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**City Council  
Electronic Meeting**

**Council Chambers, City Hall  
6911 No. 3 Road  
Monday, July 11, 2022  
7:00 p.m.**

Pg. #      ITEM

**MINUTES**

**1.    *Motion to:***

- |                |  |
|----------------|--|
| <b>CNCL-9</b>  | (1) <i>adopt the minutes of the Regular Council meeting held on June 27, 2022;</i>           |
| <b>CNCL-23</b> | (2) <i>adopt the minutes of the Special Council meeting held on June 30, 2022; and</i>       |
| <b>CNCL-26</b> | (3) <i>receive for information the Metro Vancouver 'Board in Brief' dated June 24, 2022.</i> |



**AGENDA ADDITIONS & DELETIONS**

**COMMITTEE OF THE WHOLE**

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



3. Delegations from the floor on Agenda items.

**PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS.**

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.**

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

## CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- 2022 Environmental Enhancement Grant Program - Second Intake
- Menstrual Equity Initiative Update
- 2022 UBCM Community Excellence Awards
- Amendments To The Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327
- Land use applications for first reading (to be further considered at the Public Hearing on September 6, 2022):
  - 11760 Williams Road – Rezone from Single Detached (RS1/E)” Zone To The “Compact Single Detached (RC2)” Zone (Pakland Properties – Applicant)
  - 6340 Granville Avenue – Rezone from Single Detached (RS1/E)” Zone to the “Compact Single Detached (RC2)” Zone (Simarbir S. Khangura and Lakhbir S. Khangura – applicant)



## Council Agenda – Monday, July 11, 2022

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ITEM

- Application By MLK Properties Ltd. To Enter Into A Heritage Revitalization Agreement To Protect The R.G. Ransford House And To Construct Coach House At 10700 Railway Avenue

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

☐

Consent  
Agenda  
Item

6. **COMMITTEE MINUTES**

*That the minutes of:*

CNCL-37

(1) *the **Finance Committee** meeting held on July 4, 2022;*

(2) *the General Purposes Committee meeting held on July 4, 2022;  
(distributed separately)*

CNCL-42

(3) *the **Parks, Recreation and Cultural Services Committee** meeting held  
on June 28, 2022; and*

(4) *the Planning Committee meeting held on July 5, 2022; (distributed  
separately)*

*be received for information.*

☐

Consent  
Agenda  
Item

7. **2022 ENVIRONMENTAL ENHANCEMENT GRANT PROGRAM -  
SECOND INTAKE**

(File Ref. No. 03-1085-01) (REDMS No. 6905434)

CNCL-46

**See Page CNCL-46 for full report**

**PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE  
RECOMMENDATION**

(1) *That the second round of 2022 Environmental Enhancement Grants  
be awarded for the total recommended amount of \$4,900 as identified  
in Attachment 1 of the staff report titled “2022 Environmental  
Enhancement Grant Program – Second Intake” dated May 30, 2022,  
from the Director, Parks Services; and*

(2) *That the grant funds be disbursed accordingly.*

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## Council Agenda – Monday, July 11, 2022

Pg. # ITEM

Consent  
Agenda  
Item

8. **MENSTRUAL EQUITY INITIATIVE UPDATE**  
(File Ref. No. 11-7000-01) (REDMS No. 6896811)

CNCL-75

See Page CNCL-75 for full report

### PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

- (1) *That the Menstrual Equity Initiative be continued as outlined in the staff report titled “Menstrual Equity Initiative Update” dated May 27, 2022, from the Director, Recreation and Sport Services, and the Director, Community Social Development; and*
- (2) *That the City join the United Way’s Period Promise Campaign by signing on to the Period Promise Policy Agreement.*



Consent  
Agenda  
Item

9. **2022 UBCM COMMUNITY EXCELLENCE AWARDS**  
(File Ref. No. 01-0103-01) (REDMS No. 6896973)

CNCL-86

See Page CNCL-86 for full report

### GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the City’s entries for the Union of BC Municipalities (UBCM) Community Excellence Awards be endorsed, including:*

- (1) *Excellence in Service Delivery: Single-Use Plastic and Other Items Bylaw No. 10000;*
- (2) *Excellence in Asset Management: City of Richmond Flood Protection Program; and*
- (3) *Excellence in Sustainability: Brighthouse Fire Hall No. 1 – Solar Photovoltaic Panel Installation.*



## Council Agenda – Monday, July 11, 2022

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Consent  
Agenda  
Item

10. **AMENDMENTS TO THE CONSOLIDATED 5 YEAR FINANCIAL PLAN (2022-2026) BYLAW NO. 10327**

(File Ref. No. 03-0975-01) (REDMS No. 6907543)

CNCL-90

See Page **CNCL-90** for full report

FINANCE COMMITTEE RECOMMENDATION

*That the Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327, Amendment Bylaw No. 10381, which incorporates and puts into effect the changes as outlined in the staff report titled “Amendments to the Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327” dated June 10, 2022, from the Acting General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.*



Consent  
Agenda  
Item

11. **APPLICATION BY PAKLAND PROPERTIES FOR REZONING AT 11760 WILLIAMS ROAD FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “COMPACT SINGLE DETACHED (RC2)” ZONE**

(File Ref No. RZ 21-938616) (REDMS No. 6903531)

CNCL-113

See Page **CNCL-113** for full report

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10391, for the rezoning of 11760 Williams Road from the “Single Detached (RS1/E)” zone to the “Compact Single Detached (RC2)” zone, be introduced and given first reading.*



## Council Agenda – Monday, July 11, 2022

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Consent  
Agenda  
Item

12. **APPLICATION BY SIMARBIR S. KHANGURA AND LAKHBIR S. KHANGURA FOR REZONING AT 6340 GRANVILLE AVENUE FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “COMPACT SINGLE DETACHED (RC2)” ZONE**  
(File Ref. No. RZ 21-932253) (REDMS No. 6909436)

CNCL-134

See Page CNCL-134 for full report

### PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10388, for the rezoning of 6340 Granville Avenue from the “Single Detached (RS1/E)” zone to the “Compact Single Detached (RC2)” zone, be introduced and given first reading.*



Consent  
Agenda  
Item

13. **APPLICATION BY MLK PROPERTIES LTD. TO ENTER INTO A HERITAGE REVITALIZATION AGREEMENT TO PROTECT THE R.G. RANSFORD HOUSE AND TO CONSTRUCT COACH HOUSE AT 10700 RAILWAY AVENUE**  
(File Ref. No. HA 20-907706) (REDMS No. 6918755)

CNCL-151

See Page CNCL-151 for full report

### PLANNING COMMITTEE RECOMMENDATION

- (1) *That Heritage Revitalization Agreement (10700 Railway Avenue) Bylaw No. 10386 to permit the City to enter into a Heritage Revitalization Agreement substantially in the form attached hereto, in accordance with the requirements of Section 610 of the Local Government Act, to protect the R.G. Ransford House and to construct a coach house at 10700 Railway Avenue, be introduced and given first reading.*
- (2) *That, following adoption of Heritage Revitalization Agreement (10700 Railway Avenue) Bylaw No. 10386, the Mayor and City Clerk be authorized to execute any further agreements contemplated in the Heritage Revitalization Agreement.*



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CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA

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NON-CONSENT AGENDA ITEMS

FINANCE COMMITTEE

Mayor Malcolm D. Brodie, Chair

14. **2022 MAJOR DEVELOPMENT COST CHARGES PROGRAM UPDATE**

(File Ref. No. 03-0900-01) (REDMS No. 6896790)

CNCL-255

See Page **CNCL-255** for full report

FINANCE COMMITTEE RECOMMENDATION

Opposed: Cllr. Wolfe

*That the preliminary DCC programs and DCC rates as outlined in the staff report dated June 10, 2022 titled “2022 Major Development Cost Charges Program Update” from the Acting Director, Finance, be endorsed as the basis for further public consultation in establishing the updated DCC Rates Bylaw.*



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

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



PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

## Council Agenda – Monday, July 11, 2022

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ITEM

**CNCL-296** (1) Kerry Starchuk, Richmond resident, to delegate on preserving single family neighborhoods.

**CNCL-301** (2) Deirdre Whalen, Richmond Poverty Reduction Coalition, to delegate on the need for non-market rental housing in Richmond.

16. *Motion to rise and report.*

☐

ADJOURNMENT

☐



## Regular Council

Monday, June 27, 2022

Place: Council Chambers  
Richmond City Hall

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

Corporate Officer – Claudia Jesson

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

RES NO.    ITEM

### MINUTES

- R22/12-1    1.    It was moved and seconded  
*That:*
- (1)    *the minutes of the Regular Council meeting held on June 13, 2022, be adopted as circulated; and*
  - (2)    *the minutes of the Regular Council meeting for Public Hearings held on June 20, 2022, be adopted as circulated.*

**CARRIED**



**Regular Council**  
**Monday, June 27, 2022**

AGENDA ADDITIONS & DELETIONS

PRESENTATION

COMMITTEE OF THE WHOLE

- R22/12-2     2.     It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on agenda items (7:01 p.m.).*

**CARRIED**

3.     Delegations from the floor on Agenda items

Item No. 10 – Proposed Metro Vancouver Regional Growth Strategy Bylaw 1339, 2022, Metro 2050

Roderick V. Louis, White Rock resident, expressed his concerns regarding the public consultation process for the Proposed Metro Vancouver Regional Growth Strategy and urged Council to oppose the strategy at this time and to approve a motion requesting Metro Vancouver to approach key stakeholders for input on the Strategy.

- R22/12-3     4.     It was moved and seconded  
*That Committee rise and report (7:12 p.m.).*

**CARRIED**

CONSENT AGENDA

- R22/12-4     5.     It was moved and seconded  
*That Items No. 6 through No. 9 and 12 through 17 be adopted by general consent.*

**CARRIED**

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6.     COMMITTEE MINUTES

2.





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**Monday, June 27, 2022**

*That the minutes of:*

- (1) the Community Safety Committee meeting held on June 14, 2022;*
- (2) the General Purposes Committee meeting held on June 20, 2022;*
- (3) the Planning Committee meeting held on June 21, 2022; and*
- (4) the Public Works and Transportation Committee meeting held on June 22, 2022;*

*be received for information.*

**ADOPTED ON CONSENT**

**7. 2022 NEIGHBOURHOOD CELEBRATION GRANTS ALLOCATION**  
(File Ref. No. 03-1085-05) (REDMS No. 6899905; 6908004)

- (1) That the Neighbourhood Celebration Grants be awarded for the recommended amount of \$74,947.96 as identified in Attachment 2 of the staff report titled, “2022 Neighbourhood Celebration Grants Allocation”, dated May 30, 2022, from the Director, Arts, Culture and Heritage Services; and*
- (2) That the grant funds be disbursed accordingly.*

**ADOPTED ON CONSENT**

**8. ENDORSEMENT OF UBCM RESOLUTION FOR LIBRARY FUNDING**  
(File Ref. No. 03-1087-01, 01-0060-20-UBCM1-08) (REDMS No. 6914553)

*That the resolution in support of restoring provincial funding for public libraries, as outlined in Attachment 1 of the attached report from the Chief Librarian, be endorsed and forwarded to the Union of BC Municipalities for consideration during its 2022 Convention.*

**ADOPTED ON CONSENT**



**Regular Council**  
**Monday, June 27, 2022**

9. **APPLICATION BY JUDE DA SILVA FOR REZONING AT 11460 WILLIAMS ROAD FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “COMPACT SINGLE DETACHED (RC2)” ZONE**  
(File Ref. No. RZ 21-940331; 12-8060-20-10387) (REDMS No. 6905161; 2243859,6905693)

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10387, for the rezoning of 11460 Williams Road from the “Single Detached (RS1/E)” zone to the “Compact Single Detached (RC2)” zone, be introduced and given first reading.*

**ADOPTED ON CONSENT**

10. **PROPOSED METRO VANCOUVER REGIONAL GROWTH STRATEGY BYLAW 1339, 2022, METRO 2050**  
(File Ref. No. 01-0157-30-RGST1) (REDMS No. 6900027)

Please see Page 8 for action on this item.

11. **REFERRAL RESPONSE: SPIRES ROAD AREA PROPOSED RENTAL TENURE & DENSITY INCREASES**  
(File Ref. No. 12-8060-20-010190, 08-4045-20-10) (REDMS NO. 6904985, 6923828, 6822160, 6907728, 6905889, 6905567 )

Please see Page 8 for action on this item.

12. **MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPLICATION TO NATIONAL TRADE CORRIDORS FUND**  
(File Ref. No. 03-1090-01) (REDMS No. 6894828)

*That the City provide a letter of support for the Ministry of Transportation and Infrastructure’s submission of the Moray Bridge Area Integrated Planning Study for consideration of cost-share funding from the Government of Canada’s National Trade Corridors Fund, as described in the report titled “Ministry of Transportation and Infrastructure Application to National Trade Corridors Fund” dated May 6, 2022 from the Director, Transportation.*

**ADOPTED ON CONSENT**



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Monday, June 27, 2022**

13. **MUNICIPAL ACCESS AGREEMENT WITH CIK TELECOM INC.**  
(File Ref. No. 03-1000-21-025) (REDMS No. 6886345)

*That the Chief Administrative Officer and the General Manager, Engineering & Public Works be authorized to negotiate and execute, on behalf of the City, a Municipal Access Agreement between the City and CIK Telecom Inc. as outlined in the staff report titled, "Municipal Access Agreement with CIK Telecom Inc.", dated May 17, 2022 from the Director, Engineering.*

**ADOPTED ON CONSENT**

14. **FEDERATION OF CANADIAN MUNICIPALITIES MUNICIPAL ASSET MANAGEMENT PROGRAM GRANT FUNDING APPLICATION – SANITARY PUMP STATION CONDITION ASSESSMENTS**  
(File Ref. No. 03-1090-01,01-0060-20-FCMU1) (REDMS No. 6893847))

- (1) *That the City's grant application for the Sanitary Pump Station Condition Assessments project to the Federation of Canadian Municipalities Municipal Asset Management Program be endorsed; and*
- (2) *That the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to negotiate and execute funding agreements with the Federation of Canadian Municipalities for the Sanitary Pump Station Condition Assessments project should it be approved for funding, and that the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly.*

**ADOPTED ON CONSENT**





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**15. 2021 ANNUAL WATER QUALITY REPORT**

(File Ref. No. 10-6175-03-03) (REDMS No. 6886255)

- (1) *That the annual report titled, “2021 Annual Water Quality Report” dated May 16, 2022, from the Director, Public Works Operations, be endorsed; and*
- (2) *That the annual report titled, “2021 Annual Water Quality Report” dated May 16, 2022, be made available to the community on the City’s website and through various communication tools including social media channels and as part of community outreach initiatives.*

**ADOPTED ON CONSENT**

**16. REGIONAL PUBLIC WORKS MUTUAL AID AGREEMENT**

(File Ref. No. 03-1000-13-013) (REDMS No. 6845456)

It was moved and seconded

*That the following actions be taken in regard to approving the Regional Public Works Mutual Aid Agreement as more particularly described in the staff report dated May 9, 2022 from the Director, Public Works Operations:*

- (1) *The Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to execute the Regional Public Works Mutual Aid Agreement on behalf of the City of Richmond; and*
- (2) *The General Manager, Engineering and Public Works or his delegate be designated as the Authorized representative under the Regional Public Works Mutual Aid Agreement.*

**ADOPTED ON CONSENT**



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**17. AWARD OF CONTRACT: 7268P – ROLL-OFF AND IN-GROUND  
CONTAINER COLLECTION AND RECYCLING/DISPOSAL  
SERVICES**

(File Ref. No. 03-1000-20-7268P) (REDMS No. 6882400)

- (1) *That Contract 7268P – Roll-Off and In-Ground Container Collection and Recycling/Disposal Services be awarded for a five-year term, commencing August 1, 2022 to GFL Environmental Inc. at an estimated total contract value of \$3,163,153.03, as described in the report titled “Award of Contract: 7268P – Roll-Off and In-Ground Container Collection and Recycling/Disposal Services”, dated May 13, 2022, from the Director, Public Works Operations;*
- (2) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to extend the initial five-year term, up to the maximum total term of seven years, for the maximum total amount of \$4,588,832.26, as described in the report titled “Award of Contract: 7268P – Roll-Off and In-Ground Container Collection and Recycling/Disposal Services”, dated May 13, 2022, from the Director, Public Works Operations; and*
- (3) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the contract and all related documentation with GFL Environmental Inc.*

**ADOPTED ON CONSENT**

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

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**PLANNING COMMITTEE**  
Councillor Bill McNulty, Chair



**Regular Council**  
**Monday, June 27, 2022**

**10. PROPOSED METRO VANCOUVER REGIONAL GROWTH STRATEGY BYLAW 1339, 2022, METRO 2050**

(File Ref. No. 01-0157-30-RGST1) (REDMS No. 6900027, )

R22/12-5

It was moved and seconded

(1) *That the proposed Metro Vancouver Regional Growth Strategy Bylaw 1339, 2022, Metro 2050, be accepted, and*

(2) *That the Metro Vancouver Board be advised of the City of Richmond's position on the Regional Growth Strategy.*

Discussion ensued regarding (i) the strategy being a good overall directional report but lacks specifics, (ii) opposition for the strategy from other municipalities, (iii) once Metro 2050 has been approved amendments can be made to strengthen it, and (iv) Metro 2050 requires unanimous consent to pass and 50% plus one vote to approve amendments. As a result of the discussion the following **referral** motion was introduced:

R22/12-6

It was moved and seconded

*That the staff Report Titled "Proposed Metro Vancouver Regional Growth Strategy Bylaw 1339, 2022, Metro 2050" from the Director of Policy Planning, dated May 26, 2022 be referred back to staff to investigate the nature of the opposition by other municipalities in the region; and*

*Comment on the amendment procedures and report back.*

**CARRIED**

**11. REFERRAL RESPONSE: SPIRES ROAD AREA PROPOSED RENTAL TENURE & DENSITY INCREASES**

(File Ref. No. 12-8060-20-010190, 08-4045-20-10) (REDMS NO. 6904985, 6923828, 6822160, 6907728, 6905889, 6905567 )

R22/12-7

It was moved and seconded

(1) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10190, which proposes to amend Schedule 2.10 (City Centre Area Plan) by:*

- *designating the area bounded by Westminster Hwy, Garden City Road, Cook Road and Cooney Road as "Urban Centre T5" and "Sub-Area B2 Mixed Use – Mid-Rise Residential & Limited Commercial"; and*





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- *establishing a rental tenure overlay and supporting policies, which outline density increases associated with secured rental tenure for properties in and adjacent to Spires Road, as described in the attached report titled “Referral Response: Spires Road Area Proposed Rental Tenure & Density Increases”;*

*be introduced and given first reading;*

- (2) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10190, having been considered in conjunction with:*

- *the City’s Financial Plan and Capital Program;*
- *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

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

- (3) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10190, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation;*
- (4) *That instream rezoning applications that are received prior to adoption of Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10190, may be exempt from the Spires Road Area Market Rental Policy provided the application achieves first reading within one year of the amendment bylaw being adopted and final adoption and issuance of a Development Permit within one year following the associated Public Hearing;*
- (5) *That staff report back to Council regarding key findings related to the implementation of updates to the City Centre Area Plan for the Spires Road area after the policy provisions are in place for one year; and*



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- (6) *That staff be directed, on an interim basis, to consider development applications within the Arterial Road Land Use Policy that would allow higher densities provided that all of the additional density is used for rental housing, and that this interim measure becomes a foundation for the overall policy review of the Arterial Road Land Use Policy as part of the Official Community Plan targeted review to secure more rental along designated Arterial Road, in particular near Neighbourhood Service Centres and frequent transit routes.*

The question on the motion was not called as discussion ensued regarding (i) providing more incentives to developers, (ii) staff will report back to council in one year, (iii) the proposed Spires Road policy could become a template for other areas, (iv) the school district is aware of the policy and staff will address the impact with them with each application, (v) the need for public consultation of the Spires area residents impacted by this policy, (vi) the requirement for additional green space, (vii) reviewing this policy in the context of the Official Community Plan (OCP), (viii) the impact of the economic climate on development, and (ix) the lack of commercial services in the immediate planned area.

In response to queries from Council staff advised that the OCP review is in its first phase of context analysis and research and that staff anticipate bringing forward a first draft of the OCP for Council review at the end of 2023. Staff also advised that they will be presenting this policy to the Urban Development Institute this week. As a result of the discussion the following **referral** motion was introduced:

R22/12-8

It was moved and seconded

*That the staff Report Titled Referral Response: Spires Road Area Proposed Rental Tenure & Density Increases by the Director of Policy Planning, dated June 3, 2022 be referred back to staff to be reviewed in the context of the Official Community Plan review.*

Question on the referral motion was not called as discussion ensued regarding (i) the need for a plan for green space, (ii) community consultation of the area, and (iii) options for a comprehensive plan for all of Richmond, not just one area.

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





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The question on the main motion was then called and **CARRIED** with Cllr. McPhail opposed.

**NON-CONSENT AGENDA ITEMS**

**PLANNING COMMITTEE**  
Councillor Bill McNulty, Chair

In accordance with Section 100 of the Community Charter, Councillor Linda McPhail declared to be in a conflict of interest as her husband is the applicant and left the meeting at 8:43 p.m.

18. **APPLICATION BY FARRELL ESTATES LTD. FOR REZONING AT 6831 GRAYBAR ROAD, 20455 DYKE ROAD, 20911 DYKE ROAD, 7500 NO. 9 ROAD, LOT A BLOCK 4N PLAN EPP113853 SECTION 9 RANGE 4W NEW WESTMINSTER LAND DISTRICT & SEC 16, 17, 20 (031-553-231) AND A PORTION OF GRAYBAR ROAD FROM THE “INDUSTRIAL AND MARINA (ZI17) – GRAYBAR ROAD (EAST RICHMOND”, "INDUSTRIAL BUSINESS PARK (IB1)", AND "LIGHT INDUSTRIAL (IL)" ZONES TO THE “INDUSTRIAL BUSINESS PARK AND MARINA (ZI20) – GRAYBAR ROAD (EAST RICHMOND)”ZONE**

(File Ref. No. RZ 21-928623, 12-8060-010336, 12-8060-20-00361) (REDMS No. 6797839, 6797990)

R22/12-9

It was moved and seconded

**(1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 10336 to:**

- (a) create the “Industrial Business Park and Marina (ZI20) – Graybar Road (East Richmond)” zone, and to rezone 6831 Graybar Road, 20455 Dyke Road, 20911 Dyke Road, 7500 No. 9 Road, Lot A Block 4N Plan EPP113853 Section 9 Range 4W New Westminster Land District & SEC 16, 17, 20 (PID 031-553-231), and a portion of Graybar Road from the “Industrial and Marina (ZI17) – Graybar Road (East Richmond”, “Industrial Business Park (IB1)”, and “Light Industrial (IL)” zones to the “Industrial Business Park and Marina (ZI20) –**



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*Graybar Road (East Richmond)" zone be introduced and given first reading; and*

- (b) *discharge "Land Use Contract 127", entered in to pursuant to "Farrell Estates Ltd. Land Use Contract Bylaw No. 3613 (RD85962)", from the title of 6831 Graybar Road:*

*be introduced and given first reading.*

The question on the motion was not called as discussion ensued regarding (i) the proposed buildings to be 10% more energy efficient than the standard Building Code, (ii) the application does not change the current use of the site as a boat yard, (iii) businesses on the north side of the property will be relocated on to the existing site, (iv) the proposed redevelopment will not affect the operations of the boatyard, (v) 99 trees will be planted, (vi) a 3 m pedestrian walkway will be added to connect McMillan Way and Dyke Road, (vii) this proposal fits in with the growth strategy for 2050, and (viii) the need to protect the supply and enhance the efficient use of industrial land.

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

R22/12-10

It was moved and seconded

*That the staff Report Titled "Application by Farrell Estates Ltd. for Rezoning at 6831 Graybar Road, 20455 Dyke Road, 20911 Dyke Road, 7500 No. 9 Road, Lot A Block 4N Plan EPP113853 Section 9 Range 4W New Westminster Land District & SEC 16, 17, 20 (031-553-231) and a portion of Graybar Road from the "Industrial and Marina (ZI17) – Graybar Road (East Richmond)", "Industrial Business Park (IB1)", and "Light Industrial (IL)" Zones to the "Industrial Business Park and Marina (ZI20) – Graybar Road (East Richmond)"Zone" by the director of Development dated June 8, 2022, be referred back to staff to find options that would maintain the marina industry and boat yard as it is.*

Question on the referral motion was not called as discussion ensued regarding the existing boat yard, increased traffic concerns for business on Graybar Road and construction effecting businesses.

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

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



**Regular Council**  
**Monday, June 27, 2022**

Councillor McPhail returned to the meeting – 9:00 pm

**FINANCE AND CORPORATE SERVICES DIVISION**

19. **2021 ANNUAL REPORT AND 2021 ANNUAL REPORT HIGHLIGHTS**  
(File Ref. No. 01-0375-01) (REDMS No. 6898968)

R22/12-11

It was moved and seconded

*That the reports titled “2021 Annual Report” and “2021 Annual Report – Highlights” be approved.*

**CARRIED**

20. **2021 STATEMENT OF FINANCIAL INFORMATION**  
(File Ref. No. 03-1200-03) (REDMS No. 6909545)

R22/12-12

It was moved and seconded

*That the 2021 Statement of Financial Information be approved.*

**CARRIED**

21. **2021 COUNCIL REMUNERATION AND EXPENSES**  
(File Ref. No. 03-1200-03) (REDMS No. 6894450)

R22/12-13

It was moved and seconded

*That the report titled 2021 Council Remuneration and Expenses be received for information.*

**CARRIED**

**PLANNING AND DEVELOPMENT DIVISION**

22. **ENDORSEMENT OF UBCM RESOLUTION FOR AN INCREASE TO MAXIMUM RENT CEILINGS AND MONTHLY PAYMENT AMOUNTS THROUGH BC HOUSING'S SAFER PROGRAM**  
(File Ref. No. 08-4055-08, 01-0060-20-UNCM1-08) (REDMS No. 6923382, 6923261)

R22/12-14

It was moved and seconded





**Regular Council**  
**Monday, June 27, 2022**

*That the resolution in support of an increase to the maximum rent ceilings and monthly payment amounts through BC Housing's Shelter Aid for Elderly Renters (SAFER) program be endorsed, as outlined in Attachment 1 of the report titled "Endorsement of UBCM Resolution for an Increase to Maximum Rent Ceilings and Monthly Payment Amounts through BC Housing's SAFER Program," from the Director, Community Social Development, be endorsed and forwarded to the Union of BC Municipalities (UBCM) for consideration during its 2022 Convention.*

**CARRIED**

**ADJOURNMENT**

R22/12-15

It was moved and seconded  
*That the meeting adjourn (9:14 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, June 27, 2022.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)



**Special Council  
Thursday, June 30, 2022**

Place: Council Chambers  
Richmond City Hall

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

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 12:00 p.m.

RES NO.    ITEM

**COMMITTEE OF THE WHOLE**

SP22/2-1            It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on  
agenda items (12:01 p.m.).*

**CARRIED**

Delegations from the floor on Agenda items

Item No. 1 – Referral Response – Proposed Metro Vancouver Regional  
Growth Strategy Bylaw 1339, 2022, Metro 2050

Roderick V. Louis, White Rock resident, expressed his concerns regarding the public consultation process for the Proposed Metro Vancouver Regional Growth Strategy and urged Council to oppose the strategy at this time and to approve a motion requesting Metro Vancouver to approach key stakeholders for input on the Strategy.



**Special Council**  
**Thursday, June 30, 2022**

RES NO.    ITEM

SP22/2-2

It was moved and seconded  
*That Committee rise and report (4:07 p.m.).*

**CARRIED**

**PLANNING AND DEVELOPMENT**

**1. REFERRAL RESPONSE – PROPOSED METRO VANCOUVER  
REGIONAL GROWTH STRATEGY BYLAW 1339, 2022,  
METRO 2050**

(File Ref. No. 01-0157-30-RGST1) (REDMS No. 6929309; 6900027)

Staff noted there is good alignment between Richmond's regional interests and the proposed Metro Vancouver Regional Growth Strategy, Metro 2050, ("RGS"), and that the City of Richmond's requests have been accommodated. It was further noted that the staff memorandum provided gives a summary of the objections of the proposed RGS from the two non-acceptance municipalities (City of Surrey and Township of Langley), which do not affect the City of Richmond.

Staff provided a brief summary of some of the key changes and additions to the draft RGS sought by the City (as per report dated November 20, 2021) and subsequently accommodated or have been identified for a post early adoption amendment.

Heather McNell, General Manager, Regional Planning and Housing, Metro Vancouver, was in attendance for questions from Council. Ms. McNell provided a brief summation of the expansive RGS public consultation process undertaken by Metro Vancouver since 2019. It was noted that the responses from of all member jurisdictions will be summarized for the July Board meeting and that it is a requirement that the RGS is fully supported by all member jurisdictions in order to proceed; the Board will consider options available for any non-acceptances received.

It was requested that staff provide a memorandum that outlines all of the City's proposed changes in response to the draft RGS and the result of those requests.

2.



**Special Council**  
**Thursday, June 30, 2022**

RES NO.    ITEM

A brief discussion on the process of amendments to the RGS ensued. It was noted that the amendments to the finalized RGS will require the support of 50 percent, plus one, member jurisdictions for any further amendments.

SP22/2-3

It was moved and seconded

- (1) *That the proposed Metro Vancouver Regional Growth Strategy Bylaw 1339, 2022, Metro 2050, be accepted, and*
- (2) *That the Metro Vancouver Board be advised of the City of Richmond's position on the Regional Growth Strategy.*

**CARRIED**

**ADJOURNMENT**

SP22/2-4

It was moved and seconded

*That the meeting adjourn (12:30 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 Thursday, June 30, 2022.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)



**For Metro Vancouver meetings on Friday, June 24, 2022**

*Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact: [media@metrovancover.org](mailto:media@metrovancover.org).*

**Metro Vancouver Regional District**

**E1.1 Alternative Transportation Study Part II: Access to Regional Parks Report**

**RECEIVED**

This report presented updated research about how people travel to regional parks. The original 1966 regional park system plan, *A Regional Parks Plan for the Lower Mainland Region*, anticipated that most visitors would travel by private automobile. Today around 25 per cent of regional park visitors come via sustainable transportation options. In 2020, Metro Vancouver initiated an alternative transportation study to better understand how to promote the use of cycling and public transit.

Part I of the study, completed in 2020, rated the relative connectivity of regional parks by cycling and public transit infrastructure. Part II reviewed other jurisdictions' practices, compared the Part I ratings to regional park visitor reported travel modes, highlighted key insights, and identified 11 possible actions to promote more alternative transportation use by regional park visitors. The study will be of value to member jurisdictions and other regional partners. Implementation of 11 short- to medium-term actions will require partnerships with member jurisdictions and other agencies.

The Board received the report for information and directed staff to share the report with TransLink and member jurisdictions.

**E2.1 Cannabis Retail Store Licence Application in the UEL (Burb Cannabis Corporation)**

**APPROVED**

Metro Vancouver is the local government responsible for making recommendations to the BC Liquor and Cannabis Regulation Branch (BCLCRB) on cannabis retail store licence applications in Electoral Area A, including in the University Endowment Lands (UEL). Burb Cannabis Corporation applied for a licence to the branch for a non-medical cannabis retail store to be located at 5784 University Boulevard in the UEL, and at the same time submitted a rezoning application for the same purpose to the UEL, which is responsible for local planning decisions. The UEL rezoning was approved by the Minister of Municipal Affairs in April 2022, and Metro Vancouver's role as the local government means it must consider the views of residents, comment on the general impact the store would have on the community, and provide a recommendation with reasons as to whether or not the BCLCRB should issue the licence.

At its June 9, 2022 meeting, the Electoral Area Committee considered the application and heard from delegations both in support of and opposition to the proposal. The Committee subsequently recommended the application.

The Board recommended to the BCLCRB that the licence for a non-medical cannabis retail store submitted by Burb Cannabis Corporation and proposed to be located at 5784 University Boulevard in the University Endowment Lands be issued for the following reason: to align with the University Endowment Lands approved rezoning, and directed staff to forward the supporting documentation.



**E2.2 UBCM Emergency Preparedness Grant Application for Electoral Area A (UBC)**

**APPROVED**

The Union of BC Municipalities has grants available through the Community Emergency Preparedness Fund to support members in increasing emergency preparedness and emergency response capacity. Metro Vancouver has long planned that emergency response in the Point Grey portion of Electoral Area A would best be coordinated through an area emergency operations centre established at the University of British Columbia, due to the area being home to the majority of Electoral Area A residents and because of its proximity to local agency representatives.

Through partnership with UBC, increasing the pool of emergency support services volunteers available to take care of the needs of displaced people following an emergency in the Point Grey area is a key gap in emergency preparedness that training funding would address.

The Board endorsed the grant application totalling \$25,000 from the Union of BC Municipalities to enhance emergency preparedness capacity in Electoral Area A.

**E2.3 Electoral Area A Community Works Fund – 2022 Projects (UNA/UBC)**

**APPROVED**

The Community Works Fund is delivered to all local governments in BC through a direct annual allocation to support local eligible priorities, and is distributed within Electoral Area A based on community population, with University Neighbourhoods Association (UNA) and University of British Columbia allotted approximately \$635,000 through 2023.

In June and September 2021, the Electoral Area A Director and staff met with community representatives to discuss potential projects to recommend for funding, and in May 2022, the UNA Board, with support from UBC, considered and endorsed three projects totaling \$435,101.

The Board approved funding from the Electoral Area A Community Works Fund as described for the following projects:

- Electric vehicle charging stations up to \$195,824
- Recycling receptacle replacement up to \$139,277
- Acadia neighbourhood active transportation improvements up to \$100,000

**E3.1 BC Lung Foundation – Contribution Agreement 2023-2025**

**APPROVED**

The BC Lung Foundation is a key partner in Metro Vancouver’s air quality and climate change programs, linking regional programs and policies to lung health, facilitating dialogue, and advancing outreach and awareness. Staff proposed entering into a formal funding relationship with BC Lung, through a three-year contribution agreement in the amount of \$35,000 per year.

The funding will support key deliverables as specified in the agreement, such as an annual air quality and health workshop, an annual state of the air report, and the operation of an interagency committee comprised of representatives from environment and health departments from multiple orders of government as well as academia. The agreement also requires the submission of an annual report from BC Lung summarizing activities and deliverables.

The Board approved a three-year contribution agreement for Metro Vancouver to provide funding to the BC Lung Foundation in the amount of \$35,000 per year for the term January 1, 2023 to December 31, 2025.

**E3.2 Best Management Practices for Invasive Species: Garlic Mustard, Poison Hemlock and Spurge Laurel** **RECEIVED**

Adding to the existing library of technical guidance for priority invasive species, Metro Vancouver has been working with the Invasive Species Council of Metro Vancouver, the City of Surrey, other member jurisdictions and local experts to produce sets of best management practice guides; the latest set is for garlic mustard, poison hemlock, and spurge laurel. These documents provide information for practitioners about how to identify, track, report, dispose, prevent further spread, and effectively control these species, as well as regulatory requirements, monitoring and restoration tips, references and additional resources. Each guide also describes how these invasive species may adapt as our climate changes. An accompanying one-page fact sheet for each invasive species has been created to raise public awareness.

The Board received the report for information and directed staff to forward these best management practices and accompanying fact sheets to member jurisdictions for information.

**E4.1 Appointment of Elected Officials for the 2022 General Local Election** **APPROVED**

For the purposes of conducting the 2022 general local election for position of Electoral Area A Director on the MVRD Board, the Board appointed a Chief Election Officer and a Deputy Chief Election Officer at its January 2022 meeting. A recent staff vacancy has resulted in the need to reconsider those appointments.

The Board rescinded the appointments of Katie Karn as Chief Election Officer and of Janis Knaupp as Deputy Chief Election Officer, and appointed Janis Knaupp as Chief Election Officer and Dorothy Shermer as Deputy Chief Election Officer.

**E4.2 UBCM 2022 Community Excellence Awards Nominations** **APPROVED**

The UBCM Community Excellence Awards recognize UBCM members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government.

The Board supported submitting entries for the UBCM 2022 Community Excellence Awards, including:

- Excellence in Sustainability: Clean Air Plan
- Excellence in Service Delivery: Enhancement of the Regional Recycling Depot System in Metro Vancouver
- Excellence in Asset Management: Tracking 110,000+ Assets: Metro Vancouver's State of the Assets Reports

**G1.1 MVRD Dedication of Land as Regional Park Bylaw No. 1349, 2022**

**APPROVED**

Metro Vancouver undertakes an annual process to dedicate regional park land acquired in the previous year. Work is also underway to review regional park land that is not currently dedicated for inclusion in future bylaws. Included in the proposed bylaw, *Metro Vancouver Regional District Dedication of Land as Regional Park Bylaw, No. 1349, 2022*, is the regional park land acquired in 2021 and previously undedicated lands in Derby Reach Regional Park.

The Board gave first, second and third readings to the *Dedication of Land as Regional Park Bylaw No. 1349, 2022*, then passed and finally adopted it.

**G1.2 MVRD Dedication of Land as Regional Park Amendment Bylaw No. 1345, 2022 – Amends Bylaw 1061, 2007**

**APPROVED**

During a detailed review of previously dedicated parkland, it was discovered that there are a number of administrative amendments required in the *Greater Vancouver Regional District Dedication of Land as Regional Park Bylaw No. 1061, 2007*.

The Board gave first, second and third readings to the *Dedication of Land as Regional Park Bylaw No. 1061, 2007*, then passed and finally adopted it.

**G1.3 MVRD Dedication of Land as Regional Park Amendment Bylaw No. 1346, 2022 – Amends Bylaw 1076, 2008**

**APPROVED**

During a detailed review of previously dedicated parkland, it was discovered that there are a number of administrative amendments required in the *Greater Vancouver Regional District Dedication of Land as Regional Park Bylaw No. 1076, 2008*.

The Board gave first, second and third readings to the *Dedication of Land as Regional Park Bylaw No. 1076, 2008*, then passed and finally adopted said bylaw.

**G1.4 MVRD Dedication of Land as Regional Park Amendment Bylaw No. 1347, 2022 – APPROVED  
Amends Bylaw 1111, 2009**

During a detailed review of previously dedicated parkland, it was discovered that there are a number of administrative amendments required in the *Greater Vancouver Regional District Dedication of Land as Regional Park Bylaw No. 1111, 2009*.

The Board gave first, second and third readings to the *Dedication of Land as Regional Park Bylaw No. 1111, 2009*, then passed and finally adopted said bylaw.

**G1.5 MVRD Dedication of Land as Regional Park Amendment Bylaw No. 1348, 2022 – APPROVED  
Amends Bylaw 1300, 2020**

During a detailed review of previously dedicated parkland, it was discovered that there are a number of administrative amendments required in the *Greater Vancouver Regional District Dedication of Land as Regional Park Bylaw No. 1300, 2020*.

The Board gave first, second and third readings to the *Dedication of Land as Regional Park Bylaw No. 1300, 2020*, then passed and finally adopted the aforementioned bylaw.

**E1.6 MVRD Dedication of Land as Regional Park Amendment Bylaw No. 1344, 2022 – APPROVED  
Amends Bylaw 1319, 2021**

During a detailed review of previously dedicated parkland, it was discovered that there are a number of administrative amendments required in the *Greater Vancouver Regional District Dedication of Land as Regional Park Bylaw No. 1319, 2021*. The amendments can be found in the attached bylaw.

The Board gave first, second and third readings to the *Dedication of Land as Regional Park Bylaw No. 1319, 2021*, then passed and finally adopted the aforementioned bylaw.

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

The Board received information items and delegation summaries from standing committees.

**Regional Parks Committee – June 8, 2022**

Information Items:

**5.9 təmtəxʷtən/Belcarra Regional Park – Joint City of Port Moody and MVRD Bedwell Bay Rd Traffic Study results**

In 2021, Metro Vancouver partnered with the City of Port Moody to commission a traffic study for the section of Bedwell Bay Road adjacent and leading up to təmtəxʷtən/Belcarra Regional Park.

Ongoing traffic congestion and safety concerns during peak park visitation days, and the desire for an active transportation connection to the park have established a need for safety improvements along this stretch of road.

The traffic study provides recommendations for development of a multi-use path, reconfiguration of the White Pine Beach Access Road and Tum-tumay Whueton Drive intersections, and establishment of dedicated parking at the float walk access area, to enhance existing roadside parking restrictions and digital traffic signboard and social media communication strategies. The traffic study findings have been endorsed by the City of Port Moody Transportation Committee, and will be presented to Port Moody Council for endorsement.

**Electoral Area Committee – June 9, 2022**

Delegations:

**3.1 Steve Dowsley, Co-Founder and President, Burb Cannabis Corporation**

Subject: Burb Cannabis Corporation Store in UEL

**3.2 Minister David Eby, MLA, Vancouver Point Grey**

Subject: Burb Cannabis Corporation Store in UEL

**3.3 Guangrui (Maggie) Xia, Associate Professor, UBC**

Subject: Burb Cannabis Corporation Store in UEL

**3.4 Ming Sally Geng**

Subject: Burb Cannabis Corporation Store in UEL

**3.5 Randy Lines, RBL Innovations**

Subject: Burb Cannabis Corporation Store in UEL

**3.6 Rishavraj Das, AMD Student Society of UBC**

Subject: Burb Cannabis Corporation Store in UEL

**3.7 Connie Chen**

Subject: Burb Cannabis Corporation Store in UEL

**3.8 Claire Huxtable**

Subject: Burb Cannabis Corporation Store in UEL

**3.9 Bert Hicks**

Subject: Burb Cannabis Corporation Store in UEL

**Climate Action Committee – June 10, 2022**

Delegations:

**3.1 Tasha Murray, Executive Director, Invasive Species Council of Metro Vancouver, and Kevin Li, Chair, Regional Invasive Species Working Group**

Subject: Regional Invasive Species Management Support

Information Items:

### **5.1 2022 Update on Regional District Sustainability Innovation Fund Projects**

This report provides an update on 21 projects that were approved for funding in 2018 through to 2021 under the Sustainability Innovation Fund. The projects cover a wide variety of sustainability topics from climate action, air quality monitoring, buildings emissions reduction, to environmental protection and natural asset management. Of the 21 projects, four are now complete, one has been discontinued, and the rest are in progress.

### **Regional Culture Committee – June 15, 2022**

Information Items:

### **5.1 MAXguide.org Update**

Maxguide.org was introduced 11 years ago as a free online tool for the arts and culture community to promote events taking place across the region. The website has seen incremental increases in membership and use over the years however, during the COVID-19 pandemic there was a noticeable decline in website traffic and use. In the last year, as public gathering and events have resumed, website traffic has returned to pre-pandemic volume. An assessment of the continued value of MAXguide.org will be undertaken in the fall of 2022. A report on the assessment will be provided to Committee in 2023.

### **5.2 Metro Vancouver 2022 Regional Culture Grants: Adjudication Process**

Metro Vancouver's annual regional cultural project grants, funded from the Cultural Grants Reserve, support region-serving arts and culture projects. The allocation of the 2022 grants will continue to factor in considerations related to COVID-19 impacts and adapted project delivery resilient to evolving public health measures.

As was done with the 2021 grants, this year's grants consider an increase of \$150,000, as part of Metro Vancouver's restart and recovery support from the Province of BC's "COVID-19 Safe Restart Grant for Local Governments." This means the disbursement for 2022 Regional Culture Project Grants could total \$300,000.

Staff will undertake an initial review of all received applications and present shortlisted applications for adjudication by the Committee at its July 21, 2022 meeting. Adjudication will include a recommendation on the grant award for each successful proponent to a cap of \$10,000 per project. The Committee's recommended allocations will be presented to the July 29, 2022 MVRD Board meeting for final approval.

### **I2 Flood Update**

**RECIEVED**

The Commissioner provided an on-table verbal update about potential flooding resulting from the spring freshet, with potential impacts on Barnston Island in Electoral Area A.

## Greater Vancouver Water District

*No open agenda items.*

## Greater Vancouver Sewage and Drainage District

### E1.1 Out-of-Region Trucked Liquid Waste Discharge Request (Super Save)

**APPROVED**

Within GVS&DD Trucked Liquid Waste Bylaw No. 345, 2021, effective June 1, 2022 GVS&DD wastewater treatment plants will no longer accept trucked liquid waste generated outside the Metro Vancouver region, unless an out-of-region discharge number is authorized by the Board to assist neighbouring jurisdictions in exceptional circumstances. These discharges would still be subject to all *Trucked Liquid Waste Bylaw* provisions. In May 16, 2022, Super Save Toilet Rentals Inc. applied for discharge of out-of-region waste from Trans Mountain Pipeline construction portable toilets. Staff recommend the Board authorize the issuance of an out-of-region discharge number to Super Save Toilet Rentals Inc. for a four-month duration, to allow Super Save time to secure alternate disposal means. Acceptance for the full requested duration is not recommended because this waste is normally readily accepted at other facilities. This application is due to temporary operational challenges at the District of Hope's wastewater treatment plant, the past receiver of this waste.

The Board authorized staff to issue an out-of-region discharge number based on the application from Super Save Toilet Rentals Inc. to discharge out-of-region trucked liquid waste from June 1, 2022 to September 30, 2022 pursuant to the relevant bylaw as presented.

### E1.1 Appointment of Deputy Sewage Control Manager and Enforcement Officer

**APPROVED**

Recent changes in staff have resulted in a need to update staff appointments as Board-designated sewage control managers and officers under the GVS&DD Sewer Use Bylaw, the Environmental Management Act and the Offence Act.

The Board, pursuant to the GVS&DD Sewer Use Bylaw and the Environmental Management Act:

- rescinded the appointment of former Metro Vancouver employee Grant McGillivray as a deputy sewage control manager and as an officer
- appointed Metro Vancouver employee Maari Hirvi Mayne as a deputy sewage control manager
- appointed City of Vancouver employee Charla Brake as an officer

Additionally, pursuant to Section 28 of the Offence Act for the purpose of serving summons for alleged violations under the Sewer Use Bylaw, the Board rescinded the appointment of former Metro Vancouver employee Grant McGillivray and appointed City of Vancouver employee Charla Brake.

**G1.1 Greater Vancouver Sewerage and Drainage District Sewerage and Drainage Areas Boundaries Amending Bylaw No. 356, 2022 – Fraser Sewerage Area – City of Maple Ridge** **APPROVED**

Metro Vancouver provides sewerage services to its member jurisdictions and properties requesting regional sewerage services must be located in one of the GVS&DD's designated sewerage areas. Metro Vancouver received a council resolution from the City of Maple Ridge requesting the Fraser Sewerage Area be amended to include the property located at 13179 224 Street to facilitate a new sewer connection to the property. The property is currently serviced by an on-site treatment system which the City of Maple Ridge indicates cannot be upgraded due to space limitations.

At its May 27, 2022 meeting, the Metro Vancouver Regional District Board resolved that the extension of GVS&DD sewerage services to an existing restaurant and three additional existing businesses at 13179 224 Street in Maple Ridge is consistent with the provisions of *Metro 2040*. A Liquid Waste Services technical review indicated no material financial impact on the Fraser Sewerage Area and negligible additional impact to the regional sewerage system.

The Board gave first, second and third readings to the *GVS&DD Sewerage and Drainage Areas Boundaries Amending Bylaw No. 356, 2022*, then passed and finally adopted the aforementioned bylaw.

**G2.1 GVS&DD Development Cost Charge Rate Amending Bylaw No. 353, 2022** **APPROVED**

As part of a plan to update the liquid waste development cost charge (DCC) program more frequently, a program review was initiated in 2020, with approval from the GVS&DD Board in July 2021 to proceed with engagement on the proposed update to the liquid waste development cost charge program.

Significant engagement with industry, member jurisdictions, First Nations, and the public was undertaken in the fall of 2021 during which feedback and comments were received and addressed. Of note is the inclusion of interest associated with financing growth capital in the calculation of DCC rates based on specific feedback from member jurisdictions. In May 2022, Metro Vancouver received approval from the Inspector of Municipalities for the proposed DCC rates.

The Board passed and finally adopted the DCC amending bylaw.

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

The Board received information items and delegation summaries from standing committees.

**Liquid Waste Committee – June 8, 2022**



Information Items:

## **5.2 2021 GVS&DD Environmental Management and Quality Control Annual Report**

Annual reporting of GVS&DD Environmental Management & Quality Control is a regulatory requirement under the *Integrated Liquid Waste and Resource Management Plan*. This report summarizes the performance, process control, and regional environmental quality information gathered through various monitoring programs and other environmental management initiatives. In 2021, Metro Vancouver wastewater treatment plants met performance expectations with respect to reduction of contaminant loadings to the receiving environment. Regional liquid waste discharges were effectively managed in a manner that is protective of human health and aquatic life.

### **Zero Waste Committee – June 16, 2022**

Information Items:

#### **5.1 Waste-to-Energy Facility 2021 Financial Update**

This report provides the annual financial update for the Metro Vancouver Waste-to-Energy Facility. The facility continues to be an environmentally sound, low-cost regional disposal option. In 2021, the Waste-to-Energy Facility processed 241,531 tonnes of municipal solid waste, at a net unit cost of \$66.60 per tonne for operation and maintenance. The Waste-to-Energy Facility net unit cost decreased as compared to 2020, primarily due to increased electrical and metals revenues, and reduced bottom ash disposal costs.

#### **5.2 Summer 2022 Zero Waste Programs and Events**

Metro Vancouver continues working towards its zero waste and circular economy goals and is committed to increasing waste diversion. As part of its efforts to encourage and promote reuse, recycling, and responsible disposal of materials, Metro Vancouver is supporting and hosting a variety of zero waste programs and events throughout the summer of 2022. Programs that will be implemented over the summer of 2022 include reuse days at Metro Vancouver recycling and waste centres, community repair events in collaboration with member jurisdictions, food recovery network online events, and the Electoral Area A barge cleanup event. These new and evolving programs focus on moving up the waste hierarchy towards a local circular, low-carbon economy through collaboration and strategic partnerships.

#### **5.3 2022 Regional Clothing Waste Reduction Campaign Results**

Now in its fourth year, Metro Vancouver's Think Thrice About Your Clothes behaviour change campaign performed strongly in terms of engagement and the number of Metro Vancouver residents reached. The campaign's goal is to increase diversion of textiles from the waste stream by raising awareness of the textile waste problem and empowering residents to take action. While clothing donation and recycling options were encouraged, the campaign has put additional emphasis on reduction and reuse options. The campaign creative received significant updates for 2022, introducing a new platform that celebrates the lives of "caring owners," focusing on clothing items clothing and the stories they collect. The promotional strategy included broad reach and targeted digital tactics and delivered over 33 million impressions.

Post campaign research indicates that 55 per cent of residents who saw or heard Metro Vancouver advertising say they are more likely to donate their unwanted clothing, 48 per cent are more likely to buy clothing that lasts longer, 38 per cent are more likely to repair clothing, and 35 per cent are more likely to buy less clothing.

#### **5.4 Update on Metro Vancouver's Participation in the Love Food Hate Waste Canada Campaign**

As part of its commitment to waste prevention, Metro Vancouver successfully launched a regional Love Food Hate Waste (LFHW) campaign in 2015. LFHW inspires and empowers people to prevent household food waste. Building on the success of the regional campaign, the National Zero Waste Council, an initiative of Metro Vancouver, launched a national campaign engaging audiences across Canada through a partnership arrangement. Metro Vancouver is one of eight partners in this cross-Canada, bilingual campaign to prevent food waste. As a partner, Metro Vancouver receives creative for regional activations and benefits from national media buys, access to influencers, and press outreach. The campaign performed strongly regionally with close to four million total impressions, a reach of close to three million people, and close to 30,000 social media engagements. The national campaign delivered over 29.8 million impressions.



## Finance Committee

Date: Monday, July 4, 2022

Place: Council Chambers  
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 4:22 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Finance Committee held on June 6, 2022, be adopted as circulated.*

**CARRIED**

In accordance with Section 100 of the Community Charter, Mayor Brodie declared to be in a conflict of interest as he is the Chair of the Board of Trustees for the Municipal Finance Authority of British Columbia and left the meeting at 4:23 p.m.

Vice-Chair Andy Hobbs assumed the role of Chair.

## DELEGATIONS

1. Peter Urbanc, CEO, Municipal Finance Authority of BC (“MFA”), was in attendance to provide information on the MFA Diversified Multi-asset Class Fund (“DMAC”).  
A PowerPoint presentation was provided (copy on file) and a detailed overview of the new investment vehicle, intended for long-term investments by BC local governments, was given. It was noted that three of the eight DMAC strategies are screened to ensure they are Fossil Fuel Free (“FFF”) and that long term, the DMAC is anticipated to be in excess of inflation. Discussion ensued with respect to (i) redemption of funds not permitted for 10 years unless in the case of an emergency, (ii) management fees, and (iv) FFF and land investment options.

## FINANCE AND CORPORATE SERVICES DIVISION

### 2. **ALTERNATIVE INVESTMENT – LONG-TERM DIVERSIFIED MULTI-ASSET CLASS FUND**

(File Ref. No. 03-0900-01) (REDMS No. 6904414)

It was moved and seconded

- (1) *That Council approve up to \$40M as a long-term investment in the Municipal Finance Authority of BC’s Long-Term Diversified Multi-Asset Class Fund, as outlined in the Option section of the staff report titled “Alternative Investment – Long-Term Diversified Multi-Asset Class Fund”, dated June 24, 2022, from the Acting Director, Finance; and*
- (2) *That the proposed amendment to the City’s Investment Policy 3703 be approved.*

The question on the motion was not called as discussion ensued with respect to (i) available emergency funds and the investment portfolio overall, (ii) alternate investment fund options, including land and short term investments, (iii) tax implications (noting capital gains/losses are not taxable), and (iv) general risk analysis.

In response to queries from the Committee, staff confirmed the proposed investment is a conservative amount, approximately 10 percent of the \$360M identified that could be designated for long term investment (and roughly three percent of the City’s total investments), and would not impact any funds available in the case of an emergency.

It was noted that staff will identify land investment options and report back at a future meeting.

**Finance Committee**  
**Monday, July 4, 2022**

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Concern was expressed with respect to not having access to the DMAC invested funds for 10 years as opposed to two to five years to access the FFF invested funds. Given the current climate concerns it was suggested that it would be prudent to invest primarily in FFF funds. As a result, the following **amendment** motion was introduced:

It was moved and seconded

*That the proposed Option 3 DMAC Fund Investment up to \$40M be further diversified with the majority of the funds, up to \$21M, toward the Fossil Fuel Free Short Term Bond Fund, and the remainder of the investment up to \$19M to the DMAC Fund.*

The question on the amendment motion was not called as discussion ensued regarding the need for a review of the FFF Fund and any anticipated changes to the analysis contained in the report as a result of the amendment.

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

The following **referral** motion was then introduced:

It was moved and seconded

*That the staff report titled “Alternative Investment – Long-Term Diversified Multi-Asset Class Fund”, dated June 24, 2022, from the Acting Director, Finance, be referred back to staff for more information on the many items discussed.*

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

The question on the main motion was then called and **DEFEATED** with Cllrs: Au, Day, Steves and Wolfe opposed.

It was then moved and seconded

*That the staff report titled “Alternative Investment – Long-Term Diversified Multi-Asset Class Fund”, dated June 24, 2022, from the Acting Director, Finance, be tabled to a future meeting.*

**CARRIED**

Mayor Brodie returned to the meeting – 5:45 p.m.

**Finance Committee**  
**Monday, July 4, 2022**

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**3. 2022 MAJOR DEVELOPMENT COST CHARGES PROGRAM UPDATE**

(File Ref. No. 03-0900-01) (REDMS No. 6896790)

Discussion ensued with respect to the Development Cost Charge (“DCC”) rate calculation for Single Family and Major Industrial development types. Staff noted the general calculation formula is derived from many components and consistent with the rate calculation used across municipalities. In particular, the per lot calculation for Single Family and per acre of gross site area for the Major Industrial.

With respect to any DCC waiver or reduction (e.g. as permitted under legislation for affordable housing), it was noted in that case the City pays what would be the DCC as it is not a charge that can be avoided.

Staff further noted that once a DCC has been paid for an existing property, the only time there is a new DCC would be in the case of rezoning for an additional property. For example, a single family dwelling subdivided would only incur one DCC for one new dwelling and an existing single family dwelling demolished to rebuild would not incur a DCC.

It was noted that the Committee’s consideration is to provide for further public consultation at this time and that the substantial increases outlined represent a catch up of five years where prices have increased quite a bit, noting an increase of almost 250 percent for one of the charges that has to do with dykes, etc.

It was moved and seconded

*That the preliminary DCC programs and DCC rates as outlined in the staff report dated June 10, 2022 titled “2022 Major Development Cost Charges Program Update” from the Acting Director, Finance, be endorsed as the basis for further public consultation in establishing the updated DCC Rates Bylaw.*

**CARRIED**

**Opposed: Cllr. Wolfe**

**4. AMENDMENTS TO THE CONSOLIDATED 5 YEAR FINANCIAL PLAN (2022-2026) BYLAW NO. 10327**

(File Ref. No. 03-0975-01) (REDMS No. 6907543)

It was moved and seconded

*That the Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327, Amendment Bylaw No. 10381, which incorporates and puts into effect the changes as outlined in the staff report titled “Amendments to the Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327” dated June 10, 2022, from the Acting General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.*

**CARRIED**

4.

**Finance Committee**  
**Monday, July 4, 2022**

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**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:52 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the meeting of the Finance  
Committee of the Council of the City of  
Richmond held on Monday, July 4, 2022.

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Mayor Malcolm D. Brodie  
Chair

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Lorraine Anderson  
Legislative Services Associate



## Parks, Recreation and Cultural Services Committee

Date: Tuesday, June 28, 2022

Place: Council Chambers  
Richmond City Hall

Present: Councillor Harold Steves, Chair (by Teleconference)  
Councillor Michael Wolfe (by Teleconference)  
Councillor Bill McNulty  
Councillor Linda McPhail (by Teleconference)

Absent: Councillor Chak Au

Also Present: Councillor Andy Hobbs (by Teleconference)

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on May 25, 2022, be adopted as circulated.*

**CARRIED**

### ADDITIONS & DELETIONS

The Chair noted that an item from Councillor Loo and an item from Councillor Au will be added to the agenda as Item 2A and Item 2B.



**Parks, Recreation & Cultural Services Committee**  
**Tuesday, June 28, 2022**

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**COMMUNITY SERVICES DIVISION**

**1. 2022 ENVIRONMENTAL ENHANCEMENT GRANT PROGRAM - SECOND INTAKE**

(File Ref. No. 03-1085-01) (REDMS No. 6905434)

It was moved and seconded

- (1) *That the second round of 2022 Environmental Enhancement Grants be awarded for the total recommended amount of \$4,900 as identified in Attachment 1 of the staff report titled "2022 Environmental Enhancement Grant Program – Second Intake" dated May 30, 2022, from the Director, Parks Services; and*
- (2) *That the grant funds be disbursed accordingly.*

**CARRIED**

**2. MENSTRUAL EQUITY INITIATIVE UPDATE**

(File Ref. No. 11-7000-01) (REDMS No. 6896811)

Staff noted the School District has been informed of the program and have implemented dispensers in all their elementary and high schools, and that Youth Coordinators have also made sure the schools are aware.

It was moved and seconded

- (1) *That the Menstrual Equity Initiative be continued as outlined in the staff report titled "Menstrual Equity Initiative Update" dated May 27, 2022, from the Director, Recreation and Sport Services, and the Director, Community Social Development; and*
- (2) *That the City join the United Way's Period Promise Campaign by signing on to the Period Promise Policy Agreement.*

**CARRIED**

**COUNCILLOR LOO**

**2A. MCLEAN PARK**

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

It was noted that Councillor Loo had advised the Committee of a proposed referral regarding the condition of the field at McLean Park in need of repair and upgrade.

## **Parks, Recreation & Cultural Services Committee**

### **Tuesday, June 28, 2022**

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Councillor McNulty noted he had made a previous referral with regard to potential sites for sports amenities in East Richmond and Hamilton, as directed through the Sports Council Facility Task Force priorities, in particular looking at McLean Park and the elementary school behind the park. It was further noted that the anticipated report back from staff will also address any drainage concerns.

### **COUNCILLOR AU**

2B. *This item was removed from the agenda*

### **3. MANAGER'S REPORT**

#### **(i) Steveston Salmon Festival**

Staff noted the Steveston Salmon Festival is happening on July 1<sup>st</sup> with programming primarily focussed from the Stevenson Community Centre as well as activation stretching from Britannia Shipyards all the way through Garry Point Park, with a shuttle bus connecting the various parts of the site.

#### **(ii) Hai Long Chinese Junk Boat**

Staff noted the City and the Britannia Shipyard Society are working on a long term moorage agreement to have the Hai Long Chinese Junk Boat in Imperial Landing; details being worked on with the owner.

A brief discussion ensued with respect to the Chinese Bunkhouse and potential ideas and programs for the Hai Long Chinese Junk Boat. Staff noted the owner of the boat is currently focussed on repairs to the boat, and that a number of ideas are being explored for what can be done in the Chinese Bunkhouse to augment the Chinese heritage there.

#### **(iii) Hamilton Pop-Up Produce Market**

Staff noted that the Hamilton Community Association, in partnership with Urban Bounty, will be hosting a weekly pop-up produce market on Saturdays from 10:00 a.m. to 1:00 p.m. beginning July 9 through November 19. The market will enable Hamilton residents to access low cost fresh fruits and vegetables from local suppliers, and residents with diet related health conditions will also have access to the Green Prescription Program, providing them with free fruits and vegetables from the pop-up market.

## **Parks, Recreation & Cultural Services Committee**

### **Tuesday, June 28, 2022**

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#### ***(iv) Grass Cutting***

Staff provided a brief update regarding some of the recent challenges with cutting grass, specifically with the amount of rain during the spring, noting that the month of May, 2022 had 2.5 times more rain than May 2021, followed by 1.5 times more rain in June 2022 compared to June 2021. As a result, there has been vigorous grass growth, the sites have been very wet and harder to cut with equipment getting stuck at a time when typically the ground is drying up from less rain and wind, and equipment can get on to the fields.

It was noted that Parks' staff will perform a service review for all of Parks' operations throughout the summer, which will include a maintenance program review for the divisions, to look for opportunities to improve efficiencies, including turf grass maintenance.

Discussion ensued with respect to sites where grass is intended to grow approximately one metre tall for the wildlife and insect habitat value, but could be seen as being neglected. It was suggested that signage be installed at these sites to inform the City's practices in this regard.

## **ADJOURNMENT**

It was moved and seconded

***That the meeting adjourn (4:17 p.m.).***

## **CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Tuesday, June 28, 2022.

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Councillor Harold Steves  
Chair

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Lorraine Anderson  
Legislative Services Associate



# City of Richmond

## Report to Committee

**To:** Parks, Recreation and Cultural Services  
Committee

**Date:** May 30, 2022

**From:** Todd Gross  
Director, Parks Services

**File:** 03-1085-01/2022-Vol  
01

**Re:** 2022 Environmental Enhancement Grant Program – Second Intake

### Staff Recommendation

1. That the second round of 2022 Environmental Enhancement Grants be awarded for the total recommended amount of \$4,900 as identified in Attachment 1 of the staff report titled “2022 Environmental Enhancement Grant Program – Second Intake” dated May 30, 2022, from the Director, Parks Services; and
2. That the grant funds be disbursed accordingly.

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

Att. 4

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

## **Staff Report**

### **Origin**

In 2021, Council endorsed \$35,000 of funding to support the newly formed Environmental Enhancement Grant (EEG). In April, 2022, Council awarded the first round of EEG funding totalling \$30,100. Due to the remaining availability of funds of \$4,900, staff engaged in a second round of EEG intakes to distribute the remaining funds to individuals and non-profit organizations to support them in the delivery of projects and programs that benefit Richmond residents in the promotion of community stewardship.

This report outlines the second intake of the 2022 Environmental Enhancement Grant Program, and provides grant recommendations, as well as information regarding projects based on private property.

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

*2.2 Policies and practices support Richmond's sustainability goals.*

*2.4 Increase opportunities that encourage daily access to nature and open spaces and that allow the community to make more sustainable choices.*

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

*4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.*

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

*8.1 Increased opportunities for public engagement.*

### **Background**

#### **Notice Given and Applications Received**

In April, 2022, announcements were posted on the City's website and social media channels, advising the public that applications were being accepted for the second intake of the 2022 EEG Program until May 18, 2022. A link to the City's website was provided for further information and for access to the City's online application system. Individuals and organizations who had made inquiries after the first round of intakes were also notified that the online application system was open for submissions. A total of seven (7) applications were received with a combined total request of \$11,800.

A table outlining the second intake of 2022 grant requests and recommended grant allocations is provided in Attachment 1 along with staff recommendations. Summary sheets of each grant application, are provided in Attachment 2. As the contents of these summary sheets are taken

verbatim from the applicants' submissions, they replicate any errors or omissions made by the applicants.

## **Analysis**

### Application Review Process

The Environmental Enhancement Grant Review Committee reviewed the applications scored against 25 criteria (Attachment 3) that were developed based on the existing 2022 EEG Guidelines (Attachment 4), as well as the existing 2022 City Grant Program. Each application was evaluated on dichotomous (yes/no) questions regarding grant eligibility, and 25 Likert scale statements (9-point range from Strongly Disagree to Strongly Agree) regarding the applicant, its grant proposal's impact on the environment, community impact and engagement, budget, and the quality of the application itself.

### 2022 Grant Recommendations

Four (4) out of seven (7) applicants are recommended for the EEG funding based on existing City Grant Program Policy, as well as the EEG Guidelines.

Three applicants are not recommended for an EEG as outlined below:

1. Our Savior Lutheran Church is not recommended for a grant as funds requested are for the improvement of private property located at 6340 No 4. Road, which is restricted to or primarily serves the membership of the organization, and therefore is not eligible for grant funding as per the EEG Guidelines.
2. Elijah Place is not recommended for grant funding due to lack of clarity and information contained in their application. Furthermore, grant guidelines state that Richmond based organizations will be prioritized over non-Richmond based organizations.
3. Roveen Kandola is not recommended for grant funding as the proposed project is prohibited under the City of Richmond Boulevard Maintenance Bylaw.

### 2022 Grant Information – Private Property

The EEG Program Guidelines were developed utilizing existing grant guidelines for support and information. Denying project-based applications that utilize private property aligns with the Parks, Recreation, and Community Services Grant in order to ensure that grant funding goes towards initiatives that benefit the entire community, not for private property improvements. While projects based on private property can fulfill many of the objectives outlined in the EEG Guidelines, the use and enjoyment of these spaces can be restricted and can primarily serve the private interests of the property owner. Additionally, while applications for projects utilizing private property may be well intentioned, there is no guarantee that the projects will benefit the community nor provide public access to the improvement over the long term if property ownership changes.

In order to prevent the misuse of grant funding for enhancing private property, use of grant funding for projects based on private property are currently prohibited under the Environmental Enhancement Grant Guidelines.

If applications are denied based on the utilization of private property, staff work with applicants to ascertain whether the beneficial components of the application can be implemented on publicly owned property, and help them identify potential project locations. If the applicant is amenable to the guidance provided by staff, they are encouraged to re-apply for grant funding during the next round of the EEG program utilizing the new location identified.

### **Financial Impact**

The 2022 EEG budget of \$35,000 was approved as part of the City's 2022 Operating Budget. A total of \$30,100 in allocations was made by Council on April 11, 2022 during the first round of EEG distribution. At this time, the remaining \$4,900 is being recommended to be approved for the second intake of the 2022 EEG program.

### **Conclusion**

The EEG Program will contribute significantly to the quality of life in Richmond by supporting community organizations who seek to enhance Richmond's environment. The projects proposed serve to improve Richmond's parks and open spaces and directly connect residents to the importance of creating and maintaining an environmentally healthy City.

Staff recommend that the 2022 EEGs be allocated as indicated in Attachment 1 for the benefit of Richmond residents.



