



City Council

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

**Monday, September 11, 2017
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- (1) *adopt the minutes of the Regular Council meeting held on July 24, 2017 (distributed previously);*
- CNCL-14 (2) *adopt the **minutes** of the Regular Council meeting for Public Hearings held on September 5, 2017; and*
- CNCL-36 (3) *receive for information the Metro Vancouver **'Board in Brief'** dated July 28, 2017.*



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 – ITEM NO. 22.

4. *Motion to rise and report.*



RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

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

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Feasibility of Running the Steveston Interurban Tram
- Digital Strategy – Status Update 2017
- Application to Amend Food-Primary Liquor Licence – China House Seafood Restaurant Inc. Doing Business As: China House Seafood Restaurant, Unit 1008-8300 Capstan Way
- Policy for Language on Signs
- Application to Amend Food-Primary Liquor Licence and to Add Patron Participation Endorsement - The Canadian Brew House (Richmond) Ltd. Doing Business as: The Canadian Brewhouse & Grill, 4755 McClelland Road
- Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9743 8181 Cambie Road Unit 1000
- Housing Agreement Bylaw No. 9739 to Permit The City of Richmond to Secure Affordable Housing Units Located at 7100 Elmbridge Way (Landa Elmbridge Holdings Ltd.)
- Housing Agreement Bylaw No. 9544, Amendment Bylaw No. 9754 to Permit The City Of Richmond to Secure Affordable Housing Units Located at 9251 and 9291 Alexandra Road (1083465 B.C. Ltd)

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ITEM

- Application by Kanaris Demetre Lazos for a Heritage Alteration Permit at 12011 3rd Avenue (Steveston Courthouse) and 12111 3rd Avenue (Steveston Hotel)
- Land use applications for first reading (to be further considered at the Public Hearing on October 16, 2017):
 - 7580 Ash Street – Rezone from Single Detached (RS1/F) to Single Detached (RS2/E) and Single Detached (ZS14) (Westmark Development Ltd. – applicant)
 - 3751 Shuswap Avenue – Rezone from Single Detached (RS1/E) to Coach Houses (RCH1) (Sandeep Kang – applicant)
 - 9291 and 9311/9331 No. 2 Road – Rezone from Single Detached (RS1/E) and Two-Unit Dwellings (RD1) to Low Density Townhouses (RTL4) (Jhujar Construction Ltd. – applicant)
 - 9211 and 9231 Williams Road – Rezone from Single Detached (RS1/E) to Low Density Townhouses (RTL4) (Interface Architecture Inc. – applicant)

5. *Motion to adopt Items No. 6 through No. 19 by general consent.*

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6. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-47 (1) the **General Purposes Committee** meeting held on September 5, 2017;
- CNCL-54 (2) the **Finance Committee** meeting held on September 5, 2017; and
- CNCL-56 (3) the **Planning Committee** meeting held on September 6, 2017;
- be received for information.*

☐

Consent
Agenda
Item

7. **FEASIBILITY OF RUNNING THE STEVESTON INTERURBAN TRAM**

(File Ref. No. 11-7000-01) (REDMS No. 5494486)

CNCL-62

See Page **CNCL-62** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That \$50,000 be allocated from Council Contingency to undertake a feasibility study that includes a business case analysis (including cost vs. benefits) and transportation and engineering analysis of the operation of the tram running between the existing tram building at No.1 Road and Moncton Street and the Gulf of Georgia Cannery, as well as further work including determining the capital and operating costs required for the tram itself.



Consent
Agenda
Item

8. **DIGITAL STRATEGY – STATUS UPDATE 2017**

(File Ref. No.) (REDMS No. 5494368 v. 2)

CNCL-72

See Page **CNCL-72** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That Attachment 1 to the staff report, “ Digital Strategy – Status Update 2017” dated August 4, 2017 from the Director, Information Technology be endorsed and made available to the community through the City’s website and various communication tools including social media channels to promote and increase awareness of the City’s progress towards achieving its digital goals.



9. **APPLICATION TO AMEND FOOD-PRIMARY LIQUOR LICENCE – CHINA HOUSE SEAFOOD RESTAURANT INC. DOING BUSINESS AS: CHINA HOUSE SEAFOOD RESTAURANT, UNIT 1008-8300 CAPSTAN WAY**

(File Ref. No. 12-8275-30-001) (REDMS No. 5486582)

CNCL-98

See Page CNCL-98 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the application from China House Seafood Restaurant Inc., for an amendment to increase their hours of liquor service under Food Primary Liquor Licence No. 304813 from 9:00 a.m. to Midnight, Monday to Sunday to 9:00 a.m. to 2:00 a.m. Monday to Sunday, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:*
- (a) *Council supports the amendment for an increase in liquor service hours as the increase will not have a significant impact on the community;*
 - (b) *the total person capacity will remain the same at 188 persons;*
 - (c) *Council's comments on the prescribed criteria (set out in Section 53 of the Liquor Control and Licensing Regulations) are as follows:*
 - (i) *the potential for additional noise and traffic in the area was considered;*
 - (ii) *the impact on the community was assessed through a community consultation process; and*
 - (iii) *given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service under the Food Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;*
 - (d) *as the operation of a licenced establishment may affect nearby residents the City gathered the view of the residents as follows:*
 - (i) *Property owners and businesses within a 50 meter radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted; and*
 - (ii) *Signage was posted at the subject property and three public notices were published in a local newspaper. This signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and*

(e) *Council's comments and recommendations respecting the view of the residents are as follows:*

(i) *That based on the number of letters sent and the three responses received from all public notifications, Council considers that the amendment is acceptable to the majority of the residents in the area and the community.*



Consent
Agenda
Item

10. **POLICY FOR LANGUAGE ON SIGNS**

(File Ref. No. 01-0005-00) (REDMS No. 5498409)

CNCL-108

[See Page CNCL-108 for full report](#)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the new Council Policy titled "Language on Regulated Signs", which encourages the cooperative use of the English language on all regulated signage, be approved.



Consent
Agenda
Item

11. **APPLICATION TO AMEND FOOD-PRIMARY LIQUOR LICENCE AND TO ADD PATRON PARTICIPATION ENDORSEMENT - THE CANADIAN BREW HOUSE (RICHMOND) LTD. DOING BUSINESS AS: THE CANADIAN BREWHOUSE & GRILL, 4755 MCCLELLAND ROAD**

(File Ref. No. 12-8275-30-001) (REDMS No. 5500912)

CNCL-112

[See Page CNCL-112 for full report](#)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) *That the application from The Canadian Brew House (Richmond) Ltd., doing business as The Canadian Brewhouse & Grill, for an amendment to increase their hours of liquor service under Food Primary Liquor Licence No. 307407 from 9:00 a.m. to Midnight, Monday to Sunday; to 9:00 a.m. to 2:00 a.m. Monday to Sunday and a request to add Patron Participation Endorsement, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:*

(a) *Council supports the amendment for an increase in liquor service hours;*

- (b) Council supports the request for a food-primary patron participation entertainment endorsement to midnight as these amendments will not have a significant impact on the community;*
- (c) The total person capacity will remain the same at 246 persons indoor and 38 persons for the outdoor patio;*
- (d) Council's comments on the prescribed criteria (set out in section 53 of the Liquor Control and Licensing Regulations) are as follows:*
 - (i) The potential for additional noise and traffic in the area was considered;*
 - (ii) The impact on the community was assessed through a community consultation process; and*
 - (iii) Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service and patron participation entertainment endorsement, under the Food Primary Liquor Licence, should not change the establishment such that it is operated contrary to its primary purpose;*
- (e) As the operation of a licenced establishment may affect nearby residents the City gathered the view of the residents as follows:*
 - (i) Property owners and businesses within a 50 meter radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted; and*
 - (ii) Signage was posted at the subject property and three public notices were published in a local newspaper. This signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and*
- (f) Council's comments and recommendations respecting the views of the residents are as follows:*
 - (i) That based on the number of letters sent and only one response received from all public notifications, Council considers that the amendments are acceptable to the majority of the residents in the area and the community.*



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12. **BUSINESS REGULATION BYLAW NO. 7538, AMENDMENT BYLAW NO. 9743 8181 CAMBIE RD UNIT 1000**

(File Ref. No. 12-8275-01) (REDMS No. 5464884)

CNCL-121

See Page CNCL-121 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9743 which amends Schedule A of Bylaw No. 7538, to remove the address of 7951 Alderbridge Way Unit 140 and replace with the address at 8181 Cambie Rd Unit 1000 among the sites that permit an Amusement Centre to operate, to permit the business Espot to relocate, be given first second and third readings.



Consent
Agenda
Item

13. **HOUSING AGREEMENT BYLAW NO. 9739 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS LOCATED AT 7100 ELMBRIDGE WAY (LANDA ELMBRIDGE HOLDINGS LTD.)**

(File Ref. No. 08-4057-01) (REDMS No. 5435765 v.5)

CNCL-126

See Page CNCL-126 for full report

PLANNING COMMITTEE RECOMMENDATION

That Housing Agreement (7100 Elmbridge Way) Bylaw No. 9739 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by the Development Permit DP 15-700007.



Consent
Agenda
Item

14. **HOUSING AGREEMENT BYLAW NO. 9544, AMENDMENT BYLAW NO. 9754 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS LOCATED AT 9251 & 9291 ALEXANDRA ROAD (1083465 B.C. LTD)**

(File Ref. No. 08-4057-01) (REDMS No. 5500188 v. 2)

CNCL-152

See Page CNCL-152 for full report

PLANNING COMMITTEE RECOMMENDATION

That Housing Agreement (9251 & 9291 Alexandra Road) Bylaw No. 9544, Amendment Bylaw No. 9754, be introduced and given first, second, and third readings to permit the City to amend the existing Housing Agreement pursuant to an Amending Agreement substantially in the form attached as Schedule A to the bylaw, in accordance with the requirements of s. 905 of the Local Government Act, to secure the Affordable Housing Units required by Development Permit Application DP 12-613923.



Consent
Agenda
Item

15. **APPLICATION BY WESTMARK DEVELOPMENT LTD. FOR REZONING AT 7580 ASH STREET FROM SINGLE DETACHED (RS1/F) TO SINGLE DETACHED (RS2/E) AND SINGLE DETACHED (ZS14) – SOUTH MCLENNAN (CITY CENTRE)**

(File Ref. No. 12-8060-20-009702; RZ 16-732500) (REDMS No. 5395289 v. 3)

CNCL-174

See Page CNCL-174 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9702, for the rezoning of 7580 Ash Street from the “Single Detached (RS1/F)” zone to the “Single Detached (RS2/E)” zone and the “Single Detached (ZS14) – South McLennan (City Centre)” zone, be introduced and given first reading.



Consent
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Item

16. **APPLICATION BY SANDEEP KANG FOR REZONING AT 3751 SHUSWAP AVENUE FROM “SINGLE DETACHED (RS1/E)” TO “COACH HOUSES (RCH1)”**

(File Ref. No. 12-8060-20-009727; RZ 16-738465) (REDMS No. 5326180)

CNCL-194

See Page CNCL-194 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9727, for the rezoning of 3751 Shuswap Avenue from “Single Detached (RS1/E)” to “Coach Houses (RCH1)”, be introduced and given first reading.



Consent
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17. **APPLICATION BY JHUJAR CONSTRUCTION LTD. FOR REZONING AT 9291 AND 9311/9331 NO. 2 ROAD FROM “SINGLE DETACHED (RS1/E)” AND “TWO-UNIT DWELLINGS (RD1)” TO “LOW DENSITY TOWNHOUSES (RTL4)”**

(File Ref. No. 12-8060-20-009749; RZ 15-716773) (REDMS No. 5444000)

CNCL-215

See Page CNCL-215 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9749, for the rezoning of 9291 and 9311/9331 No. 2 Road from “Single Detached (RS1/E)” and “Two-Unit Dwellings (RD1)” zones to “Low Density Townhouses (RTL4)” zone, be introduced and given first reading.



Consent
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18. **APPLICATION BY INTERFACE ARCHITECTURE INC. FOR REZONING AT 9211 AND 9231 WILLIAMS ROAD FROM “SINGLE DETACHED (RS1/E)” TO “LOW DENSITY TOWNHOUSES (RTL4)”**

(File Ref. No. 12-8060-20-009750; RZ 16-729962) (REDMS No. 5451116)

CNCL-242

See Page CNCL-242 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9750, for the rezoning of 9211 and 9231 Williams Road from “Single Detached (RS1/E)” zone to “Low Density Townhouses (RTL4)” zone, be introduced and given first reading.



Consent
Agenda
Item

19. **APPLICATION BY KANARIS DEMETRE LAZOS FOR A HERITAGE ALTERATION PERMIT AT 12011 3RD AVENUE (STEVESTON COURTHOUSE) AND 12111 3RD AVENUE (STEVESTON HOTEL)**

(File Ref. No. HA 16-723477) (REDMS No. 5513480 v. 2)

CNCL-265

See Page CNCL-265 for full report

PLANNING COMMITTEE RECOMMENDATION

That a Heritage Alteration Permit be issued which would:

- (1) *permit a reconfiguration of lot lines, and alterations to parking layouts and landscaping, of the properties at 12011 3rd Avenue and 12111 3rd Avenue on a site zoned “Steveston Commercial (CS2)”;*
and
- (2) *vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum amount of landscape area around surface parking areas abutting a road from 3.0 m, to 1.0 m along Moncton Street, and to 1.0 m along 3rd Avenue.*



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

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



CNCL-298

- (1) Quille Kaddon, Program Manager, Vancouver EcoVillage, to request **dog licence fee exemptions** for therapy dogs in Richmond.

CNCL-306

- (2) Marion Postgate, representing the Canadian Kennel Club, to address Council regarding dog licence fee discounts or exemptions for dogs that successfully pass **training programs** such as the Canine Good Neighbour.
- (3) Karen Rabinovitch, resident at 5251 Merganser Drive, to delegate on having a legal suite in her duplex.

21. *Motion to rise and report.*

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RATIFICATION OF COMMITTEE ACTION

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PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

- CNCL-349** Housing Agreement (8111 Granville Avenue and 8080 Anderson Road)
Bylaw No. 9227, Amendment **Bylaw No. 9732**
Opposed at 1st/2nd/3rd Readings – None.

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- CNCL-355** Boulevard and Roadway Protection and Regulation Bylaw No. 6366,
Amendment **Bylaw No. 9736**
Opposed at 1st/2nd/3rd Readings – None.

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- CNCL-356** Richmond Official Community Plan Bylaw 7100, Amendment
Bylaw No. 8767
(9451/9491/9511/9531/9551 Bridgeport Road and 9440/9460/9480 Beckwith
Road, RZ 10-539048)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

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ITEM

- CNCL-359** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 8764**
(9451/9491/9511/9531/9551 Bridgeport Road and 9440/9460/9480 Beckwith Road, RZ 10-539048)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

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- CNCL-363** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9583**
(6700/6720 No. 1 Road, RZ 15-705932)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

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DEVELOPMENT PERMIT PANEL

22. RECOMMENDATION

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

- CNCL-365** (1) *That the minutes of the Development Permit Panel meetings held on **July 26, 2017**, and **August 9, 2017**, and the **Chair's report** for the Development Permit Panel meeting held on July 11, 2017, be received for information; and*
- CNCL-379** (2) *That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 11-594571) for the properties at 9451, 9491, 9511, 9531, 9551 Bridgeport Road and 9440, 9460, 9480 Beckwith Road be endorsed, and the Permit so issued.*

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ADJOURNMENT

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**Regular Council meeting for Public Hearings
Tuesday, September 5, 2017**

Place: Council Chambers
Richmond City Hall

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

Claudia Jesson, Acting Corporate Officer

Call to Order: Mayor Brodie opened the proceedings at 7:00 p.m.

1. **TEMPORARY COMMERCIAL USE PERMIT (TU 17-764698)**
(Location: 8351 River Road and Duck Island (Lot 87 Section 21 Block 5 North Range 6 West Plan 34592); Applicant: Firework Productions Ltd.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

- (a) Eric Wan, 4155 Sardis Street (Schedule 1)
- (b) Cory Parker, Richmond Firefighters Society (Schedule 2)
- (c) David Brind, 3333 Corvette Way (Schedule 3)
- (d) Joseph Fung, 8571 Bridgeport Road (Schedule 4)

Submissions from the floor:

Jack Chan, 8500 River Road, expressed concern regarding access to his business during Night Market hours. Mr. Chan noted that in previous years' business owners in the area were provided a parking pass, which allowed them to bypass the Night Market traffic in order to enter their businesses in a timely manner; however a parking pass was not given this year.



**Regular Council meeting for Public Hearings
Tuesday, September 5, 2017**

Discussion ensued in regards to the applicant liaising with adjacent business owners and the potential to provide a parking pass to the site as done in past years.

Raymond Cheung, representing the applicant, confirmed that parking passes were distributed to business owners for ease of access to their businesses in the past and confirmed that this practice will continue. Mr. Cheung then remarked that the Night Market has strict rules on noise and that residents in the area should not be disturbed by Night Market music.

In reply to queries from Council, Wayne Craig, Director, Development stated that staff can liaise with the applicant regarding providing a 24-hour contact for noise complaints; however he noted that this is not a requirement of the Temporary Commercial Use Permit. In addition, Barry Konkin, Program Coordinator, Development stated that the Richmond RCMP and Community Bylaws staff attend the Night Market regularly to monitor activities.

PH17/8-1

It was moved and seconded

That a Temporary Commercial Use Permit be issued effective on November 1, 2017, to allow for the operation of an evening market/seasonal event and supporting off-street parking at 8351 River Road and Duck Island (Lot 87 Section 21 Block 5 North Range 6 West Plan 34592) generally from May to October and during the month of December for a 3 year period commencing at the end 2017 through to and expiring on October 31, 2020.

CARRIED

2. **OFFICIAL COMMUNITY PLAN BYLAW 9000, AMENDMENT
BYLAW 9625**

**OFFICIAL COMMUNITY PLAN BYLAW 7100, AMENDMENT
BYLAW 9626**

(Location: City-Wide; Applicant: City of Richmond)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.



**Regular Council meeting for Public Hearings
Tuesday, September 5, 2017**

PH17/8-2 It was moved and seconded
*That Official Community Plan Bylaw 9000, Amendment Bylaw 9625 be
given second and third readings.*

CARRIED

PH17/8-3 It was moved and seconded
*That Official Community Plan Bylaw 7100, Amendment Bylaw 9626 be
given second and third readings.*

CARRIED

PH17/8-4 It was moved and seconded
*That Official Community Plan Bylaw 9000, Amendment Bylaw 9625 be
adopted.*

CARRIED

PH17/8-5 It was moved and seconded
*That Official Community Plan Bylaw 7100, Amendment Bylaw 9626 be
adopted.*

CARRIED

3. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9740**
(Location: 9511 and 9531 Williams Road; Applicant: Yamamoto Architecture Inc.)

Wayne Craig, Director, Development provided background information and spoke of the subject site's drive aisle. He advised that the drive aisle would be shared between an existing development and the proposed one. Also, he spoke to the amenity space, noting that initially the City envisioned the subject site to share the existing development's amenity space; however, the applicant has indicated that a separate amenity space can be accommodated on the subject site. Also, Mr. Craig noted that the visitor parking and garbage structures will be separate.



