area above or behind the commercial space is permitted if the entrance does not exceed 2.0 m in width.

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

2. Richmond Zoning Bylaw 8500 is amended by repealing "Section 5.16.3" and inserting the following:

"5.16.3 Where an **owner** pays into the Steveston Heritage Developer Contributions, according to the **density bonusing** provisions of this bylaw, the following sums shall be used:

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
* **Steveston Conservation** ▪ **SC1** ▪ **SC3**	$47.00 per Buildable Square Foot of Permitted **floor area ratio** (FAR) over 1.2 FAR.
** Note: if the **density** over 1.2 is for residential use and has been used to calculate a contribution to the **Affordable Housing Reserve**, the contribution to the Steveston Heritage Developer Contributions per Buildable Square Foot will be reduced by the amount of the **Affordable Housing Reserve** contribution per buildable square foot of density over 1.2 FAR up to 1.6 FAR (0.4 FAR maximum) as per "Section 5.15 Affordable Housing".*	

5.16.4 For the purposes of Section 5.16.1, 5.16.2 and 5.16.3, buildable square foot is the maximum **floor area ratio** and excludes the items not included in the calculation of **density** (e.g., **enclosed parking**; unenclosed **balconies**; common stairwells and common elevator shafts; etc.)."

3. Richmond Zoning Bylaw 8500 is amended by inserting "SC1, SC2, SC3" into the "Zone" column and "$4.00" into the "Sum Per Buildable Square Foot of Permitted Principal Building" column of "Section 5.15.1".

4. 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 **STEVESTON CONSERVATION AREA (SC1)**:

P.I.D. 001-618-555
Lot Section 10 Block 3 North Range 7 West New Westminster District Plan 249

5. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8780".**

FIRST READING	
A PUBLIC HEARING WAS HELD ON	
SECOND READING	
THIRD READING	
OTHER REQUIREMENTS SATISFIED	
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR CORPORATE OFFICER

City of Richmond **Agenda**

Public Works & Transportation Committee

Anderson Room, City Hall
6911 No. 3 Road

Wednesday, June 22, 2011
4:00 p.m.

Pg. # ITEM

MINUTES

PWT-5 ***Motion to adopt the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, May 18, 2011.***

NEXT COMMITTEE MEETING DATE

Wednesday, July 20, 2011 (tentative date) at 4:00 p.m. in the Anderson Room

ENGINEERING AND PUBLIC WORKS DEPARTMENT

PWT-13 1. **REVISED WATER SHORTAGE RESPONSE PLAN (SPRINKLING RESTRICTIONS) – BYLAW AMENDMENTS**
(File Ref. No. 10-6650-09-01) (REDMS No. 3222936)

TO VIEW eREPORT CLICK HERE

See Page **PWT-13** of the Public Works & Transportation agenda for full hardcopy report

Designated Speaker: Lloyd Bie

STAFF RECOMMENDATION

That Metro Vancouver's 2011 Water Shortage Response Plan, which includes revised water use restrictions, be endorsed and the following amendment bylaws be introduced and given first, second and third readings:

(1) Water Use Restriction Bylaw No. 7784, Amendment Bylaw No. 8766;

(2) Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8774; and

(3) Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8775.

PWT-41 2. **SUBDIVISION AND DEVELOPMENT BYLAWS**
(File Ref. No. 10-6060-01) (REDMS No. 3191830)

TO VIEW eREPORT CLICK HERE

See Page **PWT-41** of the Public Works & Transportation agenda for full hardcopy report

Designated Speaker: Lloyd Bie

STAFF RECOMMENDATION

(1) That Subdivision and Development Bylaw No. 8751 be introduced and given 1st, 2nd and 3rd readings; and

(2) That Works and Services Cost Recovery Bylaw No. 8752 be introduced and given 1st, 2nd and 3rd readings.

PWT-69 3. **CANADA LINE: PROGRESS REPORT ON OPPORTUNITIES FOR RETAIL OPERATIONS AND LITTER COLLECTION/CLEANING ACTIVITIES**
(File Ref. No. 10-6405-01) (REDMS No. 3229016)

TO VIEW eREPORT CLICK HERE

See Page **PWT-69** of the Public Works & Transportation agenda for full hardcopy report

Designated Speakers: Suzanne Bycraft & Robert Kates

STAFF RECOMMENDATION

That:

(1) an additional personnel complement control position be approved for a permanent litter attendant position for waste and litter removal along No. 3 Road for service in relation to the Canada Line;

(2) in relation to the potential for retail opportunities at or near Canada Line stations, that staff;

(a) bring forward for Council's consideration a report recommending amendment to the Business Licence Bylaw to permit vendors on City owned or controlled property;

(b) work with Translink to encourage Translink to permit such retail opportunities near Canada Line stations, particularly at Brighouse Station; and

(c) move forward with a pilot request for proposal for retail activity for locations at the intersection of No. 3 Road and Westminster Highway.

PWT-81 4. **AGEING INFRASTRUCTURE PLANNING – 2011 UPDATE**
(File Ref. No. 10-6060-01) (REDMS No. 3170477)

TO VIEW eREPORT CLICK HERE

See Page **PWT-81** of the Public Works & Transportation agenda for full hardcopy report

Designated Speakers: Lloyd Bie and Andy Bell

STAFF RECOMMENDATION

That staff review the report dated June 7, 2011 from the Director, Engineering in conjunction with the Long Term Financial Management Strategy and bring forward recommendations to Finance Committee.

5. **MANAGER'S REPORT**

ADJOURNMENT

City of Richmond

Minutes

Public Works & Transportation Committee

Date: Wednesday, May 18, 2011

Place: Anderson Room
Richmond City Hall

Present: Councillor Linda Barnes, Chair
Councillor Sue Halsey-Brandt, Vice-Chair
Councillor Derek Dang
Councillor Ken Johnston
Councillor Harold Steves

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 Public Works & Transportation Committee held on Wednesday, April 20, 2011, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, June 22, 2011 (tentative date) at 4:00 p.m. in the Anderson Room

PLANNING AND DEVELOPMENT DEPARTMENT

1. **TRAFFIC BYLAW AMENDMENT – AMENDMENTS TO SCHEDULE A OF BYLAW 5870 TO ADD WEIGHT LIMITS TO THE DELEGATED AUTHORITY OF THE GENERAL MANAGER, ENGINEERING & PUBLIC WORKS AND TO SCHEDULE C OF BYLAW 5870 TO AMEND THE SPEED LIMIT ON WESTMINSTER HIGHWAY BETWEEN NO. 6 ROAD AND NELSON ROAD FROM 60 KM/H TO 50 KM/H**
(File Ref. No.: 10-6450-15-01) (REDMS No. 3162511)

Victor Wei, Director, Transportation, provided background information and noted that the implementation of the speed reduction and weight limit is anticipated to coincide with the opening of the Nelson Road-Highway 91 Interchange, approximately at the end of June 2011.

In reply to queries from Committee, Mr. Wei advised that (i) staff have advised the RCMP of the proposed changes; (ii) the proposed increase in weight restriction is intended to distinguish between different types of commercial vehicles, i.e, trucks and semi-trailers; and (iii) the Agricultural Advisory Committee is well aware of the proposed amendments.

It was moved and seconded
That Traffic Bylaw No. 5870, Amendment Bylaw No. 8730, which:

(1) establishes a 50 km/h speed limit on Westminster Highway between No. 6 Road and Nelson Road; and

(2) delegates the authority to order weight limits for vehicles operating on City roads to the General Manager, Engineering & Public Works,

be introduced and given first, second and third reading.

CARRIED

2. **NO. 1 ROAD AND MONCTON STREET – PROPOSED INTERSECTION AND SURROUNDING PEDESTRIAN CROSSWALK IMPROVEMENTS**
(File Ref. No.:) (REDMS No. 3209892)

Mr. Wei distributed a revised Page 12 to the staff report dated April 21, 2011, entitled "No. 1 Road and Moncton Street – Proposed Intersection and Surrounding Pedestrian Crosswalk Improvements" (Schedule 1). He drew Committee's attention to the anticipated completion of the proposed improvements, noting that staff anticipate the project to be completed by the end of October 2011.

Mr. Wei played before and after video clips that illustrated traffic and pedestrian flow patterns at the No. 1 Road and Moncton Street intersection.

He spoke of the proposed functional design of the traffic signal and intersection enhancements, and noted that the proposed changes are anticipated to accomplish the following objectives:

- enhance the safety of the intersection for pedestrian by alerting motorist to slow down as they approach the intersection;
- reduce confusion regarding the right-of-way of pedestrians, cyclists and motorists at the intersection;
- reinforce the unique heritage character of Steveston Village; and
- create a special place at a landmark intersection of which the community can be proud of.

In reply to queries from Committee, Mr. Wei and Sonali Hingorani, Transportation Engineer, provided the following information:

- the proposed enhancements include the installation of Accessible Pedestrian Signals, which facilitate the visually impaired by providing audible sounds, tactile features, and spoken messages to indicate an active walk light;
- traffic at the intersection is approximately 30% higher during the peak summer season, however traffic continues to be high in the off-season at peak times;
- the proposed raised pedestrian crosswalks will have gradual approach ramps of 5% maximum gradient;
- the intersection cycle will have an additional phase in order to facilitate the proposed pedestrian scramble;
- staff anticipate conducting a strong public campaign to inform Richmond residents of the proposed changes; and
- curb extensions along Chatham Street at 1st, 2nd, 3rd, and 4th Avenues are proposed to supplement the pedestrian improvements at the No. 1 Road and Moncton Street intersection and to facilitate cyclists crossing Chatham Street.

Jim Kojima, President of the Steveston Community Society, thanked staff for their comprehensive consultation with the Society in relation to the proposed changes at No. 1 Road and Moncton Street.

It was moved and seconded

(1) That the proposed intersection and pedestrian crosswalk improvements at the following locations in the Steveston Village area, as described in the attached report dated April 21, 2011, be approved for implementation:

(a) No. 1 Road/Moncton Street - signalization with "pedestrian scramble" phase and raising of pavement with artistic design of crosswalk markings;

(b) Moncton Street/Hayashi Court, No .1 Road/Chatham Street, Moncton Street/Easthope Avenue – raising of crosswalk pavement; and

(c) Chatham Street between 1st Avenue and 4th Avenue - introduction of temporary curb extensions for a test period of 12 months followed by permanent installation if supported by area stakeholders;

(2) That staff monitor the effectiveness of the above pilot "pedestrian scramble" feature at No.1 Road/Moncton Street intersection and report back to Council after one year of implementation; and

(3) That a public information process for the above improvements be carried out during Summer 2011 prior to the start of construction and activation of the traffic signals at the No. 1 Road/ Moncton Street intersection.

CARRIED

COMMUNITY SERVICES DEPARTMENT

3. **PESTICIDE USE CONTROL AMENDMENT BYLAW 8745**
(File Ref. No.: 10-6125-04-01) (REDMS No. 3188477v.4)

Cecilia Achiam, Interim Director, Sustainability and District Energy Senior Program Manager, requested that the staff report entitled "Pesticide Use Control Amendment Bylaw 8745" dated April 29, 2011 be referred back to staff.

Ms. Achiam referenced two pieces of correspondence in relation to the proposed bylaw amendments (copy on file, City Clerk's Office) and noted that staff have recently learned of a misunderstanding with pesticide use advocacy groups.

It was moved and seconded
That the Pesticide Use Control Bylaw No. 8514, Amendment Bylaw No. 8745 be referred back to staff.

CARRIED

ENGINEERING AND PUBLIC WORKS DEPARTMENT

4. **WILLIAMS ROAD AREA LANE UPGRADES**
(File Ref. No.: 10-6340-01) (REDMS No. 3203999)

It was moved and seconded
That the Williams Road Area Lane Upgrade projects (Attachment 1) be funded through the Asphalt Capping Provision account and the 2011 Asphalt Capping Program and that these adjustments be included as amendments to the 2011 – 2015 Five Year Financial Plan.

CARRIED

5. **REVISED WATER SHORTAGE RESPONSE PLAN (SPRINKLING RESTRICTIONS)**
(File Ref. No.: 10-6650-09-01) (REDMS No. 3208786)

It was moved and seconded
That staff bring forward amendments to Water Use Restriction Bylaw No. 7784 in accordance with the "Revised Water Shortage Response Plan (Sprinkling Restrictions)" report from the Director, Engineering.

CARRIED

6. **ECO CENTRE CONCEPT**
(File Ref. No.: 10-6370-04-01) (REDMS No. 3143090)

Suzanne Bycraft, Manager, Fleet & Environmental Programs, provided background information and in reply to queries from Committee, advised the following:

- an Eco Centre could provide for a much broader range of services to encourage greater reuse and recycling as well as enhanced convenience for residents;
- costs associated with relocating the Recycling Depot or establishing an Eco Centre would be reported to Council as the concept is developed in consultation with Metro Vancouver as there is potential opportunity for cost sharing;
- Metro Vancouver staff are currently preparing a draft Regional Eco-Centres Implementation Strategy that outlines suggested terms and conditions, and includes potential cost sharing opportunities between Metro Vancouver and municipalities;
- the City's current Recycling Depot site is approximately two acres in size, and could not accommodate an Eco Centre; and
- staff do not recommend that a proposed Eco Centre or the City's current Recycling Deport accept non-recyclable commodities.

It was moved and seconded

(1) That the Eco Centre concept, as outlined in the staff report dated May 5, 2011, be reviewed and explored for consideration and further discussion;

(2) That staff report back on potential Eco Centre site alternatives, a conceptual layout and a draft business and operating model; and

(3) That staff liaise with Metro Vancouver to identify potential terms and conditions, as part of the draft business model, in relation to responsibility for funding and operating a Richmond-based Eco Centre.

CARRIED

7. **FOOD SCRAPS/ORGANICS COLLECTION PROGRAM UPDATE**
(File Ref. No.: 10-6370-10-05) (REDMS No. 3206759)

In reply to queries from Committee, Ms. Bycraft advised that (i) staff are aware that the weight of the food scraps/organics container is a concern; (ii) backyard composting continues to be encouraged as it is the best way a single-family home can reduce its waste; and (iii) staff will continue to promote the food scraps/organics collection program by means of the City's website, advertisements in local newspapers and so forth.

Discussion ensued and it was noted that statistical information related to food scraps/organics collection may pique residents' interest in the program. It was mentioned that this data could demonstrate to residents the City's annual savings in waste collection – savings that directly affect property owners. A suggestion was made that this type of information be communicated to residents as part of the annual tax notices.

It was moved and seconded
That the Food Scraps/Organics Collection Program Update as provided in the staff report dated May 1, 2011, from the Director, Public Works Operations, be received for information.

CARRIED

8. **REPORT 2010: TOWARDS EXCELLENCE IN RECYCLING AND SOLID WASTE MANAGEMENT**
(File Ref. No.: 10-6370-01) (REDMS No. 3199929)

In reply to a query from Committee, Ms. Bycraft advised that Styrofoam is not recyclable.

Discussion ensued regarding the Report 2010: Towards Excellence In Recycling and Solid Waste Management and it was noted that the report be sent to the Metro Vancouver Waste Management Committee for information.

It was moved and seconded
That the "Report 2010: Towards Excellence in Recycling and Solid Waste Management", be:

(1) endorsed and made available to the community through the City's website and other communications medium;

(2) used as the basis to prepare the Solid Waste Sustainability Strategic Program as a component of the City's Sustainability Framework; and

(3) forwarded to the Metro Vancouver Waste Management Committee for information.

CARRIED

Discussion ensued regarding the failure of the Lansdowne Road Sanitary Sewer Forcemain. As a result of the discussion, the following **referral** was introduced:

It was moved and seconded
That staff further investigate initiatives around the elimination of grease in sewer pipes.

The question on the **referral** was not called as Committee requested that staff also update Council on the various types of waste collection bins.

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

9. **MANAGER'S REPORT**

(1) Freshet 2011 and Spring Rainfall Patterns

John Irving, Director, Engineering, spoke of 2011 freshet and spring rainfall patterns.

(2) Interpretive Panels for the No. 4 Road Pump Station

Mr. Irving distributed renderings of the interpretive panels for the No. 4 Road pump station (copy on file, City Clerk's Office) and commented on the panels' concept, highlighting that the images are of typical historic working river activities from diverse areas around Richmond.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:29 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works & Transportation Committee of the Council of the City of Richmond held on Wednesday, May 18, 2011.

Councillor Linda Barnes
Chair

Hanieh Floujeh
Committee Clerk

9. Next Steps

The following implementation actions would be undertaken upon Council approval of the improvements recommended in this report:

- complete detailed design of the No. 1 Road and Moncton Street intersection and other crosswalk improvements;
- carry out a public information program during Summer 2011 to inform and educate the public about the various new improvements at the No.1 Road and Moncton Street intersection (especially the operation of "pedestrian scramble") including public display of information boards at Steveston Community Centre, temporary poster boards at the intersection, distribution of brochures, notices in local newspapers, and website notifications prior to the installation of the traffic signals; and
- construction will commence in mid September with the installation of the traffic signals and completion of other improvements by the end of October 2011. A detailed traffic management plan will be developed for the construction period to minimize any business impacts.

Financial Impact

Table 3 provides the construction cost estimate breakdown for the various components of the project as well as the individual funding sources, all of which have been previously approved as part of the annual capital budget process. The permanent installation of the remaining sets of curb extensions on Chatham Street would be considered as part of the 2012 Capital Budget process, which is subject to Council approval.

Table 3: Construction Cost Breakdown (includes 20% contingency)

Improvement	Amount	Funding Source
No.1 Road and Moncton Street signalization, raised intersection and artistic crosswalk marking design (Duratherm)	$600,000	2011 – No.1 Road and Moncton Street – Signalization and Improvements Project
Three raised crosswalks: • No. 1 Road at Chatham Street • Moncton Street at Easthope Avenue • Moncton Street and Hayashi Court	$46,000	2011 – No.1 Road and Moncton Street – Signalization and Improvements Project
Chatham Street Temporary Curb Extensions at 4th Ave	$6,000	2010 PW Minor Capital Traffic

With respect to annual operating costs, the maintenance of the traffic signal equipment has been included in the 2011 annual operating costs for the No .1 Road and Moncton Street Capital Project. Associated maintenance of the special Duratherm surface treatment would be negligible as the life of the material is the same as that of the asphalt underneath it. There is no anticipated utility maintenance work required at this intersection within the next five years. In the event any unexpected underground work arises, replacement of the Duratherm material would cost approximately $250 to $300 per m^2 depending on the length of the trench and degree of impact to the surface treatment. This cost is in addition to the pavement repair that would need to be undertaken regardless. The repair work would need to be contracted out as special equipment and training are required for the Duratherm installation.

City of Richmond

Report to Committee

To:	Public Works and Transportation Committee	**Date:**	May 31, 2011
From:	John Irving, P.Eng. MPA Director, Engineering	**File:**	10-6650-09-01/2011-Vol 01
Re:	**Revised Water Shortage Response Plan (Sprinkling Restrictions) – Bylaw Amendments**		

Staff Recommendation

That Metro Vancouver's 2011 Water Shortage Response Plan, which includes revised water use restrictions, be endorsed and the following amendment bylaws be introduced and given first, second and third readings:

(a) Water Use Restriction Bylaw No. 7784, Amendment Bylaw No. 8766;

(b) Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8774; and

(c) Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8775.

John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

Att. 1

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**	
Water Services	Y ☑ N ☐		
Community Bylaws	Y ☑ N ☐		
Law	Y ☑ N ☐		
Parks	Y ☑ N ☐		
Recreation	Y ☑ N ☐		
REVIEWED BY TAG	YES ☑ NO ☐	**REVIEWED BY CAO**	YES ☑ NO ☐

Staff Report

Origin

At the May 24, 2011 Regular Council Meeting, Council adopted the following motion:

> "That staff bring forward amendments to Water Use Restriction Bylaw No. 7784 in accordance with the "Revised Water Shortage Response Plan (Sprinkling Restrictions)" report from the Director, Engineering."

The Water Shortage Response Plan ("the Plan") was prepared by Metro Vancouver (formerly the Greater Vancouver Regional District) and adopted by the City of Richmond as the Water Use Restriction Bylaw. The bylaw restricts water use during the summer months and in the event of water shortages due to unforeseen emergency situations at any time of the year. The most familiar component of the Plan is the lawn sprinkling regulations. The Plan is intended to manage discretionary uses of water while minimizing the impact on residents and avoiding unnecessary economic hardships on businesses.

Each Metro Vancouver municipality implements the Plan through its bylaw, which enables municipal staff to enforce the water restrictions. Metro Vancouver has recommended that these bylaws be updated to reflect the revised Plan.

Analysis

The 2011 Plan (see Attachment 4) was approved by the Board of the Greater Vancouver Water District (GVWD) at its meeting on March 18, 2011. The proposed Water Use Restriction Bylaw No. 7784, Amendment Bylaw No. 8766 (see Attachment 1), implements changes required to correspond with the Plan.

Key changes from the 2004 Plan to the 2011 Plan include:

- Introducing different restrictions for residential and non-residential properties.
- Lawn sprinkling will only be permitted during mornings; sprinkling in the evening will no longer be permitted, in order to reduce evaporation.
- Revising the days and times for Stage 1 and Stage 2 Water Use Restrictions.

Other bylaw amendments to correspond with the Plan:

- Hydrant flushing will not be permitted starting at Stage 1, except for public health and safety reasons.
- At Stage 4, City outdoor pools will be closed as well as public faucets and drinking fountains without an automatic shut-off device.
- Watering of City parks will be permitted at Stage 1.
- Filling of garden ponds, hot tubs and swimming pools will be permitted at Stages 1 and 2.
- Operating City water play parks with user-activated switches will be permitted at Stages 1, 2, and 3.

Fines and Bylaw Enforcement

Water Use Restriction Bylaw No. 7784 is currently enforced under Municipal Ticket Information Authorization Bylaw No. 7321 and the fines for an offence are as follows:

Offence	Fine
Watering contrary to Stage 1 Restrictions	$100
Watering contrary to Stage 2 Restrictions	$200
Watering contrary to Stage 3 Restrictions	$500
Watering contrary to Stage 4 Restrictions	$1,000
Watering contrary to the terms of a permit	$100
Failure to display permit	$100

In order to expedite the process of enforcement for violations of Water Use Restriction Bylaw No. 7784, staff also recommend that enforcement of this bylaw, with the exception of Stage 4 Restrictions, be removed from Municipal Ticket Information Authorization Bylaw No. 7321 and added to Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122.

Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 involves a more efficient process for resolving disputes by allowing the opportunity to dispute violations out of court via an independent adjudicator who hears all disputes. Through the Bylaw Adjudication Process, a ticket dispute may be resolved in as little as six weeks compared to up to six months through the Provincial Courts.

Violation of Stage 4 Restrictions, which carries a fine of $1000, cannot be added to Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as the Local Government Bylaw Notice Enforcement Act that governs this bylaw limits penalties to $500.

Financial Impact

None at this time.

Conclusion

The Plan has been an important and effective tool for managing demand for water during times of shortages or emergencies. The revised Plan further improves demand management and promotes water conservation.

Staff recommend that Metro Vancouver's 2011 Water Shortage Response Plan, which includes revised water use restrictions, be endorsed and the associated bylaws be adjusted accordingly.

Lloyd Bie, P.Eng.
Manager, Engineering Planning
(4075)

Jason Ho, P.Eng.
Project Engineer
(1281)

JH:jh

City of Richmond

Bylaw 8766

Water Use Restriction Bylaw No. 7784, Amendment Bylaw No. 8766

The Council of the City of Richmond enacts as follows:

1. The **Water Use Restriction Bylaw No. 7784**, as amended, is further amended:

   (a) by deleting subsection 2.1.1 in its entirety and substituting the following:

   "2.1.1 Subject to the provisions of section 2.5, when **Stage 1 Restrictions** are in force, a **person** must not:

   (a) **water** lawns or operate a lawn sprinkler, except in accordance with the following:

   (i) on **residential lots**:

   (A) with even-numbered addresses, on Monday, Wednesday and Saturday between 4:00 a.m. and 9:00 a.m.; and

   (B) with odd-numbered addresses, on Tuesday, Thursday and Sunday between 4:00 a.m. and 9:00 a.m.; and

   (ii) on **non-residential lots**:

   (A) with even-numbered addresses, on Monday and Wednesday between 1:00 a.m. and 6:00 a.m., and Friday between 4:00 a.m. and 9:00 a.m.;

   (B) with odd-numbered addresses, on Tuesday and Thursday between 1:00 a.m. and 6:00 a.m., and Friday between 4:00 a.m. and 9:00 a.m.;

   (b) use a hose providing **water** to wash boats or motor vehicles, unless the hose is equipped with an **automatic shut-off device**; or

   (c) perform hydrant flushing, except unscheduled flushing required for safety or public health reasons."

(b) by deleting paragraph 2.2.1(a) and substituting the following:

"(a) **water** lawns or operate a lawn sprinkler, except in accordance with the following:

(i) on **residential lots**:

(A) with even-numbered addresses, on Monday between 4:00 a.m. and 9:00 a.m.; and

(B) with odd-numbered addresses, on Thursday between 4:00 a.m. and 9:00 a.m.; and

(ii) on **non-residential lots**:

(A) with even-numbered addresses, on Wednesday between 1:00 a.m. and 6:00 a.m.; and

(B) with odd-numbered addresses, on Tuesday between 1:00 a.m. and 6:00 a.m.;"

(c) by deleting the period at the end of paragraph 2.2.1(c) and adding "; or" and adding the following afterwards:

"(d) perform hydrant flushing, except unscheduled flushing required for safety or public health reasons."