Magnus Sinclair  
Coordinator - Leisure Services  
(604-247-4453)

- Att. 1: 2022 Environmental Enhancement Grants Second Intake – Outline of Requests and Recommended Allocations
- 2: Grant Application Summary for 2022 Environmental Enhancement Grant Program – Second Intake
- 3: 2022 Environmental Enhancement Grant – Application-Scoring Criteria
- 4: City of Richmond Environmental Enhancement Grant Guidelines

<b>2022 Environmental Enhancement Grants Second Intake – Outline of Requests and Recommended Allocations</b>				
<b>Applicant Name</b>	<b>2022 Request</b>	<b>2022 Recommended</b>	<b>Application Summary</b>	<b>See Att. 2 Page No.</b>
Our Savior Lutheran Church	\$2,500	\$0	Add to existing pollinator garden in the back property to increase the number of plants and shrubs to enhance the existing natural forest and wetland area.	1-2
Richmond Chamber of Commerce	\$1,750	\$1,750	Invite members of the Chamber and greater community to actively clean waste products from shoreline at Garry Point Park and surrounding area to enhance coastal ecological health, and to educate on single use plastic bylaw.	3-4
Elijah Place	\$1,550	\$0	To work with groups of autistic youth in handling invasive species and planting of native shrubs and bushes at Terra Nova Park.	5-6
Macaela Bradley-Tse	\$500	\$500	Enhance the Steveston neighbourhood by restoring and repurposing a piece of land to create communal garden spaces for the community. Garden spaces are meant to create pollinator habitat and provide food production.	7-9
London Farm Heritage Society	\$2,500	\$1,650	Repair, restore and build new beehives at London Heritage Farm	10-11
Roveen Kandola	\$500	\$0	Reduce dust pollution and erosion by installing river rock along the boulevard between the sidewalk and the road.	12-13
The Somali Community Healthy Living Programme	\$2,500	\$1,000	Teaching community members to grow, prepare, and eat healthy meals from their own garden. Additional activities will also be held to promote environmental awareness.	14-16
<b>Totals</b>	<b>\$11,800</b>	<b>\$4,900</b>		
<b>2022 EEG Grants Budget (Second intake)</b>		<b>\$4,900</b>		
<b>Remaining Funds</b>		<b>\$0</b>		



Grant Application Summary for 2022 Environmental Enhancement Grant Program – Second Intake

**Our Savior Lutheran Church**

**Project Title:** **Our Saviour Community Pollinator Garden**

**Applicant**

Our Savior Lutheran Church

**Society Number**

S0005918

**Grant Request:** \$2,500

**Description of Project (1000 words or less)**

To add to our existing pollinator garden in the back property (approx 1000 square feet) of Our Saviour Lutheran Church. The focus in Year 2 will be on increasing the number of nectar and pollen producing plants, native plants and shrubs in order to utilize and enhance the existing natural forest and wetland areas. Our garden will supplement and beautify this natural area with bee-friendly plants, native plants and trees. It will also provide nesting for birds, enhance beneficial insect habitat and ensure important animals stay in the area to keep pollinating our crops for continued fruit and vegetable production. In Year 2, our project will also focus on engaging the septic field area on the south side of our property by removing the invasive Himalayan blackberry vines, and replacing them with non-invasive plants to attract the bees, insects and birds.

**Project Start**

June 2022 - November 2022

**Project Location**

6340

No 4. Road

Richmond BC

**Community engagement and outreach**

We will promote the project through media invitation, the Richmond News, our church website, newsletters and video promotion. We will encourage volunteers in the community to work with us.

**Primary populations and specific environmental areas of Richmond the project will benefit**

Our project will benefit the bees, birds, beneficial insects and the local blueberry farms.

**How will the effects of the project be measured (short term and long term)**

- increase the number of pollinator plants in our garden
- increase the number of pollinator insects to our garden
- increase the number of bees and birds to the surrounding agricultural areas
- raise awareness in our community and encourage contributions to the garden
- invite people to come to the garden for tranquility and reflection

- share our mission, vision and values as a church in our community and connect with potential new members

**Partnering with other organizations – If so, who?**

No

**Description of expenses**

1. Removal of invasive plants
2. Soil and watering hoses
3. Native plants
4. Lumber and tools for boxes and birdhouses
5. Video and media advertising

**List of supplies and materials and projected cost**

Native plants, soil, woodchips, hoses, lumber, tools

\$ 2000

**List of marketing expenses and projected cost**

Video and media advertising

\$500

**List of other expenses and projected cost**

None

**Any other sources of funding**

Donations from our Church and community

## **Richmond Chamber of Commerce**

**Project Title:** Steveston Shoreline Clean-Up

**Applicant**

Richmond Chamber of Commerce

**Society Number**

XS0069760

**Grant Request:** \$1,750

**Description of Project (1000 words or less)**

The Richmond Chamber of Commerce's Steveston Shoreline Cleanup will invite members of the Chamber, and our greater community to actively clean waste products off of our beautiful shoreline. As an island community, our coastal ecological health is critical to all of us who live, work or play in Richmond.

As Bylaw 10000 went into effect in March of this year, this event would also be an opportunity to showcase some local alternative products, and underscore the importance of limiting single use plastic waste, which can make its way into the environment and cause significant damage to the ecology, pose a significant threat to wildlife and potentially contaminate the food chain.

Volunteers will check-in and be given safety equipment, bags for trash, recycling or compost, and maps for our clean-up area. After some very brief remarks, the group will begin to clear and sort trash from the area. A prize draw will be held to incentivize volunteers, ideally to a local business that has embraced principles of sustainability.

**Project Start**

August, 2022

**Project Location**

Garry Point Park

**Community engagement and outreach**

The Richmond Chamber of Commerce membership includes roughly 700 employers, representing nearly 11,000 employees. We will directly reach-out to these local businesses and non-profits to join the effort. Moreover, we will place an ad in the local papers, and post the event on notice boards in the Steveston Community.

**Organizations capacity and experience in hosting similar events**

The Richmond Chamber of Commerce hosts dozens of events annually. Though this will be the first volunteer-driven shoreline cleanup, our organization has a great deal of experience with event logistics, safety, and insurance requirements.

**Primary populations and specific environmental areas of Richmond the project will benefit**  
The primary beneficiary of this initiative are the people, animals, and plants that live along and enjoy Steveston's shoreline.

**How will the effects of the project be measured (short term and long term)**  
KPIs will be the number of volunteers, and volume of debris that is cleared.

**Partnering with other organizations – If so, who?**  
No

**What amount is requested from the EEG program**  
\$1,750

**Description of expenses**  
Marketing & Promotion - \$1100  
Cleaning Supplies & Protective Equipment - \$500  
Insurance - \$150

**List of supplies and materials and projected cost**  
safety gloves (preferably bio-fibre), tongs, waste bags (recycling, compost, and trash)  
  
\$500

**List of marketing expenses and projected cost**  
two newspaper ads, posters, gift card to local business for prize

**List of other expenses and projected cost**  
Insurance

**Any other sources of funding**  
No

<b>Elijah Place</b>
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**Project Title:** Garden/Community Project

**Applicant**

Elijah Place

**Society Number**

S0068344

**Grant Request:** \$1,550

**Description of Project (1000 words or less)**

Our groups of autistic youth will be participating in handling invasive species (blackberry bushes) and planting native shrubs and bushes

**Project Start**

Summer break time.

July 4 - August 28

**Project Location**

Richmond, 2771 Westminster Hgw

**Community engagement and outreach**

We have a big community of families with autistic children. Our outdoor social groups are very popular. We will be advertising it on our website, Instagram and Facebook.

**Organizations capacity and experience in hosting similar events**

Elijah Place hosts social groups for a few years already. With the collaboration with Watermelon Sessions we adopted a few dykes in Richmond for clean up classes, and work on taking care of the local parks (raking and cleaning loans, clearing pathways from the leaves, etc.)

**Primary populations and specific environmental areas of Richmond the project will benefit**

The Farm Society and the house nearby. The volunteers and workers of that specific nonprofit company reached for help.

**How will the effects of the project be measured (short term and long term)**

Short term - throughout the summer time weed and clear invasive bushes. Plant native bushes and shrubs.

Long term - have a twice a month social groups to maintain the area. Create additional group for nature and wild education.

**Partnering with other organizations – If so, who?**

Yes - Watermelon Sessions INC



**Description of expenses**

Supplies

Marketing (ads on social media)

Materials

Honorarium

**List of supplies and materials and projected cost**

thick gloves, soil, plant food, big scissors, shears, bags for garbage disposal, shovels, rakes, soil, shrubs and bushes ~\$1000

**List of marketing expenses and projected cost**

Honorarium for facilitator

**List of other expenses and projected cost**

\$350

**Any other sources of funding**

Families' donations

## **Macael Bradley-Tse**

**Project Title:** Hunt St. Garden

**Individual Application Made By:** Macaela Bradley-Tse

**Grant Request:** \$500

### **Description of Project (1000 words or less)**

This program aims to enhance the Steveston neighbourhood by restoring and repurposing a piece of land that could be contributing much more to the community. This project will be to put a community garden on current city property which is not maintained and remains unpurposed. It is the perfect opportunity to create a space that will contribute to the natural pollinators and fauna in our neighbourhood, while fostering the community and creating a sense of belonging for those who partake in the garden. We will put in eight garden beds to provide fresh produce for our community and food for our pollinators. This will add an element of engagement, while also encouraging people of all backgrounds to learn about sustainable and local agricultural practices. This project will conserve the natural environment by giving the animals and beneficial insects additional space to habituate. Additionally, mycorrhizal relationships will be encouraged as the soil will be utilized by fungi and a mutually beneficial relationship will occur which benefits the growth of plants and the environment. A flourishing garden will then attract and maintain other local wildlife like the finches, hummingbird's, wood pecker's and other local animals. This will increase the overall life cycle of the insects and animals – providing more opportunity for local wildlife, including pollinators, to thrive.

The project's timeframe is in the current day, aiming to receive funding for this initiative to take place. Building garden plots and filling them with soil to prepare them for the transplant of seedlings. The annual process will begin with a renewal of the garden from about March until late Fall when harvesting the surviving fall vegetables, and resume in the spring when the weather warms up. Every year new seeds and plants will be sought to grow in our community, and provide food that will be consumed by our neighbours. There will be lots of opportunities for the community to be involved in planting, watering, monitoring, and harvesting the produce year after year. As this project is still in its early stages, beginning the process as soon as possible with the funds and resources available at this time is integral to the future of its success.

### **Project Start**

As soon as we receive approval from the City, the project will begin. Firstly, we will begin by building the garden boxes and putting down compost and soil. We will then purchase some plants to jump-start our process of growing as we will be beginning later than most gardens already have. We will plant seeds when possible, however with the current climate starting with plants already seeded will provide us with a better opportunity to see results in the growth and production. This project will be ongoing year after year to maintain a space where community members can take part in revitalizing our community while contributing to food security and wildlife habitats.

### **Project Location**

This will take place on the city property between 3rd and 4th avenue on Hunt Street. After the end of the road fence on the right. There is no access to motor traffic.

#### **Community engagement and outreach**

To promote the project, I have spoken and am continuing to speak to neighbours to garner support and to gauge interest in participating and supporting a community garden. I trust that through speaking to people in the community, there will be like-minded individuals who will be keen to spread the word to others. Additionally, I will start a Facebook group to keep the community updated. I have spoken to my local neighbours by word of mouth and many of them are keen on taking part, or in taking part in the creation of the project. I will also put up some signs along my street. City signage will also be necessary to increase public knowledge and address that the garden will be supported by them.

#### **Organizations capacity and experience in hosting similar events**

I have many things going on in my professional and academic life, I have a great support system and amazing community standing by me to make this project happen. I have worked on creating new projects previously while working with a team to set up virtual and in-person events. This project is new to me and will pose its own challenges, which I encourage and am excited for. This is not a one-time event, it will be ongoing so managing the capacity of volunteers and neighbours taking part will be more likely, and this would take place through social media which I am well versed with.

#### **Primary populations and specific environmental areas of Richmond the project will benefit**

The primary population will be the surrounding community of the garden's location. Specific environmental areas that will benefit are the location of the community garden, here in Steveston. It is hard to say how widely this garden will impact the environmental areas of Richmond however, we are very close to the dyke. An increase in pollinators and insects to this specific site and area may influence the spread into the greater Steveston area, like the dyke.

#### **How will the effects of the project be measured (short term and long term)**

I think the best way to measure the effects of this project will be through word-of-mouth discussions with my community members, emails, and surveys. I want to get their feedback on what to plant, what they would benefit from, and what they want out of the garden. Setting expectations will be important because this will gauge the level of success we are having by being able to uphold those expectations. Hearing from my community members will be exceptionally important in this regard, this garden is for them to be done in partnership with them. So providing surveys to hear how they feel the project is going anonymously will be a good way to gauge the long and short-term effects. I think in the long term as well it will be through the number of wildlife returning year after year in our neighbourhood that this project will contribute to enhancing.

#### **Partnering with other organizations – If so, who?**

No

#### **Description of expenses**

Total Expenses (\$1532.05)

- Soil (\$500)

- Wood (\$730.87)

- Rain Barrel (\$151.18)

- Plants and seeds (\$150)

Asking for half of soil and wood coverage (start with 4 plots)

- Soil (262.50)

- Wood (365.44)

**List of supplies and materials and projected cost**

Outlined above

**List of marketing expenses and projected cost**

0

**List of other expenses and projected cost**

N/A

**Any other sources of funding**

Not yet

<b>London Farm Heritage Society</b>
-------------------------------------

**Project Title:** Beehouse Restoration Project

**Applicant:** London Farm Heritage Society

**Society Number**

S0012279

**Grant Request:** \$2,500

**Description of Project (1000 words or less)**

To cover the cost of repairing and restoring beehives and associated equipment, and setting up 5 new beehives (with bees) on the existing foundation provided by the City of Richmond at London Heritage Farm.

**Project Start**

As soon as possible (bees will be available in about two weeks).

**Project Location**

London Heritage Farm

**Community engagement and outreach**

Bee talks and demonstrations will be arranged during the summer months.

**Organizations capacity and experience in hosting similar events**

Many events for over 20 years. The society was formed on April 3, 1998, but your form will not accept that date as an answer to question 2 above.

**Primary populations and specific environmental areas of Richmond the project will benefit**

Residents of Steveston and visitors to the dyke.

**How will the effects of the project be measured (short term and long term)**

Increase of visitors to the farm, and creation of a better understanding of the importance of bees.

**Partnering with other organizations – If so, who?**

No

**Description of expenses**

Bees (5 nucs) \$1,500.

Equipment (hive restoration and replacement): \$1,000

**List of supplies and materials and projected cost**

Bees, hives and associated equipment - \$2,500

**List of marketing expenses and projected cost**

N/a

**List of other expenses and projected cost**

Nil

**Any other sources of funding**

No



## Roveen Kondola

**Project Title:** Street Restoration

**Individual Application Made By:** Roveen Kandola

**Grant Request:** \$500

**Description of Project (1000 words or less)**

Our project is to restore a section of Mitchell Rd. Given the industrial zoning and multiple recycling/aggregate plants in the area, there is a large amount of dust and sediment that is tracked onto the road and surrounding areas. We also own a gravel pit in this area and have seen firsthand the impact of the dust and sediment that comes with the trucks entering and exiting the pit. The dust and sediment that comes onto the street can have negative environmental impacts since it results in high levels of dust pollution as vehicles drive over the dust and sediment on the street. This airborne dust can then fly towards the nearby Fraser River and settle on other nearby nature (plants, trees...). Over the years the dust and sediment have slowly eroded parts of the street and have resulted in a generally unattractive and dirty street. With many Richmond-based businesses in the area, it is important to keep the neighbourhood clean and attractive to help attract customers. To restore this section of the road and make it more resistant to future erosion we want to strip the area between the sidewalk and road down to the soil, then cover it with landscape cloth, and fill the gap with beautiful round rock. This will result in that portion of Mitchell rd being restored to its original beauty and the round rock section between the sidewalk and road will significantly reduce the amount of dust and sediment that trucks' wheels are able to carry out from our own gravel pit and other adjacent pits. This will result in cleaner roads, less erosion, and less dust pollution in the area.

**Project Start**

as soon as we get the funding from this grant

**Project Location**

Mitchell Rd, right Infront of 12680 Mitchell Rd

**Community engagement and outreach**

We will contact other businesses on Mitchell Rd to let them know about the project and its benefits. We will also contact the local businesses to see if they are willing to provide materials or labour at a discounted price for this project

**Organizations capacity and experience in hosting similar events**

As a gravel and recycling company, we have lots of experience with landscaping projects similar to this one

**Primary populations and specific environmental areas of Richmond the project will benefit**  
Businesses and residents of Mitchell Island  
Wildlife in the Fraser River

**How will the effects of the project be measured (short term and long term)**  
We will look at the amount of dust and sediment that goes onto the road after the project has been installed. We can also look at the amount of dust that is visible in the air after trucks pass on the road

**Partnering with other organizations – If so, who?**  
No

**Description of expenses**  
- round rock  
- landscape cloth  
- labour

**List of supplies and materials and projected cost**  
\$380

**List of marketing expenses and projected cost**  
None

**List of other expenses and projected cost**  
Labor

**Any other sources of funding**  
We will pitch in any additional amount from our own funds

## Somali Women's Empowerment Society

**Project Title:** The Somali Community Healthy Living Programme

**Applicant**

Somali Women's Empowerment Society

**Society Number**

8758697

**Grant Request:** \$2,500

**Description of Project (1000 words or less)**

The Somali Community Healthy Living Programme and (SCHLP) aims at teaching community members, particularly the youth how to practise healthy living by learning to grow, prepare and eat healthy meals prepared by organic food grown by them in their garden. The SCHLP is designed to teach healthy ethnic eating, while learning about sustainable development and climate change. For the past 10 years we have been engaged in community farming at our community farm in Richmond at the Terra Nova Rural Park, 9631 Westminster HWY (<https://we.tl/b-SPO5RgEA15>) where our community members, including senior and youths plant a variety of crops and vegetables.

We have shared produce from the farm to underserved members of our community. Last year, over 30 families received donations of vegetables and fruits-- spinach, onions, tomato, and lettuce from farm.

Our goal is to expand and double the yield of the garden, so we can supply our Halal Food Bank with produce from our community garden. We also donated the rest to Richmond Food Bank.

Due to the Covid-19 Pandemic, we were compelled to postpone our monthly gardening workshops during which we teach our youth different aspects of farming, including soil preparation, sowing, manure/fertilization, irrigation, harvesting, safety procedures for equipment use, the biology plants (photosynthesis). We also organize special workshops for the youth during the summer season. We are currently discussing and re-imagining a hybrid mode (in-person and virtual) to organize the workshops, as we find the workshops to be well-received by the youth.

Our project has faced operational hurdles due to lack of funding, which was exacerbated by the Covid-19 Pandemic. With funding from BC Gaming, we hope to revitalize and expand on our farming project to the benefit of more members of our community.

We are holding monthly webinars on farming and gardening techniques, healthy living practices, including proper diet, balanced diet, etc., for senior members of our community. The SSHLP has so far reached 23 seniors. Our target is 60 families or 200 individuals. We could reach more but we lack funding to hire experts and to purchase culturally-appropriate foods.

Here a list the vegetables and crops on the farm: spinach, onions, tomato, lettuce, beans, herbs,

carrots, potato.

For more information, check out our community farm here (<https://we.tl/b-SPO5RgEA15>)

In the long-term, plan to expand the farm in size and introduce African crops, vegetables, and herbs. We also engage in greenhouse farming to provide food to our community all-year round.

#### Activities

a) Facts and Fiction about sustainable Development and Climate change: Scholars and researchers will be invited to give talks on sustainable development and climate change and the role of individuals in reducing their carbon footprint and protecting our planet.

b) Youth Community Garden And “Plant Organic Seed and Watch It Grow”: Our youth will be invited to participate in cultivating, tending, and harvesting specified vegetables, herbs, and crops. Participants will engage in the following activities: tilling the land, creating seedbeds, planting of seeds and seedlings, tending plants, herbs, and crops, harvesting produce, holding farm-to-table gatherings.

We will introduce the Ubuntu philosophical principle of our common humanity (“I am because we are. We are because I am.”), which enjoins participants to work together in the spirit of solidarity, cooperation, and mutual help. It is envisaged that such an approach will not only enhance the learning and teaching process; it will also promote productivity.

(c) Future Farmer Guest Speaker Series: The series will be devoted largely to the youth. Its goal is to encourage the youth to develop interest in environmental-friendly farming. Speakers will be drawn from across the agricultural-industrial complex spectrum to educate participants about every aspect of farming, from what farming is, and not, what is needed (resources—human and capital) to when to start, where to farm, who can farm, why farming is a viable occupation, etc.

(d) Africa Farmers Day: Once every year during summer, we will hold Africa Day festivities that will include intellectual, cultural, sporting, and farmers market fair activities/ events, all aimed at whipping up interest in farming among our members, especially the youth. The intellectual events will include workshops, symposiums, lectures, webinars, quizzes, etc. The cultural events will comprise, but not limited to poetry, dancing, folk stories, traditional African cultural performances, short skits. The sporting events will consist of traditional African games and a soccer tournament. The Farmers Market Fair will be dedicated to exhibiting, sampling, selling produce from our community garden. We will invite local farmers to participate in the farmers market fair.

#### **Project Date**

June 2022-July 2023

#### **Project Location**

Richmond

#### **Community engagement and outreach**

We will use multimedia channels and materials, including our website, social media platforms (Facebook and YouTube), promotional videos, a community townhall, flyers, and word-of-mouth

**Organizations capacity and experience in hosting similar events**

SWES has for the past 10 years we have been engaged in community farming at our community farm in Richmond at the Terra Nova Rural Park, 9631 Westminster HWY ((<https://we.tl/b-SPO5RgEA15>)) where our community members, including senior and youths plant a variety of crops and vegetables.

**Primary populations and specific environmental areas of Richmond the project will benefit**  
Somali-Canadian youths and youths of African Descent and People of Colour

**How will the effects of the project be measured (short term and long term)**

We will use the following metrics to measure the success of the project: Interviews, self-administered surveys and the number of participants who successfully participate the project.

**Partnering with other organizations – If so, who?**

Yes - Africa-Canada Education Foundation

**Description of expenses**

Farming materials: \$500; Educ resources: \$500; Honorariums: \$500; Project management:\$1,500

**List of supplies and materials and projected cost**

Gardening tools. plant seeds, fertilizers, gloves, Wellington boots, digital infrastructure--website, social media platforms and maintenance,

\$1,000

**List of marketing expenses and projected cost**

Promotional vidoes (\$500), website, social media (\$500) Flyers: (\$200)s

**List of other expenses and projected cost**

Community townhall( hall rental), zoom fee, accountant's fee; insurance;  
Project Manager's fee; Executive Director's fee; Meals and honorariums for youth participants

**Any other sources of funding**

We intend to

## 2022 Environmental Enhancement Grant – Application-Scoring Criteria

Scoring									
0	1	2	3	4	5	6	7	8	9
No Answer	Strongly Disagree		Somewhat Disagree		Neutral		Somewhat Agree		Strongly Agree
<b>Grant Guidelines</b>									
1	The application includes activities that will lead to positive environment results within the timeframe of the project.								
2	The application includes opportunities for community members to be involved.								
3	The application clarifies the specifics of the positive environmental impact the initiative will yield.								
4	<p>The application is consistent with and supportive of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the OCP as follows:</p> <ul style="list-style-type: none"> <li>- Protect, enhance and expand a diverse, connected and functioning Ecological Network;</li> <li>- Promote green infrastructure and the Green Infrastructure Network and their underlying ecosystem services;</li> <li>- Proactively implement practices to protect and improve water, air and soil quality;</li> <li>- Develop Partnerships for "Ecological Gain;"</li> <li>- Fostering Environmental Stewardship; and</li> <li>- Achieve long-term protection for ESAs through the implementation of the 2012 ESA Management Strategy.</li> </ul> <p>Note: during evaluation, applicants only have to address one of theses goals, however, they should receive a higher score relative to the number of goals that they address.</p>								
5	<p>The application includes innovative projects that will contribute to a connected and functioning Ecological Network as presented in the City's ENMS and PTMS as follows:</p> <ul style="list-style-type: none"> <li>- Manage and enhance ecological assets;</li> <li>- Strengthen City infrastructure;</li> <li>- Create, connect and protect diverse and healthy spaces;</li> <li>- Engage through stewardship and collaboration;</li> <li>- Preserve and protect the public urban forest;</li> <li>- Manage and maintain a healthy and safe public urban forest;</li> <li>- Enhance and expand the extent and health of the public urban forest; and</li> <li>- Educate and engage with the community on the benefits of the public urban forest and provide opportunities for community stewardship.</li> </ul> <p>Note: during evaluation, applicants only have to address one of theses goals, however, they should receive a higher score relative to the number of goals that they address.</p>								
6	The application contributes to healthy, diverse and functioning ecosystems.								
7	The application supports the development of a stewardship ethic in the community.								



8	The application supports resident activation in the environmental enhancement.	
9	<p>The application supports the City's circular economy principles:</p> <ul style="list-style-type: none"> <li>- Maximize the value of resources, by design, through responsible consumption, minimizing waste and reimagining how resources flow in a sustainable, equitable and low-carbon economy.</li> </ul>	

[illegible]

<div style="text-align: center;"> <b>Scoring</b>  </div>	
Core Considerations	
14	The grant will be used to improve quality of life for Richmond residents, build community and enhance, restore, or conserve Richmond's unique environment.
15	The application addresses the following items outlined in Council's Strategic Plan 2018 – 2022: A sustainable and Environmentally Conscious City <ul style="list-style-type: none"> <li>- Addressing local climate change;</li> <li>- Local urban agriculture;</li> <li>- Utilization and naturalization of open spaces; and</li> <li>- Nature and wildlife education .</li> </ul>
16	The application includes objectives that are realistic, achievable and measurable.
17	The application demonstrates direct and measurable environmental benefit.
18	The project has clear goals and objectives.
19	The application contains a clear action plan.
20	The application includes evidence of community support.

21	The application includes evidence of an evaluation plan to measure the project effectiveness.	
<b>Financials</b>		
22	The applicant has sought funding from sources other than the City for the proposed project or service.	
23	The budget is reasonable and realistic for the proposed project or service.	

Scoring									
0	1	2	3	4	5	6	7	8	9
No Answer	Strongly Disagree		Somewhat Disagree		Neutral		Somewhat Agree		Strongly Agree
<b>Quality of Application</b>									
24	The application is complete and provides detailed explanations.								
25	Information is presented in a clear, coherent and convincing manner.								

Notes:



City of  
Richmond

**Environmental Enhancement Grant Guidelines**  
Community Services Division  
Parks Programs

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## Program Overview

The Community Environmental Enhancement Grant Program provides financial support to individuals and registered non-profit organizations for action-based projects that have measurable, positive outcomes on the environment in Richmond. Projects must be inclusive and focus on initiatives that contribute to the enhancement, restoration or conservation of Richmond's unique island natural environment.

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## Program Requirements

All projects must demonstrate that initiatives are measurable and will result in positive environmental impacts. All applications will be reviewed and prioritized according to the following criteria:

- Activities that will lead to positive environment results within the timeframe of the project;
  - Opportunities for community members to be involved;
  - A clarification on the specifics of the positive environmental impact that the initiative will yield;
  - Consistent with and supportive of the City's environmental goals as presented in chapter [9.0 Island Natural Environment of the Official Community Plan](#);
  - Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's [Ecological Network Management Strategy and Public Tree Management Strategy](#);
  - Contributes to healthy, diverse and functioning ecosystems;
  - Supports the development of a stewardship ethic in the community;
  - Supports resident activation in environmental enhancement; and
  - Supports the City's [circular economy principles](#).
-

## Core Considerations

A successful project should address Council Strategic Plan 2018-2022: *A sustainable and Environmentally Conscious City* by aligning with the following items:

1. Addressing local climate change;
2. Local urban agriculture;
3. Utilization and naturalization of open spaces; and
4. Nature and wildlife education.

The [Ecological Network Management Strategy](#) is the long-term ecological blueprint for the collaborative management and enhancement of the natural and built environments throughout the city, within neighbourhoods, and across land uses and development types in order to achieve ecologically connected, livable and healthy places in which residents thrive. The Ecological Network is built upon the following four primary goals:

- Goal 1: Manage and Enhance our Ecological Assets;
  - Goal 2: Strengthen City Infrastructure;
  - Goal 3: Create, Connect and Protect Diverse and Healthy Spaces; and
  - Goal 4: Engage through Stewardship and Collaboration.
- 

## Eligibility

1. Individuals are eligible for a \$500 Environmental Enhancement Grant.
2. Registered non-profit societies (society incorporation number must be provided) are eligible for a \$2,500 Environmental Enhancement Grant. These groups include:
  - Environmental groups;
  - Community groups;
  - Youth and seniors groups;
  - Community-led associations; and
  - Service clubs.

Note: Non-profit organizations operating outside of Richmond are eligible to apply for grant funding for projects occurring in Richmond, however these projects will receive lower prioritization than Richmond based organizations.

### Purposes eligible for funding

Grants may be used for the following purposes:

- Materials (e.g., plants, soil, amender);
- Supplies (e.g., equipment rentals, tools, safety equipment);



- Marketing and promotion;
- Education;
- Honorarium (up to \$350); and
- Insurance.

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## **What type of projects will be considered for grant funding?**

The following are examples of eligible projects under the Community Environmental Enhancement Grants Program. These projects may be part of a larger initiative, or be carried out as one-day events:

- Invasive species pulls;
- Native tree and shrub planting;
- Create or enhance bird habitat;
- Create or enhance pollinator and beneficial insect habitat;
- Watercourse enhancement;
- Shoreline and street clean-up's;
- Wildlife education;
- Fruit tree gleaning;
- Projects that expand programs such as [Richmond's Bat Friendly City certification](#), [Barn Owl Box Program](#), [Pollinator programs](#);
- Reduce light pollution in natural areas;
- Citizen science engagement and outreach initiatives;
- Water quality monitoring; and
- Green infrastructure projects (e.g., rain gardens, bioswales).

Projects are not limited to the above examples, if you have questions on whether or not your project is eligible for grant funding please contact the grant administrator.

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## **What type of projects are not eligible for grant funding?**

The following are examples of projects that are not eligible under the Community Environmental Enhancement Grants Program:

- Projects that have received funding from other City Grant Programs;
- Projects designed only to beautify an area for cosmetic purposes;
- Projects primarily focused on and/or expenses associated with the construction of infrastructure with the exception of projects related to natural infrastructure;
- Purchase of a vehicle or other non-grant related items;

- Lobbying, advocacy or fundraising activities;
  - Further disbursement of funds to a third party recipient;
  - Projects that take place outside of Richmond;
  - Projects only designed for recreation; and
  - Projects on Private Property.
- 

### **What makes for a strong application?**

- Enhances, restores, conserves and/or protects the environment;
  - Includes objectives that are realistic, achievable and measurable;
  - Demonstrates direct and measurable environmental benefit;
  - Provides an opportunity for community members to become actively engaged in the project activities and educates them on environmental issues;
  - Clearly demonstrates the ability to carry out the project successfully;
  - Clear project goals and objectives;
  - Clear action plan, which is realistic and attainable in terms of timing and resources;
  - Evidence of community support and inclusiveness;
  - Evidence of an evaluation plan to measure project effectiveness;
  - Evidence of financial need and fiscal responsibility; and
  - Willingness to work in collaboration with other City-related sustainability initiatives.
- 

### **Awarding of Grants – Spring 2022**

- i) **Council decision**
  - City Council reviews recommendations forwarded by the General Purposes Committee and makes the final decisions.
  - Generally, City Council will decide on grant allocations in the first quarter of the year. Please contact staff to confirm the date.
- ii) **Grant Disbursement**
  - Applicants may receive full, partial, or be denied funding for their application.
  - Applicants who receive partial funding will have the opportunity to confirm if their project can still be implemented.
  - Grants are distributed with a cover letter indicating the amount and purpose of the Grant, a brief explanation of increase, decrease or denial if applicable, and to contact staff if further information is required.



**iii) Reporting and Acknowledgement of Grant Benefits**

- Those receiving a grant must provide evaluation results either at year-end.
- Successful applicants must complete and submit the Environmental Enhancement Grant Final Report which will be disseminated upon application approval.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff.

**iv) Recuperation of Grant**

If the grant will not be used for the stated purpose, the full amount must be returned to the City.

**v) No Appeal**

There is no appeal to Council's decision.

**vi) Final Report**

A final report, which will be provided to successful applicants, must be submitted upon project completion

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## **How to Apply**

To apply, visit <https://bit.ly/rmdenvirogrant> (case sensitive URL)

## **Contact Information**

For any information regarding the Environmental Enhancement Grant Program, contact Parks Programs at [parksprograms@richmond.ca](mailto:parksprograms@richmond.ca) or call 604-247-4453.



# City of Richmond

## Report to Committee

**To:** Parks, Recreation and Cultural Services Committee **Date:** May 27, 2022  
**From:** Elizabeth Ayers **File:** 11-7000-01/2022-Vol 01  
Director, Recreation and Sport Services  
Kim Somerville  
Director, Community Social Development  
**Re: Menstrual Equity Initiative Update**




### Staff Recommendation:

1. That the Menstrual Equity Initiative be continued as outlined in the staff report titled "Menstrual Equity Initiative Update" dated May 27, 2022, from the Director, Recreation and Sport Services and the Director, Community Social Development; and
2. That the City join the United Way's Period Promise Campaign by signing on to the Period Promise Policy Agreement.

Elizabeth Ayers  
Director, Recreation and Sport Services  
(604-247-4669)

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

Att. 1

REPORT CONCURRENCE		
<b>Routed To:</b> Finance Department Arts, Culture & Heritage Library Services Facility Services	<b>Concurrence</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b>  
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

At the January 18, 2021, General Purposes Committee meeting, staff received the following referral in relation to the United Way's Period Promise Campaign Update memo:

- (1) That the menstrual equity initiative be referred to staff to provide free menstrual products in most civic facilities, including an education plan, and report back with a budget; and*
- (2) That the proposed initiative be reviewed one year after implementation.*

The purpose of this report is to provide Council with the one year operational review and budget update. This report also recommends that the City join the United Way's Period Promise Campaign by signing on to the Period Promise Policy Agreement.

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

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

*4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.*

This report also supports the following focus area of the City of Richmond's Community Wellness Strategy 2018–2023:

*Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.*

This report also supports the City of Richmond's Social Development Strategy 2013–2022 Action 6:

*Support and encourage community-based initiatives that promote independence and reduce the cost of living for low income households.*

This report also supports the following focus area of the City of Richmond's Recreation and Sport Strategy 2019–2024:

*Recreation and sport opportunities are accessible, inclusive and support the needs of a growing and diverse population in Richmond.*

### Background

Period poverty is defined as the lack of access to menstrual products due to financial limitations. The United Way conducted the Period Promise Research Project funded by the Provincial Government to study the impact of not having access to menstrual products and the benefits of being able to find free products in community organizations. The final report highlights how

common the lack of access to menstrual products is and helps identify the negative effects on people's participation in their community. Key findings from the report include:

- Half of the respondents indicated that they had struggled to purchase product for themselves.
- More than a quarter indicated they had gone through a period without having menstrual products available to them.
- Not having access to menstrual products is an isolating factor: 18 per cent missed school; 22 per cent missed work; 29 per cent missed community events; and 27 per cent missed social events when they did not have access.
- Nearly 75 per cent of respondents indicated that having access to products at community organizations allows them to be more engaged in their community.

On July 17, 2019, the United Way of the Lower Mainland sent a letter to Council requesting that the City of Richmond consider contributing to the Period Promise Campaign. This campaign seeks to eradicate period poverty by ensuring that low income women, girls, non-binary and transgender people have access to free menstrual products in public washrooms throughout our communities.

At the January 18, 2021, General Purposes meeting, Council directed staff to provide free menstrual products in most civic facilities in support of the United Way's Period Promise Campaign. Staff were also directed to include an education plan and to report back with a program review and budget after one year.

#### Implementation

The Menstrual Equity Initiative was launched in the fall of 2021, which coincided with the re-opening of most community service facilities in alignment with health orders related to the pandemic. Dispensers for free menstrual products were installed in 30 City of Richmond public washrooms to support low income girls, women, non-binary and transgender people to ensure access to free menstrual products in civic facilities.

Dispensers were installed at the Cultural Centre, arenas, aquatic centres, community centres, and libraries. Most dispensers were located in women's washrooms, gender neutral washrooms and at some sites in the men's washrooms to provide access to transgender individuals.

#### Education Plan

An education and communication plan to support this initiative was implemented and included the following:

- Press release;
- Education with staff and community partners;
- Internal promotion of product availability; and
- Information sharing with stakeholders, including Vancouver Coastal Health-Richmond and Richmond School District No. 38.

### Program Review

Customer response received to date has been positive. One appreciative customer stated “Thank you for this! Someone finally understands the struggle.” This is supported by the findings from the Period Promise Research Project, which found that when people have access to the products they need, it improves their health and well-being and makes it easier for them to go to school or work, and maintain social connections. While the program is early in the implementation, based on usage and feedback from the public, staff recommend that the program be continued. Usage across sites varies considerably with the highest used dispensers found in the libraries and aquatic centres.

### Period Promise Campaign

The City of Richmond is further able to demonstrate their commitment to menstrual equity by joining the United Way’s Period Promise campaign and signing on to the Period Promise Policy Agreement (Attachment 1). The campaign aims to engage organizations of all types to adopt a policy to provide free products for staff, clients, or others related to the work they each do. By signing the agreement, the City commits to “provide, free of charge, diverse menstrual products to their employees, clients and community members that is easily accessible.” In order to be a designated Period Promise employer, a commitment to continue to provide free, accessible and diverse menstrual products must be made on a bi-annual basis in partnership with the United Way. A representative from the United Way will contact the City every two years to get its confirmation of continued involvement and, if available, collect data and stories related to the implementation of the Period Promise policy. Staff recommend that in addition to providing dispensers for free menstrual products at the Community Services facilities that dispensers be installed at City Hall, City Hall Annex and Public Works.

As a result of signing on to the Period Promise policy, the City will be named on the United Way’s public list of signatories recognizing its leadership in helping to reduce the prevalence of period poverty and menstrual stigma in our community and have access to a toolkit of resources on policy implementation and communications. There are currently 40 organizations who have signed on to this agreement, including the City of North Vancouver and City of Victoria.

### Next Steps

Should Council support the continuation of the Menstrual Equity Initiative program, staff will continue to monitor usage, review the program as needed, and provide ongoing education and communication regarding the program, including:

- Program education with incoming hires;
- Program updates and reminders to existing staff;
- Signage in facilities will be kept up-to-date and relative; and
- Annual communication to community partners.

In addition, should Council decide to move forward with joining the Period Promise Campaign, staff will inform United Way of the City’s intention to join the campaign.

### **Financial Impact**

The cost to install the dispensers was approximately \$30,000, with the cost being accommodated within the Community Services 2021 operating budget, which had a one-time savings associated with reduced operations due to COVID-19.

In 2022, a one-time additional level funding request was approved for \$40,000 to support the purchase of products for the first full year of this initiative. This amount is anticipated to fund the program for the next six to 12 months. Any 2022 costs above the \$40,000 provided will be accommodated within existing operating budgets.

Should Council support the recommendation to move forward with joining the Period Promise Campaign and expand the program to include additional civic buildings the cost to purchase and install the dispensers is \$20,000.

The ongoing operational costs for the program are projected to be \$65,000 per year. A one time additional level of \$20,000 will be submitted for consideration to purchase and install the dispensers and an ongoing additional level of \$65,000 will be submitted for consideration to support the expanded program costs with the 2023 budget process.

### **Conclusion**

The Menstrual Equity Initiative has proven to be a successful program that removes barriers to participation in recreational activities, reduces menstrual stigma and promotes gender equity. Due to its success, staff recommend the continuation of the program which will be accommodated within existing budget allocations with an additional level being submitted for consideration within the 2023 budget process to support the existing and expanded program.

Staff also recommend that the City join the United Way's Period Promise Campaign and sign the Period Promise Policy Agreement. By signing on to the Period Promise Campaign, the City recognizes that it is contributing to the reduction of period poverty, further promoting inclusion, and investing in the overall health and well-being of our community.



Renata Turick  
Coordinator, Aquatic Services  
(604-448-5382)



Dorothy Jo  
Program Manager, Social Planning  
(604-276-4391)

Att. 1: Period Promise Policy Agreement





**United Way**  
British Columbia

Working with communities in BC's  
Interior, Lower Mainland, Central  
& Northern Vancouver Island

## Period Promise Policy Agreement

### Preamble

Period Promise is a campaign designed to build on the successes of United Way's involvement with the Tampon Tuesday period product collection drive – an effort to bring attention to the need for making menstrual products more accessible to and affordable for those living in poverty or with other barriers.

Period Promise will continue to raise awareness for the issue of period poverty and menstrual equity. But it is going to do more to solve the problem by promoting the need for free and accessible products in the community. The campaign aims to engage organizations who are passionate about women's issues, transgender rights issues, and all those affected by poverty or stigma around menstruation to become more active in delivering community solutions.

The United Way's Period Promise campaign will continue to include asks for product and financial donations which are to be shared with vulnerable people in British Columbia. But, in an exciting new addition, it will be asking organizations of all types to adopt a policy to provide free products for staff, clientele, customers or others related to the work they each do.

This document is an agreement between the United Way British Columbia and the undersigned to join the Period Promise campaign by signing on to the policy below and committing to its implementation.

### Policy Statement

The undersigned party agrees to provide, free of charge, diverse\* menstrual products to their

- ☐ *Employees*
- ☐ *Clients*
- ☐ *Community members*

in a way that is easily accessible.

\*An outline of potential distribution of diverse products is located in the "suggestions on policy implementation."

### Purpose

Social responsibility is important to us at \_\_\_\_\_ and as such, we aim to positively impact our community through policies that build equity. By signing on to the Period Promise Campaign, we recognize we are contributing to the reduction of period poverty, de-stigmatizing menstruation, and working towards helping more people get access to the products they count on. We appreciate that providing free, accessible and diverse menstrual products will be an investment in the overall health and well-being of our community and will help de-stigmatize the need for others in our communities.



## **Definition**

The Period Promise is the promise to provide free and diverse menstrual products in an accessible manner – in order to achieve menstrual equity, de-stigmatize menstruation and reduce period poverty. As menstrual blood cannot be held in and must be addressed immediately, the provision of period products to people is both a concern for human dignity and the realities of the human body. The Period Promise is an inherent recognition that period products are as essential to comfort as toilet paper, but that period products are less easily accessed.

Period poverty is defined as the lack of access to menstrual products due to financial limitations.

Menstrual equity means that all people who menstruate have access to menstrual products and recognizes that the “ability to access these items affects a person’s freedom to work, study, be healthy and participate in daily life with basic dignity. And if access is compromised – whether by poverty or stigma or lack of education and resources – it is in all of our interests to ensure those needs are met.”<sup>1</sup>

The estimated cost of providing free, accessible menstrual products is approximately \$1.25/month per menstruating employee. The calculation of this cost is attached. This estimation is based on numerous assumptions which may not apply to your work space. Please note that, at this time, it is not possible to anticipate the cost for clients and community members without specific organizational information.

## **Detailed Conditions**

### **Bi-Annual Recommitment**

In order to be a designated Period Promise employer, a commitment to continue to provide free, accessible and diverse menstrual products must be made on a bi-annual basis.

This will be done in partnership with the United Way British Columbia. A representative from the United Way British Columbia will contact your organization every two-years to get your confirmation of continued involvement and, if available, collect data and stories related to the implementation of your Period Promise policy.

### **Benefits of Signing On To Period Promise**

As a result of signing on to the Period Promise policy, your organization will:

1. Be named on our public list of signatories recognizing your leadership in helping us reduce the prevalence of period poverty and menstrual stigma in our community.
2. Be given the use of our Period Promise and United Way British Columbia logos to include in any media that you may create to highlight your involvement in the campaign.
3. Have access to a toolkit that will help explain to staff the reason for the policy shift and encourage them to become involved in the cause in the wider community.
4. A toolkit of posters and placards that will explain how properly use tampons and pads, how often to change them, how to properly dispose of them, and how to keep clean.





5. Be invited to be involved in policy consultation and discussion opportunities with other signatory partners and advocacy strategy meetings where signatories, activists, and local leaders can share ideas and discuss the next steps for policy implementation.
6. Be invited to public events highlighting the policy and Period Promise campaign.

### **Suggestions on policy implementation**

There are many ways to provide free, accessible access to diverse menstrual products.

At a minimum, all female and gender-neutral washrooms should be supplied with free, accessible and diverse menstrual products. That said, we strongly encourage you to consider adding a small supply to the men's washrooms as well. This will ensure that, regardless of gender identity, anybody who menstruates or provides for people who menstruate can have access to products. For information on how transfolx experience menstruation differently than women and the importance of providing product for them in whichever washroom they use, please contact the United Way.

It should be assumed that any washroom with menstrual products in it will also have used product in it. Washrooms should have a hygienic and private means of disposing of used product. In many public washrooms this is done by placing a small garbage bin in a bathroom stall next to the toilet.

A diversity of products should be available for use, so that anybody who menstruates can have some choice in selecting which product works best for their needs. Examples of diverse products include but are not limited to: tampons, pads and panty liners.

Some other options on policy implementation include:

- Instead of in washrooms, have a designated, neutral location where anyone who needs menstrual products can obtain them. For example, accessible menstrual products in the office lounge. However, as menstruation can be a private experience for some in our community, this option is recommended only for spaces where providing product in washrooms is not deemed a realistic option.
- Provide access to diverse products that come in various sizes or absorption ratings for the varying levels of menstrual flow and body shapes.



**United Way**  
British Columbia

Working with communities in BC's  
Interior, Lower Mainland, Central  
& Northern Vancouver Island

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### Period Promise Policy Agreement

BETWEEN:

United Way British Columbia  
4543 Canada Way  
Burnaby BC, V5G 4T4

AND:

(Insert Organization)



**United Way**  
British Columbia

Working with communities in BC's  
Interior, Lower Mainland, Central  
& Northern Vancouver Island

THIS AGREEMENT IS A DECLARATION THAT:

- A. \_\_\_\_\_ declares to fulfill their Period Promise as outlined in this Period Promise Policy Agreement.
- B. \_\_\_\_\_ agrees to the detailed conditions of the Period Promise Campaign.

The parties have signed this agreement this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_. Follow-up reporting and a recommitment to the Period Promise Policy Agreement will be explored in the year \_\_\_\_\_.

(Insert Credentials from Representative from Signing Organization)

(Insert Credentials from United Way British Columbia Representative)



*Thanks to Vancity for supporting the research and development of the Period Promise Policy.*



## **Appendix to Agreement**

### **Calculator to Assist Estimating Cost of Providing Product**

This calculator aims to show that providing free, accessible and diverse menstrual products is relatively affordable. It also serves as a template to estimate the cost of providing access to free and accessible products to employees at your organization.

This calculator does come with some notable limitations.

It does not calculate the cost of providing products to clients and community members, as the level of variance is too high. Additionally, it assumes that employers are providing 100% of the products that people who menstruate need while at work. It is likely that employees will not require a 100% provision rate and that the total cost of \$1.25/month/applicable employee may be lower.

For assistance in using this calculator, please contact United Way British Columbia.

### **Cost Analysis**

In order to calculate the cost of supplying free menstrual products to menstruators at work, the following information needs to be understood:

1. Number of products used per year
2. Percentage of time menstruators spend at work
3. Number of products used at work
4. Cost of products annually

#### **1. Calculating number of products used per year**

This costs analysis will use tampons, however there are other products which could be used in this analysis. Kotex instructs on changing your tampon every 4 to 8 hours<sup>1</sup>, so we'll use 6 hours as an average.

Assuming there are 13 periods in a year<sup>2</sup>, with each lasting 5 days then:

4 tampons x 5 days = 20

20 tampons x 13 cycles = 260 tampons per year

---

<sup>1</sup> How will I know when to change my tampon or pad? Retrieved from Kotex:  
<https://www.ubykotex.com.au/questions-and-answers/how-will-i-know-when-to-change-my-tampon-or-pad>. n.d.

<sup>2</sup> Periods and fertility in the menstrual cycle. Retrieved from NHS: <https://www.nhs.uk/conditions/periods/fertility-in-the-menstrual-cycle/>. 2016.



## **2. Calculating hours at work**

$(\text{Hours spent working per day})(\text{\# of days worked per year})/(\text{total hours per year}) = x\% \text{ of time at work}$

Ex.  $(8 \text{ hrs working per day})(250^* \text{ days worked per year})/8760 \text{ hours per year} = 0.23$  or 23% of time spent at work.

\*The number 250 was determined based on a 5-day work week with 10 vacation days.

## **3. Calculating number of products needed while at work**

$x\% \text{ time at work}/100 = x \text{ number of products}/260$

Ex.  $23/100 = x/260 = 59.8$  products needed at work

## **4. Calculating cost of products**

$(X \text{ number of products needed at work})(\text{cost per product}) = \text{annual product cost}$

Ex.  $(59.8)(0.25) = \$14.95$  year/menstruating employee OR 1.25 per month

## **Summary**

If a menstruator uses an average of 260 products/year and spends 23% of their time at work, they will require a total of 59.8 products while working. The total cost of 59.8 products at \$0.25/product in one year is \$14.95 or \$1.25 per month.

## **Disclosure**

This is a cost estimate and the actual cost of supplying free menstrual products will vary. It is impossible to determine an exact number of employees/clients/community members who have menstrual requirements without asking directly. More than 50% of your workforce may be women. You may also have fewer than 50%. We would recommend that you estimate based on your employment records and then 5% to reflect employees with an unknown gender identity or unknown menstrual needs.





# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Jason Kita  
Director, Intergovernmental Relations and  
Corporate and Strategic Planning  
**Re:** 2022 UBCM Community Excellence Awards

**Date:** May 25, 2022  
**File:** 01-0103-01/2022-Vol  
01

### Staff Recommendation

That the City's entries for the Union of BC Municipalities (UBCM) Community Excellence Awards be endorsed, including:

1. Excellence in Service Delivery: Single-Use Plastic and Other Items Bylaw No. 10000;
2. Excellence in Asset Management: City of Richmond Flood Protection Program; and
3. Excellence in Sustainability: Brighthouse Fire Hall No. 1 – Solar Photovoltaic Panel Installation.

Jason Kita  
Director, Intergovernmental Relations and Corporate and Strategic Planning  
(604-276-4091)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Facility Services & Project Development	<input checked="" type="checkbox"/>	
Public Works	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 



## Staff Report

### Origin

The Union of BC Municipalities (UBCM) Community Excellence Awards recognize and celebrate UBCM members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government in BC. The awards are designed to profile promising practices and to encourage local governments to learn from the success of other members in order to implement changes in their own communities.

Entries for this year's awards submissions must include a resolution by Council indicating support for the entries to be considered for a 2022 award by August 19, 2022.

### Analysis

The City of Richmond is committed to a culture of continuous improvement and our vision “to be the most appealing, livable, and well-managed community in Canada.” One of the ways in which we measure our success in achieving our objectives is through the awards and recognition the City receives from its peers in local government and from others. The City of Richmond has a lengthy list of awards and other accolades received in recent years, which are recorded on the City’s website at: [www.richmond.ca/discover/about/awards](http://www.richmond.ca/discover/about/awards).

In particular, Richmond has received a number of awards from the UBCM through its Community Excellence Awards program. The UBCM is now accepting entries for its 2022 Community Excellence Awards. Staff have reviewed the award criteria and are recommending entries in the following categories:

#### **Excellence in Service Delivery**

*Service delivery involves the actual production and provision of goods and services to the community, and should be integrated with community plans and aligned with financial plans. This category recognizes UBCM members that provide effective services in a proactive manner, demonstrate benefit to the community, and utilize performance measures, benchmarks and standards to ensure sustainable service delivery.*

#### **City of Richmond entry: Single-Use Plastic and Other Items Bylaw No. 10000**

The City of Richmond was among the first cities to explore changes designed to reduce plastic waste by introducing the Single-Use Plastic and Other Items Bylaw No. 10000 (Bylaw 10000). The City started research in 2018 on the most effective measures to eliminate unnecessary plastics, making sure to engage the business community throughout the process. On March 27, 2022, Bylaw 10000 became effective to ban foam food service ware, plastic straws (including biodegradable and compostable plastic) and plastic checkout bags (including biodegradable and compostable plastic). Throughout the Bylaw implementation, it has been essential for the City to support businesses in meaningful ways and ensuring continuous two-way communication has been a cornerstone for its success. The City's approach to involve and inform businesses was unique, and designed in a manner to foster businesses commitment through meaningful

education, presentation of alternatives, and useful resources to support this important societal shift.

### **Excellence in Asset Management**

*Asset management is an integrated business approach that involves planning, finance, engineering and operations to effectively manage existing and new infrastructure in order to maximize benefits, reduce risk and provide satisfactory levels of service to community users in a sustainable manner. This category recognizes UBCM members that have developed a comprehensive system of asset management policies and practices, meeting and/or exceeding accepted best practices such as the International Infrastructure Management Manual, ISO 55000 or Asset Management for Sustainable Service Delivery: ABC Framework.*

#### **City of Richmond entry: City of Richmond Flood Protection Program**

Richmond is an island city situated on average one meter above sea level and faced with flood risks from multiple sources, including storm surge, freshet, rainfall, and sea-level rise. The City has developed and continues to improve on its comprehensive flood protection program to address and mitigate these risks, with the objective of protecting the health, safety, and economic viability of Richmond.

Richmond's Flood Protection Program includes a Flood Protection Management Strategy (FPMS), Dike Master Plan (DMP), Capital Program, and Drainage and Diking Utility. The FPMS provides long-term guidance on the on-going development of world-class flood protection for Richmond that addresses climate change implications and manages dike integrity, land use, infrastructure, emergency response, and sustainability; and addresses climate change implications. The FPMS also focuses on identifying and incorporating learning and new information and thus protecting the City, its assets, and its residents.

### **Excellence in Sustainability**

*Sustainability means meeting current needs without compromising the ability of future generations to meet their own needs. This category recognizes UBCM members that incorporate a long-term sustainability lens by considering the four pillars - cultural, social, economic and environmental issues - in planning, policy and practice.*

#### **City of Richmond entry: Brighthouse Fire Hall No. 1 – Solar Photovoltaic Panel Installation**

136 high output solar photovoltaic panels were installed on the roof of Brighthouse Fire Hall No. 1. This sustainable initiative ensures that peak energy consumption will be offset by 12% annually by generating up to 60,000 kWh of electricity per year. This facility was designed to be net zero ready and has the capability of connecting to a District Energy Utility in the future. This project supports the City's targeted LEED Gold standards for new construction and the Solar Friendly Richmond Framework.

### **Financial Impact**

No financial impact.

### **Conclusion**

One of the ways in which the City of Richmond measures our success in achieving our objectives is through the awards and recognition the City receives from its peers in local government and from others. The Union of BC Municipalities (UBCM) Community Excellence Awards recognize implemented projects or programs that demonstrate excellence in local government in BC. This provides a further opportunity for the City of Richmond to be recognized for its commitment to continuous improvement and excellence in municipal governance and service delivery.



Jason Kita  
Director, Intergovernmental Relations and Corporate and Strategic Planning  
(604-276-4091)

JK: ac




# City of Richmond

## Report to Committee

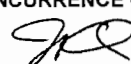

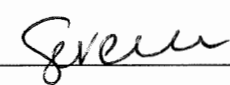
**To:** Finance Committee **Date:** June 10, 2022  
**From:** Jerry Chong, CPA, CA **File:** 03-0975-01/2022-Vol  
Acting General Manager, Finance and Corporate 01  
Services  
**Re:** **Amendments to the Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327**

### Staff Recommendation

That the Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327, Amendment Bylaw No. 10381, which incorporates and puts into effect the changes as outlined in the staff report titled "Amendments to the Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327" dated June 10, 2022, from the Acting General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.

  
Jerry Chong, CPA, CA  
Acting General Manager, Finance and Corporate Services  
(604-276-4064)

Att. 4

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	
Human Resources	<input checked="" type="checkbox"/>	Real Estate Services <input checked="" type="checkbox"/>
Risk Management	<input checked="" type="checkbox"/>	Fire Rescue <input checked="" type="checkbox"/>
Finance Department	<input checked="" type="checkbox"/>	RCMP <input checked="" type="checkbox"/>
Information Technology	<input checked="" type="checkbox"/>	Engineering <input checked="" type="checkbox"/>
Law	<input checked="" type="checkbox"/>	Facility Services & Project Development <input checked="" type="checkbox"/>
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	Fleet <input checked="" type="checkbox"/>
Community Social Development	<input checked="" type="checkbox"/>	Sewerage & Drainage <input checked="" type="checkbox"/>
Recreation Services	<input checked="" type="checkbox"/>	Sustainability & District Energy <input checked="" type="checkbox"/>
Parks Services	<input checked="" type="checkbox"/>	Community Safety Admin <input checked="" type="checkbox"/>
Roads & Construction	<input checked="" type="checkbox"/>	Community Bylaws <input checked="" type="checkbox"/>
Sanitation and Recycling	<input checked="" type="checkbox"/>	Building Approvals <input checked="" type="checkbox"/>
Economic Development	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
		<b>CONCURRENCE OF GENERAL MANAGER</b>
		 Acting GM, F&CS
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b>	<b>APPROVED BY CAO</b>
		

## Staff Report

### Origin

The Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327 was adopted on January 24, 2022. Included in the Consolidated 5 Year Financial Plan (5YFP) are the City's 2022 Capital, Utility and Operating Budgets. In addition, the Consolidated 5YFP includes the budgets of Richmond Olympic Oval Corporation and Richmond Public Library. The following budget amendments are for the 2022 Capital, Utility and Operating Budgets of the City. This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

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

### Analysis

Subsequent to the adoption of the 5YFP, new projects and changes to previously established programs have occurred. Individual staff reports detailing these amendments have been presented to Council for approval.

Increases to the operating and capital budget are required where expenses were not contemplated in the 5YFP. The current expenditure bylaw does not include these amounts and in order to comply with Section 173 of the Community Charter, the 5YFP needs to be amended to have authority to incur these expenditures. There is no tax impact for any of these amendments.

The Council approved amendments to the Consolidated 5 Year Financial Plan (2022-2026) presented in order of Council meeting dates, are:

- 1 a) At the Council meeting on September 14, 2020, Council approved the following:
  - (1) *That the submission to the Investing in Canada Infrastructure Program – Community, Culture and Recreation Stream, requesting funding of up to \$2.4 million as outlined in the report titled, "Investing in Canada Infrastructure Program - Minoru Place Activity Centre Conversion to Arts Centre," dated August 5, 2020 from the Director, Facilities and Project Development be endorsed;*
  - (2) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to enter into funding agreements with the government for the aforementioned project should it be approved for funding, as outlined in the report titled, "Investing in Canada Infrastructure Program - Minoru Place Activity Centre Conversion to Arts Centre," dated August 5, 2020 from the Director, Facilities and Project Development;*
  - (3) *That the Minoru Place Activity Centre Project capital budget be increased by \$749,000, which will be funded by Project Developments 2020 Operating Budget account "Infrastructure Replacement" and that the Revised*

*Consolidated 5 Year Financial Plan (2020-2024) be amended accordingly; and*

- (4) That the Revised Consolidated 5 Year Financial Plan (2020-2024) be amended accordingly should the aforementioned project be approved for funding as outlined in the report titled, "Investing in Canada Infrastructure Program - Minoru Place Activity Centre Conversion to Arts Centre," dated August 5, 2020 from the Director, Facilities and Project Development.*

The City was informed that this funding application was approved for \$2,243,898. This will replace the \$749,000 funded by the Corporate Provision and \$1,494,898 funded by the Leisure Facilities Reserve for the Minoru Place Activity Centre (renamed to Richmond Cultural Centre Annex as approved by Council on June 14, 2021) Program – Implementation upon receipt of the actual grant payment.

- b) At the Council meeting on January 25, 2021, Council approved the following:

- (1) That the submission to the Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream, requesting funding of up to \$900,000 as outlined in the staff report titled, "Investing in Canada Infrastructure Program - COVID-19 Resilience Infrastructure Stream: Thompson Community Centre and Hall Infrastructure Renewals," dated December 18, 2020 from the Director, Facilities and Project Development be endorsed;*
- (2) That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to enter into funding agreements with the government for the aforementioned project should it be approved for funding, as outlined in the staff report titled, "Investing in Canada Infrastructure Program - COVID-19 Resilience Infrastructure Stream: Thompson Community Centre and Hall Infrastructure Renewals," dated December 18, 2020 from the Director, Facilities and Project Development; and*
- (3) That a capital project in the amount of \$900,000 be considered in the 2021 budget process as described in the staff report titled "Investing in Canada Infrastructure Program - COVID-19 Resilience Infrastructure Stream: Thompson Community Centre and Hall Infrastructure Renewals" dated December 18, 2020 from the Director, Facilities and Project Development.*

The City was informed that this funding application of \$900,000 was successful. This will replace \$861,000 funded by the Corporate Provision for the Thompson Community Centre & Hall Infrastructure Renewals upon receipt of the actual grant payment. The remaining \$39,000 of the capital project had already been budgeted to be funded by grant as part of the 2021 Capital Budget.

- c) At the Council meeting on December 6, 2021, Council approved the following:

- (1) That the funding strategy Option 3 and the external borrowing Option C as outlined in the staff report titled "Alternative Sources of Funding Referral Response" be endorsed;*
- (2) That staff be directed to prepare a report for external borrowing of \$95 million for the Steveston Community Centre and Branch Library Capital Project; and*
- (3) That the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly.*

At the Council meeting on December 15, 2021, Council approved the introduction, first, second and third readings of the Steveston Community Centre and Branch Library Loan Authorization Bylaw No. 10334. Under the Municipal Finance Authority (MFA) Long-Term Borrowing program, MFA is required to withhold one percent (1%) of the gross loan amount as a security against loan default. The one percent is held in trust by the MFA in a Debt Reserve Fund and will be refunded, with interest, at loan expiry. Therefore, in order for the City to receive net loan proceeds of \$95 million for the approved construction budget and contingency budget of the Steveston Community Centre and Branch Library replacement project, a gross loan authorization amount of \$96 million was approved. Net loan proceeds available for use are \$95.04 million from this borrowing.

At the Council meeting on February 14, 2022 the Steveston Community Centre and Branch Library Loan Authorization Bylaw No. 10334 was adopted.

At the Council meeting on May 9, 2022, Council approved the following:

- (1) That a 20-year term \$96 million borrowing with a 20-year amortization period from the Municipal Finance Authority of British Columbia's (MFA's) 2022 Fall Borrowing Session, as authorized through Steveston Community Centre and Branch Library Loan Authorization Bylaw No. 10334, be approved;*
- (2) That the Metro Vancouver Regional District (MVRD) be requested to consent and to include the City of Richmond's 20-year term \$96 million borrowing with a 20-year amortization period in MVRD's Security Issuing Bylaw; and*
- (3) That the Consolidated 5-Year Financial Plan (2022-2026) be amended accordingly.*

Section 165 (7e) of the *Community Charter* requires that proceeds from borrowing be set out separately in the financial plan to clearly present the funding source for the approved capital project.



Therefore, the Transfers section is amended to include Proceeds from Borrowing of \$95,040,000 to fund the previously approved capital project.

In addition, estimated debt interest and debt principal payments are included for the years 2024-2027 funded by sources other than taxation, resulting in no additional tax impact as a result of this debt borrowing.

d) At the Council meeting on December 15, 2021, Council approved the following:

- (1) That the 2022 Community Mural Program Projects as presented in the staff report titled "2022 Community Mural Program Projects," dated November 10, 2021, from the Director, Arts, Culture and Heritage Services, be approved subject to the proposed 2022 Public Art Program capital budget being approved as part of the 2022 budget process and once the Consolidated 5-Year Financial Plan (2022-2026) is adopted by Council; and*
- (2) That, as the City receives the expected monetary contribution from the community partners as described in the staff report titled "2022 Community Mural Program Projects," dated November 10, 2021, from the Director, Arts, Culture and Heritage Services, the Consolidated 5-Year Financial Plan (2022-2026) be amended accordingly.*

The 2022 Capital Budget – Public Art Program will be increased by \$9,500 funded by the partner contributions for 2022 Community Mural Program Projects.

e) At the Council meeting on January 24, 2022, Council approved the following:

*That the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly for the scope change as identified in the staff report titled, "Corporate Electric Vehicle Charging Station Installation Scope Increase", dated December 8, 2021, from the Director, Public Works Operations.*

The project scope of two Council approved capital projects, namely the "Fleet Electrical Charging Infrastructure Installations" and "Works Yard Electrical Service Upgrade and EV Infrastructure", are amended to expand the original project scope to include the installation of 12 level 2 and 3 level 3 additional charging ports at various City facilities for corporate fleet vehicles.

f) At the Closed Council meeting held on January 24, 2022, Council approved to increase the Capital Budget – Roads Program by \$100,000 funded by an external funding source.

g) At the Council meeting on February 28, 2022, Council approved the following:

- (1) That staff be authorized to submit an application to the UBCM Poverty Reduction Planning and Action Program as described in the report titled "2022 UBCM Poverty Reduction Planning and Action Program Grant Submission," dated February 1, 2022, from the Director, Community Social Development; and*
- (2) That should the funding application be successful, that the Chief Administrative Officer and the General Manager, Planning and Development be authorized on behalf of the City to enter into an agreement with UBCM for the above mentioned project and that the Consolidated 5 Year Financial Plan (2022–2026) be amended accordingly.*

On April 14, 2022, the City was informed that this funding application was successful. The 2022 Planning and Development Operating Budget will be increased by \$50,000 funded by the Province of BC for the 2022 Poverty Reduction Planning & Action program.

h) At the Council meeting on March 14, 2022, Council approved the following:

- (1) That the City's grant application to the Investing in Canada Infrastructure Program Green Infrastructure Environmental Quality Stream be endorsed;*
- (2) That a capital submission of \$820,000 for drainage infrastructure and capacity enhancement components in Minoru Park be approved from the Drainage Improvement Reserve;*
- (3) Should the application be successful, that the Chief Administrative Officer and the Deputy CAO/General Manager, Community Services be authorized on behalf of the City to enter into an agreement with the Province of British Columbia for the above mentioned project; and*
- (4) That the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly.*

The 2022 Capital Budget – Drainage Program will be increased by \$820,000 from the Drainage Improvement Reserve for drainage infrastructure and capacity enhancement components in Minoru Park.

Should the grant application to the Investing in Canada Infrastructure Program Green Infrastructure Environmental Quality Stream be successful, the grant funding will be used to fund the project and the corresponding amount will be returned to the Drainage Improvement Reserve.

i) At the Council meeting on April 25, 2022, Council approved the following:

- (1) *That the Solid Waste and Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10361, be introduced and given first, second and third readings;*
- (2) *That mercury containing and electronic thermostats be added to the scope of materials accepted at the Richmond Recycling Depot by registering with the Thermostat Recovery Program delivered by the Heating, Refrigeration and Air Conditioning Institute of Canada; and*
- (3) *That the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly.*

Recycling fee revenue is estimated to increase by \$45,000. Any fees collected will be transferred into the General Solid Waste and Recycling Provision.

During the year, the Consolidated 5 Year Financial Plan Bylaw may require Capital Budget amendments due to external contributions, unanticipated expenditures or contingencies. The amendments are as follows:

- 2 a) i. Increase the scope of existing programs and projects by a total of \$1,764,790 from external funding received or anticipated to be received from various sources including developers, grants, etc. Out of \$1,764,790, \$109,500 is related to Council approved amendments as stated in Section 1d and 1f, and the remaining \$1,655,290 is related to various grants and external contributions that would increase the project scope. The Capital Budget is proposed to be amended as follows:

<b>Table 1: Various Grants and External Sources</b>		<b>(in \$000's)</b>
<b>Capital Programs</b>		<b>Amount</b>
Roads		\$1,166
Infrastructure Advanced Design and Minor Public Works		500
Equipment		89
Public Art		10
<b>Total</b>		<b>\$1,765</b>

- ii. The Consolidated 5 Year Financial Plan includes an estimate of \$10,000,000 in Contingent Capital Grants, which may be received throughout the year for various projects. Spending is only incurred if the funds are confirmed. Once the funds are confirmed, the amount is transferred into the applicable capital program as summarized above. A total of \$1,764,790 has been transferred to the above programs to date.
- b) The 2022 Capital Budget – Parkland Program will be increased by \$991,204 funded by the Industrial Use Reserve through past land disposition for any potential future strategic parkland acquisitions.

- c) The project scope of Garden City Lands - Phase 2 is updated to include site construction activities supporting the ongoing development of the project site.
- 3 The following reallocations within previously approved capital projects are summarized in the following table:

Table 2: Capital Budget Reallocations				(in \$000's)
	Program	Transfer From	Transfer To	Amount
3a	Building	Watermania Aging Mechanical and Building Envelope Infrastructure Replacement (2018)	Watermania Mechanical and Pool Equipment Renewals (2022)	95
3b	Vehicle and Building	Electrical Power Capacity Design for Shore Power & Electrical Vehicle Charging (2018)	Works Yard Electrical Service Upgrade and EV Infrastructure (2020)	94
3c	Parks	Parks General Development (2019)	Lang Park Completion (2020)	25
3d	Equipment and Fire Vehicle	Fire Equipment Replacement from Reserve (2020)	Fire Vehicle Replacement Reserve Purchases (2021)	13
3e	Equipment	Workforce Management (2016)	PeopleSoft HCM 9.2 Update (2020)	10
<b>Total Budget Reallocations</b>				<b>\$237</b>

- 4 Budget Amendment Policy 3001 states that changes to salaries be reported to the Finance Committee. The following amendments will result in no net increase to the 2022 Operating Budget:
- a) Increase the Community Safety Program's salary budget by \$250,000 and operating expenditures budget by \$18,320 funded by a potential grant that is subject to Council endorsement and external approval.
  - b) Increase the Roads & Construction salary by \$50,000 and operating expenditures budget by \$150,000 funded by Corporate Provision for minor roadwork repairs.
  - c) Increase Recycling General's utility budget by \$181,937 funded by Recycling Commission Revenue for the Regular Full-Time position of Environmental Programs Manager and auxiliary staff.
  - d) Reallocate \$170,000 within Building Approval's operating budget from salaries to consulting expenses for plan review.