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Tuesday, September 5, 2017**

Applicant's Comments:

King Luk, representing the owner of the subject site, advised that he has discussed with the neighbouring Strata the rationale for the shared driveway access and provided contact information should there be any concerns. Also, Mr. Luk stated that in his discussions with the adjacent Strata, concerns regarding the safety of the shared driveway were addressed; specifically, Mr. Luk noted that the shared drive aisle would be restricted to residents only and all other access to the site would be via Ash Street.

In addition, Mr. Luk confirmed that visitor parking, garbage, recycling and mail structures would all be separate. He noted that should any damage occur during construction, costs would be incurred by the developer and the site will be maintained regularly to dispose of any debris and garbage. Finally, Mr. Luk advised that the applicant is happy to work with the neighbouring Strata to establish a formal cost-sharing agreement for the maintenance of the shared driveway.

Written Submissions:

- (a) Nga Kwai Luk, 9451 Williams Road (August 8, 2017) (Schedule 5)
- (b) Alex Kuen Fong, 9451 Williams Road (Schedule 6)
- (c) Nga Kwai Luk, 9451 Williams Road (September 5, 2017) (Schedule 7)
- (d) Yuk Ching Tang, 9451 Williams Road (Schedule 8)
- (e) Juan Wang, 9451 Williams Road (Schedule 9)
- (f) Wong Sau Kuen Anne, 9451 Williams Road (Schedule 10)
- (g) David Poon, 9451 Williams Road (Schedule 11)

Submissions from the floor:

David Poon, 9451 Williams Road, expressed concern regarding the proposed application and in particular with regard to how the two developments (existing and future) would coexist. He queried how his Strata's bylaws would be imposed on violators from the future development with regard to use of garbage and recycling, visitor parking spaces and the play structure. Also, he queried how costs for maintenance of the shared drive aisle would be managed. Mr. Poon expressed concern about construction debris, potential damage to his complex as a result of construction activities next door and noise levels during construction.



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Discussion ensued regarding the lack of communication between the applicant and the owners of the adjacent townhouse complex. Council requested that the applicant work with the Strata Council of 9451 Williams Road and develop a common understanding on the various identified concerns. As a result of the discussion, the following **motion** was introduced:

PH17/8-6

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9740 be referred to the October 16, 2017 Public Hearing scheduled for 7:00 p.m. in the Council Chambers at Richmond City Hall.

CARRIED

4. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9741**
(Location: 6311 Graybar Road; Applicant: Beedie (Graybar Road) Richmond Property Ltd.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH17/8-7

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9741 be given second and third readings.

CARRIED

ADJOURNMENT

PH17/8-8

It was moved and seconded

That the meeting adjourn (7:50 p.m.).

CARRIED



**City of
Richmond**

Minutes

**Regular Council meeting for Public Hearings
Tuesday, September 5, 2017**

Certified a true and correct copy of the
Minutes of the Regular meeting for Public
Hearings of the City of Richmond held on
Tuesday, September 5, 2017.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer
(Claudia Jesson)

MayorandCouncillors

From: Webgraphics
Sent: Tuesday, 22 August 2017 14:39
To: MayorandCouncillors
Subject: Send a Submission Online (response #1153)

To Public Hearing
Date: <u>Sept. 5, 2017</u>
Item # <u>1</u>
Re: <u>TU 17 764698</u>

Send a Submission Online (response #1153)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	8/22/2017 2:37:55 PM

Survey Response

Your Name	Eric Wan
Your Address	238-4155 Sardis Street
Subject Property Address OR Bylaw Number	8211 Sea Island way
Comments	<p>We are writing to oppose the application of the Temporary Commercial Use Permit (TU 17-764698). Our company, Simply Self Storage at 8211 Sea Island is affected by the amount of traffic that the Night Market brought to the area. The traffic control people is the one the caused the traffic chaos and they cut out of the lanes at # 3 road east bounce at the intersection of Bridgeport . Its now taking over an hour to make a left turn and our only entrance is at Bridgeport an River Road. This has been a problem since the Night Market opened few years back. Our customers can not get to our storage freely and caused us business. Thank you</p>





RICHMOND FIRE FIGHTERS SOC

#1210 – 11980 Hammersmith Way, Richmond, B.C. V7A 0A4
Email: info@iaff1286.com

Schedule 2 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Tuesday, September 5, 2017.

To Public Hearing
Date: <u>Sept 5, 2017</u>
Item # <u>1</u>
Re: <u>TU 17-764698</u>

July 17, 2017

Dear Mayor and Council,

This letter is in support of Mr. Raymond Cheung in his application for a permit to hold the Richmond Night Market once again this year. Mr. Cheung graciously allows our Charitable Society to raise funds at the night market. These funds enable our Society to support the following local charities and causes:

- | | |
|--|-----------------------------|
| -Richmond Therapeutic Equestrian Society | -Richmond Food Bank |
| -Richmond Hospital Foundation | -Richmond Stroke Recovery |
| -St. Albans Church Community Meals | -Muscular Dystrophy Canada |
| -Various Richmond High School Dry Grad Events | -BC Firefighters Burn Fund |
| -Provide Three Annual High School Scholarships | -Canadian Cancer Society |
| -Dreams Take Flight | -Touchstone Family Services |

These fundraising efforts have been a great benefit to our Society Please and I would ask you to consider this when you decide on Mr. Cheung's application.

Sincerely,

Cory Parker

President- Richmond Firefighters Society



MayorandCouncillors

Schedule 3 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Tuesday, September 5, 2017.

From: David Brind <davidbrind@telus.net>
Sent: Monday, 28 August 2017 10:58 AM
To: MayorandCouncillors
Cc: 'Carol Day'
Subject: RE: TU 17-764698 Temporary Commercial Use Permit

Importance: High

To Public Hearing	
Date:	Sept. 5, 2017
Item #	1
Re:	TU 17-764698

City of Richmond
Attn: Mayor & Council

Regarding Temporary Commercial Use Permit Application (TU 17- 764698 – Night Market)

I reside in the Wall Center 3333 Corvette Way overlooking the night market site.

I am opposed to the renewal of the temporary commercial use application for the following reasons:

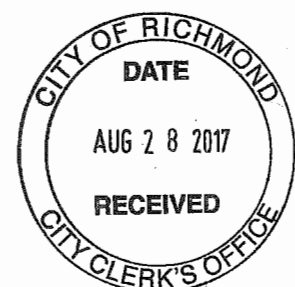
1. There is only one access road for all traffic requiring access to the 231 strata unit and the Westin Hotel. Recent new condo construction has increased the traffic flow on adjacent streets to the point where on the three weekend nights during Night Market opening we are nearing grid-lock.
2. While I am aware of the commercial significance and entertainment value of the Night Market event, the owners/tenants of all of the North-West facing units in the two towers are entitled to quiet enjoyment on their balconies or in-suite on warm evenings when their balcony doors are open for cooling purposes. This is not possible because of the loud music emanating from the market. If this event was periodic, it would be tolerable, however, since it occurs every weekend for several months it is intolerable.

I therefore respectfully request that you deny renewal of the Temporary Use permit application.

In the alternative, if you vote in favour of the renewal, I respectfully request that the renewal be granted with conditions: specifically, that any music generated on site be restricted to volumes that cannot be heard by anyone residing south of Sea Island Way.

Respectfully,

David Brind



Mayor and Councillors

Schedule 4 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Tuesday, September 5, 2017.

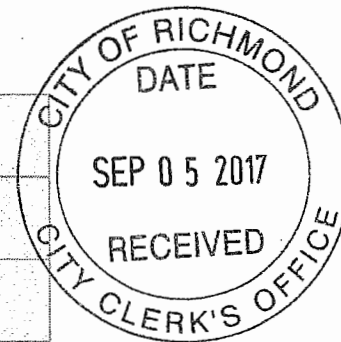
To Public Hearing	
Date:	Sept 5, 2017
Item #	1
Re:	TU 17-764698

From: Webgraphics
Sent: Tuesday, 5 September 2017 15:48
To: Mayor and Councillors
Subject: Send a Submission Online (response #1164)

Send a Submission Online (response #1164)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	9/5/2017 3:46:43 PM



Survey Response

Your Name	JOSEPH FUNG
Your Address	8571 BRIDGEPORT ROAD RICHMOND BC V6X 1R7
Subject Property Address OR Bylaw Number	8351 RIVER ROAD AND DUCK ISLAND
Comments	Re: Temporary Commerical Use Permit I have several concerns about the issuance of the Permit because the Company operating the property hasn't carried out proper means to avoid the disturbance to my operation. 1. Unauthorised vehicles parked in my parking lot. 2. Expect the 1st year of their operation, no parking pass was issued to my business so that my vehicles can still access my parking lot from West Road. 3. The staff of the Company operating the above permit didn't send staff to patrol my parking lot so as to avoid trespasses.

MayorandCouncillors

From: Webgraphics
Sent: Friday, 4 August 2017 12:55
To: MayorandCouncillors
Subject: Send a Submission Online (response #1152)

Follow Up Flag: Follow up
Flag Status: Completed

To Public Hearing
Date: <u>Sept. 5, 2017</u>
Item # <u>3</u>
Re: <u>Bylaw 9740</u>

Send a Submission Online (response #1152)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	8/4/2017 12:54:36 PM

Survey Response

Your Name	NGA KWAI LUK
Your Address	10-9451 Williams Road
Subject Property Address OR Bylaw Number	EPS2763 wants to use our easement
Comments	<p>I am writing to object for the townhouse development 9511 and 9531 Williams Rod to share our common driveway, the reasons as follows:- 1. It is impossible for two difference Strata to manage the same driveway/easement, which will make a simple issue to be complicated, like costing sharing for common driveway (repair & replace), snow removal, common light usage, landscaping, insurance etc, etc. 2. It is also impossible for our strata council to give fine to the new residence if they violate our strata by laws. 3. There has difficulty for us to share our children playground and limited visitor parking in this already tiny area. Thank you very much for your kind attention</p>



Mayor and Councillors

From: Webgraphics
Sent: Tuesday, 29 August 2017 10:38 PM
To: Mayor and Councillors
Subject: RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9740 - Send a Submission Online (response #1154)

Follow Up Flag: Follow up
Flag Status: Flagged

Schedule 6 to the Minutes of the Public Hearing meeting of Richmond City Council held on Tuesday, September 5, 2017.

To Public Hearing	
Date:	Sept 5, 2017
Item #	3
Re:	Bylaw 9740

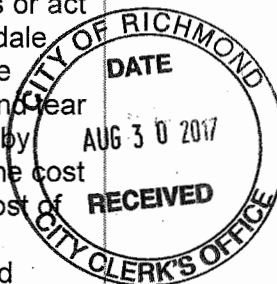
Send a Submission Online (response #1154)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	8/29/2017 10:37:17 PM

Survey Response

Your Name	Alex Kuen Fong
Your Address	Unit 20 - 9451 Williams Road Richmond
Subject Property Address OR Bylaw Number	EPS2763 - Incirole Project, sharing easement access
Comments	<p>I would like to raise the following concerns as well as objection for allowing easement access by Incirole Project. 1. Safety - How can we maintain order over the vehicles running through our complex when we don't have Strata authority over their actions? Does the Strata council have discretionary power to give fines to the new owners in EPS2763 if they violate our Strata by-laws or act in a way that endanger the residents of Sundale Garden? 3, Cost Sharing Mechanism - There MUST be a way to help maintain the wear and tear of the common driveway as they are owned by Sundale Garden. There is a need to share the cost for: Snow Removal Common Light usage Cost of the asphalt/road material (if common driveway/easement needs to be repaired and replaced) Landscaping Insurance 3. Garbage</p>



	<p>removal and recycling - The new complex is much smaller and tighter, how will garbage removal and recycling be handled. We can anticipate their complex will use our amenities without our authorization, including: - visitor parking spaces - the children's playground - recycling bins, garbage bins</p> <p>4. Construction debris/damages - Will they be using our common driveway for construction material or vehicles access? How are they going to clean up any messes they left behind? How do compensate our Strata for the use of the common driveway and damages that caused our driveway?</p> <p>5. Cosmetic and structural damages left on or around our property during and after constructions.</p> <p>6. Property tax is currently part of our unit of 20. How will the property tax be redistributed?</p>
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Mayor and Councillors

Schedule 7 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Tuesday, September 5, 2017.

To Public Hearing
Date: <u>September 5, 2017</u>
Item #: <u>3</u>
Re: <u>Bylaw 9740</u>

From: Webgraphics
Sent: Tuesday, 5 September 2017 15:16
To: Mayor and Councillors
Subject: Send a Submission Online (response #1163)

Send a Submission Online (response #1163)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	9/5/2017 3:15:56 PM



Survey Response

Your Name	NGA KWAI LUK
Your Address	10-9451 Williams Road, Richmond, BC, V7A 1G8
Subject Property Address OR Bylaw Number	Richmond Zoning Bylaw 8500, Amendment bylaw 9740 (RZ15-703334)
Comments	<p>I would like to raise objection for allowing easement access by Incirole projects/Yamamoto Architecture Inc. for the following reasons: 1. Safety - how can we maintain order over the vehicles running through our complex when we don't have strata authority over their actions? Does the Strata council have discretionary power to give fines to the new owners in EPS2763 if they violate our Strata by-laws or act in a way that endanger the residents of Sundale Gardens? 2. Cost sharing - Mechanism - there must be a way to help maintain the wear and tear of the common driveway as they are owned by Sundale Garden. There is a need to share the cost for snow removal, common light usage, cost of the asphalt/road material (if common driveway/easement needs to be repaired and replaced), landscaping, insurance etc. 3. Garbage removal and recycling - the new complex is much smaller and tighter, how will garbage removal and recycling be handled. We can anticipate their complex will use our amenities without our</p>

	<p>authorization, including: visitor parking spaces the children's playground recycling bins and garbage bins</p> <p>4. Construction debris/damages - will they be using our common driveway for construction material or vehicles access? How are they going to clean up any messes they left behind? How do compensate our Strata the use of the common driveway and damages that caused our driveway?</p> <p>5. Cosmetic and structural damages left on or around our property during and after constructions.</p>
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Mayor and Councillors

Schedule 8 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Tuesday, September 5, 2017.

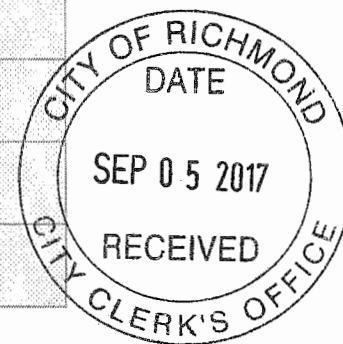
From: Webgraphics
Sent: Tuesday, 5 September 2017 00:45
To: Mayor and Councillors
Subject: Send a Submission Online (response #1159)

To Public Hearing	
Date:	Sept. 5 2017
Item #	3
Re:	Bylaw 9740

Send a Submission Online (response #1159)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	9/5/2017 12:44:33 AM



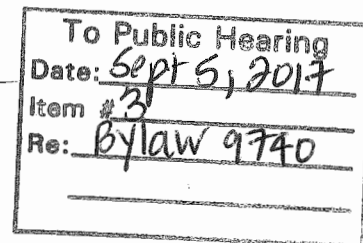
Survey Response

Your Name	Yuk Ching TANG
Your Address	11 - 9451 Williams Road, Richmond, BC V7A 1G8
Subject Property Address OR Bylaw Number	EPS2763 - Incirole project. 9451 Williams Road, Richmond, BC V7A 1G8
Comments	Richmond Zoning Bylaw 8500, amendment bylaw 9740 (RZ 15-703334) Objection to share our driveway, 9451 Williams Road, Richmond, BC V7A 1G8

Mayor and Councillors

Schedule 9 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Tuesday, September 5, 2017.

From: Webgraphics
Sent: Monday, 4 September 2017 23:19
To: Mayor and Councillors
Subject: Send a Submission Online (response #1158)



Send a Submission Online (response #1158)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	9/4/2017 11:18:16 PM



Survey Response

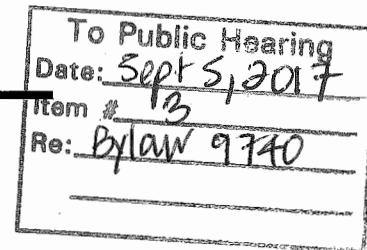
Your Name	Juan Wang
Your Address	Unit 15- 9451 Williams Road
Subject Property Address OR Bylaw Number	EPS2763-Incirole Project
Comments	<p>I would like to raise the following concerns as well as objection for allowing easement access by Incirole Project. 1. Safety - How can we maintain order over the vehicles running through our complex when we don't have Strata authority over their actions? Does the Strata council have discretionary power to give fines to the new owners in EPS2763 if they violate our Strata by-laws or act in a way that endanger the residents of Sundale Garden? 3. Cost Sharing Mechanism - There MUST be a way to help maintain the wear and tear of the common driveway as they are owned by Sundale Garden. There is a need to share the cost for: Snow Removal Common Light usage Cost of the asphalt/road material (if common driveway/easement needs to be repaired and replaced) Landscaping Insurance 3. Garbage removal and recycling - The new complex is much smaller and tighter, how will garbage removal and recycling be handled. We can anticipate their complex will use our amenities without our</p>

	<p>authorization, including: - visitor parking spaces - the children's playground - recycling bins, garbage bins</p> <p>4. Construction debris/damages - Will they be using our common driveway for construction material or vehicles access? How are they going to clean up any messes they left behind? How do compensate our Strata for the use of the common driveway and damages that caused our driveway?</p> <p>5. Cosmetic and structural damages left on or around our property during and after constructions.</p>
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Schedule 10 to the Minutes of
the Public Hearing meeting of
Richmond City Council held on
Tuesday, September 5, 2017.

Mayor and Councillors

From: Webgraphics
Sent: Sunday, 3 September 2017 20:08
To: Mayor and Councillors
Subject: Send a Submission Online (response #1157)



Send a Submission Online (response #1157)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	9/3/2017 8:07:00 PM



Survey Response

Your Name	Wong Sau Kuen Anne
Your Address	Unit 4, 9451 Williams Rd, Richmond, BC V7A 1G8, Canada
Subject Property Address OR Bylaw Number	Richmond Zoning Bylaw 8500, Amendment bylaw 9740 (RZ 15-703334)
Comments	<p>I would like to raise the following concerns as well as objection for allowing easement access by Incirole Project.</p> <p>1. Safety - How can we maintain order over the vehicles running through our complex when we don't have Strata authority over their actions? Does the Strata council have discretionary power to give fines to the new owners in EPS2763 if they violate our Strata by-laws or act in a way that endanger the residents of Sundale Garden?</p> <p>3. Cost Sharing Mechanism - There MUST be a way to help maintain the wear and tear of the common driveway as they are owned by Sundale Garden. There is a need to share the cost for: Snow Removal Common Light usage Cost of the asphalt/road material (if common driveway/easement needs to be repaired and replaced) Landscaping Insurance</p> <p>3. Garbage removal and recycling - The new complex is much smaller and tighter, how will garbage removal and recycling be handled. We can anticipate their</p>

	<p>complex will use our amenities without our authorization, including: - visitor parking spaces - the children's playground - recycling bins, garbage bins</p> <p>4. Construction debris/damages - Will they be using our common driveway for construction material or vehicles access? How are they going to clean up any messes they left behind? How do compensate our Strata for the use of the common driveway and damages that caused our driveway?</p> <p>5. Cosmetic and structural damages left on or around our property during and after constructions.</p>
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Schedule 11 to the Minutes of
the Public Hearing meeting of
Richmond City Council held on
Tuesday, September 5, 2017.