(d) by deleting clause 2.3.1(a)(i) and (ii) and substituting the following:

"(i) any lawn or operate a lawn sprinkler; or

(ii) flower gardens, vegetable gardens, decorative planters, shrubs or trees, unless such **watering** is carried out by hand with a container or a hose equipped with an **automatic shut-off device** or using a drip irrigation system, and is not carried out using sprinklers or soaker hoses;"

(e) by deleting paragraph 2.3.1(c) and substituting the following:

"(c) **water** as prohibited in clauses (b), (c) and (d) of subsection 2.2.1; or"

(f) by deleting "; or" at then end of paragraph 2.3.1(d), adding a period and deleting paragraph 2.3.1(e) in its entirety;

(g) by deleting clause 2.4.1(a)(i) and substituting the following:

"(i) clauses (c) and (d) of subsection 2.2.1; and"

(h) by adding the following after subsection 2.4.2:

"2.4.3 Subject to the provisions of section 2.8, when **Stage 4 Restrictions** are in force, the **City** will:

(a) close all outdoor pools operated by the **City**;

(b) shut down all faucets in **City** parks and public places, except drinking fountains with an **automatic shut-off device**; and

(c) not winterize outdoor pools."

(i) by adding the following after clause 2.5.1(b)(vi):

"(vii) **City** parks;"

(j) by deleting the period at the end of paragraph 2.5.1(c) and adding "; or" and adding the following afterwards:

"(d) use of **water** to fill or re-fill a garden pond, hot-tub, swimming pool or **water play park**."

(k) by deleting paragraph 2.6.1(b) and substituting the following:

"(b) **watering**:

(i) as permitted in clauses (b)(i) through (v), (c) and (d) of subsection 2.5.1; and

(ii) the tee-off areas and putting greens of golf courses; and"

(l) by adding the following after paragraph 2.6.1(b):

"(c) **water play parks** with user-activated switches."

(m) by deleting paragraphs 2.7.1(b) and (c) and substituting the following:

"(b) flowers and vegetables at commercial gardens;

(c) **water play parks** with user-activated switches; and"

(n) by deleting subsection 3.1.4 and substituting the following:

"3.1.4 Notwithstanding **Stage 1 Restrictions** or **Stage 2 Restrictions**, the holder of a valid **permit** is authorized to **water** new lawn and new landscaping at the premises described in the **permit** during the times and for the period specified in the **permit**."

(o) at section 5.1 by deleting the definitions of **AUTOMATIC SHUT-OFF DEVICE** and **WATER PLAY PARK** and substituting the following, in alphabetical order:

AUTOMATIC SHUT-OFF DEVICE	means a device that is spring-loaded and shuts off the supply of water automatically unless hand pressure is applied to allow the supply of water.
WATER PLAY PARK	means an outdoor recreational facility, owned or operated by the **City**, which incorporates water play features, including wading pools and spray parks.

(p) at section 5.1 by adding the following definitions, in alphabetical order:

NON-RESIDENTIAL LOT	means a parcel of land used for commercial, industrial, agricultural or mixed use purposes, including without limitation where a residential use is included on the same parcel as a commercial, industrial or agriculture use
RESIDENTIAL LOT	means a parcel of land used solely for residential purposes.

(q) at Part Six by adding the following after section 6.3:

6.4 A violation of the provisions identified in this bylaw, except the **Stage 4 Restrictions** set-out in section 2.4, shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*.

6.5 A violation of the provisions identified in this bylaw, except the **Stage 4 Restrictions** set-out in section 2.4, shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*.

6.6 A violation of the **Stage 4 Restrictions** identified in section 2.4 of this bylaw shall be subject to the penalty and procedures established in the *Municipal Ticket Information Authorization Bylaw No. 7321*.

2. This Bylaw is cited as **"Water Use Restriction Bylaw No. 7784, Amendment Bylaw No. 8766".**

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

JH

MAYOR

CORPORATE OFFICER

City of Richmond

Bylaw 8774

Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8774

The Council of the City of Richmond enacts as follows:

1. Municipal Ticket Information Authorization Bylaw No. 7321, as amended, is further amended by deleting item 16 under Schedule A and substituting the following:

16. Water Use Restriction Bylaw No. 7784 - **Bylaw Enforcement Officer**

2. Municipal Ticket Information Authorization Bylaw No. 7321, as amended, is further amended by deleting Schedule B 16 and substituting the following:

SCHEDULE B 16

WATER USE RESTRICTION BYLAW NO. 7784

Column 1	Column 2	Column 3
Offence	**Bylaw Section**	**Fine**
Watering contrary to Stage 4 Restrictions	2.4.1	$1,000

3. This Bylaw is cited as **"Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8774".**

FIRST READING _____

SECOND READING _____

THIRD READING _____

ADOPTED _____

CITY OF RICHMOND JH

APPROVED for content by originating dept. 53

APPROVED for legality by Solicitor

_____ MAYOR

_____ CORPORATE OFFICER

3224842

City of Richmond

Bylaw 8775

Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8775

The Council of the City of Richmond enacts as follows:

1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended at Part One – Application by adding the following after section 1.1(h):

   "(i) Water Use Restriction Bylaw No. 7784, as amended,"

2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding to the end of the table in Schedule A of Bylaw No. 8122 the content of the table in Schedule A attached to and forming part of this bylaw.

3. This Bylaw is cited as **"Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8775".**

FIRST READING	
SECOND READING	
THIRD READING	
ADOPTED	

CITY OF RICHMOND JH

APPROVED for content by originating dept. CS

APPROVED for legality by Solicitor

MAYOR

CORPORATE OFFICER

3224760

SCHEDULE A to BYLAW NO. 8775

SCHEDULE A to BYLAW NO. 8122

Designated Bylaw Contraventions and Corresponding Penalties

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		**n/a**	**29 to 60 days**	**1 to 28 days**	**61 days or more**	**n/a**
Water Use Restriction Bylaw No. 7784 (2004)	Watering contrary to Stage 1 Restrictions	2.1.1	No	$ 100.00	$ 75.00	$ 125.00	n/a
	Watering contrary to Stage 2 Restrictions	2.2.1	No	$ 200.00	$ 175.00	$ 225.00	n/a
	Watering contrary to Stage 3 Restrictions	2.3.1	No	$ 500.00	$ 450.00	$ 525.00	n/a
	Watering contrary to the terms of a permit	3.1.4	No	$ 100.00	$ 75.00	$ 125.00	n/a
	Failure to display a permit	3.1.6	No	$ 100.00	$ 75.00	$ 125.00	n/a

DC: GM - Eng. + PW for appropriate action

metrovancouver

4330 Kingsway, Burnaby, BC, Canada V5H 4G8 604-432-6200 www.metrovancouver.org

Office of the Chair
Tel: 604 432 6215 Fax 604 451-6614

APR 15 2011

File: WA-07-01- WSRP-004

PHOTOCOPIED

APR 21 2011

		INT
✓	DW	DW
	GJ	
	KY	
	DB	

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

Dear Mayor Brodie and Council:

Re: Revised Water Shortage Response Plan

At its meeting on March 18, 2011 the Board of the Greater Vancouver Water District (GVWD) approved a new version of the Water Shortage Response Plan. In particular, the 2011 Water Shortage Response Plan includes revised Lawn Sprinkling Regulations.

As you are aware, each municipality has a bylaw that implements the Water Shortage Response Plan (WSRP) and the Lawn Sprinkling Regulations. It is important that these municipal bylaws are updated to reflect the new WSRP. To assist you, enclosed are the following documents:

- the 2011 Water Shortage Response Plan dated February 21, 2011 (Attachment 1);
- the Water Shortage Response Plan Stages 1 to 4 – At a Glance summary tables (Attachment 2).
- an overview of the 2011 Water Shortage Response Plan Communication Strategy.

In adopting the 2011 WSRP the GVWD Board also resolved that enforcement is to begin June 1, 2012. The expectation is that municipalities will update their bylaws to implement the 2011 WSRP now and manage the enforcement in a transition period for the 2011 summer season with full enforcement commencing June 1, 2012.

If you or your staff have any questions, please contact Stan Woods (604-436-6909) with regards to technical questions about the WSRP, or David Hocking (604-451-6673) with regards to the WSRP Communications Strategy.

Respectfully I remain,

Lois E. Jackson
Chair, Metro Vancouver Board

CITY OF RICHMOND
DATE
APR 21 2011
RECEIVED
CITY CLERKS OFFICE

LEJ/TA/ms

cc: Johnny Carline, Commissioner/Chief Administrative Officer
Municipalities of Bowen Island, Lions Bay & White Rock (Information only)

Attachments:
1 2011 Water Shortage Response Plan dated February 21, 2011 (4879611)
2 Water Shortage Response Plan Stages 1 to 4 – At a Glance summary tables (4879611)
3 2011 Water Shortage Response Plan Communication Strategy (4991879)

4991329

ATTACHMENT 1

2011 WATER SHORTAGE RESPONSE PLAN

February 21, 2011

Preface

The purpose of the Water Shortage Response Plan (WSRP) is to manage demand for drinking water during the summer months, and if necessary during times of emergencies. This is important because:

- rainfall is lowest and demand is highest in the summer
- storage, transmission and distribution system capacities are limited
- continued population and industrial growth have led to increased demand
- water shortages may result from unforeseen emergency situations (e.g. earthquakes, major service disruptions, etc.)

The WSRP focuses on reducing demand for outdoor water use. If persistent drought conditions occur, the WSRP contains actions that will produce significant reductions in daily water demand in the region.

The WSRP uses a staged approach, ranging from an initial standard level of water restrictions combined with timely and effective public notification to be automatically implemented each summer season, through to a highest level of restrictions intended for emergencies affecting the delivery of water.

The WSRP defines water shortage assessment general guidelines which would trigger each stage. However, water supply systems are complex and cannot always be measured by a single set of numbers. For example, a WSRP action may be needed to respond to a deficiency in the supply system such as local transmission capacity limitations, a failure of a major transmission line or other unforeseen problems with water treatment and supply infrastructure. Therefore, if the GVWD Commissioner deems it necessary, any stage of the WSRP may be enacted or delayed at any time or enacted in any order as the Commissioner deems necessary.

In cases where summer drought conditions strain the source water storage capacity of the Capilano and Seymour watersheds, a more restrictive stage of the WSRP may be activated . The factors to be monitored and considered in determining if a WSRP action (e.g., moving from Stage 1 to Stage 2) might be warranted under summer drought conditions include the following:

- storage capacity of Capilano and Seymour watersheds and draw down rates. Most of this information is reflected in the Capilano and Seymour storage graphic;
- forecasts of Capilano and Seymour storage, based on assumptions about; inflows to the watersheds, weather, supply volumes from the Coquitlam source, and GVWD water demand;
- recent trends, and forecasts of the GVWD water demand taking into account customer compliance with current restrictions;
- trends and forecasts of precipitation, snowmelt, and climatic conditions and how they may influence inflows to the source watersheds and source reservoirs;
- current levels, and recent trends in water storage (usable, emergency, total) for the Coquitlam source and how they relate to the GVWD's nominations for Coquitlam water;
- expected reduction in GVWD demand associated with taking a WSRP action.

The WSRP applies only to the use of <u>treated drinking water</u>. The WSRP restrictions do not apply to the use of rain water, gray water, any forms of recycled water, or other sources of water outside the GVWD municipal water supply system.

Stage 1 Water Use Restrictions

Activated automatically on June 1 of each year, or at the discretion of the GVWD Commissioner, and remains in effect until September 30. This end date may be extended by direction of the GVWD Commissioner.

The WSRP restrictions do not apply to the use of rain water, gray water, any forms of recycled water, or other sources of water outside the GVWD/municipal water supply system.

Under Stage 1 of the WSRP:

- Municipalities will suspend hydrant flushing except for unscheduled safety or public health reasons. Routine system flushing will be scheduled outside the WSRP time frame.

- Lawn sprinkling will be restricted to three periods a week, mornings only, enforced by the member municipalities. Outdoor sprinkling of lawns using hose-connected or automatic in-ground sprinklers will be permitted only as follows:

  Residential Addresses[1];
  Even-numbered addresses - Monday, Wednesday and Saturday mornings (4 - 9 am)
  Odd-numbered addresses - Tuesday, Thursday and Sunday mornings (4 - 9 am)

  Non-residential Addresses[1],
  Even numbered addresses – Monday and Wednesday mornings (1 - 6 am)
  Odd numbered addresses – Tuesday and Thursday mornings (1 - 6 am)
  All non-residential addresses -- Friday mornings (4 - 9 am)

Cemetery lawns, ornamental lawns belonging to municipal facilities, and grassed boulevards will not be exempt and may be watered only within the three-weekly times noted above. Operation of sprinklers for children's play will not be exempt from these restrictions. Automated lawn sprinkler systems will not be exempt.

EXEMPTIONS:

- Sports playing fields and school yards, because their size makes them difficult to irrigate within the time limits, they are generally built on sand bases which do not hold moisture, and because replacement costs are high. Some artificial turf also needs to be watered for safety reasons.
- Municipal parks, because their size makes them difficult to irrigate within the time limits. However, municipalities will reduce sprinkling of parks, playing fields, etc. to minimum levels required to maintain these areas in useable condition. E.g. sand-based fields may require more frequent watering.
- Lawns at golf courses and turf farms, because the restrictions are not intended to cause undue economic hardship or disruption to a business for which lawns are the primary product or service being provided. However, municipalities will request that golf course operators cut water use on fairways by as much as possible.

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[1] In cases of mixed zoning or mixed use, where commercial or industrial components are included on the same property along with residential and subject to the landscaping being watered by an in-ground sprinkling system, the designation shall then be classified as "Non-residential".

- Artificial turf requiring wetting and outdoor tracks requiring hosing for dust control or safety.
- Newly-planted lawns will be allowed to be watered outside of restricted times, but will be required to obtain a municipal permit to be displayed on the lawn.[2]
- Watering of flower and vegetable gardens, decorative planters, shrubs and trees will be allowed.
- Filling of pools, spas, water play parks, and fountains will be allowed.
- Washing of cars or boats will be permitted, but prudent use of water will be encouraged. Washing must be done using a spring-loaded shutoff nozzle.

Stage 2 Water Use Restrictions

The GVWD Commissioner has the discretion to enact or delay this stage under different conditions if deemed necessary.

This stage remains in effect until September 30. However, this end date may be extended by direction of the GVWD Commissioner.

The WSRP restrictions do not apply to the use of rain water, gray water, any forms of recycled water, or other sources of water outside the GVWD/municipal water supply system.

Under Stage 2 of the WSRP:

- Lawn sprinkling will be restricted to one morning a week only, enforced by the municipalities. Outdoor sprinkling of lawns using hose-connected or automatic in-ground sprinklers will be permitted only as follows:

  Residential Addresses[1];
  Even-numbered addresses - Monday morning only (4 – 9 am)
  Odd-numbered addresses - Thursday morning only (4 – 9 am)

  Non-residential Addresses[1];
  Even-numbered addresses – Wednesday morning only (1 – 6 am)
  Odd-numbered addresses – Tuesday mornings only (1 – 6 am)

Municipal parks, cemetery lawns, ornamental lawns belonging to municipal facilities, and grassed boulevards will not be exempt and may be watered only within the once-weekly times noted above.

Hosing of outdoor surfaces (e.g. driveways, sidewalks, roofs) will not be allowed unless required to avoid public health and safety concerns or to prepare a surface for painting/sealing or similar treatment, and must be done using a spring-loaded shutoff nozzle.

Pressure washing is equivalent to hosing of an outdoor surface, and will not be permitted except to prepare a surface for painting, sealing or similar treatment. Pressure washing for the purpose of aesthetic cleaning will not be permitted. This will apply to both private and commercial pressure washing.

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[1] In cases of mixed zoning or mixed use, where commercial or industrial components are included on the same property along with residential and subject to the landscaping being watered by an in-ground sprinkling system, the designation shall then be classified as "Non-residential"

Ornamental fountains must be shut down. This includes residential, commercial, institutional and government fountains.

Only water play parks with user-activated switches will be permitted to operate.

EXEMPTIONS:

- Golf courses may water greens and tee areas normally; fairways may only be watered once weekly. Where applicable, signage indicating the use of non-GVWD water will be encouraged.
- Sports playing fields, school yards and sand-based playing fields may be watered at minimum levels required to maintain areas in useable condition.
- Artificial turf requiring wetting and outdoor tracks requiring hosing for health or safety reasons.
- Newly-planted lawns will be allowed to be watered outside of restricted times, but will be required to obtain a municipal permit to be displayed on the lawn.
- Watering of flower and vegetable gardens, decorative planters, shrubs and trees and turf at commercial turf farms will be allowed.
- Washing of cars or boats will be permitted, but prudent use of water will be encouraged. Washing must be done using a spring-loaded shutoff nozzle.

Stage 3 Water Use Restrictions

The GVWD Commissioner has the discretion to enact or delay this stage under any condition as deemed necessary.

The WSRP restrictions do not apply to the use of rain water, gray water, any forms of recycled water, or other sources of water outside the GVWD/municipal water supply system.

This stage remains in effect until September 30. However, this end date may be extended by direction of the GVWD Commissioner.

Under Stage 3 of the WSRP:

All forms of lawn watering using treated drinking water will be banned completely, for sprinklers of any type. New lawns, cemetery lawns, ornamental lawns belonging to municipal buildings, and grassed boulevards will not be exempt.

Watering of shrubs and trees, flower and vegetable gardens, and decorative planters will not be permitted unless done by hand using a spring-loaded shutoff nozzle nozzle, containers or drip irrigation systems. Watering of gardens and planters using sprinklers or soaker hoses is prohibited.

Pressure washing is equivalent to hosing of an outdoor surface. Only commercial pressure washing to prepare a surface for painting, sealing or similar treatment will be permitted. Pressure washing for the purpose of aesthetic cleaning will not be permitted. Private pressure washing will be prohibited

Exterior washing of vehicles (e.g. cars, motorcycles, recreational vehicles, trucks, boats and other marine vessels) will be prohibited, except for safety (windows, lights, licenses) and only then if using a spring-loaded shutoff nozzle. This includes residential, commercial, institutional and government vehicles.

Ornamental fountains must be shut down. This includes residential, commercial, institutional and government fountains.

Only water play parks with user-activated switches will operate.

Filling or refilling of garden ponds, hot tubs, or swimming pools will be prohibited.

EXEMPTIONS:

- Watering of turf at turf farms and flowers and vegetable at commercial gardens.
- Commercial car washes may continue to operate in this stage, as studies have shown that commercial car washes use significantly less water per vehicle than manual washing.
- Golf courses may water greens and tee areas at minimum levels required to maintain areas in useable condition; fairways may not be watered.
- Sports playing fields (including sand-based) and school yards may be watered at minimum levels required to maintain areas in useable condition.
- Artificial turf requiring wetting and outdoor tracks if required for dust control or safety reasons.
- Hosing of outdoor surfaces (e.g. driveways, sidewalks, roofs) only if required to avoid public health and safety concerns or to prepare a surface for painting/sealing or similar treatment.

Stage 4 Emergency Water Use Restrictions

The measures listed in this Stage are intended for cases of EMERGENCY water shortages. The GVWD Commissioner has the discretion to enact or delay this stage under any condition as deemed necessary.

This stage remains in effect until September 30. However, this end date may be extended by direction of the GVWD Commissioner.

The WSRP restrictions do not apply to the use of rain water, gray water, any forms of recycled water, or other sources of water outside the GVWD/municipal water supply system.

Under Stage 4 of the WSRP:

Restrictions are the same as Stage 3 except for:

- Any form of watering (even if done by hand, containers, soaker hoses or drip irrigation) using treated drinking water will be prohibited for:
    - commercial flower gardens
    - residential flower gardens
    - residential vegetable gardens
    - trees and shrubs

- golf courses
- turf farms
- new lawns
- sports playing fields (including sand-based)
- municipal parks
- cemeteries
- ornamental lawns belonging to municipal buildings, residences or businesses
- school yards
- artificial turf
- outdoor tracks
- grassed boulevards

- Municipal permits for watering new lawns will be discontinued.
- Commercial or private pressure washing and hosing of any outdoor surfaces will not be allowed unless ordered by a regulatory authority (e.g. WCB, public health inspectors) for health and safety reasons.
- Filling or refilling of garden ponds, hot tubs, or swimming pools will be prohibited.
- Municipal and commercial water parks will be shut down.
- Municipal outdoor pools will be closed, and winterization of those pools will be deferred until Stage 4 is lifted by the GVWD Commissioner.
- All commercial car washes will be shut down.
- Municipalities will shut down faucets in parks and public spaces (does not apply to drinking fountains with spring-loaded shutoff nozzle).
- In addition to the outdoor water restrictions of this stage, the GVWD will request that industries that consume large amounts of indoor water implement voluntary reductions/postponements in production during Stage 4.
- Municipalities will increase their respective enforcement and penalties for violations of the water restrictions with each successive stage of the WSRP.

Communication of the Water Shortage Response Plan:

The GVWD supports the WSRP with region-wide communications initiatives. Advertising in the daily newspapers will be arranged by GVWD; advertising in community papers will be arranged by member municipalities. The GVWD and its member municipalities will coordinate annual public notification in newspapers, radio and other media as appropriate, including information on the frequency and amount of lawn sprinkling.

Public communications and notices by the GVWD and municipalities regarding water restrictions will be carried out in English and other languages as appropriate and increased with each successive stage of the WSRP.

Outdoor and indoor water use efficiency information and resource materials will be produced and distributed by the GVWD on behalf of the municipalities. This information will be in the most appropriate formats and media.

A staffed water conservation information service will be provided by the GVWD. Member municipalities will provide information services for inquiries on matters of enforcement and municipality-specific water issues using telephones and/or other media as appropriate.

Implementation of the Water Shortage Response Plan

The GVWD Commissioner is responsible for activating different stages of the WSRP and will notify member municipalities of the need for implementing or discontinuing each of the successive phases of the plan through the regular WSRP update bulletins.

As much notice will be provided as practically possible.

The WSRP is adopted into bylaws by each GVWD member municipality to enable consistent implementation throughout the region. Municipalities are responsible for enforcement of the WSRP in their communities. Municipalities utilize a variety of measures for enforcement, including advisory letters, ticketing and water supply restrictions.

Water Shortage Response Plan Stage 1 - *At a Glance*

NOTE: These restrictions apply only to the use of treated drinking water. The WSRP restrictions do not apply to the use of rain water, gray water, any forms of recycled water, or other sources of water outside the GVWD.

	ACTIVITY	RESTRICTION DETAILS
RESIDENTIAL	Lawn sprinkling	June 1-Sept. 30, even-numbered addresses - Monday, Wednesday and Saturday mornings (4 - 9 am), odd-numbered addresses - Tuesday, Thursday and Sunday mornings (4 - 9 am)
	New (unestablished) lawns.	Sprinkling outside restricted times allowed only with municipal permits to be displayed on lawn.
	Flowers, vegetables, planters, shrubs & trees	No restrictions
	Pools, spas, garden ponds	No restrictions
	Private outdoor impermeable surfaces (i.e., driveways, sidewalks)	No restrictions on hosing of outdoor impermeable surfaces
	Private pressure washing	No restrictions on pressure washing
	Outdoor car washing, boat washing	Only with hose equipped with spring-loaded shut off.
NON-RESIDENTIAL	Lawn sprinkling (including cemeteries)	June 1-Sept. 30, even numbered addresses - Monday and Wednesday mornings (1 - 6 am), odd numbered addresses - Tuesday and Thursday mornings (1 - 6am), all non-residential addresses - Friday mornings (4 - 9 am)
	New (unestablished) lawns.	Sprinkling outside restricted times allowed only with municipal permits to be displayed on lawn.
	Flowers, vegetables, decorative planters, shrubs & trees	No restrictions on watering of flowers, vegetables, planters, shrubs and trees
	Flower and vegetable gardens	No restrictions on watering of flower and vegetable gardens
	Pools, spas, garden ponds	No restrictions
	Fountains and water features	No restrictions
	Outdoor impermeable surfaces (i.e., driveways, sidewalks and parkades)	No restrictions on hosing of outdoor impermeable surfaces
	Pressure washing	No restrictions on pressure washing
	Outdoor car washing, boat washing	Only with hose equipped with spring-loaded shut off.
	Indoor commercial carwashes	No restrictions on the car washing operation
	Golf courses	Municipalities request golf course operators cut water use on fairways by as much as possible.
	Turf farms	No restrictions on watering of commercial turf
	Artificial turf and outdoor tracks (i.e., bicycle, motorcycle & running tracks)	Hosing for health and safety only.
PUBLIC	School yards, sports and sand-based playing fields	No restrictions
	Water play parks and pools	No restrictions
	Fountains and water features	No restrictions
	Municipal parks	No restrictions
	Municipal ornamental lawns, grassed boulevards.	June 1-Sept. 30, even numbered addresses - Monday and Wednesday mornings (1 - 6 am), odd numbered addresses - Tuesday and Thursday mornings (1 - 6am), all non-residential addresses - Friday mornings (4 - 9 am)
	Municipal hydrant flushing	Only for unscheduled safety or public health reason. Routine flushing to be scheduled outside WSRP timeframe.

For information regarding enforcement of the WSRP, please contact your municipality.
For general WSRP information, please contact the METRO VANCOUVER Information Centre at 604-432-6200.

Water Shortage Response Plan Stage 2 - *At a Glance*

NOTE: These restrictions apply only to the use of treated drinking water. The WSRP restrictions do not apply to the use of rain water, gray water, any forms of recycled water, or other sources of water outside the GVWD.