- e) Reallocate \$153,176 from Parking Enforcement's salary budget and \$11,788 from the operating expenditures budget to Animal Protection Services operating budget for operational support of the new Animal Protection and Shelter building.
  - f) Reallocate \$103,626 from Engineering Planning's salary and \$27,374 from the operating budget to Information Technology Business and Enterprise Systems' salary budget in order to convert the Regular Full-Time Mapping Technologist to Regular Full-Time Systems Analyst.
  - g) Reallocate \$107,980 within Fleet's operating budget from insurance expense to salaries for funding a new Regular Full-Time Fleet Training Assistant position and upgrading the Regular Full-Time Fleet Training Officer position to Fleet Training Manager position.
  - h) Increase the Heritage Sites salary budget by \$100,000 funded by the grant received from the Department of Canadian Heritage for the Museums Assistance Program, Reopening Fund.
  - i) Increase Project Development's salary budget to include a Regular Full-Time Senior Project Manager funded by various capital projects and reallocate \$88,590 salary from Facility Management's salary budget.
  - j) Reallocate \$81,543 salary and operating expenditures budget from Planning and Development (Community Social Development) to Community Services (Recreation and Sport Services) for administration and program support of the Recreation Fee Subsidy Program.
  - k) Increase the Heritage Sites' salary budget by \$5,700 to include auxiliary staff funded by the grant received from National Trust for Canada for the Young Canada Works in Heritage Organizations (Summer Work Experience).
  - l) Convert in the Policing's salary budget a Regular Full-Time Auxiliary Constable Program Coordinator position to Enhanced Digital Field Technician.
- 5 Budget Amendment Policy 3001 states that increases in City's expenditures are only permitted where funding is from sources other than taxation and utility fees. The following amendments to the Operating and Utility Budget are funded by transfer of existing budget resources, or funding from provisions and has no tax impact:
- a) Increase the RCMP operating budget by \$930,604 funded by External Recoveries from YVR for unbudgeted YVR RCMP COVID-19 screening costs.
  - b) Increase the Information Technology operating budget by \$600,000 funded by Corporate Provision for ongoing technology initiatives.
  - c) Increase the Fiscal operating budget by \$350,000 funded by Corporate Admin Stabilizer Provision for employment benefit related expenditures.

- d) Increase the Human Resources operating budget by \$188,000 funded by the Arbitration Provision for arbitration expenses.
- e) Increase the Economic Development operating budget by \$160,000 funded by the MRDT Provision for tourism initiatives.
- f) Increase the Human Resources operating budget by \$150,000 funded by Corporate Provision for recruitment strategy development.
- g) Increase the Drainage operating budget by \$130,000 funded by Corporate Provision for Sidaway processing.
- h) Reallocate \$111,236 expenditure budget and \$104,000 parking revenue budget from Engineering and Public Works (Facility Management) to Community Services (Recreation and Sport Services) for the operation of the Richmond Curling Club facility.
- i) Increase the Sanitary Sewer utility budget by \$98,342 funded by Corporate Provision for pump purchases.
- j) Increase the Sustainability operating budget by \$65,189 funded by the grant received for the Energy Poverty Reduction Toolkit.
- k) Increase the Risk Management operating budget by \$44,940 funded by the grant received from Municipal Insurance Association of British Columbia for Cyber Risk Review.
- l) Increase the Community Social Development operating budget by \$39,750 in 2022 and \$52,250 in 2023 funded by the grant received from the Federal Minister of Housing and Diversity and Inclusion for the Multiculturalism Program.
- m) Increase the Community Services operating budget by \$35,000 funded by the grant received from Vancouver Coastal Health for the Richmond Wellness Strategy.

### **Financial Impact**

The proposed 2022-2026 budget amendments have no tax impact. Additional expenses included in the amended financial plan are funded by external sources or existing appropriations.

Table 3 summarizes the changes to operating and utility revenue and expenses. The Consolidated 5 Year Financial Plan (2022-2026) Amendment is presented in Attachment 1. The Transfers section of the financial plan is amended to include Proceeds from Borrowing to fund the Steveston Community Centre and Branch Library capital project which was previously approved by Council. Estimates for the corresponding debt principal and interest payments for this new debt are included in this plan funded by sources other than taxation.



<b>Table 3 Net Budget – Summary of Changes (in \$000's)</b>		<b>Reference</b>	
<b>Net Budget as at January 24, 2022</b>			<b>\$82,116</b>
<b>Revenue</b>			
1	YVR RCMP Cost Recovery for unbudgeted COVID-19 screening costs	5a	931
2	Community Safety Program potential grant	4a	268
3	Recycling Commission Revenue	4c	182
4	Department of Canadian Heritage Museum Assistance Program, Reopening Fund for Heritage Organizations Grant	4h	100
5	Energy Poverty Reduction Toolkit Funding	5j	65
6	UBCM Poverty Reduction and Action Program Grant	1g	50
7	Increase to Recycling Fee Revenue	1i	45
8	MIABC Grant for Cyber Risk Review	5k	45
9	Ministry of Housing and Diversity and Inclusion – Multiculturalism Program	5l	40
10	Vancouver Coastal Health Wellness Strategy Grant	5m	35
11	National Trust for Canada for the Young Canada Works in Heritage Organizations (Summer Work Experience) Grant	4k	6
12	Reallocation of Richmond Curling Club budget from Facilities to Community Services	5h	-
<b>Total Revenue Amendments</b>			<b>1,767</b>
<b>Expenses</b>			
1	YVR RCMP unbudgeted COVID-19 screening costs (fully recovered)	5a	931
2	Ongoing Information Technology initiatives	5b	600
3	Employment benefit costs	5c	350
4	Community Safety Program potential grant	4a	268
5	Roads & Construction minor repairs	4b	200
6	Human Resources arbitration expenses	5d	188
7	Environment Programs staff	4c	182
8	Tourism Initiatives funded by MRDT provision	5e	160
9	Human Resources recruitment strategy	5f	150
10	Storm Drainage for Sidaway processing	5g	130
11	Department of Canadian Heritage Museum Assistance Program, Reopening Fund for Heritage Organizations	4h	100
12	Sanitary Sewer Utility pump purchases	5i	98
13	Energy Poverty Reduction Toolkit	5j	65
14	UBCM Poverty Reduction and Action Program Grant	1g	50
15	MIABC Grant for Cyber Risk Review	5k	45
16	Ministry of Housing and Diversity and Inclusion – Multiculturalism Program	5l	40



<b>Table 3 Net Budget – Summary of Changes (in \$000's) – continued</b>		<b>Reference</b>	
17	Vancouver Coastal Health Wellness Strategy Grant	5m	35
18	National Trust for Canada for the Young Canada Works in Heritage Organizations (Summer Work Experience) Grant	4k	6
19	Building Approvals budget reallocation for Plan Review	4d	-
20	Reallocate from Parking Enforcement to Animal Protection Services	4e	-
21	Transfer from Engineering to Information Technology for conversion of Mapping Technologist to Systems Analyst	4f	-
22	Reallocation for two Fleet positions	4g	-
23	Senior Project Manager funded by capital projects	4i	-
24	Reallocation from Community Social Development to Recreation and Sport Services for Recreation Fee Subsidy Program	4j	-
25	Conversion of Policing Municipal Employee Job Scope	4l	-
26	Reallocation of Richmond Curling Club budget from Facilities to Community Services	5h	-
<b>Total Expenses Amendments</b>			<b>3,598</b>
<b>NET AMENDMENT</b>			<b>1,831</b>
<b>Total Amended 2022 Net Budget</b>			<b>\$80,285</b>

Table 4 summarizes the changes to the Capital Budget. The Amended Capital Plan for 2022-2026 is presented in Attachment 2 and the Amended Capital Funding Sources are presented in Attachment 3.

<b>Table 4 Capital Budget – Summary of Changes (in \$000's)</b>		<b>Reference</b>	
<b>2022 Capital Budget as at January 24, 2022</b>			<b>\$107,762</b>
Funding source change for Richmond Cultural Centre Annex	1a		-
Funding source change for Thompson Community Centre	1b		-
2022 Community Mural Program Projects	1d, 2a.i		10
Capital Building – Roads Program	1f, 2a.i		100
Drainage Infrastructure Enhancement in Minoru Park	1h		820
Various Grants and External Sources	2a.i		1,655
Contingent External Contributions	2a.ii		(1,765)
Past Land Disposition Proceeds	2b		991
Various Capital Budget Reallocations	3a-e		-
			<b>1,811</b>
			<b>\$109,573</b>

The Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327, Amendment Bylaw No. 10381 is included as Attachment 4.

## Conclusion

Staff recommend that Council approve the 2022 Capital, Operating and Utility Budget amendments to the Consolidated 5 Year Financial Plan Bylaw. The proposed 2022 budget amendments have no tax impact. As required in Section 166 of the *Community Charter*, staff will conduct a process of public consultation prior to bylaw adoption, which is anticipated to be July 25, 2022.



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Manager, Financial Planning and Analysis  
(604-276-4231)

MS:ey

- Att. 1: Amended Revenue, Expenses and Transfers (2022-2026)  
2: Amended Capital Funding Sources (2022-2026)  
3: Amended 5 Year Capital Plan Summary (2022-2026)

**CITY OF RICHMOND**  
**CONSOLIDATED 5 YEAR FINANCIAL PLAN (2022-2026)**  
**AMENDED REVENUE AND EXPENSES**  
**(In \$000's)**

	2022 Amended Budget	2023 Amended Plan	2024 Amended Plan	2025 Amended Plan	2026 Amended Plan
<b>Revenue:</b>					
Taxation and Levies	268,044	281,090	294,869	306,579	318,350
Utility Fees	124,417	128,053	134,252	141,335	149,022
Sales of Services	45,531	46,180	47,552	48,868	49,963
Other Revenue	14,629	14,773	16,236	17,422	18,389
Payments In Lieu Of Taxes	14,650	15,105	15,558	16,024	16,505
Gaming Revenue	14,500	14,500	14,500	14,500	14,500
Investment Income	13,165	12,767	12,507	12,208	11,869
Licenses And Permits	11,358	11,591	11,818	12,049	12,285
Provincial and Federal Grants	11,292	10,097	10,191	10,340	10,491
Developer Contributed Assets	54,782	54,782	54,782	54,782	54,782
Development Cost Charges	17,749	19,641	22,259	15,083	13,091
Other Capital Funding Sources	16,380	17,779	21,365	19,575	14,125
	<b>606,497</b>	<b>626,358</b>	<b>655,889</b>	<b>668,765</b>	<b>683,372</b>
<b>Expenses:</b>					
Community Safety	137,198	137,593	141,686	145,853	150,194
Engineering and Public Works	81,488	81,166	82,302	83,534	84,796
Community Services	71,855	68,110	69,725	71,346	73,012
Finance and Corporate Services	27,002	25,706	26,400	27,096	27,813
Planning and Development Services	25,882	25,871	26,381	26,946	27,526
Fiscal	22,733	21,057	22,579	24,226	25,336
Corporate Administration	10,966	10,897	11,216	11,537	11,867
Legal and Legislative Services	5,305	4,163	4,296	4,429	4,566
Debt Interest	1,677	5,517	4,679	3,840	3,840
Utility Budget					
Water Utility	49,606	51,150	54,137	57,564	61,291
Sanitary Sewer Utility	41,404	42,969	45,782	49,030	52,571
Sanitation and Recycling	23,676	22,889	23,371	23,864	24,367
Richmond Olympic Oval Corporation	16,290	16,770	17,142	17,424	17,650
Richmond Public Library	11,130	11,099	11,363	11,634	11,913
	<b>526,212</b>	<b>524,957</b>	<b>541,059</b>	<b>558,323</b>	<b>576,742</b>
<b>Annual Surplus</b>	<b>80,285</b>	<b>101,401</b>	<b>114,830</b>	<b>110,442</b>	<b>106,630</b>



**CITY OF RICHMOND**  
**CONSOLIDATED 5 YEAR FINANCIAL PLAN (2022-2026)**  
**AMENDED TRANSFERS**  
(In \$000's)

	2022 Amended Budget	2023 Amended Plan	2024 Amended Plan	2025 Amended Plan	2026 Amended Plan
<b>Transfers:</b>					
Debt Principal	5,570	9,550	9,877	3,948	4,047
Transfer To Reserves	78,319	80,638	83,449	84,708	87,773
Transfer To (From) Surplus	(10,219)	542	4,630	13,878	14,343
Capital Expenditures - Current Year	109,573	106,482	144,544	130,463	114,453
Capital Expenditures - Prior Years	237,364	104,168	67,577	38,486	19,300
Capital Expenditures - Developer Contributed Assets	54,782	54,782	54,782	54,782	54,782
Capital Expenditures - Richmond Public Library	1,217	742	742	742	742
Capital Expenditures - Richmond Olympic Oval Corporation	4,072	1,408	1,531	1,459	1,724
Capital Funding	(305,353)	(256,911)	(252,302)	(218,024)	(190,534)
Proceeds from Borrowing	(95,040)	-	-	-	-
<b>Transfers/Amortization offset:</b>	<b>80,285</b>	<b>101,401</b>	<b>114,830</b>	<b>110,442</b>	<b>106,630</b>
<b>Balanced Budget</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>
<b>Tax Increase</b>	<b>3.86%</b>	<b>3.88%</b>	<b>3.92%</b>	<b>2.99%</b>	<b>2.87%</b>

**CITY OF RICHMOND**  
**AMENDED 5 YEAR CAPITAL PLAN FUNDING SOURCES (2022-2026)**  
(In \$000's)

	2022 Amended	2023	2024	2025	2026
<b>DCC Reserves</b>					
Drainage DCC	-	990	990	-	-
Park Development DCC	1,845	2,977	1,599	1,693	1,872
Park Land Acquisition DCC	6,457	5,964	5,964	3,762	3,762
Roads DCC	9,446	9,710	11,060	8,910	7,457
Sanitary DCC	-	-	1,436	103	-
Water DCC	-	-	1,210	616	-
<b>Total DCC</b>	<b>\$17,748</b>	<b>\$19,641</b>	<b>\$22,259</b>	<b>\$15,084</b>	<b>\$13,091</b>
<b>Statutory Reserves</b>					
Affordable Housing	925	925	925	925	925
Capital Building and Infrastructure	18,070	16,715	18,080	18,160	17,500
Capital Reserve	10,833	10,140	14,998	14,670	13,179
Child Care	260	260	260	260	260
Drainage Improvement	13,410	15,281	41,905	33,374	30,650
Equipment Replacement	5,399	4,718	3,467	3,510	3,095
Public Art Program	200	150	150	150	150
Sanitary Sewer	5,463	5,910	5,650	9,307	5,790
Waterfront Improvement	150	-	-	-	-
Watermain Replacement	9,190	9,024	9,301	9,217	9,649
<b>Total Statutory Reserves</b>	<b>\$63,900</b>	<b>\$63,123</b>	<b>\$94,736</b>	<b>\$89,573</b>	<b>\$81,198</b>
<b>Other Sources</b>					
Enterprise Fund	720	550	550	550	205
Grant and Developer Contribution	13,480	14,879	18,465	16,675	11,225
Other Sources	11,534	6,061	6,076	6,091	6,487
Sewer Levy	260	207	272	375	33
Solid Waste and Recycling	450	300	300	300	300
Water Levy	1,481	1,721	1,886	1,815	1,914
<b>Total Other Sources</b>	<b>\$27,925</b>	<b>\$23,718</b>	<b>\$27,549</b>	<b>\$25,806</b>	<b>\$20,164</b>
<b>Total Capital Program</b>	<b>\$109,573</b>	<b>\$106,482</b>	<b>\$144,544</b>	<b>\$130,463</b>	<b>\$114,453</b>



**CITY OF RICHMOND**  
**AMENDED 5 YEAR CAPITAL PLAN SUMMARY (2022-2026)**  
(In \$000's)

	2022 Amended	2023	2024	2025	2026
<b>Infrastructure Program</b>					
Roads	18,313	17,652	22,807	18,512	14,717
Drainage	13,033	18,095	45,043	36,098	27,939
Water	9,316	9,193	10,445	9,855	9,026
Sanitary Sewer	4,500	4,377	6,150	7,720	5,050
Infrastructure Advanced Design and Minor Public Works	4,930	5,280	4,130	5,130	7,060
<b>Total Infrastructure Program</b>	<b>\$50,092</b>	<b>\$54,597</b>	<b>\$88,575</b>	<b>\$77,315</b>	<b>\$63,792</b>
<b>Building Program</b>					
Building	21,164	16,715	7,200	2,000	17,500
Heritage	354	-	10,800	16,000	-
<b>Total Building Program</b>	<b>\$21,518</b>	<b>\$16,715</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$17,500</b>
<b>Parks Program</b>					
Parks	3,492	4,710	4,850	4,280	2,900
Parkland	4,991	4,000	4,000	4,000	4,000
<b>Total Parks Program</b>	<b>\$8,483</b>	<b>\$8,710</b>	<b>\$8,850</b>	<b>\$8,280</b>	<b>\$6,900</b>
<b>Public Art Program</b>	<b>\$210</b>	<b>\$150</b>	<b>\$150</b>	<b>\$150</b>	<b>\$150</b>
<b>Land Program</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>Affordable Housing</b>	<b>\$400</b>	<b>\$400</b>	<b>\$400</b>	<b>\$400</b>	<b>\$400</b>
<b>Equipment Program</b>					
Vehicle	4,414	4,071	4,307	4,109	2,043
Fire Vehicle	2,034	1,258	-	52	1,682
Information Technology	3,282	539	554	570	619
Equipment	951	581	582	802	582
<b>Total Equipment Program</b>	<b>\$10,681</b>	<b>\$6,449</b>	<b>\$5,443</b>	<b>\$5,533</b>	<b>\$4,926</b>
<b>Child Care Program</b>	<b>\$260</b>	<b>\$260</b>	<b>\$260</b>	<b>\$260</b>	<b>\$260</b>
<b>Internal Transfers/Debt Payment</b>	<b>\$4,694</b>	<b>\$4,201</b>	<b>\$2,866</b>	<b>\$525</b>	<b>\$525</b>
<b>Contingent External Contributions</b>	<b>\$8,235</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>Total Capital Program</b>	<b>\$109,573</b>	<b>\$106,482</b>	<b>\$144,544</b>	<b>\$130,463</b>	<b>\$114,453</b>



**Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327,  
Amendment Bylaw No. 10381**

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B", and Schedule "C" of the Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327, are deleted and replaced with Schedule "A", Schedule "B", and Schedule "C" attached to and forming part of this amendment bylaw.
2. This Bylaw is cited as "**Consolidated 5 Year Financial Plan (2022-2026) Bylaw No. 10327, Amendment Bylaw No. 10381**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CITY OF RICHMOND
APPROVED for content by originating dept. <i>MS</i>
APPROVED for legality by Solicitor <i>ACI</i>

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



**SCHEDULE A:**

**CITY OF RICHMOND**  
**CONSOLIDATED 5 YEAR FINANCIAL PLAN (2022-2026)**  
**AMENDED REVENUE AND EXPENSES**  
**(In \$000's)**

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
	<b>Amended</b>	<b>Amended</b>	<b>Amended</b>	<b>Amended</b>	<b>Amended</b>
	<b>Budget</b>	<b>Plan</b>	<b>Plan</b>	<b>Plan</b>	<b>Plan</b>
<b>Revenue:</b>					
Taxation and Levies	268,044	281,090	294,869	306,579	318,350
Utility Fees	124,417	128,053	134,252	141,335	149,022
Sales of Services	45,531	46,180	47,552	48,868	49,963
Other Revenue	14,629	14,773	16,236	17,422	18,389
Payments In Lieu Of Taxes	14,650	15,105	15,558	16,024	16,505
Gaming Revenue	14,500	14,500	14,500	14,500	14,500
Investment Income	13,165	12,767	12,507	12,208	11,869
Licenses And Permits	11,358	11,591	11,818	12,049	12,285
Provincial and Federal Grants	11,292	10,097	10,191	10,340	10,491
Developer Contributed Assets	54,782	54,782	54,782	54,782	54,782
Development Cost Charges	17,749	19,641	22,259	15,083	13,091
Other Capital Funding Sources	16,380	17,779	21,365	19,575	14,125
	<b>606,497</b>	<b>626,358</b>	<b>655,889</b>	<b>668,765</b>	<b>683,372</b>
<b>Expenses:</b>					
Community Safety	137,198	137,593	141,686	145,853	150,194
Engineering and Public Works	81,488	81,166	82,302	83,534	84,796
Community Services	71,855	68,110	69,725	71,346	73,012
Finance and Corporate Services	27,002	25,706	26,400	27,096	27,813
Planning and Development Services	25,882	25,871	26,381	26,946	27,526
Fiscal	22,733	21,057	22,579	24,226	25,336
Corporate Administration	10,966	10,897	11,216	11,537	11,867
Legal and Legislative Services	5,305	4,163	4,296	4,429	4,566
Debt Interest	1,677	5,517	4,679	3,840	3,840
<b>Utility Budget</b>					
Water Utility	49,606	51,150	54,137	57,564	61,291
Sanitary Sewer Utility	41,404	42,969	45,782	49,030	52,571
Sanitation and Recycling	23,676	22,889	23,371	23,864	24,367
Richmond Olympic Oval Corporation	16,290	16,770	17,142	17,424	17,650
Richmond Public Library	11,130	11,099	11,363	11,634	11,913
	<b>526,212</b>	<b>524,957</b>	<b>541,059</b>	<b>558,323</b>	<b>576,742</b>
<b>Annual Surplus</b>	<b>80,285</b>	<b>101,401</b>	<b>114,830</b>	<b>110,442</b>	<b>106,630</b>

**SCHEDULE A (CONT'D):**

**CITY OF RICHMOND  
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2022-2026)  
AMENDED TRANSFERS  
(In \$000's)**

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
	<b>Amended Budget</b>	<b>Amended Plan</b>	<b>Amended Plan</b>	<b>Amended Plan</b>	<b>Amended Plan</b>
<b>Transfers:</b>					
Debt Principal	5,570	9,550	9,877	3,948	4,047
Transfer To Reserves	78,319	80,638	83,449	84,708	87,773
Transfer To (From) Surplus	(10,219)	542	4,630	13,878	14,343
Capital Expenditures - Current Year	109,573	106,482	144,544	130,463	114,453
Capital Expenditures - Prior Years	237,364	104,168	67,577	38,486	19,300
Capital Expenditures - Developer Contributed Assets	54,782	54,782	54,782	54,782	54,782
Capital Expenditures - Richmond Public Library	1,217	742	742	742	742
Capital Expenditures - Richmond Olympic Oval Corporation	4,072	1,408	1,531	1,459	1,724
Capital Funding	(305,353)	(256,911)	(252,302)	(218,024)	(190,534)
Proceeds from Borrowing	(95,040)	-	-	-	-
<b>Transfers/Amortization offset:</b>	<b>80,285</b>	<b>101,401</b>	<b>114,830</b>	<b>110,442</b>	<b>106,630</b>
<b>Balanced Budget</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>
<b>Tax Increase</b>	<b>3.86%</b>	<b>3.88%</b>	<b>3.92%</b>	<b>2.99%</b>	<b>2.87%</b>

**SCHEDULE B:**

**CITY OF RICHMOND**  
**CONSOLIDATED 5 YEAR FINANCIAL PLAN (2022-2026)**  
**AMENDED 5 YEAR CAPITAL PLAN FUNDING SOURCES (2022-2026)**  
(In \$000's)

<b>DCC Reserves</b>	<b>2022 Amended</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Drainage DCC	-	990	990	-	-
Park Development DCC	1,845	2,977	1,599	1,693	1,872
Park Land Acquisition DCC	6,457	5,964	5,964	3,762	3,762
Roads DCC	9,446	9,710	11,060	8,910	7,457
Sanitary DCC	-	-	1,436	103	-
Water DCC	-	-	1,210	616	-
<b>Total DCC</b>	<b>\$17,748</b>	<b>\$19,641</b>	<b>\$22,259</b>	<b>\$15,084</b>	<b>\$13,091</b>
<b>Statutory Reserves</b>					
Affordable Housing	925	925	925	925	925
Capital Building and Infrastructure	18,070	16,715	18,080	18,160	17,500
Capital Reserve	10,833	10,140	14,998	14,670	13,179
Child Care	260	260	260	260	260
Drainage Improvement	13,410	15,281	41,905	33,374	30,650
Equipment Replacement	5,399	4,718	3,467	3,510	3,095
Public Art Program	200	150	150	150	150
Sanitary Sewer	5,463	5,910	5,650	9,307	5,790
Waterfront Improvement	150	-	-	-	-
Watermain Replacement	9,190	9,024	9,301	9,217	9,649
<b>Total Statutory Reserves</b>	<b>\$63,900</b>	<b>\$63,123</b>	<b>\$94,736</b>	<b>\$89,573</b>	<b>\$81,198</b>
<b>Other Sources</b>					
Enterprise Fund	720	550	550	550	205
Grant and Developer Contribution	13,480	14,879	18,465	16,675	11,225
Other Sources	11,534	6,061	6,076	6,091	6,487
Sewer Levy	260	207	272	375	33
Solid Waste and Recycling	450	300	300	300	300
Water Levy	1,481	1,721	1,886	1,815	1,914
<b>Total Other Sources</b>	<b>\$27,925</b>	<b>\$23,718</b>	<b>\$27,549</b>	<b>\$25,806</b>	<b>\$20,164</b>
<b>Total Capital Program</b>	<b>\$109,573</b>	<b>\$106,482</b>	<b>\$144,544</b>	<b>\$130,463</b>	<b>\$114,453</b>



**SCHEDULE C:**

**CITY OF RICHMOND  
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2022-2026)  
AMENDED STATEMENT OF POLICIES AND OBJECTIVES**

**Revenue Proportions By Funding Source**

Property taxes are the largest portion of revenue for any municipality. Taxes provide a stable and consistent source of revenue for many services that are difficult or undesirable to fund on a user-pay basis. These include services such as community safety, general government, libraries and park maintenance.

**Objective:**

- Maintain revenue proportion from property taxes at current level or lower

**Policies:**

- Tax increases will be at CPI + 1% for transfers to reserves
- Annually, review and increase user fee levels by consumer price index (CPI).
- Any increase in alternative revenues and economic development beyond all financial strategy targets can be utilized for increased levels of service or to reduce the tax rate.

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2022.

**Table 1:**

<b>Funding Source</b>	<b>% of Total Revenue</b>
Property Taxes	51.8%
User Fees	24.0%
Sales of Services	8.8%
Payments in Lieu of Taxes	2.8%
Gaming Revenue	2.8%
Investment Income	2.5%
Licenses and Permits	2.2%
Provincial and Federal Grants	2.2%
Other	2.9%
Total Operating and Utility Funding Sources	100.0%

**SCHEDULE C (CONT'D):**

**CITY OF RICHMOND  
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2022-2026)  
AMENDED STATEMENT OF POLICIES AND OBJECTIVES**

**Distribution of Property Taxes**

Table 2 provides the 2022 distribution of property tax revenue among the property classes.

**Objective:**

- Maintain the City's business to residential tax ratio in the middle in comparison to other municipalities. This will ensure that the City will remain competitive with other municipalities in attracting and retaining businesses.

**Policies:**

- Regularly review and compare the City's tax ratio between residential property owners and business property owners relative to other municipalities in Metro Vancouver.

**Table 2:** (Based on the 2022 Revised Roll figures)

Property Class	% of Tax Burden
Residential (1)	57.09%
Business (6)	32.93%
Light Industry (5)	7.96%
Others (2,3,4,8 & 9)	2.02%
Total	100.00%

**Permissive Tax Exemptions****Objective:**

- Council passes the annual permissive exemption bylaw to exempt certain properties from property tax in accordance with guidelines set out by Council Policy and the *Community Charter*. There is no legal obligation to grant exemptions.
- Permissive exemptions are evaluated with consideration to minimizing the tax burden to be shifted to the general taxpayer.

**Policy:**

- Exemptions are reviewed on an annual basis and are granted to those organizations meeting the requirements as set out under Council Policy 3561 and Sections 220 and 224 of the *Community Charter*.



# City of Richmond

## Report to Committee

**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** June 21, 2022  
**File:** RZ 21-938616

**Re:** **Application by Pakland Properties for Rezoning at 11760 Williams Road from the "Single Detached (RS1/E)" Zone to the "Compact Single Detached (RC2)" Zone**

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10391, for the rezoning of 11760 Williams Road from the "Single Detached (RS1/E)" zone to the "Compact Single Detached (RC2)" zone, be introduced and given first reading.

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

WC/TA:blg  
Att. 6

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

## **Staff Report**

### **Origin**

Pakland Properties (Khalid Hasan) on behalf of the property owners (Muhammad A. Khan, Najia R. Khan) has applied to the City of Richmond for permission to rezone 11760 Williams Road from the “Single Detached (RS1/E)” zone to the “Compact Single Detached (RC2)” zone, to permit a subdivision to create two single-family lots. A location map and aerial photo are provided in Attachment 1. Each lot is proposed to have a single detached dwelling with a secondary suite and vehicle access from the rear lane.

### **Findings of Fact**

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 2.

### **Existing Site Condition and Context**

A survey of the subject site and the proposed subdivision is included in Attachment 3. The subject site is located on the south side of Williams Road, between Seacote Road and No. 5 Road. Vehicle access to the subject site is currently via the existing rear lane.

#### Subject Site Existing Housing Profile

The subject site consists of a single lot containing a single-family dwelling that is occupied by the property owners. The applicant has identified that there is currently one secondary suite in the dwelling, which is being rented out. The existing dwelling is proposed to be demolished.

### **Surrounding Development**

Existing development immediately surrounding the subject site is as follows:

To the North: Across Williams Road, single-family dwellings on lots zoned “Single Detached (RS1/E)” fronting Williams Road.

To the South: Across the lane, a single-family dwelling on a lot zoned “Single Detached (RS1/E)” fronting Seabrook Crescent, with vehicle access off of Seabrook Crescent as well as the lane.

To the East: Across the lane, a Religious Assembly (Trinity Pacific Church) on a lot zoned “Assembly (ASY)” fronting on Williams Road. Access to the church is provided off of Williams Road and No. 5 Road.

To the West: Single-family dwellings on lots zoned “Compact Single Detached (RC2)” fronting Williams Road. The lots were rezoned and subdivided in 2018 (RZ 16-740422/SD 16-740424).



### Existing Legal Encumbrances

There is a triparty statutory right-of-way (SRW) registered on title for utilities (City of Richmond, BC Telephone Company and BC Hydro/Gas). The applicant has been advised that their proposal must not conflict with the terms of the SRW unless otherwise discharged from Title.

### **Related Policies & Studies**

#### Official Community Plan

The 2041 land use designation in the Official Community Plan (OCP) for the subject site is “Neighbourhood Residential”. The proposed rezoning and subdivision is consistent with this designation.

#### Arterial Road Land Use Policy

The subject property is identified as “Arterial Road Compact Lot Single Detached” on the Arterial Road Housing Development Map. The Arterial Road Land Use Policy requires all compact lot developments with single detached housing on lots greater than 9.0 m wide to be accessed from the rear lane only. The proposed rezoning and ensuing development are consistent with this Policy.

#### Single-Family Lot Size Policy 5434

The subject site is located within the area governed by Single-Family Lot Size Policy 5434, which was adopted by Council on February 19, 1990, and subsequently amended in 1991 and 2006 (Attachment 4). This Policy permits rezoning and subdivision of lots along this section of Williams Road in accordance with the provisions of “Single-Family Housing District (R1-06)” or “Coach House District (R9)” provided there is access to an operational rear lane. These Districts are equivalent to the “Compact Single Detached (RC2)” and “Coach House (RCH1)” zones of the current Zoning Bylaw 8500. This redevelopment proposal is consistent with Lot Size Policy 5434, as it would allow for the creation of two compact lots with vehicle access to the rear lane only.

#### Affordable Housing Strategy

Consistent with the City's Affordable Housing Strategy, the applicant has proposed to construct a two-bedroom secondary suite in each of the dwellings to be constructed on the new lots, for a total of two secondary suites. The applicant proposes that each of the two-bedroom secondary suites will have a minimum size of 51 m<sup>2</sup> (549 ft<sup>2</sup>). Prior to the adoption of the rezoning bylaw, the applicant must register a legal agreement on title to ensure that no Building Permit inspection is granted until a minimum two-bedroom secondary suite as described above is constructed on each of the two future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

### Floodplain Management Implementation Strategy

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

### **Public Consultation**

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

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

### **Analysis**

#### Site Access

The subject site is currently accessed via a rear lane which runs parallel to Williams Road. There is also a lane adjacent to the east property line, which connects the rear lane and Williams Road. In accordance with Residential Lot (Vehicular) Access Regulation Bylaw No. 7222, direct vehicle access to/from the proposed lots from/to Williams Road is not permitted. Vehicle access to/from the proposed lots is required to be from the rear lane only.

#### Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report, which identifies off-site trees in close proximity to the subject site, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The survey provided by the applicant indicates that there are no bylaw-sized trees on the subject property. A site inspection by the City's Tree Preservation Coordinator noted a 22.9 cm (9.0 in.) caliper stump in the rear yard where a tree was removed without a permit by the previous property owner(s). The current owner(s) have paid fines totalling \$2,000.00 to resolve the unpermitted tree removal. They have also agreed to provide an additional tree on each new lot, so a total of three trees will be planted on each lot.

While there are no bylaw sized trees on the site, there is an undersized Fig tree and a perimeter hedge along the Williams Road frontage, east side yard and a portion of the rear yard. The applicant has submitted a tree retention plan (Attachment 5) that shows the undersized fig tree to be removed to accommodate the proposed development. The perimeter hedge is also to be removed in order to facilitate the construction of the required lane upgrades, storm and sewer connections.

The Arborist Report also assesses two trees in the boulevard on Williams Road on City-owned property. Parks Department arboriculture staff have reviewed the Arborist's Report and Tree Retention Plan (Attachment 5), and support the Arborist's findings, with the following comments:

- Two Liquidambar trees (tag # A and B) located on City property are to be retained and protected.
- A tree survival security for the two City trees (tag # A and B) is required prior to rezoning bylaw adoption in the amount of \$20,000.00. The security will be held until construction and landscaping on the subject site is completed and a landscape inspection has been passed by City staff. The City may retain a portion of the security for a one-year maintenance period from the date of landscape inspection to ensure that the tree survives. To accompany the tree survival security, a legal agreement that sets the terms for release of the security must be entered into between the applicant and the City.

To ensure that the trees identified for retention are protected:

- The applicant is required to install tree protection fencing around all trees to be retained (Tree tags # A and B) prior to demolition of the existing dwelling on the subject site. Tree protection fencing must be installed to City standard in accordance with the Arborist's Report recommendations and the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and must remain in place until construction and landscaping on-site is completed.
- Prior to rezoning bylaw adoption, the applicant is required to submit a contract with a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained (tag # A and B), including (but not limited to) the installation or removal of servicing infrastructure. The contract should include the scope of work to be undertaken, the proposed number of site monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.

Consistent with Zoning Bylaw regulations and the landscape guidelines for compact lots in the Arterial Road Land Use Policy, the applicant must plant and maintain two new trees per lot (a total of four trees). The City's Tree Preservation Coordinator has identified that two of the new trees must be a minimum 8.0 cm caliper for deciduous trees or 4.5 m high for coniferous trees.

The applicant proposes to plant two new trees in the front yard and an additional tree in the rear yard of each lot proposed for a total of three trees per lot.

To ensure that the new trees proposed are planted and maintained on each new lot and that the front yards of the proposed lots are enhanced, the applicant is required to complete the following prior to final adoption of the rezoning bylaw:

- Submit a Landscape Plan for the front yards prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development.

The Landscape Plan must comply with the guidelines of the Arterial Road Land Use Policy in the OCP, and must include the additional tree proposed in the rear yard of each new lot.

- Submit a Landscaping Security based on 100% of a cost estimate for the proposed Landscape Plan works provided by the Landscape Architect (including materials, installation, and a 10% contingency). The security will be held until construction and landscaping on-site is completed and a site inspection is conducted. The City may retain a portion of the security for a one-year maintenance period to ensure that the landscaping survives. To accompany the landscaping security, a legal agreement that sets the terms for release of the security must be entered into between the applicant and the City.

### Site Servicing

At subdivision stage, the applicant must enter into a Servicing Agreement for the design and construction of the required site servicing works as described in Attachment 6, including (but not limited to):

- Lane upgrades in accordance with City's design standards including a 5.1m wide pavement, roadway lighting and rollover curbs (on both sides of the abutting rear lane and the western half of the north-south lane to the east of the subject property);
- Installation of lane drainage with the north-south lane to the east of the subject property
- Water, storm, and sanitary service connections for the proposed lots;
- Pay \$29,026.54 for the cost recovery of rear lane drainage upgrades constructed as part of a City Capital Works program in accordance with Works and Services Cost Recovery Bylaw 8752.
- Pay Development Cost Charges (City and GVS & DD and TransLink), School Site Acquisition Charge, Address Assignment Fees, and the current year's taxes.

### **Financial Impact or Economic Impact**

This rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees, and traffic signals).

### **Conclusion**

This application is to rezone the property at 11760 Williams Road from the "Single Detached (RS1/E)" zone to the "Compact Single Detached (RC2)" zone to permit the property to be subdivided to create two lots, with vehicle access from the rear lane.

This rezoning application complies with the land use designations and applicable policies for the subject site that are contained within the OCP and it complies with Single-Family Lot Size Policy 5434.

The list of rezoning considerations is included in Attachment 6, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10391 be introduced and given first reading



Tolu Alabi  
Planner 1  
(604-276-4092)

TA:blg

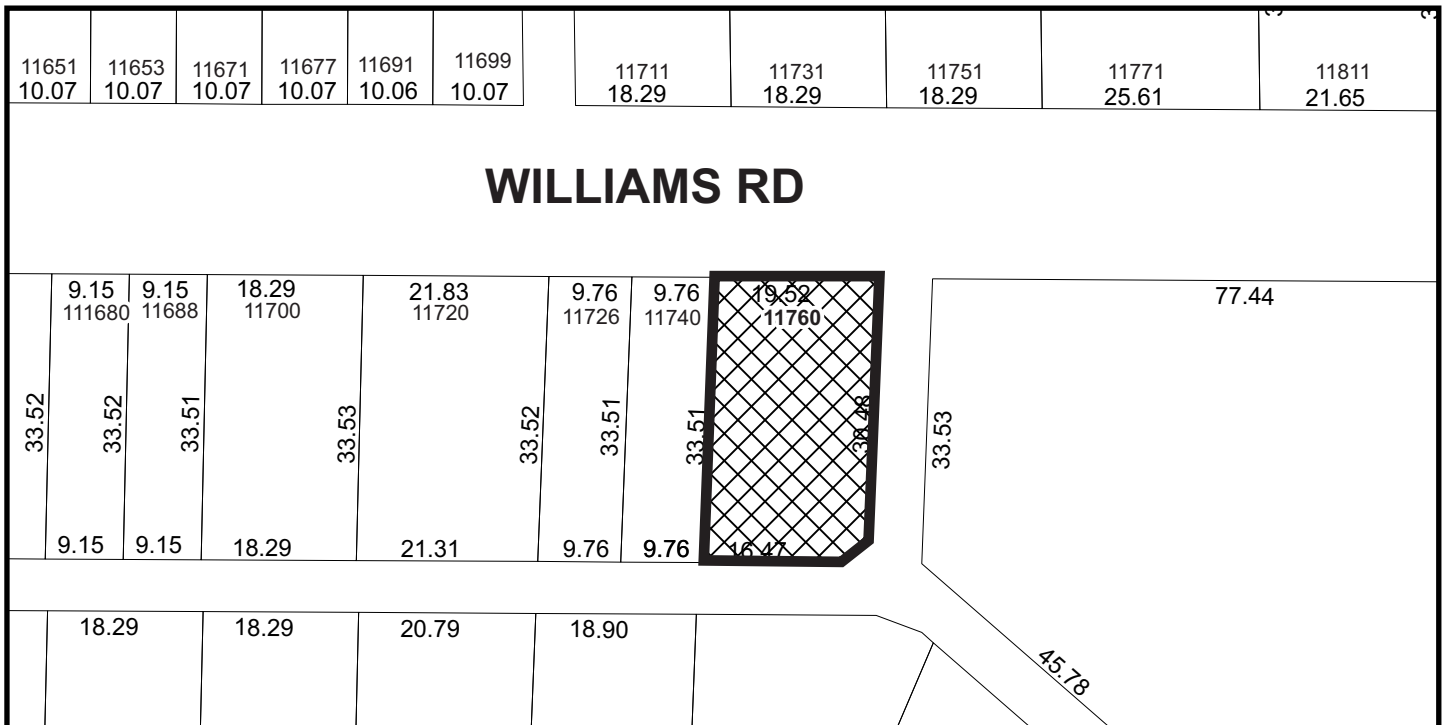
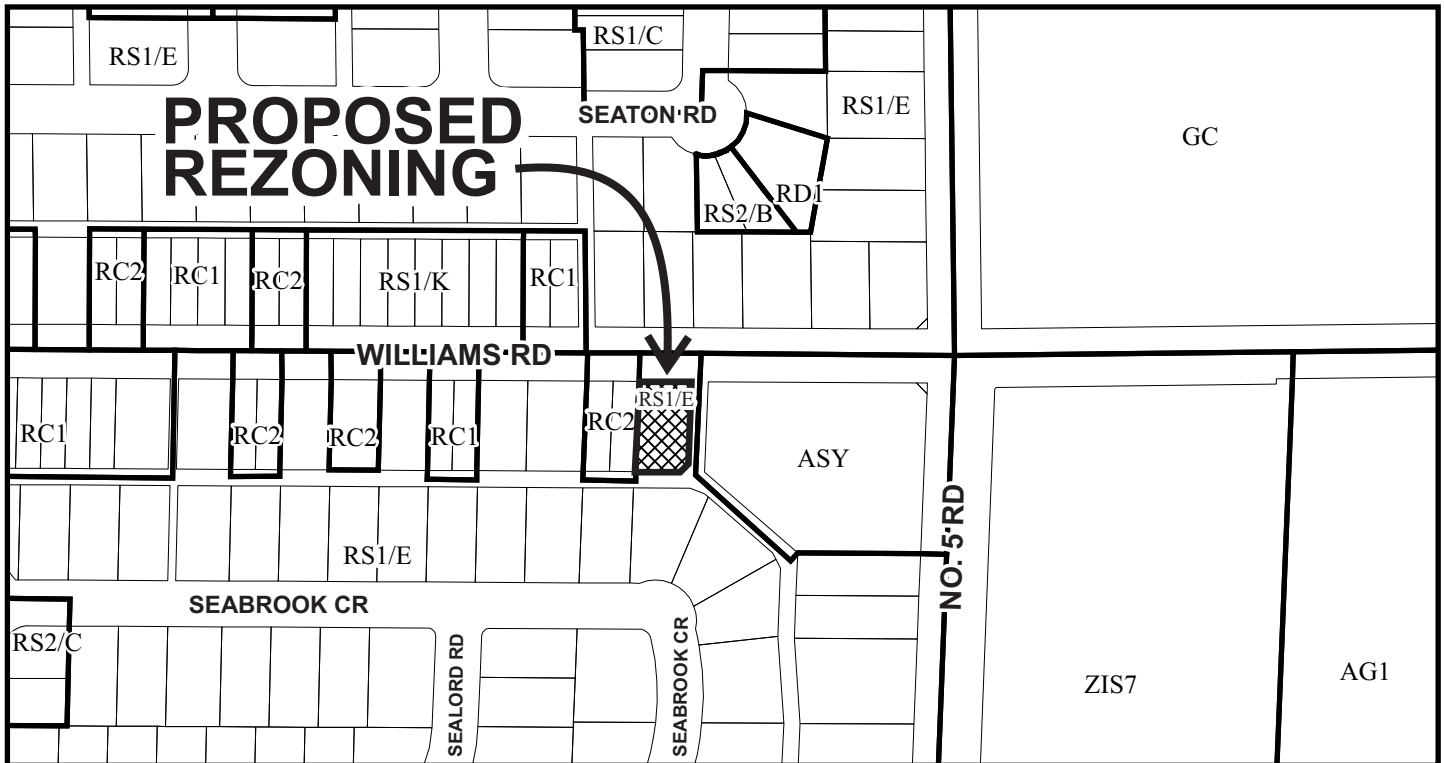
Attachments:

- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Development Application Data Sheet
- Attachment 3: Site Survey and Proposed Subdivision Plan
- Attachment 4: Single-Family Lot Size Policy 5434
- Attachment 5: Tree Retention Plan
- Attachment 6: Rezoning Considerations



# City of Richmond

## ATTACHMENT 1



### RZ 21-938616

Original Date: 09/21/21

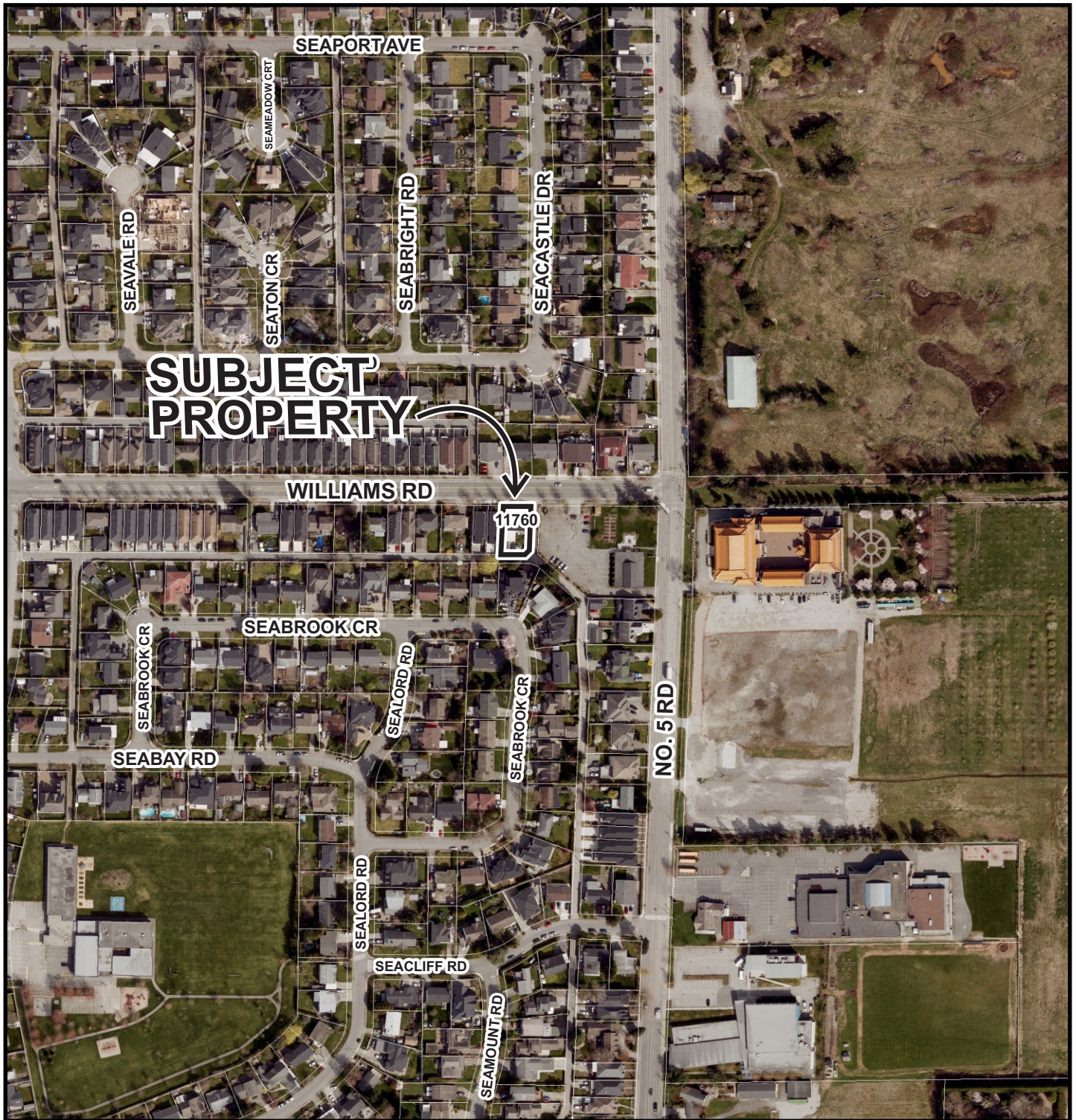
Revision Date:

Note: Dimensions are in METRES





# City of Richmond



RZ 21-938616

Original Date: 09/21/21

Revision Date:

Note: Dimensions are in METRES





**RZ 21-938616**

Address: 11760 Williams Road

Applicant: Pakland Properties (Khalid Hasan)

Planning Area(s): Shellmont

	Existing	Proposed
<b>Owner:</b>	Najia R Khan, Muhammad A Khan,	To be determined
<b>Site Size (m<sup>2</sup>):</b>	649.00m <sup>2</sup>	Lot 1 (West) – 326.70 m <sup>2</sup> (3,517 ft <sup>2</sup> ) Lot 2 (East) – 322.00 m <sup>2</sup> (3,466 ft <sup>2</sup> )
<b>Land Uses:</b>	Single-Family Dwelling	Two Residential Lots
<b>OCP Designation:</b>	Neighbourhood Residential	Neighbourhood Residential
<b>Single Family Lot Size Policy Designation:</b>	Compact Single Detached (RC2) with rear lane access	Compact Single Detached (RC2) with rear lane access
<b>Zoning:</b>	Single Detached (RS1/E)	Compact Single Detached (RC2)
<b>Other Designations:</b>	The Arterial Road Land Use Policy designates the subject site for redevelopment to “Arterial Road Compact Lot Single Detached”	No change

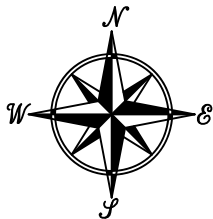
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	Max. 0.60	None Permitted
Buildable Floor Area (m <sup>2</sup> ):*	Lot 1 (West): Max. 196.02 m <sup>2</sup> (2,110.2 ft <sup>2</sup> ) Lot 2 (East): Max. 193.20 m <sup>2</sup> (2,079.60 ft <sup>2</sup> )	Lot 1 (West): Max. 196.02 m <sup>2</sup> (2,110.2 ft <sup>2</sup> ) Lot 2 (East): Max. 193.20 m <sup>2</sup> (2,079.60 ft <sup>2</sup> )	None Permitted
Lot Coverage (% of lot area):	Building: Max. 50% Non-Porous Surfaces: Max. 70% Live landscaping: Min. 20%	Building: Max. 50% Non-Porous Surfaces: Max. 70% Live landscaping: Min. 20%	None
Lot Size:	Min. 270 m <sup>2</sup>	Lot 1 (West) – 326.70 m <sup>2</sup> (3,517 ft <sup>2</sup> ) Lot 2 (East) – 322.00 m <sup>2</sup> (3,466 ft <sup>2</sup> )	None
Lot Dimensions (m):	Width: Min. 9.00 m	Width: 9.76 m	None
	Depth: Min. 24.00 m	Depth: 33.49 m	
Setbacks (m):	Front: Min. 6.00 m Rear: Min. 6.00 m Side: Min. 1.20 m	Front: Min. 6.00 m Rear: Min. 6.00 m Side: Min. 1.20 m	None
Max. Height (m):	2 ½ storeys	2 ½ storeys	None
Parking Spaces	Principal dwelling	2 spaces	None
	Secondary suite	1 space	

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

**TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF  
LOT 296 SECTION 36 BLOCK 4 NORTH RANGE 6 WEST  
NEW WESTMINSTER DISTRICT PLAN 35779**

#11760 WILLIAMS ROAD,  
RICHMOND, B.C.  
P.I.D. 004-294-858

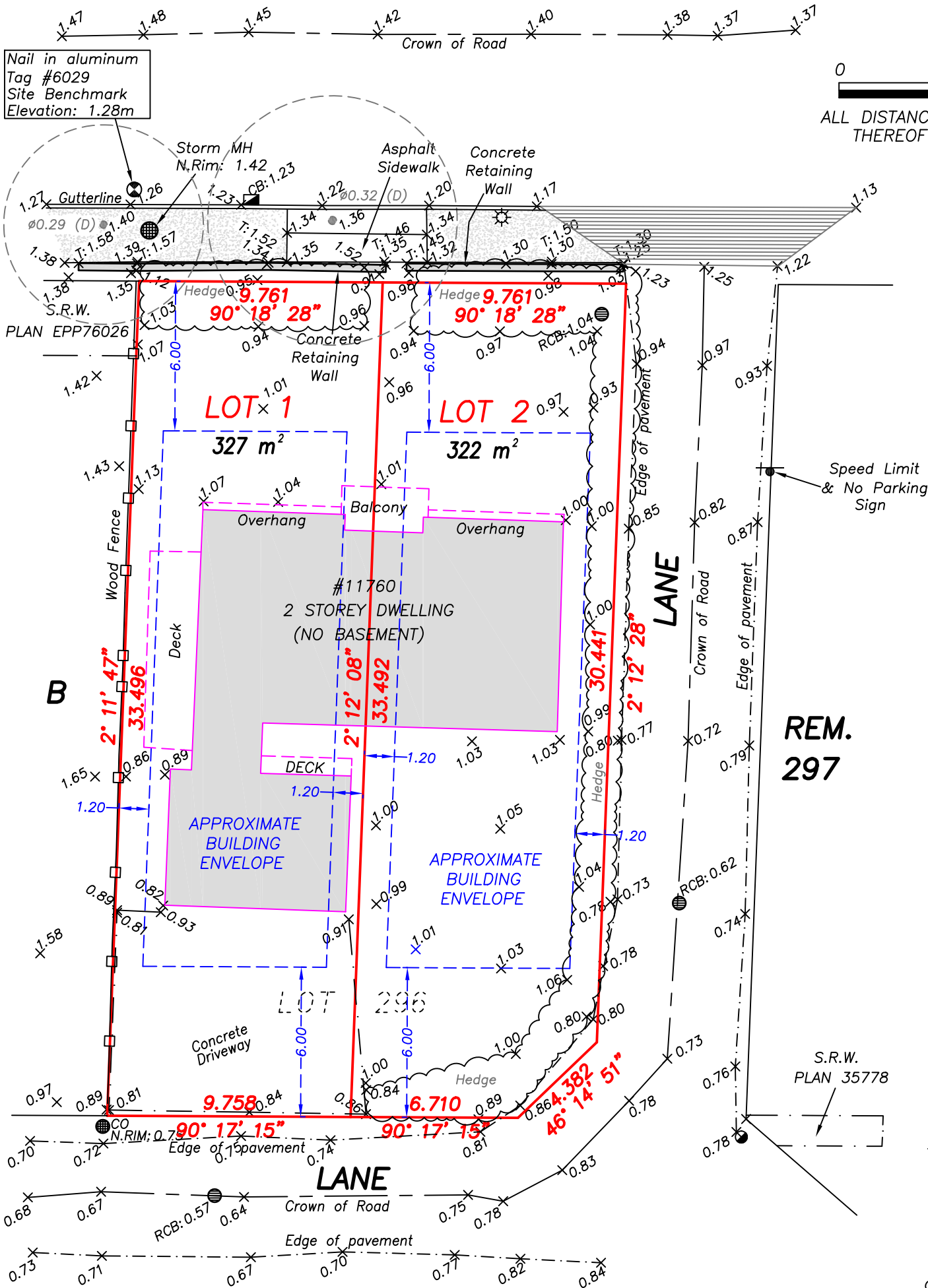
**WILLIAMS ROAD**



**SCALE: 1:200**



ALL DISTANCES ARE IN METRES AND DECIMALS  
THEREOF UNLESS OTHERWISE INDICATED



- LEGEND:**
- T: denotes top of retaining wall
  - (d) denotes deciduous
  - denotes manhole
  - ⊙ denotes lamp standard
  - ⊙ denotes round catch basin
  - ⊙ denotes catch basin
  - co● denotes cleanout
  - denotes sign
  - denotes power post

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Canada and B.C. Land Surveyor  
115 - 8833 Odlin Crescent  
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Telephone: 214-8928  
Fax: 214-8929  
E-mail: office@jctam.com  
Website: www.jctam.com  
Job No. 7723  
FB-402 P87-88  
Drawn By: KA

**NOTE:**  
Elevations shown are based on  
City of Richmond HPN  
Benchmark network.  
Benchmark: HPN #190  
Control Monument 94H1624  
Elevation: 2.353m  
Benchmark: HPN #191  
Control Monument 02H2453  
Elevation: 1.664m

**NOTE:**  
Use site Benchmark Tag #6029 for  
construction elevation control.

**CERTIFIED CORRECT:**  
LOT DIMENSION ACCORDING TO  
FIELD SURVEY.

JOHNSON C. TAM, B.C.L.S., C.L.S.

**JUNE 16th, 2021.**

**DWG No. 7723-TOPO**



# City of Richmond

# Policy Manual

Page 1 of 2

Adopted by Council: February 19, 1990  
 Amended by Council: November 18, 1991  
 Amended by Council: October 16, 2006

**POLICY 5434**

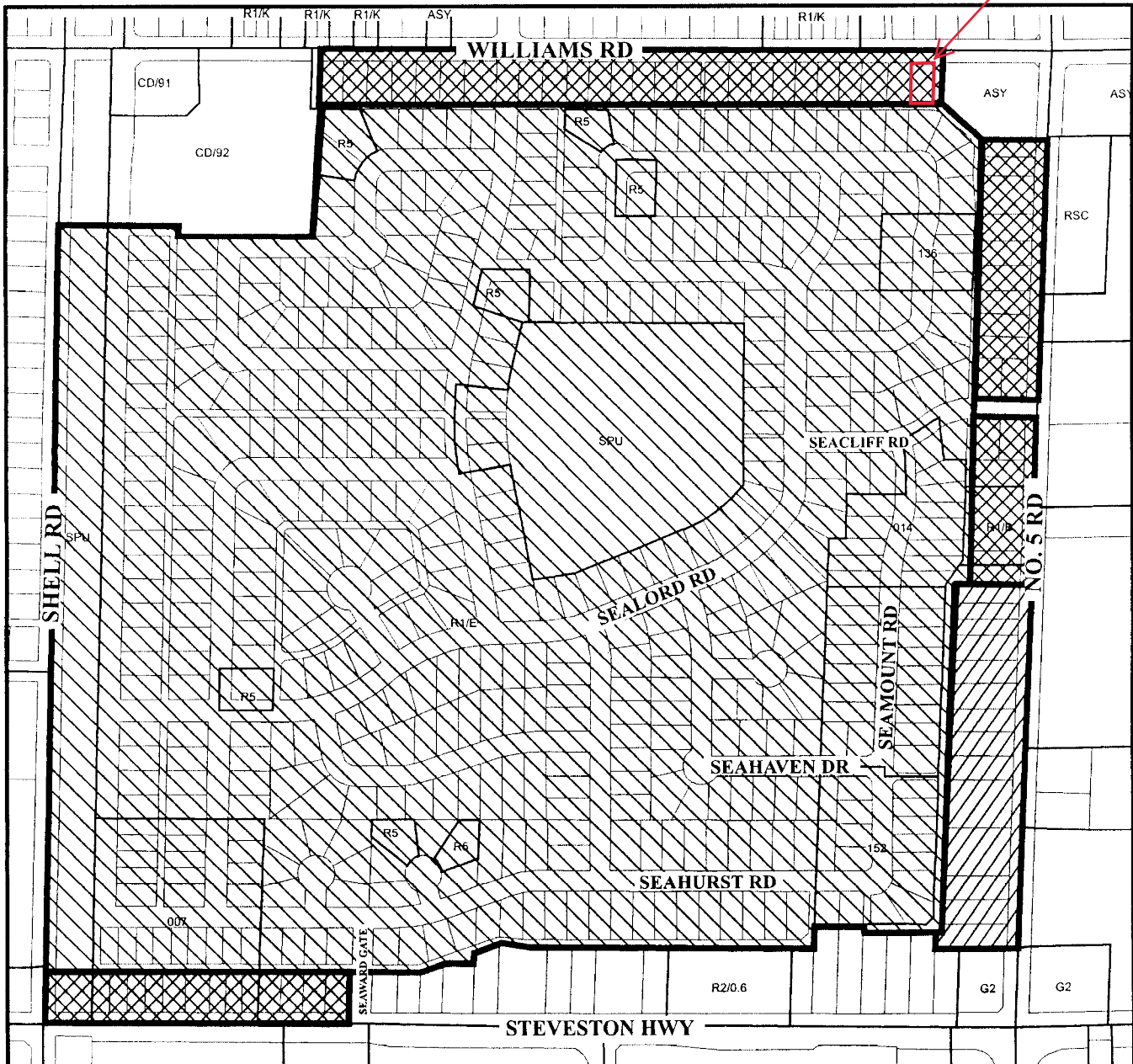
File Ref:

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 36-4-6

## **POLICY 5434:**

The following policy establishes lot sizes in a portion of Section 36-4-6, within the area bounded by **Steveston Highway, Shell Road, No. 5 Road, and Williams Road:**

1. That properties within the area bounded by Shell Road, Williams Road, No. 5 Road, and Steveston Highway, in a portion of Section 36-4-6, be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1/E), with the exception that:
  - a) Properties fronting on Williams Road from Shell Road to No. 5 Road, properties fronting on Steveston Highway from Seaward Gate to Shell Road, and properties fronting on No. 5 Road from Williams Road to approximately 135 m south of Seaclyff Road to rezone and subdivide in accordance with the provisions of Single-Family Housing District (R1-0.6) or Coach House District (R/9) provided that vehicle accesses are to the existing rear laneway only. Multiple-family residential development shall not be permitted in these areas.
  - b) Properties fronting on No. 5 Road from Steveston Highway to approximately 135 m south of Seaclyff Road be permitted to subdivide in accordance with the provisions of Single-Family Housing District, Subdivision Area B (R1/B) provided that vehicle accesses are to the existing rear laneway only.
2. This policy, as shown on the accompanying plan, is to be used to determine the disposition of future rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.



Subdivision permitted as per **R1/E** (18 m wide lots)



Subdivision permitted as per **R1-0.6 or R/9**  
(access to lane only) (No Multiple-family residential development  
is permitted.



Subdivision permitted as per **R1/B**



## Policy 5434 Section 36-4-6

Adopted Date: 02/19/1990

Amended Date: 11/18/1991  
10/16/2006

NOTE: THIS IS A TREE RETENTION PLAN ONLY. THE SITE PLAN/FLOOR PLAN SHOWN IS TO BE REVISED AND REVIEWED AS PART OF THE BUILDING PERMIT APPLICATION.

2.1 METRES  
OR 7 FEET  
RADIAL SPAN

TPB RQD

TREE  
B  
RETAIN

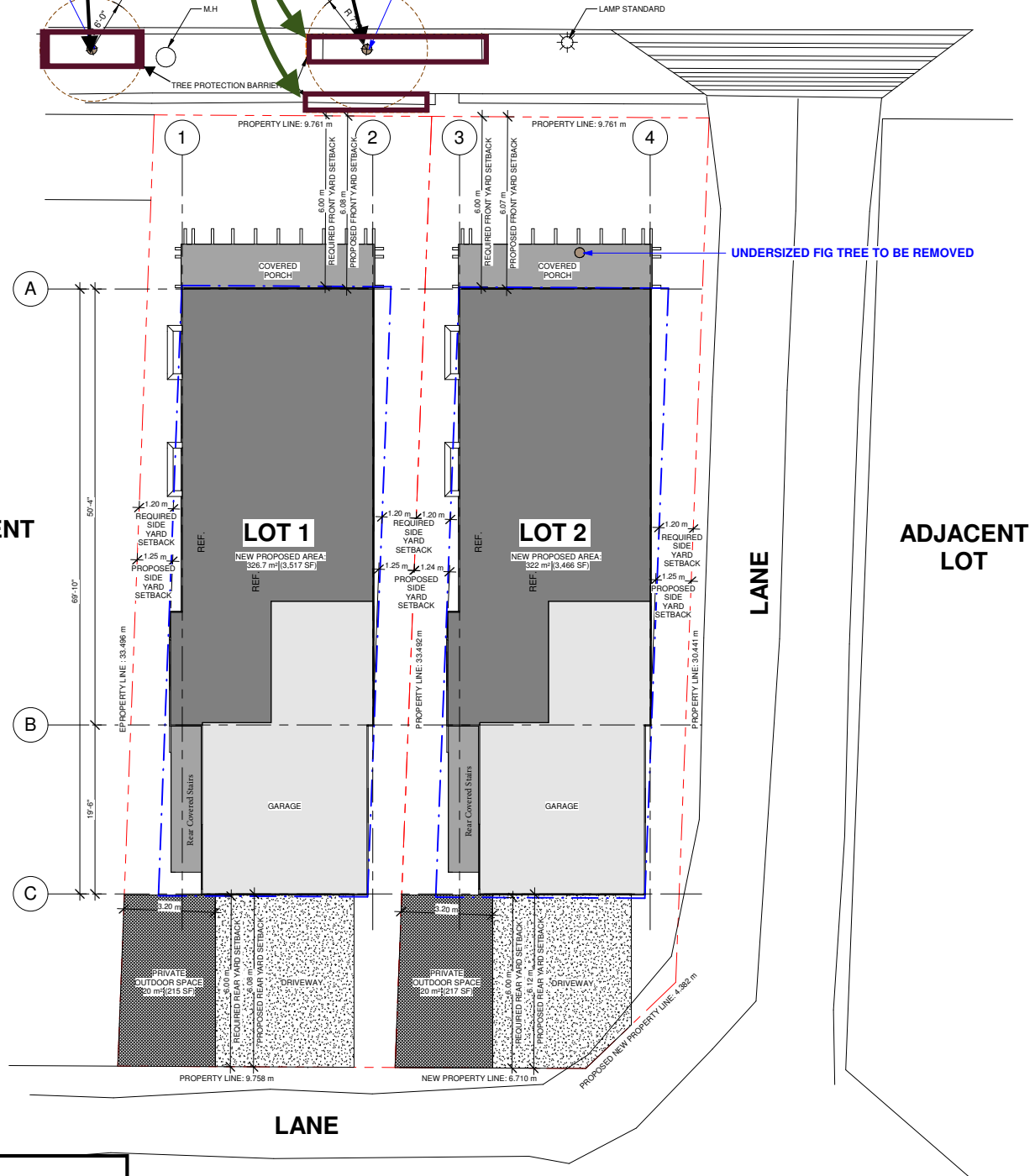
TREE A  
RETAIN

CROWN OF ROAD

WILLIAMS ROAD

TREE B 29 cm DBH 1.8 m OR 6' RADIAL SPAN  
TO BE RETAINED

TREE A 32 cm DBH 2.1 m OR 7' RADIAL SPAN  
TO BE RETAINED



#### ARBORIST LEGEND

# - TREE ID

□ - TPB AREA

# - TPB RADIAL  
ARB INCLUSION

ARB INCLUSION IS NOT RQD

① SITE PLAN WITH TREE SURVEY  
1/8" = 1'-0"



REFER TO TPB AND TREE IMPACT  
SUMMARY TABLE WITHIN REPORT BODY





**Address:** 11760 Williams Road

**File No.:** RZ 21-938616

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10391, the Applicant is required to complete the following:**

1. 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 (tag # A and B), including (but not limited to) the installation or removal of servicing infrastructure. The Contract should include the scope of work to be undertaken, the proposed number of site monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.
2. Submission of a tree survival security for the two City trees (tag# A and B) in the amount of \$20,000.00. The security will be held until construction and landscaping on the subject site is completed and a landscape inspection has been passed by City staff. The City may retain a portion of the security for a one-year maintenance period from the date of landscape inspection to ensure that the tree survives. To accompany the tree survival security, a legal agreement that sets the terms for release of the security must be entered into between the Applicant and the City.
3. 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 materials, installation, and a 10% contingency). The Landscape Plan should:
  - comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line (including the planting of two new trees in the front yard of each lot);
  - include a mix of coniferous and deciduous trees;
  - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report;
  - include the two additional trees proposed to be planted in the rear yards.
  - two of all the trees proposed must be a minimum of 8.0 cm deciduous caliper or 4.5 m high conifers.