Mayor and Councillors

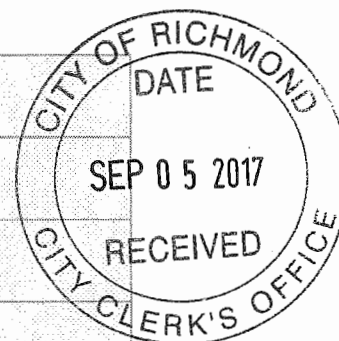
From: Webgraphics
Sent: Sunday, 3 September 2017 17:06
To: Mayor and Councillors
Subject: Send a Submission Online (response #1156)

To Public Hearing
Date: <u>Sept 5, 2017</u>
Item # <u>3</u>
Re: <u>Bylaw 9740</u>

Send a Submission Online (response #1156)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	9/3/2017 5:04:43 PM



Survey Response

Your Name	David Poon
Your Address	9-9451 Williams Road
Subject Property Address OR Bylaw Number	Richmond Zoning Bylaw 8500, Amendment Bylaw 9740 (RZ 15-703334)
Comments	<p>Hi As a resident of 9451 Williams Road, I strongly object to permit construction of a seven (7) unit townhouse complex with driveway access from the adjacent property (9451 Williams Road). I would like to raise the following concerns as well as objection for allowing easement access by Incirole Project.</p> <p>1. Safety - How can we maintain order over the vehicles running through our complex when we don't have Strata authority over their actions? Does the Strata council have discretionary power to give fines to the new owners in EPS2763 if they violate our Strata by-laws or act in a way that endanger the residents of Sundale Garden?</p> <p>2. Cost Sharing Mechanism - There MUST be a way to help maintain the wear and tear of the common driveway as they are owned by Sundale Garden. There is a need to share the cost for: Snow Removal Common Light usage Cost of the asphalt/road material (if common driveway/easement needs to be repaired and replaced) Landscaping Insurance</p> <p>3. Garbage</p>

removal and recycling - The new complex is much smaller and tighter in space, how will garbage removal and recycling be handled. We can anticipate their complex will use our amenities without our authorization, including: - visitor parking spaces - the children's playground - recycling bins, garbage bins 4. Construction debris/damages - Will they be using our common driveway for construction material or vehicles access? How are they going to clean up any messes they left behind? How do compensate our Strata for the use of the common driveway and damages that caused our driveway? 5. Cosmetic and structural damages left on or around our property during and after constructions. 6. Construction noise and disturbance. For minimize the disturbance and noise level, the construction must not start prior to 8AM and should end by 6PM each day. Thanks, David Poon



For Metro Vancouver meetings on Friday, July 28, 2017

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

Metro Vancouver Regional District

Review of the MVRD Board's Potable Water Policy for Electoral Area A

RECEIVED

The Board received an update on the review of the Potable Water Policy for Electoral Area A, with particular information regarding revisions to water quality testing and covenant registration requirements. The current Potable Water Policy for Electoral Area A was last amended in February 1999 and requires updating.

Request for an Update on the Barnston Island Dike Transfer and Maintenance

APPROVED

That Board agreed to write a letter to the appropriate federal and provincial government ministries, outlining Metro Vancouver's concerns regarding the ongoing maintenance of the Barnston Island Dike, with particular emphasis on anticipated impacts as a result of climate change.

Nomination of Howe Sound as a UNESCO Biosphere Reserve

APPROVED

The MVRD Board agreed to support, in principle, the ongoing initiative to nominate Howe Sound/Atl'Kitsem as a UNESCO biosphere region. UNESCO biosphere reserves are areas comprising terrestrial, marine and coastal ecosystems that promote solutions reconciling the conservation of biodiversity with its sustainable use. Support in principle would aid the effort to obtain the necessary federal nomination for this designation and there would be change to local government governance.

Metro Vancouver's Climate Actions and Carbon Neutral Progress in 2016

RECEIVED

The Board received Metro Vancouver's 2016 Climate Actions and Carbon Neutral Progress report, which was submitted to the Province under the Climate Action Revenue Incentive Program (CARIP) and highlights links to the integrated regional climate action strategy currently under development. For 2016, Metro Vancouver was able to balance about 60% of its energy-related GHG emissions with a number of regionally significant GHG reduction projects, and reported a net carbon footprint of 3,321 tonnes CO₂e.

Air Quality Permitting Process**RECEIVED**

The Board received a review of the air quality permitting process and the status of two air quality permit applications for Weir Canada Inc. (Weir) and Ebco Metal Finishing Limited Partnership (Ebco). The two businesses, which currently carry on their operations in Richmond and have generally operated in compliance with their existing permits since 1992, are relocating their businesses to Southeast Surrey.

Update on the Regional Invasive Species Task Force**RECEIVED**

The Board received an update on the progress of the Regional Planning Advisory Committee's Regional Invasive Species Task Force and its 2017 work plan. The plan includes priorities to investigate soil management options, identify appropriate disposal sites, develop regional best management practices, and increase understanding of invasive species among various audiences.

Quarterly Report on Reconciliation Activities and Opportunities**RECEIVED**

The Board received a quarterly report on regional and local reconciliation activities and opportunities.

Integrated Partnership for Regional Emergency Management (IPREM) 5 Year Business Plan and Projects**RECEIVED**

The Board received a report on the Integrated Partnership for Regional Emergency Management (IPREM)'s Five-Year Business Plan and Projects to further improve the region's ability to respond to multijurisdictional emergencies.

Launch of Regional Employers Services (RES) and RES360**RECEIVED**

The Board received a report on the launch of the Regional Employers Services (RES) and RES360, which follows the completion of the first phase of the Technology and Communications Project. The project consists of three phases: development of the RES name and communication platform; creation of a Secure Members' Website; and creation of an Online Metrics reporting system within the Secure Members' Website.

Regional Abandoned Waste Education and Awareness Program 2017 - Research and Creative Development**RECEIVED**

The Board received an update on the research and creative development to support a regional abandoned waste education and awareness program, which is to be conducted in the late summer of 2017. Abandoned waste is a regional issue, with environmental, health and social impacts. The financial burden is also significant; local governments spend around \$2.5 million annually to clean up abandoned waste.

Consideration of the City of White Rock's Amended Regional Context Statement**APPROVED**

The Board accepted the City of White Rock's amended Regional Context Statement, which is the result of a multi-year process to update the city's official community plan. White Rock plays an important role in realizing the regional vision in Metro 2040, particularly in support of compact growth and the development of complete communities in the southern portion of the Semiahmoo Municipal Town Centre.

Shaping Our Communities Engagement Initiative – Results of the Regional Survey on Residents' Perspectives on What Makes Neighbourhoods Great**RECEIVED**

The Board received a summary of the results of the "Shaping Our Communities" regional survey undertaken in February/March 2017, which was intended to gain insight into how the public values, experiences, and prioritizes land use and transportation factors that influence their everyday lives.

Metro Vancouver Trends - 2016 Census – Changing Composition of the Housing Stock**RECEIVED**

The Board received an overview of trends in the region's housing stock based on data from the recent release of 2016 Census of Canada. The data indicates that trends in Metro Vancouver's housing stock continue toward higher density multi-unit forms. Of the 70,000 unit increase in the housing stock over the past five years, about 60% were new apartment units focused largely in Metro Vancouver's Urban Centres.

Metro Vancouver Demographic Trends - 2016 Census – Aging Population**RECEIVED**

The Board received an overview of trends regarding Metro Vancouver's aging population as reflected in the recent release of 2016 Census of Canada data. Trend in the region's demographic composition have significant implications for Metro Vancouver growth and future development, with the overall aging of the population being a primary factor.

MVHC Housing Development Reserve Fund**APPROVED**

The Board approved the transfer of \$6.5 million from the Regional District Sustainability Innovation Fund to the MVHC Development Reserve Fund, and authorized up to \$400,000 from the MVHC Development Reserve to provide project design funding for Kingston Gardens – Phase 1.

Affordable Housing Function – Development Contributions**APPROVED**

The Board directed staff to include a \$1 million tax requisition in the 2018 Affordable Housing budget for the purpose of funding MVHC affordable housing development projects. This requisition would represent a contribution of about \$1 per regional household towards the development of affordable housing in Metro Vancouver.

TransLink Application for Scoping Change to Approved 2016 Application for Federal Gas Tax Funding from the Greater Vancouver Regional Fund**APPROVED**

The Board approved TransLink's request for scope changes and additional funding for three fleet modernization projects previously approved for funding under Metro Vancouver's Federal Gas Tax Fund Expenditure Policy. The projects, which include hybrid and CNG buses instead of new diesel buses, total \$120.5 million in GVRF funding, up \$24.2 million over the funding previously approved by the MVRD Board in September 2016.

Corporate Allocation Policy**APPROVED**

The Board approved a Corporate Allocation Policy to provide a framework for establishing the appropriate allocation of costs incurred by centralized support services in delivering support services to all business activities of Metro Vancouver's four legal entities.

Delegations Received at Committee - July 2017**RECEIVED**

The Board received a report summarizing containing submissions received from the following delegates to the Climate Action Committee: Murray McFadden, MD, Frank Mueggenburg, IronGait Ventures Inc., and Klaus Oehr.



City of White Rock – Metro Vancouver Regional District Security Issuing Bylaw No. 1247, 2017 **ADOPTED**

The Board adopted a Security Issuing Bylaw to authorize a borrowing request from the City of White Rock in the amount of \$2.06 million for the Fall 2017 MFA long term debt issue. As set out in the Community Charter, the Board must adopt a security issuing bylaw in order to enable the City of White Rock to proceed with their borrowing request. In light of the joint and several liability of all member municipality debt, the review of borrowing requests is prudent given the role of the Regional District.

Township of Langley – Metro Vancouver Regional District Security Issuing Bylaw No. 1248, 2017 **ADOPTED**

The Board adopted a Security Issuing Bylaw to authorize a borrowing request from the Township of Langley in the amount of \$25,460,000 for the Fall 2017 MFA long term debt issue.

Village of Lions Bay – Metro Vancouver Regional District Security Issuing Bylaw No. 1249, 2017 **ADOPTED**

The Board adopted a Security Issuing Bylaw to authorize a borrowing request from the Village of Lions Bay in the amount of \$460,900 for the Fall 2017 MFA long term debt issue.

Metro Vancouver 2040: Shaping our Future Amendment to Incorporate Revised Performance Measures **ADOPTED**

The Board gave third reading and final adoption of a proposed Type 3 amendment to Metro Vancouver 2040: Shaping our Future (Metro 2040) to amend Metro 2040 to incorporate updates to Section G. Performance Measures.

Metro Vancouver Regional District - Parks

Kanaka Creek Regional Park – Kanaka Education and Environmental Partnership Society Contribution Agreement **APPROVED**

The Board agreed to enter into a 14-month contribution agreement, totalling \$15,000, between the Metro Vancouver Regional District and the Kanaka Education and Environmental Partnership Society, commencing November 1, 2017 and ending December 31, 2018.



Pacific Spirit Regional Park – Pacific Spirit Park Society Contribution Agreement

APPROVED

The Board approved a 14-month contribution agreement, totalling \$15,000, between the Metro Vancouver Regional District and the Pacific Spirit Park Society, commencing November 1, 2017 and ending December 31, 2018.

Derby Reach and Brae Island Regional Parks – Derby Reach Brae Island Parks Association Contribution Agreement

APPROVED

The Board approved a 14-month contribution agreement, totalling \$10,000, between the Metro Vancouver Regional District and the Derby Reach Brae Island Parks Association, commencing November 1, 2017 and ending December 31, 2018.

Minnekhada Regional Park – Minnekhada Park Association Contribution Agreement

APPROVED

The Board approved a 14-month contribution agreement, totalling \$12,000, between the Metro Vancouver Regional District and the Minnekhada Park Association, commencing November 1, 2017 and ending December 31, 2018.

Boundary Bay Regional Park – Boundary Bay Park Association Contribution Agreement

APPROVED

The Board approved a 14-month contribution agreement, totalling \$10,000, between the Metro Vancouver Regional District and the Boundary Bay Park Association, commencing November 1, 2017 and ending December 31, 2018.

Colony Farm Regional Park – Colony Farm Park Association Contribution Agreement

APPROVED

The Board approved a 14-month contribution agreement, totalling \$3,000, between the Metro Vancouver Regional District and Colony Farm Park Association, commencing November 1, 2017 and ending December 31, 2018.

Regional Parks Public Programming Framework

RECEIVED

The Board received a report on the Regional Parks Public Programming Framework, which provides direction to staff and volunteers delivering programs and events, to ensure programming reflects the Regional Parks Plan.

Greater Vancouver Water District

Award of Contract Resulting from RFP No. 17-100: Construction Management Services for the Second Narrows Water Supply Tunnel Project

APPROVED

The GVWD authorized the award of a contract in the amount up to \$454,231 (exclusive of taxes) to Mott MacDonald Canada Ltd. resulting from RFP No. 17-100 for Construction Management Services for the Second Narrows Water Supply Tunnel Project Phase 1 - Pre-Construction.

The Second Narrows Water Supply Tunnel Project will replace three existing marine crossings of Burrard Inlet and provide improved seismic resiliency for the GVWD's water transmission system, increased capacity to meet future demand, and long term scour protection.

Award of Contract Resulting from RFP No. 16-101: Supply and Delivery of Coagulant Aid Polymer to Seymour Capilano Filtration Plant

APPROVED

The GVWD authorized the award of a contract in the amount up to \$5,040,000 (exclusive of taxes) to BASF Canada Inc. resulting from RFP No. 16-101 for Supply and Delivery of Coagulant Aid Polymer to Seymour Capilano Filtration Plant.

Coagulant Aid Polymer is a water treatment chemical used prior to the filters to enhance filtration performance at the Seymour Capilano Filtration Plant.

Greater Vancouver Sewerage and Drainage District

Effluent Heat Recovery at North Shore Wastewater Treatment Plant

APPROVED

Implementing effluent heat recovery at North Shore Wastewater Treatment Plant would reduce more than 7,000 tonnes of GHG emissions annually.

The GVS&DD Board directed staff to enter into contract negotiations with Lonsdale Energy Corporation for the sale of effluent heat, and authorized ADaPT Consortium to proceed with the effluent heat recovery portion of the NSWWTP project, subject to award of a contract with Lonsdale Energy Corporation for effluent heat sale.

2016 GVS&DD Environmental Management & Quality Control Annual Report**RECEIVED**

The GVS&DD Board received for information an annual report summarizing compliance, process control and regional environmental quality information gathered through various monitoring and risk assessment programs that are in place to meet Metro Vancouver's commitments under the Integrated Liquid Waste and Resource Management Plan.

Metro Vancouver's wastewater treatment plants continue to meet performance expectations with respect to reduction of contaminant loadings to the receiving environment and are consistently providing ongoing benefits to the region. Various monitoring programs continue to fulfill their role of confirming that the wastewater treatment plants are operating efficiently and with no adverse effects on human health and the environment. Findings of the environmental monitoring programs indicate that regional liquid waste discharges continue to be effectively managed in a manner that is protective of aquatic life.

Staff Appointments as Board-designated Sewage Control Managers and Municipal Sewage Control Officers**APPROVED**

The GVS&DD Board appointed the following persons as municipal sewage control officers:

- Donna Hargreaves, Permitting and Enforcement Officer, Metro Vancouver
- Maari Hirvi Mayne, Senior Project Engineer, Metro Vancouver
- Thomas Gallos, Environmental Protection Technician, City of Vancouver

The Board rescinded the appointments of the following persons as deputy sewage control managers:

- Toivo Allas, Metro Vancouver
- David Robertson, City of Vancouver

The Board rescinded the appointments of the following persons as municipal sewage control officers:

- Terry Sunar, Metro Vancouver
- Don Miller, Metro Vancouver
- Francis Yuen, Metro Vancouver

Mixed Municipal Solid Waste Generator Levy**APPROVED**

The GVS&DD Board approved initiating consultation on the introduction of a Mixed Municipal Solid Waste Generator Levy.

A Generator Levy ensures that fixed costs for activities such as transfer stations and solid waste planning are funded by all mixed municipal solid waste generators in the region whether or not waste from those generators is delivered to the Metro Vancouver and City of Vancouver solid waste system. The Generator



Levy would be included in Tipping Fees for any waste delivered to Metro Vancouver or City of Vancouver disposal facilities, and would be remitted by waste haulers to Metro Vancouver for any mixed municipal solid waste not delivered to Metro Vancouver or City of Vancouver disposal facilities.

Commercial Waste Hauler Licensing

APPROVED

The GVS&DD Board approved initiating consultation on licensing commercial waste haulers.

Hauler licensing is being brought forward for consideration because hauler licensing will allow Metro Vancouver to ensure recycling systems are in place wherever mixed municipal solid waste is collected, and will be important in allowing the collection of a Generator Levy.

Solid Waste and Recyclable Material Regulatory Bylaw No. 181 Review

APPROVED

The GVS&DD Board approved initiating consultation on a review of Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996,

Metro Vancouver is considering changes to Bylaw 181. Bylaw 181 regulates the management of Municipal Solid Waste and Recyclable Material at private facilities through the issuance and enforcement of Solid Waste Licenses. Licensed private facilities are integral in achieving the goals of the ISWRMP and updating Bylaw 181 will help maximize waste diversion at private facilities in a cost effective and efficient manner. Changes to Bylaw 181 require approval of the Minister of Environment.

Waste-to-Energy Facility Environmental Monitoring and Reporting, 2016 Update

RECEIVED

The Board received for information a report summarizing environmental performance of the Waste-to-Energy Facility, and directed staff to forward a copy of the report to all MVRD member jurisdictions.

The WTEF has exceptional environmental performance, and a range of projects have been completed and are underway that continuously improve the environmental performance of the facility. Total NO_x emissions in 2016 were 7% lower than 2015 and 39% lower than 2014. All other air emission related parameters monitored during 2016 were in compliance with the requirements of the ISWRMP. Anthropogenic GHG emissions increased by 3% over 2015 levels.

Mattress Recycling Update

APPROVED

Mattress Recycling in Metro Vancouver has produced economic benefits (e.g., avoided landfilling costs and jobs created) and environmental benefits (e.g., reduced GHG emissions and energy use). The performance of the mattress recycling network in Metro Vancouver has produced comparable results

to the three EPR programs for mattresses in the U.S. If mattresses were included in the B.C. Recycling Regulation, additional economic and environmental benefits could be achieved, along with savings for Metro Vancouver member municipalities. The urgent need for a province-wide EPR program for mattresses is also highlighted by the recent loss of the region's largest mattress recycler due to a fire. The Board asked the major political parties for a mattress EPR program as part of its Local Government Matters pre-election engagement strategy. All political parties committed to work with Metro Vancouver on EPR programs including exploring the potential for a program for mattresses and bulky furniture.

The GVS&DD Board Chair will write the Minister of Environment reiterating Metro Vancouver's request for an Extended Producer Responsibility program for mattresses and other bulky furniture.

Contingency Disposal of Municipal Solid Waste Update**RECEIVED**

Now that Metro Vancouver is no longer shipping waste to the Cache Creek Landfill, contingency disposal capacity is required for any waste that cannot be managed at the Vancouver Landfill and Waste-to-Energy Facility. The Board approved initiating a procurement process for securing contingency disposal capacity in March 2017. Two companies have now been engaged on a short-term basis in advance of Standing Offer agreements being in place. The procurement process for Standing Offer Agreements will be initiated shortly, with recommendations for three-year Agreements to be brought back to the Board for consideration. Staff will report back to the Board if the interim agreements require extension.