	ACTIVITY	RESTRICTION DETAILS
RESIDENTIAL	Lawn sprinkling	Only once weekly. even numbered addresses - Monday morning only (4 - 9 am), odd-numbered addresses - Thursday morning only (4 - 9 am)
	New (unestablished) lawns.	Sprinkling outside restricted times allowed only with municipal permits to be displayed on lawn.
	Flowers, vegetables, planters, shrubs & trees	No restrictions on watering of flowers, vegetables, planters, shrubs and trees
	Pools, spas, garden ponds	No restrictions
	Private outdoor impermeable surfaces (i.e., driveways, sidewalks)	Hosing only for health and safety purposes or to prepare a surface for painting or similar treatment. Washing for aesthetic purposes is prohibited.
	Private pressure washing	Only for health and safety purposes or to prepare a surface for painting or similar treatment. Washing for aesthetic purposes is prohibited.
	Outdoor car washing, boat washing	Only with hose equipped with spring-loaded shut off.
NON-RESIDENTIAL	Lawn sprinkling (including cemeteries)	Only once weekly. even-numbered addresses - Wednesday morning only (1 - 6 am), odd-numbered addresses - Tuesday mornings only (1 - 6 am)
	New (unestablished) lawns.	Sprinkling outside restricted times allowed only with municipal permits to be displayed on lawn.
	Flowers, vegetables, decorative planters, shrubs & trees	No restrictions on watering of flowers, vegetables, planters, shrubs and trees
	Flower and vegetable gardens	No restrictions on watering of flower and vegetable gardens
	Pools, spas, garden ponds	No restrictions
	Fountains and water features	All shut down
	Outdoor impermeable surfaces (i.e., driveways, sidewalks and parkades)	Hosing only for health and safety purposes or to prepare a surface for painting or similar treatment. Washing for aesthetic purposes is prohibited.
	Pressure washing	Only for health and safety purposes or to prepare a surface for painting or similar treatment. Washing for aesthetic purposes is prohibited.
	Outdoor car washing, boat washing	Only with hose equipped with spring-loaded shut off.
	Indoor commercial carwashes	No restrictions on the car washing operation
	Golf courses	Water greens and tee areas normally; fairways only once weekly. Signage indicating the use of non-GVWD water is encouraged.
	Turf farms	No restrictions on watering of commercial turf
	Artificial turf and outdoor tracks (i.e., bicycle, motorcycle & running tracks)	Hosing for health and safety only.
PUBLIC	School yards, sports and sand-based playing fields	Minimum levels required to maintain areas in useable condition.
	Water play parks and pools	Only water play parks with user-activated switches will be operated.
	Fountains and water features	All shut down
	Municipal parks	Only once weekly. even-numbered addresses - Wednesday morning only (1 - 6 am), odd-numbered addresses - Tuesday mornings only (1 - 6 am)
	Municipal ornamental lawns, grassed boulevards.	Only once weekly. even-numbered addresses - Wednesday morning only (1 - 6 am), odd-numbered addresses - Tuesday mornings only (1 - 6 am)
	Municipal hydrant flushing	Only for unscheduled safety or public health reason. Routine flushing to be scheduled outside WSRP timeframe.

For information regarding enforcement of the WSRP, please contact your municipality.
For general WSRP information, please contact the METRO VANCOUVER Information Centre at 604-432-6200.

Water Shortage Response Plan Stage 3 - *At a Glance*

NOTE: These restrictions apply only to the use of treated drinking water. The WSRP restrictions do not apply to the use of rain water, gray water, any forms of recycled water, or other sources of water outside the GVWD.

	ACTIVITY	RESTRICTION DETAILS
RESIDENTIAL	Lawn sprinkling	All forms of watering using treated drinking water are prohibited.
	New (unestablished) lawns.	No new permits issued or renewed. All forms of watering using treated drinking water are prohibited.
	Flowers, vegetables, planters, shrubs & trees	Only if done by hand using a spring-loaded shut off nozzle, or using containers or drip irrigation. Use of sprinklers or soaker hoses is prohibited.
	Pools, spas, garden ponds	Refilling is prohibited.
	Private outdoor impermeable surfaces (i.e., driveways, sidewalks)	Hosing only for health and safety purposes or to prepare a surface for sealing or similar treatment. Washing for aesthetic purposes is prohibited.
	Private pressure washing	Private pressure washing is prohibited.
	Outdoor car washing, boat washing	No outdoor washing or rinsing of vehicles and pleasure crafts, except for safety (windows, lights and licenses only).
NON-RESIDENTIAL	Lawn sprinkling (including cemeteries)	All forms of watering using treated drinking water are prohibited.
	New (unestablished) lawns.	No new permits issued or renewed. All forms of watering using treated drinking water are prohibited.
	Flowers, vegetables, decorative planters, shrubs & trees	Only if done by hand using a spring-loaded shut off nozzle, or using containers or drip irrigation. Use of sprinklers or soaker hoses is prohibited.
	Flower and vegetable gardens	No restrictions on watering of flower and vegetable gardens
	Pools, spas, garden ponds	Refilling is prohibited.
	Fountains and water features	All shut down
	Outdoor impermeable surfaces (i.e., driveways, sidewalks and parkades)	Hosing only for health and safety purposes or to prepare a surface for sealing or similar treatment. Washing for aesthetic purposes is prohibited.
	Pressure washing	Only for health and safety purposes or to prepare a surface for painting or similar treatment. Washing for aesthetic purposes is prohibited.
	Outdoor car washing, boat washing	No outdoor washing or rinsing of vehicles and pleasure crafts, except for safety (windows, lights and licenses only).
	Indoor commercial carwashes	No restrictions on the car washing operation
	Golf courses	Water greens and tee areas at minimum levels required to maintain areas in useable condition; fairways may not be watered.
	Turf farms	No restrictions on watering of commercial turf
	Artificial turf and outdoor tracks (i.e., bicycle, motorcycle & running tracks)	Hosing for health and safety only.
PUBLIC	School yards, sports and sand-based playing fields	Minimum levels required to maintain areas in useable condition.
	Water play parks and pools	Only water play parks with user-activated switches will be operated.
	Fountains and water features	All shut down
	Municipal parks	All forms of watering using treated drinking water are prohibited.
	Municipal ornamental lawns, grassed boulevards.	All forms of watering using treated drinking water are prohibited.
	Municipal hydrant flushing	Only for unscheduled safety or public health reason. Routine flushing to be scheduled outside WSRP timeframe.

For information regarding enforcement of the WSRP, please contact your municipality.
For general WSRP information, please contact the METRO VANCOUVER Information Centre at 604-432-6200.

Water Shortage Response Plan Stage 4 - *At a Glance*

NOTE: These restrictions apply only to the use of treated drinking water. The WSRP restrictions do not apply to the use of rain water, gray water, any forms of recycled water, or other sources of water outside the GVWD.

	ACTIVITY	RESTRICTION DETAILS
RESIDENTIAL	Lawn sprinkling	All forms of watering using treated drinking water are prohibited.
	New (unestablished) lawns.	No new permits issued or renewed. All forms of watering using treated drinking water are prohibited.
	Flowers, vegetables, planters, shrubs & trees	All forms of watering using treated drinking water are prohibited.
	Pools, spas, garden ponds	Refilling is prohibited.
	Private outdoor impermeable surfaces (i.e., driveways, sidewalks)	All forms of hosing of outdoor surfaces are prohibited unless ordered by a regulatory authority (i.e., WCB, public health inspector, etc...).
	Private pressure washing	All forms of hosing of outdoor surfaces are prohibited unless ordered by a regulatory authority for health and safety reasons (i.e., WCB, public health inspector, etc...).
	Outdoor car washing, boat washing	No outdoor washing or rinsing of vehicles and pleasure crafts, except for safety (windows, lights and licenses only).
NON-RESIDENTIAL	Lawn sprinkling (including cemeteries)	All forms of watering using treated drinking water are prohibited.
	New (unestablished) lawns.	No new permits issued or renewed. All forms of watering using treated drinking water are prohibited.
	Flowers, vegetables, decorative planters, shrubs & trees	All forms of watering using treated drinking water are prohibited.
	Flower and vegetable gardens	All forms of watering using treated drinking water are prohibited.
	Pools, spas, garden ponds	Refilling is prohibited.
	Fountains and water features	All shut down
	Outdoor impermeable surfaces (i.e., driveways, sidewalks and parkades)	All forms of hosing of outdoor surfaces are prohibited unless ordered by a regulatory authority for health and safety reasons (i.e., WCB, public health inspector, etc...).
	Pressure washing	All forms of hosing of outdoor surfaces are prohibited unless ordered by a regulatory authority for health and safety reasons (i.e., WCB, public health inspector, etc...).
	Outdoor car washing, boat washing	No outdoor washing or rinsing of vehicles and pleasure crafts, except for safety (windows, lights and licenses only).
	Indoor commercial carwashes	All shut down
	Golf courses	All forms of watering using treated drinking water are prohibited.
	Turf farms	All forms of watering using treated drinking water are prohibited.
	Artificial turf and outdoor tracks (i.e., bicycle, motorcycle & running tracks)	All forms of watering using treated drinking water are prohibited.
PUBLIC	School yards, sports and sand-based playing fields	All forms of watering using treated drinking water are prohibited.
	Water play parks and pools	All water parks shut down. Municipal outdoor pools closed. Winterization deferred until Stage 4 is lifted by GVWD.
	Fountains and water features	All shut down
	Municipal parks	All forms of watering using treated drinking water are prohibited.
	Municipal ornamental lawns, grassed boulevards.	All forms of watering using treated drinking water are prohibited.
	Municipal hydrant flushing	Only for unscheduled safety or public health reason. Routine flushing to be scheduled outside WSRP timeframe.

For information regarding enforcement of the WSRP, please contact your municipality.
For general WSRP information, please contact the METRO VANCOUVER Information Centre at 604-432-6200.

2011 Water Shortage Response Plan Communication Strategy

Discussion of Communication Strategy during Adoption of 2011 WSRP

On March 18th, 2011, the GVWD Board adopted the following motion;

> That the Board adopt the 2011 Water Shortage Response Plan, as presented in the report titled "Proposed Revisions to the Water Shortage Response Plan", dated February 21, 2011 with enforcement to begin June 1, 2012.

At its March 9, 2011 meeting, the Water Committee considered the report presenting the 2011 Water Shortage Response Plan and amended the recommendation by adding the text "with enforcement to begin June 1, 2012".

In discussing the new lawn sprinkling regulations the Water Committee and staff committees (e.g., REAC and REAC Water sub-committee) noted the following:

- Some municipalities have already published calendars and other municipal materials with the old sprinkling regulations and it will be difficult to reach all of the public and educate them about the new lawn sprinkling regulations;
- Given the change to the new regulations, the focus in summer 2011 should be on education and communication about wise water use and the new sprinkling regulations and hours;
- As some public may be unaware of the new sprinkling regulations, municipalities should focus on education and awareness with public watering outside of the permitted times. In previous years, municipalities have typically used a phased multi-stage program aimed at education and awareness with first and second offenders and such an approach should be continued in summer 2011.

Metro Vancouver's Role in Communicating the Revised WSRP

Metro Vancouver is responsible for communication of the water shortage response plan. This includes notification to businesses and residents regarding the implementation of the restrictions (usually in effect from June 1st to September 30th) and, if required, subsequent notifications of escalation in the restriction levels during the duration of the implementation.

This document is an overview of the Metro Vancouver communication strategy to deliver notification and information messages pertaining to the WSRP. In order to effectively reach as many water users as possible in a short amount of time, dissemination of information is mainly achieved through media relations, advertising, partners and both formal and informal networks.

Specific **communications activities** implemented by Metro Vancouver are:

1. development and placement of initial advertisement in the daily, community and ethnic papers
2. coordination of media relations
3. publishing of above information plus related materials on the Metro Vancouver Web site
4. distribution of above information plus related materials to municipalities
5. development of 'front-line staff' information for municipalities and Metro Vancouver Information Centre
6. proactive information outreach to Metro Vancouver permit holders and ICI businesses

7. proactive information outreach through community networks and stakeholder groups
8. proactive communications to the affected non-residential sector through contact with irrigation and landscaping associations, property managers and other affected business groups.

WSRP-specific activities are complemented by on-going public education and outreach initiatives targeted to residential adult- and school-aged audiences and business sectors. The Metro Vancouver works collaboratively to promote water use efficiency and conservation with partners including:

- municipal staff (i.e., Municipal Water Conservation Coordinators);
- municipal outreach groups (i.e., Sustainable Home and Garden Education Network, Compost Hotline, North Shore Recycling Program).

WSRP - Key Audiences

- Metro Vancouver residents (ads published in English, Traditional Chinese and Punjabi) of multi-family (apartment, condos, etc...) and detached dwellings
- Educational institutions and other levels of government
- Commercial building owners and operators
- Businesses and industrial large water users

WSRP - Key Messages

Key messages used for all outreach during the implementation of the WSRP are set by Metro Vancouver senior management representatives from various departments. Final approval is given by the GVWD Commissioner.

With increasing focus on sustainability, the primary message of the summer lawn sprinkling campaign has become: **"Don't Waste Water on Your Lawn"** along with messages such as:

- Let your lawn go dormant during the summer. Brown is the new green in lawn care;
- Don't waste our world-class drinking water on grass that will green up again in the fall;
- Established lawns only require one inch (2.5 cm) of water once a week to stay healthy, only water for one hour, once a week – or less if it rains;
- Sprinkling in the early morning period reduces evaporation and is more water efficient;
- Conserving water will allow Metro Vancouver to build less infrastructure – minimizing additional costs to the taxpayer and the environment.

As noted above the primary message of the summer lawn sprinkling campaign is **"Don't Waste Water on Your Lawn"** with the statement "But if you must water..." followed by a note that lawn sprinkling regulations are in effect from June 1 to September 30 and the specifics of the days and times when lawn sprinkling is permitted.

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DETAILED TABLE OF WSRP COMMUNICATION ACTIVITIES

ACTIVITY	CURRENT DELIVERABLES AND NEW INITIATIVES FOR 2011
1. Newspaper advertising	- Information about relevant restrictions, promotion of the HomePages insert and RCBC Recycling Hotline for water use efficiency and conservation ideas - Publish English ad in daily and community papers; Traditional Chinese ad; Punjabi ad in ethnic papers
2. Media Relations	- Develop news release and Q&A - If necessary, coordinate media briefing event and support Metro Vancouver Board spokesperson - Messaging regarding water use efficiency and conservation
3. Web publishing	- Post media materials and advertisement on Metro Vancouver Web site - Post current reservoir storage levels with weekly updates - Post 'at-a-glance' table
4. Support to member municipalities	- Official correspondence between GVWD Commissioner and City Managers to announce WSRP implementation period - On-going staff-level communication to provide municipalities with relevant media materials, and education and outreach materials (brochure, magnets, etc...)
5. Support to front-line staff	- Distribute "at-a-glance" document of WSRP highlights to support front-line staff in dealing with public calls in an efficient and consistent manner. This document also provides contacts for media and enforcement issues.
6. Proactive outreach to Metro Vancouver permit holders and ICI businesses	- Outreach through direct contact or in partnership with business, industry trade or professional associations - Direct contact with large water users if restriction levels escalate - communications to the affected non-residential sector through contact with irrigation and landscaping associations, property managers and other affected business groups.
7. Proactive outreach to community networks and stakeholder groups	- Outreach through various community networks and water conservation stakeholder groups

City of Richmond

Report to Committee

To:	Public Works and Transportation Committee	**Date:**	June 7, 2011
From:	John Irving, P.Eng. MPA Director, Engineering	**File:**	10-6060-01/2011-Vol 01
Re:	**Subdivision and Development Bylaws**		

Staff Recommendation

1. That Subdivision and Development Bylaw No. 8751 be introduced and given 1st, 2nd and 3rd readings.

2. That Works and Services Cost Recovery Bylaw No. 8752 be introduced and given 1st, 2nd and 3rd readings.

John Irving, P.Eng., MPA
Director, Engineering
(604-276-4140)

Att. 3

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Roads and Construction	Y ☑ N ☐	
Sewerage and Drainage	Y ☑ N ☐	
Water Services	Y ☑ N ☐	
Law	Y ☑ N ☐	
Development Applications	Y ☑ N ☐	
REVIEWED BY TAG	YES ☑ NO ☐	**REVIEWED BY CAO** YES ☑ NO ☐

Staff Report

Origin

Section 938 of the Local Government Act ("LGA") provides the authority for local governments to regulate and require the provision of works and services with respect to subdivision of land by bylaw.

Section 194 of the Community Charter ("Charter") permits the City to charge fees for City services.

The City of Richmond relies on two bylaws to construct and fund site services that support new developments:

- Richmond Off-Site Works and Services Bylaw No. 5720 identifies provisions for the City to require the construction of frontage improvements as a condition of subdivision or building permit, or to collect cash-in-lieu of providing required works and services. This bylaw was adopted by Council in June 1991.

- Subdivision Bylaw No. 6530 identifies provisions for the City to require works and services as set out in bylaw as part of a subdivision approval and specifies the minimum specifications the works and services are to be built to. This bylaw was adopted by Council in September 1996.

A prescribed form of Servicing Agreement (the "SA") is attached to and forms part of the existing Bylaw No. 6530. The prescribed SA was created when development in the City typically was green field subdivision and therefore is not reflective of current or future development in Richmond. Further, as the SA is part of the existing Bylaw No. 6350 modification is not possible, without a specific bylaw amendment.

Changes in the LGA and Charter are not reflected in Bylaw No. 5720 and Bylaw 6530. Bylaw No. 5720 is based on the Municipal Act, which has since been replaced by the LGA and the Charter. Additionally, both of these bylaws require updating to reflect these legislative changes.

Bylaw No. 6530 also includes minimum infrastructure standards that are not up to date with the current engineering practice, and an update is required to remedy these discrepancies.

Analysis

Staff propose repealing Bylaw No. 5720 and Bylaw No. 6530 and replacing them with two new bylaws, No.'s 8751 and 8752. These new bylaws will retain the intent of the bylaws they replace.

Proposed Subdivision and Development Bylaw No. 8751 Summary

This bylaw will define developers' responsibilities for the provision of works and services in connection with the subdivision and development of land. The intent of this bylaw is to act as an

updated replacement and consolidation of elements of Bylaw No. 5720 and Bylaw No. 6530. Key terms of the proposed bylaw include:

- Updated engineering performance standards;
- Removal of the prescribed SA;
- Provision for the City to accept cash-in-lieu of constructing or altering works and services required by the bylaw, on the basis of sound civil engineering practice;
- Delegation of authority to the General Manager, Engineering and Public Works to require excess or extended services, determine benefiting properties and impose Latecomers charges; and
- Clarity and reference updates.

Proposed Works and Services Cost Recovery Bylaw No. 8752 Summary

This bylaw will facilitate recovery of construction costs associated with works and services that have been constructed and financed by the City. Key terms in the proposed bylaw include:

- A charge on properties that obtain subdivision approval and are identified as benefiting from a City funded (in whole or in part) improvement project;
- A maximum term for cost recovery to be 15 years after the completion date of the works or services;
- The cost recovery on actual construction cost;
- Each improvement project will be included as a schedule to the bylaw that will identify developers' responsibilities for specific parcels associated with works or services improvements; and
- Clarity and reference updates.

Cash-in-lieu / Cost Recovery

There are development/infrastructure scenarios that lend themselves to the City collecting cash-in-lieu of infrastructure construction from developers. Although the preference is for developers to construct the required works and services, some infrastructure elements (such as lanes or sidewalks) do not serve their intended function until a minimum level of connectivity or catchment areas are achieved. When the size or location of a development does not allow these infrastructure minimum levels to be satisfied, the City may elect to collect cash-in-lieu with the goal of constructing infrastructure in the future at a level of development that makes sense from neighbourhood, cost and engineering perspectives. These scenarios generally involve (but are not limited to) single-family residential or duplex residential development contributing to lane or sidewalk construction. Currently, the Neighbourhood Improvement Charge (NIC), originating from Bylaw 5720, is the vehicle utilized for collecting cash-in-lieu.

The proposed Subdivision and Development Bylaw No. 8751 (Section 11) enables the City to accept cash-in-lieu of construction contributions where it makes sense based on sound engineering practices or cost considerations. This bylaw will replace the cash-in lieu of construction element of the current NIC program for collection of contributions prior to the

construction of the works or services, while Bylaw No. 8752 will allow for the collection of contributions after construction.

Further, the proposed Subdivision and Development Bylaw No. 8751 (Section 11) allows for site specific estimates for infrastructure costs. Infrastructure items that were previously included in the NIC program, such as lane construction, will continue to be charged at current NIC rates, but will be adjusted for inflation annually based on the Consumer Price Index (CPI).

The proposed Works and Services Cost Recovery Bylaw No. 8752 clarifies City cost recovery terms for properties that develop after infrastructure is constructed, utilizing City funds or a combination of City funds and collected cash-in-lieu funds. The proposed bylaw limits cost recovery to the amount that was invested by the City and limits the recovery period to 15 years after the construction occurs, similar to existing latecomers legislation. It also includes schedules that identify specific properties and the amount that is to be recovered from those properties due to infrastructure construction. As new improvement projects are constructed and completed, they will be added as schedules to the bylaw, and presented to council for approval via a bylaw amendment. Proposed Bylaw No. 8752 currently includes three infrastructure improvement projects. These projects meet the following selection criteria:

- the project was completed less than 15 years ago;
- the project was partially funded by previous developer contributions (via cash-in-lieu or NIC) and partially funded by the City; and
- there are properties identified as benefiting lands that have not previously paid for the improvement project.

Developments Currently in Process

Proposed Bylaw No. 8751 Section 15 is a grandfather clause that permits all currently in stream subdivisions or building permits to be completed under existing bylaws for up to 12 months. This section further extends cost certainty on NIC for up to 24 months.

Proposed Bylaw No. 8752 Section 5 is a grandfather clause that permits in stream subdivisions up to 24 months to be completed under the existing bylaws.

Delegation of Authority With Respect to Latecomers

The proposed Subdivision and Development Bylaw No. 8751 Section 13 delegates the following authorities identified under the LGA Section 939 to the General Manager, Engineering and Public Works:

- Require a developer to construct excess or extended services;
- Determine if the costs of excess or extended services are to be bourn by the developer;
- Determine the benefit of the excess or extended services that may be attributed to other parcels; and
- Impose latecomer charges to the benefiting properties.

Staff has identified an increased interest in Latecomer agreements and believes that the City will likely enter a number of these agreements in the coming years. By delegating authority to the General Manager, Engineering and Public Works, these agreements will be streamlined and will utilize less staff or Council time by eliminating the need to bring each separate latecomer agreement to Council. This delegation is typical practice in regional municipalities.

Servicing Agreement

When a development requires works and services up-grades and such works and services are not constructed by the owner/developer of the lands in advance of the rezoning adoption or issuance of a building permit or subdivision approval, the owner/developer of the lands is obligated to enter into a Servicing Agreement (SA) requiring the owner/developer to construct the necessary works and services to City standards on or before a specified date. Typically works and services are not constructed in advance of rezoning adoption the issuance of a building permit or subdivision approval and therefore the City enters into many SAs with owner/developers.

A prescribed SA is attached to and forms part of Bylaw No. 6530. The prescribed SA reflects the type of development typical at the time of the bylaw adoption, which was primarily green field subdivisions. Staff recognizes a need to revise the model SA to better suit current and anticipated development types, largely re-development and densification. Further, as the current SA is a part of the existing Bylaw No. 6530, in the context of building permit issuance and subdivision approval, modifying this SA to reflect the requirements for a particular development or development type is not, without specific bylaw amendment, possible. In the context of rezonings, the City's development process and practice has been to make use of the prescribed agreement. Given the above, while Staff anticipate that the City will develop standard forms of SAs, Staff recognise the need for the ability to tailor a SA to match the requirements of the particular development. As a result, staff recommends not attaching a prescribed SA to the new bylaw replacing Bylaw No. 6350 and developing SAs that will not only be applicable to different development stages (rezoning, building permit issuance, subdivision approval) but differing types and complexities of developments.

When works and services are not constructed prior to building permit issuance or subdivision approval, in addition to entering into a SA with the City, an owner/developer must also provide security to the City. Security is generally in the form of a letter of credit or cash. At the building permit or subdivision approval stage, the full amount of the security required by the City must be in place before building permit issuance or subdivision approval.

Security is also requested by the City if the provision of certain works and services is a rezoning consideration and such works and services have not been constructed or installed prior to rezoning adoption. As rezoning is typically earlier in the development stage than either building permit issuance or subdivision approval, because of regulatory requirements and current financing practices, financing alternatives are often more limited prior to rezoning and consequently owner/developers often have a more difficult time providing the financial security that has typically been requested by the City prior to rezoning adoption. Further, because of the nature of rezonings, unlike at the building permit issuance or subdivision approval stage, the City has more latitude to consider the type and timing of the owner/developer's security.

To address the development community's financing concerns the financial security requirements prior to rezoning will be altered by allowing financial security to be provided in phases. Full financial security for those works and services beyond a development's frontage will continue to be required prior to rezoning adoption, however, the financial security for frontage works and service may be deferred until the building permit issuance or subdivision approval. These changes to financial security requirements will not increase financial risk to the City and will not reduce infrastructure improvements provided by development.

Stakeholder Consultation

The proposed bylaws were presented to the Urban Development Institute (UDI) on March 30, 2011 and to the local homebuilders liaison group on April 26, 2011.