The City may retain a portion of the security for a one-year maintenance period from the date of landscape inspection to ensure that the tree survives. To accompany the landscaping security, a legal agreement that sets the terms for release of the security must be entered into between the Applicant and the City.

4. Registration of a flood indemnity covenant on title (2.9 m GSC – Area A).
5. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a minimum two-bedroom secondary suite is constructed on each of the two lots proposed, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw. Each of the proposed two-bedroom secondary suites must have a minimum size of 51 m<sup>2</sup> (549 ft<sup>2</sup>).

**Prior to Demolition Permit\* issuance, the following must be completed:**

1. Installation of tree protection fencing around all trees to be retained (tags # A and B). Tree protection fencing must be installed to City standard in accordance with the Arborist's Report recommendations and the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and must remain in place until construction and landscaping on-site is completed.

**At Subdivision\* stage, the following must be completed:**

1. Pay \$29,026.54 for the cost recovery of rear lane drainage upgrades constructed as part of a City Capital Works program in accordance with Works and Services Cost Recovery Bylaw 8752;
2. Pay Development Cost Charges (City and GVS & DD and TransLink), School Site Acquisition Charge, Address Assignment Fees, and the current year's taxes;



3. Enter into a Servicing Agreement (SA), including providing a Letter of Credit or cash security for the value of the Service Agreement works, as determined by the city. The scope of work is to include (but is not limited to):

*I. Frontage Improvements*

- a) Design and construction of lane upgrades in accordance with City's design standards including (but not limited to): 5.10m wide pavement, roadway lighting and rollover curbs (on both sides of the abutting rear lane and the western half of the north-south lane to the east of the subject property).

*II. Water Works:*

- a) Using the OCP Model, there is 678.0 L/s of water available at a 20 psi residual at the Williams Road frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- b) The Applicant is required to coordinate with Richmond Fire Rescue (RFR) to confirm whether fire hydrants are required along the proposed development's lane frontage. If required by RFR, the necessary water main and hydrant installations shall be reviewed by Engineering and added to the servicing agreement scope.
- c) At Applicant's cost, the Applicant is required to:
- i) Cut and cap the existing water service connection and install a new 25mm diameter water service connection complete with water meter and meter box for the west lot as per standard City drawings.
  - ii) Install a new 25mm diameter water service connection complete with water meter and meter box for the east lot as per standard City drawings.
  - iii) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
  - iv) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use.
  - v) Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2o-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized during the servicing agreement process.
- d) At Applicant's cost, the City will:
- i) Complete all tie-ins for the proposed works to existing City infrastructure.

*III. Storm Sewer Works:*

- a) At Applicant's cost, the Applicant is required to:
- i) Confirm the condition and capacity of existing north-east storm service connection. Retain if in good condition to service the east lot.



- ii) Install a new storm service connection extending from the south-face of the manhole on Williams Road to service the west lot.
- iii) Remove the existing north-south main and IC at the lane.
- iv) Create a new right of way with 3.0m clearance from Williams Road to contain the storm inspection chambers and water meters
- v) Install a new 1200mm diameter manhole at the south east junction
- vi) Install a new storm service main coming out from the north face of the proposed new 1200mm diameter manhole at the south east lane junction mentioned above. Tie it to the storm main on Williams Road via a new 1200mm diameter manhole.

b) At Applicant's cost, the City will:

- i) Complete all tie-ins for the proposed works to existing City infrastructure.

*IV. Sanitary Sewer Works:*

a) At Applicant's cost, the Applicant is required to:

- i) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
- ii) Install a new sanitary service connection at the centerline of the subject site, complete with inspection chamber and dual service leads.
- iii) Cut and cap the existing south-west sanitary service connection.

b) At Applicant's cost, the City will:

- i) Complete all tie-ins for the proposed works to existing City infrastructure.

*V. Street Lighting:*

a) At Applicant's cost, the Applicant is required to:

- i) Review street lighting levels along all road and lane frontages, and upgrade as required.

*VI. General Items:*

a) At Applicant's cost, the Applicant is required to:

- i) Complete other frontage improvements as per Transportation requirements.
- ii) Coordinate with BC Hydro, Telus and other private communication service providers:
  - (1) To pre-duct for future hydro, telephone and cable utilities along all road frontages.



- (2) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
- (3) To underground overhead service lines.
- iii) Locate/relocate all above ground utility cabinets and kiosks required to service the proposed development and proposed undergrounding works, and all above ground utility cabinets and kiosks located along the development's frontages, within the development's site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown on the architectural plans/functional plan, the servicing agreement drawings, and registered prior to SA design approval:
- BC Hydro PMT – 4.0 x 5.0 m
  - BC Hydro LPT – 3.5 x 3.5 m
  - Street light kiosk – 1.5 x 1.5 m
  - Traffic signal kiosk – 2.0 x 1.5 m
  - Traffic signal UPS – 1.0 x 1.0 m
  - Shaw cable kiosk – 1.0 x 1.0 m
  - Telus FDH cabinet – 1.1 x 1.0 m
- iv) Provide, prior to start of site preparation works or within the first servicing agreement submission, whichever comes first, a preload plan and geotechnical assessment of preload, dewatering, and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations.
- v) Provide a video inspection report of the existing UTILITIES along the ROAD frontages prior to start of site preparation works or within the first servicing agreement submission, whichever comes first. A follow-up video inspection, complete with a civil engineer's signed and sealed recommendation letter, is required after site preparation works are complete (i.e. pre-load removal, completion of dewatering, etc.) to assess the condition of the existing utilities and provide recommendations to retain, replace, or repair. Any utilities damaged by the pre-load, de-watering, or other ground preparation shall be replaced or repaired at the Applicant's cost.
- vi) Conduct pre- and post-preload elevation surveys of all surrounding roads, utilities, and structures. Any damage, nuisance, or other impact to be repaired at the Applicant's cost. The post-preload elevation survey shall be incorporated within the servicing agreement design.
- vii) Monitor the settlement at the adjacent utilities and structures during pre-loading, dewatering, and soil preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to the City for approval.
- viii) Submit a proposed strategy at the building permit stage for managing excavation de-watering. Note that the City's preference is to manage groundwater onsite or by removing and disposing at an appropriate facility. If this is not feasible due to volume of de-watering, the Applicant will be required to apply to Metro Vancouver for a permit to discharge into the sanitary sewer system. If the sanitary sewer does not have adequate capacity to receive the volume of groundwater, the Applicant will be required to enter into a de-watering agreement



with the City wherein the Applicant will be required to treat the groundwater before discharging it to the City's storm sewer system.

- ix) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.
- x) Coordinate the servicing agreement design for this development with the servicing agreement(s) for the adjacent development(s), both existing and in-stream. The applicant's civil engineer shall submit a signed and sealed letter with each servicing agreement submission confirming that they have coordinated with civil engineer(s) of the adjacent project(s) and that the servicing agreement designs are consistent. The City will not accept the 1<sup>st</sup> submission if it is not coordinated with the adjacent developments. The coordination letter should cover, but not be limited to, the following:
  - (a) Corridors for City utilities (existing and proposed water, storm sewer, sanitary and DEU) and private utilities.
  - (b) Pipe sizes, material and slopes.
  - (c) Location of manholes and fire hydrants.
  - (d) Road grades, high points and low points.
  - (e) Alignment of ultimate and interim curbs.
  - (f) Proposed street lights design.
- xi) Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

**Prior to Building Permit\* issuance, the following must be completed:**

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

**Note:**

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



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

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

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

(Signed concurrence on file)

Signed \_\_\_\_\_

Date \_\_\_\_\_





**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10391 (RZ 21-938616)  
11760 Williams Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **“COMPACT SINGLE DETACHED (RC2)”**.

P.I.D. 004-294-858

Lot 296 Section 36 Block 4 North Range 6 West New Westminster District Plan 35779

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10391”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

_____
_____
_____
_____
_____
_____

CITY OF RICHMOND
APPROVED by <i>[Signature]</i>
APPROVED by Director or Solicitor <i>[Signature]</i>

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



# City of Richmond

## Report to Committee

**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** June 14, 2022

**File:** RZ 21-932253

**Re:** Application by Simarbir S. Khangura and Lakhbir S. Khangura for Rezoning at 6340 Granville Avenue from the "Single Detached (RS1/E)" Zone to the "Compact Single Detached (RC2)" Zone

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10388, for the rezoning of 6340 Granville Avenue from the "Single Detached (RS1/E)" zone to the "Compact Single Detached (RC2)" zone, be introduced and given first reading.

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

WC/NA:blg  
Att. 6

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

## **Staff Report**

### **Origin**

Simarbir S. Khangura and Lakhbir S. Khangura (subject property owners) have applied to the City of Richmond, on behalf of their numbered company (1281585 B.C. Ltd.), for permission to rezone the property at 6340 Granville Avenue from the “Single Detached (RS1/E)” zone to the “Compact Single Detached (RC2)” zone to permit subdivision into two compact lots with vehicle access from an extended rear lane on the south property line. The applicant is required to dedicate the lane to the City prior to final adoption of the rezoning bylaw and enter into a Servicing Agreement with the City for design and construction of the lane prior to subdivision approval. A map and aerial photograph showing the location of the subject site is included in Attachment 1. The site survey and proposed subdivision plan is provided in Attachment 2.

### **Findings of Fact**

A Development Application Data Sheet providing details about the development proposal is included in Attachment 3.

#### **Subject Site Existing Housing Profile**

A two-storey dwelling which currently exists on the lot will be demolished. The subject site is owner-occupied and does not contain a secondary suite.

### **Surrounding Development**

Development immediately surrounding the subject site is as follows:

To the North: Across Granville Avenue, single-family lots on properties zoned “Single Detached (RS1/E)” fronting Granville Crescent.

To the South: Single-family lots zoned “Single Detached (RS1/B)” fronting Livingstone Place.

To the East: Single-family lots zoned “Single Detached (RS1/B)” with vehicle access from the rear lane.

To the West: Single-family lots zoned “Single Detached (RS1/E)” with vehicle access from Granville Avenue.

### **Related Policies & Studies**

#### **Official Community Plan**

The Official Community Plan (OCP) designation of the subject site is “Neighbourhood Residential” (NRES). The proposed rezoning and subdivision is consistent with the OCP land use designation.

### Arterial Road Policy

The Arterial Road Policy supports residential densification in certain areas along the City's Arterial Roads. The proposed redevelopment shown in Attachment 4 complies with the Arterial Road Development Map in the OCP Bylaw 9000, which identifies the subject site for future Arterial Road compact lot development.

Prior to final adoption of the rezoning bylaw, the applicant must submit a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit a Landscape Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should comply with the guidelines of the OCP's Arterial Road Policy and include any required replacement trees identified as a condition of rezoning.

### Floodplain Management Implementation Strategy

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

### **Public Consultation**

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

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

### **Analysis**

#### Existing Legal Encumbrances

There is an existing private restrictive covenant registered on title, restricting the building design on the subject property (150546C). The private covenant is intended to be discharged from title by the owner prior to final adoption of the rezoning bylaw.

A Statutory Right-of-Way (SRW) for sanitary sewer connection exists along the south end of the property (AA170128). The sanitary connection to the subject property will be reviewed through a Servicing Agreement as lane extension and dedication is also required.

#### Transportation and Site Access

The applicant is required to dedicate the lane to the City prior to final adoption of the rezoning bylaw and enter into a Servicing Agreement with the City for design and construction of the lane prior to subdivision approval. Vehicle access to both proposed lots is to be from a westward extension of the existing adjacent rear lane in accordance with Residential (Lot) Vehicular

Access Regulation Bylaw No. 7222. A Restrictive Covenant registered on title will be required prior to final adoption of the rezoning bylaw to ensure that vehicle access to the future lots is from the rear lane only.

### Tree Review and Replacement

The applicant has submitted a Certified Arborist's Report; which identifies on-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses two bylaw-sized trees on the subject property, zero trees on neighbouring properties, and zero street trees on City property.

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

- One tree (tag# 0868) is a multi-stem 40 cm caliper Red Japanese Maple that has a structural defect at the lower connection point of the twin stemmed trunk which does not make the tree a good candidate for retention or relocation. Removal and replacement is recommended.
- One tree (tag# 0869) is a 40 cm caliper Mountain Ash in good condition but is in conflict with the required lane extension. Relocation was investigated but deemed to be not feasible. Removal and replacement is recommended.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

### *Tree Replacement and Landscaping*

The applicant wishes to remove two on-site trees (Trees # 0868 and 0869). The 2:1 replacement ratio would require a total of four replacement trees. The applicant has agreed to plant two trees on each lot proposed (one tree in the front yard and one tree in the rear yard); for a total of four trees. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
4	8 cm	4 m

The applicant has submitted a tree management plan showing the trees to be removed and the reasons for their removal during development stage (Attachment 5). To ensure that the replacement trees identified for replacement are included at development stage, the applicant is required to submit a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit a Landscape Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should comply with the guidelines of the OCP's Arterial Road Policy and include any required replacement trees identified as a condition of rezoning.

### Affordable Housing Strategy

The City's Affordable Housing Strategy for single-family rezoning applications requires a secondary suite or coach house on 100% of new lots created through single-family rezoning and subdivision applications; a secondary suite or coach house on 50% of new lots created; and a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of the total buildable area of the remaining lots; or a cash-in-lieu contribution of the total buildable area of all lots where a secondary suite cannot be accommodated in the development.

Consistent with the Affordable Housing Strategy, the applicant has proposed to provide a one-bedroom secondary suite of minimum 36.32 m<sup>2</sup> (391 ft<sup>2</sup>) in each of the dwellings to be constructed on the new lots; for a total of two suites. Prior to the adoption of the rezoning bylaw, the applicant must register a legal agreement on title to ensure that no Building Permit inspection is granted until a minimum one-bedroom secondary suite of approximately 36.32 m<sup>2</sup> (391 ft<sup>2</sup>) is constructed on each of the two future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

### Site Servicing and Frontage Improvements

At Subdivision stage, the applicant will be required to enter into a standard Servicing Agreement with the City for the design and construction of engineering and infrastructure upgrades along Granville Avenue and the rear lane extension as outlined in Attachment 6. Works will include water upgrades, storm sewer works, and sanitary sewer works and frontage improvements including infilling the existing ditch.

At the Subdivision stage, the applicant will be required to pay Development Cost Charges (City and GVS & DD and TransLink), School Site Acquisition Charge, Address Assignment Fees, and other costs associated with completion of the water, storm, and sanitary servicing works as described in Attachment 6.

### **Financial Impact or Economic Impact**

The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

### **Conclusion**

This rezoning application to permit the subdivision of an existing lot into two lots zoned "Compact Single Detached (RC2)" complies with applicable policies and the land use designations outlined within the Official Community Plan (OCP), and with the Richmond Zoning Bylaw 8500.

The applicant has agreed to the list of rezoning considerations (signed concurrence on file) associated with this application listed in Attachment 6.



It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10388 be introduced and given first reading.

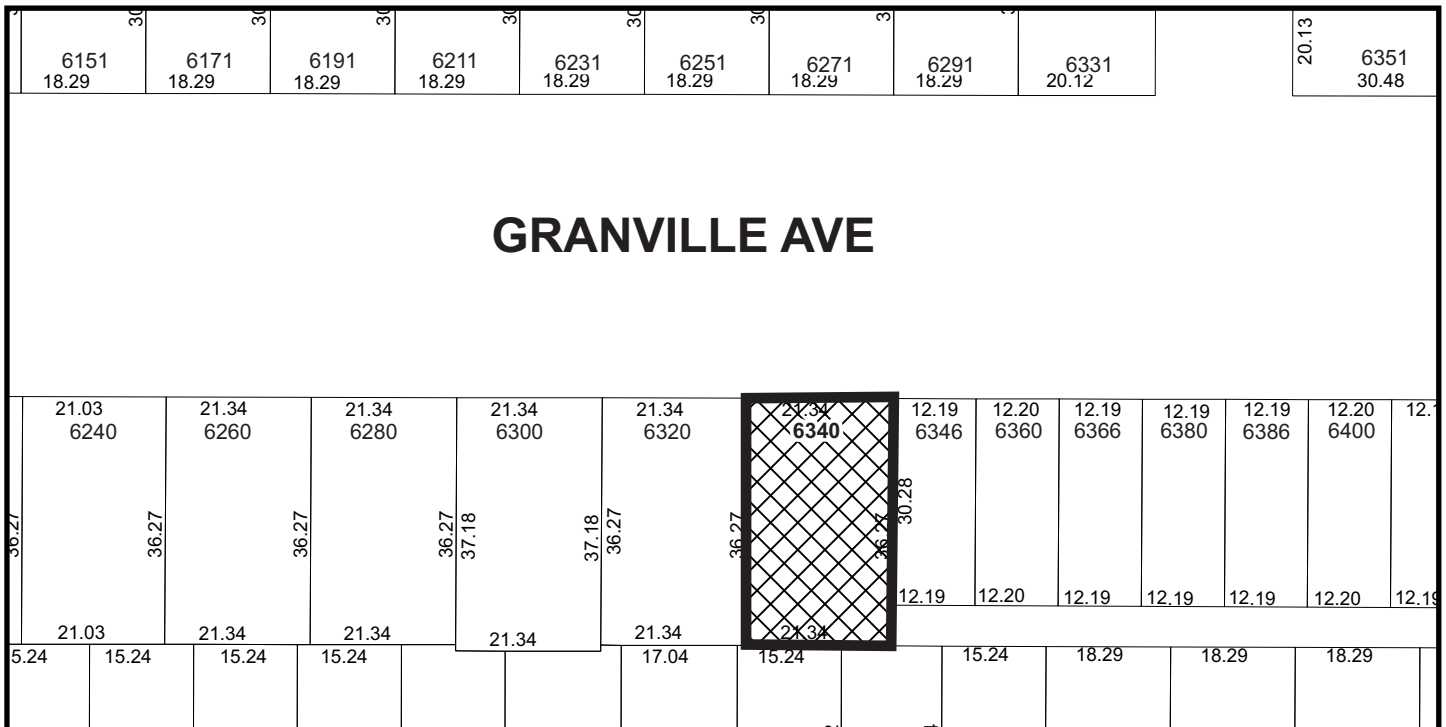
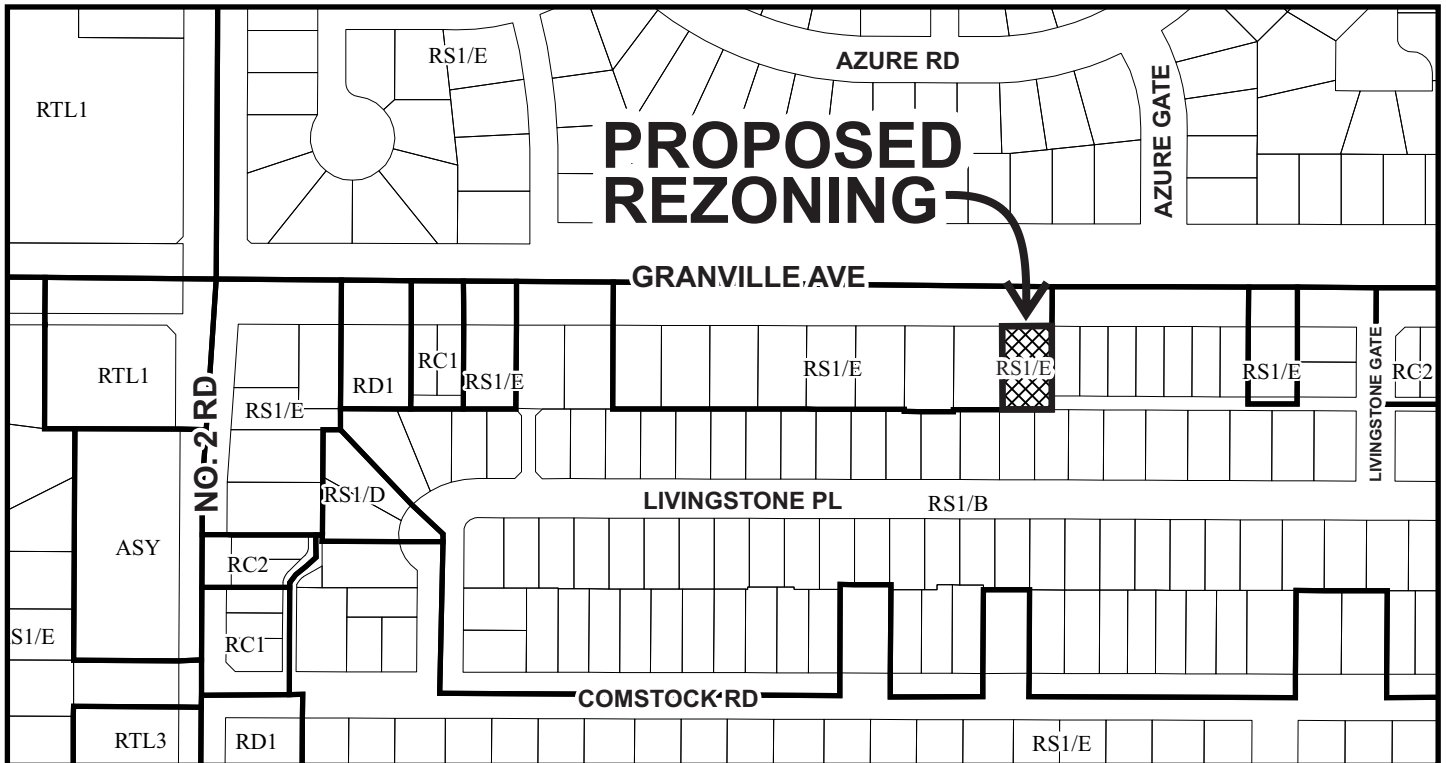



Nathan Andrews  
Planning Technician  
(604-247-4911)

NA:blg

Attachments

- Attachment 1: Location Map
- Attachment 2: Site Survey and Proposed Subdivision Plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Conceptual Development Plan
- Attachment 5: Tree Management Plan
- Attachment 6: Rezoning Considerations





# RZ 21-932253

Original Date: 05/17/21

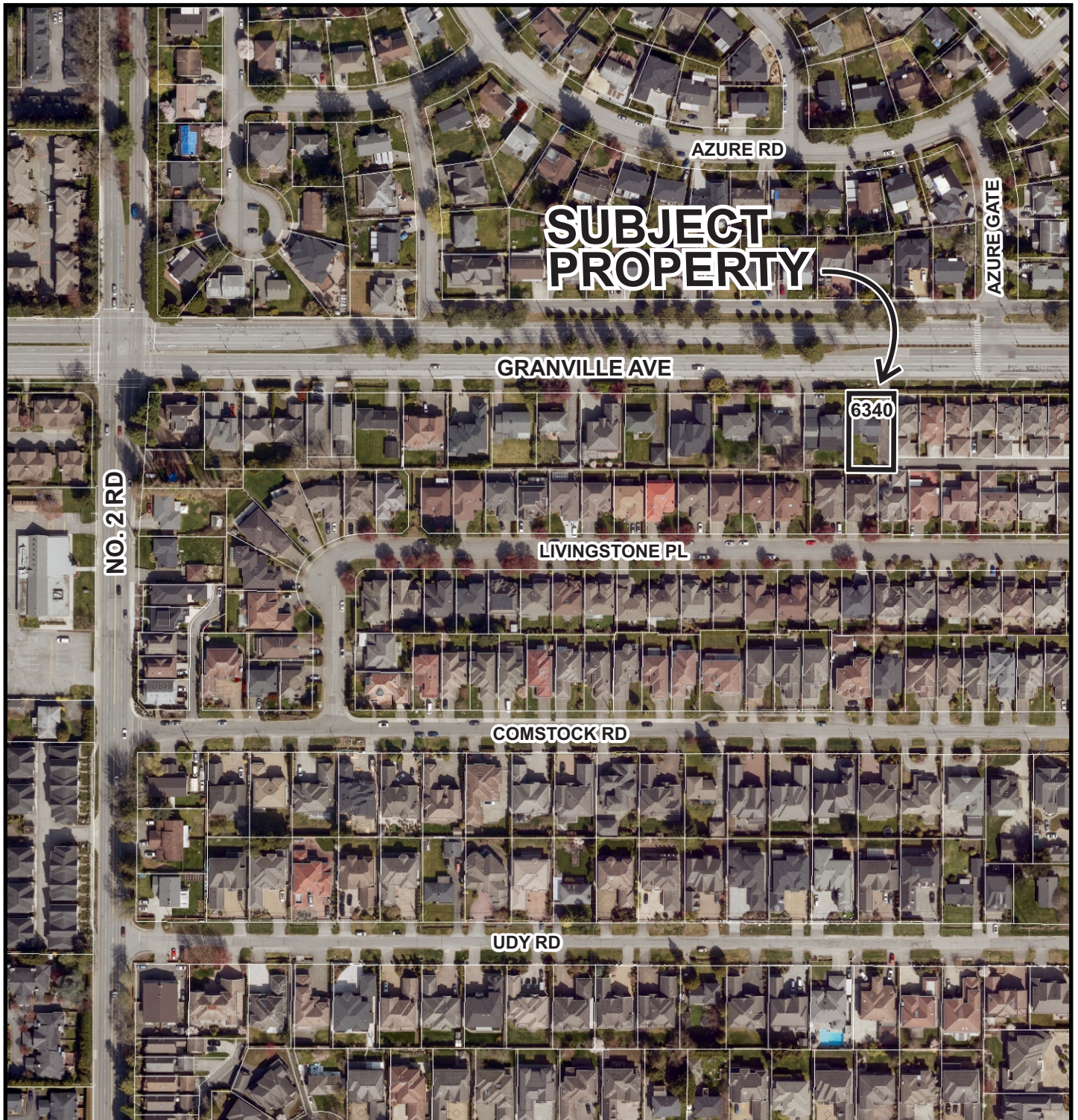
Revision Date:

Note: Dimensions are in METRES





# City of Richmond



**RZ 21-932253**

Original Date: 05/17/21

Revision Date:

Note: Dimensions are in METRES







**RZ 21-932253**

**Attachment 3**

Address: 6340 Granville Avenue

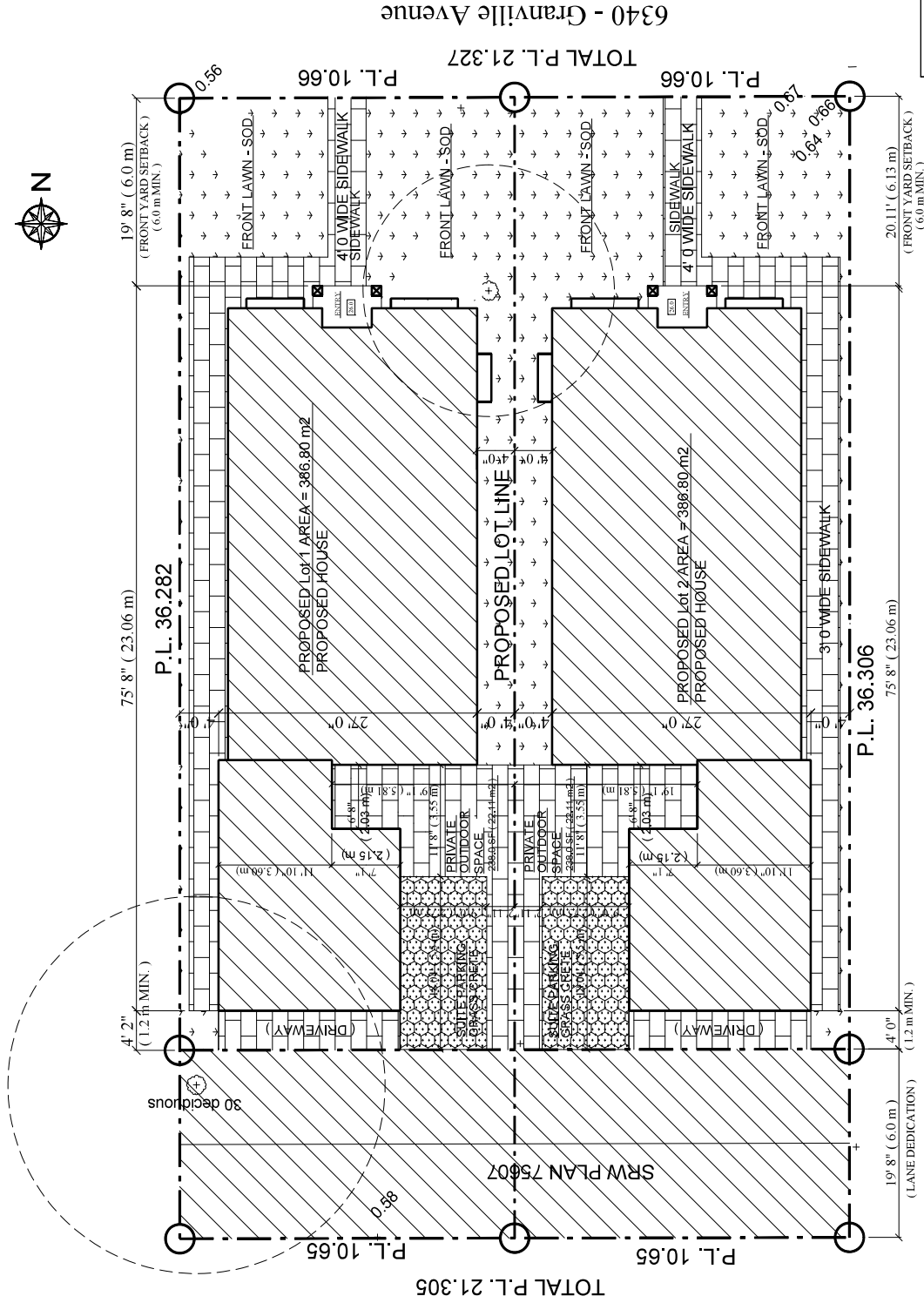
Applicant: Simarbir S. Khangura and Lakhbir S. Khangura

Planning Area(s): Blundell

	Existing	Proposed	
Owner:	1281585 B.C. Ltd.	To be determined	
Site Size (m²):	773.6 m²	Lot 1: 322.8 m² Lot 2: 323.0 m²	
Land Uses:	Single-Family residential	No change	
OCP Designation:	Neighbourhood Residential	No change	
Zoning:	Single Detached (RS1/E)	Compact Single Detached (RC2)	
Number of Units:	1	2	
Other Designations:	Arterial Road Policy designates the subject site for future compact lot development	Complies	
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.6	Max. 0.6	none permitted
Buildable Floor Area (m²):*	Lot 1: Max. 193.68 m² (2084.7 ft²) Lot 2: Max. 193.8 m² (2086 ft²)	Lot 1: Max. 193.68 m² (2084.7 ft²) Lot 2: Max. 193.8 m² (2086 ft²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 50% Non-porous Surfaces: Max. 70% Live Landscaping: Min. 20%	Building: Max. 50% Non-porous Surfaces: Max. 70% Live Landscaping: Min. 20%	none
Lot Size:	Min. 270 m²	Lot 1: 322.8 m² Lot 2: 323.0 m²	none
Lot Dimensions (m):	Width: Min. 9.0 m Depth: Min. 24.0 m	Width: 10.65 m Depth: 30.28 m	none
Setbacks (m):	Front: Min. 6.0 m Rear: Min. 6.0 m Side: Min. 1.2 m	Front: 6.0 m Rear: 9.0 m Side: Min. 1.2 m	none
Height (m):	Max. 2.5 storeys	Max 2.5 storeys	none
Off-street Parking Spaces – Regular (R) / Suite (S):	2 (R) and 1 (S) per unit	2 (R) and 1 (S) per unit	none

Other: Tree replacement compensation required for loss of significant trees.

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



THESE PLANS CONFORM TO  
B.C.B.C. 2018 EDITION

May 25 2022  
Astonish Design & Detailing Ltd.

19732 - 71B Ave Langley B.C.  
PH: 1 604 539 1740 FAX: 1 604 539 1741  
CELL: 1 604 728 0389 E-MAIL: navtejdot@hotmail.com

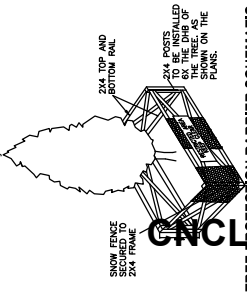
TITLE	DATE	BY	CHKD.	SCALE	REVISED	DATE
SITE PLAN	6340 - Granville Avenue	Richmond, B.C.	NAVTEJ	1/16" = 1/4" UN.	Apr 28 2021	A-001

SITE PLAN - NEW ZONE RC-2  
6340 - Granville Avenue



# LEGEND

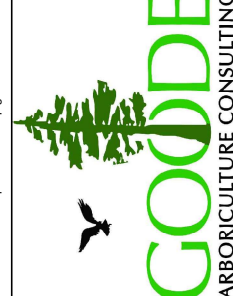
- TREE TO BE RETAINED
- TREE TO BE REMOVED
- ROOT PROTECTION ZONE (RPZ)
- TREE PROTECTION BARRIER (TPB)
- TREE CANOPY AREA (TCA)
- REPLACEMENT TREE
- BC HYDRO CONNECTION
- SANITARY CONNECTION
- STORM WATER CONNECTION
- GAS CONNECTION
- WATER CONNECTION
- ABBREVIATIONS
- S = Shared tree C = City tree O = Off-site tree



## TREE PROTECTION BARRIER SCHEMATIC

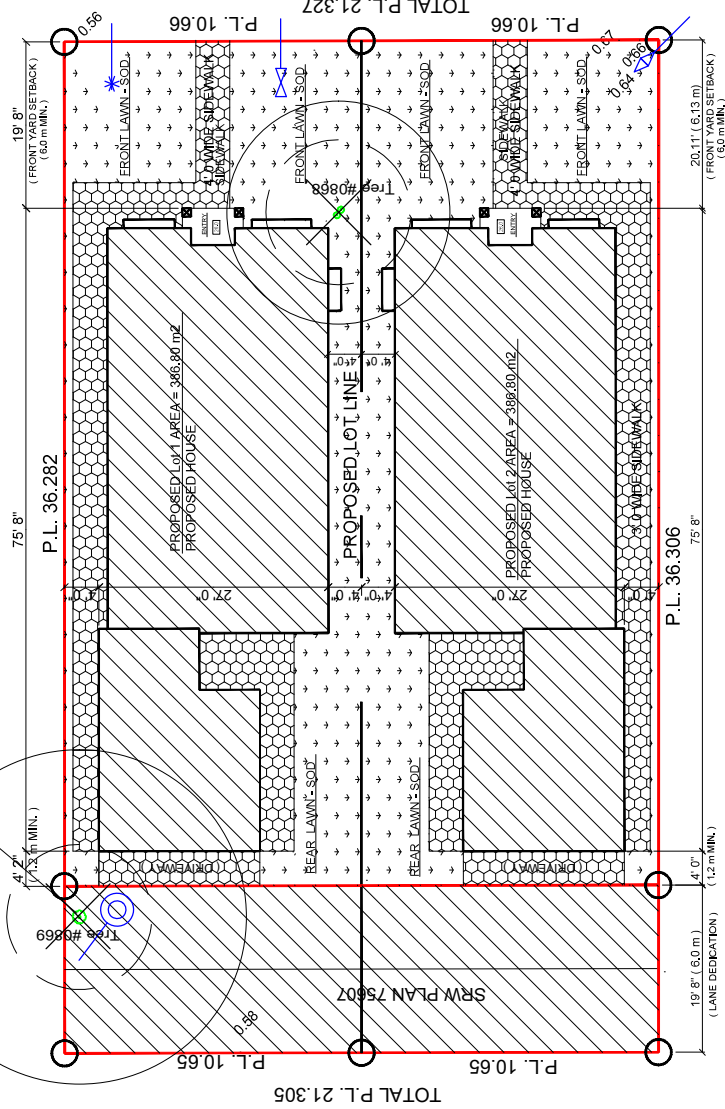
### ARBORIST NOTES & RECOMMENDATIONS

- All replacement trees should conform to and meet the NABCSLA landscaping & ISA Standards.
- Replacement coniferous trees must be 3m in height and 10cm in diameter at breast height (DBH).
- Small growing trees should not be planted within 3m of foundations, fences or outbuildings. Large growing species should be planted 4m away from building foundations.
- Replacement trees should also be planted 1m away from property lines and 3m away from another tree and not planted in a hedge like manner.
- Trees with mature heights greater than 5m should not be planted under overhead utility lines and within 3m of the power lines.
- Ground anchors should be installed within any tree protection barriers unless specified in Arborist Tree Preservation Report.
- Arborist supervision is required any time work is carried out within any tree protection barrier.
- Tree stumps are not to be removed by excavator around retained onsite and neighboring trees. Remove stumps with a stump grinder.



Tag #	Surveyed	Location	Common & Botanical Name	DBH (cm)	Ht (m)	LCR (%)	Observations	Recommendations	Retention Suitability	Retain/Remove	Protection zone (m)
0868	Yes	Onsite	Japanese Maple <i>Acer sp.</i>	20+	5	75	Multi-stemmed specimen that is visually in good health and condition.	Remove due to proposed site plans encroaching into root protection zone of basement, as shown on Tree Preservation Plan.	Medium	Remove	2.6
0869	Yes	Onsite	Mountain Ash <i>Sorbus sp.</i>	40	10	60	Multi-stemmed specimen that is visually in good health and condition.	Remove due to proposed laneway and sanitation connection, as shown on the Tree Preservation Plan.	Medium	Remove	2.6

**Tree #0869**  
Tree within proposed laneway.  
Next to sanitation connection.



6340 - Granville Avenue

SPECIES	SIZE
Japanese Snowbell <i>Styrax japonica</i>	6-8cm Caliper
Paperbark Maple <i>Acer griseum</i>	6-8cm Caliper
Sweetgum <i>Liquidambar styraciflua</i>	4-6m in Height
Shagbark Hickory <i>Carya ovata</i>	6-8cm Caliper
Paper Birch <i>Betula papyrifera</i>	6-8cm Caliper
Scribner Spruce <i>Picea amabilis</i>	3-4m in Height



DISTANCES ARE IN METRES

## GOODE ARBORICULTURE CONSULTING

161 172nd Street, Surrey B.C.  
7783174360  
info@goodearboriculture.com

SITE ADDRESS:	6340 Granville Avenue, Richmond BC
PROJECT #:	0323
DATE:	May 5, 2021
ARBORIST:	Stuart Goode
SCALE:	
REVISION #:	



**Address:** 6340 Granville Avenue

**File No.:** RZ 21-932253

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10388, the developer is required to complete the following:**

1. 6 m wide lane dedication along the entire south property line.
2. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
  - comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line;
  - include a mix of coniferous and deciduous trees;
  - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report; and
  - include the four required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
4	8 cm		4 m

3. Registration of a flood indemnity covenant on title (2.9 m GSC – Area A).
4. Registration of a legal agreement on title ensuring that the only means of vehicle access is to be from the future lane extension and that there be no vehicle access to Granville Avenue.
5. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a one-bedroom secondary suite of approximately 36.32 m<sup>2</sup> (391 ft<sup>2</sup>) is constructed on each of the two future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

**At Demolition Permit\* Stage, the developer must complete the following requirements:**

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

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

1. pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the required frontage works, and water, storm, and sanitary service connections.
2. Enter into a Servicing Agreement\* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to,

**Water Works:**

- a) Using the OCP Model, there is 328.0 L/s of water available at a 20 psi residual at the ROAD frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- b) At Developer's cost, the Developer is required to:
  - i) Install a new 25mm diameter water service connection complete with water meter and meter box for the east lot as per standard City drawings.

- ii) Remove the existing water service connection and install a new 25mm diameter water service connection complete with water meter and meter box for the west lot as per standard City drawings.
  - iii) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
  - iv) Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2o-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized during the building permit process (or via the servicing agreement process, if one is required).
- c) At Developer's cost, the City will:
- i) Complete all tie-ins for the proposed works to existing City infrastructure.

**Storm Sewer Works:**

- d) At Developer's cost, the Developer is required to:
- i) Install approximately 12m of new 600mm diameter storm sewer complete with headwall. Storm sewer to terminate at the west property line of 6340 Granville Ave. Per the City's Watercourse Protection and Crossing Bylaw No. 8441, a watercourse crossing permit is required. Please contact [watercoursecrossings@richmond.ca](mailto:watercoursecrossings@richmond.ca) to obtain a permit.
  - ii) Install a new storm sewer service connection complete with inspection chamber to service the west lot.
  - iii) Confirm the condition and capacity of the existing northeast storm sewer service connection. Retain if in good condition to service the east lot.
  - iv) Extend the existing rear lane storm sewer main approximately 29m west until the west PL of the west lot.
- e) At Developer's cost, the City will:
- i) Complete all tie-ins for the proposed works to existing City infrastructure.

**Sanitary Sewer Works:**

- f) At Developer's cost, the Developer is required to:
- i) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
  - ii) Extend the existing rear lane sanitary sewer main approximately 38m west until the west PL of the west lot.
  - iii) Install a new dual chamber sanitary service connection at the shared PL. Connection to extend from the newly proposed rear lane sanitary main to service the east and west lot.
  - iv) Cut and cap the existing south west sanitary service connection.
- g) At Developer's cost, the City will:
- i) Complete all tie-ins for the proposed works to existing City infrastructure.

**General Items:**

h) At Developer's cost, the Developer is required to:

- i) Complete other frontage improvements as per Transportation requirements:
  - Granville Ave behind the existing curb/gutter, provide a new landscaped/treed boulevard (minimum 1.5m wide) and a concrete sidewalk (minimum 2.0m wide). Ditch infill to be completed to ensure frontage improvements are provided.
  - Vehicle access is to be from the rear lane only.
  - 6m lane dedication required across the south PL.
  - Rear lane – upgrade the lane to provide a roll-over curb on north side; provide 5.1m wide pavement width. Lane design to be in accordance with Engineering design specifications. Works to match and tie into existing lane to the east.
  - A functional design of the frontage is to be provided.
  - On-site parking is to be provided per zoning bylaw requirement. An additional parking space is required for the secondary suite, either in tandem arrangement or adjacent to the garage.
- ii) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

**Note:**

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

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

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

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading,

ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

---

Signed

---

Date



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10388 (RZ 21-932253)  
6340 Granville Avenue**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **“COMPACT SINGLE DETACHED (RC2)”**.

P.I.D. 001-263-803

Lot 11 Except: Part Subdivided By Plan 74413, Section 18 Block 4 North Range 6 West  
New Westminster District Plan 12891

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10388”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER







# City of Richmond

## Report to Committee

**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** June 20, 2022

**File:** HA 20-907706

**Re:** **Application by MLK Properties Ltd. to enter into a Heritage Revitalization Agreement to protect the R.G. Ransford House and to construct coach house at 10700 Railway Avenue**

### Staff Recommendation

1. That Heritage Revitalization Agreement (10700 Railway Avenue) Bylaw No. 10386 to permit the City to enter into a Heritage Revitalization Agreement substantially in the form attached hereto, in accordance with the requirements of Section 610 of the *Local Government Act*, to protect the R.G. Ransford House and to construct a coach house at 10700 Railway Avenue, be introduced and given first reading.
2. That, following adoption of Heritage Revitalization Agreement (10700 Railway Avenue) Bylaw No. 10386, the Mayor and City Clerk be authorized to execute any further agreements contemplated in the Heritage Revitalization Agreement.

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

WC/CL:js  
Att. 8

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

## Staff Report

### Origin

MLK Properties Ltd. (Director/Authorized Agent: Lloyd Kinney), on behalf of the property owner (Ari Burstein), has applied to the City of Richmond to enter into a Heritage Revitalization Agreement (HRA) with the City to formally protect the R.G. Ransford House and to permit the construction of a detached garage and coach house at 10700 Railway Avenue (Attachment 1). The coach house is not intended to be strata-titled and the applicant is required to register a covenant to prohibit stratification as part of the HRA. The HRA is contained in Schedule A to Bylaw No. 10386, and the terms have been agreed to by the applicant.

A Development Application Data Sheet providing details about the development proposal is included in Attachment 2. The proposed site, building and landscape plans for the proposal are included in Attachment 3.

### Background

#### Heritage Revitalization Agreements

A HRA is a tool available under the provincial *Local Government Act* to enable a municipality to enter into a formal legal agreement with an applicant (by bylaw) on a site-specific basis to provide long-term heritage protection and maintenance of a building or property. It is a flexible tool that can contain incentives for heritage conservation and that can have the same effect as the creation of a site-specific zone without the need for the property to be rezoned. The type of protection secured is outlined in the HRA, and could include minimum standards of maintenance and repair, and prohibiting demolition or exterior renovations not anticipated by the HRA or the Heritage Conservation Plan (as in this case). A HRA may also vary or supplement bylaws including land use, density, siting and lot size requirements; and specify the duties, obligations and benefits of the respective parties. Where a HRA varies use or density (as in this case), a Public Hearing is required.

The specific HRA for this development proposal would protect the R.G. Ransford House and would vary Richmond Zoning Bylaw 8500 to permit a detached garage and coach house under the existing “Single Detached (RS1/E)” zone, with site-specific requirements for the coach house floor area, parking layout, building setbacks, and building height. There is no additional density in terms of the maximum permitted floor area proposed over what is permitted under the existing (RS1/E) zone. The specific HRA for this development proposal ensures the following:

- Prohibits demolition of the principal dwelling (R.G. Ransford House).
- Requires maintenance of the principal dwelling and allows minor exterior repairs in keeping with the Heritage Conservation Plan attached to the HRA, unless otherwise approved by City Council.
- Allows interior renovations that do not impact the exterior of the principal dwelling.

Should Council grant first reading to the Heritage Revitalization Agreement Bylaw No. 10386, the bylaw will be forwarded to the next available Public Hearing.

### R.G. Ransford House & Richmond's Heritage Inventory

The R.G. Ransford House is a two and a half storey single-detached Craftsman-inspired dwelling located northeast of the intersection of Railway Avenue and Steveston Highway at 10700 Railway Avenue. The house is named after Robert Gilbert Ransford, husband to Mary Spargo, whose father James Spargo had built the dwelling for them (c. 1932) on the Ransford family farm property, owned by Robert's parents, James and Maude Ransford. Members of the Ransford family occupied the farm property (later subdivided) continually for the remainder of the 20<sup>th</sup> century. The neighbouring property to the south at 10720 Railway Avenue is still owned by members of the Ransford family.

R.G. Ransford House is listed on Richmond's Heritage Inventory, but is not formally protected. Richmond's Heritage Inventory is a list of heritage resources that are of a physical, cultural or social nature that are unique to and valued by the community. Some resources listed on the Inventory have been formally protected through other means, such as through a Heritage Designation Bylaw or specifically identified in a Heritage Conservation Area, while others are not. Examples of why something might be listed on the Heritage Inventory include its association with an important person, event or historical time period. For every resource listed on the Heritage Inventory, there is a Statement of Significance that describes its specific characteristics and heritage value based on an accepted list of criteria. The 2005 Statement of Significance for the R.G. Ransford House from Richmond's Heritage Inventory is included in Attachment 4. The applicant has provided an updated Statement of Significance prepared by Shueck Heritage Consulting in the proposed Conservation Plan for the dwelling, included in Appendix "B" to the Heritage Revitalization Agreement.

### **Existing Site Condition and Context**

A survey of the subject site is included in Attachment 5. The subject site is located on the east side of Railway Avenue, north of Steveston Highway. The subject site is currently accessed via a driveway crossing on Railway Avenue.

The property was purchased by the current property owner almost 20 years ago because they were interested in the Craftsman-inspired house and in restoring it back to its original condition. Renovations over the years have included refurbishing all of the original wood-framed windows and fabricating replica wood-framed windows to replace all of the lower floor vinyl windows. The Heritage Conservation Plan notes that these efforts taken by the applicant follow heritage conservation-first principles and is to be commended.

### Subject Site Existing Housing Profile

The subject site consists of a large lot containing a single-family dwelling occupied by the property owner and their family, as well as accessory buildings such as a detached garage and shed. There are no secondary suites in the dwelling. The existing dwelling is proposed to be retained and protected as part of the HRA. The existing detached garage and shed will be removed as part of the redevelopment of the site.

### Surrounding Development

Existing development immediately surrounding the subject site is as follows:

- To the North: Is a single-family dwelling on a lot zoned “Single Detached (RS1/C)”.
- To the South: Is a single-family dwelling on a lot zoned “Single Detached (RS1/E)”.
- To the East: Is a 9-unit townhouse complex on a lot zoned “Low Density Townhouses (RTL4).
- To the West: Immediately across Railway Avenue, is the Railway Greenway trail and single-family dwellings on lots zoned “Single Detached (RS1/E)” beyond that.

### Existing Legal Encumbrances

There is an existing statutory right-of-way registered on Title of the property for the sanitary sewer located along the east property line. The applicant has been advised that encroachment into the right-of-way is not permitted.

### **Related Policies & Studies**

#### Official Community Plan/Steveston Area Plan

The Official Community Plan (OCP) land use designation for the subject site is “Neighbourhood Residential” and the Steveston Area Plan land use designation for the subject site is “Multiple-Family”. This development proposal is consistent with these designations.

The OCP also contains policies to celebrate heritage by preserving, promoting and commemorating tangible and intangible elements, including the conservation of heritage resources by using incentives where appropriate to private owners of heritage resources, such as the subject proposal to enter into a HRA to protect an existing heritage resource and to permit new construction that is compatible within the existing and surrounding context.

The proposed HRA also supports Council’s Strategic Plan 2018-2022 Strategy 6.4 to recognize Richmond's history and heritage through preservation, protection and interpretation.

#### Arterial Road Land Use Policy

The subject site is designated for “Arterial Road Townhouses” under the Arterial Road Land Use Policy. Since this proposal to protect the existing heritage resource on-site and to construct a detached secondary dwelling in the rear yard does not involve rezoning, is in keeping with the City’s policies on heritage conservation, and does not limit the ability of the neighbouring sites to the north and south to redevelop consistent with the Arterial Road Land Use Policy, it has been assessed as not being in conflict with the Arterial Road Land Use Policy.

### Single-Family Lot Size Policy 5420

The subject site is located within the area governed by Single-Family Lot Size Policy 5420, which was adopted by Council on October 16, 1989 and subsequently amended in 1992 and 1995 (Attachment 6). The Policy restricts properties along Railway Avenue to the Single Detached (RS1/E) zone unless access exists to a lane or internal road.

This development proposal is consistent with the Lot Size Policy, as the property is zoned “Single Detached (RS1/E)” and there is no rezoning or subdivision proposed.

### Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required as part of the HRA.

### **Public Consultation**

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

Staff have received comments from some of the existing neighbouring property owners directly to the south and to the east in response to the applicant reaching out to them about this development proposal.

Mr. Bob Ransford (grandson of R.G. Ransford, after whom the heritage building is named), who is one of the owners of the neighbouring property directly to the south at 10720 Railway Avenue, has submitted a letter of support for the proposed HRA and construction of the detached garage and coach house (Attachment 7).

Ms. Julia Tian, who is one of the owners of a townhouse unit located on the neighbouring property to the east at 5071 Steveston Highway, has submitted a letter of opposition to an earlier version of the proposed coach house drawings due to potential privacy and shadowing concerns, and requesting further adjustments (Attachment 8). In response to Ms. Tian’s concerns, the applicant revised their drawings to: relocate an upper level window from the east elevation to the north elevation; to shift the proposed coach house further to the west such that it is located an equal distance away from the common property line as the townhouses on the neighbouring site (i.e., min. 3.9 m); and to plant evergreen hedging and solid privacy fencing in the rear yard along the east property line to assist with screening the proposed development.

Should the Planning Committee endorse this application and Council grant first reading to the HRA bylaw, the application will be forwarded to the Richmond Heritage Commission for review and comment, the outcome of which will be included in a memo to Council prior to the Public Hearing. Also prior to the Public Hearing, any area resident or interested party will have an opportunity to comment on the application. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

## Analysis

### Site Planning, Vehicle Access, and Variances

This development proposal involves the construction of a new detached garage and coach house in the southeast portion of the rear yard of the existing lot, while retaining and protecting the principal heritage building. Vehicle access to/from the site is off Railway Avenue via the existing driveway crossing. As part of the HRA, a legal agreement is required to be registered on Title to ensure that vehicles are able to turn around on-site to avoid backing out onto Railway Avenue.

The detached building is to contain a one-storey garage, a portion of the coach house consisting of a living area, powder room and staircase on the ground floor; a family room, kitchen, two bedrooms and full bathroom on the second floor. The total floor area of the coach house (not including garage) is approximately 130 m<sup>2</sup> (1,400 ft<sup>2</sup>).

The detached garage can accommodate four parking spaces, including the two required parking spaces for the principal dwelling and the required parking space for the coach house.

The building has been designed with its primary west-façade oriented towards the principal dwelling and is visible from the driveway crossing. The building has been carefully designed to provide visual interest while being sensitively integrated into the existing surrounding low-density neighbourhood. Facades closest to the neighbouring properties to the south and east have been designed with minimal windows on the second floor. Some of the character-defining elements of the heritage building are proposed to be used in the design of detached garage and coach house, such as the gable roof with shed roof dormers, the shape and pattern of the windows, and the exterior cladding of horizontal siding and shingles.

The existing heritage building complies with the existing RS1/E zoning, and the proposed addition of the detached garage and coach house will also comply zoning as it relates to the overall permitted floor area and lot coverage. The HRA would enable a number of variances to Richmond Zoning Bylaw 8500 to permit (but not limited to):

- A detached garage and coach house to be constructed in the south east corner of the lot, with a 3.9 m (12.8 ft.) rear yard setback for a portion of the ground and upper floor levels of the building, a 2.0 m (6.6 ft.) south side yard setback for both floor levels, and a 6.0 m (19.7 ft.) north side yard setback for both floor levels.
- The maximum floor area of the coach house to be 131 m<sup>2</sup> (1,410 ft<sup>2</sup>), with at least 30% of the coach house floor area to be located on the ground floor and no more than 70% on the upper floor level.
- The detached garage and coach house to have a height of two storeys or 8.17m (26.8 ft.).
- The coach house to be located above no more than four parking spaces in the detached garage.

Staff support the proposed development through the HRA as the addition of the coach house supports the formal protection of the heritage building.



### Tree Protection and Landscaping

The survey submitted by the applicant shows:

- One bylaw-sized tree located on the common property line between the subject site and the adjacent property to the north at 10680 Railway Avenue (which is planted on the neighbour's side of the fence), and one undersized tree on-site in the north portion of the rear yard.
- Two bylaw-sized trees on the adjacent property to the south at 10720 Railway Avenue (one in the front yard and one in the rear yard).
- Three undersized trees in the boulevard along Railway Avenue on City-owned property.

All trees are to be retained with the development proposal.

The City's Tree Preservation Coordinator has reviewed the proposal and advised that to ensure protection of the closest bylaw-sized tree located in the rear yard of the adjacent site to the south at 10720 Railway Avenue, the applicant is required to submit to the City a contract with a Certified Arborist prior to Building Permit issuance for the supervision of all works conducted within or in close proximity to the tree protection zone and to undertake any necessary pruning of overhanging limbs. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.

Prior to demolition of the existing detached garage and shed on the subject site, the applicant must install tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

A Landscape Plan has been provided by the applicant to illustrate how the rear yard around the detached garage and coach house is to be enhanced and to provide screening of the proposed development through hedging and solid wood privacy fencing. As part of the HRA, the applicant is required to submit a Landscaping Security to the City in the amount of \$5,600.00 (based on 100% of the cost estimate for the proposed landscaping provided by the landscape designer). The security will be held until construction and landscaping on-site is completed and a site inspection is conducted. The City may retain a portion of the security for a one-year maintenance period to ensure that the landscaping survives. To accompany the landscaping security, a legal agreement that sets the terms for release of the security must be entered into between the applicant and the City.

### Future Redevelopment Potential of 10720 Railway Avenue

The applicant has prepared a conceptual plan showing how the property to the south at 10720 Railway Avenue could redevelop for low-density townhouses consistent with the Arterial Road Land Use Policy.

Should this be the case, it is possible for vehicle access to be considered either directly to/from Railway Avenue or via the existing statutory right-of-way for public right-of-passage registered on title of the property to the east at 5071 Steveston Highway that is intended for potential shared access to adjacent lots. A copy of this conceptual plan is on file.

#### Site Servicing and Frontage Improvements

Site servicing is to be determined as part of the standard Building Permit application review process.

The applicant is also required to provide surveyed dimensions of the existing driveway crossing width and design prior to Building Permit issuance to enable City staff to determine whether the crossing needs to be brought up to current City standard as per the Residential Lot (Vehicular) Access Regulation Bylaw 7222 (via work order).

#### **Financial Impact**

This application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees, and traffic signals).

#### **Conclusion**

This application is to permit the City to enter into a HRA with the property owner at 10700 Railway Avenue to formally protect the existing heritage resource on-site, known as the R.G. Ransford House and to permit the construction of a second dwelling unit on the property in the form of a detached garage and coach house in the rear yard, with vehicle access from Railway Avenue.

This application complies with the land use designations and applicable policies for the subject site that are contained within the OCP and it complies with Single-Family Lot Size Policy 5434.

The Heritage Revitalization Agreement is contained in Schedule A to Bylaw No. 10386, and the terms have been agreed to by the applicant.

It is recommended that Heritage Revitalization Agreement (10700 Railway Avenue) Bylaw No. 10386 be introduced and given first reading.



Cynthia Lussier  
Planner 2  
(604-276-4108)

CL:js

Attachments

Attachment 1: Location Map/Aerial Photo

Attachment 2: Development Application Data Sheet

Attachment 3: Proposed Site Plan, Building Elevations, and Landscape Plan

Attachment 4: R.G. Ransford House Statement of Significance - Richmond's Heritage Inventory

Attachment 5: Site Survey

Attachment 6: Single-Family Lot Size Policy 5420

Attachment 7: Letter of support from Bob Ransford (10720 Railway Avenue)

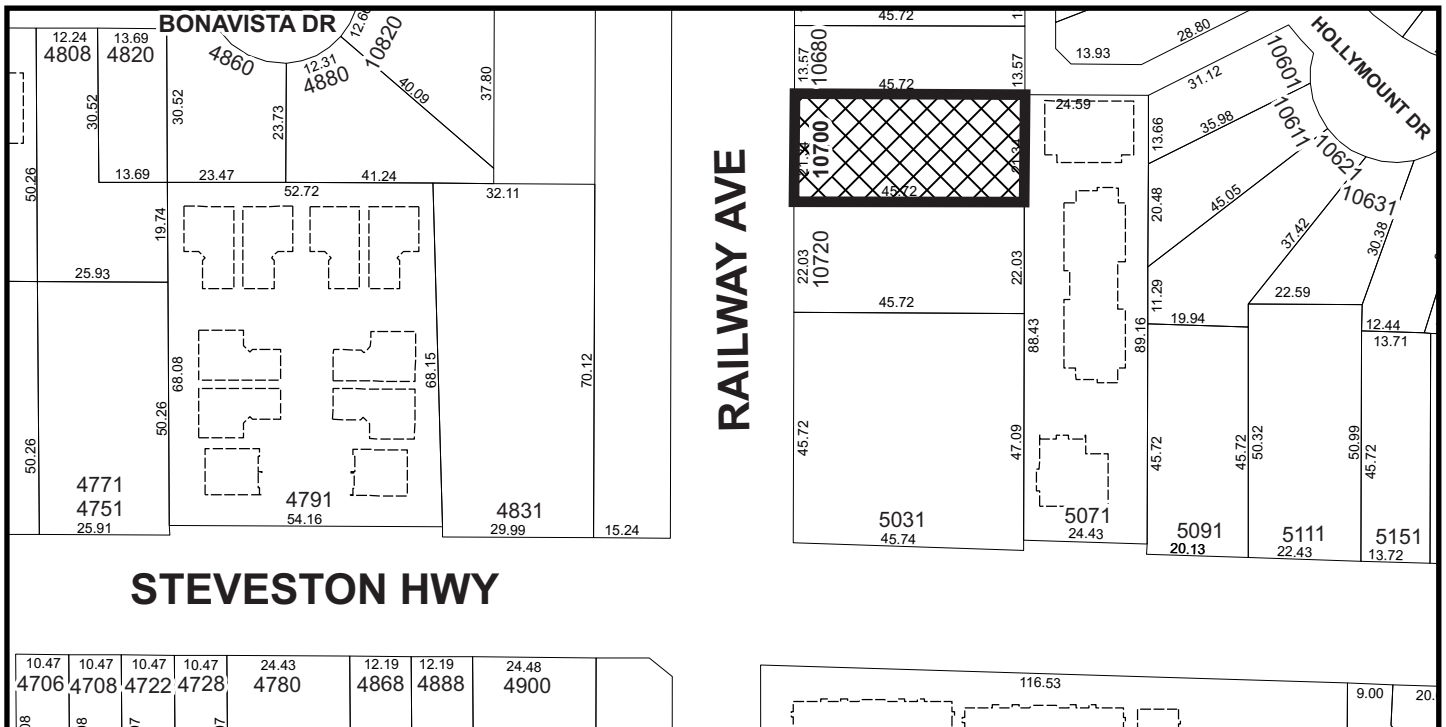
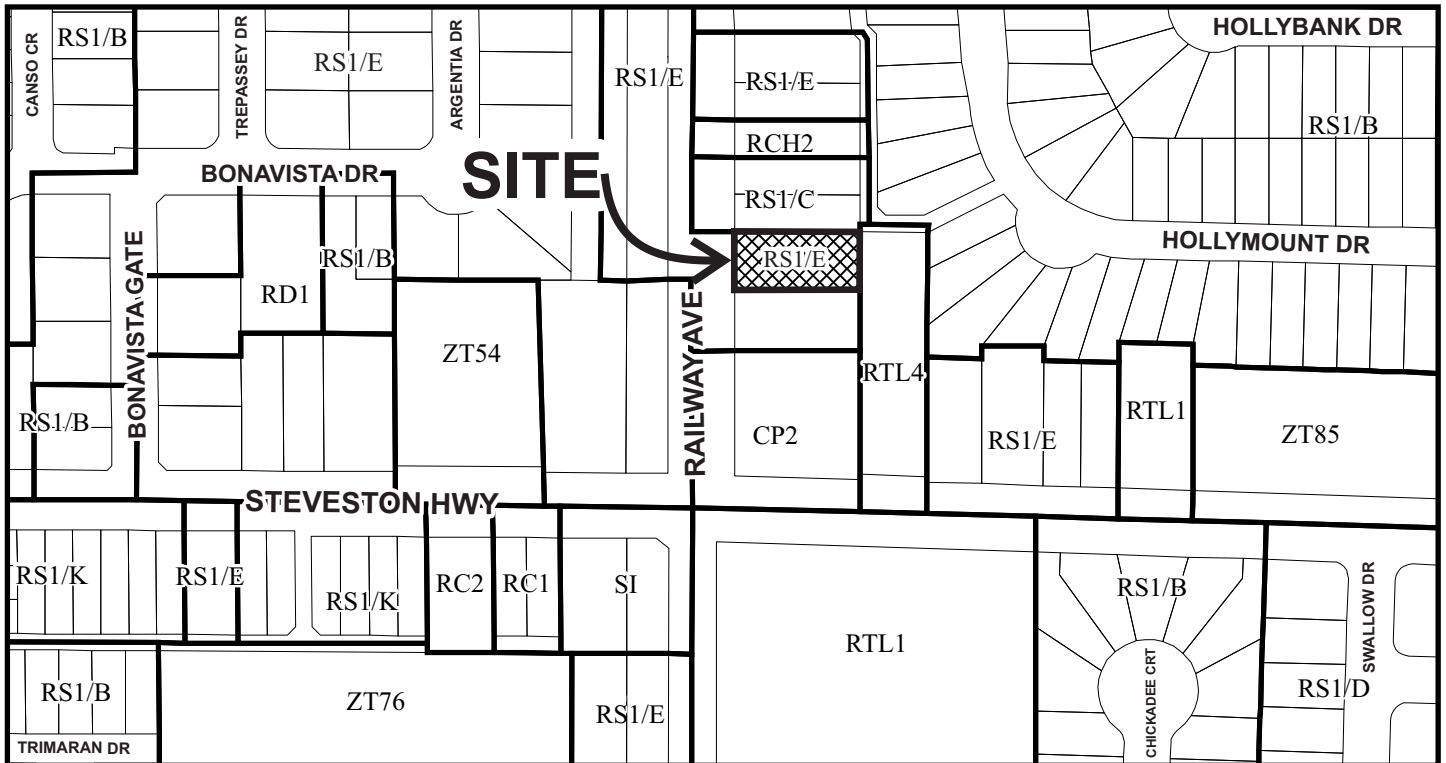
Attachment 8: Letter of opposition from Julia Tian (#9-5071 Steveston Highway)

Prior to issuance of a Demolition Permit for the existing detached garage and shed on the subject site, the applicant is required to complete the following:

- Install tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

Prior to issuance of a Building Permit for the proposed detached garage and coach house, the applicant is required to complete the following:

- Submit to the City a Contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to the tree protection zone of the Cherry tree to the south at 10720 Railway Avenue and to undertake any necessary pruning of overhanging limbs. The Contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Submit an updated survey prepared by a registered BC land surveyor including (but not limited to) dimensions of the existing driveway crossing width and design to enable City staff to determine whether the crossing needs to be brought up to current City standard as per the Residential Lot (Vehicular) Access Regulation Bylaw 7222 (via work order).



HA 20-907706

Original Date: 09/01/20

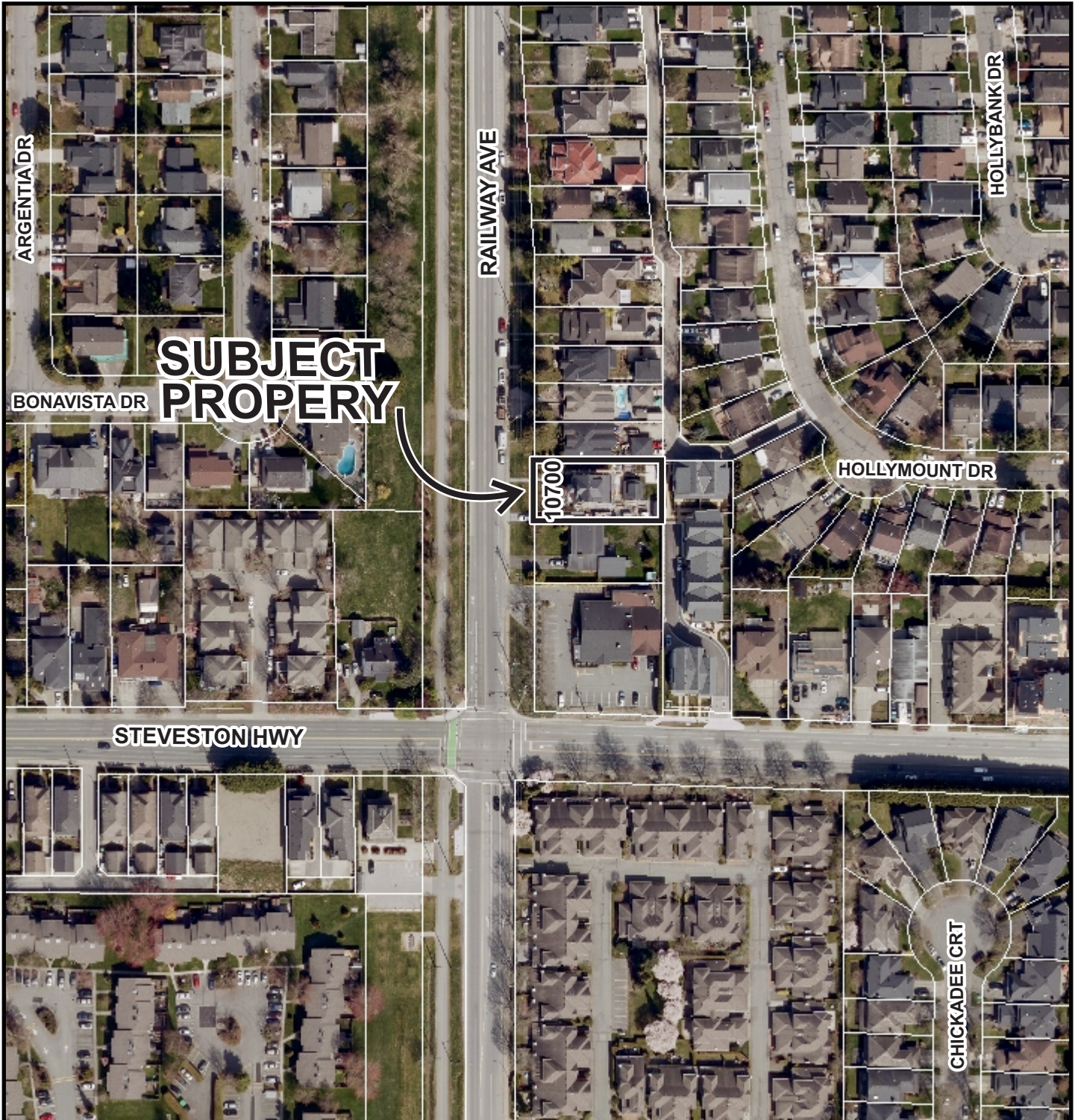
Revision Date: 12/16/20

Note: Dimensions are in METRES





# City of Richmond



HA 20-907706

Original Date: 09/01/20

Revision Date: 12/16/20

Note: Dimensions are in METRES



**HA 20-907706**

Address: 10700 Railway Avenue

Applicant: MLK Properties Ltd.