The GVS&DD Board received the report for information.

GVS&DD Development Cost Charge Program Review Update**APPROVED**

The Board endorsed, in principle, the proposed changes to the Development Cost Charge Program with the rates as presented, and directed staff to proceed with public and stakeholder consultation.

The GVS&DD DCC program has been under review since 2014 and in November 2016 the initial review results were presented to the Utilities Committee and the Finance and Intergovernment Committee. At the direction of the Board, since that time further work has been undertaken to build the proposed DCC rates into Metro Vancouver's long term financial plan which will be considered this fall as part of the 2018 annual budget and five year financial plan process.

Although a variety of options were considered in the development of the proposed DCC rate structure, the Board principle that 'growth pays for growth' has guided the recommendations presented in this report.

Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. 304, 2017**APPROVED**

The GVS&DD Board approved the following amendments to the 2017 Tipping Fee Bylaw, and passed the resulting updated bylaw:

- The Recycling Fee for Source-Separated Organic Waste, Green Waste and Clean Wood will be changed to \$95 per tonne and the minimum Recycling Fee for such loads will be changed to \$10, effective September 1, 2017; and
- The surcharge threshold for Food Waste will be changed to 25%, effective August 1, 2017;

Metro Vancouver Housing Corporation District**MVHC Housing Development Reserve Fund****APPROVED**

That Board approved the transfer of \$6.5 million from the “Regional District Sustainability Innovation Fund” to the “MVHC Development Reserve” to fund the future re-development project at Kingston Gardens. It also approved up to \$400,000 to be funded in 2017 from the MVHC Development Reserve for the project design process for Kingston Gardens – Phase 1.



General Purposes Committee

Date: Tuesday, September 5, 2017

Place: Anderson Room
Richmond City Hall

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

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

MINUTES

It was moved and seconded

That the minutes of the meetings of the General Purposes Committee held on July 17, 2017 and July 24, 2017, be adopted as circulated.

CARRIED

COMMUNITY SERVICES DIVISION

1. **FEASIBILITY OF RUNNING THE STEVESTON INTERURBAN TRAM**

(File Ref. No. 11-7000-01) (REDMS No. 5494486)

In reply to queries from Committee, Jane Fernyhough, Director, Arts, Culture and Heritage Services, provided the following information:

- a business case analysis had not been completed for the Steveston Interurban Tram;
- tram routing options require further analysis;

General Purposes Committee
Tuesday, September 5, 2017

- although public consultation for the Steveston Long-term Streetscape Visions is underway, none of the proposed options preclude a future operating tram;
- the proposed funds to be allocated for a feasibility study include a business case analysis, including costs versus benefits, a transportation and engineering analysis of the scope and costs to retrofit the tram to render it operational, and a detailed analysis of the geometric and pavement structure; and
- staff have been in regular contact with the City of Surrey's staff in relation to their tram operations.

Discussion ensued and the Chair directed staff to examine other successful operating trams, including the City of Surrey's, as part of the proposed feasibility study. Also, discussion took place on the potential for a cost analysis of operating a replica tram as a backup provision.

It was moved and seconded

That \$50,000 be allocated from Council Contingency to undertake a feasibility study that includes a business case analysis (including cost vs. benefits) and transportation and engineering analysis of the operation of the tram running between the existing tram building at No.1 Road and Moncton Street and the Gulf of Georgia Cannery, as well as further work including determining the capital and operating costs required for the tram itself.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

2. DIGITAL STRATEGY – STATUS UPDATE 2017

(File Ref. No.) (REDMS No. 5494368 v. 2)

In reply to queries from Committee, Grant Fengstad, Director, Information Technology, highlighted that the City's digital strategy differs from other municipalities' in that a user need only create a single profile for all City services; typically, municipal services utilizes various platforms that require independent logins. Also, he noted that the City's application has been downloaded approximately 3,000 times.

General Purposes Committee
Tuesday, September 5, 2017

It was moved and seconded

That Attachment 1 to the staff report, " Digital Strategy – Status Update 2017" dated August 4, 2017 from the Director, Information Technology be endorsed and made available to the community through the City's website and various communication tools including social media channels to promote and increase awareness of the City's progress towards achieving its digital goals.

CARRIED

COMMUNITY SAFETY DIVISION

3. APPLICATION TO AMEND FOOD-PRIMARY LIQUOR LICENCE – CHINA HOUSE SEAFOOD RESTAURANT INC. DOING BUSINESS AS: CHINA HOUSE SEAFOOD RESTAURANT, UNIT 1008-8300 CAPSTAN WAY

(File Ref. No. 12-8275-30-001) (REDMS No. 5486582)

It was moved and seconded

- (1)** *That the application from China House Seafood Restaurant Inc., for an amendment to increase their hours of liquor service under Food Primary Liquor Licence No. 304813 from 9:00 a.m. to Midnight, Monday to Sunday to 9:00 a.m. to 2:00 a.m. Monday to Sunday, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:*
- (a)** *Council supports the amendment for an increase in liquor service hours as the increase will not have a significant impact on the community;*
 - (b)** *The total person capacity will remain the same at 188 persons;*
 - (c)** *Council's comments on the prescribed criteria (set out in Section 53 of the Liquor Control and Licensing Regulations) are as follows:*
 - (i)** *The potential for additional noise and traffic in the area was considered;*
 - (ii)** *The impact on the community was assessed through a community consultation process; and*
 - (iii)** *Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service under the Food Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;*

General Purposes Committee
Tuesday, September 5, 2017

- (d) *As the operation of a licenced establishment may affect nearby residents the City gathered the view of the residents as follows:*
 - (i) *Property owners and businesses within a 50 meter radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted; and*
 - (ii) *Signage was posted at the subject property and three public notices were published in a local newspaper. This signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and*
- (e) *Council's comments and recommendations respecting the view of the residents are as follows:*
 - (i) *That based on the number of letters sent and the three responses received from all public notifications, Council considers that the amendment is acceptable to the majority of the residents in the area and the community.*

The question on the motion was not called as in reply to queries from Committee, Carli Edwards, Acting Senior Manager, Community Safety Policy and Programs and Licencing, provided background information on the City's various policies relating to liquor service hours. Also, Ms. Edwards advised that staff are in regular contact with the Richmond RCMP regarding concerns regarding businesses.

The Chair requested that staff provide information prior to the next Council meeting regarding a past liquor licence amendment application by the Pioneer Pub.

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

4. POLICY FOR LANGUAGE ON SIGNS

(File Ref. No. 01-0005-00) (REDMS No. 5498409)

In response to queries from Committee, Ms. Edwards advised that the proposed policy formalizes and reinforces the City's current practice of encouraging the inclusion of wording that is at least 50 percent English on signs that are regulated by the City. Also, Ms. Edwards remarked that the intent of the proposed policy to see signs with 50% English content.

It was moved and seconded

That the new Council Policy titled "Language on Regulated Signs", which encourages the cooperative use of the English language on all regulated signage, be approved.

CARRIED

General Purposes Committee
Tuesday, September 5, 2017

5. APPLICATION TO AMEND FOOD-PRIMARY LIQUOR LICENCE AND TO ADD PATRON PARTICIPATION ENDORSEMENT - THE CANADIAN BREW HOUSE (RICHMOND) LTD. DOING BUSINESS AS: THE CANADIAN BREWHOUSE & GRILL, 4755 MCCLELLAND ROAD

(File Ref. No. 12-8275-30-001) (REDMS No. 5500912)

It was moved and seconded

- (1) *That the application from The Canadian Brew House (Richmond) Ltd., doing business as The Canadian Brewhouse & Grill, for an amendment to increase their hours of liquor service under Food Primary Liquor Licence No. 307407 from 9:00 a.m. to Midnight, Monday to Sunday; to 9:00 a.m. to 2:00 a.m. Monday to Sunday and a request to add Patron Participation Endorsement, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:*
- (a) *Council supports the amendment for an increase in liquor service hours;*
 - (b) *Council supports the request for a food-primary patron participation entertainment endorsement to midnight as these amendments will not have a significant impact on the community;*
 - (c) *The total person capacity will remain the same at 246 persons indoor and 38 persons for the outdoor patio;*
 - (d) *Council's comments on the prescribed criteria (set out in section 53 of the Liquor Control and Licensing Regulations) are as follows:*
 - (i) *The potential for additional noise and traffic in the area was considered;*
 - (ii) *The impact on the community was assessed through a community consultation process; and*
 - (iii) *Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service and patron participation entertainment endorsement, under the Food Primary Liquor Licence, should not change the establishment such that it is operated contrary to its primary purpose;*
 - (e) *As the operation of a licenced establishment may affect nearby residents the City gathered the view of the residents as follows:*

General Purposes Committee
Tuesday, September 5, 2017

- (i) *Property owners and businesses within a 50 meter radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted; and*
- (ii) *Signage was posted at the subject property and three public notices were published in a local newspaper. This signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and*
- (f) *Council's comments and recommendations respecting the views of the residents are as follows:*
 - (i) *That based on the number of letters sent and only one response received from all public notifications, Council considers that the amendments are acceptable to the majority of the residents in the area and the community.*

CARRIED

6. BUSINESS REGULATION BYLAW NO. 7538, AMENDMENT BYLAW NO. 9743 – 8181 CAMBIE RD UNIT 1000

(File Ref. No. 12-8275-01) (REDMS No. 5464884)

It was moved and seconded

That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9743 which amends Schedule A of Bylaw No. 7538, to remove the address of 7951 Alderbridge Way Unit 140 and replace with the address at 8181 Cambie Rd Unit 1000 among the sites that permit an Amusement Centre to operate, to permit the business Espot to relocate, be given first second and third readings.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:27 p.m.).

CARRIED

General Purposes Committee
Tuesday, September 5, 2017

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Tuesday, September 5, 2017.

Mayor Malcolm D. Brodie
Chair

Hanieh Berg
Legislative Services Coordinator



Finance Committee

Date: Tuesday, September 5, 2017

Place: Anderson Room
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 4:28 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Finance Committee held on June 5, 2017, be adopted as circulated.

CARRIED

RICHMOND OLYMPIC OVAL CORPORATION

1. **RICHMOND OLYMPIC OVAL CORPORATION – 2ND QUARTER 2017 FINANCIAL INFORMATION**
(File Ref. No.) (REDMS No. 5517332)

It was moved and seconded

That the report on Financial Information for the Richmond Olympic Oval Corporation for the second quarter ended June 30, 2017 from the Controller of the Richmond Olympic Oval Corporation be received for information.

CARRIED

Finance Committee
Tuesday, September 5, 2017

FINANCE AND CORPORATE SERVICES DIVISION

2. **FINANCIAL INFORMATION – 2ND QUARTER JUNE 30, 2017**
(File Ref. No. 03-0905-01) (REDMS No. 5472579 v. 4)

It was moved and seconded

That the staff report titled, "Financial Information – 2nd Quarter June 30, 2017", dated August 11, 2017 from the Director, Finance be received for information.

The question on the motion was not called as in reply to queries from Committee, staff advised that although 2016 RCMP vacancies were filled, retirements and other staffing changes resulted in a favourable variance as a result of new vacancies. Also, discussion took place on gaming revenue and it was noted that the increase in gaming revenue is primarily due to decreased BC Lottery Corporation facility operating expenses.

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

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:35 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 Tuesday, September 5, 2017.

Mayor Malcolm D. Brodie
Chair

Hanieh Berg
Legislative Services Coordinator



Planning Committee

Date: Wednesday, September 6, 2017

Place: Anderson Room
Richmond City Hall

Present: Councillor Linda McPhail, Chair
Councillor Bill McNulty
Councillor Chak Au
Councillor Alexa Loo
Councillor Harold Steves

Also Present: Councillor Carol Day (entered at 4:10 p.m.)

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on July 18, 2017, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

September 19, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DIVISION

1. **HOUSING AGREEMENT BYLAW NO. 9739 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS LOCATED AT 7100 ELMBRIDGE WAY (LANDA ELMBRIDGE HOLDINGS LTD.)**

(File Ref. No. 08-4057-01) (REDMS No. 5435765 v.5)

Planning Committee
Wednesday, September 6, 2017

It was moved and seconded

That Housing Agreement (7100 Elmbridge Way) Bylaw No. 9739 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by the Development Permit DP 15-700007.

CARRIED

2. **HOUSING AGREEMENT BYLAW NO. 9544, AMENDMENT BYLAW NO. 9754 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS LOCATED AT 9251 & 9291 ALEXANDRA ROAD (1083465 B.C. LTD)**
(File Ref. No. 08-4057-01) (REDMS No. 5500188 v. 2)

It was moved and seconded

That Housing Agreement (9251 & 9291 Alexandra Road) Bylaw No. 9544, Amendment Bylaw No. 9754, be introduced and given first, second, and third readings to permit the City to amend the existing Housing Agreement pursuant to an Amending Agreement substantially in the form attached as Schedule A to the bylaw, in accordance with the requirements of s. 905 of the Local Government Act, to secure the Affordable Housing Units required by Development Permit Application DP 12-613923.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

3. **APPLICATION BY WESTMARK DEVELOPMENT LTD. FOR REZONING AT 7580 ASH STREET FROM SINGLE DETACHED (RS1/F) TO SINGLE DETACHED (RS2/E) AND SINGLE DETACHED (ZS14) – SOUTH MCLENNAN (CITY CENTRE)**
(File Ref. No. 12-8060-20-009702; RZ 16-732500) (REDMS No. 5395289 v. 3)

Discussion ensued with regard to the length of the access road to the site and Wayne Craig, Director, Development, noted that Armstrong Road will not connect to Keefer Avenue until further development to the south occurs, and as a result, the application will be required to register a restrictive covenant on Title of the lot fronting Armstrong Street to ensure that the house will have a fire sprinkling system installed.

In reply to queries from Committee, Mr. Craig, noted that the proposed development will comply with the City's Affordable Housing Strategy.

Planning Committee
Wednesday, September 6, 2017

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9702, for the rezoning of 7580 Ash Street from the "Single Detached (RS1/F)" zone to the "Single Detached (RS2/E)" zone and the "Single Detached (ZS14) – South McLennan (City Centre)" zone, be introduced and given first reading.

CARRIED

4. **APPLICATION BY SANDEEP KANG FOR REZONING AT 3751 SHUSWAP AVENUE FROM "SINGLE DETACHED (RS1/E)" TO "COACH HOUSES (RCH1)"**

(File Ref. No. 12-8060-20-009727; RZ 16-738465) (REDMS No. 5326180)

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9727, for the rezoning of 3751 Shuswap Avenue from "Single Detached (RS1/E)" to "Coach Houses (RCH1)", be introduced and given first reading.

CARRIED

5. **APPLICATION BY JHUJAR CONSTRUCTION LTD. FOR REZONING AT 9291 AND 9311/9331 NO. 2 ROAD FROM "SINGLE DETACHED (RS1/E)" AND "TWO-UNIT DWELLINGS (RD1)" TO "LOW DENSITY TOWNHOUSES (RTL4)"**

(File Ref. No. 12-8060-20-009749; RZ 15-716773) (REDMS No. 5444000)

Edwin Lee, Planner 1, reviewed the application noting that access to the site will be provided via the drive-aisle on the adjacent development to the north and that a statutory right of way is registered on Title of the adjacent site to the north to allow for this to occur. Mr. Craig added that the applicant has secured a written agreement with the adjacent property owner to the north of the subject site and that the adjacent property is under construction.

Cllr. Day entered the meeting (4:10 p.m.).

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9749, for the rezoning of 9291 and 9311/9331 No. 2 Road from "Single Detached (RS1/E)" and "Two-Unit Dwellings (RD1)" zones to "Low Density Townhouses (RTL4)" zone, be introduced and given first reading.

CARRIED

Planning Committee
Wednesday, September 6, 2017

6. **APPLICATION BY INTERFACE ARCHITECTURE INC. FOR REZONING AT 9211 AND 9231 WILLIAMS ROAD FROM "SINGLE DETACHED (RS1/E)" TO "LOW DENSITY TOWNHOUSES (RTL4)"**
(File Ref. No. 12-8060-20-009750; RZ 16-729962) (REDMS No. 5451116)

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9750, for the rezoning of 9211 and 9231 Williams Road from "Single Detached (RS1/E)" zone to "Low Density Townhouses (RTL4)" zone, be introduced and given first reading.

CARRIED

7. **APPLICATION BY KANARIS DEMETRE LAZOS FOR A HERITAGE ALTERATION PERMIT AT 12011 3RD AVENUE (STEVESTON COURTHOUSE) AND 12111 3RD AVENUE (STEVESTON HOTEL)**
(File Ref. No. HA 16-723477) (REDMS No. 5513480 v. 2)

Mr. Craig reviewed the application, noting that the application is proposing to adjust the lot lines, improve landscaping and provide a cash contribution towards a bus shelter.

It was suggested that staff examine the removal of the concrete wall in front of the Steveston Courthouse.

It was moved and seconded

That a Heritage Alteration Permit be issued which would:

- (1) Permit a reconfiguration of lot lines, and alterations to parking layouts and landscaping, of the properties at 12011 3rd Avenue and 12111 3rd Avenue on a site zoned "Steveston Commercial (CS2)"; and*
- (2) Vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum amount of landscape area around surface parking areas abutting a road from 3.0 m, to 1.0 m along Moncton Street, and to 1.0 m along 3rd Avenue.*

CARRIED

8. **MANAGER'S REPORT**

- (i) Meeting with the Agricultural Land Commission on the Former Mylora Site.*

Terry Crowe, Manager, Policy Planning, briefed Committee on the scheduled meeting with Agricultural Land Commission (ALC) regarding a denial of a non-farm use application on former Mylora site, noting that the ALC has notified the City that the meeting will be deferred to a future date in December 2017.

Planning Committee
Wednesday, September 6, 2017

Discussion ensued regarding (i) the City's policy on the No. 5 Road Backlands, (ii) the uncompleted site remediation done by the previous applicant, and (iii) the potential use of the site for a private school.

In reply to queries from Committee, staff noted that (i) the previous applicant proceeded with site remediation work without the City's approval, (ii) Bylaws staff can inspect the site and examine options to remove debris stemming from the remediation work, (iii) the site is in the process of being sold, and (iv) the City has not received a new non-farm use or rezoning application for the site.

(ii) *New Westminster Official Community Plan Amendment*

Mr. Crowe advised Committee that the City of New Westminster is in the process of amending their Official Community Plan and that Richmond has no objections to the proposed changes.

(iii) *Public Consultation for Imperial Landing Site*

Mr. Craig noted that Onni will be hosting a public consultation meeting at the Imperial Landing site scheduled for September 23, 2017. He added that mail notices of the meeting will be sent to residents and property owners in the immediate area and advertised in the local newspaper.

(iv) *Building Permits on Agricultural Land*

Joe Erceg, General Manager, Planning and Development, noted that 45 building permit applications were received by the City prior to the adoption of new regulations limiting the size of residential developments on agricultural land. He added that staff are in the process of reviewing the applications and have cancelled applications that have not met requirements or deadlines.

It was suggested that staff provide report on the potential illegal uses of residential buildings on agricultural land.

Cllr. Day left the meeting (5:18 p.m.) and did not return.

Discussion ensued with regard to the student enrolment rates in high-density areas of the city.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:44 p.m.).

CARRIED

Planning Committee
Wednesday, September 6, 2017

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Wednesday, September 6, 2017.