The local homebuilders liaison group requested assurance that in-stream applications would not be assessed higher fees due to the proposed bylaws. Infrastructure items that were previously included in the NIC program, such as lane construction, will continue to be charged at current NIC rates, but will be adjusted for inflation annually based on the Consumer Price Index (CPI), which addresses the local homebuilder's concerns.

The local homebuilders liaison group requested a mechanism that will provide stability in the medium term for cash-in-lieu contributions associated with lanes and frontage works. Staff will prepare a policy/guideline for typical construction project unit rates for those items that will commonly be assessed a cash-in-lieu of construction contribution (e.g. sidewalk, full lane construction etc.) that will be updated on a regular basis, depending on fluctuations in market rates for these types of construction.

Financial Impact

There is no financial impact at this time.

Conclusion

The proposed Subdivision and Development Bylaw No. 8751 and Works and Services Cost Recovery Bylaw No. 8752 are in alignment with current legislation, meet the current needs of the City and development community with respect to current and anticipated development, while retaining the intent of the bylaws they repeal.

Lloyd Bie, P.Eng.
Manager, Engineering Planning
(604-276-4075)

Eric Sparolin, P.Eng.
Project Engineer
(604-247-4915)

LLB:llb

SUBDIVISION AND DEVELOPMENT BYLAW NO. 8751

A bylaw to regulate and require the provision of works and services in connection with the subdivision and development of land and to establish standards for the construction and upgrading of dikes

Whereas the City may, under s. 938 of the *Local Government Act*, regulate and require the provision of works and services in respect of the subdivision of land, and require as a condition of the approval of a building permit or a subdivision that the owner of the land provide works and services on the land being developed or subdivided and on the adjacent highway, all in accordance with the works and services standards established in the bylaw; and

Whereas the City may, under s. 939 of the *Local Government Act*, require that the owner of land that is to be subdivided or developed provide excess or extended services as defined in that section; and

Whereas the City may, under s. 69 of the *Community Charter*, impose requirements on the owners of dikes or persons undertaking the construction of dikes; and

Whereas the Council of the City may, under s. 154 of the *Community Charter*, delegate its powers, duties and functions to an officer or employee of the City;

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

1. In this bylaw,

APPROVING OFFICER	means the person appointed to that position under the *Land Title Act*.
BUILDING INSPECTOR	means a person appointed as a building inspector as defined in Building Bylaw No. 7230.
DEVELOPER	means, as the context requires, the owner of land in respect of which a subdivision application or building permit application has been made.
GENERAL MANAGER, ENGINEERING AND PUBLIC WORKS	means the person appointed to that position by the Council or a person designated by the

	General Manager to act in his or her absence.
SECURITY	means cash or a clean, unconditional, irrevocable and automatically renewing letter of credit drawn on a chartered bank or credit union having a branch in the City at which demand may be made on the letter of credit.

2. No person shall subdivide land in the City unless the works and services required by this bylaw have been provided by the **Developer** to the satisfaction of the **General Manager, Engineering and Public Works**, or the **Developer** has entered into an agreement with the City to construct and install the required works and services by a date specified in the agreement, and provided to the City **Security** in the amount determined by the **Approving Officer** in consultation with the **General Manager, Engineering and Public Works**, having regard to the cost of installing and paying for the works and services.

3. Section 2 does not apply:

   (a) within the area indicated on Schedule A, in relation to any works and services other than water distribution systems and sewage collection systems;

   (b) in relation to underground wiring, conduit and vaults, in the case of any subdivision resulting in the creation of fewer than 2 additional parcels in an area zoned for single-family residential use only where the electrical and telecommunication services abutting the parcel being subdivided and all immediately abutting parcels are above-ground; or

   (c) in relation to works and services of any type, in cases where the **General Manager, Engineering and Public Works** determines that the need for the works or services is not directly attributable to the subdivision, or to buildings likely to be constructed in the subdivision.

4. No person shall construct a building or structure in the City for which a building permit is required unless the works and services required by this bylaw have been provided by the **Developer** to the satisfaction of the **General Manager, Engineering and Public Works**, or the **Developer** has entered into an agreement with the City to construct and install the required works and services by a date specified in the agreement, and provided to the City **Security** in the amount determined by the **Building Inspector** in consultation with the **General Manager, Engineering and Public Works**, having regard to the cost of installing and paying for the works and services.

5. Section 4 does not apply:

(a) within the area indicated on Schedule A, in relation to any works and services other than water distribution systems and sewage collection systems;

(b) outside the area indicated on Schedule B, in relation to a building permit authorizing the construction of a single family dwelling whether or not the dwelling contains a secondary suite or in relation to the construction of a two-family dwelling; or

(c) in relation to works and services of any type, in cases where the **General Manager, Engineering and Public Works** determines that the need for the works or services is not directly attributable to the subdivision, to buildings likely to be constructed in the subdivision, or to the building for which a building permit application has been made.

6. The **General Manager, Engineering and Public Works** may

(a) from time to time, prescribe the form of agreement to be used where the City is entering into an agreement pursuant to section 2 or section 4, provided that each such agreement shall require the **Developer** to:

i. maintain the works and services for a period specified in the agreement following completion or substantial completion of construction, and to repair and make good all defects and deficiencies appearing in the works and services during that period;

ii. provide to the City throughout the maintenance period performance **Security** in the amount determined by the **General Manager, Engineering and Public Works;**

iii. carry third party liability insurance in an amount and form acceptable to the **General Manager, Engineering and Public Works**, in respect of claims arising out of death, personal injury or damage arising from the construction of the works and services; and

iv. indemnify the City and save it harmless in respect of all costs and expenses it may incur as a result of faulty workmanship or defective material in the works and services in respect of which the City has provided notice to the **Developer** prior to the City's final acceptance of the works and services;

(b) execute and deliver such agreements on behalf of the City, and

(c) require that such agreements be drafted in a form that is registrable under s. 219 of the *Land Title Act* against title to the land being subdivided or built upon.

7. The works and services required by this bylaw are the following:

(a) highways and lanes, boulevards including street trees and other landscaping, boulevard crossings, culverts, transit facilities, sidewalks, walkways, highway and walkway bridges, curbs and gutters, traffic signs and signals, street lighting and conduit and vaults for underground wiring;

(b) water distribution systems connected to the City's water distribution system including, without limitation, pipelines, fire hydrant systems, valves and valve chambers, meters and meter chambers;

(c) sewage collection systems connected to the City's sewage collection system including, without limitation, gravity mains, forcemains, lift stations, manholes and sewage holding facilities; and

(d) drainage collection systems connected to the City's drainage collection system including, without limitation, enclosed storm sewers, catch basins, manholes, ditches, gates, stormwater retention and detention facilities, and environmental control facilities.

8. The works and services described in section 7 must, in all cases, be provided on that portion of any highway or lane immediately adjacent to the parcel that is the subject of the subdivision or building permit application, as the case may be, or in a utility statutory right of way, unless additional requirements are imposed under section 13.

9. The works and services required by sections 2 and 4 and under section 13 must be constructed and installed at the cost of the **Developer** to the standards set out in Schedules C through H, except to the extent that such standards may have been varied by development variance permit or board of variance order, and in accordance with such technical specifications as may be prescribed by the **General Manager, Engineering and Public Works** from time to time.

10. If works and services of the type described in section 7 are already in existence on or in the highway or lane adjacent to a parcel being subdivided or on which a building is proposed to be constructed or in a utility right of way, and the works and services do not comply with the standards specified in section 9, the **Developer** must alter the works and services so that they comply with the standards, and the provisions of sections 2 and 4 regarding agreements and **Security** apply to the alterations.

11. The **General Manager, Engineering and Public Works** may require a **Developer** to pay to the City, in lieu of constructing or altering works and services required by this bylaw, cash in the amount determined by the General Manager to be the cost of designing and constructing or altering the works and services as of the time of approval of the subdivision or issuance of the building permit including any land acquisition costs, if the General Manager determines on the basis of sound civil engineering practice or cost considerations that the works should be constructed or altered at a later time or concurrently with the construction or alteration of works and services serving adjacent or nearby parcels of land, and in such cases the City shall deposit the funds into a reserve fund established for the construction or alteration of the works and services.

12. The works and services required by this bylaw shall be provided in dedicated highways, unless the **General Manager, Engineering and Public Works** has approved the location of the works and services in a statutory right of way granted to the City, in which case the statutory right of way, including any required plan of right of way, must be prepared at the cost of the **Developer**, in terms satisfactory to the **General Manager, Engineering and Public Works** and the City Solicitor, and deposited concurrently with the deposit of the subdivision plan in the case of a subdivision application and prior to the issuance of the building permit in the case of a building permit application. Where an existing utility right of way is of insufficient width to accommodate the works and services, the **General Manager, Engineering and Public Works** may require the granting of additional right of way area to the City and this section applies to the preparation and deposit of a revised plan of statutory right of way.

13. The Council delegates to the **General Manager, Engineering and Public Works** the powers of the Council under the *Local Government Act* to:

    (a) require a **Developer** to construct excess or extended services as defined in section 939 of the Act;

    (b) determine whether the cost to the City to provide the excess or extended services would be excessive and, in that event, that the cost must be paid by the **Developer**;

    (c) determine the benefit of the excess or extended service that may be attributed to each of the parcels of land that will be served by the services; and

    (d) impose latecomer charges under section 939 of the Act including interest at the rate established by Excess or Extended Services and Latecomer Payment Interest Rate Establishment Bylaw No. 6936 or any successor bylaw.

14. For the purpose of section 13, the **General Manager, Engineering and Public Works** may execute and deliver on behalf of the City agreements with **Developers** regarding the collection and remittance of latecomer charges, which agreements may be combined with works and services agreements as referred to in sections 2 and 4.

15. Where a subdivision or building permit application in complete form was made prior to the adoption of this bylaw,

    (a) in respect of the matters dealt with in section 11 of this bylaw, the subdivision may be approved or the building permit issued in accordance with the bylaws repealed by this bylaw, provided the subdivision is approved or the building permit is issued no later than 24 months after the adoption of this bylaw, and

    (b) in respect of all other matters dealt with in this bylaw, the subdivision may be approved or the building permit issued in accordance with the bylaws repealed by this bylaw, provided the subdivision is approved or the building permit is issued no later than 12 months after the adoption of this bylaw,

    unless the applicant has requested in writing that the application be considered and approved in accordance with this bylaw.

16. No person shall construct or repair or modify any dike or any embankment, wall, fill, piling, pump, gate, floodbox, pipe, sluice, culvert, canal, ditch, drain or any other thing that is constructed, assembled or installed to prevent the flooding of land, unless the works comply with Schedule H.

17. The following bylaws are repealed:

    (a) Subdivision Bylaw No. 6530;
    (b) Richmond Off-Site Works and Services Bylaw No. 5720.

18. This bylaw may be cited as "**Subdivision and Development Bylaw No. 8751**".

FIRST READING _____

SECOND READING _____

THIRD READING _____

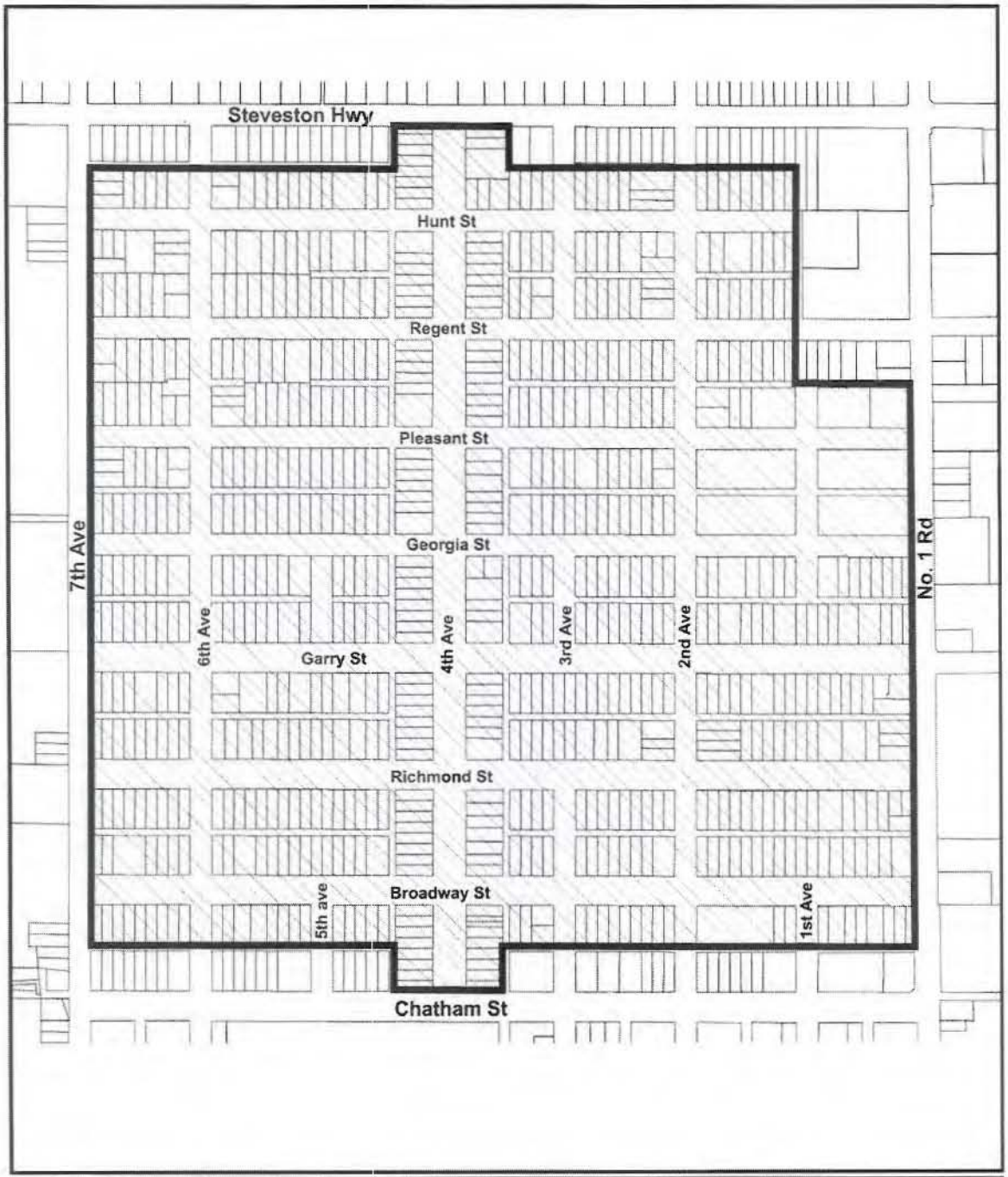
ADOPTED _____

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

MAYOR

CORPORATE OFFICER

SCHEDULE A to BYLAW NO. 8751



Boundaries of servicing exemption in the Steveston Townsite

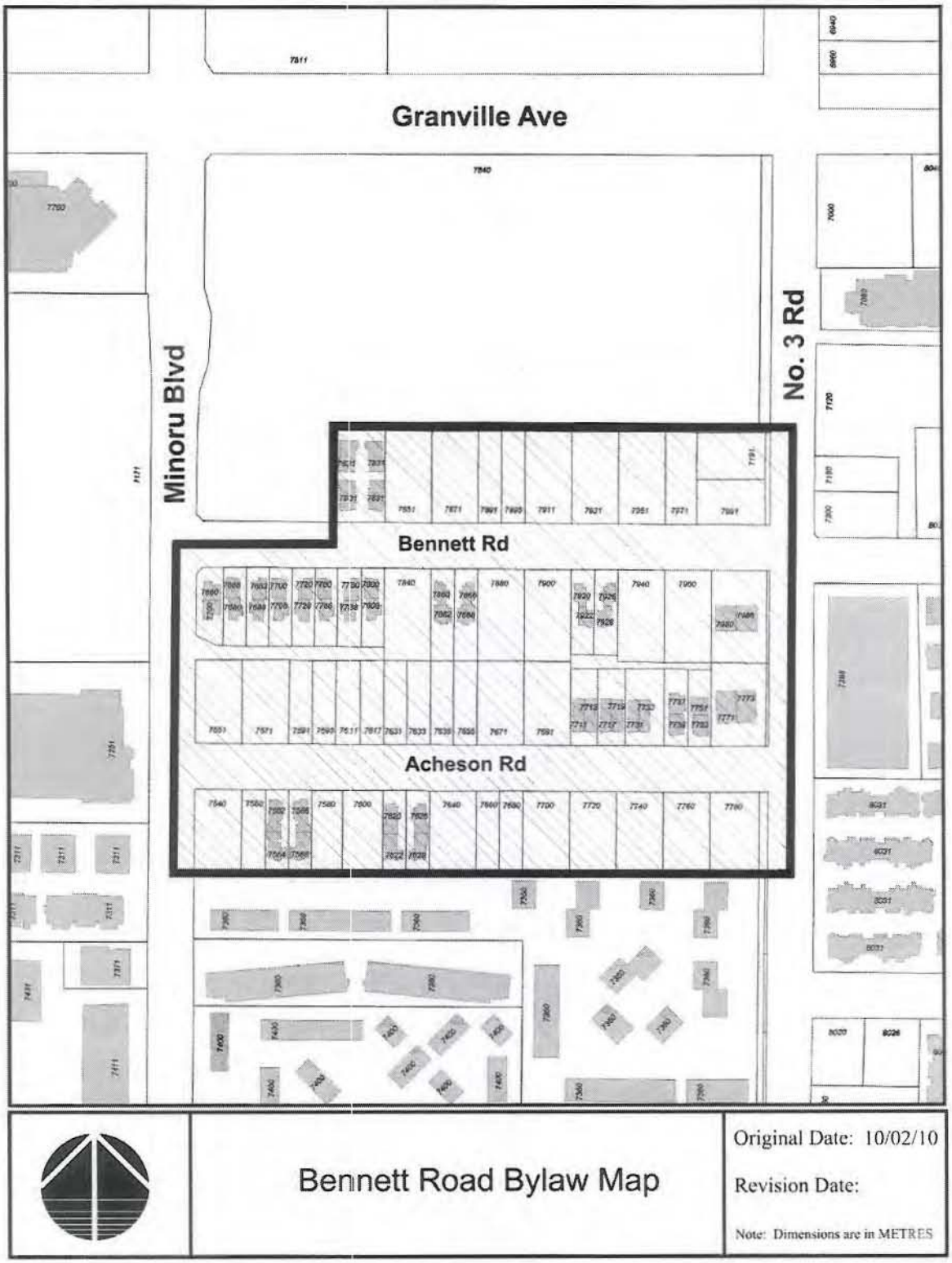
(Except water distribution and sanitary sewerage collection systems)

Original Date: 11/02/10

Revision Date:

Note: Dimensions are in METRES

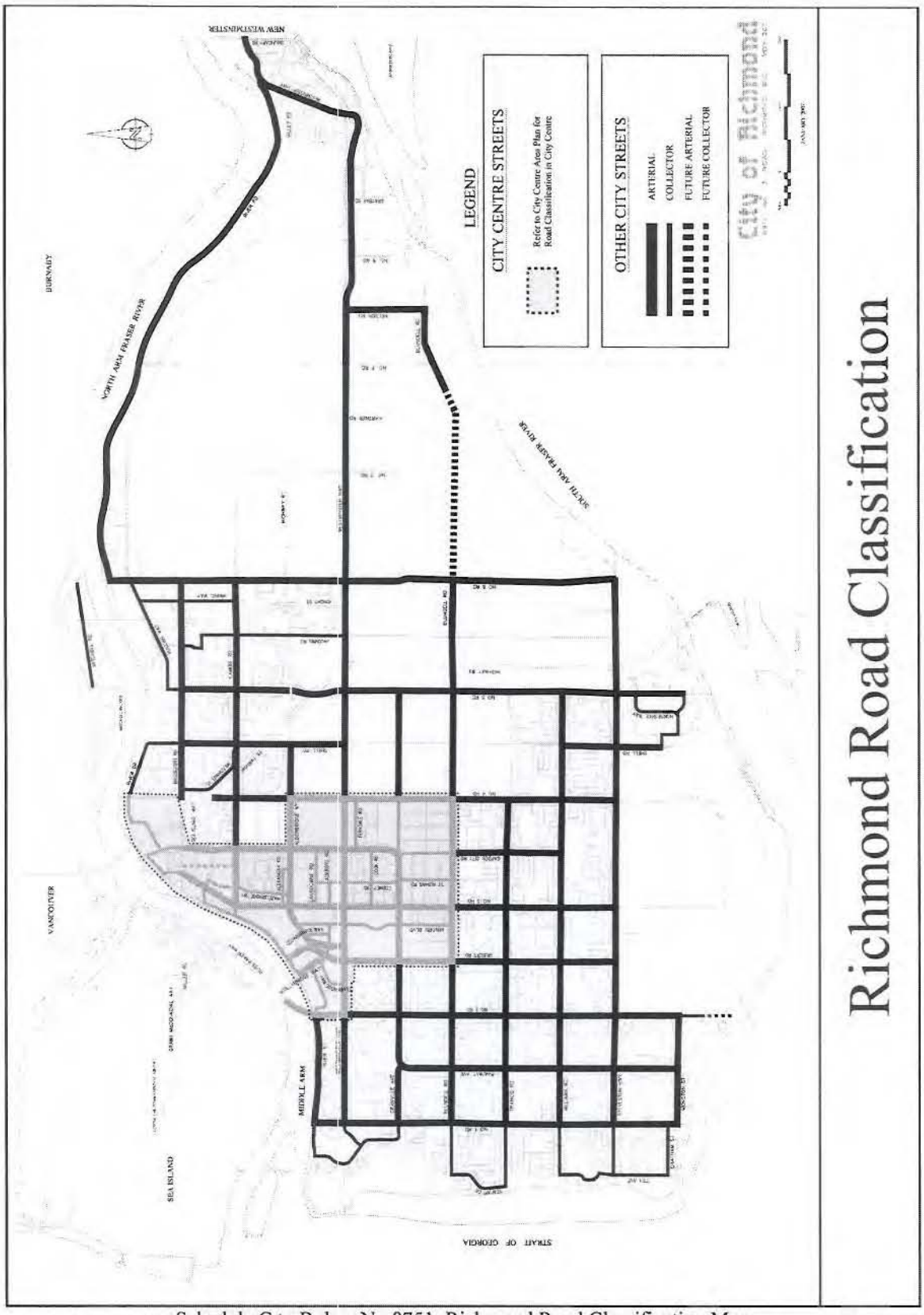
SCHEDULE B to BYLAW NO. 8751



SCHEDULE C to BYLAW NO. 8751
HIGHWAY STANDARDS -Road Cross Section Requirements

Road Classification	Road Dedication	Pavement Width	Sidewalks/ Edge Treatment	Curb/Gutter
1. Arterial (Undivided)	24.0 m (min) at mid-block + 1.8 m (per Bike lane) + 3.0 m (per parking bay) + 3.3 m (at intersection per left turn bay) + 1.2 m (divided arterial per centre median)	14.0 m (min) at mid-block + 1.8 m (per Bike lane) + 3.0 m (per parking bay) + 3.3 m (at intersection per left turn bay) + 1.2 m (divided arterial per centre median)	Both sides with lighting/planting strips. Sidewalk to be on the outside of the lighting/planting strips, away from pavement.	Barrier curb on both sides and raised median
2. Collector (Residential)	20.4 m	11.2 m	Both sides with boulevards	Barrier curb on both sides
3. Local/Collector (Industrial/Commercial)	21.2 m	12.0 m	Both sides with boulevards	Barrier curb on both sides
4. Local Residential (Multi Family/Townhouse)	20.4 m	11.2 m	Both sides with boulevards	Barrier curb on both sides
5. Local Residential (Single Family)	17.7 m	8.5 m	Both sides with boulevards	Barrier curb on both sides
6. Cul-de-sac Residential (Single Family)	17.7 m at throat and 17.7 m bulb radius	8.5 m at throat and 13m bulb radius	Both sides and around the radius. Blvds on both sides	Barrier curb on both sides around bulb
7. Cul-de-sac Residential (Multi Family/Townhouse)	20.4 m at throat and 19 m bulb radius	11.2 m at throat and 13m bulb radius	Both sides and around the radius. Blvds on both sides	Barrier curb on both sides around bulb
8. Cul-de-sac (Industrial/Commercial)	21.2 m at throat and 19 m bulb radius	12 m at throat and 15m bulb radius	Both sides and around the radius. Blvds on both sides	Barrier curb on both sides around bulb
9. Service Lane (City Centre)	9.0 m	7.5 m	One Side with lighting strip	Rollover curbs on both sides
10. Service Lane (Non-City Centre)	6.0 m	5.1 m		Rollover curbs on both sides
11. Emergency Fire/Access Lane	6.0 m (7.5m in City Centre)	As required	Fence on both sides	
12. Walkway	3.0 m	3.0 m	Fence on both sides	
13. Partial Road	12.65 m	6.0 m	Sidewalk and boulevard on one side	Barrier curb on one side
14. Other: As per OCP	as per OCP	as per OCP	as per OCP	as per OCP

Note: The amount of road dedication assumes a 1.5 m wide sidewalk (where applicable). Additional road dedications will be required in pedestrian-oriented area, where sidewalk widths of 2.0 m (minimum) are required.



Schedule C to Bylaw No 8751: Richmond Road Classification Map

SCHEDULE D to BYLAW NO. 8751

WATER DISTRIBUTION SYSTEM STANDARDS

Provide a water distribution system capable of providing the greater of:

(a) An adequate water supply for fire fighting, concurrent with water flow sufficient to meet maximum day demand; or
(b) Water flow sufficient to meet peak hour demand;

Every water distribution system must be designed to convey adequate supply for consumption and fire protection demands at a pressure appropriate for the intended use of the land.