Planning Area(s): Steveston

	Existing	Proposed
<b>Owner:</b>	Ari Burstein	No change
<b>Site Size (m<sup>2</sup>):</b>	975 m <sup>2</sup>	No change
<b>Land Uses:</b>	Single-family dwelling and detached garage	Single-family dwelling, and detached garage and coach house
<b>OCP Designation:</b>	Neighbourhood Residential	No change
<b>Area Plan Designation:</b>	Multiple-Family	No change
<b>Single-Family Lot Size Policy 5420 Designation:</b>	Single Detached (RS1/E)	No change
<b>Zoning:</b>	Single Detached (RS1/E)	No change
<b>Number of Units:</b>	1	2
<b>Other Designations:</b>	The Arterial Road Land Use Policy Designation for the property is "Arterial Road Townhouses" through rezoning	This development proposal is consistent with the Arterial Road Land Use Policy as it does not involve rezoning and is not limiting the ability of adjacent properties to redevelop consistent with the Arterial Road Land Use Policy designation in the future

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	None
Buildable Floor Area (m <sup>2</sup> ):	Max. 408.32 m <sup>2</sup> (of which 50 m <sup>2</sup> may be exempt for garage) Total: 458.32 m <sup>2</sup> (4,933 ft <sup>2</sup> )	Principal Dwelling: 261.70 m <sup>2</sup> (2,817 ft <sup>2</sup> ) Coach House: 130.35 m <sup>2</sup> (1,403 ft <sup>2</sup> ) Garage: 66.10 m <sup>2</sup> (711.5 ft <sup>2</sup> ) Total: 458.15 (4,933 ft <sup>2</sup> )	None



	<b>Bylaw Requirement</b>	<b>Proposed</b>	<b>Variance</b>
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Live landscaping: Min. 30%	Building: 24% Non-porous Surfaces: 58% Live landscaping: 40%	None
Min. Lot Size:	550 m <sup>2</sup> (5,920 ft <sup>2</sup> )	975 m <sup>2</sup> (10,494 ft <sup>2</sup> )	None
Lot Dimensions (m):	Width: 18.0 m Depth: 24.0 m	Width: 21.3 m Depth: 45.7 m	None
Principal Dwelling Setbacks (m):	Front: Min. 6.0 m Rear: Min. 9.14 m Side: Min. 2.0 m	Front: 11.5 m Rear: 17.0 m Side: 6.3 m	Variance through HRA development requirements
Coach House Setbacks (m):	N/A	Front: 30.0 m Rear: 3.9 m South Side: 2.0 m North Side: 6.6 m	
Principal Dwelling Height (m):	Max. 2 storeys (9.0 m)	Max. 2 storeys (9.0 m)	Variance through HRA development requirements
Coach House Height (m):	N/A	2 storeys (8.17 m)	
On-site Parking Spaces:	Principal Dwelling: Min. 2 Coach House: Min. 1	Principal Dwelling: 3 Coach House: 1	None
Tandem Parking Spaces:	Permitted for the required Principal Dwelling parking spaces	Four parking spaces (each set of two spaces provided in a tandem arrangement) within the detached garage	Variance through HRA development requirements



- 1 BLACK WOOD FRAME WINDOW W/ 4" WHITE TRIM TO MATCH EXISTING
  - 2 ASPHALT ROOF SHINGLES
  - 3 DARK GREY TO MATCH EXISTING
  - 3 WOOD BOARD SIDING- SAGE GREEN TO MATCH EXISTING
  - 4 SAGE GREEN WOOD SHAKES WALL CLADDING
  - 5 WHITE COLOUR BOARD & BATTEN SIDING
  - 6 WINDOW PLANTER
  - 7 DECORATIVE ROOF VENT
- WALL LIGHTING FIXTURE (DOWNWARD FACING)
- ADDRESS LIGHTING FIXTURE (DOWNWARD FACING)

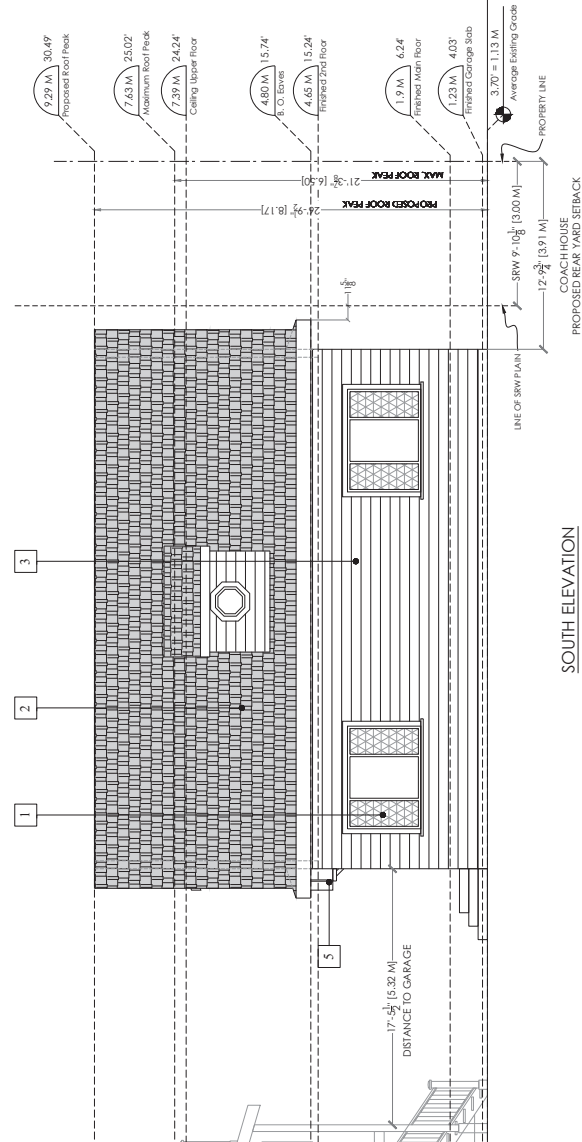
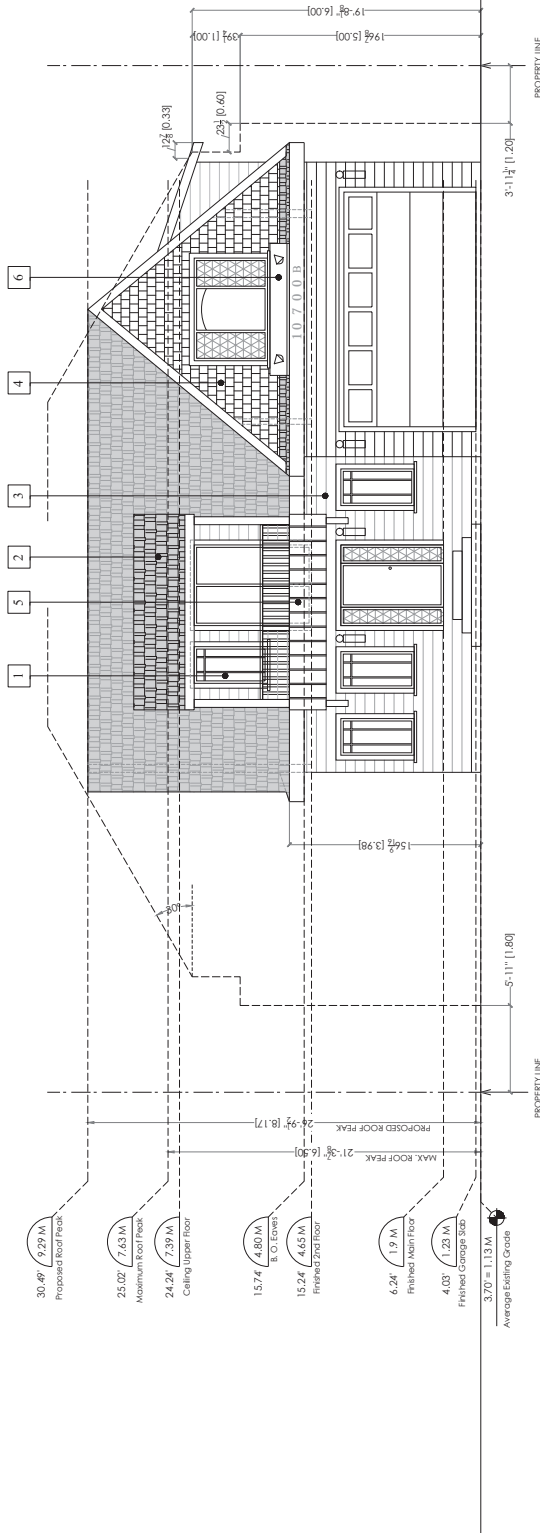
**aid DESIGN**  
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# 29-7250 - 144th Street, Surrey, BC  
604-771-4018 samtoma@aidco.com  
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Notes: THESE PLANS ARE DESIGNED IN ACCORDANCE WITH CURRENT BC BUILDING CODES	
Issued:	FOR REVIEW
Project: NEW GARAGE & COACH HOUSE ADDITIONS	
Civic Address: 10700 RAILWAY AVENUE, RICHMOND, BC	
Legal Description: LOT 76 SECTION 56 BLK 4N 067W	
WEST & SOUTH ELEVATIONS Scale - $\frac{1}{4}" = 1'$	

Date: June 22, 2022	
Drawings #	
A4	



- |   |  |
|---|--|
| 1 | BLACK WOOD FRAME WINDOW W/ 4" WHITE TRIM TO MATCH EXISTING |
| 2 | ASPHALT ROOF SHINGLES DARK GRAY TO MATCH EXISTING          |
| 3 | WOOD BOARD SIDING - SAGE GREEN TO MATCH EXISTING           |
| 4 | SAGE GREEN WOOD SHAKES WALL CLADDING                       |
| 5 | WHITE COLOUR BOARD & BATTEN SIDING                         |
| 6 | WINDOW PLANTER   |
| 7 | DECORATIVE ROOF VENT                                       |

- WALL LIGHTING FIXTURE (DOWNWARD FACING)
- ADDRESS LIGHTING FIXTURE (DOWNWARD FACING)



W 29 - 7250 - 144th Street, Surrey, BC  
14-771-4018 [sams@msa@yahoo.com](mailto:sams@msa@yahoo.com)

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# CNCL - 166

**Notes:**  
THESE PLANS ARE DESIGNED IN  
ACCORDANCE WITH CURRENT BC  
BUILDING CODES

Issued:  
FOR REVIEW

**Project:** NEW GARAGE & COACH HOUSE ADDITIONS

**Civic Address:**  
10700 RAILWAY AVENUE,  
RICHMOND, BC

**Legal Description:**

LOT 76  
SECTION 36  
BLK 4N RG7W

### EAST & NORTH ELEVATIONS

Scale -  $\frac{1}{4}" = 1'$


A5	Date: June 22, 2022
	Drawings #

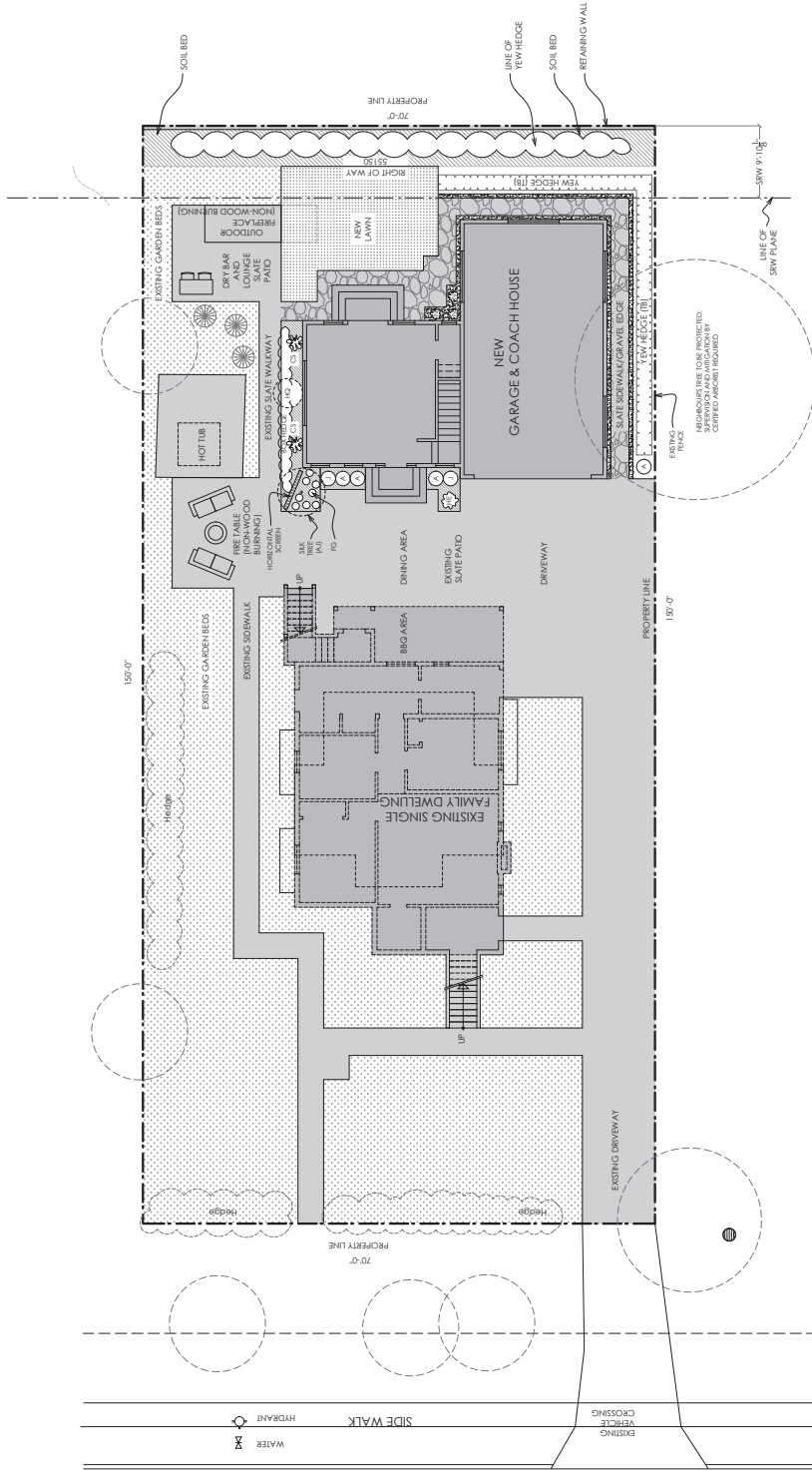
NORTH ELEVATION

COACH HOUSE  
PROPOSED REAR YARD SETBACK

ZONING: RS1 / E

TB	UPRIGHT YEW	(3 ft) x 60
AJ	MINOSA SILK TREE	(6-10 ft) x 1
FG	BLUE FESCUE GRASS	(#2 pot) x 8
HQ	OKALEA HYDRANGEA	(#1 5 pot) x 1
CS	ITALIAN CYPRESS	(#1 pot) x 2
BOX	DWARF BOXWOOD	(#2 pot) x 24
A	EVERGREEN AZALEA	(#2 pot) x 4
N	DWARF NANDINA	(#2 pot) x 3
J	JUNIPER	(#1 ft) x 2
HE	PURPLE CORAL BELLS	(#2 pot) x 5

REFER TO COST ESTIMATE PROVIDED BY JAN SHORT OF  
GREENSPACE DESIGNS LTD. PLANTS AND LABOUR INSTALL \$5,600



# 29 - 7250 - 144th Street, Surrey, BC  
604-771-4018 sams10ma@yahoo.com

Scale -  $\frac{1''}{8'}$  = 1'

					A1.6	
					Date: June 22, 2022	
					Drawings #	

City of Richmond, British Columbia, Canada

> [Home](#) > [Planning, Building & Development](#) > [Planning & Zoning](#) > [Heritage](#) > [Online Heritage Inventory](#) > Location Details

## ONLINE HERITAGE INVENTORY

# R.G. Ransford House

## General Information

**Type of Resource:** Building

**Common Name:** Ransford House

**Address:** 10700 Railway Avenue

**Neighbourhood (Planning Area Name):** Steveston

**Construction Date:** c. 1931

**Current Owner:** Private

**Designated:** No



[Click to see full image](#)

## Statement of Significance

### Description of Site

The house at 10700 Railway Avenue is a two-storey, rectangular, Craftsmen inspired farmhouse bungalow, with a side gable roof, hipped gable front dormer, and modest proportions. It is oriented towards the major thoroughfare of Railway Avenue and has a detached garage of the same style and era.

### Statement of Values

Constructed between 1931 and 1936, the house at 10700 Railway Avenue evokes a sense of place reminiscent of a time in Richmond's history when the construction of modest farmhouses and the aspirations of the middle class were creating new and distinct neighbourhoods in Richmond. Originally located on a large tract of farmland at the corner of Steveston Highway and Railway Avenue, and oriented towards Railway Avenue the B.C. Electric Railway, and Branscombe Station, the house reflects the historical pre-World War I small-lot residential subdivision occurring in parts of the municipality.

The house and garage structures are important as the last traces of the original agricultural pattern prevalent in West Richmond in the early 20th century, and the transition from farming to residential land use. Both buildings are in their original locations while the surrounding lands have been subdivided, land uses changed, and characteristic internal circulation patterns have been developed.

The house has heritage value in its connection to Robert G. Ransford and the Ransford family's



commitment to their community through both politics and business enterprise. It also represents a connection to the small-scale agricultural pursuits of modest farming families in the 1930s and 1940s, as well as a connection to the fishing industry which was so important to the Steveston community. Now becoming rare, the house is a good representative example of a Craftsman-influenced bungalow, a housing type both compact and convenient, that became popular in Richmond in the first decades of the twentieth century. The house represents the modest and hard working farming and fishing families in Richmond, at a time when the Arts and Crafts movement was making good design available to the middle class. The two storey, rectangular form of the building moderately pitched gable roof, dormer windows and decorative leaded glazing reflect these Craftsman origins.

## Character Defining Elements

- Its setting, which still retains traces of mature trees and the original subdivision layout
- Its location of the house in Steveston, and its proximity to Steveston Townsite which reflects its agricultural roots and the settlement patterns in Steveston, its relationship to Steveston Highway and Railway Avenue, and its proximity to the B.C. Electric Railway route and, originally, Branscombe Station
- The setback of the building from the street, which recognizes its original context of farmhouse with open fields and agriculturally related buildings to the rear
- The rectangular form, horizontal massing and modest scale of the house that reflect both its Craftsman influenced style and its small farmhouse origins
- Wood construction as expressed by its wood frame and exterior cladding of horizontal lapped siding above and cedar shingles below
- Decorative elements that reflect the Craftsman style, including wide painted fascia boards and scrolled brackets below the shed dormers
- The roof, which is a moderately pitched side gable overall transitioning to a shed roof at the rear and with a shed roof with hipped porch overhang on the front façade
- Numerous dormer windows, including a prominent hipped roof dormer on the front façade, and shed dormers on the two side façades and the rear roof
- The two offset right brick chimneys
- Window fenestration, which is symmetrical on the front façade, asymmetrical on the remaining facades, and which indicate the interior layout of the house
- Mix of decorative window styles, which include vertical casement, two sashes, 1/1 with vertical leaded glass pattern; horizontal casement, one sash with diamond leaded glass pattern; and casement windows with one pane and sidelights with diamond leaded glass pattern
- Molded trim around the windows
- Landscape features including mature trees, detached garage and front hedge

## History

The house at 10700 Railway Avenue is a two-storey, rectangular, Craftsmen inspired farmhouse bungalow, with a side gable roof, hipped gable front dormer, and modest proportions. It is oriented towards the major thoroughfare of Railway Avenue and has a detached garage of the same style and era.

## Architectural Significance

### Architectural Style

Craftsman influenced bungalow

### Building Type

Domestic

### Name of Architect or Builder

James Spargo, carpenter

### Design Features

The house is rectangular in plan with a concrete foundation. The roof is a side gable with a hipped roof dormer on the front façade, and which transitions to a shed roof extension at the rear. The house is symmetrical from the front, with windows spaced equally on either side of the hipped porch roof, and one centred above; the front door has been realigned which interrupts the symmetry of the front façade. The north façade has two symmetrically spaced shed dormers, each with a horizontal window, with a vertical casement centred above. The south façade has a concrete enclosed brick chimney with one vertical window on each side and a shed dormer with horizontal double hung, wooden sash window. All of the windows except for the wooden sash window have decorative leaded glass detailing, in diamond or vertical patterns. The windows in the front façade are horizontal with diamond patterned leaded glass sidelights.

The building cladding is horizontal lapped siding on the first floor, with a course of cedar shingles below. The roof cover is asphalt shingles, presumably covering original cedar shingles. It is painted grey-green with white black and white trim.

### Construction Method

Wood frame construction

## Landscape Significance

### Landscape Element

While the shrub planting and garden structures surrounding the house are recent, the place exhibits traces of its early roots, including mature trees to the rear and traces of agricultural structures including the detached garage and small shed on a neighbouring lot.

## Integrity

### Alterations

The house is virtually the same in appearance on the exterior as when it was first built, with the exception of the front staircase and vestibule which were re-aligned and enclosed in the late 1950s and

the addition of a rear sun deck. The rear garage was built the same time as the house. The roof line of that building was modified in the 1980s to accommodate the suite. Both buildings are in their original locations.

While the interior of the house has not been investigated, it is known that the original hardwood floors remain.

The house retains much of its original character, and alterations are considered to be minor.

### Original Location

Yes

### Condition

The house is in very good condition.

### Lost

No

## Documentation

### Evaluated By

Denise Cook, BLA, PBD (Public History)

### Date

Friday, October 28, 2005

### Documentation

Personal Communication with Bob Ransford, October 2005

"Robert Gilbert Ransford 1912-1985", City of Richmond Archives Biography Files

City of Richmond Archives Reference Files, Heritage Buildings

Historical airphotos from the Geographic Information Centre, UBC

British Columbia Directories

Waterworks Atlas 1936, CRA

History of Canadian Architecture, Hal Kalman

"Steveston Recollections, the History of a Village" at [www.virtualmuseum.ca/](http://www.virtualmuseum.ca/)

Steveston Cannery Row by Mitsuo Yesaki/Harold and Kathy Steves

Richmond, Child of the Fraser by Leslie J. Ross 1979

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Hours: 8:15 am to 5:00 pm, Monday to Friday. Tel: 604-276-4000

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**TOPOGRAPHIC SURVEY OF LOT 76**  
**SECTION 36 BLOCK 4 NORTH RANGE 7 WEST**  
**NEW WESTMINSTER DISTRICT PLAN 26017**

#10700 RAILWAY AVENUE,  
 RICHMOND, B.C.  
 P.I.D. 008-796-700

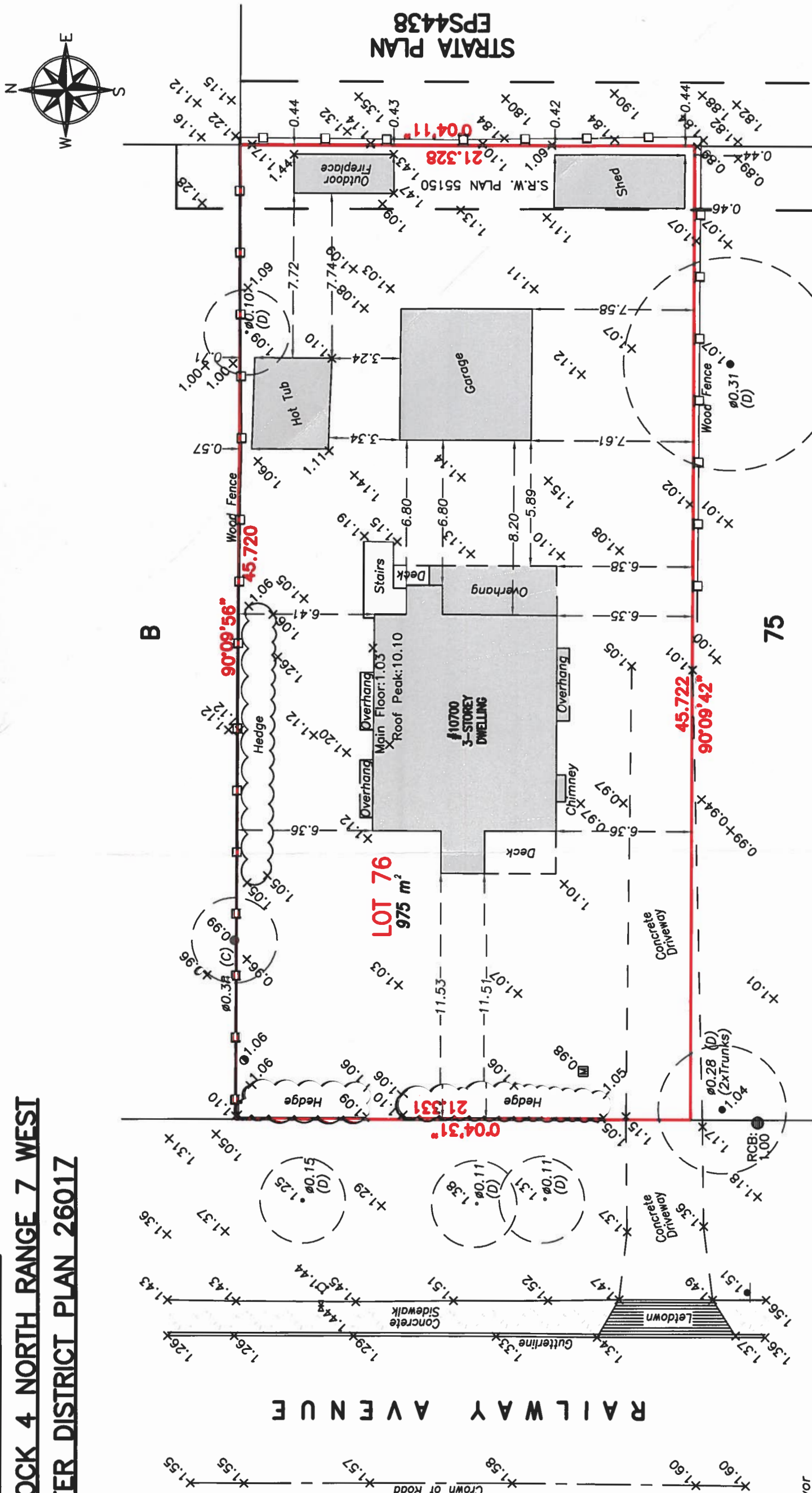
Nail in aluminum  
 Tag #3354  
 Site Benchmark  
 Elevation: 1.71m

CNCL - 173

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 J. C. Tam and Associates  
 Canada and B.C. Land Surveyor  
 115 - 8833 Odlin Crescent  
 Richmond, B.C. V6X 3Z7  
 Telephone: (604) 214-8928  
 Fax: (604) 214-8929  
 E-mail: office@jctam.com  
 Website: www.jctam.com  
 Job No. 7507  
 FB-387  
 Drawn By: WK

**DWG No. 7507-Topo**

**NOTE:**  
 Use site Benchmark Tag #3354 for  
 construction elevation control.



- LEGEND:**
- (c) denotes conifer
  - (d) denotes deciduous
  - denotes round catch basin
  - ⊠ denotes water valve
  - ⊞ denotes water meter
  - ⊕ denotes fire hydrant
  - ⊖ denotes sign
  - ⊙ denotes power post

**SCALE: 1:200**



ALL DISTANCES ARE IN METRES AND DECIMALS  
 THEREOF UNLESS OTHERWISE INDICATED

**CERTIFIED CORRECT:**  
 LOT DIMENSION ACCORDING TO  
 FIELD SURVEY.

*[Signature]*  
 JOHNSON C. TAM, B.C.L.S., C.L.S.

**JUNE 25th, 2020.**

**STRA TA PLAN**  
 EPS4438



# City of Richmond

# Policy Manual

Page 1 of 2

Adopted by Council: October 16, 1989  
 Amended by Council: August 17, 1992  
 Lassam Rd. Adopted by Council: August 21, 1995

**POLICY 5420**

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 36-4-7

**POLICY 5420:**

The following policy establishes lot sizes for the area, bounded by **Steveston Highway, Railway Avenue, Williams Road and the rear of the properties located along No. 2 Rd.** in Section 36-4-7:

That properties within the area bounded by Steveston Highway, Railway Avenue, Williams Road and the rear property lines of the properties located along No. 2 Rd. (Section 36-4-7), be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1/B) in Zoning and Development Bylaw 5300, with the following provisions:

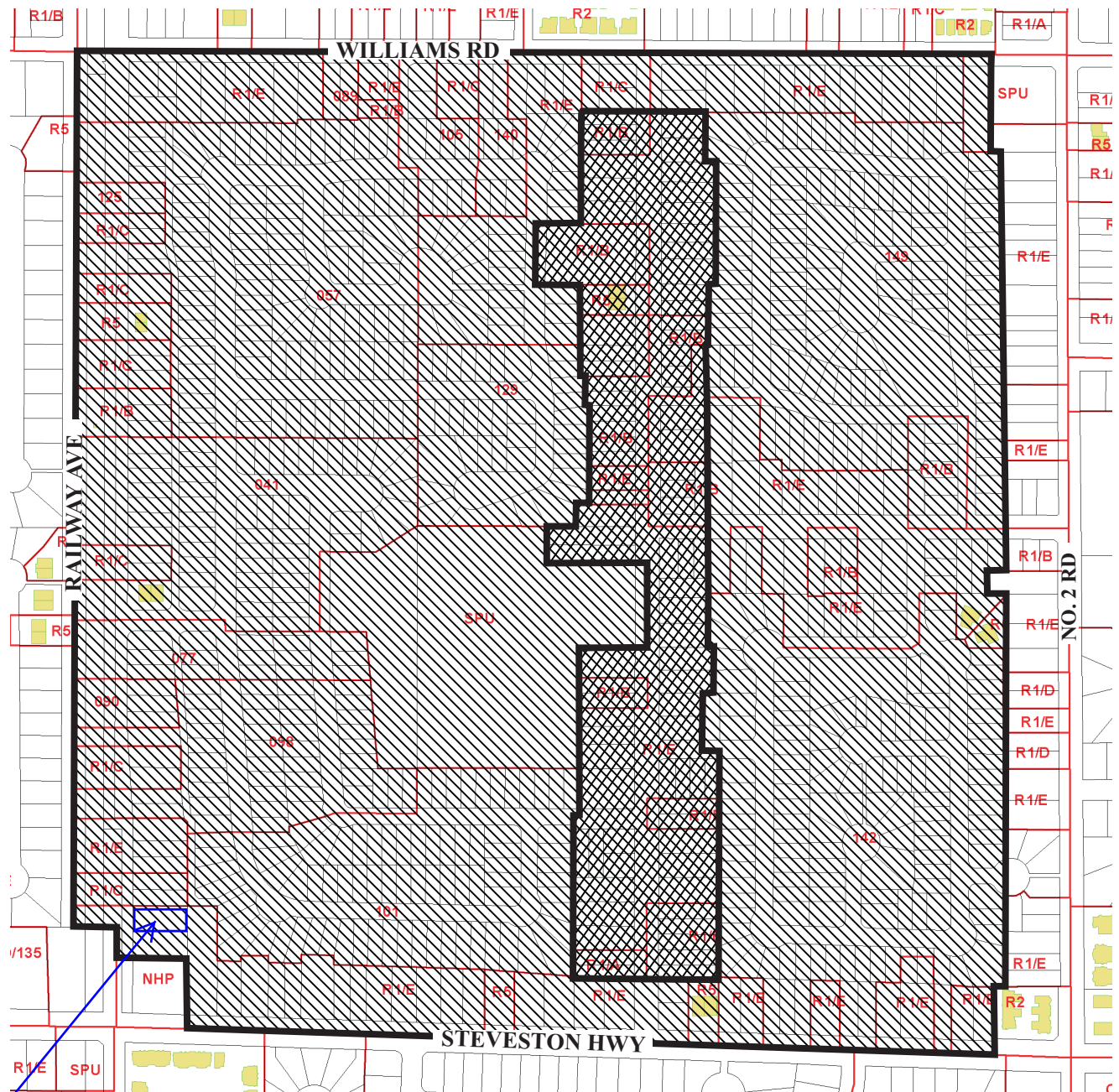
- (a) If there is no lane or internal road access, then properties along Railway Avenue and Steveston Highway will be restricted to Single-Family Housing District (R1/E);
- (b) Properties along Williams Road will be permitted Single-Family Housing District (R1/C) unless there is lane or internal road access in which case Single-Family Housing District (R1/B) will be allowed;
- (c) The Policy for the properties along Lassam Rd. (as cross-hatched on the attached map) was adopted on August 21, 1995;

and that this policy, as shown on the accompanying plan, be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.

**Note:** Council adopted the above noted Single-Family Lot Size Policy, with an amendment clarifying that the western boundary of the policy area is the middle of Railway Avenue.

**Note:** There are two adoption dates for two separate portions of Policy 5420.





Subject  
Site



Subdivision permitted as per **R1/B** (date of adoption 08/21/95).



Subdivision permitted as per **R1/B** (date of adoption 10/16/89).

1. Williams Road - R1/C unless there is a lane or internal access then R1/B
2. Railway Avenue & Steveston Highway - R1/E unless there is lane or internal access then R1/B.



# Policy 5420 Section 36-4-7

Adopted Date: 10/16/89  
Amended Date: 08/17/92  
Lassam Rd.  
Adopted Date: 08/21/95  
Note: Dimensions are in METRES

**Lussier,Cynthia**

---

**From:** Bob Ransford <bobransford@telus.net>  
**Sent:** September 9, 2021 4:50 PM  
**To:** Lussier,Cynthia  
**Cc:** lkinney@mlkproperties.ca  
**Subject:** Re: HA 20-907706 at 10700 Railway Avenue

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

I am the owner of a residential property at 10720 Railway Avenue, immediately adjacent to and south of the subject property.

I have been made aware of a pending application to the City of Richmond for a Heritage Revitalization Agreement between the City and the owner of the subject property that will permit development on the property of an infill cottage residence and parking garage. I have reviewed schematic architectural drawings for the infill residence. I'm also led to understand that this Heritage Revitalization Agreement will require the property owner to designate as Heritage, pursuant to the Heritage Conservation Act and/or the Local Government Act, the existing 1930s era residential building that is identified on Richmond's Heritage Inventory.

Given these facts as I understand them, I have no objection to the City of Richmond approving a Heritage Revitalization Agreement for the subject property.

Thank you for your attention to this matter.

Bob Ransford  
1- 866-824-8337  
sent from my iPhone

**From:** [Julia Tian](#)  
**To:** [DevApps](#)  
**Subject:** Disagreement on 10700 RAILWAY AVENUE RENOVATION NO.HA20-907706  
**Date:** March 16, 2022 2:34:23 PM

---

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Dear Sir or Madam,

This is Julia, the owner of unit 9- 5071 Steveston Hwy, Richmond, BC V7E 2K5. The new revitalization address is right beside my property. The proposed building is too high which would hinder all the sunlight into my house. Also our privacy will largely be influenced. I am writing to request your further adjustment.

Thank you for your consideration. Looking forward to hearing from you soon.

Kind Regards,  
Julia



**Heritage Revitalization Agreement  
(10700 Railway Avenue) Bylaw No. 10386  
(HA 20-907706)**

Whereas:

- A. The Council of the City of Richmond (“Council”) may by by-law pursuant to Part 15 of the *Local Government Act*, R.S.B.C. 2015, Chapter 1, as may be amended from time to time, enter into a heritage revitalization agreement with the owner of heritage property;
- B. Council has identified R.G. Ransford House (the “Heritage Building”) located at 10700 Railway Avenue, legally described as:  
P.I.D. 008-796-700  
Lot 76 Section 36 Block 4 North Range 7 West  
New Westminster District Plan 26017  
(the “Lands”),  
as a heritage property which has heritage value and heritage character, and ought to be conserved, and has listed it on the City of Richmond’s Heritage Inventory;
- C. The owner of the Lands and the City of Richmond (the “City”) have agreed on the nature, character and extent of the heritage value and heritage character of the Heritage Building and the Lands and on the nature, extent and form of conservation necessary to protect the heritage value and heritage character of the Heritage Building and the Lands;
- D. Council agrees that the Heritage Building has sufficient heritage value to justify its conservation through variance of certain bylaws; and
- E. The owner of the Lands has agreed to conserve the Heritage Building in good repair and appearance in accordance with, and to build a detached garage and coach house on the Lands in accordance with the development guidelines as set out in, a heritage revitalization agreement;

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

- 1. The City is authorized to enter into a Heritage Revitalization Agreement in respect of the Lands, substantially in the form set out as Schedule “A” attached to and forming part of this Bylaw (the “Heritage Revitalization Agreement”).
- 2. The Mayor and City Clerk are authorized to sign the Heritage Revitalization Agreement and attend to the registration of a notice on title to the Lands.

3. This Bylaw may be cited as “Heritage Revitalization Agreement (10700 Railway Avenue) Bylaw No. 10386”.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

ADOPTED

_____
_____
_____
_____
_____

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

**Schedule “A” to Bylaw 10386**  
(Section 610, *Local Government Act*)

**HERITAGE REVITALIZATION AGREEMENT**

**THIS AGREEMENT** is dated for reference \_\_\_\_\_, 2022,

**BETWEEN:**

**ARI PAULUS BURSTEIN**  
10700 Railway Avenue  
Richmond, British Columbia, V7E 2B8  
  
(the “**Owner**”)

**AND:**

**CITY OF RICHMOND**, a municipal corporation pursuant to the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1  
  
(the “**City**”)

**WHEREAS:**

- A. The Owner is the registered and beneficial owner of certain lands and premises located at 10700 Railway Avenue within the City of Richmond, British Columbia, and legally described as:
- P.I.D. 008-796-700  
Lot 76 Section 36 Block 4 North Range 7 West New Westminster District Plan 26017  
(the “**Lands**”);
- B. The residential building known as the R.G. Ransford House (the “**Heritage Building**”) is situated on the Lands;
- C. The City and the Owner agree that the Heritage Building has *heritage value* and *heritage character* and should be conserved;
- D. The Heritage Building is listed on Richmond’s Heritage Inventory;
- E. The improvements or features on the Lands which have *heritage value* and *heritage character* which both the Owner and the City desire to conserve have been described by text, photographs, plans, and drawings attached to this Agreement as Appendix “A” (the “**Conservation Plan**”);



- F. The Owner and the City wish to, *inter alia*, preserve and protect the heritage value of the Heritage Building, and to provide certain variances to Richmond Zoning Bylaw 8500 to allow for the development of a detached garage and coach house the Lands, on the terms and conditions more particularly set out in this Agreement;
- G. Section 610 of the *Local Government Act* authorizes a local government to enter into a Heritage Revitalization Agreement with the owner of a heritage property, and to allow variations of, and supplements to, the provisions of a bylaw or a permit issued under Part 14 or Part 15 of the *Local Government Act*; and
- H. The Owner and the City have agreed to enter into this Heritage Revitalization Agreement setting out the terms and conditions by which the heritage value of the Heritage Building is to be preserved and protected, in return for specified supplements and variances to City bylaws;

NOW THEREFORE THIS AGREEMENT is evidence that in consideration of the sum of ten (\$10.00) dollars now paid by the Owner to the City, and for other good and valuable consideration (the receipt of which is hereby acknowledged) the Owner and the City each covenant with the other, pursuant to Section 610 of the *Local Government Act*, as follows:

### 1. Development of Garage and Coach House on Lands

- a. The Owner wishes to retain the Heritage Building and to develop a new detached garage and secondary dwelling on the Lands in the form of a coach house (together, the “**Garage and Coach House**”), which will require variation of certain provisions of Richmond Zoning Bylaw 8500.
- b. The Owner covenants and agrees that the construction of the proposed Garage and Coach House shall comply substantially with the plans attached hereto as Appendix “C” (the “**Plans**”). It is understood that the City may approve minor amendments to or variations from the Plans, provided that such variations or amendments do not fundamentally alter the design objectives of the Plans or the variances to the Richmond Zoning Bylaw 8500 set out in Appendix “B”.
- c. Prior to construction of the Garage and Coach House, and no later than six (6) months following the execution of this Agreement by both parties, the Owner covenants and agrees to:
  - i. Pay to the City funds in the amount of \$5,600.00 in the form of bank draft or letter of credit to secure the completion and survival of the landscaping shown in the landscape plan attached hereto as Appendix “D” and to execute a landscape security agreement satisfactory to the City;
  - ii. Register against title to the Lands a covenant satisfactory to the City to ensure that the coach house cannot be stratified;
  - iii. Register against title to the Lands a flood covenant satisfactory to the City; and

- iv. Register against title to the Lands a covenant requiring there to be turn-around space provided on the Lands such that vehicles do not need to back out onto Railway Avenue.

## **2. Conservation of Heritage Building**

- a. The Owner shall complete the restoration, renovation and conservation of the Heritage Building (the “**Work**”) in accordance with approved architectural drawings, plans, and specifications as set out in the Conservation Plan. To the extent that the text, photographs, plans and drawings constituting the Conservation Plan require interpretation, the City shall be, in the first instance, the interpreter of the Conservation Plan and shall determine the matter.
- b. The Conservation Plan includes the following sections:
  - i. Part 1 through Part 6 of the Conservation Plan identifies, details, and describes the character, extent and nature of the improvements and features on the Lands that have heritage value and heritage character.
  - ii. Part 7 of the Conservation Plan provides a brief summary of the resource, and Part 8 describes the current condition of the resource and describes the proposed conservation strategies.
  - iii. Parts 9 and 10 describes the plans and specifications for restoration, rehabilitation, replication, repair, replacement or maintenance to be undertaken and completed pursuant to this agreement.
  - iv. The Conservation Plan includes elevations and plans that provide further detail of the Work, research resources used and historic information.
- c. Prior to commencement of the Work, the Owner shall obtain from the City all necessary permits and licenses.
- d. The Work shall be done at the Owner’s sole expense in accordance with generally accepted engineering, architectural, and heritage conservation practices. If any conflict or ambiguity arises in the interpretation of the Conservation Plan, the parties agree that the conflict or ambiguity shall be resolved in accordance with the “Standards and Guidelines for the Conservation of Historic Places in Canada”, published by Parks Canada in 2010.

## **3. Construction and Maintenance**

Wherever under this Agreement the Owner relocates, restores, rehabilitates, replicates, repairs, replaces, maintains or in any way alters improvements on or features of the Lands identified in the Conservation Plan as having *heritage value* and/or *heritage character* or constructs or maintains other works to protect or conserve such improvements or features, all such work shall be done at the Owner’s sole expense strictly in accordance with the Conservation Plan and as agreed by the City in writing and all improvements or

features shall be diligently and continuously maintained in good repair and efficient operating condition by the Owner at the Owner's sole expense in accordance with good engineering, design, heritage and conservation practice. The Owner shall maintain the Heritage Building and frontage of the Lands in good appearance and repair during the conservation process, including the Work, and the construction of the Garage and Coach House and shall not allow unsightly materials or debris to accumulate.

#### **4. Timing and Phasing of Restoration**

The Owner shall commence and complete all actions required for the completion of the Work, if any, as set out in the Conservation Plan in Appendix "A", within three (3) years following the execution of this Agreement.

#### **5. Owner's Obligation to Maintain**

- a. No improvements on the Lands identified in the Conservation Plan as having *heritage value* or *heritage character* shall be altered, including alterations required or authorized by this Agreement, except as agreed to in writing by the City and subject to a heritage alteration permit.
- b. All improvements identified in the Conservation Plan as having *heritage value* or *heritage character* shall be maintained to the minimum standards and in accordance with the guidelines and requirements set out in the Conservation Plan.

#### **6. Reasonable Care and Risk**

The Owner shall at all times, in complying with the restrictions or requirements of the Agreement, take reasonable care not to injure any person or cause or allow damage to any property, and shall take reasonable care not to cause, suffer, permit, or allow any condition to exist that might reasonably lead to, cause, or result in injury to any person or property including persons and property on adjacent lands. It shall be the sole responsibility of the Owner to comply and maintain compliance with the restrictions and requirements in a safe manner, and without reasonably foreseeable risk to person or property. Compliance with the restrictions and requirements in this Agreement shall be at the sole and exclusive risk and cost of the Owner.

#### **7. Modification**

If, in fulfilling its responsibilities and obligations pursuant to this Agreement, the Owner perceives or becomes aware of any unreasonable risk of injury to persons or damage to property or other potential loss that cannot be reasonably avoided, alleviated, reduced, or eliminated except by measures that would be a breach of the restrictions or requirements of this Agreement, the Owner shall notify the City in writing of the nature and extent of the risk and of the measures proposed by the Owner to be undertaken at its sole cost to reduce, alleviate, avoid, or eliminate the risk. The risk shall remain with the Owner.

## **8. Variations to City's Zoning Bylaw**

Richmond Zoning Bylaw 8500 is varied and supplemented in its application to the Lands in the manner and to the extent provided and attached as Appendix "B".

## **9. Conformity with City Bylaws**

The Owner acknowledges and agrees that, except as expressly varied by this Agreement, any development or use of the Lands, including any construction, restoration and repairs of the Heritage Building, any demolition of the existing garage, and any construction, alteration, addition, renovation and repair of the Garage and Coach House, must comply with all applicable bylaws of the City.

## **10. Future Alterations Require New Heritage Alteration Permit**

- a. Following completion of the Work, if any, in accordance with this Agreement, the Owner shall not alter the *heritage character* or the exterior appearance of the Heritage Building, except as permitted by a heritage alteration permit issued by the City.
- b. The Owner acknowledges and agrees that, except as expressly varied by this Agreement, any development, subdivision, or use of the Lands will be at the discretion of the City, including City Council, the City's Chief Building Inspector, and the City's Approving Officer, and be subject to, and must comply with, all applicable federal, provincial, and municipal statutes, regulations, and bylaws, including without limitation, the *British Columbia Building Code*, the *Zoning Bylaw*, and all other City bylaws, regulations, and requirements.

## **11. Statutory Authority Retained**

Nothing contained or implied in this Agreement shall fetter in any way the discretion of the City or the Council of the City. Further, nothing contained or implied in this Agreement shall derogate from the obligation of the Owner under any other agreement with the City or, if the City so elects, prejudice or affect the City's rights, powers, duties or obligation in the exercise of its functions pursuant to the *Community Charter* or the *Local Government Act*, as amended or replaced from time to time, or act to fetter or otherwise affect the City's discretion, and the rights, powers, duties and obligations of the City under all public and private statutes, by-laws, orders and regulations, which may be, if the City so elects, as fully and effectively exercised in relation to the Lands as if this Agreement had not been executed and delivered by the Owner and the City, except for the variations to Richmond Zoning Bylaw 8500 set out herein.

## **12. Damage or Destruction of Heritage Building**

- a. If the Heritage Building is damaged, the Owner shall repair the damage in accordance with the standards and specifications contained in the Conservation Plan and Sections 2 and 3 herein and to restore the damaged portion or portions of the House to its original condition. The Owner is required to apply for and to hold

- a heritage alteration permit specifying the measures to be taken to restore the damaged portion or portions of the Heritage Building. The restoration of the House shall reflect the character-defining elements and design components.
- b. The Owner shall use their best efforts to commence and complete any repairs or reconstruction of the Heritage Building with reasonable dispatch.
  - c. In the event the Heritage Building is destroyed, the Owner of the Lands accepts the obligation to undertake all necessary construction to create a replica of the Heritage Building that is acceptable to the City in its sole discretion, unless otherwise required by Council. Council shall consider the input of the Richmond Heritage Commission in making their determination. The Owner is required to apply for and to hold a heritage alteration permit specifying the measures to be taken to restore the damaged or destroyed portion or portions of the Heritage Building. The construction of the replica of the Heritage Building shall reflect the character-defining elements and design components including, but not limited to: building massing, material, trim, moldings, porch, cladding, window style and placement, and location of entrances.

### **13. Heritage Building Vacant**

- a. If the Heritage Building becomes Vacant, the Owner of the Lands agrees to maintain the integrity and security of the building and site including but not limited to, on-site security, monitored security alarm system, perimeter fencing and lighting, and boarding of windows and doors. The Owner of the Lands agrees to advise the City of any periods during which the Heritage Building will be Vacant for 30 days or more, provide in writing a 24-hour emergency contact number and confirm the security measures are in place. If the Owner fails to secure the Heritage Building, the City may and is authorized to undertake the necessary works to secure the Heritage Building, and the cost shall be at the expense of the Owner and the City shall be at liberty to recover the costs in a like manner as City property taxes on the Lands, and any authorized agent of the City may enter the Lands with reasonable notice for the purpose of undertaking the necessary works to secure the Heritage Building and to conduct an inspection to determine that the security measures continue to be in place.
- b. For the purpose of this Section 13, “Vacant” means where the Heritage Buildings is substantially and consistently empty of occupants and personal property necessary to sustain normal occupancy for a period of more than 30 days, or where there are no longer any occupants consistently living in the Heritage Building and there is no set date for when occupant(s) will return to living in the property.

#### **14. Indemnity**

- a. The Owner hereby releases, indemnifies and saves the City, its officers, employees, elected officials, agents and assigns harmless from and against any and all actions, causes of action, losses, damages, costs, claims, debts and demands whatsoever by any person, arising out of or in any way due to the existence or effect of any of the restrictions or requirements in this Agreement, or the breach or non-performance by the Owner of any term or provision of this Agreement, or by reason of any work or action of the Owner in performance of its obligations under this Agreement or by reason of any wrongful act or omission, default, or negligence of the Owner.
- b. In no case shall the City be liable or responsible in any way for:
  - i. any personal injury, death or consequential damage of any nature whatsoever, howsoever caused, that be suffered or sustained by the Owner or by any other person who may be on the Land; or
  - ii. any loss or damage of any nature whatsoever, howsoever caused to the Land, or any improvements or personal property thereon belonging to the Owner or to any other person,

arising directly or indirectly from compliance with the restrictions and requirements in this Agreement, wrongful or negligent failure or omission to comply with the restrictions and requirements in this Agreement or refusal, omission or failure of the City to enforce or require compliance by the Owner with the restrictions or requirements in this Agreement or with any other term, condition, or provision of this Agreement.

#### **15. No Waiver**

No restrictions, requirements, or other provisions of this Agreement shall be deemed to have been waived by the City unless a written waiver signed by an officer of the City has first been obtained, and without limiting the generality of the foregoing, no condoning, excusing or overlooking by the City on previous occasions of any default, nor any previous written waiver, shall be taken to operate as a waiver by the City of any subsequent default or in any way defeat or affect the rights and remedies of the City.

#### **16. Inspection**

Without limiting the City's power of inspection conferred by statute and in addition to that power, the City may, at all reasonable times and upon reasonable notice to the Owner, enter onto the Lands from time to time for the purpose of ensuring that the Owner is fully observing and performing all of the restrictions and requirements in this Agreement to be observed and performed by the Owner, and carrying out all work in compliance with the requirements set out in the Agreement.



## 17. Enforcement of Agreement

- a. In addition to any remedies available to the City under the *Local Government Act*, if the Owner defaults in observing or performing any obligation under this Agreement, the Owner will rectify such default within thirty (30) days after receipt of notice from the City, except that if the Owner, by reason of the nature of the default, cannot in the opinion of the City, rectify such default within thirty (30) days, the Owner will have a further reasonable period to rectify so long as the Owner proceeds promptly and diligently. If the Owner fails to rectify such default within the permitted time period or if the City, in case of emergency, does not consider that it has time to deliver such notice, the City may rectify the default on the Owner's behalf, although the City will be under no obligation to do so. If any default by the Owner results in the need for the Owner to take positive action to rectify such default, the Owner will take such positive action as the City considers necessary, and if the Owner fail so do so, the City may apply to court for a mandatory injunction requiring the Owner take such action.
- b. The Owner will pay to the City on demand the aggregate of all the City's costs and expenses of rectifying any default of the Owner, plus a sum equal to 20% of those costs and expenses on account of the City's overhead, plus any other amounts the Owner may owe to the City from time to time pursuant to this Agreement. If the Owner does not pay the City within thirty (30) days after the date the Owner receives demand from the City, the arrears will bear interest from the date the demand to the date of payment at the Prime Rate (as defined below) plus 3% per annum, calculated and compounded monthly not in advance. If any amount due and owing by the Owner to the City pursuant to this Section 16 are unpaid on the 31st day of December in the year such amounts came due, the City may, without limiting the City's other remedies, add such amounts to the taxes payable in respect of the Lands as taxes in arrears.
- c. "**Prime Rate**" means the rate of interest equal to the floating interest rate established from time to time by the Scotiabank, 6300 No. 3 Road, Richmond, British Columbia, as the base rate that will be used to determine rates of interest charged by it for Canadian dollar loans to customers in Canada and designated by the Scotiabank as its prime rate.
- d. The Owner further acknowledges and agrees that in any action to enforce this Agreement in which any court determines that the position of the City will prevail, the City will be entitled to any court costs on a solicitor and client basis.

## 18. Alternative Remedies

Any performance by the City pursuant to a statutory right to perform the obligations of an Owner arising out of this Agreement may be exercised fully in accordance with the *Local Government Act* and the *Community Charter*, and shall be without prejudice to any and all other remedies at law and equity available to the City, and no reference in this

Agreement to, or exercise of any specific right or remedy by the City, shall preclude the City from exercising any other right or remedy.

## **19. Damages**

The Owner covenants and agrees that the measure of damages for any breach of the restrictions or requirements of this Agreement shall include, but shall not be limited to, the actual cost and expense of all administration, labour, materials, equipment, services and work required for all remedial acts necessary to fully restore, rehabilitate, repair, or maintain the building, structure, improvements on or features of the Lands having *heritage value* and/or *heritage character* to be protected, conserved, preserved, or kept in its natural state. The nature and extent of any breach of the said restrictions and requirements, and the nature and extent of any restoration, rehabilitation, replacement, maintenance, or remedial work or action of any nature required to remedy such breach shall be determined by the City by reference to the Conservation Plan, and sections 3 and 5 of this Agreement.

## **20. Successors Bound**

All restrictions, rights and liabilities herein imposed upon or given to the respective parties shall extend to and be binding upon their respective heirs, executors, administrators, successors and assigns.

## **21. Interpretation**

The following provisions apply to this Agreement:

- a. In this Agreement, "Owner" shall mean all registered owners of the Lands or subsequent registered owners of the Lands, as the context requires or permits;
- b. The headings in this Agreement are inserted for convenience only and shall not affect the interpretation of this Agreement or any of its provisions;
- c. The laws of British Columbia are to govern its interpretation and enforcement;
- d. Each of the City and Owner accepts the jurisdiction of the courts of British Columbia;
- e. Time is of the essence;
- f. If a court finds any provision invalid, illegal, or unenforceable, and severs it from the remainder of this Agreement, the remaining provisions are to remain in force and effect;
- g. Waiver of a default by the City or Owner or failure or delay by the City or Owner in exercising a right or remedy does not mean that the City or Owner waives any other default or that the City or Owner has waived its right to exercise such right or remedy;

- h. This Agreement represents the entire agreement between the City and Owner regarding the matters set out in this Agreement, and supersedes all prior agreements, letters of intent, or understandings about such matters;
- i. Any reference to a statute or bylaw is to the statute or bylaw and the regulations made pursuant thereto in force on the reference date, and to subsequent amendments to or replacements of the statute, bylaw, or regulations;
- j. All appendices to this Agreement are incorporated into and form part of this Agreement;
- k. If the Owner consists of more than one person, firm, or corporation, the Owner obligations under this Agreement shall be joint and several;
- l. Whenever the singular or masculine or neuter is used in this Agreement, the same shall be construed to mean the plural or feminine or body corporate where the context so requires; and
- m. No amendment or modification is to have any force or effect unless the City and the Owner have signed.

## 22. Notice

Any notice to be given under this Agreement shall be in writing and may be either delivered personally or sent prepaid mail or facsimile and if so mailed shall be deemed to have been given five (5) days following the date upon which it was mailed and on the following business day after transmission if sent by facsimile. The address of the parties for the purpose of notice shall be:

- a. To the City:

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

Attention: City Clerk  
Fax: 604-276-5139

with a copy to the General Manager, Planning and Development and to the City Solicitor; and

- b. To the Owner, to the address as set out on the title for the Lands,

or to such other address or fax number as any party may in writing advise. If title to the Lands is transferred to a new Owner, the new Owner shall provide notice in writing to the City within fifteen (15) days of such a transfer providing the name of the new Owner, the contact for notice if it is different than the Owner and the new address to which notices are to be sent.

**23. Counterparts**

This Agreement may be signed by the parties hereto in counterparts and by facsimile or pdf email transmission, each such counterpart, facsimile or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument.

*(The Remainder of this Page is Intentionally Blank)*

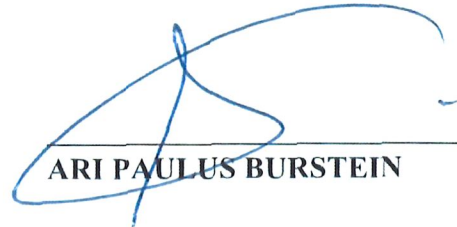
IN WITNESS WHEREOF the Owner and the City have executed this Agreement as of the date written above.

Signed, Sealed and Delivered in the )  
presence of: )

Duncan Bohlmann )  
Name )

417 E 48th Ave, Vancouver, V5W 2E6 )  
Address )

Civil Engineer )  
Occupation )

  
ARI PAULUS BURSTEIN

CITY OF RICHMOND, by its authorized )  
signatories: )

Malcom D. Brodie, Mayor )

Claudia Jesson, Corporate Officer )

CITY OF RICHMOND
APPROVED for content by originating dept.
Legal Advice
DATE OF COUNCIL APPROVAL (if applicable)

**APPENDIX A**  
**CONSERVATION PLAN**

(see attached.)

## Ransford House

10700 Railway Avenue, Richmond, British Columbia



### HERITAGE CONSERVATION PLAN

March 2020  
Updated May 2022

**Schueck**  
HERITAGE CONSULTING   
[julie@schueckconsulting.com](mailto:julie@schueckconsulting.com)



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## 1.0 Introduction

The subject site is located at 10700 Railway Avenue in Richmond, BC. It is situated on the east side of Railway Avenue, close to the intersection of Railway Avenue and Steveston Highway, in the neighbourhood of Steveston. Constructed circa 1932, the primary building is a single-family house, behind which is a garage from the same era. The site is being considered for a Heritage Revitalization Agreement which, if approved by Council, would allow for habitable space in the new garage. The main dwelling (the Ransford House) would retain its current location and size and is being respectfully restored and rehabilitated as part of the overall project scope.



## 2.0 Report Scope

The intent of this Heritage Conservation Plan is to provide guidance for the rehabilitation of the exterior of the R.G. Ransford House in accordance with the "Standards and Guidelines for the Conservation of Historic Places in Canada"<sup>1</sup> (*Standards and Guidelines*). A detailed approach to the restoration, repair and/or replacement of each character defining element is provided, as well as a general maintenance schedule.

A Heritage Conservation Plan also includes a Statement of Significance (SOS), which describes why the place, in this case a building, has heritage significance. An SOS is a values-based assessment that considers any aesthetic, cultural, historic, scientific, social and/or spiritual importance of a place. It also identifies the specific elements of the building that should be retained in order for the heritage significance to remain.

A site visit was conducted on November 6, 2019 at which point the building was visually assessed and photographed, the general condition of the building and the overall project was discussed.

Photographs included in this report are by the report author unless otherwise indicated.

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<sup>1</sup> The *Standards and Guidelines for the Conservation of Historic Places in Canada* is a consistent, pan-Canadian set of conservation principles and guidelines that provides sound, practical guidance to achieve good conservation practice. *The Standards and Guidelines for the Conservation of Historic Places in Canada*, Second Edition, 2010 [www.historicplaces.ca](http://www.historicplaces.ca)



### 3.0 Definitions

The heritage conservation approach to an historic place first requires an understanding of why that place is important. As part of this understanding, there are some key definitions, taken from the *Standards and Guidelines*, that are helpful to know, and which are used in this report.

**Conservation:** all actions or processes that are aimed at safeguarding the character-defining elements of an historic place so as to retain its heritage value and extend its physical life. This may involve Preservation, Rehabilitation, Restoration, or a combination of these actions or processes.

**Preservation:** the action or process of protecting, maintaining, and/or stabilizing the existing materials, form, and integrity of an historic place, or of an individual component, while protecting its heritage value.

**Rehabilitation:** the action or process of making possible a continuing or compatible contemporary use of an historic place, or an individual component, while protecting its heritage value.

**Restoration:** the action or process of accurately revealing, recovering or representing the state of an historic place, or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

**Replication:** the action of copying exactly a particular element or building and replacing the original with it (this action is not defined in the *Standards and Guidelines* but is included here as this action may form part of the work carried out on this building).

**Historic Place:** a structure, building, group of buildings, district, landscape, archaeological site or other place in Canada that has been formally recognized for its heritage value.

**Heritage Conservation Plan:** a document that provides direction in the heritage conservation of a place, with guidance on specific elements of the place - often forms part of the legal documentation for a Heritage Revitalization Agreement.

**Statement of Significance:** a statement that describes the historic place and that identifies the heritage value and character-defining elements of the historic place.

**Character-defining Element:** the materials, forms, location, spatial configurations, uses and cultural associations or meanings that contribute to the heritage value of an historic place, which must be retained to preserve its heritage value.

**Heritage Value:** the aesthetic, historic, scientific, cultural, social or spiritual importance or significance for past, present and future generations. The heritage value of an historic place is embodied in its character-defining materials, forms, location, spatial configurations, uses and cultural associations or meanings.

The following definitions of heritage value are quoted directly from the "Canadian Register of Historic Places: Writing Statements of Significance" guide<sup>2</sup>:

**Aesthetic** value refers to the sensory qualities of a historic place (seeing, hearing, touching, smelling and tasting) in the context of broader categories of design and tradition. A place may have aesthetic significance because it evokes a positive sensory response, or because it epitomizes a defined architectural style or landscape concept. Visual aesthetic value is typically expressed through form, colour, texture or materials. It is possible for historic places to have other aesthetic values as well, such as auditory ones. Historic places with aesthetic significance may reflect a particular style or period of construction or craftsmanship, or represent the work of a well-known architect, planner, engineer or builder.

**Historical and Cultural** values are sometimes combined and refer to the associations that a place has with past events and historical themes, as well as its capacity to evoke a way of life or a memory of the past. Historical or cultural value may lie in the age of a heritage district, its association with important events, activities, people or traditions; its role in the development of a community, region, province, territory or nation; or its patterns of use. Historical or cultural value can lie in natural or ecological features of the place, as well as in built features.

**Scientific** value refers to the capacity of a historic place to provide evidence that can advance our understanding and appreciation of a culture. The evidence is found in the form, materials, design and/or experience of the place. Scientific value can derive from various factors, such as age, quality, completeness, complexity or rarity. Scientific value may also be present when the place itself supplements other types of evidence such as written sources, as in archaeological sites.

**Social** value considers the meanings attached to a place by a community in the present time. It differs from historical or cultural value in that the value may not have an obvious basis in history or tradition and relates almost entirely to the present time. Social value may be ascribed to places that perform a key role within communities, support community activities or traditions, or contribute to the community's sense of identity. Places with social value include sites that bring the community together and create a sense of shared identity and belonging.

**Spiritual** value is ascribed to places with religious or spiritual meanings for a community or a group of people. Sacred and spiritual places could include places of mythological significance, landscape features associated with myth and legends, burial sites, rock cairns and alignments, fasting/vision quest sites etc., places representing particular belief system(s) or places associated with sacred traditions, ceremonial practices or rituals of a community/group of people.

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<sup>2</sup> Historic Places Program Branch, "Canadian Register of Historic Places: Writing Statements of Significance," Parks Canada, November 2006, pp. 12-13.



#### 4.0 Location and Site Context

The subject property (identified on the map below with a red rectangle) is located at 10700 Railway Avenue, near the intersection of Railway Avenue and Steveston Highway, in the Steveston neighbourhood of Richmond, British Columbia. Across the street is a wide right-of-way and pedestrian walking/cycling path. There are single-family detached houses on either side of the property and behind it. At the corner is a commercial property (currently a restaurant and liquor store).



The property is not protected with a Heritage Designation or any other heritage Bylaw. It is listed on the Heritage Inventory, having been added to the list in about 2005.



## 5.0 Policy Context

### Official Community Plan

The City of Richmond and Steveston both have extensive policies covering the protection and use of heritage sites. The City of Richmond Official Community Plan, re-adopted in 2012, encourages the adaptive reuse of heritage buildings to maintain them for the future and incorporates special conservation strategies for identified heritage areas, including Steveston.

Objective 3 states:

"With a network of unique, historic assets, an excellent archive, vibrant heritage programs and a new destination museum, Richmond will be in a unique position to become the leading museum and heritage destination in the Metro Vancouver region. Celebrate heritage by preserving, promoting and commemorating tangible and intangible elements.

Policies:

- a. Enhance and update the directions adopted in the 2007 Richmond Museum & Heritage Strategy;
- b. Position and brand Richmond as the leading museum and heritage destination in the Metro Vancouver region;
- c. Improve the conservation of heritage resources by updating heritage inventories, incorporating special conservation policies for identified areas (e.g., Steveston, city-wide), conserving known archaeological sites in accordance with provincial legislation and offering incentives where appropriate to private owners of heritage resources;
- d. Enhance, preserve and celebrate the built, natural and cultural heritage of Richmond and ensure it is visible and accessible;
- e. Encourage the preservation and celebration of community heritage;
- f. Where possible, encourage the adaptive reuse of heritage buildings to maintain them for the future;
- g. Continue to engage the private and volunteer sectors and take advantage of the partnership opportunities with senior levels of government;
- h. Integrate a broad interpretation of heritage into festivals and celebrations unique to Richmond."<sup>3</sup>

Richmond recognizes Steveston as a "historic site of prime importance in Canadian history,"<sup>4</sup> particularly for its significance as a settlement at the mouth of the Fraser River and its role as a hub for the fishing industry.

### Zoning

The property is zoned RS1/E and allows for single detached housing and a range of compatible secondary uses (boarding, home business, secondary suite, etc.). The standards for subdivision depend on the sub-category on each property, which identify the minimum frontage, width, depth and area of the lot. The maximum floor area ratio is 0.55 when applied to a maximum of 464.5 square metres of lot area, together

<sup>3</sup> "Section 4: Vibrant Cities," City of Richmond Official Community Plan, [https://www.richmond.ca/\\_shared/assets/OCP\\_9000\\_vibrantcities34168.pdf](https://www.richmond.ca/_shared/assets/OCP_9000_vibrantcities34168.pdf), p. 4-6

<sup>4</sup> "Summary of the SVCP", [https://www.richmond.ca/\\_shared/assets/summary\\_122547.pdf](https://www.richmond.ca/_shared/assets/summary_122547.pdf), p. 2.



with 0.30 applied to the balance of the lot area that is in excess of 464.5 square metres. The maximum allowable lot coverage is 45% and not more than 70% of the lot may be occupied by buildings, structures and non-porous surfaces.<sup>5</sup>

The above information is only a summary and does not include all aspects of this zone. Detailed information can be found by contacting the City of Richmond directly.

## 6.0 Historic Context

Written by Christine Hagemoen, Research Assistant and edited by Julie Schueck.

The subject property is located in the Steveston neighbourhood of Richmond, British Columbia. Steveston is a historic farming and fishing community on the southwest corner of Lulu Island at the mouth of the Fraser River. The first European family to settle permanently on the southwest corner of Lulu Island was Manoah and Martha Steves and their six children: Josephine, aged 21 in 1878, William Herbert 19, Mary Alice 17, Joseph Moore 15, Ida Bertha 9, and Walter Taylor 4. The family left Coverdale, New Brunswick in 1868, farmed a few years in Chatham, Ontario, and moved to Cambridge, Maryland in 1875 where most of the family got malaria. In 1877, seeking a warmer farm on tidal flats similar to his home in New Brunswick, Steves visited William Ladner, a farmer in Delta, B.C. Manoah then bought 400 acres half a mile north of Garry Point.