Councillor Linda McPhail
Chair

Evangel Biason
Legislative Services Coordinator



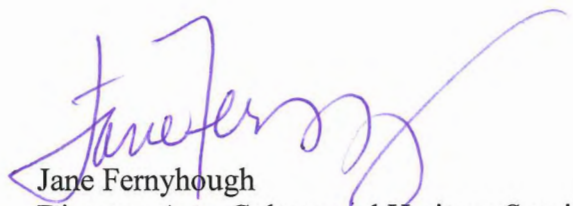
City of Richmond

Report to Committee

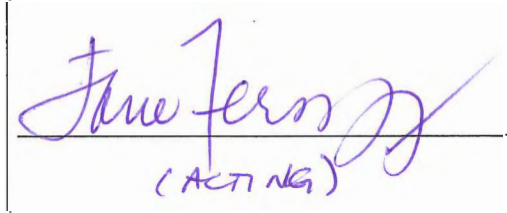


To: General Purposes Committee
From: Jane Fernyhough
Director, Arts, Culture and Heritage Services
Date: August 4, 2017
File: 11-7000-01/2017-Vol 01
Re: Feasibility of Running the Steveston Interurban Tram

Staff Recommendation

That \$50,000 be allocated from Council Contingency to undertake a feasibility study that includes a business case analysis (including cost vs. benefits) and transportation and engineering analysis of the operation of the tram running between the existing tram building at No.1 Road and Moncton Street and the Gulf of Georgia Cannery, as well as further work including determining the capital and operating costs required for the tram itself.


Jane Fernyhough
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	 (ACTING)
Transportation	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Clerks Department	<input checked="" type="checkbox"/>	
Parks Department	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

At the Parks, Recreation and Cultural Services Committee meeting on July 20, 2017, the following referral motion was adopted:

That staff investigate the feasibility of a Steveston tram running from:

- 1) The existing tram barn along No.1 Road and Bayview Street to the Gulf of Georgia Cannery; or
- 2) The existing tram barn along Moncton Street to the Gulf of Georgia Cannery;

and report back.

This report outlines the history of the tram in Richmond, and scope of work and funding required to complete a feasibility study of this nature and seeks Council direction on undertaking this feasibility study.

Background

The City and the Steveston Interurban Tram have had a long, linked history. The rail line on Lulu Island, built and owned by the Canadian Pacific Railway in 1902, ran freight and passenger steam trains. In 1905, the CPR leased the line to the BC Electric Railway Company (BCER), which electrified the line. In 1913, BCER added 28 tramcars bought from the St. Louis Car Company in Missouri. Among these was Tramcar 1220, which today is the largest artefact in the Richmond Museum's collection.

The Interurban line contributed to the development of Richmond's city centre. The Interurbans and the people who worked on them became an important and cherished part of the community. The Interurbans did not survive the post-war prosperity that led to an explosion in the number of automobiles on the roads and an expansion of new suburbs not serviced by rail. On February 28, 1958, the final Interurban tramcar rolled the rails between Marpole and Steveston, marking the end of a definitive era for the Richmond community and for transportation history in BC.

As of today, there are only 7 BCER operated interurban trams left. Of the 28 original 1200 class tramcars from St Louis, five survive today including Car 1220 in Steveston. The other four surviving "sister" tramcars are the 1223 located at the Burnaby Village Museum, the 1231 in storage at False Creek in Vancouver, the 1235 in eastern Canada and the 1225 in Surrey operated by the Fraser Valley Heritage Railway Society. The remaining two cars, the 1207 and the 1304, were both built by BCER at their New Westminster car barn and are also located in Surrey with the 1225.

In March 1993 Tramcar 1220 was transferred to the Steveston Interurban Restoration Society from the Royal BC Museum for \$1. A temporary structure was erected on property owned by BC Packer's on the south east corner of No. 1 Road and Moncton Street. Upon the sale of that

property for development in 1995, the tram was moved to a temporary structure on Steveston Park. Between 1995 and 2008 several locations were explored as the permanent location for a building to house the tram. In 2008 Council resolved “that Tram 1220 be permanently located in Steveston Park”. In 2006, the City purchased Tramcar 1220 from the Steveston Interurban Restoration Society.

Attachment 1 is a chronology of Council resolutions regarding the tram from 1992 to the present.

Analysis

Tram Routing Options

Between 2002 and 2005 Council considered several route options in Steveston including: Steveston Village to London Farm, Britannia to London Landing, Britannia to the Village, Steveston Park to the Gulf of Georgia via Moncton and via Bayview. In 2004, costs to lay track, provide stations, road crossings, crossing protections and power were estimated at \$2.5M from Moncton and No 1 Road to the Gulf of Georgia; \$1.9M – \$2.0M from Britannia Shipyards to Moncton and No. 1 Road and \$2.9M from London Farm area to Britannia Shipyards. These estimates did not include costs of any land acquisition required.

At the City Council meeting of January 24, 2005, Council passed resolution R05/2-8, “that Council abandon any tram routing options in Steveston”.

Tram Restoration

Restoration of Tramcar 1220 is currently underway and, aesthetically, will be substantially complete. However, while current restoration activities will not preclude the tram being made fully operational in the future, substantial work is required. This work includes, but is not limited to, a power source in place of electrified overhead power, re-build of the trucks (undercarriage), mechanical systems and upgrade to the electrical system. Hazardous materials that have been encapsulated for safety will have to be removed completely. In addition the installation of modern components and life safety equipment would be mandatory. Following restoration an annual maintenance plan to address wear, preservation and safety should be implemented.

Steveston Long-term Streetscape Visions

In a report dated May 30, 2017 from the Director, Transportation and the Manager, Policy Planning titled “Update: Proposed Steveston Area Plan Village Conservation Changes and Long-Term Streetscape Visions for Bayview, Moncton and Chatham Streets” and presented at the June 12, 2017 Council meeting, options on streetscape visions were presented and referred to public consultation. None of the options preclude a future operating tram. However, Transportation staff indicate the accommodation of a running tram may require re-allocating the placement or elimination of other street elements such as sidewalks, boulevard, bike lanes, car travel lanes, bus stops, street furniture and on-street parking.

A report outlining the public feedback is anticipated in fall 2017.

Next Steps

Should Council wish to proceed with the referral motion to investigate the feasibility of Steveston Tramcar 1220 running between the existing tram building to the Gulf of Georgia either along Moncton Street or along No.1 Road and Bayview Street, the action required is the allocation of up to \$50,000 to undertake a feasibility study that includes:

1. a business case analysis (including cost vs. benefits);
2. transportation and engineering analysis of the scope and costs to retrofit the tram to render it operational;
3. a detailed analysis of the geometric and pavement structure, geotechnical logistics;
4. measures to accommodate the tram including traffic control, alteration of the roadways to permit laying of track, cost of laying the track, safety features of crossings, and provision of stations; and
5. determining the capital and operating costs required for the tram itself.

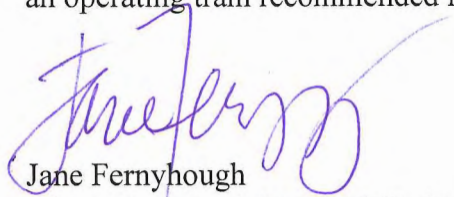
Should Council proceed with one of the routes examined in the feasibility study Council would require a resolution rescinding resolution R05/2-8 that abandons any tram routing options in Steveston.

Financial Impact

Up to \$50,000 from Council contingency to retain a consultant to complete a transportation and engineering analysis.

Conclusion

Tramcar 1220 is a significant historical artefact in the City's collection and played an important role in the shaping of the community. Current Council direction is that it be restored and on display in Steveston Park and that no routing options be pursued. Should Council wish to pursue an operating tram recommended next steps are outlined in this report.



Jane Fernyhough
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 1: Chronology of Council Action re: Tramcar 1220 Location and Routing 1992 – 2017
(REDMS #5499815)

CHRONOLOGY of Council Actions re. TRAMCAR 1220 Location and Routing 1992 - 2017

- Aug. 24, 1992 Council endorsed:
- that Council support in principle the activities of the Steveston Interurban Restoration Society (SIRS)
 - that staff investigate and report back on the possibility of acquiring other trams and additional equipment
- March 8, 1993 Council resolution that \$10,000 be allocated from the Heritage Capital Trust Fund to the Society for constructing a shelter and related security improvements at the BC Packers property for the Tram.
- March 10, 1993 Asset Transfer and Disposal Report from Province of BC re. transfer of Tram 1220 from Royal BC Museum to Society (c/o Harold Steves at City Hall address)
- Sept. 14, 1993 Report to Planning and Development Services Committee with progress report to be received for info.
Society acknowledges two grants from the City:
- \$1,600 for the specific purpose of preparing a historical booklet on the tram
 - \$10,000 for the purposes of obtaining liability insurance for the leased premises and erecting a structure on the leased premises
- Society also received grant from the province of \$3,000 to move the tram onto the site.
- Nov. 2, 1993 Finance Administration Committee resolved that a grant of \$300 be allocated to the Society to cover the cost of building permit fees.
- June 13, 1995 Council endorsed recommendations:
- that tram 1220 be moved to Steveston Park section of railway track;
 - that up to \$20,000 be allocated from the 1994 Parks Minor Capital account to assist the Society with relocation of the tram;
 - that staff be directed to work with the Society to host a community workshop to discuss financial implications, community support, and potential sponsorship, and report back to Council by Dec., 1995 with the results of the workshop and a development and business plan
- [Per report dated Jan. 4, 2001, City provided \$20,000 and negotiated with CPR to retain 570 feet of rail by Moncton Road. CPR donated the rail and the City issued a tax receipt to them for \$16,050.01.]

- January 4, 2001 Report to Community Services Committee re. Tram location options. Recommended that Council direct staff to investigate the feasibility of siting the Tram on the Britannia Heritage Shipyards site permanently and that Council direct staff to work with the Society to develop an implementation plan outlining costs and timelines to move the Tram operations from Steveston Park to a new site.
- June 26, 2001 Parks, Recreation and Cultural Services Committee meeting. Information memo dated June 25, 2001 was provided to Committee and staff were asked to provide additional information:
- costs of restoration;
 - logistics of providing a working track and operating costs;
 - the legality of the Society's intent to lease the tram to Surrey thereby causing it to leave Richmond; and
 - a potential corridor for the operation of the tram
- July 12, 2001 Report to Parks, Recreation and Cultural Services Committee recommending:
1. That the City work with the Society to have Tram 1220 restored and operating in Richmond within 10 years at no cost to the City;
 2. That within the next 10 years, the City establish a viable corridor and operating tracks for a Steveston Interurban with costs being considered through the normal capital budget submissions;
 3. That the City not oppose the Society exploring options to lease the tram outside Richmond for a period not to exceed 10 years or the year 1012, whichever comes first.
- Aug. 13, 2001 Report to Parks, Recreation and Cultural Services Committee – report for information. \$3,120,000 to restore Tram and make it operational. Sets out proposed 7-year phased project, financing options, and opportunities for joint ownership of the Tram. Summary of City's contributions:
- 1993 - \$10,000 to facilitate Tram relocation to BC Packers site
 - 1994 - \$20,000 to facilitate tram relocation to Steveston Park
 - 1995 - \$16,050 tax receipt to CPR for retaining 570 feet of track in park
 - \$75,000 provision account set aside for Tram
- Sept. 10, 2001 Council resolution:
1. That staff be authorized to undertake a transportation/tourism/engineering study, utilizing the \$75,000 contained in the provision account, as outlined in Phase One of the report dated Aug. 13, 2001 which would include comment from the Corporate Sponsorship Committee and the Manager, Business Liaison and Development;
 2. That a letter be sent to the Society stating that Council recognized the Tram as an important part of the City's heritage and that as such Tram 1220 should remain in the City.

- Feb. 26, 2002 Parks, Recreation and Cultural Services Committee resolved that the City commission a transportation/tourism/engineering study to review the feasibility of restoring and operating Tram 1220 in Richmond. Terms of reference for the feasibility study were attached.
- March 11, 2002 Council resolved that the report re. the feasibility study be referred to staff for a report to Committee on the feasibility of having the study completed 'in-house' by the new Heritage Coordinator.
- April 8, 2002 Council resolved that:
1. Staff conduct a study to review market feasibility, management models, transportation and engineering requirements, and economic impact of operating Tram 1220 in Richmond; and
 2. Staff consult with geotechnical and other experts to determine the other aspects of the geotechnical and operational requirements of Tram 1220.
- June 4, 2002 Planning Committee meeting. Request that Parks report in July re. what provision was made to provide a tram alignment within the BC Packers site.
- June 24, 2002 Development Permit Panel. Staff were directed to:
1. investigate the proposed alignment of the tram route as it related to the future development;
 2. review with the developer, the design criteria for the proposed development;
 3. provide at the public hearing the results of the archaeological investigation;
 4. ensure that the developer undertook a full presentation of the proposed development at the public hearing, ensuring that a new map was provided which noted the changes from the original proposal.
- June 25, 2002 Parks, Recreation & Cultural Services Committee meeting. Discussions re. tram routing in context of BC Packers development.
- Oct 15, 2002 Council resolved:
1. That the report dated Sept. 9, 2002 from the Manager, Cultural Services be received for information;
 2. That Option 1, completely restored Tram operating over full 2.4 km route phased over five years with Phase Two, the extension to London Farm, to be completed at a later date, be endorsed;
 3. That an ownership plan for all right-of-ways located between Garry Point and London Farm be provided;
 4. That staff investigate the possibility of utilizing dredged material to widen the dyke in front of the Maritime Mixed Use area;
 5. That staff:
 - a. provide revenue generation options that could contribute to the funding of the Tram project; and

- b. discuss with Onni and other entities the development of public/private partnerships.
 - 6. That revenue generation options which could contribute to the funding of the Tram project, be referred to the Finance Select Committee.
 - 7. That staff enter into discussions with the Steveston Harbour Authority regarding the use of right-of-ways, cost-sharing in the Tram project and the possible future utilization of the two water lots in front of Onni.
- May 15, 2003 Report to PRC Committee recommending that the City-owned former CNR right-of-way within the London Princess area as a potential location for the Tram car barn and workshop be endorsed.
- May 21, 2003 Planning Committee resolution:
- 1. That the implementation of the Imperial Landing public consultation process be abandoned at this time; and
 - 2. That the Waterfront Strategic Team identify an alternative vision for the waterfront in consultation with stakeholders.
- June 9, 2003 Council resolution that:
- 1. the City-owned former CNR right-of-way within the London Princess area as a potential location for the Interurban Tram car barn and workshop be endorsed; and
 - 2. staff report on the routing of the Interurban tram in context with the Waterfront Strategy.
- Sept. 2, 2003 GP Committee meeting. Report re. Steveston Advisory Task Force on Parking. Discussion included comments re. impact, if any, of construction of proposed tram line to provision of parking on Bayview Street. Resolution to endorse the recommendations of the Task Force.
- Oct. 29, 2003 Finance Select Committee meeting – 2004 Capital Plan. Discussion included comments re. whether any part of tram project could be completed this year, such as re-locating the tram to the new car barn and to construct track within the barn for the tram to sit on. Staff were directed to provide report on: cost of relocating and placing tram in car barn; cost of and footage required to construct track within car barn; provide breakdown of proposed total cost of project; and whether there were any unique funding strategies which would be used to accommodate any part of the project.
- Dec. 15, 2003 GP Committee meeting – Imperial Landing Open House feedback. Some residents expressed shock at tram proposal. Report referred back for further info.

- Jan. 19, 2004 Public Hearing – London Landing – Resolution that a temporary commercial use permit to create a public parking lot for a proposed tram building be issued.
- June 14, 2004 Council referral: That staff undertake a public process to present Bayview Street options 2b and 2c and to collect feedback and report to Council with a preferred route, and that a further route (2d), being the waterfront route, located at the western end and south of Bayview Street, be part of the public process.
- Jan. 24, 2005 Council meeting – Recommendations regarding approval of routing the tram from London Farm to Britannia Heritage Shipyard was defeated. Motion approved:
1. That Council abandon any tram routing options in Steveston;
 2. That the potential static uses for the tram be referred to staff for review and report to Council.
- Jun. 12, 2006 Council meeting – resolved: That funds be allocated from the following projects to the cost of relocating Interurban Tram #1220 from Steveston Park to the temporary location at Britannia Heritage Shipyard: a) Steveston Tram Project for Tram Barn Project of London Princess; and b) Tram Project for Tram Study, and consolidated into a single project for such purpose.
- Feb. 27, 2006 Council meeting (closed): resolved:
1. that staff proceed with the offer from A and B Rail Services for the donation of track, timbers and other rail materials salvaged from the CP Rail spur line and in kind contribution of the laying of track at the Britannia site at a location determined by the City, based on the offer being viable; and
 - 2 that staff advise the Britannia Heritage Advisory Committee of the opportunity.
- Oct 10, 2006 Council meeting: resolved:
1. That the contract to relocate the Steveston Tram be cancelled;
 2. That the Steveston Tram remain in its present location at Steveston Park while staff search for a new permanent location, and that staff report to Council accordingly within six months' time; and
 3. That staff be authorized to secure the Tram at Steveston Park.
- July 9, 2007 Council meeting: recommendation to permanently locate the tram at Britannia Heritage Shipyard was defeated.
- June 9, 2008 Council endorsed the recommendation:
That Tram 1220 be permanently located in Steveston Park.
- Oct 15, 2008 Council approved the location of the permanent Steveston Interurban Tram Car structure within Steveston Park.

- | | |
|---------------|---|
| July 25, 2011 | Council authorised additional funding to build the tram building in Steveston Park. |
| Dec.14, 2015 | Council approved funding to complete the restoration of the tram to a static display state. |



City of Richmond

Report to Committee

To: General Purposes Committee
From: Grant Fengstad
Director, Information Technology
Re: Digital Strategy – Status Update 2017




Date: August 29, 2017

File:

Staff Recommendation

That Attachment 1 to the staff report, “Digital Strategy – Status Update 2017” dated August 4, 2017 from the Director, Information Technology be endorsed and made available to the community through the City’s website and various communication tools including social media channels to promote and increase awareness of the City’s progress towards achieving its digital goals.

Grant Fengstad
Director, Information Technology
(604-276-4096)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Communications	<input checked="" type="checkbox"/>	
Economic Development	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Recreation Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

The Richmond Digital Strategy was approved by Council on October 13, 2015. The Digital Strategy is a framework to guide the use of digital tools, products and channels to improve the efficiency and effectiveness of our employees and better serve our residents.

Since 2013 the Digital Strategy has been directed by a Steering Committee comprised of stakeholders from each division in the City. Led by Information Technology, the Committee created a multi-year plan to guide the phased rollout of transformative technologies over several years.

The vision of the Digital Strategy is:

- To optimize and integrate business processes which leverage technology innovation to deliver exceptional services.

The goal of the Digital Strategy is:

- To facilitate strategic thinking and better coordination around the innovation and enabling concepts of “Smart City”, with the ultimate goal of embedding digital technology into the City’s operations, information dissemination and communication with the residents and business community.

This report supports Council’s 2014-2018 Term Goal #9 A Well-Informed Citizenry:

Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.

9.1. Understandable, timely, easily accessible public communication.

9.2. Effective engagement strategies and tools.

Analysis

The Digital Strategy identified the opportunities with the greatest potential to enhance the City’s service delivery and engage meaningfully with Richmond’s residents and business community, while creating a framework of principles and objectives to guide technology decisions going forward. The key focus for this framework has always been the customer. This customer-centric perspective targets an improved experience for the residents, business operators, visitors, partners and employees of the City of Richmond for all technology developments and enhancements.