Fire Flow Demand

The fire flows presented are minimum levels of protection. The Consultant must determine whether the fire flow required for the proposed development will exceed these minimum required flows. Approval of the General Manger of Engineering and Public Works is required when the required fire flow for the proposed development exceeds the minimums.

All fire flows are to be available to the furthest distance within the site from the service location and/or at the point of highest elevation.

The minimum required fire flows for different land uses is provided in Table D.1.

Table D.1 Fire Flows

Zone	Required Fire Flow (l/s)
Single & Two Family Homes	95
Townhouses	220
Condo/Apartment	220
Commercial	200
Industrial/Institutional	250

Where the proposed development is connected to the City's water distribution system that provides fire flows lower than listed in Table D.1, approval of the **General Manager, Engineering and Public Works** and Public Works is required for the following:

- the development will be required to either upgrade the water supply system sufficiently to provide the water flow; or
- the development will be required to reduce the fire protection requirements of the proposed development to match the level of protection afforded by the City's water distribution system.

SCHEDULE E to BYLAW NO. 8751

SEWAGE COLLECTION SYSTEM STANDARDS

The total design sewage flow shall be based on the greater of a) ultimate population densities and land use designations as outlined in the Official Community Plan for the entire catchment area, or b) for the planned development for the entire catchment area. Sanitary sewers shall be designed to convey the calculated peak sewage flows, including an allowance for inflow and infiltration.

Sanitary sewers shall be designed to the following:

- minimum design velocity: 0.6m/s
- pipe capacity – new sewers: design peak wet weather flow rate not to exceed 50% of the full pipe capacity
- pipe capacity – existing sewers: design peak wet weather flow rate not to exceed 90% of the full pipe capacity

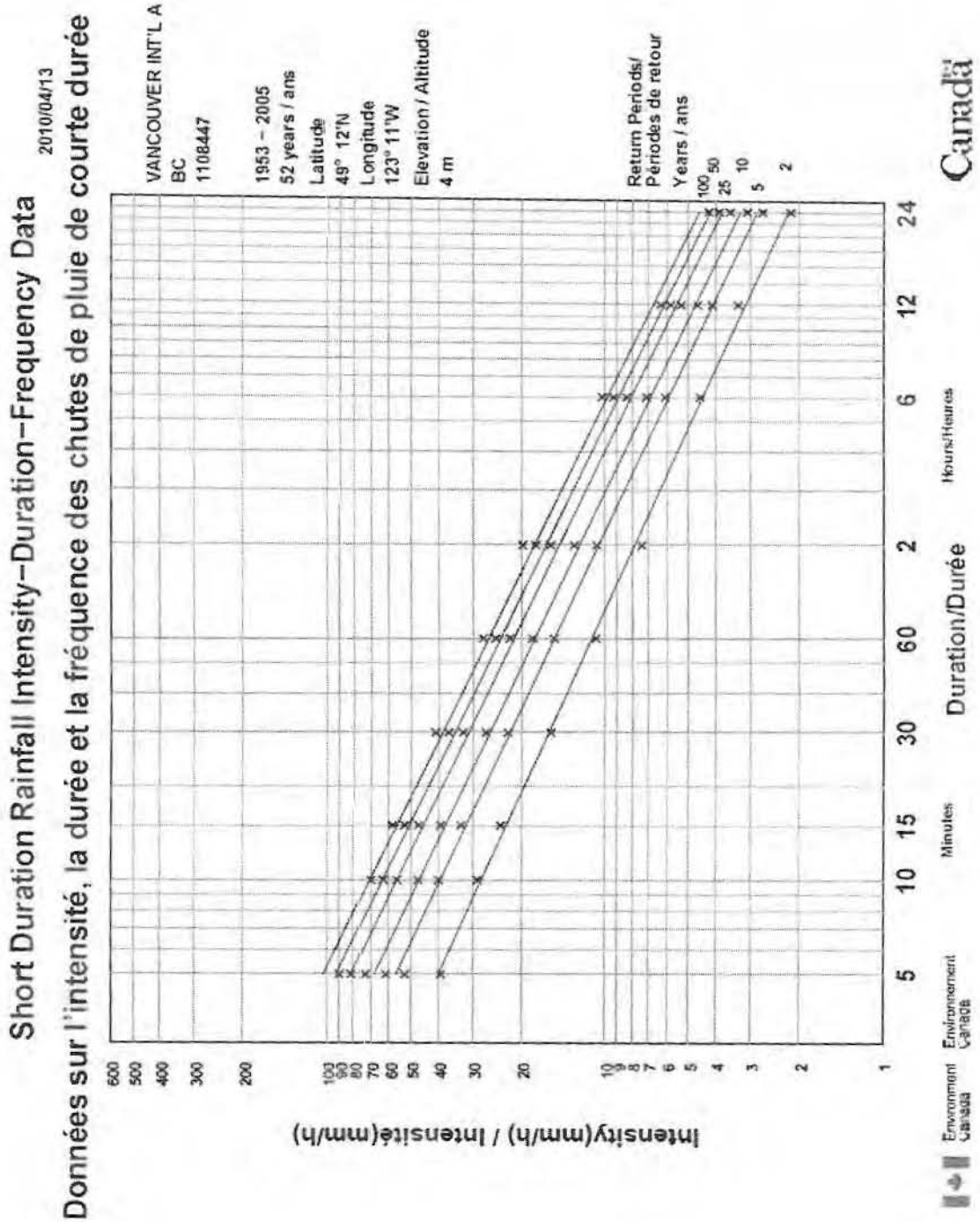
Forcemains shall be designed to the following:

- minimum design velocity: 0.9m/s

SCHEDULE F to BYLAW NO. 8751

DRAINAGE SYSTEM STANDARDS

Provides a covered storm water collection system capable of handling run off for 10-year return period storm as determined by the Short Duration Rainfall Intensity – Duration - Frequency chart attached hereto.



SCHEDULE G to BYLAW NO. 8751

ROADWAY LIGHTING

The Illuminance Method shall be used to determine average maintained lux for various road and area classifications depending on the pavement type used and uniformity ration as specified in ANSI/IESNA RP-8-00 (Reaffirmed 2005).

To determine the required illumination levels, the designer shall confirm the road and area classification with the **General Manager, Engineering and Public Works**.

Some projects will require that lighting be provided for sidewalks, walkways and Laneways. In these instances, the illumination levels and uniformity ratios shall be determined by the **General Manager, Engineering and Public Works**.

SCHEDULE H to BYLAW NO. 8751

DIKING

Dikes shall be designed in accordance with the following:

- "Fraser River Hydraulic Model Update Final Report, March 2008";
- "Dike Design and Construction Guide: Best Management Practices for British Columbia", updated January 2011; and
- "Projected Sea Level Changes for British Columbia in the 21st Century", December 2008

WORKS AND SERVICES COST RECOVERY BYLAW NO. 8752

Whereas the Council may, by bylaw, impose a charge payable in respect to all or part of a service of the municipality; and

Whereas the Council provides and operates a highway service including **infrastructure works**;

The Council of the City of Richmond enacts as follows:

1. There is imposed on every person obtaining approval of a subdivision of a parcel of land identified as benefiting land in Item 8 in any numbered Schedule to this bylaw, a charge in the amount specified in Item 7 of that Schedule, to be applied on the basis of the **frontage** of the parcel or area of the parcel indicated in Item 8 of the Schedule.

2. A charge is not payable under this bylaw in respect of any subdivision of land if, as a condition of approval of such subdivision, the applicant has constructed **infrastructure works**, or made a payment to the City in lieu of constructing such works, under Subdivision and Development Bylaw No. 8751.

3. A charge is not payable under this bylaw for any subdivision of land in respect of which a charge has previously been imposed under:
   a) this bylaw for the same **improvement project**.
   b) Richmond Off-Site Works and Services Bylaw No. 5720 for the same **improvement project**.

4. A charge is not payable under this bylaw in respect of any **improvement project**, for any subdivision for which an application is made more than 15 years after the completion date for that project specified in Item 3 of the Schedule pertaining to that project.

5. A charge is not payable under this bylaw for any subdivision in respect of which an application in complete form was made prior to the adoption of this bylaw provided both of the following conditions are satisfied:

   a) the subdivision is approved or the building permit is issued no later than 24 months after the adoption of this bylaw, and
   b) the applicant has not requested in writing that the charge apply.

6. Charges imposed by this bylaw shall be paid prior to the delivery to the subdivision applicant of a subdivision plan signed by the City's approving officer.

7. Charges paid under this bylaw shall be used only for repayment to reserve funds that the City has expended on the **improvement project** in respect of which the charge was imposed.

8. In cases where the City is statutorily required to include in a repayment of reserve funds an amount equivalent to interest, the charge imposed under this bylaw shall include an amount in respect of interest, calculated at the rate at which interest would have been earned on the reserve fund had the funds not been expended on the **improvement project**.

9. In this bylaw:

INFRASTRUCTURE WORK	means any highway, roadway, laneway and including, but not limited to, associated sanitary, water, drainage, dikes, curbs, sidewalks, boulevards, boulevard landscaping, street identification signs, street lighting, traffic control devices, electrical and telecommunications ducting works.
IMPROVEMENT PROJECT	means construction or reconstruction of **infrastructure works**.
CORNER LOT	means a lot which abuts two intersecting streets.
IRREGULARLY-SHAPED LOT	means any lot which is not rectangularly-shaped.
REGULARLY-SHAPED LOT	means any lot abutting not more than one street, being generally rectangular in shape.
FRONTAGE	means: For **regularly-shaped lots**: 1. the length in metres of the lot boundary abutting the **infrastructure work**. For **corner lots**: 1. Where the **infrastructure work** is located on both intersecting streets, the sum of the length in metres of the shortest lot boundary abutting the **infrastructure work** and 25% of the length in metres of the other lot boundary abutting the work. 2. Where the same type of **infrastructure work** has been completed within the last 15 years on the street abutting the shortest lot boundary and the new **infrastructure work** is located on the other lot boundary abutting the work, 25% of the length in metres of that other lot boundary.

3. Where the **infrastructure work** is not carried out on the street abutting the shortest lot boundary and such **infrastructure work** has not been completed within the last 15 years on that street, 100% of the length in metres of the lot boundary abutting the **infrastructure work**.

For **irregularly-shaped lots**:

1. The **frontage** shall be determined by the Approving Officer on the basis of the horizontal dimensions of the lot, so as to establish a fair and equitable distribution of the cost of the **infrastructure work** among the benefiting lots.

10. This Bylaw may be cited as "**Works and Services Cost Recovery Bylaw No. 8752**".

CITY OF RICHMOND
APPROVED for content by originating Division
APPROVED for legality by Solicitor

FIRST READING _____

SECOND READING _____

THIRD READING _____

ADOPTED _____

_____ _____
MAYOR CORPORATE OFFICER

SCHEDULE 1 to BYLAW NO. 8752

1. NAME OF IMPROVEMENT PROJECT: No.1 Rd lane (between Francis Rd. & Williams Rd.)

2. CERTIFIED COST OF PROJECT: $ 1,068,005.96

3. COMPLETION DATE OF PROJECT: September 19th, 2007

4. COST PREPAID UNDER WORKS AND SERVICES BYLAW: $ 393,929.66

5. NET COST FOR RECOVERY UNDER BYLAW No. 8752: $ 201,126.70

6. TOTAL FRONTAGE OF BENEFITING LAND IN METRES: 726.91

7. COST FOR RECOVERY PER METRE OF FRONTAGE: $ 838.00

8. BENEFITING LAND AND FRONTAGE IN METRES:

LEGAL DESCRIPTION OF PARCEL	FRONTAGE OF BENEFITTING LAND ON PROJECT (m)	COST FOR RECOVERY
Lot: 27 SEC: 27-4-7 PL: 18367	20.126	$16,865.59
Lot: 1 SEC: 27-4-7 PL: BCP3505	10.060	$8,430.28
Lot: 1 SEC: 27-4-7 PL: BCP3505	10.060	$8,430.28
Lot: 12 SEC: 27-4-7 PL: 19282	20.117	$16,858.05
Lot: 11 SEC: 27-4-7 PL: 19282	20.117	$16,858.05
Lot: 8 SEC: 27-4-7 PL: 19428	20.117	$16,858.05
Lot: 3 SEC: 27-4-7 PL: 19428	20.117	$16,858.05
Lot: 2 SEC: 27-4-7 PL: 19428	20.117	$16,858.05
Lot: 1 SEC: 27-4-7 PL: 19428	20.117	$16,858.05
Lot: 22 SEC: 27-4-7 PL: 19428	20.117	$16,858.05
Lot: 1 SEC: 27-4-7 PL: LMP38234	16.725	$14,015.55
Lot: 2 SEC: 27-4-7 PL: LMP38234	17.691	$14,825.06
Lot: 3 SEC: 27-4-7 PL: LMP38234	24.527	$20,553.63

SCHEDULE 2 to BYLAW NO. 8752

1. NAME OF IMPROVEMENT PROJECT: Williams Rd. lane (between No. 4 Rd. & Shell Rd.)
2. CERTIFIED COST OF PROJECT: $ 1,042,399.13
3. COMPLETION DATE OF PROJECT: October 20th, 2010
4. COST PREPAID UNDER WORKS AND SERVICES BYLAW: $ 344,571.94
5. NET COST FOR RECOVERY UNDER BYLAW No. 8752: $ 265,212.75
6. TOTAL FRONTAGE OF BENEFITING LAND IN METRES: 745.86
7. COST FOR RECOVERY PER METRE OF FRONTAGE: $ 838.00
8. BENEFITING LAND AND FRONTAGE IN METRES:

LEGAL DESCRIPTION OF PARCEL	FRONTAGE OF BENEFITTING LAND ON PROJECT (m)	COST FOR RECOVERY
Lot: 3 SEC: 26-4-6 PL: 15456	6.10	$5,108.45
Lot: 4 SEC: 26-4-6 PL: 18549	31.22	$26,158.17
Lot: 7 SEC: 26-4-6 PL: 18549	20.12	$16,858.05
Lot: 10 SEC: 26-4-6 PL: 18549	20.12	$16,858.05
Lot: 11 SEC: 26-4-6 PL: 18549	20.12	$16,858.05
Lot: 13 SEC: 26-4-6 PL: 18549	20.12	$16,858.05
Lot: 17 SEC: 26-4-6 PL: 18549	20.12	$16,858.05
Lot: 1 BCP:18548	22.25	$18,645.50
Lot: 25 SEC: 26-4-6 PL: 18548	20.12	$16,858.05
Lot: 24 SEC: 26-4-6 PL: 18548	20.12	$16,858.05
Lot: 23 BCP3637	20.12	$16,858.05
Lot: 22 SEC: 26-4-6 PL: 18548	20.12	$16,858.05
Lot: 19 SEC: 26-4-6 PL: 18548	21.64	$18,135.16
Lot: 1 BCP67429	6.07	$5,085.82
Lot: 17 SEC: 26-4-6 PL: 18548	23.17	$19,412.27
Lot: 16	24.99	$20,944.97

SCHEDULE 3 to BYLAW NO. 8752

1. NAME OF IMPROVEMENT PROJECT: Roadworks-Dunford Rd., Dunfell Rd., Duncliffe Rd. and Dunavon Pl.
2. CERTIFIED COST OF PROJECT: $ 642,366.45
3. COMPLETION DATE OF PROJECT: May 11th, 1999
4. COST PREPAID UNDER WORKS AND SERVICES BYLAW: $ 459,075.38
5. NET COST FOR RECOVERY UNDER BYLAW No. 8752: $ 210,690.30
6. TOTAL FRONTAGE OF BENEFITING LAND IN METRES: 889.30
7. COST FOR RECOVERY PER METRE OF FRONTAGE: $ 722.33
8. BENEFITING LAND AND FRONTAGE IN METRES:

LEGAL DESCRIPTION OF PARCEL	FRONTAGE OF BENEFITTING LAND ON PROJECT (m)	COST FOR RECOVERY
Lot: 5 SEC: 2-3-7 PL: 21419	39.624	$28,621.60
Lot: 6 SEC: 2-3-7 PL: 21419	41.605	$30,052.72
Lot: 463 SEC: 2-3-7 PL: 65526	18.295	$13,215.03
Lot: 10 SEC: 2-3-7 PL: 21419	20.117	$14,531.11
Lot: 95 SEC: 2-3-7 PL: 40395	9.152	$6,610.40
Lot: 13 SEC: 2-3-7 PL: 21419	20.117	$14,531.11
Lot: 16 SEC: 2-3-7 PL: 21419	47.751	$34,492.16
Lot: 115 SEC: 2-3-7 PL: 40395	18.608	$13,441.12
Lot: 34 SEC: 2-3-7 PL: 21419	33.098	$23,907.68
Lot: 1 SEC: 2-3-7 PL: 77141	18.432	$13,313.63
Lot: 2 SEC: 2-3-7 PL: 77141	15.741	$11,370.20
Lot: 1 SEC: 2-3-7 PL: BCP20497	9.142	$6,603.54

City of Richmond

Report to Committee

To:	Public Works and Transportation Committee	**Date:**	June 8, 2011
From:	Tom Stewart, AScT. Director, Public Works Operations	**File:**	10-6405-01/2011-Vol 01
Re:	**Canada Line: Progress Report on Opportunities for Retail Operations and Litter Collection/Cleaning Activities**		

Staff Recommendation

That:

1. An additional personnel complement control position be approved for a permanent litter attendant position for waste and litter removal along No. 3 Road for service in relation to the Canada Line; and
2. In relation to the potential for retail opportunities at or near Canada Line stations, that staff;
   a. Bring forward for Council's consideration a report recommending amendment to the Business Licence Bylaw to permit vendors on City owned or controlled property;
   b. Work with Translink to encourage Translink to permit such retail opportunities near Canada Line stations, particularly at Brighouse Station; and
   c. Move forward with a pilot request for proposal for retail activity for locations at the intersection of No. 3 Road and Westminster Highway.

Tom Stewart, AScT.
Director, Public Works Operations
(604-233-3301)

Att. 1

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:	**CONCURRENCE**		**CONCURRENCE OF GENERAL MANAGER**
Transportation Planning	Y ☑ N ☐		
Law	Y ☑ N ☐		
Parks	Y ☑ N ☐		
REVIEWED BY TAG	YES ☑	NO ☐	**REVIEWED BY CAO** YES ☑ NO ☐

Staff Report

Origin

During consideration of the 2011 utility budgets at their November 22, 2010 meeting, Council reviewed a recommendation to add a permanent litter-attendant position for service to the Canada Line. The full year funding component for the position was approved, however, Council made the position temporary and requested that staff:

a) Look at possibilities for retail operations on City property in the vicinity of the Canada Line Stations and report back;

b) That in approximately 6 months, staff review the progress made in cleaning No. 3 Road and investigate further options for cleanliness in the vicinity of the Canada Line and the stations and review the temporary full time litter attendant position.

This report responds to Council's request.

Analysis

In accordance with the Council referral, this report presents an overview of the opportunities for retail operations along the Canada Line. A review of further options for cleanliness at the stations and progress made in cleaning No. 3 Road, including actions by Litter, Parks and Transportation Planning, is also provided.

Retail Operations Review

A review of the potential for retail operations in the vicinity of the Canada Line included consideration of the criteria that would be necessary for retail to be successful, as well as an overview of the City's authority to permit retail in this area generally, including at each specific station.

General Criteria for Successful Retail Operations

In order to attract and ensure success of potential retail/kiosk vendors along the Canada Line, high pedestrian traffic flow is required. A 30 to 60 metre (100 to 200 feet) distance from the stations is where the highest pedestrian flows would generally be and the areas where it would make the most sense to locate retail. As various properties along the Canada Line densify and pedestrian traffic flow increases, the opportunities for retail operations will become more evident.

Another key success factor is ensuring harmony with the adjacent businesses to create a positive complement to draw additional desired pedestrian activity and enhance, not detract from, business activity overall. Creating and focusing on building relationships with adjacent businesses, and not directly competing with them to achieve this harmony, will be the driving factor of success.

In considering the perspective of helping to maintain cleanliness of the Canada Line, individual retailer's ability to assist would depend on the type of activity. For example, a single kiosk vendor may be able to keep the area immediately around their kiosk clear of the litter, but they wouldn't be able to leave their kiosk/business activity to clean areas beyond more than a few

feet. Otherwise, this would either detract from their ability to service potential customers or put the safety and security of their kiosks at risk. A larger vendor such as a coffee house, for example, could have more staff resources and may be able to provide greater assistance. All of this must be weighed against the additional potential litter that such operations could generate from their activities. Staff also note that having vendors at or near stations could provide additional safety and security benefits, as having retail activity at or near stations may serve as a deterrent to illicit activities.

City's Authority to Permit Retail Along the Canada Line

The access agreement with Translink restricts the City from using or undertaking any activities within a one-metre buffer area around the perimeter of the Canada Line infrastructure (including the stations, guide ways, columns, etc.) or that would impact on Translink's ability to access the Canada Line infrastructure for maintenance, inspection, repair or other purposes. As such, the City would be able to develop and/or permit retail activities on City-owned property outside the one-metre buffer, so long as it does not interfere with Translink's access requirements. In particular, there are greater opportunities involving mobile or removable structures.

Both mobile and removable structured retail commercial operations are subject to licensing and regulations. To permit Mobile Vendors to be stationary, which is permitted under bylaw with a private property owner's permission, will require a bylaw amendment to include *City property.* City approval, inclusive of other requirements, should delineate where the mobile vendor may set up their operation such that their placement must not block the sidewalk nor can the mobile business be outside of a premises that offer the same or similar items for sale.

Removable structure businesses are currently permitted under bylaw, with the property owners permission, and are classified as either Mercantile Retail or Assembly Use 1 - Food Services Establishment. Both natures of business must be self contained stand alone operations without municipal or other utility service connections.

Canada Line Station Opportunities

With respect to the individual stations, the following is a cursory review of the property ownership questions and the potential for retail activity around current stations.

- **Bridgeport**: The City does not own any property at this station aside from road allowances, therefore, there is limited opportunity for the City to consider retail at this location except along the limited sidewalk areas.
- **Aberdeen**: There is potential opportunity at or near this station at the northeast and southeast corners of Cambie and No. 3 Roads, where the City owns small portions of property (road allowance). Any retail opportunities here would be best integrated with the adjacent Aberdeen Centre or President Plaza (Radisson Hotel) projects, arrived at through discussions with their respective ownerships to achieve multiple objectives for all parties. Staff could advance those discussions as opportunities present, although it is recognized that the next phase of Aberdeen Mall (at the corner of No. 3 and Cambie Roads) is about to commence construction. Other City-owned

property along this station boundary (south of Browngate Road), would not likely be suitable at present due to a lack of sufficient existing pedestrian traffic flow.

- **Lansdowne**: This is the widest corridor where there is a large section of City-owned Property (road allowance). This is probably the best opportunity available today for retail from the perspective of existing open space and distance from competitors. However, there may be insufficient pedestrian traffic at this time. As the area densifies, this would be an appropriate location to consider for future retail opportunities.
- **Brighouse**: The station and guide way is entirely located on private property. Therefore, there are limited opportunities for retail activity outside of the City's very limited sidewalk areas. Consideration of retail at this location would require discussions and or negotiations with Translink.

Staff have made initial contact with Translink but do not yet have any direction from them as to their willingness to permit retail vendors on their owned and or controlled lands, although they have done so in some instances in areas along their other SkyTrain lines.

Other Retail Opportunities on City-Owned Land

As stated above, there are few current opportunities near Canada Line stations. However, the intersection of No. 3 Road and Westminster Highway, one of the busiest intersections in the City, is generally fully developed at all four corners and appears to be site with significant pedestrian activity. All but the southeast corner appear to have enough City-owned land to support mobile vendors. There may be strong interest from vendors in this location, thus this could be an excellent opportunity to test a mobile vendor program on City-owned land.



Recommendations

Staff recommend moving forward with a pilot program to permit retail activity (mobile and removable vendors) on City lands. The current best locations would be around the Aberdeen Station and at the intersection of No. 3 Road and Westminster Highway. Staff will work to identify appropriate specific vendor locations in these two areas, ensuring public safety and no conflict with sidewalk and other access, in consultation with local businesses. Thereafter, staff will initiate a request for proposal process. However, in order to permit such retail uses, an amendment to the current Business Licence Bylaw is required.

Options for Cleanliness/Progress Made in Cleaning No. 3 Road

There have been a number of activities underway to address cleanliness and appearance issues relating to the Canada Line, including implementation of various aspects of the City-Pattison Street Furniture Agreement, installation of solar-powered compacting garbage containers, discussions with Translink and Protrans, and on-going regular litter collection and cleaning activities along the Canada Line.

Implementation of the City-Pattison Street Furniture Agreement

Installation of the various street furniture elements under this agreement has recently commenced, including installation of new transit shelters with advertising panels and trash receptacles with recycling baskets attached. To date, eight transit shelters have been installed. In addition, 37 trash receptacles have been installed at various existing shelter locations.



Transit shelter with trash receptacle

The 10-unit multiple publication news racks with recycling receptacles have been ordered and are expected to be installed by the end of June. There will be three units, one each at the Aberdeen, Lansdowne and Brighouse stations.

Additional work, including transit shelter refurbishment at 10 locations, is expected to begin in June, with completion by the end of July. Repainting at 15 existing transit shelters is scheduled for August, 2011, with the remaining 14 shelters being undertaken in Year 2 of the contract, or approximately Summer, 2012.