The house at 10700 Railway was built ca.1932 by James Spargo, a carpenter, for his daughter Mary and her husband Robert G. Ransford. It was built on the Ransford family farm property, which stood on the corner of Railway and Steveston Highway. Interurban service started in the area in 1905, and in 1909 the



Branscombe Station ca. 1950, with subject house on the right. Source: City of Richmond Archives, Photograph #1978 21 30

<sup>5</sup> <https://www.richmond.ca/cityhall/bylaws/zoningbylaw8500/zoning8500Part8.htm>



B.C. Electric Railway Company built Branscombe Station on Railway Avenue directly west of the Ransford farm property. The station was named after one of Steveston's pioneering families, the Branscombes, headed by brothers Solomon and David Branscombe who came from Ontario to Lulu Island in 1888. David Branscombe had a store on Second Avenue in Steveston. Solomon and his wife Eleanor had a homestead at the corner of Railway Avenue and Steveston Highway, kitty-corner to the Ransford family property. The Edwardian Branscombe house still stands and is now owned by the City of Richmond.

Robert Gilbert (R.G.) Ransford was born in Steveston on October 10, 1912 the third child to James Arthur Ransford and Maude (nee Frith-Smith). Ransford had an older brother, George and older sister Molly, both born in Manitoba. James Arthur and Maude Ransford first settled in Steveston in 1910 where James worked as a tallyman at the Richmond Cannery, a salmon cannery near the foot of Number Two Road. At that time the family lived in the rear half of a rented farmhouse at 1136 Railway Avenue near the foot of Garry Street.

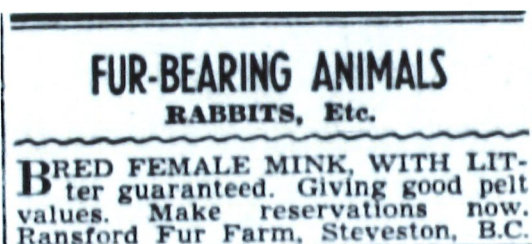
In 1917, James Ransford purchased a house with a modest farm property at the northeast corner of Steveston Highway and Railway Avenue where the family settled. Members of the Ransford family occupied this property (later subdivided) continually for the remainder of the 20<sup>th</sup> Century. By 1919, James Ransford took up poultry farming under the name of Ransford & McCleary Poultry Breeding. Ten years later he was operating a fur farm on his Railway Avenue & Steveston Highway property.

James' son, R.G. Ransford attended Steveston Public School, leaving in Grade 8, which was common at that time. He entered the commercial fishing industry at the age of fifteen. Like the community of Steveston where he grew up, commercial fishing would dominate much of his life.

In 1930, R.G. Ransford met Mary Spargo, whose family had just settled on a small farm on Lassam Road. The couple married in October 1932 at St. Marks Anglican Church in Vancouver. It appears the young couple lied about their ages on the marriage certificate, which states that Ransford was 22 and his bride Mary was 21. In actuality, Ransford had just turned 20 and therefore was under the age of consent in B.C., which at that time was 21. Though the date of her birth is unknown, it is likely that Mary was also under the age of 21 at their marriage, which explains the story of the newlyweds living separately with their own families for almost a year, ostensibly afraid to reveal the marriage to their families. Fairly soon after, however, the couple settled into their new house, built for them by Mary's father, on the Ransford family farm property. This is where they raised their only child, Robert Gary Ransford, born in 1936.

Through the Depression, R.G. Ransford worked hard to support his young family and assist his parents with their fur farm. Up until 1942, Ransford fished salmon and operated collector boats for the Phoenix and Colonial Canneries. In the mid-1930s, he started a lead battery business, Ransford Battery Service, manufacturing storage batteries for the fishing fleet in a small shop at 719 No. 1 Road.

In 1942, R.G. Ransford became Production Manager for Nelson Bros. Fisheries. At the same time, he had taken over the family's fur farm business and developed it into one of British Columbia's largest mink fur farms, Richmond Fur Farms. An entrepreneur most of his life, the fur farm was the first (of many) large scale entrepreneurial ventures for Ransford. For a few years he also owned Steveston Taxi, which was operated by his wife, Mary.



Ad for the Fur Farm, The Province, dated Saturday January 24, 1942. Source: City of Richmond Archives

In 1946, R.G. Ransford was elected to Richmond Municipal Council. He served as a municipal councilor from 1946 to 1958 (with a brief gap in 1949 to 1952 when he ran for Reeve of Richmond and lost). During this hiatus from Municipal Council, Ransford became a regular columnist for the Richmond-Marpole Review, writing a weekly column on municipal affairs. Ransford served the community in other ways as well: as president of the Richmond Board of Trade, vice-president of the Kiwanis Club, and Master of the Orange Lodge in Richmond. He was also founder of the Steveston Community Society and a driving force behind the establishment of the Steveston Salmon Festival in 1945.



Mr. Robert G. Ransford thinks

R.G. Ransford. the Richmond Review, December 12, 1951.

Source: City of Richmond Archives

In 1951, R.G. Ransford established Robt. Ransford Ltd., a private company in which he remained active until his death. The company first introduced nylon fishing gillnet to Canada in the early 1950s, when Ransford became one of the first post-war Canadian importers of Japanese products. He operated this business from his home at 10700 Railway for almost 25 years. For more than 35 years (from the 1950s through the 1970s), Ransford was actively involved with British Columbia's thoroughbred horse racing industry as an owner and breeder. His horses raced at Landsdowne Park, at Vancouver's Exhibition Park and at Sandown Park in Saanich.

When in his 60s, in the mid-1970s, R.G. Ransford launched a market garden business, farming approximately seven acres and selling the harvest produce at a roadside stand at Steveston Highway and Railway Avenue. At the same time, he started a business casting lead troll fishing weights, operating a small smelter on his property. In his 70s, he launched R&R Metals, a scrap metal salvaging business based in Steveston.

In 1980, he re-developed a portion of the family property (the site of the original Ransford family home) at the Steveston and Railway corner, building the Windsor Pub, a neighbourhood pub he operated for approximately 10 years. R.G. Ransford was active in business and community affairs right up to his sudden death from a heart attack, at the age of 82, on February 10, 1995.



R.G Ransford's grandson, Robert J. (Bob) Ransford, born in 1961, "is a fourth-generation resident of Richmond and the grandson of Richmond councillor and businessman, Robert G. Ransford (1912-1995). He began reporting on municipal council meetings for Richmond Community Television in 1977 and joined the founding staff of CISL radio in 1980 as a news reporter and announcer. He then went on to work as a part-time reporter for CKWX Radio and Broadcast News. In late 1980, he began writing a weekly opinion column for the Richmond News, joining their editorial staff through 1981. From 1982 to 1988, Ransford worked in federal and provincial politics, before returning to Richmond for a career in real estate development. Ransford has been active in community life in Richmond, serving as a member of organizations such as the Richmond Heritage Advisory Committee, and the Richmond Hospital Foundation."<sup>6</sup>

## 7.0 Statement of Significance

A Statement of Significance (SOS) concisely describes the heritage value of a place and identifies the character-defining elements that must be retained in order for that heritage value to remain. The heritage value is determined by assessing the property for aesthetic, cultural, historic, scientific, social, and/or spiritual importance or significance for past, present and future generations. Listed alphabetically, these value categories hold equal importance, but each property may have value in only one or some of the categories.

A Statement of Significance was written by Denise Cook in 2005 for the City of Richmond and has been updated by Julie Schueck in 2020 for this Heritage Conservation Plan, at the request of the City.

It is important to note that consultation has not taken place with local First Nations; therefore, it is unknown if this building or the land upon which it sits holds any significance to local First Nations.

### Description:

The house at 10700 Railway Avenue is a two-and-one-half storey, Craftsman-inspired house with a side gable roof and hipped gable front dormer. The front of the house is oriented towards the major thoroughfare of Railway Avenue and is set back approximately one-third from the front of the property. There is a detached garage of the same style and era at the rear of the property.

### Heritage Values:

The Ransford House, constructed circa 1932, is valued for its aesthetic, cultural, historic, and social significance.

*Aesthetic value:* The Ransford House has aesthetic value for its Craftsman-inspired design, in particular for its overall form, the fenestration pattern and variety of window styles, the exterior cladding that is a combination of wood shingles on the base and horizontal wood lap siding above, and the texture that these two materials create. Additionally, there is aesthetic value in the garden setting of the house.

<sup>6</sup> <https://www.memorybc.ca/bob-ransford-fonds>

*Cultural value:* the property has cultural value for its association with four generations of the Ransford family. A pioneer of Steveston, James Arthur Ransford (deceased in 1942) moved to Steveston in 1910 with his wife Maude (nee Frith-Smith), where they lived in the rear half of a rented farmhouse located at what was then 1136 Railway Avenue, before purchasing some farming property at the corner of Railway Avenue and Steveston Highway, part of which comprises the subject property.

The second generation of Ransfords is represented by Robert Gilbert Ransford (1912- 1995) and his wife Mary. Robert G. was one of three children born to James and Maude Ransford. Robert G. married Mary Spargo in 1932. His career included working in local canneries, fishing, manufacturing, farming, and even owning a taxi service. His entrepreneurial skills and community involvement led to a successful political career. He was a council member (and ran for Reeve in 1949) on the Richmond Council for most of the time between 1946 and 1958. He was Chairman of the Richmond Water Committee, Representative on the Vancouver Water Board, and was President of the Richmond Board of Trade and of the Steveston Community Association.

The third generation of Ransfords is represented by Robert Gary Ransford (born 1936) and the fourth generation is represented by Robert J. Ransford (born 1961), who, like his grandfather, is very active in the local community, having a career in the broadcasting industry, in provincial and federal politics, and more recently in real estate development.

As a pioneer family to Steveston and Richmond, and with their multi-generational involvement in various businesses, the community, and in local politics, the Ransfords have been and continue to be an important Richmond family.

*Historic value:* The subject property has historic value for the age of the house (ca. 1932), for the contribution of the Ransford family to Steveston and to Richmond, and for the link this property has to an important time-period in Steveston's history and to an important pioneer family.

*Social value:* The Ransford House and property has social value for the way in which it contributes to the community's sense of identity, through the retention, since the 1930s, of the look and location of the house, and for its connection to the Ransford family. Together, the house and property contribute to the community's sense of a shared identity, through retaining its simple but elegant farmhouse style.

#### **Character-defining Elements**

The character-defining elements are comprised of the following:

- The setting
- Its location in Steveston
- Its relationship to Railway Avenue and Steveston Highway
- The overall form, massing and scale of the house
- The moderately pitched side Gable roof of the house that transitions to a shed roof at the rear and that has a hipped roof over the front porch
- Exterior brick chimney

- The Craftsman-inspired style, specifically the decorative elements of wide painted fascia boards, tongue-in-groove wood soffits, and molded trim around the windows
- Flood Alarm, located on the southwest corner of the house, just under the eaves
- The location, number, style and fenestration pattern of the windows
- Exterior cladding of horizontal siding above and cedar shingles below



**Photographs – House**



West (Front) Elevation



East (Rear) Elevation





North (Side) Elevation

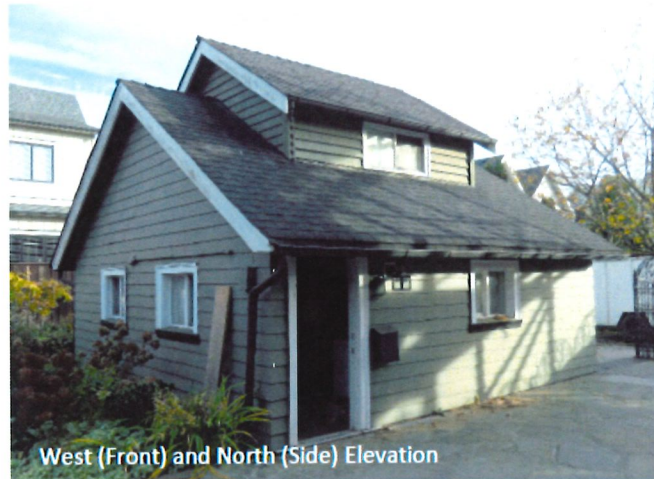


South (Side) Elevation

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**Photographs – Existing Garage**



West (Front) and North (Side) Elevation



East (Rear) Elevation



South (Side) Elevation

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## 8.0 Conservation Plan

### 8.1 Heritage Conservation Standards

The work on the Ransford House will follow the “Standards and Guidelines for the Conservation of Historic Places in Canada” (The Standards and Guidelines), developed by Parks Canada as a pan-Canadian approach to heritage conservation. A copy of this document can be found on-line at: [www.historicplaces.ca](http://www.historicplaces.ca).

There are three main approaches to heritage conservation which can be applied to the place as a whole and to its individual elements. These are defined in the Standards and Guidelines as follows, and while they have been defined above, it is worth repeating:

**Preservation:** the action or process of protecting, maintaining, and/or stabilizing the existing materials, form, and integrity of an historic place, or of an individual component, while protecting its heritage value.

**Restoration:** the action or process of accurately revealing, recovering or representing the state of an historic place, or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

**Rehabilitation:** the action or process of making possible a continuing or compatible contemporary use of an historic place, or an individual component, while protecting its heritage value.

The overall conservation approach for the house will be a combination of preservation and rehabilitation for the exterior of the building. The interior is being completely renovated. The general standards for these approaches may be found at the end of this document.

The following section will identify which approach or approaches are most suitable for the character-defining elements.



## 8.2 Site

### Character-defining Element

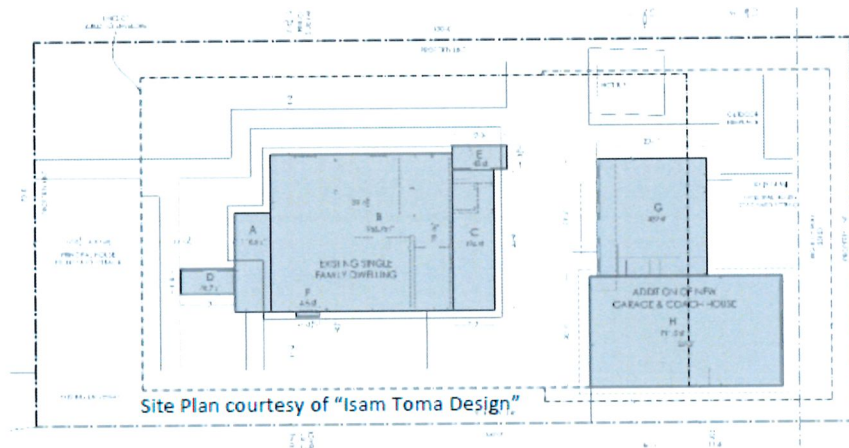
The location of the house and a garage on the lot and their orientation to Railway Avenue, are character-defining elements. The setback of the house from Railway Avenue is also a character-defining element.

### Conservation Approach

Preservation

### Description

The project intends to retain the location, orientation and setback of the house, and replace the existing garage with a new one that reflects and respects the house.



## 8.3 Form, Scale and Massing

### Character-defining Element

The rectangular form, scale and horizontal massing of the house are character-defining elements.

### Conservation Approach

House - Rehabilitation

Garage – New

### Description

The overall historic form, scale and massing of the house is being retained. Some new work is being carried out to the rear of the house, which is the least visible elevation and therefore an appropriate location to add to the house in order to make it more liveable for today's preferences.

The existing garage will be replaced with a new garage that will accommodate both a liveable unit and parking.



Existing house



Existing garage

## 8.4 Roof

### Character-defining Element

The roof of the house, a moderately-pitched side gable roof that transitions to a shed roof at the rear, is a character-defining element. The shed roof with a hipped porch overhang on the front elevation is also a character-defining element.

### Conservation Approach

Preservation/Rehabilitation

### Description

The roof of the house has been re-clad in asphalt shingles. It was not possible to inspect the condition of the roof for this report, but from the ground the material appears to be in good condition. A qualified person with the proper equipment should inspect the asphalt shingles for wear and tear, damage, and for missing pieces as part of the maintenance routine.



When the roof is ready to be re-clad, it is reasonable to use asphalt shingles again. Appropriate colours are identified in the colour scheme chart.

A new garage will be constructed, with a roof that matches the existing roof. It

should be clad in material that matches the house, in order to retain the historic relationship of the two buildings.



## 8.5 Chimney

### Character-defining Elements

The external brick chimney on the south elevation is a character-defining element.

### Conservation Approach

Preservation/Rehabilitation

### Description

Chimneys are important elements of historic buildings and should be maintained; however, for historic accuracy, it does not actually need to be a working chimney. The chimney appears to be in good condition, but it should be inspected by a qualified mason who can assess the condition of the bricks, the grout, the flashing, and whether or not there is any moss growth.

Any repointing should match the current in terms of colour, width and consistency. Any new bricks should be of a matching size and colour to the existing. If the flashing needs replacement, ensure that there is a counterflashing. Any moss growth on the chimney should be carefully removed, and if needed, the bricks can be cleaned using a natural bristle brush and a mild rinse detergent. Do not power wash, sand blast or use abrasive cleaning methods.

Currently the brick on the chimney that is adjacent to the house is covered with stucco. This approach may be continued, or the brick may be revealed by removing the stucco. Either approach is reasonable provided that the removal of the stucco does not damage the underlying brick. A test of a small and hidden spot should be conducted to determine if the stucco can be removed safely.



## 8.6 Fascia Boards

### Character-defining Elements

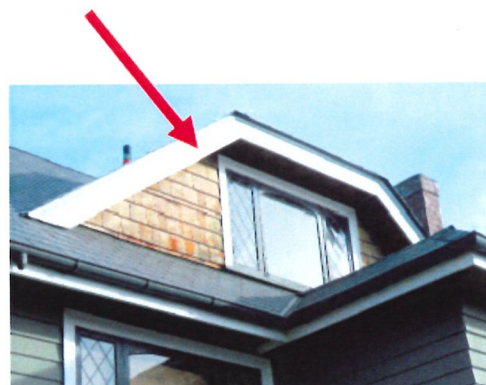
The wide fascia boards on the house are character-defining elements.

### Conservation Approach

Preservation/Rehabilitation

### Description

The wide fascia boards contribute to the overall Craftsman-inspired style of the house and appear to be in good condition. They should be regularly assessed for condition, and when they need to be replaced, should be replaced with pieces that match the existing in design, size, profile, material and location. When they need painting, any nicks or other damage to them should be filled and sanded prior to painting.



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## 8.7 Soffit

### Character-defining Elements

The tongue-in-groove wood material in the soffits of the house are character-defining elements.

### Conservation Approach

Preservation/Rehabilitation

### Description

The tongue-in-groove material of the soffits should be retained. The material appears to be in good condition. When necessary, repairs to pieces or sections should be carried out in-place. Any pieces or sections that are beyond repair should be replaced with pieces that match the original in design, size, profile and material. Avoid the appearance of patching.



## 8.8 Flood Alarm

### Character-defining Elements

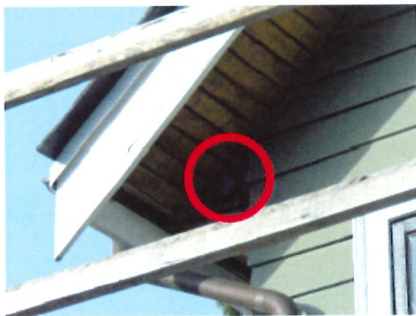
The original flood alarm located under the soffit on the southwest corner of the house is a character-defining element.

### Conservation Approach

Preservation

### Description

This alarm is an interesting feature of the house and should be retained in place. It is a reminder of a period when potentially dangerous flooding could be identified to residents by these alarms. According to the City of Richmond Website, "the highest freshets [spring thaw] occurred in 1894, 1948, and 1972. In each of these instances, no flooding occurred on Lulu or Sea Islands. In 1948, there was minimal flooding on Mitchell Island (where dikes had not yet been constructed)."<sup>7</sup>



<sup>7</sup> <https://www.richmond.ca/services/rdws/dikes.htm#HistoryofFlooding>

## 8.9 Windows

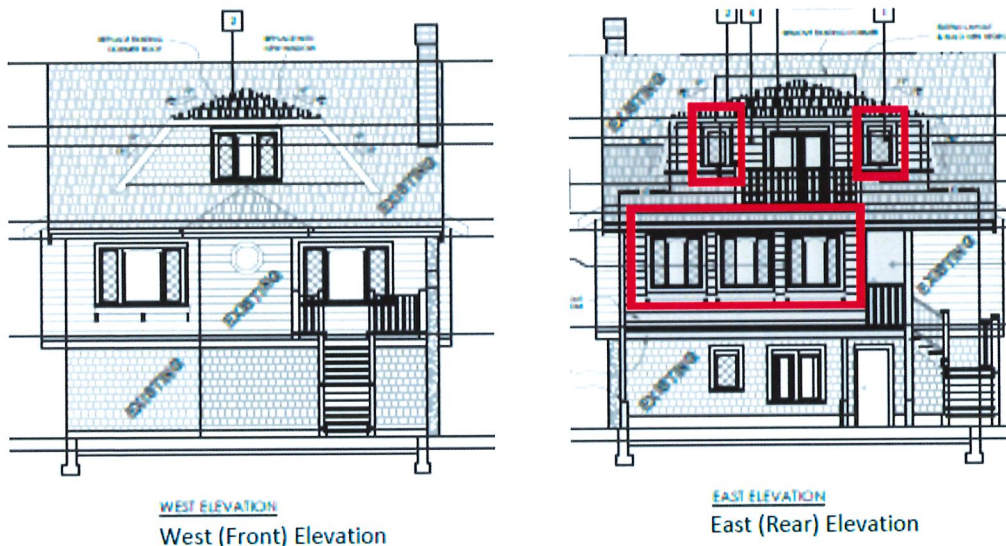
### Character-defining Element

The windows in a building are important character-defining elements. The heritage value of the windows on the house can be found in the variety of styles, age, moulded trim, pattern and location.

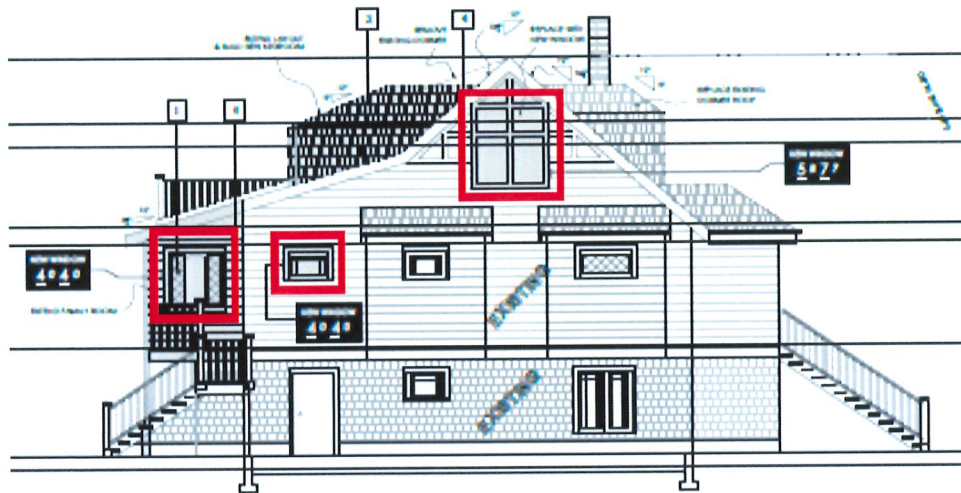
Most of the original windows have been retained and refurbished, but the owner has chosen to, and been given permission to, install some replica, wood-frame windows with single-pane glass. This approach follows heritage conservation first principles and is to be commended.

Because the windows are already installed, they will be documented with the architectural plans in this Heritage Conservation Plan. New windows are identified with red outlines. For more detail, please refer to the architectural plans.

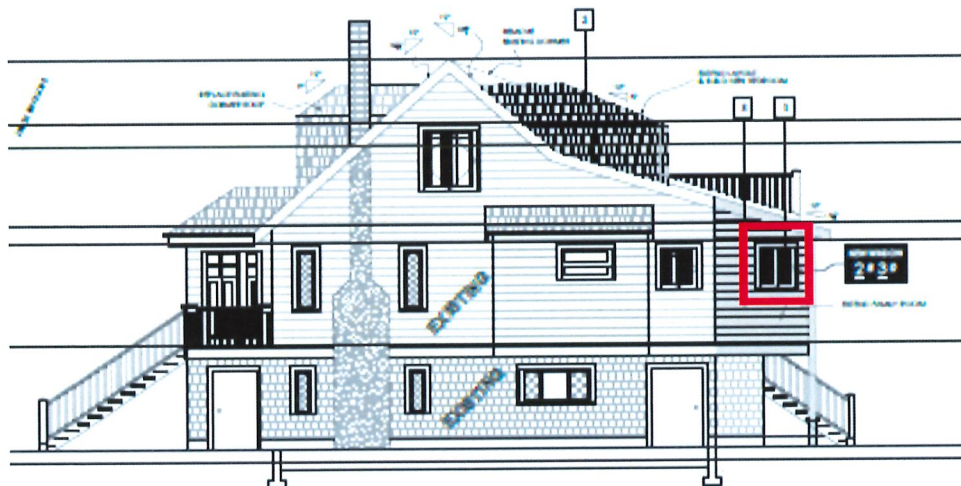
Should any of these windows need replacement in the future, the same approach should be used for the next generation of windows.



All windows on the West Elevation are existing.



NORTH ELEVATION  
North (Side) Elevation



SOUTH ELEVATION  
South (Side) Elevation



## 8.10 Exterior Cladding

### Character-defining Element

The exterior cladding of the house is a character-defining element. The house is clad in a combination of cedar wood shingles on the lower half, and horizontal wood lap siding on the upper half, with the exception of the dormers, which are clad in cedar shingles to match the lower part of the house. (Note that when the house was raised approximately eight years ago, a new 'skirting' was added and clad in new material.)

### 8.10a Horizontal Wood Lap Siding

#### Conservation Approach

Preservation/Repair

#### Description

The upper part of the house is clad in horizontal wood lap siding, with a wide profile. The siding appears to be in good condition. It should be examined as part of the regular maintenance cycle. If individual pieces become damaged or fail in some way over time, it may be possible to repair or replace just those individual pieces.



Wood siding on house

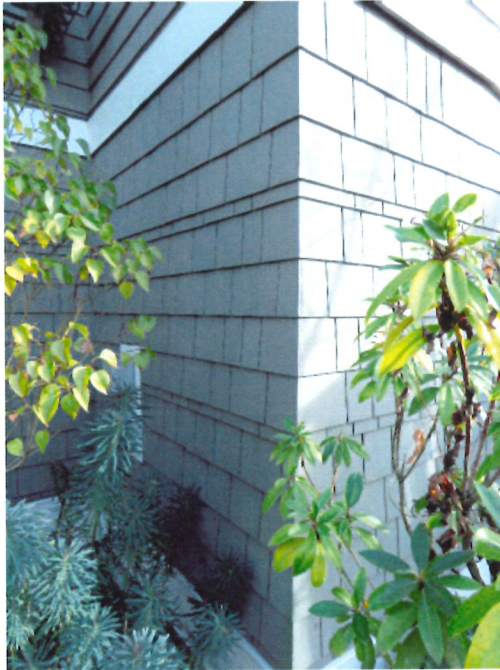
Any replacement pieces should match the existing in terms of design, size, profile and material. The goal is to avoid the appearance of patching.

It is also reasonable to completely replace the lap siding if the overall condition of it eventually becomes too poor to patch and provided that the replacement siding matches the existing in terms of design, size, profile and material.

Special attention should be given to the condition of the material underneath to determine if there is any water damage or damage to the underlying material that needs to be repaired or replaced with new.

### 8.10b Wood Shingles

#### Conservation Approach Retention



#### Description

The original cedar shingles on the lower part of the house remain, but a new section was added at the bottom when the house was raised approximately eight years ago. The shingles appear to be in excellent condition. The shingles should be regularly examined as part of the regular maintenance cycle.

If individual shingles become damaged over time, it may be possible to repair or replace them individually. Any replacement shingles should match the existing in terms of design, size, profile and material. The goal is to avoid the appearance of patching.

It is also reasonable to completely replace the shingle siding if the overall condition of the shingles eventually becomes too poor to patch and provided that the replacement shingles match the existing in terms of design, size, profile and material.

Special attention should be given to the condition of the material underneath to determine if there is any water damage or damage to the underlying material that needs to be repaired or replaced with new.

## 8.11 Colour Scheme

### Character-defining Element

The colour scheme of an historic building is a character-defining element. If the original colour scheme can be accurately determined, then it is recommended that it be considered as an option. Other reasonable options are colour schemes that were typical for that type of building during the era that the building was constructed.

### Conservation Approach

#### Retention

When determining which paint brand to purchase, it is important to note that the brand of the paint is less important than the quality of the paint. Additionally, the proper preparation of the surfaces, and the expertise with which the paint is applied, are critical. A professional painter with experience painting historic buildings, and in particular wood shingles and siding, should be retained when the building is ready to be painted. If the painter suggests replacing any material on the building because it “would be easier” or “look better”, find another painter.

#### Exterior Colour Scheme

Element	Colour	Finish
Horizontal siding and shingles	Benjamin Moore Webster Green HC-130 (half strength)	Flat
Fascia boards Window frames Door frames Front steps Front porch *** Gutters/downspouts	Benjamin Moore Cloud White CC40	Satin
Doors Window casings	Benjamin Moore Black HC-190	Satin
Roof (asphalt)	Dark grey	n/a



## 8.12 Non-Character-Defining Elements

The following are not considered to be character-defining elements and may be removed or replaced provided that their removal or replacement does not impact the overall heritage value of the building. If in doubt, please confer with the heritage consultant before beginning work.

### 8.12a Gutters and Rain-Water Leaders



#### Description

The intention of a gutter system is to convey water away from the building and is an important and necessary feature of the building.

When required, a new gutter system may be installed using, for example, a standard rectangular profile, 5" pre-finished continuous metal type.

The colour of any new gutters and rain-water leaders should match or blend in with the exterior colour scheme so that they 'disappear'.

### 8.12b Front Porch and Stairs



#### Description

According to the Statement of Significance written in 2005, the front porch was reconfigured at some point. Its design, therefore, is not a character-defining element.

The rehabilitation work being carried out on the house in 2020, and the work carried out when the house was raised approximately eight years ago, have treated the front porch and stairs in a sympathetic and respectful manner. The work proposed in 2020 (new material for the steps, for example) is appropriate.

## 9.0 Maintenance Plan

At least once per year, a complete inspection of the inside and outside of the building should be carried out and all deficiencies identified. All repair work should be carried out promptly and according to the *Standards and Guidelines*.

A good rule of thumb is to ensure that each approach or method will not harm or remove any of the character-defining elements identified in this document. If damage to any of the building elements is found, be sure to treat the cause as well as the symptom. For example, if some fascia fell off, is it because it was weak from water damage? If so, then determine why the water was able to damage it and take steps to correct it.

Following is a basic maintenance checklist.

### Site:

- Keep vegetation, especially plants that are invasive or clingy, away from the building
- Do not plant invasive plant or tree species on the property
- Choose trees that, when mature, will not negatively impact the building
- Ensure that the site is well-drained and/or that run-off is directed away from the building

### Foundation:

- Watch for signs of unexpected or significant settlement, deformation, cracking
- Inspect for signs of moisture, efflorescence (white powder on concrete), staining

### Wood Shingle and Horizontal Lap Siding Cladding:

- Inspect wood shingles and siding for water damage/ingress, vegetative damage (moss, vines, etc.), insect damage, rot, warping, etc.
- Inspect paint finishes for cracking, peeling, etc.

### Front and Rear Porches:

- Check underneath for any signs of creatures
- Look for any signs of water damage, softness, or rot of the wooden elements

### Roof, Chimney and Gutters:

- Inspect for loose, missing or damaged roofing material
- Inspect shingles for cracks, blisters or curling
- Remove moss and other vegetative growth
- Check flashing for cracks, holes or looseness
- Inspect grouting and re-point as necessary
- Regularly clean bricks using a natural bristle brush and a mild rinse detergent. Do not power wash, sand blast or use abrasive cleaning methods.
- Inspect soffits for any openings where creatures could get in

- Inspect and clean gutters, checking for cracks and other damage
- Flush downpipes

#### Windows and Doors:

- Inspect for broken or cracked glass
- Ensure that windows and doors are operating smoothly and properly
- Check the alignment of the doors regularly
- Check all wood casings for dampness, softness and rot
- Inspect weather stripping and replace as necessary

#### Cleaning of Windows:

From: "Rehab It Right! Historic Windows & Doors", p 17 By the Utah Heritage Foundation, 2011  
[www.utahheritagefoundation.com/images/Historic Windows and Doors Property Owners Guide.pdf](http://www.utahheritagefoundation.com/images/Historic%20Windows%20and%20Doors%20Property%20Owners%20Guide.pdf)

Cleaning must be done carefully and correctly. Seek the advice of an expert if you suspect painted areas are unstable. They can give you advice on how to remove surface dirt without harming materials or compromising any decoration.

#### To maintain stained and leaded glass windows:

- Dust them occasionally with a soft dry cloth.
- If that seems to be leaving behind some grime, dampen the cloth with distilled water (soft water.) Individually clean each piece of glass before moving on to the next.
- The cloth should be rinsed often or replaced when dirty as potentially abrasive particles may stick to it.
- Use a cotton swab to clean around the edges of the glass and in the corners.
- After you finish cleaning a piece of glass dry it with another soft cloth.
- If you are still seeing a dirty residue, try cleaning using a pH neutral cleaning solution mixed with distilled water.
- Never use household detergents, abrasives, scouring powders or steel wool scrubbers.
- Repeat the process on the outside of the window if it is accessible.

Gentle cleaning examples include diluted TSP, Simple Green, or D/2 Biological Solution.



## 10.0 General Standards for Preservation, Rehabilitation and Restoration Approaches

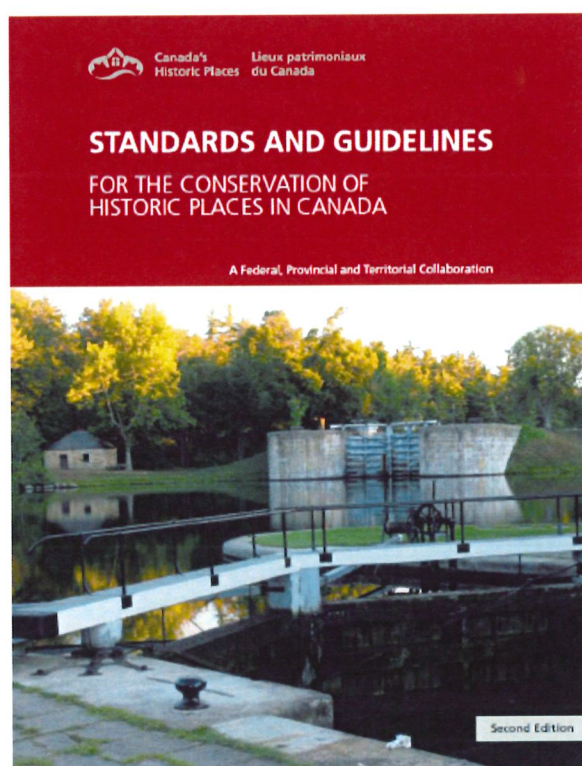
The following is taken directly from the Standards and Guidelines.

1. Conserve the heritage value of an historic place. Do not remove, replace or substantially alter its intact or repairable character-defining elements. Do not move a part of an historic place if its current location is a character-defining element.
2. Conserve changes to an historic place that, over time, have become character-defining elements in their own right.
3. Conserve heritage value by adopting an approach calling for minimal intervention.
4. Recognize each historic place as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties, or by combining features of the same property that never coexisted.
5. Find a use for an historic place that requires minimal or no change to its character-defining elements.
6. Protect and, if necessary, stabilize an historic place until any subsequent intervention is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbing archaeological resources, take mitigation measures to limit damage and loss of information. *(Note that the Provincial Archaeology Branch must be notified before any work is undertaken if archaeological resources are discovered.)*
7. Evaluate the existing condition of character-defining elements to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.
8. Maintain character-defining elements on an ongoing basis. Repair character-defining elements by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.
9. Make any intervention needed to preserve character-defining elements physically and visually compatible with the historic place and identifiable on close inspection. Document any intervention for future reference.
10. Repair rather than replace character-defining elements. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.
11. Conserve the heritage value and character-defining elements when creating any new additions to an historic place or any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.

12. Create any new additions or related new construction so that the essential form and integrity of an historic place will not be impaired if the new work is removed in the future.

13. Repair rather than replace character-defining elements from the restoration period. Where character-defining elements are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.

14. Replace missing features from the restoration period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.



## 11.0 Research Resources

BC Directories (1919 – 1999)

Canada Census

City of Richmond website  
[www.richmond.ca](http://www.richmond.ca)

City of Richmond Archives

McAlester, Virginia Savage. *A Field Guide to American Houses*. Alfred A. Knopf, New York, 2018.

*Rehab It Right! Historic Windows & Doors*, p 17 By the Utah Heritage Foundation, 2011  
[www.utahheritagefoundation.com/images/Historic Windows and Doors Property Owners Guide.pdf](http://www.utahheritagefoundation.com/images/Historic%20Windows%20and%20Doors%20Property%20Owners%20Guide.pdf)

*The Standards and Guidelines for the Conservation of Historic Places in Canada*, Second Edition, 2010  
[www.historicplaces.ca](http://www.historicplaces.ca)

### Resources Used by Christine Hagemoen

BC Directories (1919 – 1999)

Canada Census

City of Richmond BC - R.G. Ransford House.pdf – City of Richmond online heritage inventory – R.G. Ransford House, 2005.  
 Source: <https://www.richmond.ca/plandev/planning2/heritage/HeritageInv/details.aspx?ID=183>

OH-Ransford\_Bob-Transcription36232.pdf – Oral History Robert “Bob” G Ransford, Interviewed on March 28, 1972.  
 Source: City of Richmond Archives,

OH-Ransford\_Bob36231(1).pdf - Ransford, Bob . Interviewed on March 17, 1976. Summary only.  
 Source: City of Richmond Archives

1989-0011-00001.pdf - Map of Richmond Municipality, [Richmond, B.C.] : Thomas W. McKenzie & Son, 1938. Map shows blocks, ranges, sections, and lot numbers. Produced for inclusion in the Richmond Directory and Service Guide.  
 Source: City of Richmond Archives, Item no. 1989 11 1.

Richmond\_Review\_Wed\_\_Dec\_12\_\_1951\_.jpg Richmond\_Review\_Wed\_\_Dec\_12\_\_1951\_port.jpg -



The\_Province\_Thu\_\_Dec\_8\_\_1955\_.jpg – Candidates in municipal elections, Ransford was running for Richmond Council.

Source: The Province, Dec. 8, 1955 p23.

Richmond\_Review\_Wed\_\_Jul\_9\_\_1947\_.jpg – Ad for Richmond Fur Farm – Bob Ransford Prop.

Source: Marpole Richmond Review July 9, 1947

The\_Province\_Sat\_\_Jan\_24\_\_1942\_.jpg – Classified ad for Ransford fur farm.

Source: The Province, Jan. 24, 1942.

The\_Province\_Sun\_\_Aug\_3\_\_1930\_.jpg – Classified ad for Ransford's Fur Farm.

Source: The Province August 3 1930.

The\_Province\_Sun\_\_Dec\_21\_\_1930\_.jpg – Classified ad for Ransford fur farm.

Source: The Province Dec 21 1930.

Richmond\_Review\_Wed\_\_Nov\_30\_\_1949\_.jpg - Candidates in municipal elections, Ransford was running for Richmond Council.

Source: Marpole-Richmond Review November 30 1949

Richmond\_Review\_Wed\_\_Nov\_30\_\_1949\_ad.jpg Political ad for Robert G. (Bob) Ransford.

Source: Marpole-Richmond Review November 30 1949

Richmond\_Review\_Wed\_\_Nov\_7\_\_1951\_.jpg – Newspaper story about fire aboard Bob Ransford's fishing vessel.

Source: Marpole-Richmond Review November 7 1951

Richmond\_Review\_Wed\_\_Dec\_12\_\_1951\_.jpg – Election Meetings Packed As Candidates Speak Nightly. Newspaper story about Richmond civic election issues and candidates' opinions.

Source: Marpole Richmond Review December 12, 1951

Richmond\_Review\_Wed\_\_Dec\_20\_\_1950\_.jpg – Obit for Ransford's mother Maud Ransford who lived at the house at 1070 Railway when she died.

Source: Marpole Richmond Review, Dec 20 2019

Richmond\_Review\_Wed\_\_Dec\_2\_\_1942\_.jpg – Obit for JA Ransford.

Source: Marpole Richmond Review Dec 2 1942

Richmond\_Review\_Feb\_15\_1995\_p11 – Prominent Local Passes. Obit for Robert (Bob) G. Ransford.

Source: Richmond Review Feb 15 1995

The\_Province\_Fri\_\_Dec\_4\_\_1936\_.jpg – Birth Announcement for Robert Garry Ransford, later known as Garry (sometimes spelled as Gary).

Source: The Province, Dec 4, 1936.

Richmond\_Review\_Wed\_\_May\_14\_\_1947\_.jpg – Ransford goes on fur buying trip. He has fur farm on Lulu Island and is associated with Nelson Canneries.

Richmond\_Review\_Wed\_\_Mar\_8\_\_1950\_p2.jpg & Richmond\_Review\_Wed\_\_Jun\_21\_\_1950\_.p2.jpg – Opinions on Municipal Affairs by “Bob” Ransford. – For a time, RG Ransford had his own column in the Marpole-Richmond Review newspaper.  
Source: Marpole-Richmond Review March 8 1950, p2; June 21, 1950 p2

Richmond\_Review\_Feb\_15\_1995\_p11.png – Obituary for Robert Ransford.  
Source: Richmond Review Feb 15 1995.

004401591\_02408.jpg – Marriage certificate for Robert Gilbert Ransford & Mary Rose Spargo – October 25 1932.  
Source: BC Archives Vital Stats

1985 146 1 to 1985 146 38 – Insurance plan of the Township of Richmond BC - 1960. (detail of study area)  
Note: Shows Ransford Rd. running north/south west of Railway between Williams and Steveston Hwy.  
Source: City of Richmond Archives

<https://richmondarchives.ca/2017/06/29/richmond-150-from-bog-to-city/> - history of Richmond – from 1867 to today.  
Source: City of Richmond Archives

The\_Vancouver\_Sun\_Fri\_\_Jan\_27\_\_1961\_.jpg – Obit for Tina Spargo, wife of James Spargo.  
Source : Vancouver Sun, Jan 27, 1961.

Richmond\_Review\_Wed\_\_Jun\_23\_\_1971\_.jpg – Obit for James Spargo.  
Source: Richmond Review, June 23 1971.

004479319\_00389JamesSpargo.jpg – Death Certificate for James Spargo – occupation – carpenter.  
Source: BC Archives, Vital Stats

**Folder:** RobertGilbertRansfordBiographyfile – Ransford, Bob Biography files. “Robert Gilbert Ransford 1912-1985”, City of Richmond Archives Biography Files. 1<sup>st</sup> page contains a 2019 email from Bob Ransford (grandson) that clarifies some aspects of the Ransford Property including the date and builder of the house at 10700 Railway.  
Source: City of Richmond Archives

[1991-0040-00029.pdf](#) - **Waterworks Atlas 1936**, Waterworks atlas map of areas along Railway Avenue and No.1 Road south and north from Steveston Highway – Item number 1991 40 29. Shows Ransford property and indicates building uses. Detail images in colour (IMG\_7009.jpg; IMG\_7010.jpg; IMG\_7011.jpg) were taken in person at the Archives.  
Source: City of Richmond Archives, Item number 1991 40 29.

Insurance plan of the Township of Richmond, B.C. - 1 -- 1960. - Atlas consists of area maps (folded) and detail maps, produced for fire insurance purposes. Detail maps show construction types and materials; alarm and sprinkler systems; type of heating and power in various buildings and businesses; and water main and hydrant locations.

Source: City of Richmond Archives, Item number 1985 146

**LT\_4219\_1928.jpg** – Land Title information for the property for 1928. The owner's signature is unclear.  
Source: BC Land Title Office.

**LT\_5852\_1937.jpg**- Land Title information for the property for 1937 – owner: JA Ransford  
Source: BC Land Title Office.

**LT\_20724\_1959.jpg** - Land Title information for the property for 1959 – owner: R.G. Ransford.  
Source: BC Land Title Office.

**FT\_26017\_1963.jpg** - Land Title information for the property for 1963 – owner R.G. Ransford.  
Source: BC Land Title Office.

cdm.gvrdmaps.1-0134094full.jpg - Subdivision & Development : Richmond, 1971-06. Greater Vancouver Regional District Planning Department. (1971, June 30). Subdivision & Development : Richmond [M]. <http://dx.doi.org/10.14288/1.0134094>  
Source: UBC Open Collections.

cdm.gvrdmaps.1-0134516full.jpg - Land Use : Richmond. Greater Vancouver Regional District Planning Department Jun 30, 1980. 1 map : black and white ; 76 x 78 cm. Greater Vancouver Regional District Planning Department. (1980, June 30). Land Use : Richmond [M]. <http://dx.doi.org/10.14288/1.0134516>  
Source: UBC Open Collections

**"Steveston Recollections, the History of a Village" at Virtual Museum.**

History of Steveston in photographs: The Steveston Historical Society invites you to take a journey through time. This chronicle tells the story of the village of Steveston, a unique farming and fishing community at the mouth of the Fraser River.

Link: [www.virtualmuseum.ca](http://www.virtualmuseum.ca)

Steveston Cannery Row: An Illustrated History - Mitsuo Yesaki, Harold Steves, Kathy Steves - 2005 - Cannery Row (Steveston, B.C.)

Link: <https://books.google.ca/books?id=jttxn6JbiskC&pg>

**Archival Images:**

**1999-4-3-2583.jpg** - Branscombe -- [ca. 1950]. Photograph of the Branscombe BCER Station, Richmond, on the Vancouver - Steveston Line, portion of the Ransford house can be seen on right.

Source: City of Richmond Archives, Photograph #1999 4 3 2583



**1999-4-2-431.jpg** - BCER 1217 and 1223, Branscombe, May 12 1952 - Photograph slide of interurban tram cars 1217 and 1223 pulling into the Branscombe Station, Richmond, May 12 1952. The cars are operating on the Vancouver - Steveston Line. Portion of house on right.  
Source: City of Richmond Archives, Photograph #1999 4 2 431

**1999-4-2-22.jpg** - Branscombe Station, May 12 1952 - Photograph slide of the Branscombe BCER Station on the Vancouver - Steveston Line, Richmond.  
Source: City of Richmond Archives, Photograph #1999 4 2 22

**1978-0021-00030.jpg** - Branscombe Station -- [ca 1950] - Photograph depicts the train tracks leading to Branscombe Station and the passenger platforms.  
Source: City of Richmond Archives, Photograph #1978 21 30

**1977-0001-00146.jpg** - Richmond Town Council -- 1957. - Photograph depicts the new council chambers at the Municipal Hall with Reeve E.R. Parsons in the chair, Municipal Clerk Ted Youngberg seated below him and Councillor R.A. McMath in the foreground, Councillor H.D. Hudson seated on the far left, and Councillor **Robert G Ransford** at the far right.  
Source: City of Richmond Archives, Photograph #1977 1 146

**1977-0001-00149.jpg** - Meeting of Richmond Council -- 1957. - Photograph depicts a meeting of Richmond Council in the new council chambers with Reeve E.R. Parsons in the chair, Municipal Clerk Ted Youngberg (5th from the left), Councillor **Robert G. Ransford** (centre right), Councillor R.A. McMath (2nd from the right) and Councillor J. Stolberg (3rd from the right).  
Source: City of Richmond Archives, Photograph #1977 1 149

**Richmond\_Review\_Wed\_\_Dec\_12\_\_1951\_port.jpg** - Newspaper portrait of Robert G. Ransford. Source: Richmond Review, Dec. 12, 1951

**BO-47-1466detail.png & BO-47-1466detail2.png** - Vintage Air Photos -BO-47-1466 - 1947, Air Photo, View-NorthEast Steveston Overview. You can see the farm buildings and house in this photo.  
Source: <http://vintageairphotos.com/bo-47-1466/>

**2008-36-3-81.jpg** - Steveston Highway and Railway, Richmond, June 1976. Photograph slide of an aerial view of the area around the intersection Steveston Highway and Railway Avenue, Richmond, October 1976. The roads meet at the in the foreground, far left. The subject house is not in the image (the intersection is cut off) but this image show the development of the area in 1976.  
Source: City of Richmond Archives, Photograph #2008 36 3 81

**1988-0010-00021.jpg** - North from Steveston Highway. Aerial photograph taken at an altitude of 4,000 feet, looking north from Steveston Highway between No. 1 Road and Railway Avenue towards Sea Island.  
Source: City of Richmond Archives, Photograph #1988 10 21

**IMG\_6974.jpg** - Detail of Railway at Steveston Hwy. From controlled mosaic part of the Municipality of Richmond, Victoria, B.C. : Department of Lands and Forests [producer], 1954. Series consists of vertical air

photographs of Richmond that constitute a contiguous area map. Each image provides detailed visual information relating to buildings, artificial geographic features and natural geographic features, Series no. 518.

Source: City of Richmond Archives, 1987 44



## 12.0 Historic Information

**10700 Railway Ave. Research Summary Sheet: R.G. Ransford House**  
**By Christine Hagemoen**

**Street Address:** 10700 Railway Ave., Richmond BC (previously 1070 Railway Ave.)

**Legal Address:** Lot 76 Block 4N Plan NWP26017 Section 36 Range 7W Land District 36

**Type of Resource:** residential building

**Name:** Ransford House (R.G. Ransford House)

**Date of Construction:** circa 1932

Source: Ransford, Bob Biography files (2019 email from Bob Ransford)

**Original Owner:** Robert "Bob" Ransford

Source: OH-Ransford\_Bob-Transcription36232.pdf

**Architect:** n/a

**Builder:** James Spargo, carpenter (for his daughter Mary Ransford and her husband R.G. Ransford)

Source: Ransford, Bob Biography files (2019 email from Bob Ransford)

**Additional Information:**

Branscombe Station

Type: BCER Station

Origin: Branscombe, Solomon

History: Solomon and Eleanor Branscombe were married in Picton, Ontario in 1875 and moved to Lulu Island in 1889. They settled on the property at 4900 Steveston Highway in 1906 and officially gained title to the land in 1908. The Canadian Pacific Railway put in the railway line in 1902, which was leased by the B.C. Electric Railway Company in 1905 for the start of the interurban service. Branscombe Station was built in 1909, close to the homestead, and was spelt without the 'e' for some years. The Branscombe house is now owned by the City of Richmond.

Source: City of Richmond Archives, Branscombe house project records, 1991 15, 1991 21

Solomon and David Branscombe were brothers who came from Ontario to Lulu Island in 1888. On November 23, 1889, David and Sarah Branscombe's daughter, Mae, was born. The Victoria Colonist newspaper reported: 'Baby Branscombe is the first arrival in the new town of Steveston, and Her Babyship has been presented with a town lot in honor of her claim to public recognition.' David Branscombe had a store on Second Avenue. Solomon and Eleanor built this Edwardian home at the corner of Railway Avenue and Steveston Highway. Solomon was a farmer who used his wagon and 4 horses to haul gravel for road building, and drove a steamroller and grader.

Source: STEVESTON RECOLLECTIONS, The History of a Village, <http://www.virtualmuseum.ca/> - page 37.

Ransford Gate

Type: Road

Origin: Ransford, James Arthur and Maude (assumed)

History: Named at Council Meeting of April 8, 1947, res. 9635, pg. 102. Descriptor: Runs North and South between Steveston Hwy. and Williams Road, one eighth of a mile East of Number One Road, Sec. 35, Block 4 North, Range 7 West.

Source: City of Richmond Council Minutes, April 8th, 1947, res. 9635, 102. City of Richmond Archives, Vol 35, 1947.

Steveston Highway used to be known as No. 9 Road.

Source: Waterworks Atlas for 1936

No. 9 Road (Steveston Highway)

Type: Road

Origin: Municipal Council of the Corporation of Richmond

History: See No. 1 Road. The notice published in the British Columbia Gazette April 23 1881 described No. 9 Road as follows :-; 9. Commencing at the South-west corner of Lot 35, B. 4 N., R. 7 W.; thence due East, along the survey line between Blocks 3 and 4 North, to the Fraser River; By-law no. 45 which was enacted in September 1892 extended No. 9 Road as follows:-; Commencing on Road no. 9 at a point about 20 chains east of the Northeast corner of Section 6 Block 3 North Range 5 West New Westminster District and within one chain of the bank of the slough [Hartnell] intersecting the said road at that point; thence easterly along the bank of the said slough with a width of 66 feet to where the said slough leaves the said No. 9 Road on its northern bank, within one chain of the bank of the slough intersecting the said road at that point; thence easterly along the bank of the said slough with a width of 66 feet to where the said slough leaves the said No. 9 Road on its northern bank; No. 9 Road eventually became known as the Steveston Highway, possibly in 1929 when the road was reclassified as a secondary highway, and the No. 9 Road designation was reassigned to Ewen Road.

Source: City of Richmond Council Minutes 1880-1885. City of Richmond Archives, Vol 1, 1880-1885.; City of Richmond By-Laws 1881-1892. City of Richmond Archives, By-Law No. 1-45, Vol 1, 1881-1892.

Steveston Highway

Type: Road

Origin: Steves Family

History: Manoah Steves researched and then visited Lulu Island area in 1877. Liking what he saw, he sent for his family and purchased large tracts of land and settled the area which became known as Steveston. Manoah Steves served as Councillor in 1880 and various members of this family have served the community in a similar capacity since then. Steveston Highway was formerly known as No. 9 Road.

Source: Ross, Leslie J. "Richmond Child of the Fraser". Richmond: Richmond '79 Centennial Society and The Corporation of the Township of Richmond, 1979.

Summary:

Since R.G. Ransford also known as Bob Ransford (not to be confused with his grandson also called Bob Ransford) was in civic politics and participated in community affairs references to him (and Ransford



family) are found in the local press. The Ransford family, led by James A. Ransford, is also considered one of the pioneering families in Steveston/Richmond.

The early directories do not provide full address information, nor is there street lookup, only an alphabetical listing of names. It is not until 1938 when house numbers appear in the listings. The address (house number) for 10700 Railway has gone through a few changes over the years. Originally it was 638 Railway (from 1938 to mid 1940s), by 1947 the address changed to 1070 Railway. In the mid to late 1970s, it changed again when a zero was added to the end of 1070 to make it 10700 Railway. Both of the changes could be a result of growth of population and subdivision of land in Richmond.

Land title information, obtained from the BC Land Titles office, was printed out by the Archivist at Richmond Archives for the purpose of searching through the property tax scrolls, as the information for the legal address is quite confusing. This was done as a courtesy and he wanted to make sure that it was clear that the information was not from the Richmond Archives, but from the Land Titles Office. These surveys show the subdivision of the property owned by the Ransford family at Railway and Steveston Hwy from 1928 to 1963.

The only way to pinpoint the year the house was constructed is to look through the property tax rolls, which are on microfilm. This would require more time to complete.

RG Ransford and Mary Spargo were married in 1932; this would coincide with the information from their grandson, Bob Ransford, that the house, now at 10700 Railway, was built in 1932 by Mary's father for the young couple. However, also in the RG Ransford biography file, the story seems to be that the couple married in secret and lived separately in their own family homes for almost a year before telling their parents of their marriage. After that the story says they lived in a rented house on the corner of Railway & Steveston Hwy – no mention of a house built by James Spargo as indicated by their grandson's version. There are a few discrepancies, like this, in the various oral histories included in this research (as is expected when people are relying on their memory for facts).

No Fire Insurance Plans of the area to show the buildings and other details were available, however there was a Waterworks Atlas for 1936 that does show the property and structures in detail. The map is a little strange as it shows two views of the property along Railway and No. 9 Road (Steveston Hwy) parallel to each other instead of at a right angle to each other. It takes a little time to orient oneself to the layout of the information.

There is a Fire Insurance Plan from 1960, but it does not provide detailed (only an area map) for the section at Steveston Hwy and Railway. However, the area map does show a street called Ransford Road that runs parallel to Railway from Williams to Steveston Highway and between Railway and No. 1 Road. The land has since been subdivided and a cul de sac development replaced the open farmland. Today only a stub of the original road remains, and it is called Ransford Gate.

\*\*\*\*\*

**RICHMOND FUR FARM**  
(BOB RANSFORD)  
1070 Railway Avenue Stev. 163

•

This farm at present cares for 1200 Mink. Pelted on the place with buyers coming from New York and other far away markets to purchase.

•

A growing industry, fostered and developed by a local boy

Source: Marpole Richmond Review July 9, 1947



test the election for Reeve.

**ROBERT G. (BOB) RANSFORD—**  
Born and raised in Richmond, Bob is the youngest of three candidates to date. A member of the Council for the past three years Bob has a background of experience as an executive in one of the large fishing companies and in addition is a successful fur farmer. Past president of the Richmond Board of Trade he was the prime mover behind their Brief to request the construction of a boat basin at Steveston which is shortly to be started by the Federal Government.

For Council there are five candidates to date and many others are being mentioned as likely candidates. Those who have already publicly declared their intention are:

**MARY CAMERON—**Publisher of the

Source: Marpole-Richmond Review November 30, 1949

Wednesday, November 30, 1949

## A MESSAGE to the CITIZENS OF RICHMOND

Dear Fellow Citizens:



As a candidate for the office of Reeve of Richmond Municipality, I would like to take this opportunity to state my platform to those of you who will not have the time to attend an election meeting.

I consider the following to be the things which most of us consider need immediate attention:

### **DRAINAGE—**

Our whole drainage system must be surveyed by a competent Drainage Engineer and a programme set in motion to efficiently drain all sections of the Municipality.

**Robert (Bob) Ransford**

**MARPOLE BRIDGE** — I shall continue Reeve Grauer's fight to have the Provincial Government improve the present bridge without delay or interruption of traffic and without any cost to Richmond. I shall also fight for a new North Arm Bridge to be built as soon as possible but without Richmond having to share the cost.

**BUS SERVICE** — Present bus service which was set up in accordance with a Plebiscite of several years ago does not now appear satisfactory to many people. We must have a new Plebiscite and once and for all settle the question in the manner desired by the majority of the people. I also feel that better service on the No. 2-5 Bus line is now essential.

**A RICHMOND HOSPITAL** — With our fast-growing population, now is the time to start considering a hospital for Richmond. I have reason to believe that sufficient Government assistance could be obtained to provide us with a hospital at very small cost.

Road improvements, street lighting, sidewalks, garbage collection, etc., are other things that are considered an urgent necessity by many. Street lighting and road improvements are already projected for many parts of the Municipality, in fact work is already under way in some sections. However, we must not spend too much money before we can see where it is coming from.

With three years experience as a Councillor, coupled with my business experience in a large corporation, I believe I can, with the assistance of a hard-working Council and the permanent municipal staffs, give you an efficient, economical, business-like administration.

I earnestly solicit your support on December 10th.

Yours sincerely,

**ROBERT G. (Bob) RANSFORD**

Source:

Marpole-Richmond Review November 30, 1949

## **MRS. MAUD RANSFORD PASSES IN 73RD YEAR**

Mrs. Maud Ransford passed away quietly Monday morning December 18th at the home of her son Robert Ransford, 1070 Railway Ave. Mrs. Ransford had been in failing health for over a year and was bed-ridden for the past four months. She was the widow of J. A. Ransford, who predeceased her in 1942. They came to Richmond in 1910 and settled at the corner of Steveston Highway and Railway Ave. right at Branscombe Station.

She leaves to mourn her passing

one daughter Molly Ransford of Vancouver and two sons George H. and Robert G. both of Steveston, one sister, Mrs. H. Stewart of Vancouver and three brothers Harry Frith-Smith of Vancouver, Robert and Thomas Frith-Smith, of Verdun, Manitoba, as well as one granddaughter and two grandsons.

The funeral will take place Thursday at 1:30 p.m. from T. Edwards Undertaking Parlours, 10th Ave. at Granville. Interment in the family plot: Ocean View Cemetery.

Source: Marpole Richmond Review, Dec 20, 2019



## J. A. Ransford Dies Suddenly At Home

Death claimed a well known resident of Richmond Sunday when James Arthur Ransford, 143 Steveston Highway (corner Railway Avenue) succumbed to a heart attack at his home.

Mr. Ransford has been in Richmond thirty-two years, having come from Gloucestershire, England. He has specialized in mink, and his farm is one of the best known in the province.

His two sons, George and Robert, reside nearby, and are expected to continue the business their father instituted. One daughter, Molly, resides at home with her mother. There are three grandchildren here, and one brother, William, resides in England.

The funeral will be held today at 1:30 o'clock from the T. Edwards Funeral Parlors, Rev. W. E. Gilbert officiating.

Mr. Ransford and family have lived quietly in Richmond during their long stay here, but they have many personal friends who are expressing their genuine sympathy.

Source:  
Marpole Richmond Review Dec 2  
1942

*Community*

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## Prominent local passes

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Robert (Bob) G. Ransford, a life-long Richmond resident, died last Friday in Richmond Hospital after a sudden heart attack.

Born in Steveston in 1912, he dedicated his life to his family and to building the community in which he was raised. Ransford served as a Richmond councillor from 1946 to 1958, and president of the Richmond Board of Trade, predecessor to today's chamber of commerce. He was a founding member of the Steveston Community Society and served as its president in its early days. Ransford was also vice-president of the Richmond Kiwanis Club, master of the Orange Lodge in Richmond and a regular columnist for The Review in the 1950s. In 1951, he established Robt. Ransford Ltd., a private company he was active with until his

death. The company first introduced nylon fishing gillnet to Canada in the early 1950s, when Ransford became one of the first post-war Canadian importers of products from Japan.

Ransford is survived by his loving wife of 62 years, Mary and by his son Gary, four grandchildren Bob, Ken, Lisa and Ellen and two great-grandchildren Alexandra and Meghan.

A memorial service, celebrating Ransford's life, was scheduled for today (Wednesday) at 3 p.m. at St. Anne's-Steveston Anglican Church at 4071 Francis Rd. Donations in lieu of flowers may be made to the Richmond Foundation.



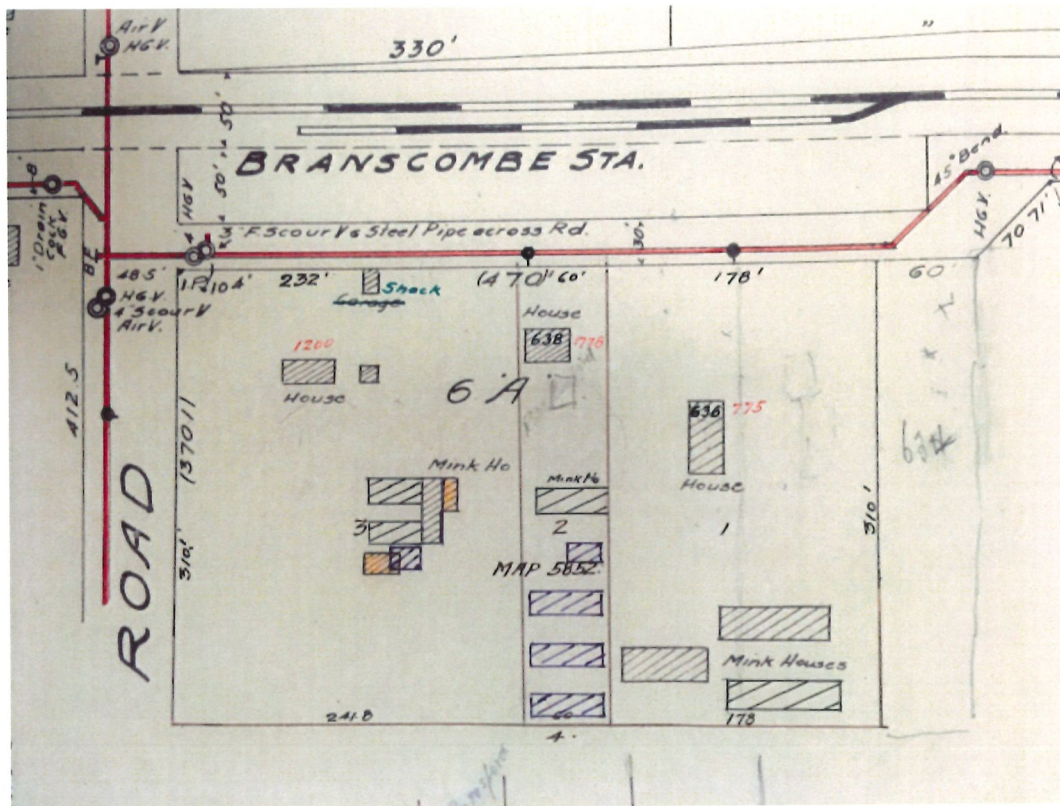
**RANSFORD**

Source: Richmond Review Feb 15, 1995

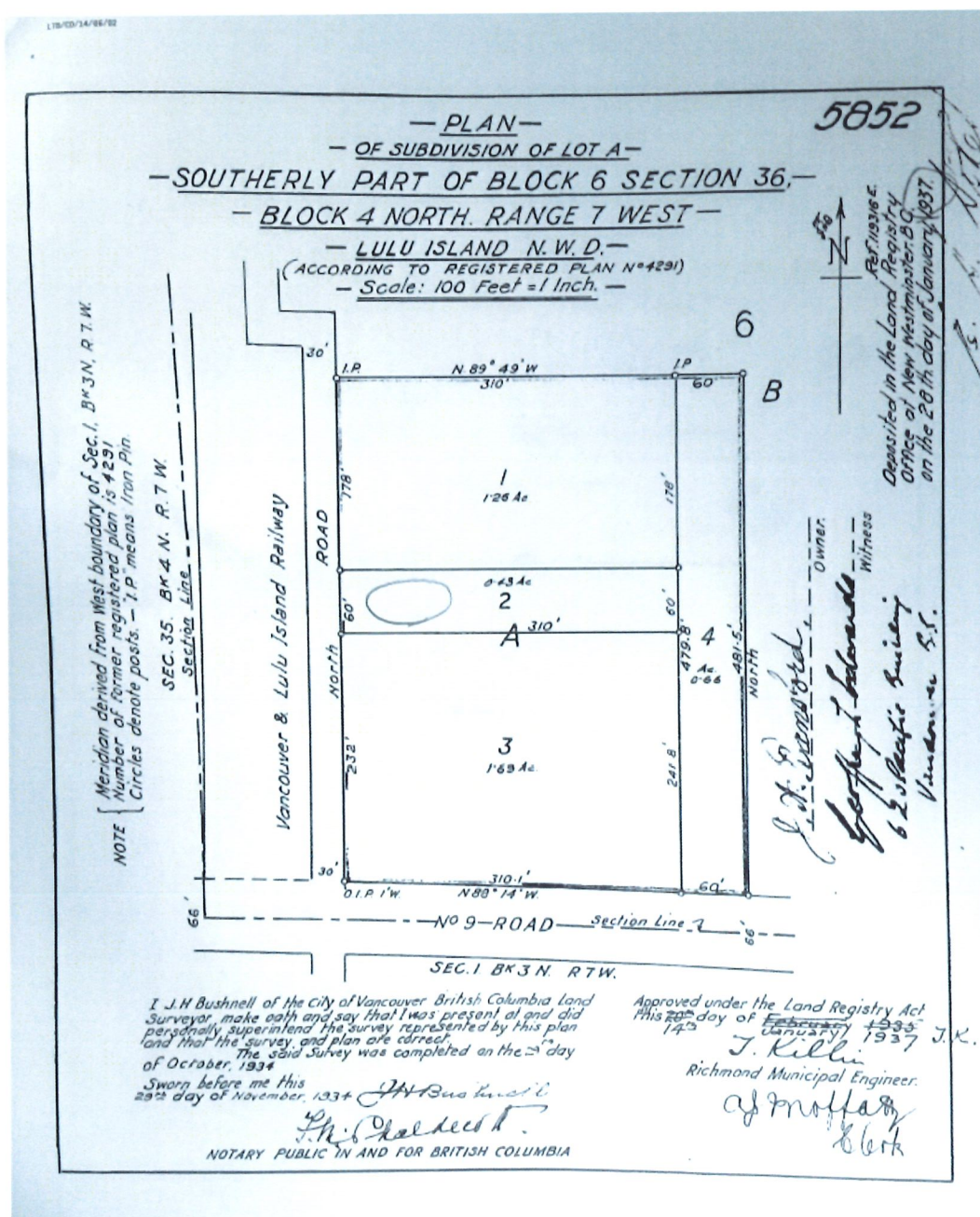




Source: City of Richmond Archives: Folder on Robert Gilbert Ransford. Article from The Richmond News, dated February 15, 1995, p. 13.