The critical step to supporting the strategy involved significant work to develop the Digital

Nervous Ecosystem (DNE)—or middleware layer—that permits connectivity among the City’s systems and services. Several projects have been completed to introduce this interconnectivity. Building on the DNE foundation, the Customer Profile project launched in February paves the way for single sign-on access to these interconnected systems and services. Ultimately, all projects within the Digital Strategy focus on the five key strategic directions:

- 1 Extending the Reach of City Online Services
- 2 Expanding the City Connected Architecture
- 3 Extending Mobility for Staff
- 4 Integrating and Connecting City Infrastructure
- 5 Promoting Open and Transparent Government

The “2017 Digital Strategy Status Update” (Attachment 1) contains full detail on the progress of the Richmond Digital Strategy.

Financial Impact

None

Conclusion

The City of Richmond Digital Strategy is making excellent progress toward achieving its goals. Much has been achieved in the first two years of the plan, and staff are on track to deliver the remainder of the projects over the coming 16 months.

The focus over the remaining period (to the end of 2018) will be finalizing a “single view of customer”—enabling staff to consolidate the history of interactions, transactions and enquiries from each customer—and Customer Profile which will give customers an efficient and personalized view of their transactions with the City.

Building on what has already been completed, these projects, together with the upcoming launch of the City’s new Perfect Mind recreation program management system, will position the City of Richmond at the forefront of technological innovation for municipal governments across North America.

Vincent Chu, on behalf of

Vincent Chu
Manager, IT Innovation and Development
(604-247-4478)

Att. 1: 2017 Digital Strategy Status Update

A photograph of a hand holding a smartphone, with the screen showing a blurred image. The background of the photo is filled with out-of-focus, warm-toned bokeh lights, likely from city lights at night. The photo is partially overlaid by a large blue geometric shape on the left and a white-bordered box containing the title text.

RICHMOND DIGITAL STRATEGY

2017 STATUS UPDATE

CNCL - 75

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2 Expanding the connected city architecture	Page 9
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3 Extending mobility for staff	Page 12
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4 Integrating and connecting city infrastructure	Page 16
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5 Promoting open and transparent government	Page 20
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EXECUTIVE SUMMARY

INTRO/BACKGROUND

In 2015, the City of Richmond created a Digital Strategy to support the City's vision of being "the most appealing, liveable and well-managed community in Canada." The overarching vision of the City's Digital Strategy is to use technology to shift from a services centric focus – how the City manages business – to a customer-centred focus – how best to serve Richmond's residents, businesses, employees and visitors. This important strategic shift has put the City in the enviable position of being well prepared to respond to advancements in technology and public expectations.

This report covers progress over the first two years of the Strategy in five key areas of focus. Many projects span more than one of the five areas, illustrating the integrated, collaborative approach required to succeed.

1. EXTENDING THE REACH OF CITY ONLINE SERVICES

Over the past year, the City established connectivity among various systems that allowed for significant extension of online services. The community is already benefiting from this extension through improved access to services, information and payment options as well as increased hours-of-operations and streamlined business processes with the introduction of projects such as: enhancements to the RichmondBC app; introduction of the **single sign-on Customer Profiles**; introduction of e-Plans; a new building inspections mobile app; and, a payment kiosk for tax and utilities information and payments.

2. EXPANDING THE CONNECTED CITY ARCHITECTURE

Today's expectations of quick and easy access to the Internet have been pushing the City to expand its connective architecture, resulting in a fibre optic cable network for speed and stability now being in place and virtually all City facilities offering free public Wi-Fi services.

3. EXTENDING MOBILITY FOR STAFF

By providing City staff with enhanced communication capabilities, and by reimagining business processes in light of game-changing technology, staff will now be able to focus on higher value tasks and more efficient service to City businesses and residents through projects such as: PeopleSoft HCM upgrades that will secure external access for staff; improved help desk request channels; a enhanced intranet for quicker access to information; **A new mobile inspection app for building, plumbing and gas inspectors**; and, improved access to the Richmond Interactive Map (RIM).

4. INTEGRATING AND INTERCONNECTING CITY INFRASTRUCTURE

The goal of having "one customer profile" for each Richmond resident or business person requires a strong, secure connection between the various systems the City uses to conduct its business. The **Digital Nervous Ecosystem (DNE)** provides this vital connection and has facilitated a number of projects over the past year including: Customer Profile and Single Sign-On access; mobile app for Building Inspectors; automated payroll information transfer; and, several changes that allow work processes from different departments to be integrated more effectively.

5. PROMOTING OPEN AND TRANSPARENT GOVERNMENT

The ongoing pursuit of new channels to allow residents and business owners to view – and contribute to or participate in – includes everything from virtual town halls, social media conversations and other audio-visual opportunities.

Projects that have contributed to this goal include: enhancements to the Richmond Interactive Map (RIM), the City's Archives system and public website; a deliberate focus on the City's social media tools; and WorkSafe BC Claims Management software.



LOOKING FORWARD

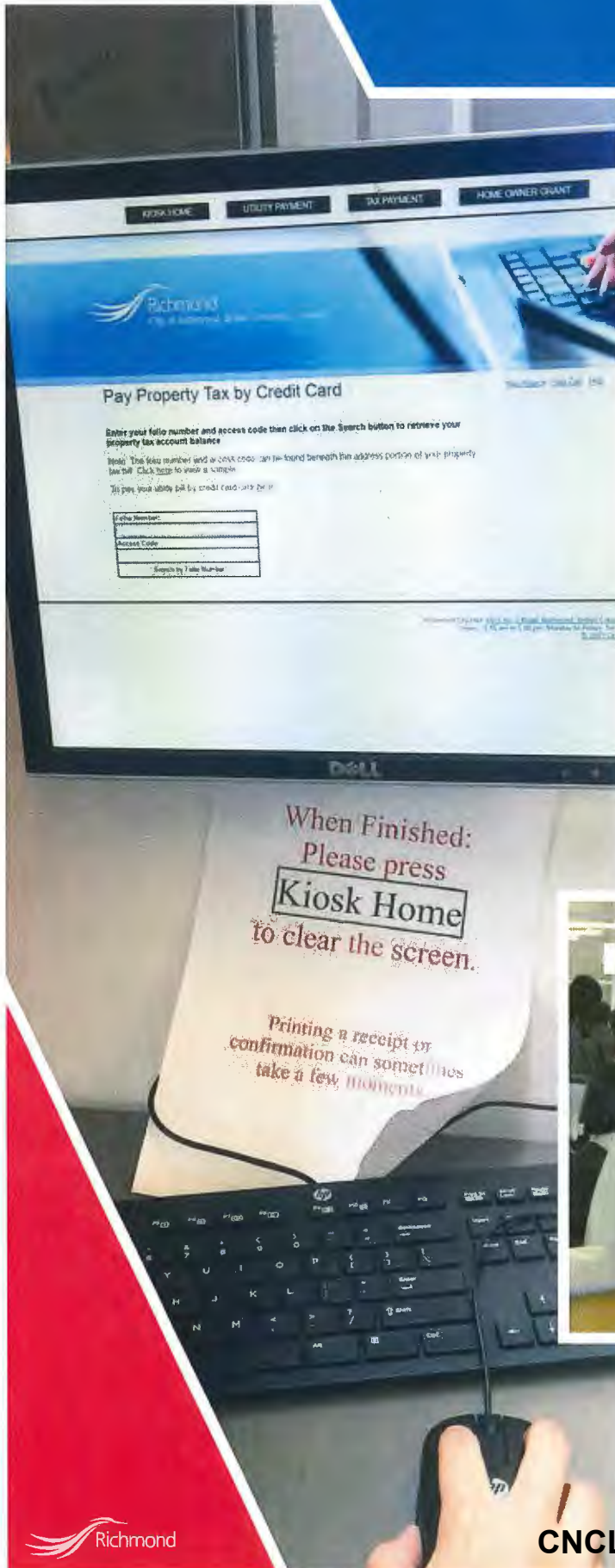
The Digital Nervous Ecosystem middleware has provided the essential foundation for a large number of the more transformative projects such as the Customer Profile and Single Sign-On project. Upcoming projects will bring new and upgraded systems, expanding the City of Richmond's capacity through projects such as: PerfectMind recreation management system; new customer feedback system; Customer Relationship Management (CRM) /Master Data Management (MDM) system; digital collaboration platform; and, improvements to the PeopleSoft system to allow staff to access further information.

1

EXTENDING THE REACH OF CITY ONLINE SERVICES

BACKGROUND

The City's Digital Strategy embraces a customer-centred approach to technology development and service delivery for Richmond residents, businesses and visitors. With the extension of online services, the community benefits through improved access, increased availability, and streamlined business processes.





PROJECTS COMPLETED

RICHMONDBC MOBILE APP

The first version of the RichmondBC mobile app was released in 2014, and included features to explore civic highlights such as parks, community centres, museums, historic sites. It also allowed users to view all events activities, and programs offered by the City.

CITY OF RICHMOND ONLINE MUSEUM COLLECTION SYSTEM

More than 2,000 of the Richmond Museum's artefacts have been digitized or photographed in high definition and are now available to search and view online. Search has been enhanced to be more flexible, and is now capable of suggesting popular trends.

This impressive collection of furnishings, clothing, agricultural implements and archeological artefacts reflects the City's dynamic and evolving migration and population history.

SUSTAINABILITY ENHANCEMENT FOR EVENT APPROVAL SYSTEM

Recognizing Council's vision to create a sustainable city, this enhancement to the Event Approval System enables organizers to document their sustainability commitments as part of the application process.

ONLINE DOG LICENSING

The online dog license application and renewal system expedites registration and renewal for pet owners and significantly reduces the staff time needed to issue licences.

STORIES OF NIKKEI

Through an integration of iBeacon with the RichmondBC mobile app, Richmond residents, tourists and visitors are able to follow a self-guided video walking tour commemorating the history of the Japanese Canadian community of Steveston. Stories of Nikkei went live in February, 2016.

TAX & UTILITIES CREDIT CARD PAYMENT

Richmond residents can now use their credit cards to pay tax and utility bills online. This year - the first tax year since credit card payments were implemented in September 2016 - 1,668 residents used this method to pay their taxes.

2017 PROGRESS AND HIGHLIGHTS

CUSTOMER PROFILE

The Customer Profile project launched in February on the RichmondBC mobile app, and was extended to the richmond.ca website this summer. This now permits customers to create a profile with username and password, and paves the way for single sign-on access to programs and services, the Customer Relationship and Master Data projects, and proactive communication and alerts.

With the addition in August of the Customer Profile to the richmond.ca website, together with the behind-the-scenes middleware layer that allows integration among various systems, visitors to the site can now create a profile that allows them to sign in once to access the Customer Feedback System for general enquiries, complaints, website issues and public works requests.

This single sign-on access will also extend to the city's new recreation programs application currently being implemented, as well as additional services.

RICHMONDBC MOBILE APP ENHANCEMENTS FOR IOS AND ANDROID

Working with a local company, the City released Version 2 of the RichmondBC mobile app in February of this year. Originally only available for Apple devices, as of August the new version is also available on Android. Taking advantage of the single sign-on technology, the mobile app enhancements include a personalized login to view registered programs, a virtual "wallet pass" for checking in to facilities, easy-to-find recycling and waste pick-up schedules, and access to location-aware technologies for interactive mobile tours of the Britannia Shipyards National Historic Site and Steveston's Stories of Nikkei.

In May and June, the City partnered with the Richmond Public Library to present a series of community outreach sessions, demonstrating the new features of the RichmondBC mobile app and Customer Profile.

“

I would like to say thank you for the information provided during the workshop. It was a great presentation, useful information and very interesting mobile apps. I have downloaded the RichmondBC 1.0 for Android in my cellphone and will explore this app.

City of Richmond resident

”



THIS YEAR'S PROGRESS & HIGHLIGHTS CONTINUED

e-PLANS

This project is on track to transform the business processes surrounding development applications from a cumbersome paper-based, manual process to a fully digital workflow.

Developers and contractors may now submit blueprints electronically; internal departments can review the plans simultaneously, comment directly on the electronic document, and view each other's markup; customers can track the progress of their application in real time.

The new system has delivered a more efficient process touching seven departments, reducing processing time while improving and accelerating services for our clients.

Future plans will see building and development permit applications coming on stream.

MOBILE INSPECTIONS APP

This app enables building, gas and plumbing inspectors to view inspection job details from their mobile devices while onsite, add their comments, digitally approve an inspection, and generate a report that can be printed through their mobile printer or emailed directly to the client.

See "4 – Integrating and Connecting City Infrastructure" for more details (page 16).

TAX & UTILITIES INFORMATION AND PAYMENT KIOSK

The new kiosk, located at Richmond City Hall, offers an alternative to counter line-ups for residents wanting to look up account information, pay taxes and utility bills, and apply for the homeowner's grant.

E-BILLING FOR TAX AND UTILITIES PAYMENTS

Residents often prefer to receive their bills electronically, and until recently the City of Richmond offered two methods of electronic billing: by email, or by e-Post (through Canada Post). After a recent service quality review, it was determined that e-Post no longer meets the City's standards for service, and has been discontinued. The City is contacting residents who received their bills through ePost to re-route their bills to email.

QUICK FACTS

e-Plan: Improved service levels with time saved on reviewing drawings by City Departments:



RichmondBC App's top 3 most popular features:

1. Drop-in activities (schedule of drop-in recreation activities)
2. My activities (registered recreation programs & activities)
3. Wallet pass (digital recreation membership pass)

1,668

Number of residents who paid their 2017 property taxes with credit cards

671

Number of dog licence applications processed online in 2016

210

Number of event applications (with sustainability commitments) processed from May 2016 – May 2017

LOOKING TO THE FUTURE

CUSTOMER RELATIONSHIP MANAGEMENT (CRM) /MASTER DATA MANAGEMENT (MDM)

The CRM/MDM initiative is the internal corollary to the Customer Profile suite of projects. The CRM/MDM will bring together data from the City's many internal systems, and present a consolidated history of the interactions, transactions and enquiries from each customer. Through a new automated workflow, enquiries and requests will be automatically routed to the responsible department, reducing or eliminating the need for routine staff involvement.

This transformational initiative is on track for a 2018 release.

PERFECTMIND PROGRAM FOR RECREATION REGISTRATION

Planned for implementation in the spring of 2018, this new system will offer easier, more intuitive recreation program registration for Richmond residents. Through its full integration with the customer profile and single sign-on projects, it will enable direct and secure communication with customers via email and text to let them know about cancellations, power outages, special events or instructor changes. The PerfectMind software development firm, based in the Lower Mainland, is working with a consortium of BC municipalities to tailor the software for our needs. The City of Richmond will be the first municipality in the region to launch it, in time for the opening of the new Minoru Centre for Active Living in 2018.

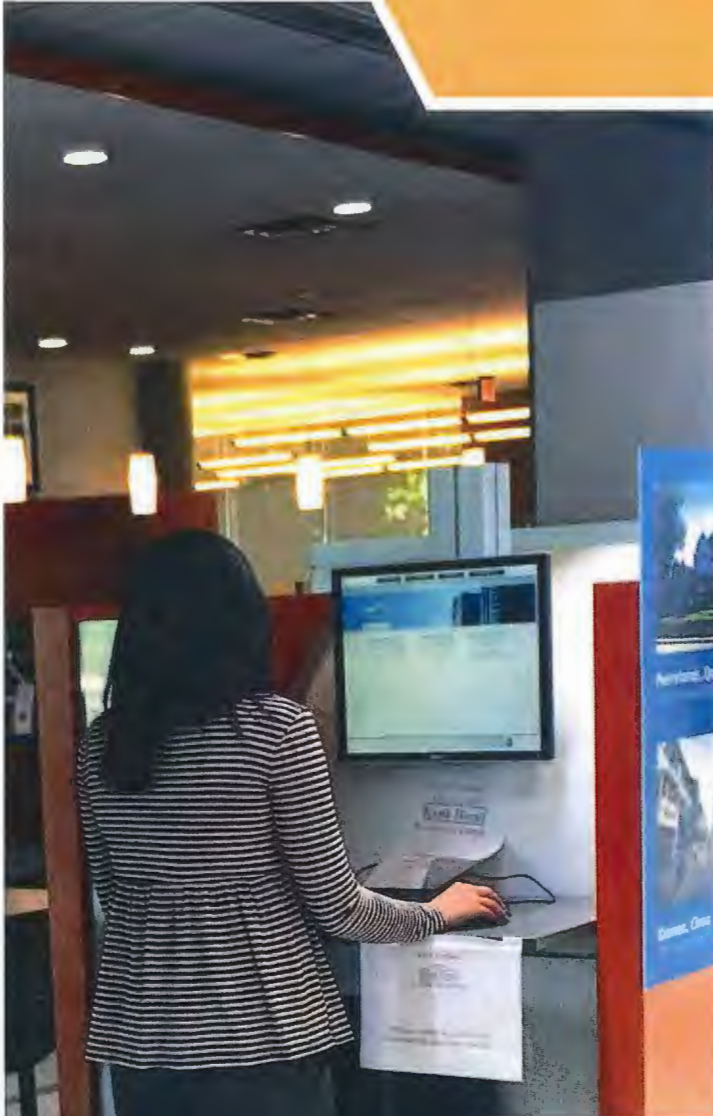


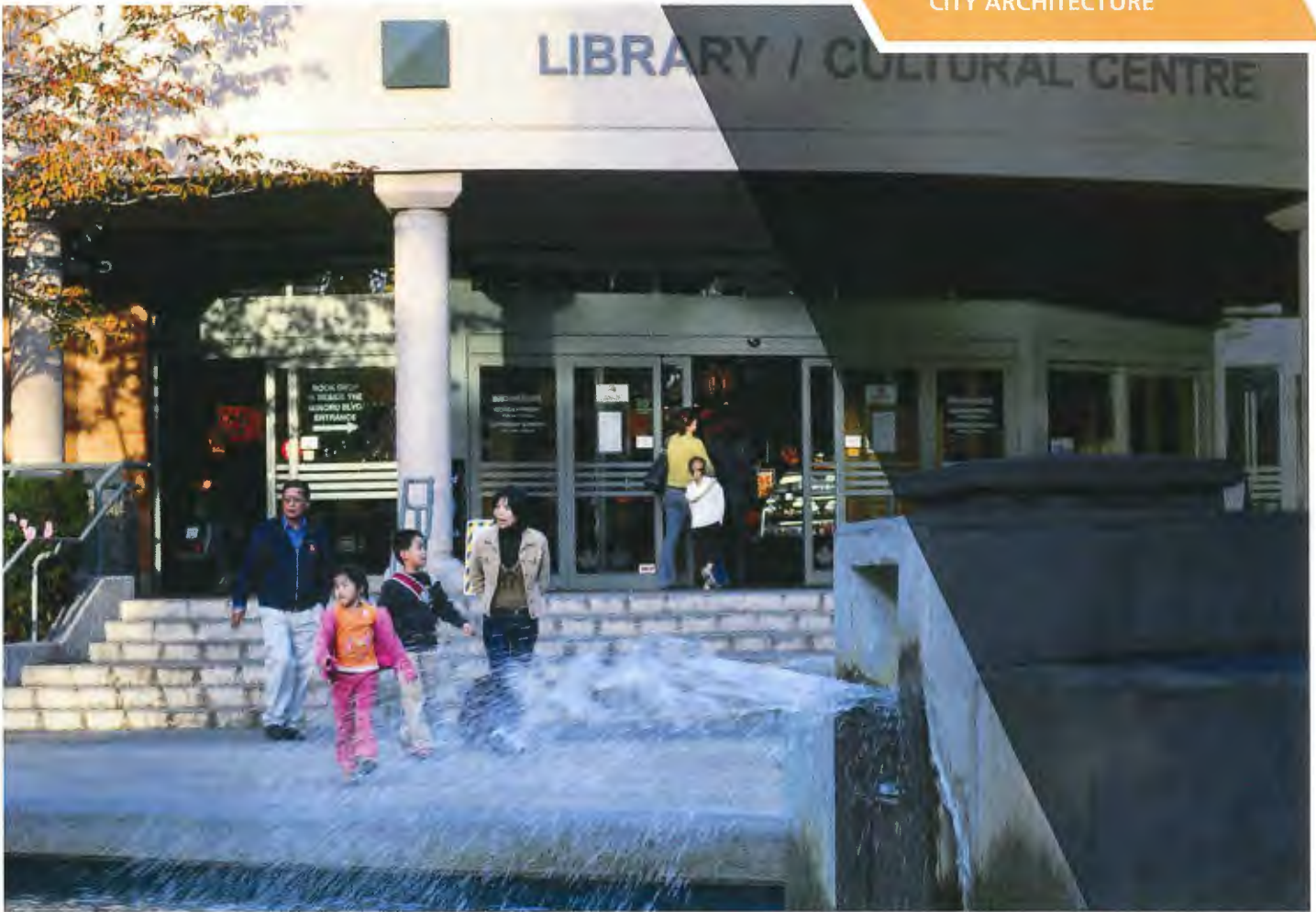
EXPANDING THE CONNECTED CITY ARCHITECTURE

BACKGROUND

Today's expectations of ready access to the Internet to communicate and conduct business are driving the expansion of the City of Richmond's connective architecture.