In association with these activities, staff are evaluating the effectiveness of different trash/ recycling receptacle designs with a view to establishing a consistent look and appearance throughout the City.

Attachment 1 provides a summary of the street furniture roll-out schedule and progress to date. A schematic of the 10-unit multiple publications news racks is included for information. Please note that the actual unit will be of silver finish, not blue, as shown.

Solar-Powered Compacting Garbage Containers



Solar-Powered Compacting Garbage Container, with Recycling Units

To minimize the need for multiple waste containers, solar-powered compacting garbage containers were installed in January of this year at the three Canada Line stations (Aberdeen, Lansdowne, Brighouse) as well as at the Richmond Centre bus stop. Each unit includes two recycling receptacles for newspapers and containers. A total of six sets of these containers were installed. The garbage container portion has a solar panel on the top which generates power to compact the waste, thereby increasing overall capacity. The unit design is such that all the garbage is contained to reduce incidences of overflow litter. This requires users to open a handle to place the litter in the container. This can be a deterrent, however, to those who do not wish to touch handles or flaps when disposing their garbage.

Seven receptacles for discarded cigarettes were also installed to help reduce litter.



Cigarettes Receptacle

Translink Discussions

As part of evaluating further options for cleanliness along the Canada Line, staff have met with Translink and Protrans (the contractor operator responsible for cleaning the area directly around the stations). Translink has committed to an improved level of service within the stations and the one-metre buffer around the stations. They have also aligned their response times (to complaints, etc.) to correspond more closely with the City's, i.e., within 24 hours.

Litter Collection and Cleaning Activities

A temporary full-time litter attendant has been dedicated to service the Canada Line since approximately September, 2010, when it became evident that then-existing service levels were not sufficient. The litter attendant services the area from Granville Avenue to Bridgeport Road. The area is serviced from 6:30 a.m. – 4 p.m., seven days per week.

The attendant empties garbage from 55 litter receptacles and bus stop containers and recycling receptacles. In addition to these duties, the attendant wipes down the containers (as required), collects scattered litter from the sidewalk and garden median areas, empties the discarded cigarette containers and sweeps up any scattered cigarette butts. The garbage and recycling materials collected from the Canada Line are taken by the litter attendant and disposed/recycled at the City Works Yard and Recycling Depot. This ongoing resource is required to ensure cleanliness can be maintained, and the containers serviced to avoid unsightliness issues as depicted by the before and after photos shown:



Station view before litter collection



Station view after litter collection

From the period January - May, 2011, approximately $44,000 has been spent on litter collection services at the Canada Line:

- Labour - ~1,000 hours: $38,000
- Materials (bags, ties, etc.): $ 1,600
- Collection vehicle: $ 4,385

Total annual budgeted cost in 2011 is approximately $90,000.

Parks Operations also undertakes pressure washing and gum removal on a quarterly basis, under contract, at the Lansdowne and Brighouse stations, as well as at the Richmond Centre bus stop. They use a blower to help remove cigarette butts from the landscape areas at these stations, which are subsequently swept up. This is done weekly. Staff note that any similar cleaning activities at the Aberdeen and Brighouse stations are done by private parties.

The additional resource funding allocation has permitted the service levels as outlined to be maintained to a level which is manageable and meets demand requirements, while at the same time ensuring the desired appearance at the stations is maintained. The position will also be able to support some level of added cleaning associated with retail operations, subject to review as that program evolves.

The service level at the Canada Line could not be achieved without this dedicated resource, even with the improvements in street furniture, solar-powered garbage compactors and the commitment from Translink for an improved level of service both in and immediately around the stations. Staff recommend the current resource and required funding allocation be continued in 2012, and that the Canada Line litter attendant position be made a regular full time position with an assigned personnel complement control number.

Financial Impact

The additional costs associated with the cleaning activities along the Canada Line in 2011 are approximately $90,000. This is for the temporary full-time litter attendant position, inclusive of labour, materials, vehicle operating costs, etc. Based on staff's assessment and review of the

operational service level requirements, these costs will need to be continued in 2012 to maintain existing service levels.

The recommendation to make the existing temporary full-time litter attendant a full time position with a personnel complement control number will have no additional impact on the budget since these funds are already budgeted and are being recovered through the 2011 sanitation and recycling utility budget and rates.

Costs associated with any future potential retail operations along the Canada Line are not known at this time. However, staff would attempt to mitigate any costs associated with additional maintenance/operating costs for litter collection and cleaning services, etc., caused by those retail operations through detailed agreements. Depending on the overall scope of the retail operations, the litter attendant position could provide some level of support related to the added cleaning requirements.

Conclusion

This report presents a review of the possibility of adding retail operations along the Canada Line along with some perspective on the potential role these could play in helping to maintain the appearance of the Canada Line. There is limited to no opportunity at the Brighouse and Bridgeport stations due to a lack of City-owned property, while possibilities exist at the Lansdowne and Aberdeen stations. Real Estate Services staff will pursue potential retail opportunities on City property at or near the Aberdeen Station (Cambie and No. 3 Roads), which would include collaborative discussions with Aberdeen Centre and President Plaza ownerships, and at the intersection of No. 3 Road and Westminster Highway, thereafter bring forward for Council's consideration a bylaw to amend the Business Licence Bylaw and initiate a request for proposal process.

There have been a number of measures taken to improve the appearance of the Canada Line, including: installation of street furniture under the City-Pattison Street Furniture Agreement; installation of "Big Belly" solar-powered trash receptacles; installation of other trash and recycling receptacles; installation of cigarette disposal receptacles; an additional dedicated litter attendant resource to provide regular emptying of all receptacles and collection of scattered litter; power washing activities, and finally, discussions with Translink and Protrans for improved cleaning. The added funding and resource for the litter attendant position is recommended to be continued in 2012 and made permanent at this time in light of the operational service level demands along the Canada Line.

Suzanne Bycraft
Manager, Fleet & Environmental Programs
(604-233-3338)

Robert Kates
Manager, Real Estate Services
(604-276-4212)

SJB:

Attachment 1

Street Furniture Rollout Schedule: Status as of May 31, 2011

Item	Location	Delivery Schedule		Status
		Year 1	Year 2	
New Transit Shelters with Advertising Panels	Garden City Rd 125' N/O Westminster Hwy ES	1	0	Installed
	No. 3 Road south of Saba Road ES (Richmond-Brighouse Stn)	1	0	Installed
	No. 3 Road south of Cambie Road ES (Aberdeen Station)	1	0	Installed
	No. 3 Road south of Leslie Road WS	1	0	Installed
	No. 3 Road south of Lansdowne Rd WS	1	0	Pending installation of conduit with shelter installation anticipated by end of July 2011
	No. 3 Road in front of City Hall WS	1	0	Installed
	No. 3 Road north of Lansdowne Rd ES (Lansdowne Station)	1	0	Installed
	No. 3 Road & Alderbridge Way SW corner	1	0	Installed
	No. 3 Road 75' N/O Ackroyd Road ES NE	1	0	Installed

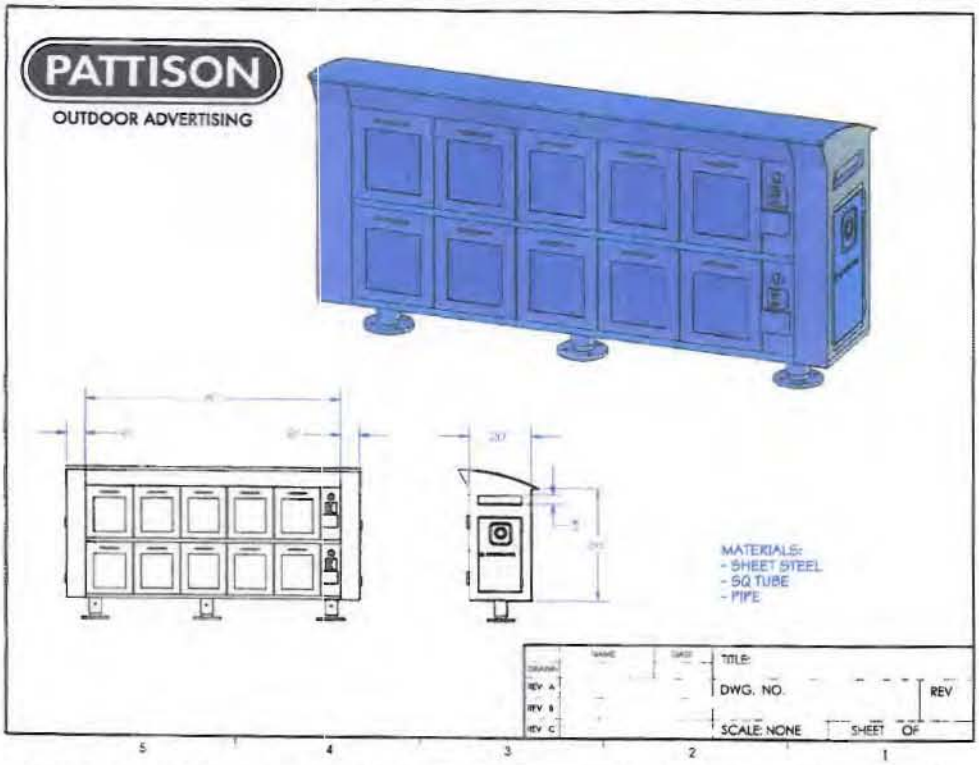


New Shelter & Litter Receptacle

Attachment 1 (Cont'd)

Street Furniture Rollout Schedule: Status as of May 31, 2011

Item	Location	Delivery Schedule		Status
		Year 1	Year 2	
80L Trash Receptacle	• one at each new (9) and existing (41) transit shelter	50	0	37 units installed Remaining units anticipated to be installed by end of July 2011
10-Unit Multiple Publication News Rack with Recycling Receptacle	• Aberdeen Station • Lansdowne Station • Richmond-Brighouse Station	3	0	Order placed March 2011 Installation anticipated by mid June 2011



10-Unit Multiple Publication News Rack with Recycling Receptacle

Attachment 1 (Cont'd)

Street Furniture Rollout Schedule: Status as of May 31, 2011

Item	Location	Delivery Schedule		Status
		Year 1	Year 2	
Existing Transit Shelters: Refurbishment	• No. 3 Rd 50' south of Lansdowne Rd west side • No. 3 Rd 50' south of Ackroyd Rd west side • Lansdowne Road & Cooney Road NWC • Bridgeport & Sweden Way NWC • Cambie 50' W/O #5 Road NS • Cambie 50' W/O Jacombs NS • #3 Road 100' N/O Francis ES • #3 Road 100' S/O Williams ES • #3 Road 100' N/O Ryan ES • #3 Road & Steveston Hwy NE • Granville 50' E/O #2 Road SS • Westminster Hwy & Granville 50' E/O #2 Road SS	10	2	Component pieces being prepared Removal and replacement to begin in June 2011 and anticipated to be completed by end of July 2011
Existing Transit Shelters: Repainting in Year 1	• Cambie 100' E/O Jacombs SS • Cambie Rd 500' E/O No 5 Rd N/S • #3 Road & Bennett NEC • #3 Road 100' N/O Blundell ES • Steveston Hwy 100' W/O Roseland Gate NWC • Steveston Hwy 125' E/O #4 Road SS • Steveston Hwy 150' E/O Shell S/S • #1 Road & Steveston Hwy NE • Garden City Rd 100' north of Lansdowne Road E/S • Westminster Hwy & Gilbert Rd southeast corner • Westminster Hwy 150' west of Gilbert Rd north side • Granville Ave 50' west of Minoru Blvd north side • Cook Rd 100' ft east of No. 3 Rd north side • Granville Ave & Moffat Rd southeast corner • Gilbert Rd 200' north of Azure Rd east side	15	0	Scheduled to occur during August 2011
Existing Transit Shelters: Repainting in Year 2	• Steveston Hwy 75' E/O Hwy 99 Off Ramp N/S • Hwy 99 Off Ramp 150' S/O Steveston Hwy • #1 Road & Francis NE • Granville & Ledway SE • Granville 50' E/O #2 Road SS • Westminster Hwy & Tiffany SEC • Garden City Road 100' N/O Cambie Road E/S • Garden City Road 250' N/O Capstan Way ES • Granville Ave 150' W/O Lynas Lane NS • Railway Avenue 100' N/O Linfield Gate E/S • Railway 100' N/O Blundell E/S • Railway 75 ft. N/O Francis E/S • Westminster Hwy. 100 ft. S/O McLean W/S • Westminster Hwy. 75' S/O Fraser View Gate W/S	0	14	Scheduled to occur during Summer 2012

City of Richmond

Report to Committee

To:	Public Works and Transportation Committee	**Date:**	June 7, 2011
From:	John Irving, MPA, P.Eng. Director, Engineering	**File:**	10-6060-01/2011-Vol 01
Re:	**Ageing Infrastructure Planning – 2011 Update**		

Staff Recommendation

That staff review the report dated June 7, 2011 from the Director, Engineering in conjunction with the Long Term Financial Management Strategy and bring forward recommendations to Finance Committee.

John Irving, MPA, P.Eng.
Director, Engineering
(4140)

Att. 6

FOR ORIGINATING DEPARTMENT USE ONLY				
ROUTED TO:	**CONCURRENCE**		**CONCURRENCE OF GENERAL MANAGER**	
Budgets	Y ☑ N ☐			
Roads and Construction	Y ☑ N ☐			
Sewerage and Drainage	Y ☑ N ☐			
Water Services	Y ☑ N ☐			
Transportation	Y ☑ N ☐			
REVIEWED BY TAG	YES ☑	NO ☐	**REVIEWED BY CAO**	YES ☑ NO ☐

Staff Report

Origin

In July 2001 and March 2006 the Engineering Department reported to Council the estimated long term capital requirements for age-related infrastructure renewal. This report updates those estimates to reflect current inventory, new thoughts on infrastructure service life and changing infrastructure replacement pricing. It also extends the report to comment on dikes and climate change.

Background

Council Term Goals

One of the strategic focus areas outlined in the currently adopted Council Term Goals is Financial Management. The goal is to ensure the City has the capacity to meet the financial challenges of today and the future, while maintaining current levels of service. This report outlines the current and long term financial requirements for maintaining and replacing the City's ageing infrastructure.

Existing Infrastructure

Table 1 is a summary of the City's inventory of water, sanitary, drainage, and roads infrastructure. The replacement value assumes that infrastructure will be replaced "size-on-size"[1].

Table 1: Infrastructure Inventory

Infrastructure	Total Length of Pipe or Road	Other Features	Funding Source	Replacement Value (2011 dollars)
Water	624 km	13 PRV Chambers 8 Sponge Vaults 60 Valve Chambers	Water Utility	$514 M
Sanitary	562 km	151 Pump Stations	Sanitary Utility	$436 M
Drainage	617 km	39 Pump Stations	Drainage Utility	$933 M
Dike	49 km	-	Drainage Utility	$200 M
Road Pavement (non-MRN)	1285 lane krn	212,000 sq. m of Parking lot	General Revenue	$561 M
Total Replacement Value				**$2,644 M**

[1] Each asset will be replaced using the existing size.

Previous Staff Reports

Staff completed the City's first ageing infrastructure assessment and reported the results to Council in 2001. The assessment was based on the limited information available at that time. An updated ageing infrastructure report was presented to the Public Works and Transportation Committee (PWTC) in March 2006. Both reports identified that infrastructure replacement funding levels were insufficient and the 2006 report proposed several preliminary strategies to address the shortfalls that included the following:

1. Implement an immediate one-time increase to the rates to close the funding shortfall.
2. Implement a gradual increase to rates over a specified period to close the funding shortfall.
3. Borrow money to fund the necessary improvements.
4. Combination of the above strategies.

From the above strategies, the City implemented a variation of strategy 2 that did not include a specific date to close identified funding gaps. ***Table 2*** catalogues and compares 2006 capital infrastructure annual funding to that in 2011. It also tabulates current reserve levels.

Table 2: Annual Capital Infrastructure Funding and Reserves

Infrastructure Type	2006 Funding (2006 dollars)	2011 Funding (2011 dollars)	Funding Source	% Funding Increase	Reserve Balance (Dec 31, 2006)	Reserve Balance (Dec 31, 2010)
Water	$6.5 M	$7.5 M	Water Utility	**15%**	$34.1 M	$46.4 M
Sanitary	$2.5 M	$4.3 M	Sanitary Utility	**75%**	$16.4 M	$27.7 M
Drainage	$3.1 M	$6.1 M	Drainage Utility	**97%**	$7.3 M	$18.2 M
Road Paving (non MRN)	$2.6 M	$3.0 M	General Revenue	**15%**	N/A	N/A
Total	**$14.7 M**	**$20.9 M**		**42%**	$57.8	$92.3 M

As can be seen in ***Table 2***, the City has substantially increased funding for infrastructure replacement over the last five years. Increases to the water, sewer and drainage capital funding were achieved through the annual utility rates review process where infrastructure replacement funding gaps were considered when establishing utility rates. The roadways are not part of a utility and the re-paving budget is included in the Roads operating budget. Road repaving increases were accomplished through the operating budgeting process.

Ageing Infrastructure Replaced From 2006 to 2010

Since March 2006 the City has replaced over 28 km of ageing watermains (approximately 4% of the system) and repaved 141 km of road lanes (approximately 11% of the non-MRN roadways) through its annual capital works programs. Various sanitary and drainage pump stations were

also rebuilt or improved during this time due to both ageing infrastructure and capacity based upgrade needs. These replacements and upgrades are planned utilizing water, sanitary, drainage and pavement management and capacity models developed for Richmond's infrastructure. Given the large catalogue of infrastructure assets within the City and the significant population increases predicted for Richmond, these models are essential for short and long term capital planning and for supporting broader City objectives such as the Official Community Plan. ***Attachment 6*** is a summary of infrastructure projects completed between 2006 and 2010 as part of the ongoing infrastructure replacement and upgrade program.

The replacement work to date has put Richmond in a much better position than the majority of Canadian municipalities. A report titled "Danger Ahead: The Coming Collapse of Canada's Municipal Infrastructure" was published by the Federation of Canadian Municipalities (FCM) in November 2007. The report stated that, across Canada, municipal infrastructure has reached the breaking point. The report recommended that long-term investment plans be created to manage infrastructure funding. Richmond has been pro-active in this regard and had long-term ageing infrastructure replacement strategy and reserve funding in place prior to the FCM report. As such, the City's infrastructure is in better condition than the average Canadian municipality and is far from the breaking point. However, the FCM report illustrates what can happen if the City's municipal infrastructure becomes a lower priority and funding levels do not continue to increase to close identified funding gaps.

Analysis

Total Replacement Value and Schedule

Charts 1 to 4 (attached) show estimated infrastructure replacement costs for the City's water, sanitary, drainage, and road infrastructure over the next 75 years. The charts also identify the estimated long term average annual funding levels that are required to perpetually replace assets and the current 2011 funding levels. The Funding Requirement Range represents the estimated level of uncertainty or variability in the long term annual funding levels. This uncertainty is due to a number of variables including:

- potential overlap between capacity based improvements due to development or climate change;
- uncertainty in the potential service life of the infrastructure;
- variability in the economy and the cost of infrastructure replacement; and
- unanticipated or emergency events that initiate early infrastructure replacement or repairs in excess of operating budget provisions.

Water

Chart 1 predicts a long term annual water infrastructure funding requirement of $7.0 million, which is $0.5 million lower than previously estimated and currently funded. Over the past five years Engineering has gathered data that indicates asbestos cement pipelines last longer than the original analysis indicated. Asbestos cement pipelines are approximately 50% of the City's watermain inventory, therefore, this increase in expected asbestos cement pipeline service life has a significant effect on long term funding requirements and translates into the lower funding

requirement. However, staff recommends maintaining water utility funding at $7.5 million noting that:

- there is a significant backlog of watermain replacement projects;
- there is significant variability in water infrastructure pricing; and
- inflation will consume this positive funding gap in the near to medium term.

As noted previously, approximately 50% of the City's watermains are asbestos cement and are predicted to require replacement within the next 30 years. During this period replacement costs will exceed the long term required funding level for a number of years, which will require utilization of reserves and borrowing. In the long term (75 year horizon), the required funding level will repay debts incurred and allow for continued water infrastructure renewal.

Engineering staff are currently reviewing new technologies to determine the condition of asbestos cement watermains in an effort to refine the watermain replacement schedule. Additionally, Engineering staff will review pressure management as a tool to increase the service life of the asbestos cement watermain inventory, which has potential to attenuate the predicted spike in watermain replacement between 2031 and 2041.

Sanitary

Chart 2 predicts a long term annual funding requirements of $5.4 million for the sanitary utility with no identified backlog of replacement needs. However, the fat, oil and grease (FOG) blockage in the Lansdowne forcemain this year is a prime example of an unanticipated event with significant capital cost that creates uncertainty or variability in the estimation of long term capital requirements. The Lansdowne forcemain emergency activities and replacement will total over $1.3 million by project completion that was not anticipated but must be accommodated by the sanitary sewer utility.

Drainage

Chart 3 predicts a long term annual funding requirement of $9.8 million for the drainage utility. As indicated by the chart, large scale ageing drainage infrastructure replacement is estimated to be 30 years in the future with much smaller near term needs. One option to fund these future replacements is to build an adequate reserve during this period of lower needs, to avoid unnecessarily burdening future generations.

Modeling work is currently being performed to determine the impact of climate change on the drainage system. Capacity improvements due to climate change are not included in the present analysis and will be reported to Council when the information becomes available.

Roads

Chart 4 predicts a non-MRN long term annual re-paving funding requirement of $4.6 million. Higher uncertainty exists in this value than those for the utilities as road re-paving is heavily influenced by oil price, which has fluctuated widely in the past five years. ***Chart 5*** (attached) documents the fluctuating cost of asphalt paving between 2006 and 2010 demonstrating the high

variability in pricing. Based on paving prices over the last five years, re-paving annual funding requirements range between $4.0 M and $5.3 M. For long term planning purposes, we have assumed that the ebb and flow of asphalt pricing will average out in the long term and have utilized the average value of $4.6 M as the long term funding requirement for re-paving.

As reported to Council in 1998, road structures fail according to the curve represented in ***Figure 1.***

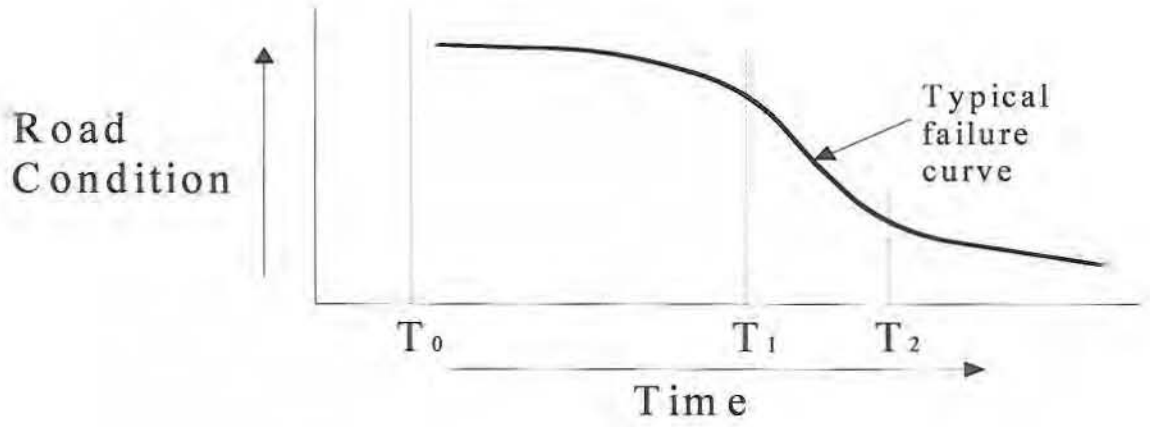


Figure 1

The time between T_0 and T_1 reflects period when roads structures perform well. At T_1 the road structure begins to deteriorate and lose strength. T_2 represents failure of the road structure . Once T_1 is reached, failure occurs rapidly.

Road rehabilitation work performed at T_1 can effectively restore the road structure to a "like new" condition represented by T_0. Failure to perform this rehabilitation work leads to the rapid deterioration and failure of the roadway. At T_2, a complete rebuild of the road structure is required. The cost of rebuilding a roadway at T_2 is approximately 3 to 4 times the cost of rehabilitation at T_1, therefore, it is to the City's financial advantage to perform the rehabilitation at T_1.

For the purpose of estimating the long term re-paving funding requirement, it has been assumed that all roads are repaved at T_1. If this can not be achieved, the costs associated with road repair will increase due to more expensive road reconstruction being required.

Dikes

The 2008-2031 Richmond Flood Protection Strategy identifies climate change induced sea level rise as a future threat to the City and requires further investigation. As presented to Council on January 10, 2011, long term funding for raising dikes to meet rising sea levels and upgrades to address seismic concerns will be in the order of $100 million. Engineering staff are exploring options to initiate a Dike Master Plan that will identify upgrade timing and funding requirements.

Required Funding Levels

Table 3 summarizes current and required annual infrastructure replacement funding levels, in 2011 dollars, as well as the current ageing infrastructure funding gaps.