Waterworks Atlas 1936. Close-up photograph by C. Hagemoen 2019, of Item number 1991 40 29 of the Waterworks atlas map of areas along Railway Avenue and No. 1 Road south and north from Steveston Highway, showing the Ransford property and indicating building uses.

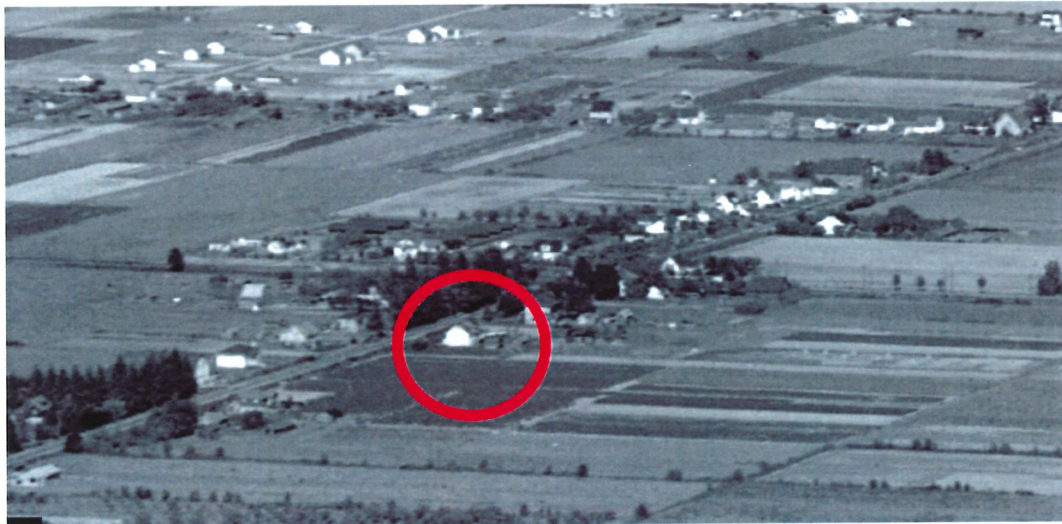


Source: BC Land Title Office, dated 1937, owner J.A. Ransford





Source: City of Richmond Archives, photograph #1999 4 2 431. Branscombe BC Electric Railway Station, Richmond, the Vancouver-Steveston Line. Circa 1950. Ransford House circled in red.



Source: Vintage Air Photos BO-47-1466-1947. Aerial Photograph from 1947 with Ransford House circled in red.

**APPENDIX B**  
**DEVELOPMENT GUIDELINES AND ZONING BYLAW**

The following development guidelines and variances to Richmond Zoning Bylaw 8500 in respect of the Lands are included in this Agreement:

1. The exterior of the Heritage Building will be restored in accordance with the Heritage Conservation Plan by Schueck Heritage Consulting dated May 2022, attached to this Agreement as Appendix "A".
2. The accessory building containing the Garage and Coach House shall be developed, constructed and maintained substantially in accordance with the plans attached as Appendix "C" hereto.
3. The **Permitted Use** for the Lands will be **Housing, single detached**, with a detached **coach house**
4. Notwithstanding the definition of **coach house** in the Richmond Zoning Bylaw 8500, for the Lands the coach house shall have a maximum of 70% of its floor area located above the ground floor;
5. The maximum **density** for the Lands is limited to one **principal dwelling unit** and one **coach house**.
6. **Boarding and lodging** shall be located only in a **single detached housing** unit, and not in the **coach house**.
7. The **coach house** must have a minimum **floor area** of at least 33 m<sup>2</sup> and must not exceed a total **floor area** of 131 m<sup>2</sup>.
8. The minimum **front yard setback** for the **garage** and **coach house** is 30.0 m.
9. The minimum **setback** to the north **lot line** for an **accessory building** containing a detached **coach house** is 6.0 m.
10. The minimum **setback** to the south **lot line** for an **accessory building** containing a detached **coach house** is 2.0 m.
11. The **accessory building** containing a detached **coach house** shall be located within 3.9 m and 15.2 m of the **rear lot line**.
12. The minimum **building separation space** between the Heritage Building, being the principal **single detached housing** unit and the **accessory building** containing a **coach house** is 5.3 m, except that a **coach house** balcony may project 0.45 m into the **building separation space**.

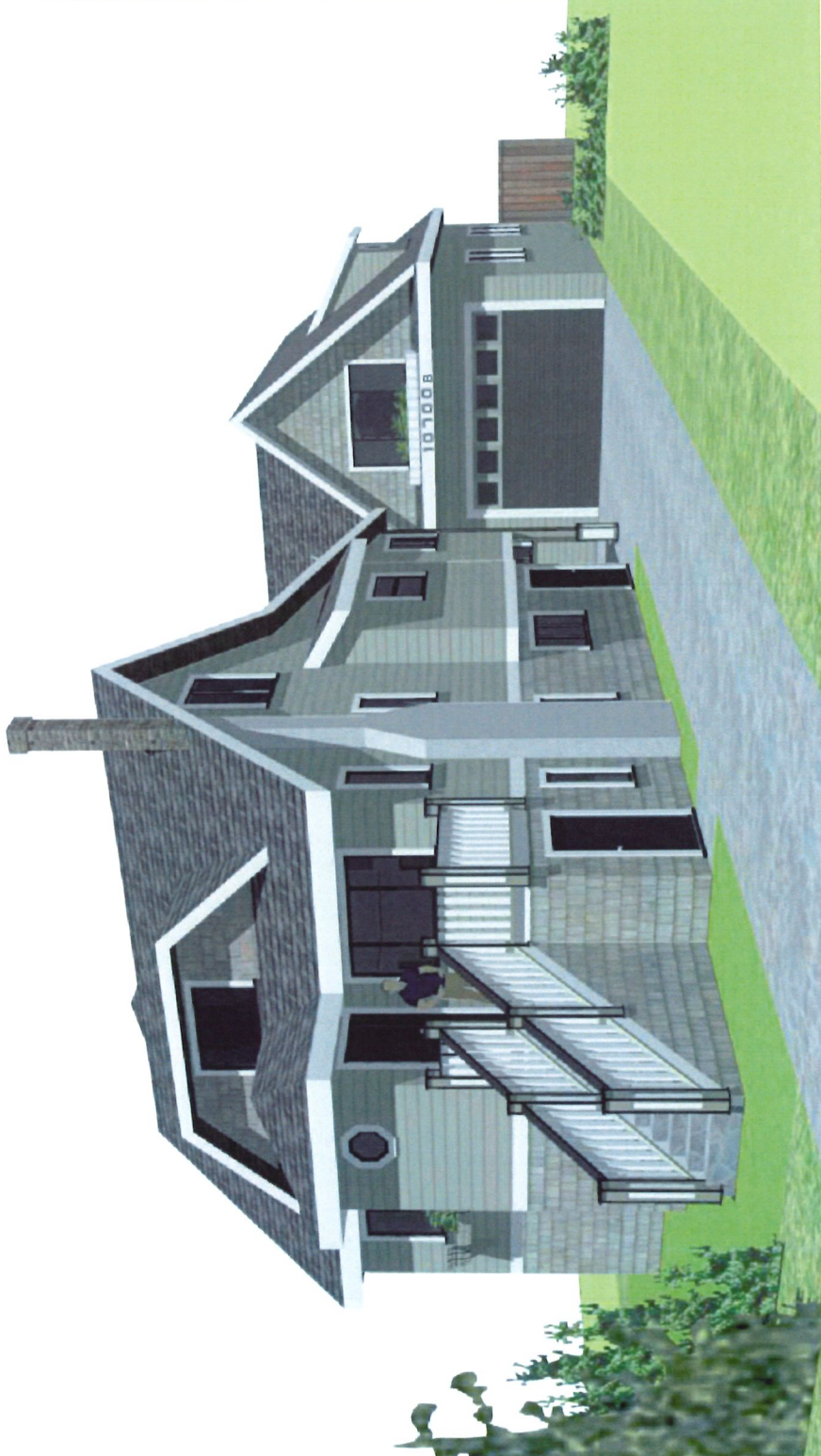


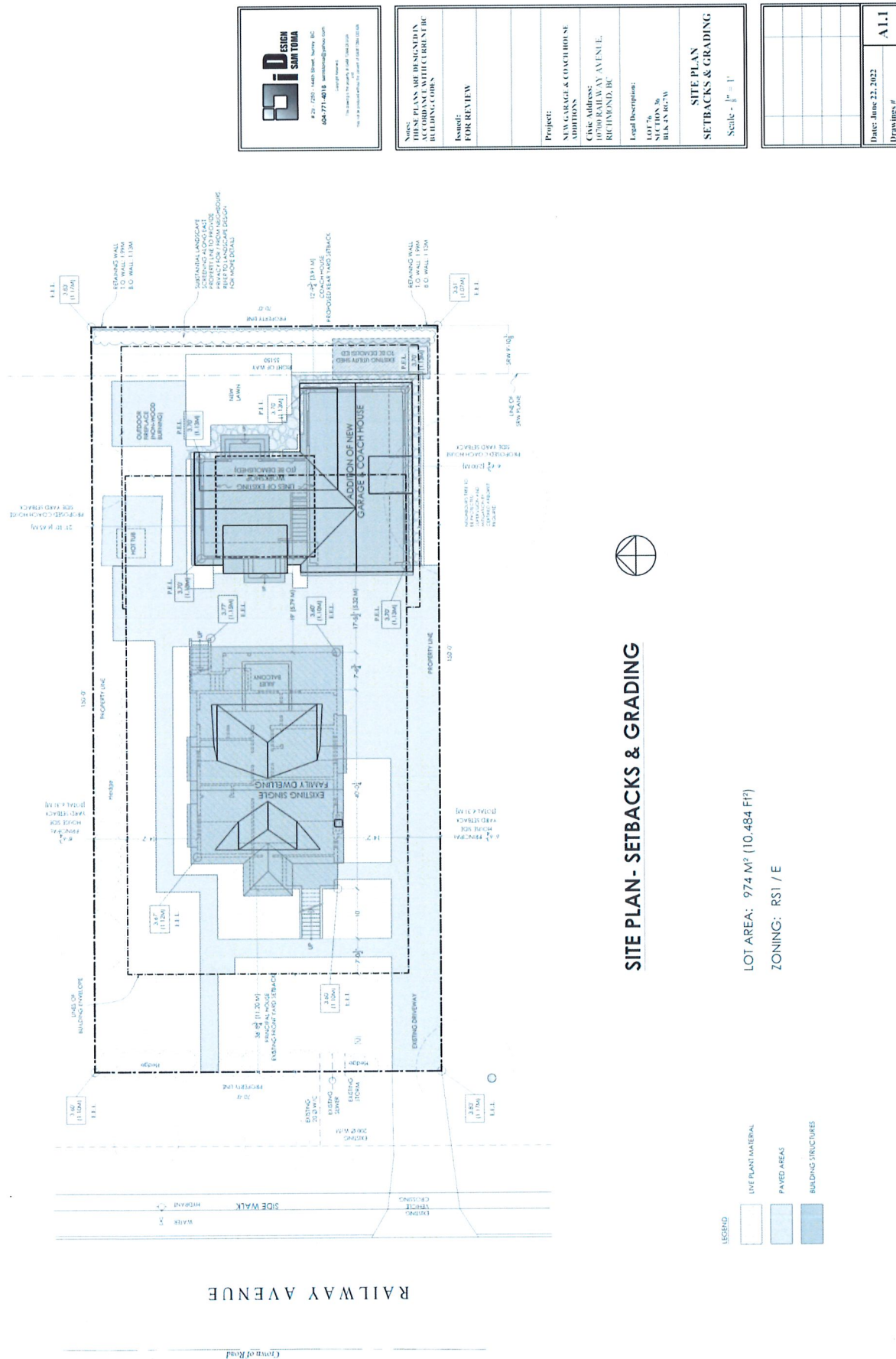
13. The maximum **height** for an **accessory building** containing a **coach house** shall be 2 **storeys** or 8.17 m, whichever is less, measured to the roof ridge.
14. The required on-site **parking spaces** for the **single detached housing** may be provided in a **tandem arrangement**, with the required on-site **parking spaces** for the **coach house** located to one side and provided in a **tandem arrangement**.
15. A **coach house** may not be located above more than 4 **parking spaces** in the detached **garage**.
16. In all other respects, any new development on the Lands will be required to comply with Richmond Zoning Bylaw 8500.

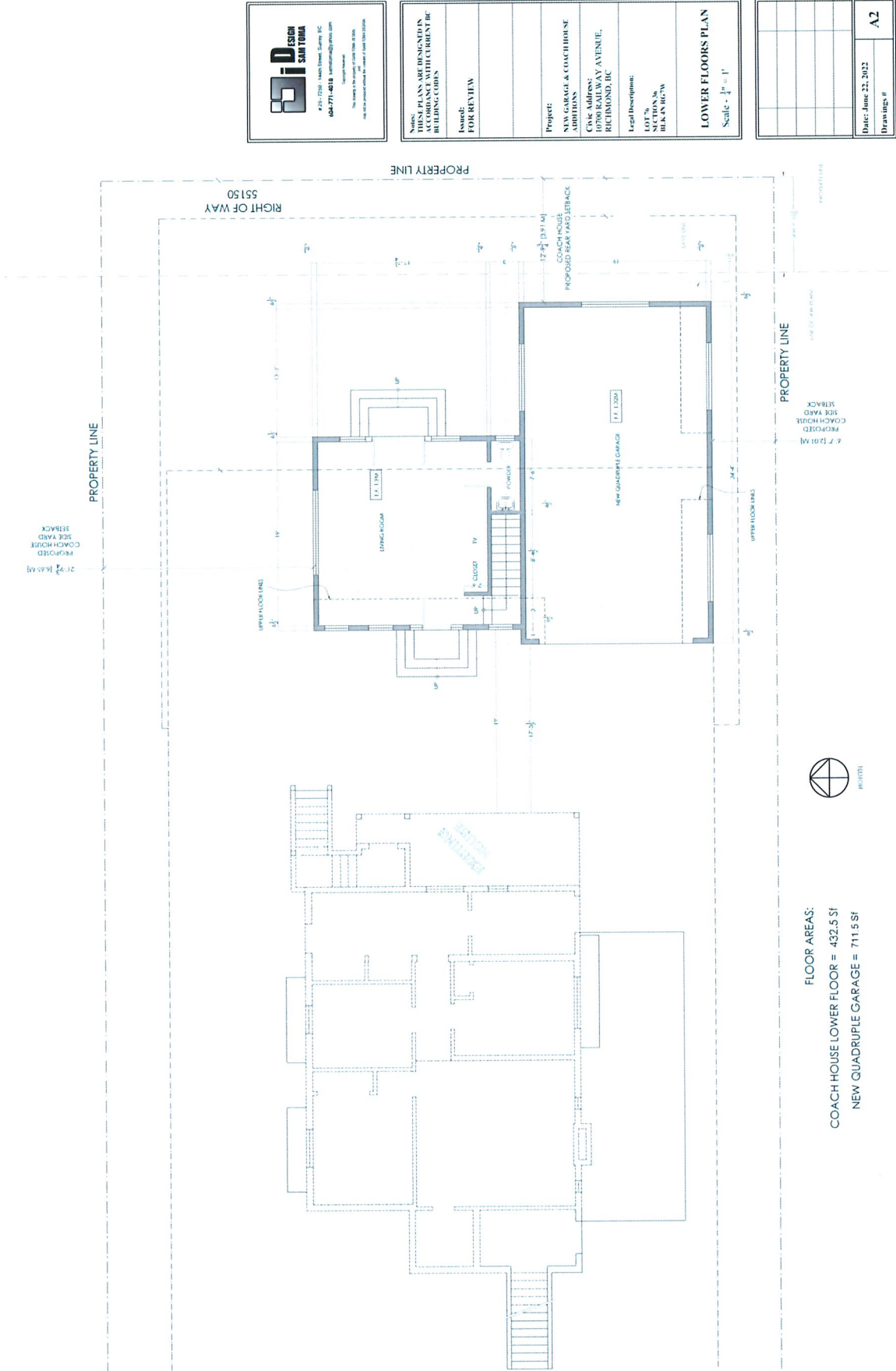
**APPENDIX C**  
**PLANS GARAGE AND COACH HOUSE**

(see attached.)

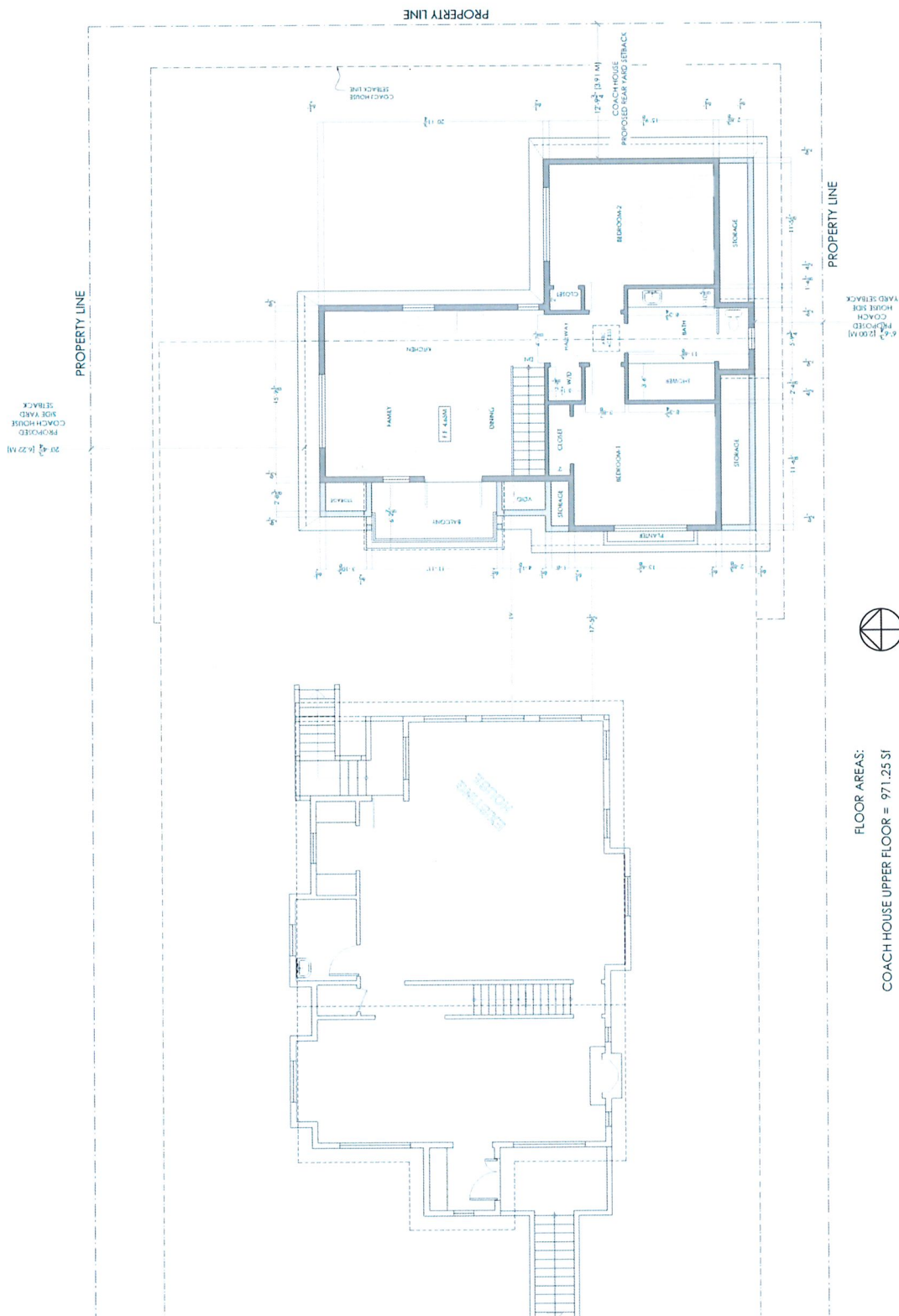
10700 RAILWAY AVENUE, RICHMOND, BC  
NEW GARAGE & COACH HOUSE


[illegible]









 <p>             4221 - 7236 - 14th Street, Suite 102              654-777-4018    info@iiddesign.com           </p> <p>             This drawing is the property of iD Design and shall be kept              confidential and not be printed, copied or used in any other project.           </p>	<p>Notes:</p> <p>1. THESE PLANS ARE DESIGNED IN ACCORDANCE WITH CURRENT IRC BUILDING CODES</p>	<p>As-built:</p> <p>FOR REVIEW</p>	<p>Project:</p> <p>NEW GARAGE &amp; COACHHOUSE ADDITIONS</p> <p>Civic Address:</p> <p>10708 RAILWAY AVENUE, RICHMOND, NC</p>	<p>Lead Descriptions:</p> <p>SECTION 50 SECTION 56 BULKY RC7W</p>	<p>UPPER FLOORS PLAN</p> <p>Scale = <math>\frac{1}{4}'' = 1'</math></p>
	<p>DATE: June 22, 2022</p> <p>A3</p>				

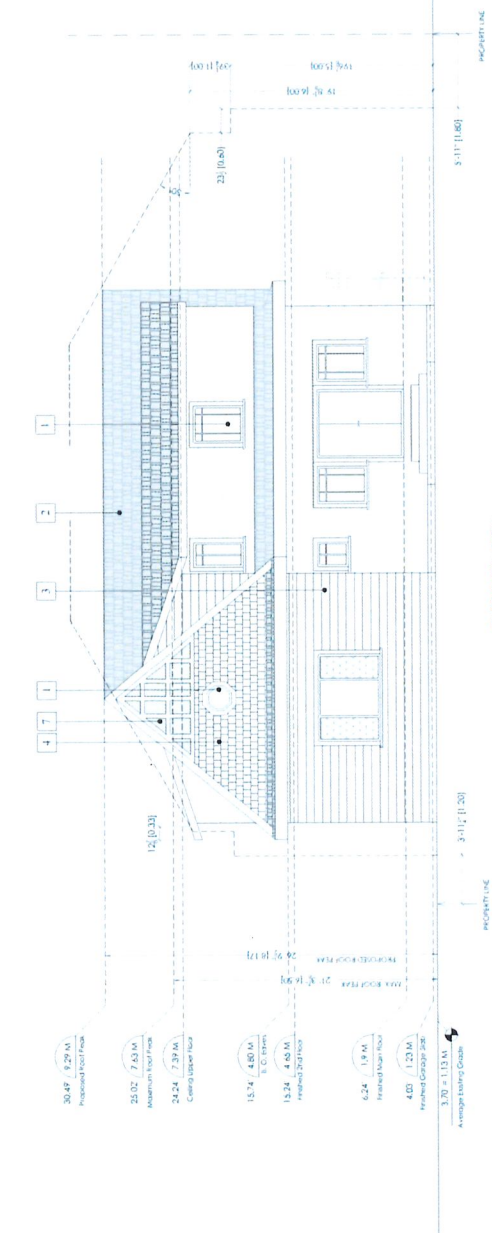


- 1 WHITE TRIM TO MATCH EXISTING
- 2 ASPHALT ROOF SHINGLES
- 3 DARK GREY TO MATCH EXISTING
- 4 WOOD BOARD SIDING - SAGE GREEN TO MATCH EXISTING
- 5 WOOD SHAKES - SAGE GREEN TO MATCH EXISTING
- 6 WHITE COLOR
- 7 BOARD & BATTEN SIDING
- 8 WINDOW PLASTER
- 9 DECORATIVE ROOF VENT
- 10 WALL LIGHTING FIXTURE (DOWNWARD FACING)
- 11 ADJACENT LIGHTING FIXTURE (DOWNWARD FACING)

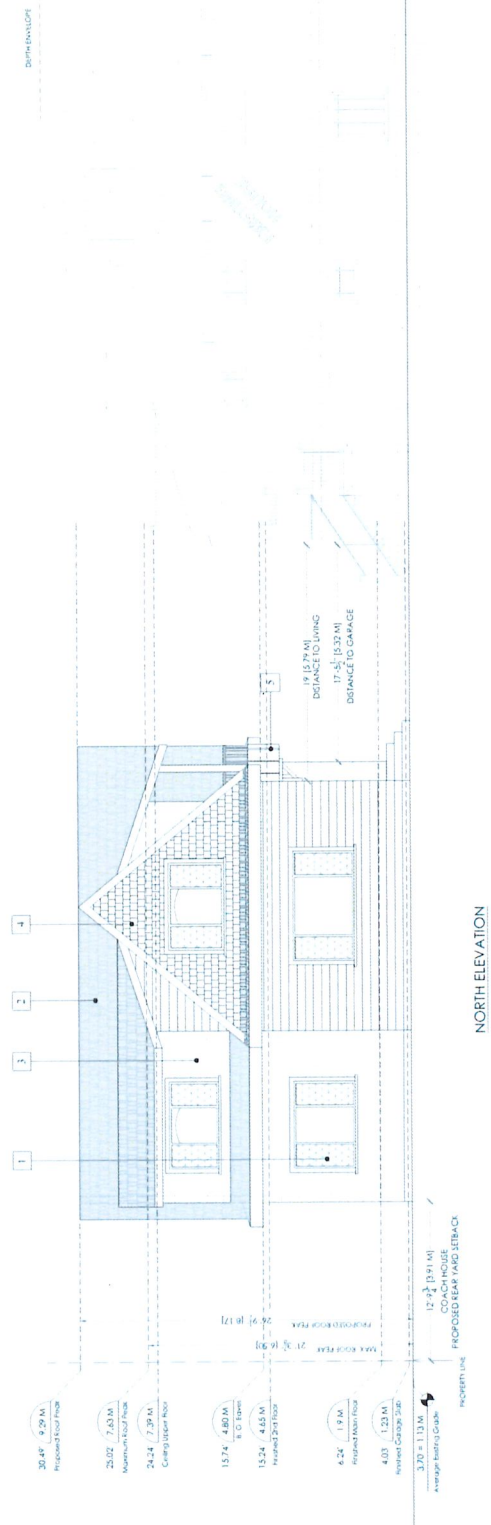


Notes: THOSE PLANS ARE DESIGNATED IN ACCORDANCE WITH CURRENT BUILDING CODES
Issued: FOR REVIEW
Project: NEW GARAGE & COACH HOUSE ADDITION COR. MADISON & RAILWAY AVENUE, RICHMOND, BC
Legal Description: LOT 76 SECTION 36 BLOCK 10 R.M. 10
EAST & NORTH ELEVATIONS Scale: 1/4" = 1'

Date: June 22, 2022
Drawings: 6
A5



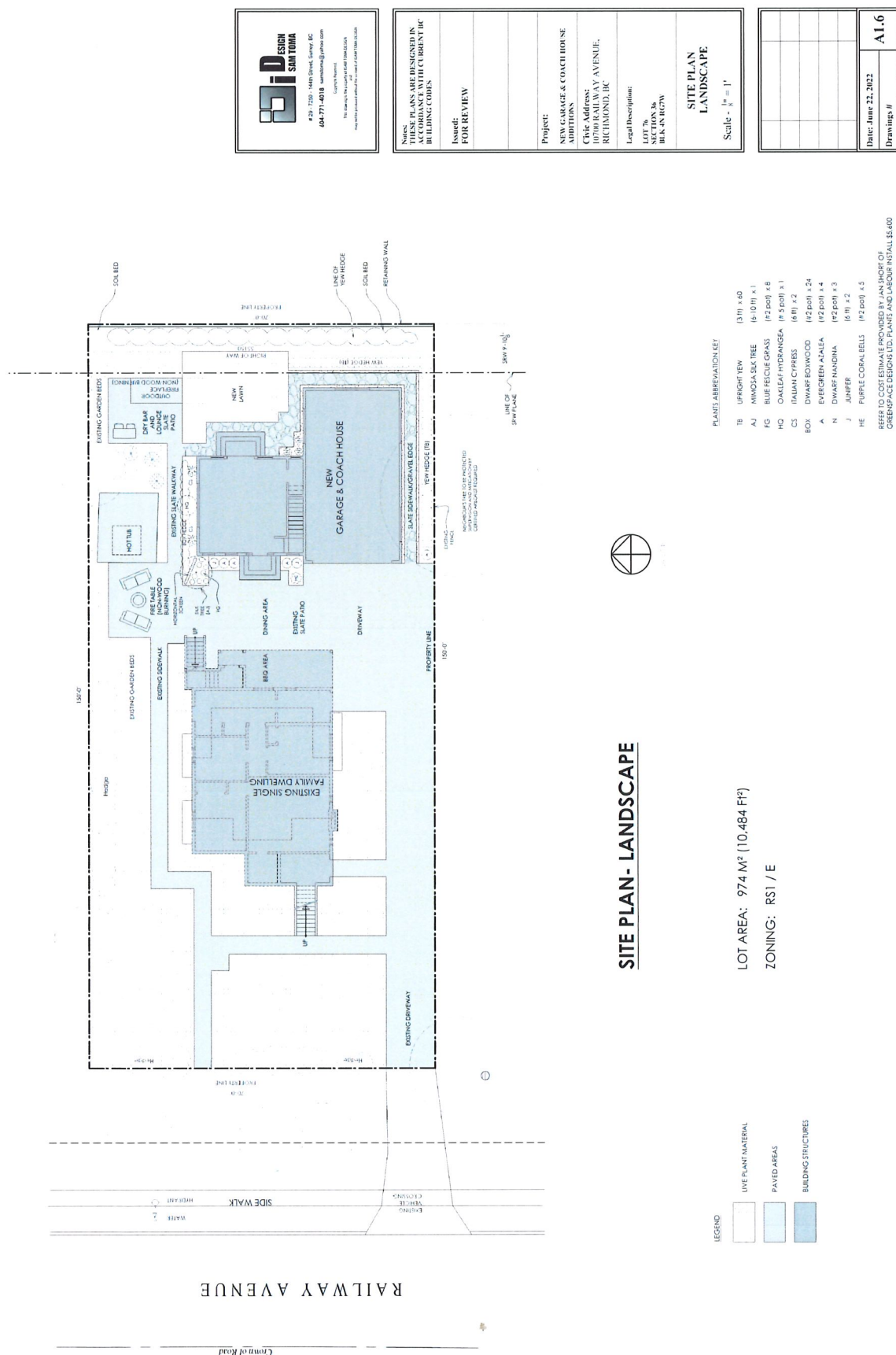
EAST ELEVATION



NORTH ELEVATION

**APPENDIX D**  
**LANDSCAPE PLAN**

(see attached.)







# City of Richmond

## Report to Committee

**To:** Finance Committee  
**From:** Ivy Wong  
Acting Director, Finance  
**Date:** June 10, 2022  
**File:** 03-0900-01/2022-Vol  
01  
**Re:** 2022 Major Development Cost Charges Program Update

### Staff Recommendation

That the preliminary DCC programs and DCC rates as outlined in the staff report dated June 10, 2022 titled "2022 Major Development Cost Charges Program Update" from the Acting Director, Finance, be endorsed as the basis for further public consultation in establishing the updated DCC Rates Bylaw.

Ivy Wong  
Acting Director, Finance  
(604-276-4046)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Economic Development	<input checked="" type="checkbox"/>	 Acting GM, F&CS
Law	<input checked="" type="checkbox"/>	
Real Estate Services	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Affordable Housing	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The City of Richmond (the City) last completed a major DCC update in 2017. In following the Province's DCC Best Practice Guide of completing a major DCC update once every five years, a major review of the City's DCC rates is recommended for the current year.

The purpose of this report is to provide Council with an overview of the approach of the current year's DCC major update along with the draft DCC programs and DCC rates impact based on the review work completed to date. Once the DCC major update approach is endorsed by Council, staff will use this staff report as a basis for further public consultation over the summer months. Once the public's inputs are received and considered, staff will prepare the DCC Rates Amendment Bylaw for Council's consideration in fall of 2022.

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

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

*5.1 Maintain a strong and robust financial position.*

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

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

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

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

### Findings of Facts

Since summer of 2021, staff from multi-disciplinary areas have been working together and with various external consultants in the areas of DCC legislation, DCC program review, land valuation, technical studies and growth estimates, in preparing the current major DCC review. The review and update take into consideration the City's Official Community Plan (OCP), as well as all relevant approved master plans, policies, studies and strategic documents. Staff reviewed and updated the underlying DCC assumptions, which include:

- Development and growth forecast
- Infrastructure requirements to support growth (Roads, Water, Sanitary, Drainage, Park Land Acquisition and Park Development)
- Benefit allocation and municipal assist factor
- Equivalency factors and drivers for various servicing types
- Average dwelling sizes
- Addition of new DCC projects
- Deletion of DCC projects that have been completed or are no longer required
- Updated timing of future DCC projects

Despite the fact that the timing of this major DCC update does not coincide with the OCP targeted update that is now underway, this DCC update is still recommended in accordance with the DCC Best Practice Guide using current data. Once the OCP targeted review is completed in 2024, a full DCC review will be undertaken to ensure that all major cost estimates, growth assumptions and underlying DCC methodologies are fully aligned with the broad policy consideration of the approved and updated OCP.

## Analysis

### DCC Overview

DCCs are monies that municipalities collect from developers to offset the portion of costs related to the services incurred as a direct result of new developments. The *Local Government Act* permits DCCs to be established for providing, constructing, altering or expanding facilities related only to roads, water, sanitary, drainage, parkland acquisition and park development.

### DCC Bylaw Update Process

The last major DCC bylaw update was adopted by Council in May 2017. With the exception of year 2020, the City has been amending the DCC Rate Bylaw by inflationary adjustment each May, based on Vancouver's Consumer Price Index (CPI) of the previous year. The annual adjustment was implemented in response to the feedback received from the development industry during the last major DCC update in 2017 and has been done in accordance with the *Development Cost Charges Amendment Bylaw Approval Exemption Regulation, B.C. Reg. 130/2010*. Table 1 summarizes the inflationary adjustments to the DCC rates since 2017:

Year	DCC Rate Adjustment	Adjustment Factor
2018	2.2%	Based on 2017 Vancouver CPI
2019	2.9%	Based on 2018 Vancouver CPI
2020	0.0%	None due to Covid relief. 2019 Vancouver CPI was 2.3%
2021	0.8%	Based on 2020 Vancouver CPI
Total	5.9%	Cumulative adjustments since the 2017 DCC update

Table 1. Inflationary Adjustments to DCC Rates (2017 to 2021)

The City has exercised the permitted Ministry approval exemption granted under the *Development Cost Charges Amendment Bylaw Approval Exemption Regulation, B.C. Reg. 130/2010* for up to four years from the date of adoption of the DCC bylaw approved by the Inspector in 2017. Therefore, the 2022 major DCC Rate Bylaw update, once approved by Council, will be subject to the Ministry's approval as required under the DCC legislation.

### Draft DCC Program

Based on the updated program costs required for each servicing area to support the City's 2022-2047 capital infrastructure growth, the City's updated DCC program is estimated to be \$1.96 billion. Table 2 and Chart 1 below provide a summary of the draft 2022 program values along with a comparison with the current DCC program values.

Program Area	2022 (Draft) DCC Recoverable Value	2017 (Current) DCC Recoverable Value	% Change	Refer to Attachment
Roads	\$ 718,085,195	\$ 504,321,687	42.4%	1 & 1.1
Drainage	\$ 583,324,854	\$ 167,383,669	248.5%	2 & 2.1
Park Acquisition	\$ 325,882,664	\$ 245,451,584	32.8%	3
Park Development	\$ 182,407,295	\$ 178,383,883	2.3%	4
Sanitary	\$ 102,234,339	\$ 88,650,258	15.3%	5 & 5.1
Water	\$ 44,055,639	\$ 38,308,976	15.0%	6 & 6.1
<b>Total</b>	<b>\$1,955,989,986</b>	<b>\$1,222,500,057</b>	<b>60.0%</b>	

Table 2. 2022 (draft) and 2017 DCC Program Values

Significant cost adjustments based on external market factors have been included in the draft DCC program. These increases are mainly the reflection of the substantial increases in land values and construction costs over the past years. The impact of the land value escalation is especially notable in the densified City Centre area, in many cases with land value immensely increased by more than two-folds. Both the Roads and the Park Acquisition DCC program values have been updated to reflect the current land acquisition costs for the roadways and park spaces required by growth.

In addition, as the City's population and density increase, the significance of the City's flood protection increases. As such, a new dike component has been added to the updated Drainage DCC program for the City to provide robust dike network and infrastructure with increased capacity to support growth.

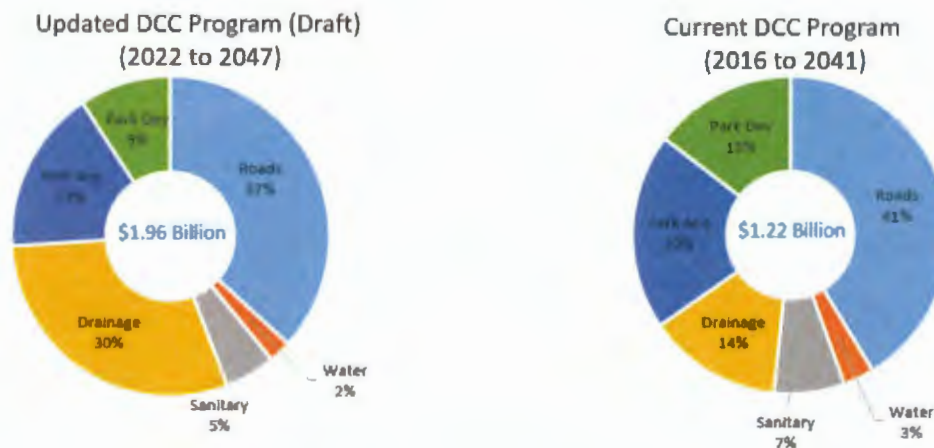


Chart 1: Comparison of the breakdown by servicing type of the current and updated DCC program (draft).

The municipal portion of the updated DCC program costs, which includes both the 1% municipal assist factor (minimum required by legislation) and the portion of the DCC programs that benefit existing population, is estimated to be \$1.1 billion for the 2022 to 2047 DCC program timeframe. The estimated municipal portion includes \$994 million in proposed drainage and dike program costs that are anticipated to be funded by utility revenues and utility reserves. The remaining municipal portion will be funded from capital reserves depending on the nature of the projects and will be included in the City's future DCC capital plans and long-term financial plans.

### Market Trends and Cost Drivers

The update of the DCC program value from the current program size of \$1.22 billion to \$1.96 billion is mainly driven by the following factors:

- Land value has escalated significantly since the last DCC update. Land and property values are highly driven by the real estate activities and demands. Using the Home Price Index (HPI) published by the Real Estate Board of Greater Vancouver as a reference for land and property cost escalation, Richmond's average residential HPI has increased well over 40% in the past five years.
- Building Construction Price Index for Metro Vancouver (as published by Statistics Canada) has increased by more than 45% over the past five years attributed to rising costs of labour, raw materials, commodities, along with labour shortage which all contributed to the heightened price pressure on construction costs and have been exacerbated by the pandemic and global supply chain issues. The increase has specifically affected the projected costs of the Engineering programs where raw materials and associated construction costs are significant cost drivers in providing the required capital infrastructures.
- An additional \$163 million in dike upgrade costs allocated to growth is included in the updated Drainage DCC Program. The City's perimeter dike network is paramount in providing flood protection against sea and river flooding. As the City's growth and population density increases, the significance of the dike network in protecting residents and infrastructure against flooding increases. Dike upgrades under the Drainage DCC Program are required to further enhance the City's flood resilience.

The increases in land value, construction costs, the fast and continuous pace of growth, as well as the large-scale developments in the City Centre area, are all contributing factors in determining the appropriate level of DCC to fund the required new infrastructures to support the population growth that new development brings to the City.

### Growth Pays for Growth

The principle of DCC is the notion that local governments are not able to directly absorb all growth-related service costs, and that growth itself should assist in funding servicing needs. DCC is one of the main financing tools to ensure that growth fairly pays for growth.

Due to the complexity and the process involved in deriving the long-term DCC assumptions and program costs, it is a known issue that local governments are constantly "catching up" with their DCC programs and DCC rates – especially during the time where growth and costs are rapidly changing.

Each major DCC update (which happens on average once every five years) provides municipalities with the opportunity to update their DCC programs and the associated DCC rates based on known market conditions. However, such "catch up" is typically only temporary before the DCC program costs start to trail behind from the actual costs of delivering the DCC projects. This phenomenon is especially prevalent in the recent years where cost escalation faced by



municipalities in providing the required DCC infrastructure was increasing far more rapidly than general inflation.

Despite the annual ability for local governments to amend their DCC rates by general inflation, such adjustments still result in a significant gap because the cost drivers for DCC (as explained in the previous section) are significantly different than those included in a general CPI for consumers. Any shortfall in DCC funding for costs incurred by the City to support growth will become the City's responsibility through general tax revenue and/or capital reserves.

The increase in both the Roads and Parks Acquisition DCC programs will allow developers to receive fair compensation in form of DCC credits when either component is dedicated during the rezoning process. This also supports the underlying principle of DCC in ensuring that developers are fairly compensated in providing infrastructure that supports growth.

#### Updated DCC Rates (Draft)

Taking into consideration the updated DCC assumptions, the draft DCC rates for each development type are summarized in Table 3.

Development Type	Unit	Draft DCC Rates (2022)	Current DCC Rates (2021)	% Change
Single Family	per lot	\$64,427.85	\$41,865.77	54%
Townhouse	per ft <sup>2</sup>	\$ 32.69	\$ 22.77	44%
Apartment	per ft <sup>2</sup>	\$ 33.97	\$ 23.97	42%
Commercial/ Institutional	per ft <sup>2</sup>	\$ 23.84	\$ 15.39	55%
Light Industrial	per ft <sup>2</sup>	\$ 19.54	\$ 12.02	63%
Major Industrial	per acre	\$220,136.86	\$103,584.37	113%

Table 3. Comparison of Updated DCC Rates (Draft) and Current DCC Rates

The estimated average increase of 50% in the DCC rates are reflective of the known cost pressure faced by the City in delivering its infrastructure requirements to support growth. The updated rate increase will ensure that growth continues to fairly and equitably pay for the portion of the cost resulting from growth.

#### Impact to Development

Tables 4a and 4b below show the residential DCC rates as a percentage of average sale price under the current DCC rates and the draft DCC rates. For illustration purposes, the average home sale prices for the month of May for 2017 and 2022 (as published by the Real Estate Board of Greater Vancouver) have been selected for the purpose of this comparison.

May 2017	Single Family	Townhouse	Apartment
Average Home Sale Price	\$1,814,300	\$784,200	\$519,900
Applicable DCC (2017)	\$39,494	\$28,998	\$14,697
DCC as % of price	2.18%	3.70%	2.83%

Table 4a. 2017 DCC as a percentage of average home sale price

May 2022	Single Family	Townhouse	Apartment
Average Home Sale Price	\$2,178,300	\$1,127,800	\$739,000
Applicable DCC (draft)	\$64,428	\$44,132	\$22,080
DCC (draft) as % of price	2.96%	3.91%	2.99%

Table 4b. 2022 DCC (draft) as a percentage of average home sale price

The estimated increase in DCC rates is intended to allow for fair and equitable distribution of the costs of growth to new developments and is not intended to affect housing affordability. The updated DCC rates will allow the City to meet the objective of redistributing growth related costs back to growth to ensure such costs are not fully borne by general taxpayers.

#### DCC Waiver/Reduction

Local government may, through adoption of a DCC Waiver/Reduction Bylaw, waive or reduce charges for certain eligible affordable housing developments. Further studies are currently underway in reviewing the feasibility and financial impact of DCC waiver or reduction for qualifying affordable housing developments. Staff will report findings and recommendations back to Council upon completion of the review work in a separate report, which is expected by the end of year 2022.

#### In-Stream Protection

The *Local Government Act* provides in-stream protection to building permit applications, subdivision applications and precursor applications (e.g. rezoning application and development permit application) for a period of one year from the date the updated DCC bylaw is effective, which is usually the date of adoption.

To qualify for in-stream protection (i.e. in order for the development to be grandfathered to the current DCC rates instead of the new DCC rates in the amended DCC Bylaw):

- (a) Prior to date the updated DCC bylaw is adopted, a subdivision application must be “in-stream” such that it has been submitted in satisfactory form to and accepted by the City and that all application fees have been paid, and then the subdivision must be approved within 12 months of the date the DCC bylaw is effective for those DCC’s collected at subdivision; or
- (b) Prior to date the updated DCC bylaw is adopted, a rezoning application, a development permit application, or a building permit application must be “in-stream” such that it has been submitted in satisfactory form to and accepted by the City, but not yet determined, rejected or withdrawn, and that all application fees have been paid, and then the building permit for the development must be issued within 12 months of the date the bylaw is effective for those DCCs collected at building permit.

Under the legislation, if an application does not fall within one of the two groups above, or the subdivision is not approved or building permit not issued, as applicable, within 12 months of the effective date of the DCC bylaw, it will be subject to the new DCC rates (i.e. not eligible for in-stream protection).

Under the recommended approach, the effective date of the updated DCC bylaw will be on the adoption date of the bylaw, thus no further grace period is granted in addition to the in-stream application protection required by the *Local Government Act*.

### Next Steps

If Council endorses the major DCC update, staff will use this staff report as a basis to proceed with further public consultation in establishing the City's updated DCC rates. The next steps include:

- Staff will seek stakeholder input by means of public consultation, where comments from relevant stakeholders such as the Urban Development Institute, NAIOP, Homebuilders Association and individual developers and builders etc. will be received for consideration;
- Staff will review stakeholder feedbacks and will prepare a proposed DCC Rate Bylaw to Council for first, second and third readings;
- Once the DCC Rate Bylaw is approved by Council, all supporting documentations will be sent to the Ministry for review and statutory approval;
- Staff will work with Ministry staff and address any questions or concerns from the Ministry, if any; and
- Once the Bylaw is approved by the Ministry, staff will present the Bylaw to Council for final adoption.

The amount of time required to complete the above steps internally and for the steps to be completed by the Ministry will take approximately 6 months.

### **Financial Impact**

None.

## **Conclusion**

To ensure that the required infrastructure will be available to support the anticipated growth and to ensure that capital costs directly attributed to growth are fairly and equitably allocated, the major DCC program update and DCC rates review are recommended.



Venus Ngan  
Manager, Treasury and Financial Services  
(604-276-4217)

- Attachment 1: Updated Roads DCC Program (Draft)
- Attachment 2: Updated Drainage DCC Program (Draft)
- Attachment 3: Updated Park Acquisition DCC Program (Draft)
- Attachment 4: Updated Park Development DCC Program (Draft)
- Attachment 5: Updated Sanitary DCC Program (Draft)
- Attachment 6: Updated Water DCC Program (Draft)



## **UPDATED ROADS DCC PROGRAM (DRAFT)**

### ***Purpose of Program***

The Roads DCC program provides a dedicated source of capital funding for upgrading existing, and providing new transportation infrastructure including arterial roads, traffic signals, sidewalks and pathways, crosswalks, cycling and rolling improvements (active transportation), transit-related road infrastructure, and traffic safety projects.

### ***Overview of Program Changes (Draft)***

	<b>Roads DCC Program Recoverable Value</b>	<b>Number of Projects</b>
2017 Approved DCC Program	\$ 504,321,687	126
Less: Completed Projects	(\$ 44,822,681)	(12)
Add: Inflationary Adjustment	\$ 257,579,854	-
Add: New / Enhanced Existing Projects	\$ 1,006,335	1
<b>2022 Draft DCC Program (Attachment 1.1)</b>	<b>\$ 718,085,195</b>	<b>115</b>

### ***Overview of Updated Program***

In correspondence with the goals and objectives of the Official Community Plan, these projects focus on accommodating and encouraging sustainable transportation.

<b>Project Type</b>	<b>Description of Project Type</b>	<b>% of Total</b>
Complete Streets	New /upgrade existing roads to accommodate all travel modes	65%
Road Safety	Arterial road crosswalks, major intersection improvements, neighbourhood traffic safety improvements, and traffic signals	17%
Sustainable Transportation	Active transportation, pedestrian and transit infrastructure	16%
Others	Project partnership funding, transportation modelling	2%

### ***Highlights of Draft DCC Program***

#### **Completed Roads DCC Projects**

Approximately \$45 million in Roads DCC projects have been completed since 2017, including:

- River Parkway (Hollybridge Way to Gilbert Road): major street with median in corridor;
- River Parkway (Gilbert Road to Cambie Road): extension of major street at interim standard;
- No. 2 Road Widening (Steveston Highway to Dyke Road): upgrade of roadway with selected intersections widening, signalization of No. 2 Road-Moncton Street and multi-use pathway;
- Jacombs Road (Cambie Road to Bathgate Road): sidewalk installation;
- Alderbridge Way (No. 4 Road to Fisher Drive): multi-use pathway installation; and
- Left-Turn Bay Installation (3 locations): eastbound Alderbridge Way at McClelland Road, eastbound Alderbridge Way at May Drive, southbound Garden City Road at Odlin Road.

#### **New Roads DCC Project**

- Moncton Street (frontage of new Steveston Community Centre and Library): upgrade with new boulevard, sidewalk and cycling facilities.



Project No.	Project Description	Location	Draft Roads DCC Recoverable Amount
CC-1	Roadworks, Urban Greenway incl S/W and Blvd	Alderbridge Way	\$ 6,138,644
CC-2	Roadworks, Sidewalk Improvements	Alderbridge Way	\$ 567,122
CC-3	Roadworks, Widen to 4 lanes	Beckwith St	\$ 9,175,832
CC-4	Roadworks, Widen to 4 lanes	Beckwith St	\$ 2,862,882
CC-5	Roadworks, Extension of Major Street, with Cycling	Brown Rd	\$ 17,836,896
CC-6	Roadworks, Extension of Major Street, with Cycling	Brown Rd	\$ 12,923,728
CC-7	Roadworks, Widen, Add cycling Lanes, new S/W	Brown Rd	\$ 15,924,548
CC-8	Roadworks, Widen, Add cycling Lanes, new S/W	Browngate Rd	\$ 5,886,119
CC-9	Roadworks, New Major Street Segment with Cycling	Browngate Rd	\$ 26,902,689
CC-10	Roadworks, Urban Greenway incl S/W and Blvd	Cambie Rd	\$ 963,072
CC-11	Roadworks, Major street w/median in new corridor	Cambie Rd	\$ 10,218,219
CC-12	Roadworks, Widen, Add cycling Lanes, new S/W	Capstan Way	\$ 30,037,527
CC-13	Roadworks, Cycling Lanes	Cook Rd	\$ 3,870,158
CC-14	Roadworks, Extension of Major Street, with Cycling	Cooney Rd	\$ 54,742,743
CC-15	Roadworks, Cycling Lanes	Cooney Rd	\$ 3,200,522
CC-16	Roadworks, Ped/cyc crossing enhancements, on Garden City, between Alderbridge and Westminster	Garden City Rd	\$ 299,079
CC-17	Roadworks, Ped/cyc crossing enhancements, on Garden City, between Westminster and Granville	Garden City Rd	\$ 299,079
CC-18	Roadworks, Ped/cyc crossing enhancements, on Garden City, between Sea Island and Cambie	Garden City Rd	\$ 299,079
CC-19	Roadworks, Upgrade Cycling, Add Urban Greenway	Gilbert Rd	\$ 99,693
CC-20	Roadworks, Urban Greenway incl S/W and Blvd	Gilbert Rd	\$ 741,114
CC-21	Roadworks, Urban Greenway incl S/W and Blvd	Gilbert Rd	\$ 1,881,000
CC-22	Roadworks, Ped/cyc crossing enhancements, on Gilbert Road at Lansdowne	Gilbert Rd	\$ 299,079
CC-23	Roadworks, Widen to 4 lanes, Upgr. Cycling, Urban Greenway	Gilbert Rd	\$ 10,868,418
CC-24	Roadworks, Urban Greenway incl S/W and Blvd	Granville Avenue	\$ 3,401,789
CC-25	Roadworks, Urban Greenway	Great Canadian Way	\$ 90,288
CC-26	Roadworks, Extend Minor Street - Commercial	Hazelbridge Way	\$ 1,352,439
CC-27	Roadworks, Cycling, Urban Greenway	Lansdowne Rd	\$ 14,405,639
CC-28	Roadworks, Extend Major Street, Include Cycling, Urban Greenway	Lansdowne Rd	\$ 25,971,281
CC-29	Roadworks, Cycling, Urban Greenway	Lansdowne Rd	\$ 9,855,186
CC-30	Roadworks, Extend Major Street, Include Cycling, Urban Greenway	Lansdowne Rd	\$ 10,661,822
CC-31	Roadworks, Widen, new S/W, Bicycle Friendly Street (Shared Lane)	Leslie Rd	\$ 4,237,490
CC-32	Roadworks, Realign and upgrade, Bicycle Friendly Street (Shared lane)	Leslie Rd	\$ 2,342,047
CC-33	Roadworks, Sidewalk Improvements, Bicycle Friendly Street	Leslie Rd	\$ 678,101
CC-34	Roadworks, Widen, new S/W, Bicycle Friendly Street (Shared Lane)	Leslie Rd	\$ 10,193,766
CC-37	Roadworks, Extend Major Street, Include Cycling, Urban Greenway	Minoru Blvd	\$ 28,267,982
CC-38	Roadworks, Sidewalk Improvements	Minoru Blvd	\$ 814,473

Project No.	Project Description	Location	Draft Roads DCC Recoverable Amount
CC-39	Roadworks, Cycling, Urban Greenway	Minoru Blvd	\$ 1,560,290
CC-40	Roadworks, Realign and upgrade - Urban Greenway incl S/W and Blvd west side. (include future widening for raised bike lane on west side)	No. 3 Road	\$ 1,125,779
CC-41	Roadworks, Urban Greenway incl S/W and Blvd, west side	No. 3 Road	\$ 271,805
CC-42	Roadworks, Realign and upgrade - Urban Greenway incl S/W and Blvd west side. (include future widening for raised bike lane on west side)	No. 3 Road	\$ 7,287,621
CC-43	Roadworks, Realign and upgrade (Future widening / realignment)	No. 3 Road	\$ 4,540,421
CC-44	Roadworks, Urban Greenway incl S/W and Blvd, west side	No. 3 Road	\$ 1,936,490
CC-45	Roadworks, Realign and upgrade to major street with cycling	Odlin Rd	\$ 17,801,918
CC-46	Roadworks, Realign and upgrade to major street with cycling	Odlin Rd	\$ 4,429,553
CC-48	Roadworks, Major street w/median in new corridor	River Parkway	\$ 22,756,965
CC-49	Roadworks, Road extension to interim standards	River Parkway	\$ 4,115,628
CC-50	Roadworks, Major street w/median in new corridor	River Parkway	\$ 6,260,909
CC-53	Roadworks, Widen to 4 lanes + cycling + median	River Parkway	\$ 4,394,016
CC-54	Roadworks, Widen to 4 lanes, Shared Cycling	Sexsmith Rd	\$ 1,245,222
CC-55	Roadworks, Extension of Major Street, with Cycling	Sexsmith Rd	\$ 1,311,057
CC-56	Roadworks, Widen, Add cycling Lanes, new S/W	Sexsmith Rd	\$ 14,463,324
CC-57	Roadworks, Extend Minor Street - Residential	Sorenson Cr	\$ 607,563
CC-60	Roadworks, Urban Greenway incl S/W and Blvd	Westminster Hwy	\$ 2,699,235
CC-61	Roadworks, Ped/cyc crossing enhancements, on Westminster, between No. 3 and Garden City	Westminster Hwy	\$ 299,079
CC-62	Roadworks, Urban Greenway incl S/W and Blvd	Westminster Hwy	\$ 2,202,651
NSC-5	Neighbourhood Centre Active Transportation Improvements	Various locations	\$ 2,399,216
NSC-7	Neighbourhood Centre Active Transportation Improvements	Various locations	\$ 4,452,327
CCS- 2	Traffic Signal- Upgrade	City Centre Traffic Signal Enhancement Program	\$ 6,748,088
CCS- 1	Traffic Signal- New	City Centre Traffic Signal Installation Program	\$ 15,306,638
CCS- 3	Traffic Signal- add 4th leg	City Centre Traffic Signal Upgrade Program	\$ 1,892,756
Gen-01	Traffic Signal Installation Program	Various locations	\$ 24,924,191
Gen-02	Cycling Infrastructure Improvement Program	Various locations	\$ 7,476,975
Gen-03	Sidewalk, annual program	Various locations	\$ 4,984,650
Gen-04	Transit Plan Infrastructure Improvements	Various locations	\$ 4,984,650
Gen-05	Neighbourhood Traffic Calming Program	Various locations	\$ 3,987,720
Gen-06	Arterial Road Crosswalk Improvement Program	Various locations	\$ 7,476,975
Gen-07	Minor Traffic Safety Improvements	Various locations	\$ 996,930
Gen-08	Project Partnership Funding	Various locations	\$ 9,969,300
Gen-09	Major Intersection Improvements	Various locations	\$ 24,924,191
Gen-10	Transportation Modelling	Various locations	\$ 1,993,860

Project No.	Project Description	Location	Draft Roads DCC Recoverable Amount
CW- 03	Roadworks - Collector, Commercial Cross-section	Blundell Rd	\$ 10,837,513
CW- 04	Roadworks - Collector, Commercial Cross-section	Blundell Rd	\$ 7,377,282
CW- 05	Roadworks - Arterial, Undivided, Widening	Bridgeport Rd	\$ 2,292,939
CW- 06	Roadworks - Local, Residential Cross-section	Browngate Rd	\$ 210,672
CW- 07	Roadworks - Sidewalk Installation	Cedarbridge Way - Sidewalk	\$ 584,991
CW- 08	Roadworks - Local, Residential Cross-section Construction	Corvette Way	\$ 1,074,051
CW- 09	Roadworks - Overpass Structure	Dover Crossing Pedestrian Overpass: No 2 Road	\$ 299,079
CW- 10	Roadworks - Collector, Residential, Cross-section Construction	Ferndale Road	\$ 723,245
CW- 11	Roadworks - Arterial, Undivided, Widening	Francis Road	\$ 2,090,732
CW- 12	Roadworks - Local, Commercial/Industrial, Construction	Fraserwood Way	\$ 8,983,656
CW- 13	Roadworks - Sidewalk Installation	Garden City	\$ 175,874
CW- 14	Roadworks - Arterial, Divided, Widening	Garden City Rd	\$ 3,360,407
CW- 15	Roadworks - Arterial, Undivided (widening)	Granville Ave	\$ 3,093,305
CW- 18	Roadworks - Collector, Commercial	Hazelbridge Way	\$ 126,027
CW- 19	Roadworks - Bike Lane	Jacombs Rd	\$ 80,883
CW- 21	Roadworks - New Local, Commercial/Industrial, Construction	Knox Rd	\$ 11,311,394
CW- 22	Roadworks - Local, Commercial, Widening	Kwantlen St	\$ 8,473,487
CW- 23	Roadworks - New Local, Full construction	Lynas Lane Extension	\$ 1,524,618
CW- 24	Roadworks - New Local, Commercial/Industrial, Construction	Mitchell Rd	\$ 4,052,615
CW- 25	Roadworks - Arterial, Undivided, Widening	Nelson Rd	\$ 3,456,904
CW- 27	Roadworks - Minor Arterial, Commercial, Widening	No 5 Rd	\$ 2,225,223
CW- 28	Roadworks - Arterial, Undivided, Widening	No 6 Rd	\$ 4,915,994
CW- 29	Roadworks - Arterial, Undivided, Widening	No 6 Rd	\$ 1,495,395
CW- 30	Roadworks - Arterial, Undivided, Widening	No 6 Rd	\$ 2,852,537
CW- 31	Roadworks - Local, Residential Cross-section Construction	Princess St, Princess Lane, London Rd	\$ 508,811
CW- 32	Land Acq (CP Road)	River Parkway	\$ 2,511,135
CW- 33	Roadworks - Sidewalk Installation	River Dr Sidewalk	\$ 1,646,417
CW- 34	Roadworks - Local, Commercial/Industrial, Construction	Savage Rd	\$ 1,571,576
CW- 35	Roadworks - Arterial, Undivided, Widening	Shell Rd	\$ 12,857,576
CW- 36	Roadworks - Arterial, Undivided, Widening	Shell Rd	\$ 5,396,589
CW- 37	Roadworks - Arterial, Undivided, Widening	Shell Rd	\$ 181,517
CW- 38	Roadworks - Arterial, Undivided, Widening	Shell Rd (west)	\$ 6,546,821
CW- 39	Roadworks - Local, Residential Cross-section Construction	South McLennan	\$ 10,587,333
CW- 40	Roadworks - Arterial, Rural Undivided, Widening	Steveston Hwy widening	\$ 8,357,283
CW- 41	Roadworks - Local, Commercial/Industrial, Construction to new Cross-section	Triangle Rd	\$ 4,502,174
CW- 42	Roadworks - Collector, Commercial, Construction to Cross-section	Viking Way	\$ 1,578,159

Project No.	Project Description	Location	Draft Roads DCC Recoverable Amount
CW- 43	Roadworks - New Collector, Commercial Cross-section	Vulcan Way	\$ 6,241,158
CW- 44	Roadworks - New Collector, Commercial Cross-section	Vulcan Way	\$ 5,911,043
CW- 45	Roadworks - Arterial, Divided, Widening	Westminster Hwy	\$ 2,533,707
CW- 46	Roadworks - Arterial, Undivided, Widening	Westminster Hwy	\$ 10,219,473
CW- 47	Roadworks - Arterial, Undivided, Widening	Westminster Hwy	\$ 2,016,432
CW- 48	Roadworks - New Local, to Residential Cross-section Construction	Willet Ave	\$ 1,738,985
CW- 52	Roadworks - Left turn bay	Garden City Rd	\$ 322,278
CW- 55	Roadworks - Off Street bike way	Alderbridge Way	\$ 94,050
CW-57	Roadworks - Frontage Work	Moncton St	\$ 1,006,335
Total DCC Recoverable for Roads DCC Program (draft)			\$ 718,085,195



## **UPDATED DRAINAGE DCC PROGRAM (DRAFT)**

### ***Purpose of Program***

The Drainage DCC Program provides a dedicated source of funding for upgrading existing infrastructure as well as installing new infrastructure to support growth. The drainage and diking systems manage storm water runoff and provide protection against flooding. As the City's population and population density increase, the significance of the City's flood protection increases. In addition, the increased impervious land area associated with densification through redevelopment increases the amount of surface runoff into the drainage system. As such, more robust flood protection infrastructure with increased capacity is required.

### ***Overview of Program Changes (Draft)***

	<b>Drainage DCC Program Recoverable Value</b>	<b>Number of Projects</b>
2017 Approved DCC Program	\$ 167,383,669	353
Less: Completed Projects	(\$ 4,609,823)	(7)
Less: Deleted/Deferred Projects	(\$ 24,311,804)	(17)
Add: Inflationary Adjustment	\$ 278,474,221	-
Add: New / Enhanced Existing Projects	\$ 166,388,591	56
<b>2022 Draft DCC Program (Attachment 2.1)</b>	<b>\$ 583,324,854</b>	<b>385</b>

### ***Overview of Updated Program***

The Drainage DCC Program aligns with the following objectives from the 2041 Official Community Plan, Section 12.2 Drainage and Irrigation and Section 12.6 Flood Protection:

- Maintain and improve urban drainage system to meet the public's needs and regional requirements; and
- Maintain and improve flood protection measures throughout Richmond.

The program consists of installation or upgrade of drainage pipes, pump stations and dikes.

<b>Project Types</b>	<b>Description of Project Type</b>	<b>% of Total</b>
Drainage Pipes	Installation or upgrade of drainage pipes	70%
Dikes	Installation or upgrade of dikes	28%
Pump Stations	Installation or upgrade of pump stations	2%

### ***Highlights of Draft DCC Program***

- New projects include approximately 42 kilometers of dike upgrades and upgrades to the Gilbert Road South and Cambie Road West Drainage Pump Stations.
- Projects completed since the previous DCC program update include the Horseshoe Slough and Shell Road North Drainage Pump Stations.
- Dike upgrades have been added to the program to further enhance the City's level of flood protection.