The two main areas of focus include the fibre optic cable network for speed and stability, and public Wi-Fi services at City-owned facilities.





PROJECTS COMPLETED

FIBRE OPTIC CONNECTIVITY

All public facilities and City-owned buildings are connected to the City's fibre optic cable network. This provides high speed, broadband services and enables important new capabilities such as video conferencing among different locations. It also paves the way to install public Wi-Fi at each location.

THIS YEAR'S PROGRESS AND HIGHLIGHTS

EXPANDING PUBLIC WI-FI ACCESS

The Public Wi-Fi project provides a fast and stable wireless connection for staff and the public at City Hall, fire halls, community centres, select heritage sites and a number of parks. Most facilities have now been completed.

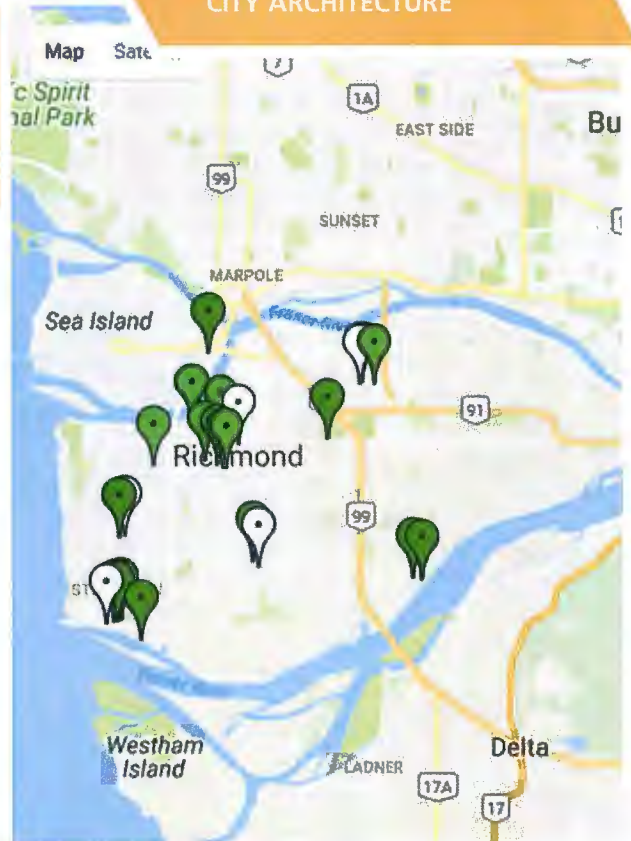
Over the past year Wi-Fi was installed at:

- Cambie Community Centre
- Minoru Park (Grandstand)
- Richmond Ice Centre
- Watermania
- East Richmond Community Hall
- Hamilton Community Centre

LOOKING TO THE FUTURE

CONTINUED WI-FI EXPANSION

Public Wi-Fi will soon be added to the Gateway Theatre. All new facilities, such as Minoru Centre for Active Living and Brighthouse Firehall #1, will open with Wi-Fi already enabled.



3

EXTENDING MOBILITY FOR STAFF

BACKGROUND

The City's digital strategy focuses on supporting and streamlining business processes through enhanced mobile technologies. For staff who work outside City offices, this focus is especially critical to the efficient and timely delivery of service to their customers. It also allows all staff to carry out routine HR tasks, resulting in time saved and timely access to key information.

The initial critical step to supporting the mobile strategy for staff involved significant work to develop the Digital Nervous Ecosystem (DNE)—or middleware layer—that permits connectivity among the City's many platforms and programs. (For details, see section 4: Integrating and Connecting City Infrastructure - page 16) Several projects were completed in 2016, and the stage is now set to implement further projects for a direct benefit to City of Richmond residents and staff.



3. EXTENDING MOBILITY FOR STAFF



PROJECTS COMPLETED

MY PAY/MY INFO EMPLOYEE SELF-SERVICE (PEOPLESFT HCM UPGRADE)

The City's HR system, PeopleSoft, was upgraded in 2016. This upgrade allowed employees to

- View their current and historical pay information
- Manage their T4/T4A consent
- View their current and historical T4/T4As

MOBILE DEVICES

A new agreement with TELUS Communications opened the door to extended mobile access for City staff members at a reduced cost. This agreement gave employees whose duties take them out of the office environment instant access to City systems and programs, increasing their productivity and improving customer satisfaction.

THIS YEAR'S PROGRESS & HIGHLIGHTS

CONTINUED ENHANCEMENTS TO MY PAY/MY INFO EMPLOYEE SELF-SERVICE (PEOPLESFT UPGRADE)

Since the upgrade in May of this year, training history can now be viewed by departments in PeopleSoft HCM, giving managers the ability to easily assess whether each employee's certifications and licenses are up-to-date. The upgrade also presents a more efficient interface that supports modern browsers, paving the way for secure external access – coming later this year.

MOBILE INSPECTIONS, DEVICES AND PRINTERS

Since April, building, plumbing and gas inspectors can now carry out inspections using their mobile devices, where they can view inspection job details, add their comments, digitally approve an inspection and generate a report that can be printed through their mobile printer or emailed directly to the client.

INTRANET ENHANCEMENTS

As a step toward Single Sign-On, the City of Richmond worked with a local design firm to create an intranet that supports modern browsers such as Chrome. At the same time the site design was updated to present a current, user-friendly interface.

LANDESK CUSTOMER PORTAL REDESIGN

The redesigned self-service portal (LANDesk) for IT4U – the City of Richmond's internal IT help desk – launched this summer. The new portal provides multiple channels to reach the help desk, speeding connection and response time. IT has also automated the provisioning of access and a standardized suite of City software to an employee's device. This is a time-saving development both for the service department and for staff – and an especially important enhancement for onboarding new City employees. Having IT equipment and software installed on their first day on the job, with the appropriate access levels approved by their manager, gives newcomers a great start.

RICHMOND INTERACTIVE MAP (RIM) UPGRADES FOR INTERNAL USE

Following last year's technology upgrade to the public view of RIM, the internal view for City staff has now been updated to the same standards of reliability and performance as the public view offers.

Internal layers provide staff with secure access to information such as:

- Engineering drawings associated with specific locations.
- Utility lines and features.
- Block Watch zones.

These types of data are limited to City staff for reasons of security, confidentiality, or where information is not managed by the City, such as the location of BC Hydro lines and other non-City utilities.

3. EXTENDING MOBILITY FOR STAFF

GG

The new system is clean and simple to use. It allows us to efficiently provide a higher quality report to our customers, while integrating seamlessly to our current process.

Jonathan Mearns

Building Inspector2,
Planning & Development

The system works great. I like receiving the inspection reports as digital files, which I can forward right away to the owner or the banks. It speeds things up.

Roger Verhoeven

Construction Manager,
Centro Properties Group

GG

LOOKING TO THE FUTURE

EMPLOYEE SECURE ACCESS AND SINGLE SIGN-ON

Coming in November, the Employee Self-Service project will give staff secure access to much of their personal information – to view pay advice and T4s, and update their profile or contact info – from any location, on any device, at any time. In the future Single Sign-on will allow employees to access as many of their programs and tools as possible with a single password.

DIGITAL COLLABORATION PLATFORM

With a workforce dispersed among offices, community centres, firehalls and field operations, the City needs channels that support communication from one-to-many or many-to-many. Webinar and video conferencing capabilities, when fully implemented, reduce travel, increase communication capacity, and decrease the time needed to roll out important information to employees. These features are now being tested at the City as a proof of concept.



INTEGRATING AND CONNECTING CITY INFRASTRUCTURE

BACKGROUND

Similar to the connections planned for and implemented around roadways, sewer and water pipes, the connections between various aspects of the City's digital infrastructure are vital to integrating the many services provided to residents and businesses through potentially disparate systems. Without this interconnection, both the City and the customer could find themselves entering common data multiple times and using multiple log-ins and passwords – a situation that isn't helpful for anyone.

In order to succeed in the strategy of having “one customer profile” for all of the various transactions and requests made by any Richmond resident or business person, it's necessary to have a strong, secure connection between the various systems that the City uses to conduct its business. This vital connection has been dubbed the Digital Nervous Ecosystem (DNE) and was the focus of plenty of work to implementing this over the past year.



4. INTEGRATING AND CONNECTING CITY INFRASTRUCTURE




drop-in spin class

Access Richmond.
Any time. Anywhere.
Get the app for your iPhone

Explore Activities City Services Wallet Pass

Download on the App Store | Add to Apple Wallet

Richmond



NEXT PICKUP
Tomorrow 7:00 AM

Access city services
with our new app.
Get the app for your iPhone

Explore Activities City Services Wallet Pass

Download on the App Store | Add to Apple Wallet

Richmond

PROJECTS COMPLETED

DIGITAL NERVOUS ECOSYSTEM (DNE)

Digital Nervous Ecosystem plays a key role

Over the past year, City staff have laid the foundation for this integration by planning and implementing the City's Digital Nervous Ecosystem, known in IT worlds as middleware. It's only by establishing this stable, secure foundation that the numerous other planned projects can be successful.

THIS YEAR'S PROGRESS & HIGHLIGHTS

INTEGRATING MOBILE APP WITH BUILDING INSPECTIONS

Implementing a new process involving technology is never as simple as it sounds. But when the staff affected by the process change are involved in designing and approving the new system, your chances of success are considerably higher. Which is what happened in February and March of this year when a new mobile app was rolled out for all City Building Inspectors.

The new app was part of taking the entire building inspection process – and now the plumbing and gas inspection systems as well – online, enabling inspectors to conduct and file completed reports from the building site itself. Not only does the new process and technology increase the timeliness of any approvals and reinspections required, it also offers customers options for receiving reports immediately via e-mail or hard copy, right from the inspection site.

INTEGRATING A PUBLIC WORKS WORK ORDER AND EMPLOYEE MANAGEMENT

In cases where an employee needs to be contacted about a work order placed about a specific property, this employee-specific info is available for use in a Work Order, allowing a notification to be sent directly to the employee's inbox.

INTEGRATING A PROPERTY ADDRESS WITH A PUBLIC WORKS WORK ORDER

Each time a new property address is registered with AMANDA – the property management system – the new registration will take effect immediately and enable staff to enter Work Orders and Asset entries without delay.

STREAMLINING BUDGET AND COST DATA FOR THE FINANCE AND WORK ORDER SYSTEMS

Data quality and efficiency in the Work Order process has been improved now that Work Order accounts can be validated in real-time against Finance's Chart of Accounts during the Work Order entry process. This improvement has also reduced the amount of duplication inherent in the process and eliminated the need for staff to access multiple systems, and navigate through multiple screens to view cost details.

Automated data transfer of payroll information this is part of an effort to free up staff time for other work by using a PeopleSoft HCM upgrade to reduce information input, duplication and errors. This new process for updating scheduling for certain departments allows staff to avoid manual input of the required information and was implemented in May 2017.

CUSTOMER PROFILE AND SINGLE SIGN-ON

The Customer Profile project launched in February on the RichmondBC mobile app, and was extended to the richmond.ca website this summer. This now permits customers to create a profile with username and password, and paves the way for single sign-on access to programs and services.

See more details about Customer Profile in section 1: Extending the Reach of City Online Services.



LOOKING TO THE FUTURE

With the successful completion of the Digital Nervous Ecosystem project last Fall, the ability to provide City customers with a secure and seamless single sign-on is now in place. Also possible will be the ability of various departments to begin amalgamating data collected across numerous City systems and conducting analyses to help improve service offerings and personalization. Further investigation into this capability will take place in the coming year and form an important focus of the digital strategy in years to come.

There are a number of projects to be implemented in the coming year that rely on this middleware including:

- **Registration and personalization of family recreational activities**

With the planned introduction of the PerfectMind system, residents across the City will be able to not only see a full list of recreational activities available to them, they will also be able to register directly for these activities from either their home computer or via a tablet or smart phone.

Planned for Spring 2018, this project involves staff as well as customers in a planning process designed to ensure user needs are identified early and satisfied. This new information will also be accessible through enhancements to the RichmondBC app to be released in Spring 2018 also.

For more details, see section 1: Extending the Reach of City Online Services.



Britannia Shipyards National Historic Site

5180 Westwater Dr, Richmond BC

604-238-8050



Information

Activities

Po

About

The Britannia Shipyards National Historic Site is an authentic representation of a once thriving community. Canneries, boat yards, residences and stores.

A team of Richmond staff and dedicated volunteers work together to preserve and restore the shipyard buildings as an active wooden boat yard and waterfront park. Tour the oldest shipyard building in British Columbia, and observe ongoing boat restoration. As you experience a bygone time when shipbuilding were flourishing industries on the waterfront.

Buildings date back to 1885 and are part of the multi-ethnic residential history of the area. The collection of buildings has been designated a National Historic Site in

PROMOTING OPEN AND TRANSPARENT GOVERNMENT

BACKGROUND

Open and transparent government has become increasingly important world-wide. For municipalities, residents are especially focused on policy decisions that affect their lives, and on how their tax dollars are spent.

Technology enables all levels of government to be ever more open, engaged and transparent. Through online channels such as video, social media, virtual town halls and mobile apps, the public has multiple avenues to contribute ideas for community improvement or provide feedback on current initiatives. And these same channels give the municipality the means to listen and engage with their public on important issues before moving forward.

PROJECTS COMPLETED

COUNCIL MEETINGS VIDEO STREAMING

Since 2014, live video feeds have allowed remote viewing of Council and other important municipal meetings. These videos are also recorded and posted to richmond.ca for those who missed the live meeting.

ENHANCEMENTS TO RICHMOND INTERACTIVE MAP (RIM) FOR PUBLIC VIEW

The RIM public viewer was redesigned in 2016, using new technology that gives access to more than 100 layers of detailed technical and community information overlaid with aerial photography. The system is reliable, provides a quick response time, and is accessible from any device.

RICHMOND CHILD CARE FACILITIES FINDER

This helpful feature was added to RIM in 2015, addressing a top concern for Richmond residents. The Child Care Facilities finder displays a variety of registered child-minding facilities throughout Richmond in an easy-to-use layer of the RIM.



UTILITIES USAGE

The My Properties account provides a convenient way to view water use online at any time from any device. The Utility account offers a view of the account holder's water meter reading for the billing period, with the option to view it in graph or chart format. The information helps residents monitor their water use and spot leaks, while encouraging water conservation.

ECONOMIC DEVELOPMENT WEBSITE

The Economic Development microsite (www.businessinrichmond.ca) was relaunched in 2016 with an updated look-and-feel, responsive design for mobile use, current business information and social media integration.

This site provides Richmond businesses and those looking to locate in Richmond with seamless access to City Hall information and services designed to meet the needs of business clients and prospects. Access to the latest local business indicators and commercial facility search are unique interactive features available to businesses through the site.

RICHMOND ELECTION APP

Released in time to coincide with the 2014 municipal elections, the Richmond Election App was designed to provide electors with access to relevant election information on the go. Who can vote, where to vote and candidate profiles were all available online and most importantly, on election day the Richmond Election App provided real time election results to voters.

RCMP CRIME MAP

The Criminal Activity Map shows where recent property crimes have occurred in Richmond, over an adjustable time period. Launched in 2012, the interactive map displays residential break and enter (B&E), commercial B&E and auto thefts. Clickable location icons display date/time, location and point of entry for each crime, together with related prevention and home security tips.

This web application provides greater awareness about criminal activity in Richmond neighbourhoods and promotes measures residents can take to prevent property crime and auto-related thefts.

THIS YEAR'S PROGRESS AND HIGHLIGHTS

CONTINUED ENHANCEMENTS TO SOCIAL MEDIA STRATEGY

The City continues to build its relationship, credibility and trust with the public through its social media outreach. The main channels in use today are Facebook and Twitter, complemented by Instagram and YouTube. During the heavy snowfall events of the past winter, these channels proved useful and popular in updating Richmond residents on the plowing schedule and tips for staying safe. The result of these efforts has been a robust growth in engagement from the public.

WEBSITE ENHANCEMENTS

Website traffic on richmond.ca continues to grow, with the most popular content being the Recreation & Community Centres/Program Registration page. The site was recently updated with a user-friendly search feature as well as a focus on e-Services, to underscore the public's online access to many City services 24 hours a day, 7 days a week.

With the launch of the new Customer Profile capabilities this summer the site is becoming a truly modern web portal that can be personalized for Richmond residents and businesses.

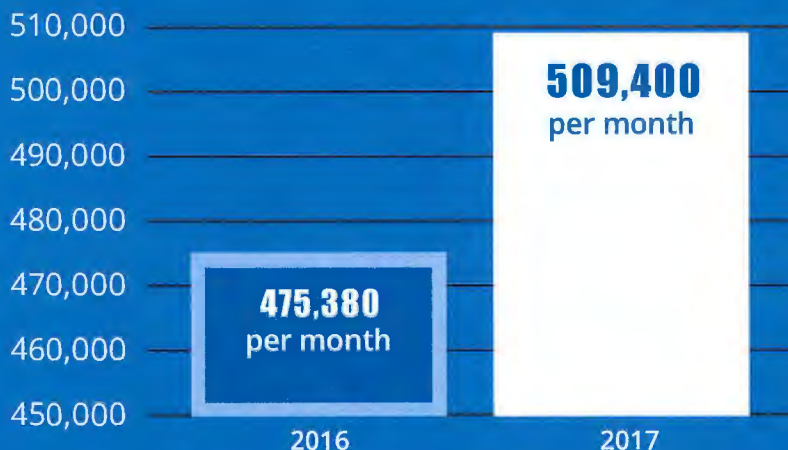
IMPLEMENTATION OF THE WORKSAFE BC CLAIMS MANAGEMENT SOFTWARE

This new program, released in June, replaces several labour-intensive processes needed to meet WorkSafe BC requirements for tracking and reporting workplace injuries. Incidents are now documented in the claims management software, with reports going directly to WorkSafe BC.