Table 3: Infrastructure Funding Levels

Infrastructure Type	2011 Actual Annual Funding Level	Required Annual Funding Level	Funding Source	Estimated Additional Funding Required Based on Future Needs
Water	$7.5 M	$7.0	Water Utility	($0.5 M)
Sanitary	$4.3 M	$6.2 M	Sanitary Utility	$1.9 M
Drainage	$6.1 M	$9.8 M	Drainage Utility	$3.7 M
Road Paving (non MRN)	$3.0 M	$4.6 M	General Revenue	$1.6 M
Totals	**$20.9 M**	**$27.6 M**		**$6.7 M**

While the City has made significant increases to infrastructure funding since 2006, infrastructure funding gaps remain.

Funding Strategies

Adequate annual funding levels will allow the City to implement a proactive and sustainable infrastructure replacement program. The proactive replacement of infrastructure enables the City to smart sequence utility replacement and use competitive bidding to ensure the best value for money. Replacing infrastructure at its time of failure has proven to be considerably more expensive than proactive replacement and is more disruptive to residents, City services and programs.

Closing the current $6.7 million funding gap[2] is achievable within the next decade or sooner. Putting this amount into rate payer terms, Richmond has approximately 70,000 businesses or households that pay utility rates. An annual increase of $10 to the total utility rate[3] for each residence or business would generate an additional $7 million by the 10th year and would close the gap if inflation is ignored. Similarly, a $20 increase would close this gap in five years. To put these potential increases in perspective, $10 is 0.85% of a typical residential utility bill and $20 is 1.7%.

[2] This does not include future dike improvement funding which will be determined through the proposed dike master planning process.

[3] The comparison of utility rate increases is for illustrative purposes. Road paving is not funded through the utility rate, therefore, increases to accommodate the road paving funding gap will not be applied through the utility rate.

Staff have pursued available federal and provincial grants from programs such as the Building Canada Plan and BC's Flood Protection Program and will continue to do so. While grant funding has been helpful over the last year, as a funding source grants will always be unpredictable and therefore non-sustainable.

Staff will evaluate funding options and make a recommendation to Council as part of the annual utility rate review. Through the annual utility rate review, staff will continue to recommend that the foregoing gap be closed over an appropriate period of time. However, the strategy and annual amount will vary due to the implication of non-discretionary costs resulting from Metro Vancouver's Regional Solid and Liquid Waste Management Plans.

Financial Impact

None at this time.

Conclusion

Staff will continue to gather information to better predict infrastructure replacement schedules and funding peaks and will continue to explore new technologies and best. Staff will also continue to recommend that the utility funding gaps between current and required funding levels be closed over time through the annual budgeting process. The rate of increase and timeframe to close the funding gaps will be impacted by Metro Vancouver's regional Solid and Liquid Waste Management plans, which are a non-discretionary costs imposed on the City. The funding shortfalls outlined in this report should be considered in conjunction with the City's Long Term Financial Strategy.

Lloyd Bie, P.Eng
Manager, Engineering Planning
(4075)

Andy Bell, P.Eng
Project Engineer, Roads & Drainage
(4656)

LB:ab

Att.1: Chart 1: Ageing Infrastructure Report – Water Assets
Att.2: Chart 2: Ageing Infrastructure Report – Sanitary Assets
Att.3: Chart 3: Ageing Infrastructure Report – Drainage Assets
Att.4: Chart 4: Ageing Infrastructure Report – Non MRN Road Assets
Att.5: Chart 5: Historical Costs for Capital Paving Program (2006 – 2010)
Att.6: Capital Infrastructure Projects Completed Since 2006

Chart 1
2011 Ageing Infrastructure Report - Water Assets

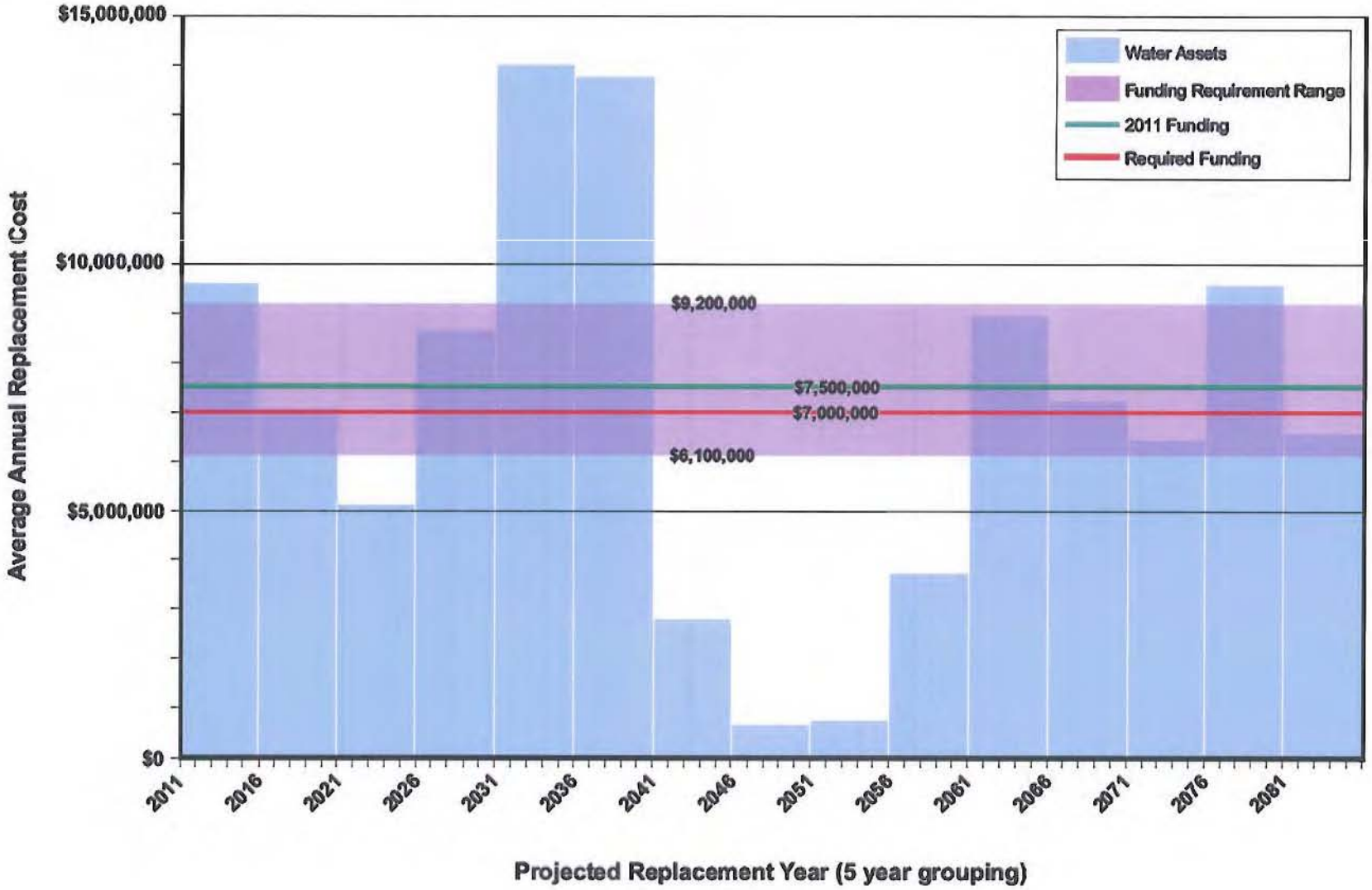


Chart 2
2011 Ageing Infrastrucutre Report - Sanitary Assets

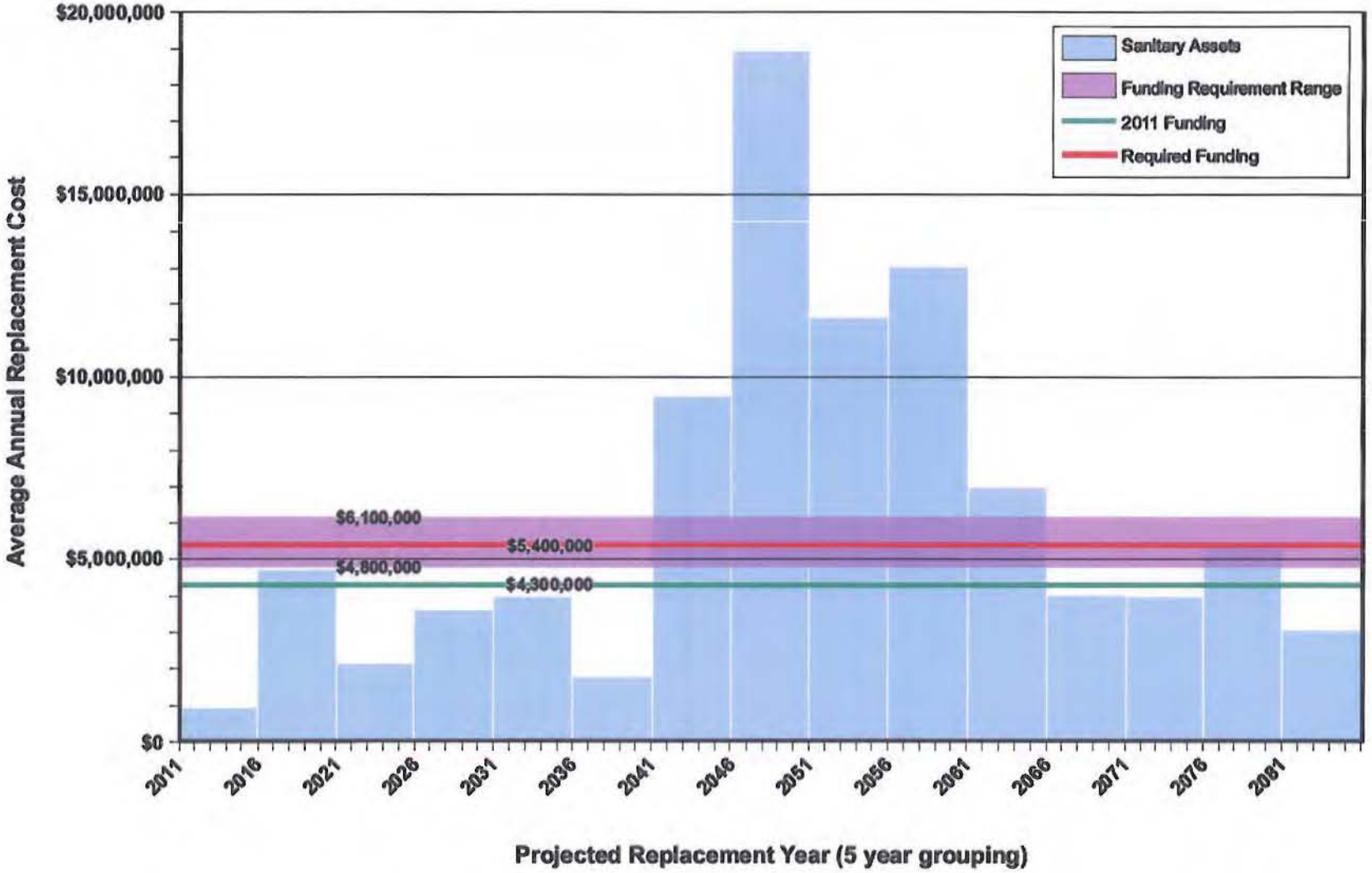


Chart 3
2011 Ageing Infrastructure Report - Drainage Assets

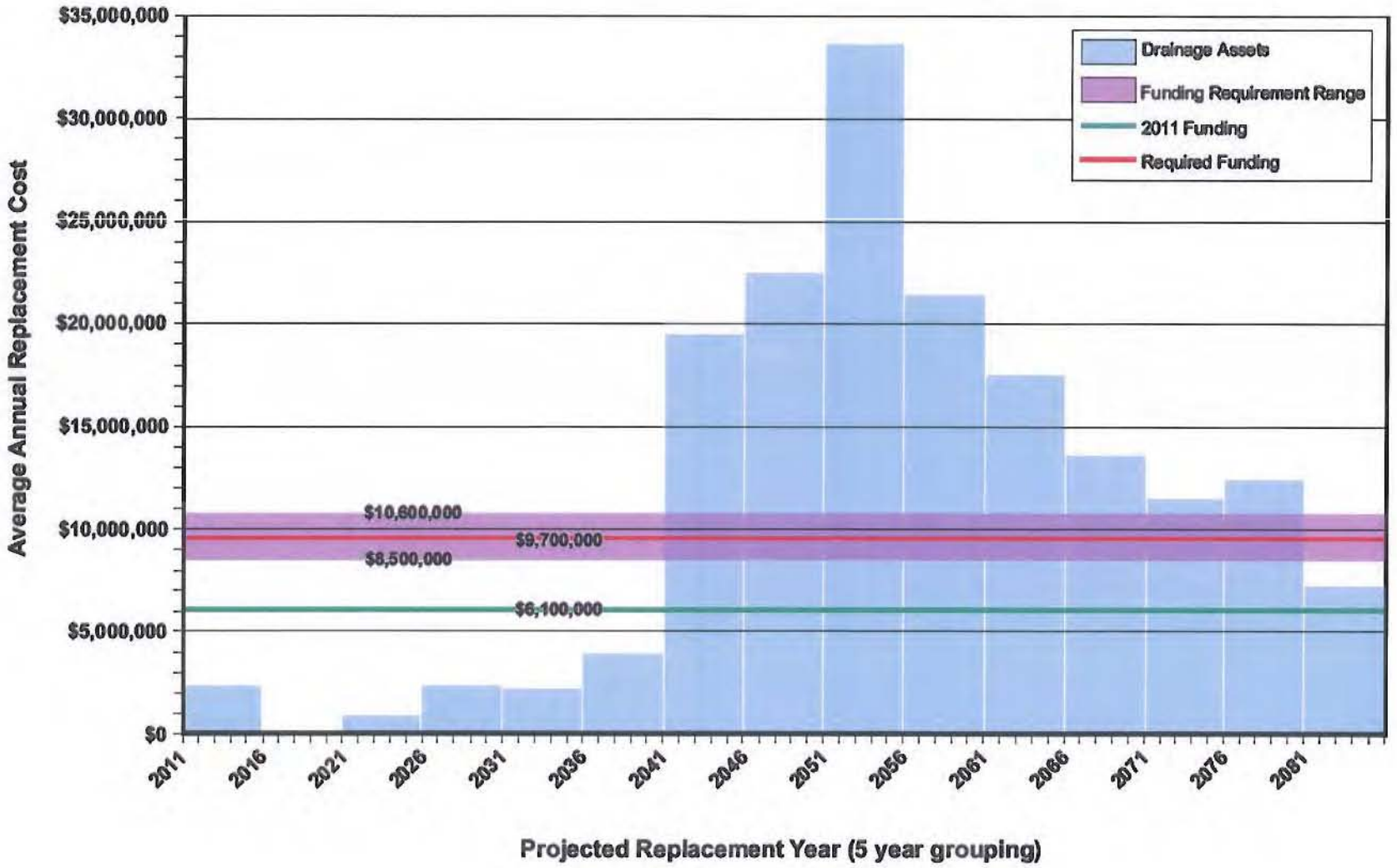
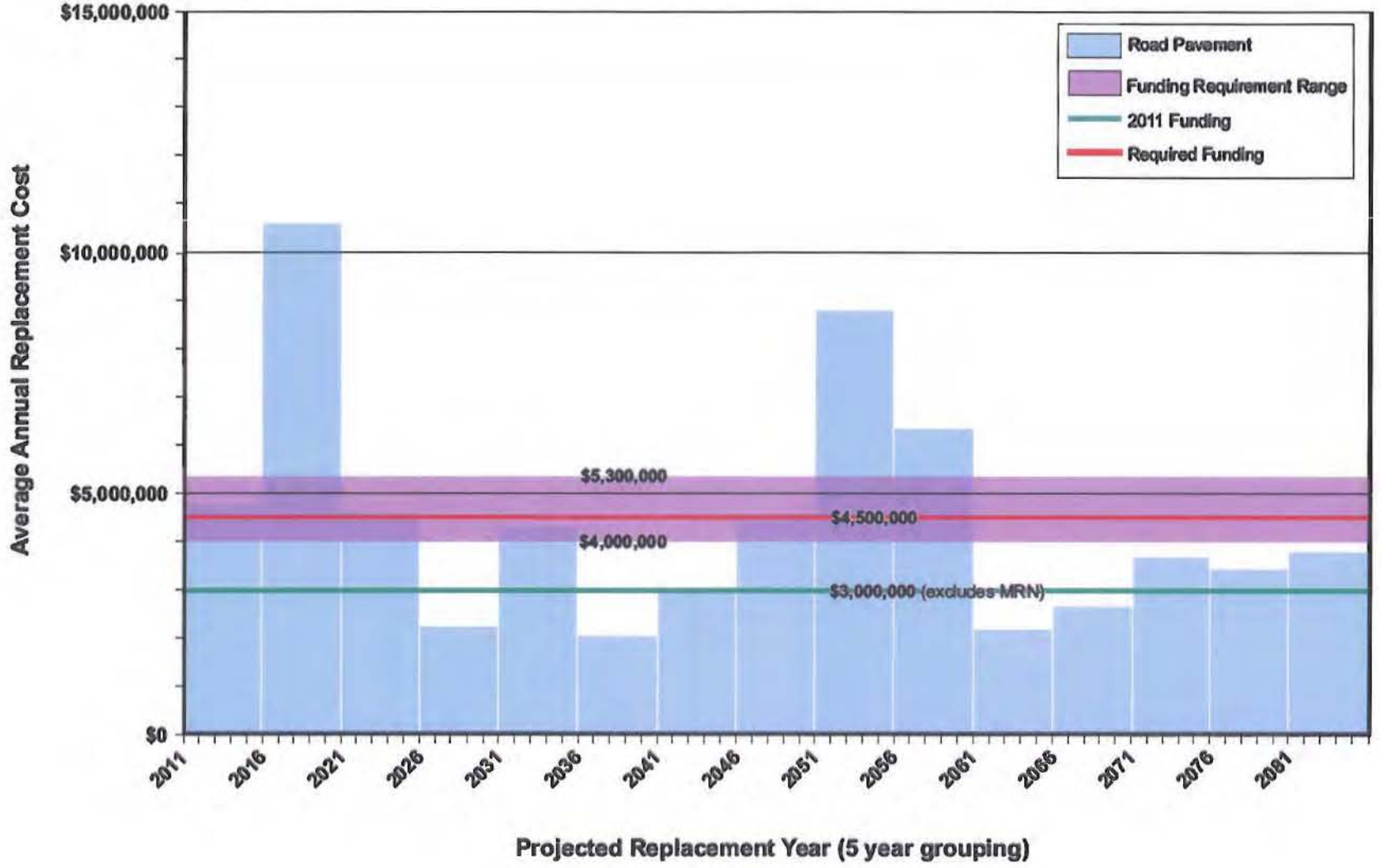
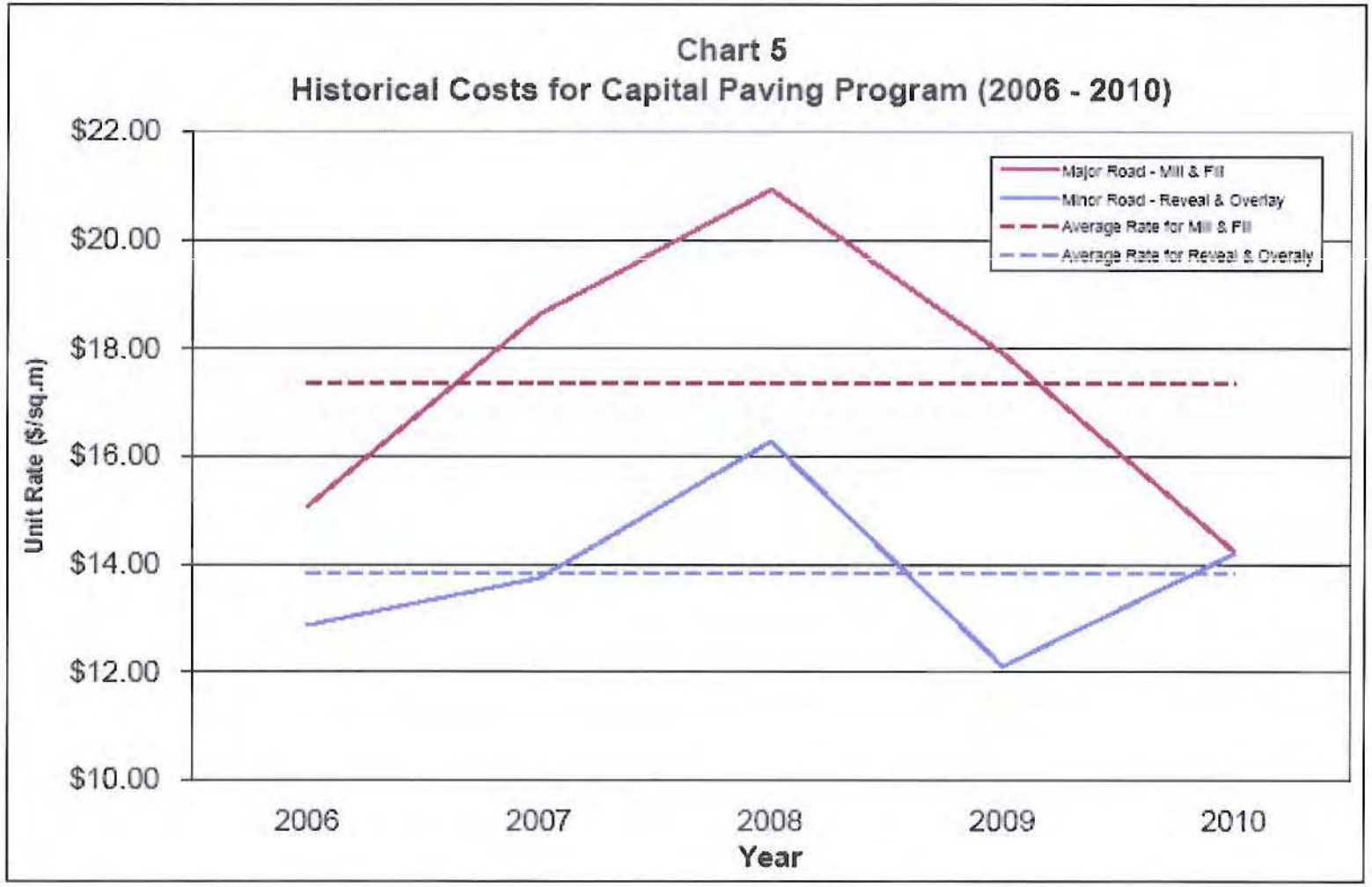


Chart 4
2011 Aging Infrastructure Report - Non-MRN Assets




Chart 5
Historical Costs for Capital Paving Program (2006 - 2010)
$22.00
$20.00
$18.00
$16.00
$14.00
$12.00
$10.00
Unit Rate ($/sq.m)
2006
2007
2008
2009
2010
Year
Major Road - Mill & Fill
Minor Road - Reveal & Overlay
Average Rate for Mill & Fill
Average Rate for Reveal & Overlay

2010 Capital Construction Program Update
Engineering Design and Construction

Project No.	Project Name	Scope of Work	Capital Funding(x1000)	Proposed Tender Date	Scheduled Contract Start	Scheduled Contract Completion
P.08403	Lulu West Waterworks Area	Ash St, Glenacres Dr, Pendlebury Rd, Palmer Rd	$1,377	City Forces	Completed	Completed
P.08306	Cambie Road Drainage Pump Station Upgrade	Replace Cambie Road PS to improve reliability and pumping capacity. Construct 55m box culvert on Cambie Road	$2,847	Completed	Completed	Completed
P.08602	Bridgeport Sanitary Sewer Area	Van Horne, Brighouse, Jones and Richmond Centre Upgrades	$1,000	City Forces	Completed	Completed
P.06603	City Centre Sanitary Sewer Area	Upgrade Elmbridge Sanitary Pump Station	$600	City Forces	Completed	Completed
P.08407	Lulu North Waterworks Area	No. 3 Road Water Main Replacement - Westminster Highway to Granville Avenue	$1,850	February, 2011	March, 2011	June, 2011
P.07602	City Centre Sanitary Sewer Area	Upgrade Eckersly A, Construct Forcemain and Gravity Sewer on Anderson Rd. St. Albans Forcemain	$3,407	Completed	Completed	March, 2011
P.10201	2010 Paving Program	Various Locations - City Wide	$3,245	Completed	Completed	Completed
P.08304	Peace Arch Area Drainage Upgrades	Seahurst Lane Drainage Upgrades	$575	City Forces	Completed	Completed
P.08307	No. 4 Road Drainage Pump Station Upgrade	Upgrade No. 4 Road Pump Station	$4,810	Completed	Completed	February, 2011
P.07401	Sea Island Waterworks Area	Airport Road	$786	City Forces	Completed	January, 2011
P.10402	Lulu West Waterworks Area	Mortfield Gate & Cooper Road	$380	City Forces	Completed	Completed
P.08302	West Cambie Drainage Upgrades	Garden City Road - Alderbridge Way to Cambie Road	$1,191	Completed	Completed	Completed
P.09402	Hamilton Waterworks Area	Gilley Road - Westminster Hwy to East end	$601	Completed	Completed	January, 2011
P.09405	Lulu West Waterworks Area	Seaham Crescent	$336			
P.09405	Hamilton Waterworks Area	6220 No. 8 Road to 460m South of Westminster Highway	$339			
P.09207	Minoru Bicycle Lanes	Provide bicycle lane from Granville Avenue to Alderbridge Way	$190	City Forces	Completed	Completed
P.10402	Lulu West Waterworks Area	St. Albans Area Watermain Replacement & Drainage Upgrades	$3,851	Completed	Completed	March, 2011
P.10301	East Richmond Irrigation Improvements and Drainage Upgrades	Phase IV :Sidaway - Blundell Rd to Francis Rd, Francis - Sidaway to No. 6, Granville - Sidaway to No. 6	$750	Completed	Completed	Completed
P.10404	Lulu West Waterworks Area	Lucas, Lunen, Lucerne, Lurgan & Lundy Watermain Replacement	$889	Completed	Completed	February, 2011
P.10601	Fraser Sanitary Sewer Area	Hamilton Pump Station and Sewers	$3,316	Completed	Completed	March, 2011