Project Type	Project Location	Draft Drainage DCC Recoverable Amount
Box Culvert	Francis Road	\$ 7,010,210
Pump Station	No 1 Rd North Drainage Pump Station	\$ 1,367,240
Box Culvert	No. 1 Road	\$ 11,447,673
Box Culvert	McCallan Road	\$ 7,150,291
Box Culvert	Francis Road	\$ 5,713,321
Box Culvert	Francis Road	\$ 389,170
Drainage Main	Lynas Lane	\$ 202,755
Drainage Main	Granville	\$ 254,120
Box Culvert	Steveston Highway	\$ 8,904,307
Box Culvert	Railway Ave. and Moncton St.	\$ 36,293,400
Box Culvert	Gilbert Road (incl. connections to parallel system at Gilhurst Gate and Gainsborough Dr.)	\$ 64,136,028
Box Culvert	Williams Road	\$ 3,682,605
Box Culvert	No. 2 Road	\$ 6,232,375
Box Culvert	No. 2 Road	\$ 1,864,783
Box Culvert	No. 2 Road	\$ 2,768,391
Box Culvert	Railway Ave.	\$ 80,948
Drainage Main	Garry St.	\$ 163,619
Drainage Main	Garry St.	\$ 132,043
Box Culvert	Steveston Hwy	\$ 4,015,131
Box Culvert	S. of Williams Road	\$ 5,207,670
Box Culvert	No. 4 Rd.	\$ 18,958,208
Box Culvert	Garden City	\$ 1,182,322
Box Culvert	Steveston Hwy Culvert	\$ 5,573,920
Drainage Main	Shell Road Canal	\$ 346,470
Drainage Main	Williams Road - south side	\$ 34,342
Drainage Main	Railway Ave.	\$ 1,202,850
Drainage Main	Blundell	\$ 59,400
Drainage Main	Housman Street	\$ 40,219
Pump Station	No 2 Rd South Drainage Pump Station	\$ 1,089,000
Drainage Main	Constable Gate	\$ 41,828
Pump Station	Gilbert Rd South Drainage Pump Station	\$ 1,361,250
Drainage Main	Ransford Gate	\$ 3,824
Drainage Main	4th Ave	\$ 4,054
Drainage Main	Fortune Ave	\$ 8,303
Drainage Main	Fortune Ave	\$ 12,772
Drainage Main	Bonavista Dr	\$ 15,168
Drainage Main	Fortune Ave	\$ 16,935
Drainage Main	Fortune Ave	\$ 14,509
Drainage Main	Bonavista Dr	\$ 17,907
Drainage Main	Bonavista Dr	\$ 24,217
Drainage Main	Azure Road	\$ 21,807
Drainage Main	Azure Road	\$ 22,411
Drainage Main	Minoru Blvd	\$ 23,038
Drainage Main	Azure Road	\$ 24,250
Drainage Main	Azure Road	\$ 27,067

Project Type	Project Location	Draft Drainage DCC Recoverable Amount
Drainage Main	River Road	\$ 41,544
Drainage Main	River Road	\$ 42,911
Drainage Main	River Road	\$ 45,697
Drainage Main	Blundell Road	\$ 47,042
Drainage Main	Blundell Road	\$ 50,727
Drainage Main	Blundell Road	\$ 47,646
Drainage Main	Azure Road	\$ 49,300
Drainage Main	Azure Road	\$ 49,494
Drainage Main	Azure Road	\$ 49,497
Drainage Main	Azure Road	\$ 61,790
Drainage Main	Minoru Blvd	\$ 77,696
Drainage Main	Blundell Road	\$ 75,472
Drainage Main	Azure Road	\$ 87,467
Drainage Main	Azure Road	\$ 97,717
Drainage Main	Garden City Rd	\$ 1,083
Drainage Main	Amethyst Ave	\$ 1,258
Drainage Main	No. 4 Rd	\$ 1,289
Drainage Main	Tweedsmuir Ave	\$ 2,174
Drainage Main	Dixon Ave	\$ 3,021
Drainage Main	Bakerview Dr	\$ 3,331
Drainage Main	Steveston Hwy	\$ 3,481
Drainage Main	Greenless Rd	\$ 3,569
Drainage Main	Steveston Hwy	\$ 3,630
Drainage Main	Ash St	\$ 3,718
Drainage Main	Francis Road	\$ 4,139
Drainage Main	Bakerview Dr	\$ 5,036
Drainage Main	Bakerview Dr	\$ 5,036
Drainage Main	Francis Road	\$ 5,495
Drainage Main	Dolphin Ave	\$ 5,586
Drainage Main	Saunders Rd	\$ 5,717
Drainage Main	No. 4 Rd	\$ 5,732
Drainage Main	Williams Rd	\$ 5,748
Drainage Main	Francis Road	\$ 7,703
Drainage Main	Amethyst Ave	\$ 7,817
Drainage Main	Rosehill Dr	\$ 7,828
Drainage Main	Francis Rd	\$ 10,201
Drainage Main	Bakerview Dr	\$ 10,076
Drainage Main	Saunders Rd	\$ 10,992
Drainage Main	Saunders Rd	\$ 10,944
Drainage Main	Greenfield Dr	\$ 11,858
Drainage Main	Wagner Dr	\$ 12,313
Drainage Main	Francis Rd	\$ 12,365
Drainage Main	Goldstream Dr	\$ 12,405
Drainage Main	Tweedsmuir Ave	\$ 11,791
Drainage Main	Dixon Ave	\$ 13,899
Drainage Main	Tweedsmuir Ave	\$ 13,047

Project Type	Project Location	Draft Drainage DCC Recoverable Amount
Drainage Main	Greenless Rd	\$ 13,125
Drainage Main	Rosehill Dr	\$ 13,268
Drainage Main	Williams Rd	\$ 15,622
Drainage Main	Goldstream Dr	\$ 15,940
Drainage Main	Francis Rd	\$ 16,019
Drainage Main	Amethyst Ave	\$ 16,159
Drainage Main	Williams Rd	\$ 16,882
Drainage Main	Ash St	\$ 16,671
Drainage Main	Steveston Hwy	\$ 16,930
Drainage Main	Francis Rd	\$ 16,965
Drainage Main	Steveston Hwy	\$ 17,191
Drainage Main	Francis Rd	\$ 18,805
Drainage Main	Steveston Hwy	\$ 17,469
Drainage Main	Steveston Hwy	\$ 17,757
Drainage Main	Steveston Hwy	\$ 18,159
Drainage Main	Ryan Rd	\$ 19,699
Drainage Main	Ash St	\$ 18,194
Drainage Main	Steveston Hwy	\$ 18,621
Drainage Main	St Albans Rd	\$ 20,610
Drainage Main	Dolphin Ave	\$ 20,979
Drainage Main	Francis Rd	\$ 21,899
Drainage Main	St Albans Rd	\$ 22,285
Drainage Main	Heather St	\$ 22,337
Drainage Main	Glenallan Gate	\$ 22,417
Drainage Main	Williams Rd	\$ 22,534
Drainage Main	St Albans Rd	\$ 23,123
Drainage Main	Bakerview Dr	\$ 23,922
Drainage Main	Rosewell Ave	\$ 26,059
Drainage Main	St Albans Rd	\$ 22,285
Drainage Main	Dolphin Ave	\$ 27,061
Drainage Main	Francis Rd	\$ 27,204
Drainage Main	Williams Rd	\$ 28,063
Drainage Main	Dolphin Ave	\$ 28,255
Drainage Main	Ryan Rd	\$ 28,965
Drainage Main	Francis Rd	\$ 29,861
Drainage Main	Williams Rd	\$ 2,129
Drainage Main	No. 5 Rd	\$ 2,635
Drainage Main	Steveston Hwy	\$ 4,000
Drainage Main	Williams Rd	\$ 4,006
Drainage Main	No. 5 Rd	\$ 4,396
Drainage Main	Williams Rd	\$ 5,218
Drainage Main	Shell Rd	\$ 5,770
Drainage Main	Coppersmith Way	\$ 6,688
Drainage Main	Steveston Hwy	\$ 8,172
Drainage Main	No. 5 Rd	\$ 5,921
Drainage Main	Shell Rd	\$ 9,796

Project Type	Project Location	Draft Drainage DCC Recoverable Amount
Drainage Main	Steveston Hwy	\$ 9,822
Drainage Main	Williams Rd	\$ 9,189
Drainage Main	Williams Rd	\$ 9,239
Drainage Main	Horseshoe Way	\$ 12,272
Drainage Main	Steveston Hwy	\$ 13,757
Drainage Main	Williams Rd	\$ 15,489
Drainage Main	Shell Rd	\$ 15,890
Drainage Main	Steveston Hwy	\$ 15,913
Drainage Main	No. 5 Rd	\$ 17,627
Drainage Main	Williams Rd	\$ 17,901
Drainage Main	Steveston Hwy	\$ 18,055
Drainage Main	Williams Rd	\$ 20,810
Drainage Main	Seacote Rd	\$ 19,440
Drainage Main	Horseshoe Way	\$ 23,573
Drainage Main	Williams Rd	\$ 20,543
Drainage Main	No. 5 Rd	\$ 21,593
Drainage Main	No. 5 Rd	\$ 22,312
Drainage Main	Horseshoe Way	\$ 26,633
Drainage Main	Horseshoe Way	\$ 26,634
Drainage Main	Horseshoe Pl	\$ 29,932
Drainage Main	No. 5 Rd	\$ 26,226
Drainage Main	Horseshoe Way	\$ 32,235
Drainage Main	Horseshoe Way	\$ 25,788
Drainage Main	Horseshoe Way	\$ 32,564
Drainage Main	No. 5 Rd	\$ 28,507
Drainage Main	Seacote Rd	\$ 26,314
Drainage Main	No. 5 Rd	\$ 5,046
Drainage Main	Williams Rd	\$ 28,351
Drainage Main	King Rd	\$ 39,258
Drainage Main	Williams Rd	\$ 26,952
Drainage Main	Williams Rd	\$ 26,954
Drainage Main	King Rd	\$ 29,258
Drainage Main	Albion Rd	\$ 31,145
Drainage Main	Albion Rd	\$ 28,749
Drainage Main	Coppersmith Way	\$ 31,190
Drainage Main	Horseshoe Way	\$ 31,430
Drainage Main	Coppersmith Way	\$ 29,508
Drainage Main	Dixon Ave	\$ 30,442
Drainage Main	Dolphin Ave	\$ 31,482
Drainage Main	Dixon Ave	\$ 42,915
Drainage Main	Glendower Gate	\$ 86,004
Drainage Main	Dolphin Ave	\$ 105,232
Drainage Main	Dixon Ave	\$ 156,049
Drainage Main	Williams Rd	\$ 11,008
Drainage Main	King Rd	\$ 14,314
Drainage Main	Shell Rd	\$ 18,713



Project Type	Project Location	Draft Drainage DCC Recoverable Amount
Drainage Main	Steveston Hwy	\$ 56,324
Drainage Main	Shell Rd	\$ 111,747
Drainage Main	Sealord Rd	\$ 105,211
Drainage Main	King Rd	\$ 231,994
Drainage Main	ROW b/w 7400 Minoru Blvd and 7500 Minoru Blvd (going east)	\$ 106,164
Drainage Main	Ackroyd Rd - south side	\$ 241,701
Drainage Main	Ackroyd Rd - north side	\$ 186,000
Drainage Main	Ackroyd Rd - south side	\$ 71,354
Drainage Main	Ackroyd Rd - south side	\$ 166,398
Drainage Main	Ackroyd Rd - north side	\$ 256,296
Drainage Main	Blundell Rd - north side	\$ 672,962
Drainage Main	Blundell Rd - north side	\$ 312,667
Drainage Main	Blundell Rd	\$ 187,621
Drainage Main	Bridge St - west side	\$ 114,646
Drainage Main	Cooney Rd	\$ 144,541
Drainage Main	Cooney Rd (east side) & Westminster Hwy (south side) (twin ex. box culvert)	\$ 503,866
Drainage Main	Gilbert Rd - ROW approx. 185m north of Blundell Rd	\$ 39,075
Drainage Main	Garden City Rd - east side	\$ 13,258
Drainage Main	General Currie - south side	\$ 10,494
Drainage Main	Elmbridge Way	\$ 76,854
Drainage Main	Elmbridge Way	\$ 159,641
Drainage Main	Gilbert Rd North PS outfall	\$ 29,613
Drainage Main	Granville Ave - south side	\$ 152,295
Drainage Main	Granville Ave - additional new pipe	\$ 127,901
Drainage Main	Granville Ave - south side	\$ 370,430
Drainage Main	Granville Ave - south side	\$ 1,491,399
Drainage Main	Heather St	\$ 132,077
Drainage Main	Heather St	\$ 50,276
Drainage Main	Lansdowne Rd & ROW - additional new pipe	\$ 1,164,225
Drainage Main	Minoru Blvd	\$ 499,513
Drainage Main	Minoru Blvd - replace and new segment	\$ 108,582
Drainage Main	Minoru Blvd at Acheson Rd	\$ 4,282
Drainage Main	Minoru Blvd	\$ 27,319
Drainage Main	Minoru Blvd	\$ 66,796
Drainage Main	Minoru Blvd	\$ 42,266
Drainage Main	No 3 Rd - west side	\$ 162,168
Drainage Main	No 3 Rd - additional new pipe	\$ 1,725,467
Drainage Main	Westminster Hwy - north side	\$ 188,667
Drainage Main	Park Rd - north side	\$ 111,637
Drainage Main	Pimliko Way/Citation Dr	\$ 173,362
Drainage Main	Railway ROW near Browngate Rd ROW and No 3 Rd	\$ 62,482
Drainage Main	River Rd - south side	\$ 51,177
Drainage Main	River Rd	\$ 2,903
Drainage Main	River Rd	\$ 19,372
Drainage Main	River Rd	\$ 204,860



Project Type	Project Location	Draft Drainage DCC Recoverable Amount
Drainage Main	River Rd	\$ 342,045
Drainage Main	River Rd	\$ 46,324
Drainage Main	Sexsmith Rd near Sea Island Way - connect East to West drainage system, additional new pipe	\$ 10,647
Drainage Main	Westminster Hwy - additional new pipe	\$ 272,689
Drainage Main	Garden City Rd - west side	\$ 15,781
Drainage Main	Garden City Rd - west side	\$ 63,029
Drainage Main	Garden City Rd - west side	\$ 182,857
Drainage Main	St. Albans Rd - west side	\$ 79,352
Drainage Main	Acheson Rd - south side	\$ 408,623
Drainage Main	Acheson Rd - north side	\$ 34,155
Drainage Main	Acheson Rd - north side (existing culverts only)	\$ 98,456
Drainage Main	Acheson Rd - north side	\$ 67,419
Drainage Main	Alderbridge Way	\$ 23,166
Drainage Main	Anderson Rd	\$ 58,955
Drainage Main	Ash St	\$ 129,566
Drainage Main	Ash St	\$ 249,728
Drainage Main	Ash St	\$ 133,774
Drainage Main	Ash St	\$ 359,816
Drainage Main	Ash St - west side	\$ 42,917
Drainage Main	Heather St - west side	\$ 23,909
Drainage Main	Bridge St - west side	\$ 519,750
Drainage Main	Sills Ave	\$ 145,085
Drainage Main	Bridge St - east side	\$ 630,630
Drainage Main	General Currie Rd - north side	\$ 8,044
Drainage Main	Buswell St	\$ 181,170
Drainage Main	Cambie Rd PS outfall	\$ 72,765
Drainage Main	Cooney Rd	\$ 278,883
Drainage Main	Gilbert Rd - ROW at rear	\$ 62,073
Drainage Main	Keefer Ave	\$ 103,356
Drainage Main	Garden City Rd	\$ 827,962
Drainage Main	Garden City Rd	\$ 474,755
Drainage Main	Garden City Rd	\$ 8,168
Drainage Main	Garden City Rd	\$ 183,732
Drainage Main	General Currie Rd	\$ 319,980
Drainage Main	General Currie Rd	\$ 249,233
Drainage Main	General Currie Rd	\$ 322,394
Drainage Main	Granville Ave	\$ 100,683
Drainage Main	Granville Ave	\$ 5,495
Drainage Main	Granville Ave	\$ 8,910
Drainage Main	Abercrombie Dr	\$ 86,749
Drainage Main	Minoru Blvd	\$ 157,818
Drainage Main	Granville Ave - north side	\$ 489,184
Drainage Main	Granville Ave - north side	\$ 153,698
Drainage Main	Bennett Rd - north side	\$ 1,156,370
Drainage Main	Bennett Rd - north side	\$ 198,916

Project Type	Project Location	Draft Drainage DCC Recoverable Amount
Drainage Main	General Currie Rd - north side	\$ 167,508
Drainage Main	General Currie Rd - north side	\$ 289,575
Drainage Main	General Currie Rd - north side	\$ 180,576
Drainage Main	General Currie Rd - north side	\$ 74,003
Drainage Main	Westminster Hwy - north side	\$ 12,771
Drainage Main	Westminster Hwy - north side	\$ 9,974
Drainage Main	Granville Ave - south side	\$ 303,237
Drainage Main	Granville Ave - south side	\$ 282,150
Drainage Main	Bennett Rd - south side	\$ 1,135,134
Drainage Main	Bennett Rd - south side	\$ 131,497
Drainage Main	Bennett Rd - south side	\$ 275,468
Drainage Main	General Currie Rd - south side	\$ 227,502
Drainage Main	General Currie Rd - south side	\$ 567,567
Drainage Main	Jones Rd - south side	\$ 115,211
Drainage Main	Jones Rd - south side	\$ 338,580
Drainage Main	Blundell Rd	\$ 487,385
Modelling		\$ 742,500
Pump Station	Cambie Rd West Drainage Pump Station	\$ 1,361,250
Drainage Main	Cambie Rd West of Garden City Rd - south side	\$ 51,233
Drainage Main	Dallyn Rd	\$ 8,829
Drainage Main	Dallyn Rd	\$ 328,879
Drainage Main	Danforth Dr	\$ 38,847
Drainage Main	River Rd	\$ 196,298
Drainage Main	St Edwards Dr	\$ 105,948
Drainage Main	Bridgeport Rd North Side	\$ 185,041
Drainage Main	No 5 Rd	\$ 503,252
Drainage Main	Bathgate Way	\$ 253,024
Drainage Main	River Rd	\$ 155,096
Drainage Main	Bath Slough	\$ 174,627
Drainage Main	Vulcan Way	\$ 533,785
Drainage Main	Bridgeport	\$ 227,788
Drainage Main	Viking Way (with new connection)	\$ 127,284
Pump Station	No. 6 Rd. North Drainage Pump Station	\$ 1,361,250
Drainage Main	Burrows Rd	\$ 297,095
Drainage Main	Bargen Dr	\$ 196,268
Drainage Main	No 5 Rd (New Connection)	\$ 24,131
Box Culvert	Blundell Rd	\$ 16,750,562
Box Culvert	McCallan Road	\$ 7,150,291
Box Culvert	Francis Road	\$ 5,713,321
Box Culvert	Francis Road	\$ 389,170
Box Culvert	McCallan Rd	\$ 12,395,416
Box Culvert	No 3 Rd	\$ 27,139,965
Box Culvert	Cambie Road	\$ 22,654,438
Box Culvert	Gilbert Rd	\$ 11,358,243
Box Culvert	Granville Ave - north side	\$ 6,780,075
Box Culvert	Cambie Rd - south side	\$ 2,339,495

Project Type	Project Location	Draft Drainage DCC Recoverable Amount
Box Culvert	Cambie Rd - south side	\$ 4,081,554
Box Culvert	Cambie Rd	\$ 8,001,627
Box Culvert	Shell Rd	\$ 707,469
Box Culvert	Shell Rd	\$ 2,713,897
Box Culvert	Cambie St	\$ 9,547,821
Box Culvert	Bird Rd	\$ 12,445,668
Box Culvert	Bath Slough	\$ 1,333,753
Box Culvert	Bath Slough	\$ 854,375
Box Culvert	Bath Slough	\$ 850,509
Box Culvert	Bath Slough	\$ 1,248,702
Box Culvert	No 6 Rd North	\$ 21,831,566
Box Culvert	Bridgeport Rd - south side and cross over to north at Viking Way	\$ 9,017,386
Pump Station	No 3 Rd South Drainage Pump Station	\$ 2,722,500
Dike	South Dike - No 4 Rd to No 5 Rd	\$ 1,881,000
Dike	North Dike - Lynas Ln to No 2 Rd	\$ 1,138,500
Dike	South Dike - Fraserwood Way to Queens Rd	\$ 3,192,750
Dike	South Dike - Graybar Rd to Fraserwood Way	\$ 2,871,000
Dike	South Dike - Port of Vancouver to Nelson Rd	\$ 1,460,250
Dike	South Dike - No 7 Rd to Port of Vancouver	\$ 2,376,000
Dike	South Dike - VAFFC to No 7 Rd	\$ 2,277,000
Dike	South Dike - Riverport Way Park	\$ 965,250
Dike	South Dike - No 2 Rd to Gilbert Rd	\$ 4,232,250
Dike	Terra Nova West	\$ 1,867,635
Dike	Terra Nova North	\$ 2,477,475
Dike	North Dike - No 1 Rd to McCallan Rd Pump Station	\$ 3,087,315
Dike	North Dike - McCallan Rd Pump Station to Lynas Lane	\$ 1,524,600
Dike	North Dike - Queens Rd to Tree Island Steel	\$ 4,306,500
Dike	Farrel Estates Development (Dike Road to Graybar Road)	\$ 2,896,740
Dike	Cyber City Development to Yuanheng Development	\$ 1,181,565
Dike	South Dike - Rice Mill Rd (Canadian Fishing Company)	\$ 1,287,000
Dike	BC Ferries Development	\$ 4,611,915
Dike	South Dike - 13911 Garden City Road (Crown Packaging)	\$ 891,000
Dike	Cyber City Development	\$ 762,300
Dike	Duck Island Development	\$ 3,811,500
Dike	3500 Cessna Dr Development (Pacific Gateway Hotel)	\$ 952,875
Dike	8211 River Rd (between Moray Channel Bridge and Sea Island Connector)	\$ 323,978
Dike	South Dike - Queens Rd to Boundary Rd	\$ 5,915,250
Dike	South Dike - Finn Slough	\$ 4,677,750
Dike	Steveston Island Phase 1	\$ 4,192,650
Dike	North Dike - Shell Rd to Bath Slough Drainage Pump Station	\$ 3,659,040
Dike	North Dike - Bath Slough Drainage Pump Station to Knight St	\$ 3,582,810
Dike	North Dike - Knight St to No 6 Rd	\$ 2,286,900
Dike	West Dike - Garry Point Park to Steveston Hwy	\$ 4,040,190
Dike	West Dike - Steveston Hwy to Williams Rd	\$ 3,087,315
Dike	West Dike - Williams Rd to Francis Rd	\$ 3,087,315
Dike	West Dike - Francis Rd to Blundell Rd	\$ 3,163,545

Project Type	Project Location	Draft Drainage DCC Recoverable Amount
Dike	West Dike - Blundell Rd to Granville Ave	\$ 3,163,545
Dike	West Dike - Granville Ave to Westminster Hwy	\$ 3,087,315
Dike	North Dike - River Rd to No 1 Rd	\$ 2,782,395
Dike	Sea Island	\$ 1,608,750
Dike	North Dike - Dinsmore Bridge to Cambie Rd Drainage Pump Station	\$ 3,887,730
Dike	Yuanheng Development to Morray Channel Bridge	\$ 571,725
Dike	Oak St Bridge	\$ 1,257,795
Dike	North Dike - No 6 Rd to No 7 Rd	\$ 8,489,250
Dike	North Dike - No 7 Rd to No 8 Rd	\$ 8,860,500
Dike	North Dike - No 8 Rd to 19500 River Rd	\$ 8,019,000
Dike	North Dike - 19500 River Rd to CN Rail Trestle Bridge	\$ 8,316,000
Dike	North Dike - CN Rail Trestle Bridge to 22040 River Rd	\$ 4,034,250
Dike	North Dike - 22040 River Rd to Queens Rd	\$ 4,158,000
Dike	South Dike - Nelson Rd to Dyke Rd (Lafarge)	\$ 3,697,155
Dike	South Dike - No 5 Rd to BC Ferries Development (Mainland Sand & Gravel)	\$ 2,553,705
Dike	North Dike - Oak St Bridge to Canada Line SkyTrain (Foody World)	\$ 1,067,220
Dike	8811 River Rd (River Rock Casino Resort)	\$ 1,905,750
Dike	South Dike - Rice Mill Rd to Port of Vancouver (MoTI)	\$ 668,250
Dike	South Dike - Port of Vancouver to Steveston Hwy	\$ 2,846,250
Dike	South Dike - 16200 Portside Rd to 16280 Portside Rd	\$ 4,345,110
<b>Total DCC Recoverable for Drainage DCC Program (draft)</b>		<b>\$ 583,324,854</b>



## **UPDATED PARK ACQUISITION DCC PROGRAM (DRAFT)**

### ***Purpose of Program***

The Parks Acquisition DCC program enables the City to expand parks services and provides a dedicated source of funding to increase the size of the parks and open space system in response to population growth.

### ***Overview of Program Changes (Draft)***

	Park Acquisition DCC Program Recoverable Value	Number of Projects
2017 Approved DCC Program	\$245,451,584	54
Less: Completed Projects	(\$ 27,198,690)	(4)
Add: Inflationary Adjustment	\$107,629,770	-
<b>2022 Draft DCC Program</b>	<b>\$325,882,664</b>	<b>50</b>

### ***Overview of Updated Program***

The Park Acquisition DCC program aligns with the objectives from the 2041 OCP. There are no major additions to this program update. There are several planning areas where no land acquisition has been identified. While there are modest levels of growth anticipated in these areas, the proposed approach focuses investment in park improvements in existing parks to increase the capacity of these parks to accommodate a growing population.

Planning Area	Acres by Park Type*				Park Acq. DCC Recoverable Value
	N	C	CW	NA	
Broadmoor	0.9				\$ 1,791,653
City Centre	4.72	1.531	157.17		\$ 231,224,032
East Cambie		0.258		5.8	\$ 2,776,356
East Richmond				79.06	\$ 16,518,190
Gilmore				19.78	\$ 23,180,245
Hamilton	4.19			2.4	\$ 19,248,447
Thompson		0.182	1.025		\$ 4,903,791
General				46.25	\$ 26,239,950
<b>Total (draft)</b>					<b>\$325,882,664</b>

\*Park Type: N=Neighbourhood, C=Community, CW=City-Wide, NA=Natural Area

### ***Highlights of Draft DCC Program***

In order to meet the growth projected by the Official Community Plan (OCP) by 2041, the updated DCC program will enable the City to meet the city-wide park quantity standard of the OCP at 3.1 hectares/1,000 population (7.66 acres/1,000 population) and 1.3 hectares/1,000 population (3.25 acres/1,000 population) at City Centre. The following are highlights of the projects in the updated Parkland Acquisition program:

- Land acquisition of various properties in the City Centre area (Garden City Community Park, Paulik Neighbourhood Park, etc.) have been completed.
- The increasing cost of land acquisition has been evidently significant over recent years.
- Staff continues to look for opportunities to add to parkland inventory through park dedications via the rezoning development process.



## **UPDATED PARK DEVELOPMENT DCC PROGRAM (DRAFT)**

### ***Purpose of Program***

The Parks Development DCC program enables the City to increase and to improve parks services in response to growth. The Parks Development DCC program provides a dedicated source of funding to fund the construction of new parks and add new facilities to existing parks required due to growth.

### ***Overview of Program Changes (Draft)***

	Park Development DCC Program Recoverable Value	Number of Projects
2017 Approved DCC Program	\$178,383,883	144
Less: Completed Projects	(\$15,955,583)	(3)
Add: Inflationary Adjustment	\$19,978,995	-
<b>2022 Draft DCC Program</b>	<b>\$182,407,295</b>	<b>141</b>

### ***Overview of Updated Program***

The parks and open space system in Richmond currently consists of over 871 ha. (2,153 acres) of park land and over 136 kilometers of trails. The number of proposed park development projects includes construction of new parks as well as improvements to existing parks to address the projected population growth.

Planning Area	Size (acres)	DCC Recoverable Cost by Park Type*					Park Dev. DCC Recoverable Value
		N	C	CW	NA	T/GW	
Blundell	106.3	\$846,079					\$846,079
Bridgeport	10.35	\$1,727,512					\$1,727,512
Broadmoor	134.53	\$1,438,719	\$3,217,789				\$4,656,508
City Centre	155.03	\$7,674,781	\$1,913,757	\$84,168,919			\$93,757,457
East Cambie	260.69	\$75,719	\$2,438,973		\$4,451,078		\$6,965,770
East Richmond	91.26			\$3,221,175			\$3,221,175
Fraser Lands	17.41				\$273,120	\$128,847	\$401,967
Gilmore	94.42				\$3,107,597		\$3,107,597
Hamilton	79.93	\$3,163,654	\$980,471		\$2,499,966	\$414,151	\$7,058,243
Sea Island	26.14				\$1,093,610		\$1,093,610
Seafair	91.93	\$956,731	\$1,656,604			\$82,621	\$2,695,956
Shellmont	48.08	\$864,697			\$281,957	\$2,379,277	\$3,525,931
Steveston	193.43	\$1,585,353	\$1,656,785	\$10,966,862			\$14,209,000
Thompson	251.07	\$631,894	\$1,718,225	\$5,668,431	\$1,330,303		\$9,348,854
West Cambie	30.62	\$2,142,033			\$196,408		\$2,338,441
City-Wide Trails						\$6,536,475	\$6,536,475
General				\$20,916,720			\$20,916,720
<b>Total (draft)</b>							<b>\$182,407,295</b>

\*Park Type: N=Neighbourhood, C=Community, CW=City-Wide, NA=Natural Area, T/GW=Trail/Greenway

***Highlights of Draft DCC Program***

- The value of park development has increased due to increases in construction costs since the last update in 2016 and the inclusion of major works in some of the City's most significant parks. The costs assigned to each park development project are based on current park construction costs in the City.
- Various development projects have been completed or partially completed since the last program update. DCC recoverable costs for these projects have been deleted or reduced accordingly. These include Garden City Lands, London Steveston Neighbourhood Park, Minoru Park, Alexandra Park, and various park improvement projects in Steveston.
- Development and improvements to some of the major parks have begun, and will continue for the next few years. These include Minoru Park, Garden City Lands, The Gardens Agricultural Park, various community and neighbourhood parks, Community Gardens at various locations throughout the City.
- New park development will continue to be a focus for the rapidly densifying City Centre. Upcoming park development projects in the City Centre will include Lulu Island Park along the Middle Arm waterfront, and Lansdowne Major Park near the Canada Line Lansdowne station. Substantial DCC funded investments in park development are anticipated to continue at these locations.

## **UPDATED SANITARY DCC PROGRAM (DRAFT)**

### ***Purpose of Program***

The Sanitary DCC Program provides a dedicated source of funding for upgrading existing infrastructure and installing new infrastructure to support growth. The sanitary sewer system collects sewage from properties and conveys it to wastewater treatment plants. As population density increases with redevelopment, sewage flows also increase, thereby requiring infrastructure with increased capacity.

### ***Overview of Program Changes (Draft)***

	Sanitary DCC Program Recoverable Value	Number of Projects
2017 Approved DCC Program	\$ 88,650,258	293
Less: Completed Projects	(\$ 6,174,754)	(9)
Less: Deleted/Deferred Projects	(\$ 8,844,502)	(30)
Add: Inflationary Adjustment	\$ 23,899,034	-
Add: New / Enhanced Existing Projects	\$ 4,704,303	17
<b>2022 Draft DCC Program (Attachment 5.1)</b>	<b>\$ 102,234,339</b>	<b>271</b>

### ***Overview of Updated Program***

The Sanitary DCC Program aligns with the following objective from the 2041 Official Community Plan, Section 12.1 Sanitary Sewers:

- Objective 2: Proactive planning of infrastructure upgrades and replacements due to age and growth.

The program consists of installation or upgrade of gravity mains, pump stations, and forcemains.

Project Type	Description of Project Type	% of Total
Gravity Mains	Installation or upgrade of gravity mains	50%
Pump Stations and Forcemains	Installation or upgrade of pump stations or forcemains	50%

### ***Highlights of Draft DCC Program***

- New projects include upgrades a pump station and approximately 930 meters of gravity mains.
- Projects completed since the previous DCC program update include the Willett, Eckersley B, and Leslie pump stations and associated works.
- A number of existing projects have been removed or reduced in scope due to the decrease in per capita sanitary flows as a result of water conservation efforts.

Project ID	Location	Draft Sanitary DCC Recoverable Amount
<b>GRAVITY SEWER</b>		
2006-BP-1066	Leslie	\$ 133,316
2006-BP-1074	Vanhorne	\$ 47,288
2006-BP-1083	Walford	\$ 193,590
2006-BP-1084	Walford	\$ 105,595
2006-BP-1085	Walford	\$ 90,636
2006-BP-1087	McLennan	\$ 123,194
2006-BP-1088	Odlin	\$ 293,905
2006-BP-1089	Odlin	\$ 350,222
2006-BP-1090	Odlin	\$ 332,623
2006-BP-1091	Odlin	\$ 72,903
2006-BP-1092	Odlin	\$ 197,110
2006-BP-1093	Viscount	\$ 336,143
2006-BP-1094	Viscount	\$ 78,814
2006-BP-1095	Dominion	\$ 414,761
2006-BP-1096	Dominion	\$ 239,122
2006-BP-1097	Dominion	\$ 23,277
2006-BP-1098	Dominion	\$ 159,598
2006-BP-1099	Dominion	\$ 124,132
2006-BP-1102	Gilley West	\$ 357,262
2006-BP-1103	Gilley West	\$ 650,215
2006-BP-1104	Crestwood	\$ 202,946
2006-BP-1105	Burrows	\$ 172,471
2006-BP-1106	Burrows	\$ 212,949
2006-BP-1107	Gilley East	\$ 885,235
2006-BP-1108	Gilley East	\$ 120,191
2006-BP-1109	Gilley East	\$ 411,803
2006-BP-1110	Gilley East	\$ 396,040
2006-BP-1111	Gilley East	\$ 211,189
2006-BP-1112	Gravity Main -No 6 Rd along 13700 International Pl	\$ 124,954
2008-CCAP-1303	Minoru Park behind 6611 Minoru Blvd	\$ 739,162
2008-CCAP-1304	Minoru Park, 85m N of Granville Ave	\$ 81,056
2008-CCAP-1309	Minoru Blvd	\$ 20,378
2008-CCAP-1310	ROW between 7400 Gilbert Rd & 7437 Moffatt Rd	\$ 155,628
2008-CCAP-1312	ROW between 7437 & 7297 Moffatt Rd	\$ 186,665
2008-CCAP-1313	ROW at 7571 Moffatt Rd	\$ 147,522
2008-CCAP-1314	ROW between Moffatt Rd & Gilbert Rd	\$ 114,073
2008-CCAP-1315	ROW between Moffatt Rd & Gilbert Rd	\$ 223,997
2008-CCAP-1316	7680 Minoru Blvd - SW corner	\$ 34,044
2008-CCAP-1319	Brown Rd	\$ 141,038
2008-CCAP-1320	Cambie Rd & Hazelbridge Way	\$ 367,995
2008-CCAP-1321	Capstan Way	\$ 519,008
2008-CCAP-1322	Capstan Way	\$ 477,799



Project ID	Location	Draft Sanitary DCC Recoverable Amount
2008-CCAP-1323	Crossing Capstan Way	\$ 43,436
2008-CCAP-1324	Capstan Way	\$ 157,628
2008-CCAP-1325	ROW between 8151 Capstan Way & 3331 No 3 Rd	\$ 100,238
2008-CCAP-1326	Charles St	\$ 115,830
2008-CCAP-1328	Garden City Rd	\$ 98,184
2008-CCAP-1329	Corvette Way	\$ 348,277
2008-CCAP-1331	Hazelbridge Way	\$ 581,697
2008-CCAP-1333	Leslie Rd	\$ 236,442
2008-CCAP-1336	No 3 Rd	\$ 311,226
2008-CCAP-1338	8671 Odlin Cres - ROW along SPL	\$ 333,952
2008-CCAP-1339	River Dr	\$ 187,106
2008-CCAP-1340	River Rd	\$ 426,356
2008-CCAP-1342	Sexsmith Rd - ROW along W side	\$ 146,350
2008-CCAP-1344	9800 Van Horne Way	\$ 462,513
2008-CCAP-1345	ROW between 9500 & 9800 Van Horne Way	\$ 301,529
2008-CCAP-1348	ROW between 7360 Elmbridge Way & 7371 Westminster Hwy	\$ 181,566
2008-CCAP-1350	90m North of Granville Ave	\$ 196,156
2008-CCAP-1351	Minoru Park	\$ 105,373
2008-CCAP-1353	Westminster Hwy- ROW at rear	\$ 515,518
2008-CCAP-1354	Minoru Park	\$ 220,452
2008-CCAP-1355	NE corner of 6551 No 3 Rd	\$ 13,365
2008-CCAP-1363	Westminster Hwy	\$ 301,529
2008-CCAP-1364	Westminster Hwy & Elmbridge Way	\$ 577,992
2008-CCAP-1365	Elmbridge Way	\$ 169,290
2008-CCAP-1366	Gilbert Rd - ROW along W side	\$ 192,664
2008-CCAP-1367	Azure Rd - ROW at rear	\$ 144,280
2008-CCAP-1368	Minoru Park behind 6611 Minoru Blvd	\$ 107,447
2008-CCAP-1369	Gilbert Rd - ROW along W side	\$ 192,664
2008-CCAP-1370	Brighthouse School	\$ 516,438
2008-CCAP-1371	Brighthouse School	\$ 394,268
2008-CCAP-1372	Brighthouse Pump Station	\$ 361,969
2008-CCAP-1374	Minoru Park S of 7000 Westminster Hwy	\$ 38,981
2008-CCAP-1375	Heather St	\$ 157,466
2008-CCAP-1376	Heather St	\$ 18,525
2008-CCAP-1378	Lane N of Elmbridge Way	\$ 252,896
2008-CCAP-1379	Crossing Elmbridge Way	\$ 139,417
2008-CCAP-1383	Kwantlen Street	\$ 190,813
2008-CCAP-1386	Ackroyd Rd - ROW along S side	\$ 157,628
2008-CCAP-1387	Crossing Ackroyd Rd	\$ 31,111
2008-CCAP-1390	Alderbridge Way - ROW along N side	\$ 176,703
2008-CCAP-1391	Between 7771 & 7811 Alderbridge Way	\$ 652,658
2008-CCAP-1393	Lane S of Alderbridge Way	\$ 178,200
2008-CCAP-1394	ROW along NPL of 5891 No 3 Rd	\$ 152,386



Project ID	Location	Draft Sanitary DCC Recoverable Amount
2008-CCAP-1396	Lane West of No 3 Rd	\$ 599,400
2008-CCAP-1397	7080 River Rd - ROW at rear	\$ 442,567
2008-CCAP-1399	Ferndale Rd	\$ 20,378
2008-CCAP-1400	Katsura St	\$ 124,827
2008-CCAP-1403	8151 Bennett Rd - ROW along W side	\$ 87,069
2008-CCAP-1404	Bennett Rd	\$ 80,888
2008-CCAP-1405	8631 Bennett Rd - ROW along W side	\$ 155,613
2008-CCAP-1409	Cook Rd & Eckersley Rd - ROW at rear, Park Rd and ROW between Park Pl & Citation Dr	\$ 1,001,766
2008-CCAP-1410	Cook Rd & Eckersley Rd	\$ 56,739
2008-CCAP-1411	Cook Gate	\$ 151,406
2008-CCAP-1413	ROW between Cook Rd & Spires Rd	\$ 273,970
2008-CCAP-1414	ROW between Cooney Rd & Spires Rd	\$ 155,628
2008-CCAP-1419	Jones Rd	\$ 155,628
2008-CCAP-1420	Jones Rd	\$ 205,632
2008-CCAP-1421	8535 Jones Rd - ROW along W side	\$ 68,544
2008-CCAP-1422	Crossing Jones Rd	\$ 25,936
2008-CCAP-1412	ROW between Cook Rd & Spires Rd	\$ 109,300
2008-CCAP-1415	Cook & Spires	\$ 304,772
2008-TN-1501	Barnard Dr	\$ 133,383
2008-TN-1502	Dover Cr (Upstream of Works Yard Pump Station)	\$ 164,876
2008-TN-1505	Granville Ave	\$ 337,194
2008-TN-1506	Lynas Lane (Upstream Lynas Pump Station)	\$ 317,741
2008-TN-1507	Lynas Lane (South of Lynas Pump Station)	\$ 370,508
2008-TN-1508	Immediately Upstream of Works Yard Pump Station	\$ 46,313
2008-TN-1509	Dover Cr. (Upstream of Works Yard Pump Station)	\$ 160,491
2008-TN-1510	Tiffany Blvd (Upstream of Lynas Pump Station)	\$ 353,405
2008-TN-1511	Tiffany Blvd (Upstream of Lynas Pump Station)	\$ 351,982
2008-TN-1512	Colonial Dr & Blundell Rd	\$ 199,398
2008-TN-1513	Colonial Dr (Upstream of Claysmith Pump Station)	\$ 291,803
2008-TN-1514	Colonial Dr	\$ 470,545
2008-TN-1515	Francis Rd - N side	\$ 132,932
2008-TN-1516	Upstream of Youngmore Pump Station	\$ 210,746
2008-TN-1517	Quilchena School Park - ROW along E side and Anvil Cr - ROW at rear	\$ 656,556
2008-TN-1518	ROW between Quilchena School Park & Decourcy Cr	\$ 209,125
2008-TN-1519	Barnard & Richard Intersection	\$ 209,125
2008-TN-1520	Upstream of Barnard Pump Station	\$ 226,010
2008-TN-1521	Immediately Upstream of Barnard Pump Station	\$ 31,493
2008-TN-1522	2nd pipe Upstream of Terra Nova East Pump Station	\$ 89,162
2008-ST-1602	Elsmore Rd	\$ 823,398
2008-ST-1603	Elsmore Rd	\$ 347,490
2008-ST-1604	Kirkmond Rd	\$ 118,058
2008-ST-1610	3088 Francis - ROW along E side	\$ 251,274
2008-ST-1611	Wellmond Rd	\$ 75,954

Project ID	Location	Draft Sanitary DCC Recoverable Amount
2008-ST-1612	Wellmond Rd	\$ 161,171
2008-ST-1613	Barmond Ave	\$ 133,383
2008-ST-1614	Barmond Ave	\$ 237,125
2008-ST-1615	Barmond Ave	\$ 309,033
2008-ST-1616	Truro Dr - at rear	\$ 339,014
2008-ST-1617	10371 4th Ave - SW corner	\$ 98,889
2008-ST-1618	10760 Springmont Dr - ROW along the EPL	\$ 223,997
2008-ST-1619	7th Ave	\$ 255,650
2008-ST-1620	Lane between Richmond St & Broadway St	\$ 719,695
2008-ST-1621	Richmond St	\$ 278,438
2008-ST-1623	Immediate upstream of Richmond Park Pump Station	\$ 38,981
2008-ST-1625	10111 4th Ave - ROW along SPL	\$ 431,402
2008-ST-1627	Princeton Ave - ROW at rear	\$ 262,622
2008-ST-1628	9751 Parksville Dr - ROW along EPL	\$ 144,498
2008-ST-1629	ROW between Woodpecker Dr & Kingfisher Dr	\$ 434,462
2008-ST-1632	Lane W of 3rd Ave	\$ 196,156
2008-ST-1637	Springfield Dr - ROW at rear	\$ 63,224
2008-ST-1638	Springfield Dr & 4th Ave.	\$ 343,679
2008-ST-1640	Kirkmond Cr	\$ 121,584
2008-ST-1641	Gormond Rd.	\$ 637,273
2008-ST-1642	Ullsmore Ave	\$ 487,959
2008-ST-1644	Francis Rd	\$ 51,233
2008-ST-1645	9780 Pendleton Rd & Crossing Pendleton Rd	\$ 89,162
2008-ST-1647	Lane between Pleasant St & 4th Ave	\$ 100,037
2008-SH-1702	Lane between Sealily Pl & Seacote Rd	\$ 188,739
2008-SH-1704	No 5 Rd - ROW along W side	\$ 181,549
2008-SH-1705	No 5 Rd - ROW along W side	\$ 922,952
2008-SH-1706	Horseshoe Way (N) - ROW along N side	\$ 578,660
2008-SH-1707	Horseshoe Way	\$ 102,465
2008-SH-1708	Horseshoe Way - ROW along S side	\$ 458,778
2008-SH-1709	Horsehoe Pl - ROW along E side	\$ 170,433
2008-SH-1710	South of Horseshoe Pump Station	\$ 290,181
2008-SH-1711	Coppersmith Way - ROW along N & S side	\$ 319,362
2008-SH-1712	Crossing Horseshoe Way (50m N of Blacksmith Pl)	\$ 29,180
2008-SH-1713	Horseshoe Way	\$ 546,499
2008-SH-1714	Horseshoe Way	\$ 331,848
2008-SH-1715	Glenacres Dr - ROW at rear	\$ 301,529
2008-SH-1716	9540 Glenacres Dr - along WPL	\$ 437,625
2008-SH-1717	Ash St	\$ 284,145
2008-SH-1718	Ash St	\$ 204,930
2008-SH-1719	Ash St	\$ 209,385
2008-SH-1720	Ash St & Williams Rd	\$ 318,533
2008-SH-1725	ROW between Ryan Rd. & Mortfield Pl.	\$ 525,245

Project ID	Location	Draft Sanitary DCC Recoverable Amount
2008-SH-1726	ROW between 9111 Kingsbridge Dr & 11751 King Rd	\$ 94,025
2008-SH-1727	11751 King Rd - Row along WPL & King Rd - ROW at rear	\$ 755,835
2008-SH-1728	Seacote Rd	\$ 184,590
2008-SH-1729	Seaport Ave & Seacote Rd - ROW at rear	\$ 238,516
2008-SH-1730	Lane between Seaton Pl & Seacote Rd	\$ 147,015
2008-SH-1731	Lane between Seaton Pl & Seacote Rd and lane between Seaton Rd & Williams Rd	\$ 376,448
2008-SH-1734	Seaway Rd - ROW at rear	\$ 238,305
2008-SH-1735	Aquila Rd - ROW at rear	\$ 264,913
2008-SH-1736	Aquila Rd - ROW at rear	\$ 607,697
2008-SH-1738	Lane between Aquila Rd & Aragon Rd and lane between Dennis Cr & Aintree Cr	\$ 871,101
2008-SH-1739	Lane between Aquila Rd & Aragon Rd and lane between Dennis Cr & Aintree Cr	\$ 187,106
2008-SH-1740	Riverside Way - ROW along E side	\$ 296,666
2008-SH-1741	Crossing Riverside Way	\$ 42,608
2015-OCP-1002	8971 Beckwith Rd to 8960 Charles St	\$ 181,272
2015-OCP-1003	Gilbert and Elmbridge Way	\$ 130,014
2015-OCP-1004	7111 Elmbridge Way	\$ 210,422
2015-OCP-1005	6551 No. 3 Rd	\$ 249,716
2015-OCP-1006	8120 Cook Rd (east side lane)	\$ 147,832
2015-OCP-1007	8121 Cook Rd (east side lane)	\$ 18,155
2015-OCP-1008	6091 No 3 Rd (Lane to the south west)	\$ 72,434
2015-OCP-1009	6092 No 3 Rd (Lane to the south west)	\$ 104,483
2015-OCP-1010	6093 No 3 Rd (Lane to the south west)	\$ 13,709
2015-OCP-1011	6094 No 3 Rd (Lane to the south west)	\$ 61,504
2015-OCP-1012	6095 No 3 Rd (Lane to the south west)	\$ 29,085
2021-OCP-1006	River Rd NE of West Rd	\$ 217,454
2021-OCP-1007	River Rd NE of West Rd	\$ 217,843
2021-OCP-1008	No 3 Rd SE of River Rd	\$ 121,709
2021-OCP-1009	Beckwith Rd E of No 3 Rd	\$ 189,479
2021-OCP-1010	Beckwith Rd E of No 3 Rd	\$ 38,376
2021-OCP-1011	Beckwith Rd E of No 3 Rd	\$ 140,850
2021-OCP-1012	Beckwith Rd E of No 3 Rd	\$ 181,611
2021-OCP-1013	Laneway N of Beckwith Rd	\$ 200,454
2021-OCP-1014	Laneway N of Beckwith Rd	\$ 54,286
2021-OCP-1015	Charles St E of Laneway	\$ 119,371
2021-OCP-1016	Easement E of Northey Rd	\$ 107,764
2021-OCP-1017	Easement E of Northey Rd	\$ 128,099
2021-OCP-1018	Easement E of Northey Rd	\$ 129,458
2021-OCP-1023	Murdoch Ave at Minoru Blvd	\$ 46,047
2021-OCP-1024	Cook Gate S of Easement	\$ 9,700
2021-OCP-1025	Cook Gate S of Easement	\$ 80,339
<b>PUMP STATIONS</b>		
2006-BP-1014	Burkeville	\$ 734,766
2006-BP-1017	Woodhead East	\$ 734,766

Project ID	Location	Draft Sanitary DCC Recoverable Amount
2006-BP-1018	Kilby	\$ 734,766
2006-BP-1019	Gilley East	\$ 734,766
2006-BP-1010	Dominion	\$ 587,813
2006-BP-1013	Skyline	\$ 1,116,844
2006-BP-1023	Pinnacle	\$ 1,763,438
2006-BP-1024	Odlin Rd West	\$ 1,763,438
2006-ER-1214	East Richmond	\$ 2,204,297
2006-ER-1213	East Richmond	\$ 3,526,875
2006-CC-1037	Eckersley A	\$ 734,766
2006-CC-1038	Heather N	\$ 734,766
2006-CC-1040	Acheson	\$ 734,766
2006-CC-1041	Ackroyd	\$ 734,766
2006-CC-1042	Alberta	\$ 734,766
2006-CC-1044	Arcadia	\$ 734,766
2006-CC-1045	Brighthouse	\$ 734,766
2006-CC-1047	Ferndale	\$ 734,766
2006-CC-1048	Foster N	\$ 734,766
2006-CC-1049	Alderbridge West	\$ 734,766
2006-CC-1050	Jones	\$ 734,766
2006-CC-1053	Moffatt	\$ 734,766
2008-BM-1762	Montrose	\$ 618,750
2008-BM-1763	Oeser	\$ 618,750
2008-BM-1765	Woodwards	\$ 618,750
2008-CCAP-1441	Alderbridge (Includes new wet well)	\$ 1,856,250
2008-CCAP-1444	Elmbridge	\$ 618,750
2008-CCAP-1445	Minoru (Includes new wet well)	\$ 1,856,250
2008-TN-1525	Lynas	\$ 618,750
2008-TN-1527	Works Yard	\$ 618,750
2008-ST-1649	Ivy	\$ 618,750
2008-ST-1650	Pendlebury	\$ 618,750
2008-ST-1651	Ransford	\$ 618,750
2008-ST-1652	Regent	\$ 618,750
2008-ST-1654	Trites	\$ 618,750
2008-ST-1655	Boyd	\$ 618,750
2008-SH-1743	Horseshoe	\$ 618,750
2008-SH-1744	Riverside	\$ 618,750
2008-CCAP-1426	Capstan Way	\$ 356,400
2008-CCAP-1427	ROW between 7400 & 7600 River Rd	\$ 290,367
2008-CCAP-1428	ROW between 4411 & 4551 No 3 Rd	\$ 402,366
2008-CCAP-1429	4551 No 3 Rd	\$ 282,071
2008-CCAP-1430	Elmbridge Way	\$ 696,881
2008-CCAP-1431	Gilbert Rd	\$ 171,518
2008-CCAP-1432	Cedarbridge Way	\$ 236,115

Project ID	Location	Draft Sanitary DCC Recoverable Amount
2008-CCAP-1434	Lansdowne Rd	\$ 754,954
2008-CCAP-1448	9080 Van Horne Way	\$ 800,344
2008-TN-1523	Barnard	\$ 618,750
2008-TN-1524	Claysmith	\$ 618,750
2008-TN-1526	Terra Nova East	\$ 618,750
2008-ST-1653	Richmond Park	\$ 618,750
2008-SH-1742	Edgemere	\$ 618,750
2008-SH-1745	Riverside East	\$ 618,750
2008-SH-1746	Sherman	\$ 618,750
2008-BM-1761	Maple	\$ 618,750
2008-BM-1764	Saunders	\$ 618,750
2015-OCP-1001	Pump Station Near Williams and Triangle Rd Area, and 2000m Forcemain	\$ 3,734,775
2021-OCP-1001	17002 Blundell Road	\$ 2,721,463
Total DCC Recoverable for Sanitary DCC Program (draft)		\$ 102,234,339



## **UPDATED WATER DCC PROGRAM (DRAFT)**

### ***Purpose of Program***

The Water DCC Program provides a dedicated source of funding for upgrading existing infrastructure and installing new infrastructure to support growth. The water system distributes potable water supplied by Metro Vancouver to individual properties across the City. As population density increases with redevelopment, water demand increases, thereby requiring infrastructure with increased capacity.

### ***Overview of Program Changes (Draft)***

	Water DCC Program Recoverable Value	Number of Projects
2017 Approved DCC Program	\$ 38,308,976	215
Less: Completed Projects	(\$ 4,313,040)	(25)
Less: Deleted/Deferred Projects	(\$ 3,944,143)	(17)
Add: Inflationary Adjustment	\$ 12,823,917	-
Add: New / Enhanced Existing Projects	\$ 1,179,929	5
<b>2022 Draft DCC Program (Attachment 6.1)</b>	<b>\$ 44,055,639</b>	<b>178</b>

### ***Overview of Updated Program***

The Water DCC Program aligns with the following objectives from the 2041 Official Community Plan, Section 12.3 Water Supply and Distribution:

- Objective 1: Provide sufficient quantities of high-quality drinking water at adequate pressure to meet present and future needs of the community; and
- Objective 2: Proactive planning and implementation of infrastructure upgrades and replacements due to age and growth.

The program consists of installation or upgrade of watermains.

Project Type	Description of Project Type	% of Total
Watermain Upgrades	Installation or upgrade of watermains	100%

### ***Highlights of Draft DCC Program***

- New projects include approximately 1,000 meters of watermain upgrades.
- Projects completed since the previous DCC program update include watermain installation or upgrades in the Spires, Blundell, and Bridgeport areas.
- A number of projects have been removed or reduced in scope due to the decrease in per capita demand from water conservation efforts.

Project ID	Project Location	Draft Water DCC Recoverable Amount
<b>WATERMAINS</b>		
2006-BL-16	Ledway Rd	\$ 116,289
2006-BL-17	Ludlow Rd	\$ 223,147
2006-BL-22	Livingstone Pl	\$ 113,970
2006-BL-26	Grandy Rd	\$ 106,012
2006-BL-28	Chelmsford St	\$ 128,143
2006-BL-29	Dorval Rd	\$ 149,565
2006-BL-30	Dorval Rd	\$ 15,283
2006-BL-31	Dorval Rd	\$ 97,829
2006-BL-32	Dorval Rd	\$ 145,700
2006-BL-35	Dorval Rd	\$ 74,518
2006-BL-36	Dunsany Pl	\$ 15,679
2006-BL-37	Dorval Rd	\$ 121,867
2006-BL-40	Woodwards Rd	\$ 248,203
2006-BL-41	Woodwards Rd	\$ 420,194
2006-BL-42	Woodwards Rd	\$ 255,983
2006-BL-43	Woodwards Rd	\$ 34,093
2006-BL-48	Lynnwood Rd	\$ 392,240
2006-BL-49	Ledway Rd	\$ 346,457
2006-BL-50	Ledway Rd	\$ 29,712
2006-BL-52	Blundell Rd	\$ 376,539
2006-BL-53	No. 2 Rd	\$ 269,222
2006-BL-371	Woodwards Rd	\$ 154,829
2006-BL-372	Woodwards Rd	\$ 121,642
2006-BL-373	Woodwards Rd	\$ 151,222
2006-BP-61	Beckwith Rd	\$ 339,168
2006-BP-375	Finlayson Rd	\$ 133,678
2006-BM-77	Lucas Rd	\$ 193,887
2006-BM-78	Lucas Rd	\$ 97,304
2006-BM-79	Lucas Rd	\$ 192,257
2006-BM-80	Sunnycroft Rd	\$ 133,467
2006-BM-81	Sunnycroft Rd	\$ 104,947
2006-BM-82	Sunnycroft Rd	\$ 112,968
2006-BM-116	Ash St	\$ 91,553
2006-BM-117	Ash St	\$ 157,906
2006-BM-118	Ash St	\$ 231,074
2006-CC-136	Bennett Rd	\$ 205,886
2006-CC-137	Park Rd	\$ 417,284
2006-CC-143	Cooney Rd	\$ 228,855
2006-CC-144	Cooney Rd to Granville Connector	\$ 125,811
2006-CC-147	Eckersley Rd	\$ 223,508
2006-CC-151	Pimlico Way	\$ 213,108
2006-CC-152	Odlin Rd (Odlin Cr west to Brown Rd)	\$ 418,125
2006-CC-132	Sexsmith Rd	\$ 623,732

Project ID	Project Location	Draft Water DCC Recoverable Amount
2006-CC-133	Lansdowne/Minoru Connector	\$ 23,597
2006-CC-148	Cook Gate	\$ 124,967
2006-CC-149	Spires Rd	\$ 98,907
2006-CC-150	Spires Rd	\$ 91,397
2006-CC-155	Cook Rd	\$ 150,203
2006-CC-156	Cook Rd	\$ 126,187
2006-CC-157	Cook Rd	\$ 139,655
2006-CC-158	Cook Rd	\$ 175,252
2006-CC-159	Cook Rd	\$ 195,204
2006-EC-161	Bird Rd	\$ 456,114
2006-EC-162	Bird Rd	\$ 445,914
2006-EC-163	Bird Rd	\$ 69,678
2006-EC-166	Daniels Rd	\$ 111,974
2006-EC-167	Daniels Rd	\$ 84,204
2006-EC-168	Daniels Rd	\$ 126,772
2006-EC-169	Daniels Rd	\$ 80,734
2006-EC-170	Daniels Rd	\$ 235,767
2006-EC-171	Bamfield Dr	\$ 246,977
2006-EC-172	Bamfield Dr	\$ 311,937
2006-EC-173	Mellis Dr	\$ 231,875
2006-EC-174	Mellis Dr	\$ 57,287
2006-EC-175	Mellis Dr	\$ 246,791
2006-EC-176	Mellis Dr	\$ 63,979
2006-EC-180	Dewsbury Dr	\$ 307,326
2006-EC-181	Dewsbury Dr	\$ 97,175
2006-EC-182	Dewsbury Dr	\$ 100,680
2006-EC-184	Bath Rd	\$ 345,797
2006-EC-185	Bamfield Gate	\$ 138,062
2006-EC-186	Bamfield Gate	\$ 23,341
2006-EC-187	Bargen Dr	\$ 175,685
2006-EC-188	Cambie Connector	\$ 13,819
2006-EC-189	Cambie Rd	\$ 82,020
2006-EC-190	Dallyn Rd	\$ 223,527
2006-EC-191	Dallyn Rd	\$ 156,136
2006-EC-192	Sparwood Pl	\$ 473,910
2006-HA-210	Smith Cr	\$ 367,585
2006-HA-214	Willett Ave	\$ 223,720
2006-HA-215	Smith Dr	\$ 333,196
2006-SF-234	Colonial Dr	\$ 516,030
2006-SF-235	Colonial Dr	\$ 206,675
2006-SF-240	Palmer Rd	\$ 102,938
2006-SF-241	Mahood Dr	\$ 309,453
2006-SF-242	Groat Ave	\$ 88,903
2006-SF-243	Geal Rd	\$ 157,930

Project ID	Project Location	Draft Water DCC Recoverable Amount
2006-SF-244	Francis Rd	\$ 50,478
2006-SF-246	Francis Rd	\$ 58,122
2006-SF-247	Francis Rd	\$ 328,480
2006-SF-248	Francis Rd	\$ 387,271
2006-SF-249	Francis Rd	\$ 129,728
2006-SH-271	Francis Rd	\$ 1,055,916
2006-SF-398	Francis Rd	\$ 293,592
2006-SF-399	Francis Rd	\$ 188,849
2006-SH-260	Shell Rd	\$ 107,583
2006-SH-264	Kingcome Ave	\$ 285,605
2006-SH-265	Kingcome Ave	\$ 233,052
2006-SH-266	Kingswood Dr	\$ 158,695
2006-SH-267	Kingcome Ave/Kingswood Dr Connector	\$ 38,550
2006-SH-268	Seacote Rd	\$ 107,214
2006-SH-272	Kingsbridge Dr	\$ 110,179
2006-SH-273	Kingsbridge Dr	\$ 264,884
2006-SH-274	Kingsbridge Dr	\$ 226,850
2006-SH-275	King Rd	\$ 460,815
2006-SH-276	King Rd	\$ 445,190
2006-SH-277	King Rd	\$ 97,896
2006-SH-278	King Rd	\$ 157,058
2006-ST-296	Fortune Ave	\$ 161,024
2006-ST-297	Fortune Ave	\$ 67,012
2006-ST-298	Fundy Dr	\$ 140,260
2006-ST-299	Fundy Dr	\$ 235,548
2006-ST-300	Fundy Dr	\$ 276,036
2006-ST-302	Fundy Dr	\$ 89,278
2006-ST-303	Fundy Dr	\$ 93,521
2006-ST-304	Fundy Dr	\$ 74,025
2006-ST-305	Bonavista Dr	\$ 198,676
2006-ST-310	Garry St	\$ 118,905
2006-ST-311	Garry St	\$ 154,924
2006-ST-312	Windward Gate	\$ 91,935
2006-ST-313	Garry St	\$ 155,747
2006-ST-314	Garry St	\$ 203,200
2006-ST-315	Leeward Gate	\$ 109,749
2006-ST-324	Kingfisher Dr	\$ 317,566
2006-ST-325	Kingfisher Dr	\$ 87,519
2006-ST-326	Plover Dr	\$ 167,251
2006-ST-327	Pintail Dr	\$ 743,337
2006-ST-330	Kittiwake Dr	\$ 121,549
2006-ST-331	Kittiwake Dr	\$ 184,680
2006-ST-332	Kittiwake Dr	\$ 124,597
2006-TH-341	Westminster Hwy/Lynas Lane	\$ 53,067

Project ID	Project Location	Draft Water DCC Recoverable Amount
2006-TH-343	Garrison Rd	\$ 48,123
2006-TH-344	Garrison Rd	\$ 74,776
2006-TH-345	Garrison Rd	\$ 80,264
2006-TH-346	Garrison Rd	\$ 3,525
2006-TH-347	Garrison Rd	\$ 83,649
2006-TH-349	Skaha Cr	\$ 66,423
2006-TH-353	Tiffany Blvd	\$ 254,915
2006-TH-354	Tiffany Blvd	\$ 168,760
2006-TH-355	Tiffany Blvd	\$ 87,920
2006-TH-356	Tiffany Blvd	\$ 163,012
2006-TH-358	Granville Cr	\$ 469,311
2006-TH-408	Redfern Cr	\$ 195,269
2006-WC-361	Patterson Rd	\$ 650,121
2006-WC-360	Patterson Rd	\$ 277,235
2006-WC-409	Westminster Hwy b/w No 4 Rd and Shell Rd	\$ 2,082,838
2006-CC-381	Spires Gate	\$ 123,671
2006-CC-382	Cooney Rd	\$ 57,242
2006-CC-383	River Rd	\$ 147,460
2006-SF-401	Pendleton Rd	\$ 390,713
2008-CCAP-411	Capstan Way	\$ 583,254
2008-CCAP-418	Minoru Blvd	\$ 226,499
2008-CCAP-421	Acheson Rd	\$ 333,248
2008-CCAP-422	Bennett Rd	\$ 120,792
2008-CCAP-436	Spires Rd	\$ 240,771
2008-CCAP-437	Cook Cr	\$ 431,072
2008-CCAP-431	South of Granville Ave (w/ St. Albans & Garden City)	\$ 249,874
2008-CCAP-433	No. 4 Rd	\$ 1,254,046
2008-CCAP-439	Citation Dr	\$ 516,680
2008-CCAP-443	No. 3 Rd	\$ 807,589
2008-CCAP-444	Hazelbridge Way	\$ 318,562
2008-CCAP-441	Cook Rd	\$ 592,926
2015-OCP-1	Dunford Rd	\$ 123,750
2015-OCP-2	Garry (Section not covered in list above)	\$ 482,625
2015-OCP-3	Windjammer Dr	\$ 668,250
2015-OCP-4	Beckwith Rd	\$ 482,625
2015-OCP-5	Kingcome Ave	\$ 420,750
2015-OCP-7	East of No 4 Rd & Saunders Rd Intersection	\$ 136,125
2015-OCP-8	Blundell Rd	\$ 1,238,738
2015-OCP-9	Bowen Gate	\$ 99,000
2015-OCP-10	Gabrolia Gate	\$ 123,750
2015-OCP-11	Ruskin Rd loop to Ryan Rd	\$ 247,500
2015-OCP-12	Blundell Rd	\$ 1,904,513
2021-OCP-1	Boundary Road	\$ 40,372
2021-OCP-2	Boundary Road	\$ 393,839



Project ID	Project Location	Draft Water DCC Recoverable Amount
2021-OCP-3	Boundary Road	\$ 60,534
2021-OCP-4	Thompson Road	\$ 370,081
2021-OCP-5	Thompson Road	\$ 315,103
Total DCC Recoverable for Water DCC Program (draft)		\$ 44,055,639

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**From:** CityClerk  
**Subject:** FW: Confirming - Delegation request from Kerry Starchuk "Preserving single family neighbourhoods"

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**From:** Kerry Starchuk <[Kerry.Starchuk@richmond.ca](mailto:Kerry.Starchuk@richmond.ca)>  
**Sent:** June 28, 2022 10:43 AM  
**To:** MayorandCouncillors <[MayorandCouncillors@richmond.ca](mailto:MayorandCouncillors@richmond.ca)>  
**Subject:** Preserving single family neighbourhoods

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

Mayor and Council,

Re: Preserving single family neighbourhoods

There has a lot of issues going next door to us at 5351 Lancing Road, in our circle and in the McKay neighbourhood over the years. I have spoken to the police, bylaw and Andy Hobbs about safety and the complex challenges.

We have been at our address since 1988 and remember the house at 5351 Lancing Road being torn down due to illegal activities (fixing old batteries and caused a fire) and rebuilt. It was sold every 4 years for 20 years and there didn't seem to be any problems with the owners or renters. I am pretty sure the house was sold every 4 years for immigration purposes.

It was back in 2008, the house at 5351 Lancing Road turned into an immigration house. They were renting out their rooms for \$40.00 a night. It was a very organized short term rental business linked throughout Canada and the owner was the main organizer for BC. They moved down to Blundell Road and the city issued them a permit for a short-term rental for their new location. The house was eventually sold and more illegal activity became to surface.

The house was then used as a birth tourism hotel housing pregnant woman from overseas and closed quietly after it was exposed to the media and public. It then turned into a short-term rental and Graeme Wood from the Richmond News broke the story about the illegal short-term rental.

It is now rented out and the tenants operate a late-night party house. The activity starts in the early hours of the morning and usually goes to 4AM but there have been times when the partying goes on to 5:30AM. I suspect it is also a drug house. I am often woken up at 4:00 AM 3 times a week by the boom box music and can hear the guests yelling out on the streets and the cars racing down Lancing Road.

There is a smashed car in the driveway and the current bylaw allows a resident to have one unlicensed car on a property. I would like council to make amendment, if possible, to if a car is unsightly, it must be covered with a tarp or removed. Did something happen to the car when someone was partying at 5351 Lancing Road?

In the circle where I live there have been a lot of challenges and have been working with bylaw to address them. I would like to make a presentation to council on the challenges and speak about where there could be more improvement to the good neighbour policy and infills. I have been very happy with the bylaw staff.

Is council (Mayor Brodie) really preserving single family neighbourhoods? Is the vision statement for Richmond real? The statement says on the city's website "to be the most appealing, livable, and well-managed community in Canada." Personally, I don't think either of these statements are true.

Please let me know when I can come and make a presentation.

Regards,  
Kerry Starchuk  
7611 Lancing Road  
Richmond, B.C.  
604-275-1715





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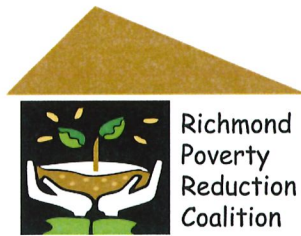


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## City of Richmond Council Meeting - July 11, 2022

### Richmond Poverty Reduction Coalition Delegation - Non Agenda Item

This submission is presented on behalf of the Richmond Poverty Reduction Coalition (RPRC), a charitable non-profit society comprised of Richmond residents and local service organizations working together to reduce the effects of poverty with research, projects, and public education. In doing so, the RPRC advocates for improvements to public policy and proposes ideas for new policy.

RPRC member organizations include the Richmond Centre for Disability, Richmond Food Bank, Richmond Family Place, Richmond Women's Resource Centre, Family Services of Greater Vancouver-Richmond, Kehila Society of Richmond, Richmond Addiction Services, Gilmore Park United Church, Heart of Richmond AIDS Society, Richmond Presbyterian Church, and Richmond Mental Health Consumer & Friends Society.

Together, our member organizations represent thousands of Richmond residents who receive services and resources from them. Recipients of services include seniors, low-income families and single parent families, people with disabilities, people with health challenges, newcomers, BIPOC and LGBTQ2S people, and other underserved and vulnerable residents.

All our member organizations report that the crucial need for non-market housing overloads their own capacities to respond effectively. Richmond residents on low-incomes are spending their food budgets on rent. As clients they are becoming increasingly distressed and the need for vital services and resources are stretched to the limit.

The RPRC acknowledges that there are limits to what a municipal government can do to improve access to non-market rental housing. However, we do believe each level of government has a duty to maximize electors' abilities to find secure, dignified, and appropriate housing .

After a year of reviewing the City of Richmond's Affordable Housing Strategy, researching best practices, and speaking with city staff and councillors and people with lived experience, the RPRC has identified realistic strategies and actions that are within the City's scope to solve.

Following, is a précis of our findings:

- Over the past thirty years, 94% of Richmond new builds have been condos, townhouses and single family dwellings and only 6% have been purpose-built rentals,<sup>1</sup> and
- The last non-market rental developments were built over five years ago,<sup>2</sup> and

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<sup>1</sup> City of Richmond Housing Needs Report November 2021

<sup>2</sup> City of Richmond Affordable Housing Strategy 2017-2027

c/o RFBS #100 – 5800 Cedarbridge Way, Richmond BC V6X 2A7  
[info@richmondprc.org](mailto:info@richmondprc.org) [www.richmondprc.org](http://www.richmondprc.org)

- The City approves an average of 375 ground-oriented housing demolitions per year,<sup>3</sup> and
- The City's 1:1 rental replacement policy<sup>4</sup> does not count ground-oriented housing demolitions as losses in rental housing in the City's figures, and
- The City's rental relocation policy does not have the same tenant protections as other Metro cities<sup>5</sup> and,
- 33.6% of renter households are in 'core' housing need<sup>6</sup>, meaning more than 50% of household income is spent on rent, and
- The rental vacancy rate in Richmond is 1.1%<sup>7</sup> and the City's rental relocation policy has little force or function when there is nothing for low income families and individuals to rent, and
- The demolition of Minoru Gardens will result in the displacement of another 130 low-income rental families,<sup>8</sup> and
- The City has little accountability for the LEMR<sup>9</sup> program, and LEMR suites are not easy for renters to understand and access.

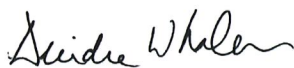
Therefore, considering the foregoing:

The Richmond Poverty Reduction Coalition (RPRC) delegation urges Richmond City Council to undertake the following three initiatives to increase non-market rental supply, and to provide yearly progress reports on each initiative to the public:

1. Actively pursue and secure federal, provincial, and any other accepted sources of funding to develop non-market housing and shelters using City-owned land,
2. Order a full LEMR (Low End Market Rental) Review, and develop a LEMR Housing Registry and wait list for all LEMR units, AND
3. Reduce the number of Richmond residents on the BC Housing wait list by 50% within five years (2027) by using rental tenure zoning and innovative partnerships to build sufficient housing for Richmond residents on the waitlist.

Thank you for your attention to this serious matter. I will take questions, if any.

Deirdre Whalen



President, RPRC

<sup>3</sup> Metro Vancouver Housing Data Book 2019 (375 demolitions are a 5-year average from 2013-2018)

<sup>4</sup> [https://www.richmond.ca/\\_shared/assets/planning0551568.pdf](https://www.richmond.ca/_shared/assets/planning0551568.pdf)

<sup>5</sup> [https://www.richmond.ca/\\_shared/assets/tenreloassist57852.PDF](https://www.richmond.ca/_shared/assets/tenreloassist57852.PDF)

<sup>6</sup> Metro Vancouver Housing Data Book 2019 (33.6% were in core need in 2016)

<sup>7</sup> Metro Vancouver Housing Data Book 2019 (2018 average figure)

<sup>8</sup> <https://www.richmond-news.com/opinion/letters-wrong-time-to-demolish-homes-3125723>

<sup>9</sup> [https://www.richmond.ca/\\_shared/assets/info5159495.pdf](https://www.richmond.ca/_shared/assets/info5159495.pdf)