2010 Capital Construction Program Update
Engineering Design and Construction

Project No.	Project Name	Scope of Work	Capital Funding(x1000)	Proposed Tender Date	Scheduled Contract Start	Scheduled Contract Completion
P.10302	Canal Stabilization Program	No.3 Road and No. 8 Road Canal Stabilization Program	$80	City Forces	June, 2011	August, 2011
P.10304	No. 7 Road South Drainage Area	No. 7 Road South Pump Station Outfall Upgrade	$40	City Forces	January, 2011	July, 2011
P.10303	**Woodward Slough Drainage Area**	**No. 3 Road South Pump Station Intake Screen Upgrade**	**$400**	**Completed**	**Completed**	**February, 2011**
P.10603	Terra Nova Sanitary Sewer Area	Sanitary Sewer Rehabilitation Phase	$800	August, 2011	September, 2010	December, 2011
P.10401	**Lulu West Waterworks Area**	**Bonavista Area Watermain Replacement & Drainage Upgrades**	**$3,730**	**Completed**	**Completed**	**March, 2011**
P.10403	Hamilton Waterworks Area	23,000 Block Dyke Road Watermain	$120	City Forces	April, 2011	June, 2011
P.10602	City Centre Sanitary Sewer Area	Van Horne Sanitary Sewer Upgrade	$888	February, 2011	March, 2011	June, 2011
P.08310	Hamilton Drainage Area	20800 River Road Ditch Upgrades	$75	City Forces	June, 2011	July, 2011
P.10201	**No. 4 Road Rehabilitation**	**Rehabilitate No. 4 Road between Westminster Highway and Granville Avenue**	**$574**	**Completed**	**Completed**	**Completed**
P.10501	South Dike Seismic Upgrade	No. 4 Road to No. 5 Road	$637	Pending subject to grant funding		
		TOTAL	**$39,683**			

2009 Capital Construction Program Update
Engineering Design and Construction

Project No.	Project Name	Scope of Work	Capital Funding(x1000)	Proposed Tender Date	Scheduled Contract Start	Scheduled Contract Completion
P.05204	Lansdowne Road Undergrounding	Hydro, Telus, Shaw Undergrounding on Lansdowne Rd - No. 3 Rd to Cooney Rd	$1,509	Completed	Completed	Completed
P.08402	Montrose Area Watermain Replacement	Rosevale Rd, Rosehill Dr., Roselea Cr & Pl, Rosebrook Rd, Rosemary Ave, Rosebank Cr, Rosecroft Cr, Rosedene Cr & Crt, Rosewell Ave, Ruskin Rd & Pl, Leonard Rd & Pl.	$2,225	Completed	Completed	Completed
P.04301	Horseshoe Slough Drainage Upgrade	Shell & Steveston Irrigation Screens & Pump Removal. Intake Screen Upgrade at Horseshoe Slough Pump Station	$500	Completed	Completed	Completed
P.07302	Gilbert North Drainage Area Assessment and Upgrade	Garden City Road - Westminster Highway to Lansdowne Rd	$965	Completed	Completed	Completed
P.09202	2009 Paving Program	Various Locations - City Wide	$3,250	Completed	In Progress	Completed
P.09301	East Richmond Irrigation Improvements and Drainage Upgrades	Phase 3 - Granville Ave from No. 7 Road to Nelson Road	$2,000	Completed	Completed	Completed
P.05203	Transportation Bicycle Lane Program	Shell Road Bike Lanes & Parks Trail - Steveston Highway to Athabasca Drive	$721	City Forces	Completed	Completed
P.08607	Terra Nova Sanitary Sewer Area	Blundell Road - 225m of 450mm Forcemain from No. 1 Road to Frobisher Drive	$695	Completed	Completed	Completed
P.09205	Lansdowne Road Extension	Lansdowne Road Extensions complete with Utility Upgrades from Gilbert Road to Hollybridge Way	$3,005	Completed	Completed	Completed
P.08204	Van Horne Pedestrian and Bicycle Path	Van Horne Way From Great Canadian Way to River Drive	$255	Completed	Completed	Completed
P.08308	Gilbert North Drainage Area Assessment and Upgrade	Drainage Upgrades - Westminster Highway and No. 3 Road Intersection	$250	City Forces	Completed	Completed
P.09201	4th Avenue Walkway	Steveston Highway to Chatham Street	$113	City Forces	Completed	Completed
P.08303	Terra Nova Drainage Area Upgrades	Linfield Gate	$111	Completed	Completed	Completed
P.08605	Shellmont Sanitary Sewer Area	Shell Road - 100m of 400mm Forcemain	$140	Completed	Deferred	
P.06603	City Centre Sanitary Sewer Area	Upgrade Elmbridge Sanitary Pump Station	$600	City Forces	In Progress	March, 2010
P.09401	Lulu East Waterworks Area	Old Westminster Highway, East of Overpass	$650	Completed	Completed	Completed
P.08306	Cambie Road Drainage Pump Station Upgrade	Replace Cambie Road PS to improve reliability and pumping capacity. Construct 55m box culvert on Cambie Road	$2,847	Completed	In Progress	January, 2010
P.08602	Bridgeport Sanitary Sewer Area	Van Horne, Brighouse, Jones and Richmond Centre Upgrades	$1,000	City Forces	In Progress	March, 2010
P.08401	Lulu East Waterworks Area	No. 8 Road	$187	Completed	Completed	Completed
P.08404	Lulu North Waterworks Area	Sparwood Pl., Tuttle Ave, Patterson Rd., Bargen Dr.	$725	Completed	In Progress	January, 2010
P.09403	Lulu North Waterworks Area	Cambie Road & No. 6 Road	$1,530	Completed	Completed	Completed

2009 Capital Construction Program Update
Engineering Design and Construction

Project No.	Project Name	Scope of Work	Capital Funding(x1000)	Proposed Tender Date	Scheduled Contract Start	Scheduled Contract Completion
P.09403	**Lulu North Waterworks Area**	**Garden City from Westminster Hwy to Alberta Road**	**$200**	**Completed**	**Completed**	**Completed**
P.08403	**Lulu West Waterworks Area**	**Bamberton Dr, Goldstream Dr, Malahat Ave, Manning Crt, Bromley PL, Forrilon Pl, Waterton Dr,**	**$1,295**	**Completed**	**Completed**	**Completed**
P.08407	**Lulu North Waterworks Area**	**No. 3 Road - Westminster Highway to Granville Avenue**	**$4,550**	**In Progress**	**In Progress**	**July, 2010**
P.08403	**Lulu West Waterworks Area**	**Ash St, Glenacres Dr, Pendlebury Rd, Palmer Rd**	**$1,377**	**City Forces**	**In Progress**	**January, 2010**
P.07602	**City Centre Sanitary Sewer Area**	**Upgrade Eckersly A, Construct Forcemain and Gravity Sewer on Anderson Rd. St. Albans Forcemain**	**$3,407**	**Completed**	**March, 2010**	**August, 2010**
P.08302	**West Cambie Drainage Upgrades**	**Garden City Road - Alderbridge Way to Cambie Road**	**$1,191**	**In Progress**	**June, 2010**	**September, 2010**
P.08307	**No. 4 Road Drainage Pump Station Upgrade**	**Upgrade No. 4 Road Pump Station**	**$4,810**	**In Progress**	**In Progress**	**September, 2010**
P.09406	**Lulu North Waterworks Area**	**Minoru Park Watermain Replacement**	**$250**	**City Forces**	**Completed**	**Completed**
	Canada Line Restoration Project	**No. 3 Road from Bridgeport Road to Granville Avenue**	**$25,000**	**Completed**	**Completed**	**Completed**
P.09207	Minoru Bicycle Lanes	Provide bicycle lane from Granville Avenue to Alderbridge Way	$113	City Forces	April, 2010	May, 2010
P.08304	Peace Arch Area Drainage Upgrades	Seahurst Lane Drainage Upgrades	$575	City Forces	April, 2010	June, 2010
P.09203	NIC Lane Improvements	North of Williams Road - No. 4 Rd to Shell Rd	$1,311	January, 2010	March, 2010	July, 2010
P.09402	Hamilton Waterworks Area	Gilley Road - Westminster Hwy to East end	$601	April, 2010	May, 2010	September, 2010
P.07401	Sea Island Waterworks Area	Airport Road	$785			
P.09204	Park Road Extension	Park Road Extension from Cooney Road to Eckersly Road	$1,920	Development Driven		
P.08606	City Centre Sanitary Sewer Area	Construction new Sanitary Pump Station c/w forcemain and gravity Sewers north of existing Elmbridge PS	$3,300	Development Driven		
		TOTAL	**$73,963**			

2008 Capital Construction Program Update
Engineering Design and Construction

Project No.	Project Name	Scope of Work	Eng.	Budget (x1000)	Projected Cost to Complete (x1000)	Proposed Tender Date	Scheduled Contract Start	Scheduled Contract Completion
P.07504	South Dike Upgrades	No. 7 Road to 970m East	JY	$1,371	$1,371	Completed	Completed	Completed
P. 06601	City Centre/Bridgeport Sanitary Sewer Rehab	Trenchless and External Sewer Repairs	JY	$600	$600	Completed	Completed	Completed
P.07301	East Richmond Drainage Area Assessment and Upgrade (2007)	Drainage Sewer Assessment and Upgrade	JY	$1,000	$1,000	Completed	Completed	Completed
P.06402	Aztec Area Drainage and Watermain Upgrades	Watermain Replacement & Drainage Improvements - Dallyn Road	JY	$1,700	$1,700	Completed	Completed	Completed
P.07402	Lulu East Waterworks Area	Kartner Road & Fedoruk Road	JY	$453	$453	City Forces	Completed	Completed
P.08301	Aragon Lane Drainage	Install New Lane Drainage	JY	$175	$175	City Forces	Completed	Completed
P.07204	Elmbridge/Hollybridge/Gilbert Rd Intersection Improvements	Intersection Improvements & Signalization	JY	$425	$425	City Forces	Completed	Completed
P.07405	Lulu West Waterworks Area	Lancing Subdivision Miscellaneous Roads	JY	$2,117	$2,117	Completed	Completed	Completed
P.06405	Lulu West Waterworks Area	Mersey Drive, Rochdale Drive, Southport Road, Dennis Crescent, Swinton Crescent	JY	$804	$804	Completed	Completed	Completed
P.05405	2006 Maddocks Subdivision	Watermain Replacement	JY	$473	$473			
P.07306	Gilbert North Area Drainage Upgrades	Comstock Drainage PS	JY	$150	$150	City Forces	Completed	Completed
P.06604	Ackroyd Road Sanitary Pump Station Upgrade	Sanitary Pump St[illegible]n Reconstruction	JY	$1,530	$1,530	Completed	Completed	Completed
P.08201	2008 Asphalt Paving Program	Various Locations	JY	$3,200	$3,200	Completed	Completed	Completed
P.08309	Mid-Island Dike Study	Mid-Island Dike Study	JY	$150	$150	Completed	Study In Progress	
P.05204	Lansdowne Rd - No. 3 to Cooney	Hydro, Telus, Shaw Undergrounding/Beautification	JY	$1,186	$1,186	In Progress - Development Driven		
P.08202	Intersection Improvements	Garden City/Ferndale Intersection - Southbound to Eastbound left turn bay	JY	$93	$93	City Forces	Completed	Completed
P.08305	East Richmond Drainage Upgrades & Irrigation Improvements - Phase 2	Granville & Francis, Sidaway - No. 6 Rd & Blundell Rd, No. 6 Rd - No. 7 Rd	JY	$592	$592	Completed	Completed	Completed
P.08402	Montrose Area Watermain Replacement	Rosevale Rd, Rosehill Dr., Roselea Cr & Pl, Rosebrook Rd, Rosemary Ave, Rosebank Cr, Rosecroft Cr, Rosedene Cr & Crt, Rosewell Ave, Ruskin Rd & Pl, Leonard Rd & Pl.	JY	$2,225	$2,225	Completed	In Progress, November 2008	March, 2009
P.08312	No. 2 Road Box Culvert Replacement	South of Steveston Highway	JY	$950	$950	Completed	In Progress, November 2008	January, 2009
P.04301	Horseshoe Slough Drainage Upgrade	Shell & Steveston Irrigation Screens & Pump Removal	JY	$500	$500	Completed	February, 2009	June, 2009
P.08607	Terra Nova Sanitary Sewer Area	Blundell Road - 225m of 450mm Forcemain from No. 1 Road to Frobisher Drive	JY	$425	$425	In Progress	March, 2009	August, 2009
P.07302	Gilbert North Drainage Area Assessment and Upgrade	Garden City Road - Westminster to Lansdowne Rd	JY	$2,189	$2,189	Completed	March, 2009	August, 2009

P.05203	Shell Rd - Athabasca to Horseshoe Slough	Bike Lanes & Parks Trail	JY	$1,109	$1,109	January, 2009	March, 2009	October, 2009
P.08404	Lulu North Waterworks Area	Sparwood Pl., Tuttle Ave, Patterson Rd., Bargen Dr.	JY	$725	$725	January, 2009	March, 2009	October, 2009
P.08204	Van Horne Pedestrian and Bicycle Path	Van Horne Way From Great Canadian Way to River Drive	JY	$255	$255	February, 2009	April, 2009	August, 2009
P.08306	Cambie Road Drainage Pump Station Upgrade	Replace Cambie Road PS to 4.2 cms. Construct 55m box culvert on Cambie Road	JY	$2,847	$2,847	March, 2009	May, 2009	March, 2010
P.08403	Lulu West Waterworks Area	Ash St., Glenacres Dr, Pendlebury Rd, Palmer Rd.,	JY	$1,283	$1,283	City Forces	May, 2009	October, 2009
P.07602	City Centre Sanitary Sewer Area	Upgrade Eckersly A, Construct Forcemain and Gravity Sewer on Anderson Rd	JY	$2,090	$2,090	May, 2009	June, 2009	March, 2010
P.07602	Bennett West Sanitary Pump Station	Forcemain Upgrade	JY	$700	$700			
P.08307	No. 4 Road Drainage Pump Station Upgrade	Replace No. 4 Road PS to 7.0 cms	JY	$4,810	$4,810	September, 2009	February, 2009	July, 2011
P.08602	West Cambie Sanitary Sewer Area	Replace Van Horne Sanitary PS	JY	$1,000	$1,000	October, 2009	March, 2010	December, 2010
P.08308	Gilbert North Drainage Area Assessment and Upgrade	Westminster Highway - No. 3 Road to Cooney Road	JY	$1,700	$1,700	Deferred until 2010		
P.07401	Sea Island Waterworks Area	Airport Road	JY	$785	$785	Deferred until Canada Line Construction is completed in this area.		
	TOTAL			**$39,612**	**$39,612**			

2007 Construction Program Update

Engineering Design and Construction

Project No.	Project Location	Scope of Work	Eng.	Budget (x1000)	Projected Cost to Complete	Proposed Tender Date	Scheduled Contract Start	Scheduled Contract Completion
P.05605	Sanitary Sewer P.S. at Cook/Buswell	Pump Station, Sanitary Sewer and Forcemain Rehabilitation	JY	$1,481	$1,260	Completed	Completed	Completed
P.06403	Comstock Area Watermain Replacement	Watermain Replacement at Various Locations	JY	$1,131	$950	Completed	Completed	Completed
P.05302	Steveston Highway Box Culvert	Box Culvert Installation	JY	$400	$360	Completed	Completed	Completed
P.07504	Dike Upgrade	Dike Upgrade Between No. 7 and No. 8 Roads	JY	$1,371	$1,371	Completed	Completed	Completed
P.04209	Westminster Hwy - Hwy 91 Interchange to McMillan	Road widening to 4 Lanes	JY	$6,525	$6,525	Completed	Completed	Completed
P.07403	Lulu West Waterworks Area	Pinewell Crescent, Ash Street, Fairdell Crescent, Fairdell Place, Fairfax Place	JY	$1,237	$1,237	City Forces	Completed	Completed
P.07404	Alderbridge water main replacement	Replacement of Asbestos Cement Water Main	JY	$100	$100	City Forces	Completed	Completed
P.07201	Westminster Hwy Bicycle Lanes - No. 8 Road to Nelson Road	Bicycle Lanes Construction	JY	$292	$200	Completed	Completed	Completed
P.07303	Peace Arch Drainage Area Assessment and Upgrade	Seabrook Crescent Drainage Upgrade	JY	$125	$125	Completed	Completed	Completed
P.05205	No. 1 Road Laneway - Francis to Williams	Laneway Construction	JY	$1,200	$1,200	Completed	Completed	Completed
P.07305	Regent Street Drainage LASP	Ditch Infill - 3440 to 3640 Regent Street , 11333 2nd Avenue	JY	$84	$84	Completed	Completed	Completed
P.07301	City Centre/Bridgeport Sanitary Sewer Rehab	Trenchless and External Sewer Repairs	JY	$600	$600	Completed	In Progress April, 2007	May, 2008
P.07304	Regent Street Drainage LASP	Ditch Infill - 3231 to 3251 Regent Street	JY	$185	$185	Completed	Completed	Completed
P.7201	2007 Asphalt Paving Program	Asphalt Paving	JY	$2,500	$2,500	Completed	Completed	Completed
P.07303	Francis Road Drainage Pump Station	Pump Station Renovation	JY	$1,655	$1,655	Completed	Completed	Completed
P.05302	Lucas Road Drainage Upgrade	Watermain replacement & Drainage Improvements	JY	$600	$600	Completed	Completed	Completed
P.07301	East Richmond Drainage Area Assessment and Upgrade	Drainage Sewer Assessment and Upgrade	JY	$1,000	$1,000	Completed	In Progress December, 2007	March, 2008
P.04301	Horseshoe Slough Drainage Upgrade	Irrigation Screens & Pump Removal	JY	$579	$579	City Forces	In Progress December, 2007	February, 2008
P.06405	Lulu West Waterworks Area	Mersey Drive, Rochdale Drive, Southport Road, Dennis Crescent, Swinton Crescent	JY	$804	$804	Completed	In Progress January, 2008	July, 2008
P.05405	2006 Maddocks Subdivision	Watermain Replacement	JY	$473	$473	Completed	In Progress January, 2008	July, 2008
P.07302	Gilbert North Drainage Area Assessment and Upgrade	Westminster Hwy - No. 3 Road to Cooney Road , Garden City Road - Westminster to Lansdowne, Comstock Area	JY	$2,490	$2,490	In Progress	February, 2008	June, 2008
P.06402	Aztec Area Drainage and Watermain Upgrades	Watermain Replacement & Drainage Improvements - Dallyn Road	JY	$1,400	$1,400	Completed	In Progress September, 2007	April, 2008
P.06604	Ackroyd Road Sanitary Pump Station Upgrade	Sanitary Pump Station Reconstruction	JY	$1,400	$1,400	Completed	In Progress January, 2007	April, 2008
P.07204	Elmbridge/Hollybridge/Gilbert Rd Intersection Improvements	Intersection Improvements & Signalization (3 Phases)	JY	$425	$425	City Forces	In Progress November, 2007	May, 2008
P.07405	Lulu West Waterworks Area	Lancing Subdivision Miscellaneous Roads	JY	$2,117	$2,117	December, 2007	February, 2008	July, 2008
P.07402	Lulu East Waterworks Area	Kartner Road & Fedoruk Road	JY	$453	$453	City Forces	February, 2008	May, 2008
P.05204	Lansdowne Rd - No. 3 to Cooney	Hydro, Telus, Shaw Undergrounding/Beautification	JY	$1,148	$1,148	December, 2007	February, 2008	May, 2008
P.07501	Dike Upgrades	Various Locations	JY	$250	$250	June, 2008	July, 2008	September, 2008
P.07401	Sea Island Waterworks Area	Airport Road	JY	$786	$786	TBD	Deferred until Canada Line Construction is completed in this area.	
P.05203	Shell Rd - Athabasca to Horseshoe Slough	Bike Lanes, Parks Trail, Canal Benching	JY	$1,300	$1,300	TBD	CN Property Being Sold	
	TOTAL			$34,111	$33,577			

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2006 Construction Program Year End Summary

Engineering Design and Construction

Project No.	Project Location	Scope of Work	Eng.	Budget (x1000)	Projected Cost to Complete	Proposed Tender Date	Scheduled Construction Start	Scheduled Construction Completion
P.06301	Dyke Road Rip-Rap Upgrade	Dyke Upgrade South End of Gilbert	JY	$130	$130	Completed	Complete	Complete
P.06201	Garden City Bike Lanes	Capstan to Cambie	JY	$230	$230	City Forces	Complete	Complete
P.04301	Horseshoe Slough	Drainage Improvements	JY	$2,778	$2,778	Completed	Complete	Complete
P.04405	Maddocks Subdivision (Phase I)	Watermain Replacement	JY	$811	$811			
P.05405	Maddocks Subdivision (Phase II)	Watermain Replacement	JY	$1,061	$1,061			
P.06602	Kwantlen Sanitary Forcemain	Forcemain Replacement	JY	$100	$89	Completed	Complete	Complete
P.05602	Ash Sanitary Pump Station Rehabilitation	Sanitary	JY	$250	$250	City Forces	Complete	Complete
P.05406	No. 2 Rd Watermain	Watermain Replacement	JY	$800	$480	Completed	Complete	Complete
P.05210	No. 3 Rd Walkway	Gravel Sidewalk, Steveston Hwy to Dyke Rd	JY	$200	$200	City Forces	Complete	Complete
P.05201	2006 Paving Program	Asphalt Paving	JY	$2,006	$2,006	Completed	Complete	Complete
P.06401	Broadmoor Phase III Watermain Replacement	Watermain Replacement at Various Locations	JY	$812	$812	City Forces	Complete	Complete
P.05604	Arcadia Sanitary Pump Station Rehabilitation	Sanitary	JY	$250	$250	City Forces	In Progress August 22, 2006	December, 2006
P. 06601	City Centre/Bridgeport Sanitary Sewer Rehab	Trenchless and External Sewer Repairs	JY	$600	$600	Completed	In Progress April 15, 2006	March, 2007
P.04408	Westminster Hwy - No. 3 Rd to Garden City	Watermain Replacement	JY	$3,456	$3,100	Completed	Complete	Complete
P.04408	Westminster Hwy - No. 4 Rd to Shell Rd	Watermain Replacement	JY			Completed	In Progress July, 2006	December, 2006
P.05605	Sanitary Sewer P.S. at Cook/Buswell	Pump Station, Sanitary Sewer and Forcemain Rehabilitation	JY	$1,481	$1,481	Completed	In Progress July, 2006	February, 2007
P.04301	Horseshoe Slough Drainage Upgrade	Screens, Irrigation Control and Pipe Installation	JY	$579	$579	Completed	In Progress August, 2006	May, 2007
P.04209	Westminster Hwy - Hwy 91 Interchange to McMillan	Road widening to 4 Lanes	JY	$6,525	$5,928	Completed	In Progress September, 2006	February, 2007
P.05302	Steveston Highway Box Culvert	Box Culvert Installation	JY	$400	$400	Completed	In Progress September, 2006	March, 2007
P.06403	Comstock Area Watermain Replacement	Watermain Replacement at Various Locations	JY	$1,131	$1,131	Completed	November, 2006	December, 2006
P.05205	No 1 Road Laneway - Francis to Williams	Laneway Construction	JY	$1,200	$1,200	Completed	December, 2006	May, 2007
P.05405	2006 Maddocks Subdivision	Watermain Replacement	JY	$473	$473	December, 2006	January, 2007	July, 2007
P.05204	Lansdowne Rd - No. 3 to Cooney	Hydro, Telus, Shaw Undergrounding/Beautification	JY	$1,148	$1,148	February, 2007	April, 2007	September, 2007
P.05203	Shell Rd - Athabasca to Horseshoe Slough	Bike Lanes, Parks Trail, Canal Benching	JY	$1,300	$1,300	February, 2007	April, 2007	September, 2007
P.06604	Ackroyd Road Sanitary Pump Station Upgrade	Sanitary Pump Station Reconstruction	JY	$1,000	$1,000	December, 2006	February, 2007	October, 2007
P.06302	Lucas Road Drainage Upgrade	Drainage Improvements	JY	$600	$600	January, 2007	March, 2007	June, 2007
P.06402	Aztec Area Drainage and Watermain Upgrade	Drainage Improvements	JY	$900	$900	February, 2007	March, 2007	July, 2007
P.03303	Francis Road Drainage Pump Station	Pump Station Renovation	JY	$800	$800	January, 2007	February, 2007	September, 2007
P.06603	Elmbridge Sanitary PS Upgrade	Upgrade of Existing Pump Station	JY	$440	$440	Await completion of City Centre West Gateway Servicing Requirements		
P.05404	No. 3 Road - Westminster Hwy to Granville Ave	Watermain Replacement	JY	$700	$700	Deferred due to Canada Line		
P.04604	Sanitary Sewer (Fraserlands) Pump station	Sanitary Pump Station Construction	JY	$600	$600	Development driven		
	TOTAL			$32,401	$31,117			

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