Fully integrated with PeopleSoft HCM, the program facilitates collaboration between management and HR to ensure an injured staff member is properly taken care of, and automated payroll adjustments take place following an incident.

Further compliance support includes post-incident reviews and workplace hazard inspections, which are logged in the system and easily searchable.

QUICK FACTS



Richmond.ca

Monthly visits rose 7% between 2016 and 2017:



6 Minutes

Average length of time per site visit



2.5 Pages

Average number of pages viewed per visit

THIS YEAR'S PROGRESS AND HIGHLIGHTS

RICHMOND ARCHIVES WEB ENHANCEMENTS

The new archives database offers all-hours, everyday access to Richmond's rich collection of maps, photographs and textural items, increasing access for the public, Council and staff to Richmond's historic past and dynamic present.

The new site features more than 1,000 maps showing Richmond's development from a small fishing and farming community to a large modern city. Transportation buffs will especially enjoy the more than 5,000 newly digitized photographs from Ted Clark's vast collection of streetcars, trolley coaches, Interurban trams and trains.

The user-friendly search function lists popular topics, offers search tips, and allows the user to focus on specific media types such as maps, plans and images.

ENHANCEMENTS TO RICHMOND INTERACTIVE MAP (RIM)

Following last year's technology improvements to enhance ease-of-use and reliability for the public view of RIM, the 2013 set of aerial photos was replaced by an entire set of photos from 2016, providing a fully current view of Richmond homes, businesses, buildings, parks and roadways.

The internal view of RIM for City staff has now been updated to the same standards of reliability and performance as the public view offers. Internal layers provide staff with secure access to additional information such as:

- Engineering drawings associated with specific locations.
- Utility lines and features.
- Block Watch zones.

These types of data are limited to City staff for reasons of security, confidentiality, or where information is not managed by the City, such as the location of BC Hydro lines and other non-City utilities. The great majority of RIM content is accessible to all.





To:	General Purposes Committee	Date:	July 31, 2017
From:	Carli Edwards, P. Eng. Manager, Customer Services and Licencing	File:	12-8275-30-001/2017- Vol 01
Re:	Application to Amend Food-Primary Liquor Licence – China House Seafood Restaurant Inc. Doing Business As: China House Seafood Restaurant, Unit 1008-8300 Capstan Way		

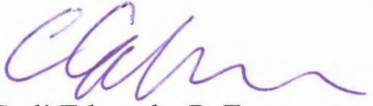
Staff Recommendation

1. That the application from China House Seafood Restaurant Inc., for an amendment to increase their hours of liquor service under Food Primary Liquor Licence No. 304813 **from** 9:00 a.m. to Midnight, Monday to Sunday **to** 9:00 a.m. to 2:00 a.m. Monday to Sunday, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:

- a) Council supports the amendment for an increase in liquor service hours as the increase will not have a significant impact on the community;
- b) The total person capacity will remain the same at 188 persons;
- c) Council's comments on the prescribed criteria (set out in Section 53 of the Liquor Control and Licensing Regulations) are as follows:
 - i) The potential for additional noise and traffic in the area was considered;
 - ii) The impact on the community was assessed through a community consultation process; and
 - iii) Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service under the Food Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;
- d) As the operation of a licenced establishment may affect nearby residents the City gathered the view of the residents as follows:
 - i) Property owners and businesses within a 50 meter radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted; and
 - ii) Signage was posted at the subject property and three public notices were published in a local newspaper. This signage and notice provided information on

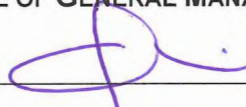


- d) Council's comments and recommendations respecting the view of the residents are as follows:

That based on the number of letters sent and the lack of response received from all public notifications, Council considers that the amendment is acceptable to the majority of the residents in the area and the community.



Carli Edwards, P. Eng.
Manager, Customer Services and Licencing
(604-276-4136)

Att. 4

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO	
	

Staff Report

Origin

The Provincial Liquor Control and Licensing Branch (LCLB) issues licences in accordance with the *Liquor Control and Licensing Act* (the Act) and the Regulations made pursuant to the Act.

This report deals with an application to the LCLB and the City of Richmond by, China House Seafood Restaurant Inc., doing business as China House Seafood Restaurant, (hereinafter referred to as China House), for the following amendment to its Food Primary Liquor Licence No. 304813:

To change the hours of liquor sales **from**, Monday to Sunday, 9:00 a.m. to Midnight; **to**: 9:00 a.m. to 2:00 a.m., Monday to Sunday.

The City of Richmond is given the opportunity to provide comments and recommendations to the LCLB with respect to liquor licence applications and amendments. For an amendment to a Food Primary Licence, the process requires the local government to provide comments with respect to the following criteria:

- the potential for noise,
- the impact on the community; and
- whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose.

Analysis

The applicant commenced operating China House with an occupant load of 188 patrons in January of 2016 serving Chinese cuisine. All new Food-Primary Liquor Licence establishments are issued a liquor licence from the LCLB for service until midnight. Should the business wish to serve liquor past midnight, they must make a separate application to the LCLB for a change to their liquor licence. The application to change the liquor licence, requesting service past midnight, initiates a process to seek local government approval.

The property where China House is operating is zoned Auto-Oriented Commercial (CA) and the use of a restaurant is consistent with the permitted uses in this zoning district. The applicant's business is located on Capstan Way in a five building commercial complex, which is currently comprised of eighty-one businesses, nineteen of which are licenced as food service establishments.

The applicant's request for an increase in later liquor service hours is in order to better serve their clients and the community. The community of people now living in the neighborhood is vastly growing. The clientele are mostly younger adults that enjoy late night dining as well as clients who work late and attend their location after midnight for service. A number of restaurants in the area are already open later and China House wishes to have same level opportunity to better serve the public.

Summary of Application and Comments

The City's process for reviewing applications for liquor related licences is prescribed by the Development Application Fees Bylaw 8951 which under Section 1.8.1 calls for:

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

- (a) a licence to serve liquor under the *Liquor Control and Licensing Act and Regulations*;
must proceed in accordance with subsection 1.8.2.

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

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

The required signage was posted on June 29, 2017 and three advertisements were published in the local newspaper on June 30, 2017, July 5, 2017 and July 7, 2017.

In addition to the advertised public notice requirements set out in Section 1.8.1, staff sent letters to businesses, residents and property owners within a 50 meter radius of the property. There are 696 properties identified within the consultation area. On June 27, 2017, letters were sent to 959 businesses, residents and property owners within the 50-metre radius of the property. The letter provided details of the proposed liquor licence application and requests the public to communicate any concerns to the City.

The period for comment for all public notifications' ended July 31, 2017.

The City relies, in part, on the response from the community to determine any negative impact of the liquor licence application. There were three responses received by the City and the responses were as follows:

1. Anonymous (Attachment 1);
2. Opposed to liquor establishment in area (Attachment 2);
3. Opposed to liquor establishment in area (Attachment 3).

The public were consulted by signage posted on property; three advertisements posted in the local paper and 959 letters mailed out to property owners within a 50 meter vicinity of this establishment. Through this process only three responses were received. Of these three, one of the responses was from an anonymous source and no clear message other than a “yes” and “no” written on a copy of the letter sent by the City and should not be considered due to this factor.

There were two responses received by the City in opposition to this application. The concerns of the two local residents relate to noise and commotions during the late evening and disturbing the tranquility of the neighbourhood. These concerns were not specific to the business and are unlikely to be mitigated even if this application were not to be supported.

Potential for Noise

Staff do not believe there would be any noticeable increase in noise if the additional hours of liquor service were supported.

Potential for Impact on the Community

Any typical potential impacts associated with extended hours of liquor sales such as drinking and driving, criminal activity and late-night traffic are not expected to be unduly increased with this amendment.

Potential to Operate Contrary to its Primary Purpose

There are no noted incidents of non-compliance issues related to the operation of this business and staff believe there would be minimal potential of the business being operated in a manner that would be contrary to its primary purpose as a food establishment.

Other Agency Comments

As part of the review process, staff requested comments from other agencies and departments such as Vancouver Coastal Health, Richmond RCMP Richmond Fire-Rescue, Building Approvals and Business Licence Department. These agencies and departments generally provide comments on the compliance history of the applicant’s operations and premises. No issues or concerns were raised by any of the agencies or departments on this application.

The Richmond RCMP were consulted for any issues with this application. The Richmond RCMP did not provide any comments and no issues or concerns were raised.

It is staff’s recommendation that these concerns are mitigated by the operator following the terms and conditions of the Liquor Control and Licensing Branch and staff have no reason to believe otherwise. Having received only two objections from the 959 letters sent, posted signage and three advertisements in the local newspaper, staff feel that support of this application is warranted.

Financial Impact

None.

Conclusion

Following the public consultation period, staff reviewed the Food Primary Liquor Licence application against the LCLB review criteria and recommends Council support the application to increase liquor service operating hours to 2:00 a.m. as the business is not expected to have a negative impact on the community.



Victor M. Duarte
Supervisor Business Licence
(604-276-4389)

VMD:vmd

- Att. 1: Anonymous Letter 1
2: Opposed Letter 1
3: Opposed Letter 2
4: Arial Map with 50 meter buffer area



City of
Richmond

Attachment 1

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

June 27, 2017

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

Dear Property/ Occupant:

Re: Notice of Liquor Licence Amendment Application in Your Neighbourhood

This notice serves to advise you of an application received by the Liquor Control and Licensing Branch and by the City of Richmond for a liquor licence amendment in your neighbourhood.

An application has been received from: **China House Seafood Restaurant Inc** doing business as; **China House Seafood Restaurant**, operating from premises located at **1008-8300 Capstan Way, Richmond, BC.**

The intent of the application is to propose a change of hours of liquor service for:

*Food Primary Liquor Licence # 304813;
From: 9:00-AM to Midnight, Monday to Sunday;
To: 9:00 AM to 2:00 AM, Monday to Sunday;*

The seating capacity will remain at 188 persons.

You are receiving this notice because you own property, own a business, or reside near the establishment that is applying for a change to their liquor licence.

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

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

To ensure the consideration of your views, your letter must be received on or before, **July 27, 2017**. Your name and address must be included on your letter.

Petitions will not be considered in the review process.

Please note that your comments may be made available to the applicant where disclosure is necessary to administer the licensing process.

If you have further questions on this matter, please contact me at 604-276-4389.

Yours truly,


Victor Duarte
Supervisor, Business Licences

VMD:vmd

William Ho
505-8633 Capstan Way
Richmond, BC
V6X 0N5
hoomingho@gmail.com

July 7, 2017

Attachment 2

City of Richmond
Business Licences
Liquor Licence Applications
6911 No. 3 Road
Richmond BC, V6Y 2C1

Attn: Victor Duarte, Supervisor Business Licence

Dear Sir,

Re: Notice of Liquor Licence Amendment Application in Your Neighbourhood


I am writing in response to your letter dated June 27, 2017 regarding the application for change of liquor licence by China House Seafood Restaurant Inc which requests to extend their hours of liquor service from **12:00am to 2:00am.**

As a resident of **8633 Capstan Way, Richmond BC**, I reside directly across the restaurant and have consistently endured noises and commotion during the late evenings. Furthermore, the area is often a stop for coaches and buses that routinely drop off tourists to dine at this establishment; this generates even more racket during the times when my family wishes to go to bed.

Ultimately, I do not wish for the application to go through as this may further promote the loud noises that already exists in the neighborhood.

I hope you will take this letter into serious consideration when reviewing the application and administering the licensing process for China House Seafood Restaurant.

Yours truly,


William Ho

Attachment 3

City of Richmond

Resident

Business Licences

8333 Sweet Avenue

Liquor Licence Applications

Richmond, B C

6911 No. 3 Road

V6X 0P4

Richmond,

V6Y 2C1

July 3, 2017

Dear Sir,

Re: Notice of Liquor Licence Amendment Application in Your Neighbourhood

I am against the application from China House Seafood Restaurant Inc to extend

The business hours from midnight to 2:00 AM because this would disturb the

Tranquility of the area during the sleeping hours.

Yours truly,

A handwritten signature in black ink, appearing to read 'C. King', written in a cursive style.





City of Richmond

Report to Committee

To: General Purposes Committee
From: Carli Edwards, P.Eng.
Manager, Customer Services and Licencing
Re: Policy for Language on Signs

Date: August 10, 2017
File: 01-0005-00/Vol 01

Staff Recommendation

That the new Council Policy titled "Language on Regulated Signs", which encourages the cooperative use of the English language on all regulated signage, be approved.

Carli Edwards, P.Eng.
Manager, Customer Services and Licencing
(604-276-4136)

Att. 1

REPORT CONCURRENCE		
ROUTED TO: Community Bylaws Policy & Procedure Subcommittee	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CJ	APPROVED BY CAO

Staff Report

Origin

At the Council meeting on June 12, 2016, Council adopted the following resolution:

That staff propose policy options encouraging the cooperative use of the English language on all signage, including an analysis of the current policy and report back.

This report introduces a written policy to formalize and reinforce the practice of encouraging the inclusion of wording that is at least 50 percent English on all types of signs regulated by the City of Richmond.

Findings of Fact

On July 10, 2017, Council adopted the Sign Regulation Bylaw. The new bylaw modernizes regulations related to signage, addresses a variety of concerns related to clutter and visual pollution and provides enhanced education and enforcement tools. As part of the approval process, City staff were also directed to further study and report back on policy options to encourage the use of English on signs.

Analysis

The current practice regarding language on signs is a result of Council direction given in October 2014 that:

As a priority, staff consult with the sign owners to encourage more use of English language on their signs.

Since this time, staff who review permit applications and enforce sign and business bylaws have been encouraging the inclusion of a minimum of 50 percent of English content on all business signs. Despite the fact that there has never been a bylaw requirement or written policy related to the use of language on signage, this educational approach has led to 100 percent compliance for business signage in Richmond.

Sign Permits

Historically, the City of Richmond receives approximately 300 sign permit applications per year. However, this has been increasing since 2015. In 2016, 468 applications were received and 325 have already been received in the first half of 2017. This number is expected to further increase with the adoption of the new Sign Regulation Bylaw which includes requirements for additional sign types to obtain permits (i.e. window signs and construction signs). As part of the sign permit process, staff have been able to educate applicants to include English on business signs.

Complaints related to Signs

While the City continues to receive inquiries and complaints, the types of inquiries are changing from predominately language related to “nuisance” related. All complaints have been reviewed and addressed in a timely manner. The City received:

- 110 sign complaints in 2015;
- 178 sign complaints in 2016; and
- 308 sign complaints in the first half of 2017.

The largest increase in complaints has been related to real estate signs and signs on City property. In many cases, complaints received about language on signs are also related to signs that are prohibited in the bylaw. For example, the Sign Regulation Bylaw does not permit most types of portable signs. If a complaint is received about a portable sign that does not contain English, the enforcement officer will ask for the sign to be removed, and take the opportunity to educate the business on both the bylaw and reasons for including English. In most cases, the approach to these complaints is to first request voluntary compliance and then to issue tickets for non-compliance with the bylaw. This approach has proven effective achieving compliance.

Policy Options

Option 1: Status Quo

The current policy is to rely on Council's direction to staff to encourage and educate businesses to include English language on regulated signs. The concern with continuing this approach is that the practice is not documented or formalized.

Option 2: Written Policy (**Recommended**)

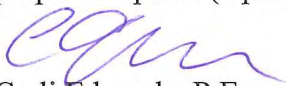
Moving forward, it is recommended that this policy be formalized in writing to ensure that the practice remains in place over time, as staff and organizational changes occur. The approval of the proposed policy will strengthen the City's position to encourage the inclusion of a minimum of 50 percent English on business signage.

Financial Impact

None.

Conclusion

To date, the educational approach to encouraging the use of 50 percent English on signs regulated by the City of Richmond has been 100 percent effective for all business signs. The proposed option (Option 2: Written Policy) further strengthens this approach.



Carli Edwards, P.Eng.
Manager, Customer Services and Licencing
(604-276-4136)

Att. 1: Proposed Language on Regulated Signs policy



POLICY <POLICY NO.> :

Staff have been working with businesses to promote the use of English on signage since October 2014, and have successfully encouraged the business community to include English on signage to promote community harmony. These practices are being formalized in this Council policy that:

1. Richmond is one of the most culturally diverse cities in Canada. Consequently, the City supports the intercultural vision “to be the most welcoming, inclusive and harmonious community” in the country.
2. The City will take a proactive educational approach to encourage the inclusion of wording that is at least 50 percent in the English language in all types of signage regulated by the City of Richmond.



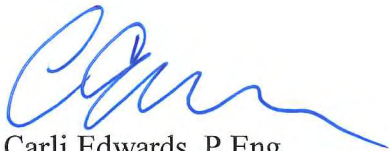
To:	General Purposes Committee	Date:	August 14, 2017
From:	Carli Edwards, P.Eng. Manager, Customer Services and Licencing	File:	12-8275-30-001/2017- Vol 01
Re:	Application to Amend Food-Primary Liquor Licence and to Add Patron Participation Endorsement - The Canadian Brew House (Richmond) Ltd. Doing Business As: The Canadian Brewhouse & Grill, 4755 McClelland Road		

Staff Recommendation

1. That the application from The Canadian Brew House (Richmond) Ltd., doing business as The Canadian Brewhouse & Grill, for an amendment to increase their hours of liquor service under Food Primary Liquor Licence No. 307407 **from** 9:00 a.m. to Midnight, Monday to Sunday; **to** 9:00 a.m. to 2:00 a.m. Monday to Sunday and a request to add Patron Participation Endorsement, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:
 - a) Council supports the amendment for an increase in liquor service hours;
 - b) Council supports the request for a food-primary patron participation entertainment endorsement to midnight as these amendments will not have a significant impact on the community;
 - c) The total person capacity will remain the same at 246 persons indoor and 38 persons for the outdoor patio;
 - d) Council's comments on the prescribed criteria (set out in section 53 of the Liquor Control and Licensing Regulations) are as follows:
 - i) The potential for additional noise and traffic in the area was considered;
 - ii) The impact on the community was assessed through a community consultation process; and
 - iii) Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service and patron participation entertainment endorsement, under the Food Primary Liquor Licence, should not change the establishment such that it is operated contrary to its primary purpose;

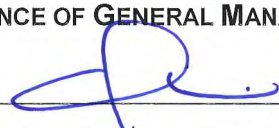


- e) As the operation of a licenced establishment may affect nearby residents the City gathered the view of the residents as follows:
- i) Property owners and businesses within a 50 meter radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted; and
 - ii) Signage was posted at the subject property and three public notices were published in a local newspaper. This signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and
- f) Council's comments and recommendations respecting the views of the residents are as follows:

That based on the number of letters sent and only one response received from all public notifications, Council considers that the amendments are acceptable to the majority of the residents in the area and the community.



Carli Edwards, P.Eng.
Manager, Customer Services and Licencing
(604-276-4136)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

The Provincial Liquor Control and Licensing Branch (LCLB) issues licences in accordance with the *Liquor Control and Licensing Act* (the Act) and the Regulations made pursuant to the Act.

This report deals with an application to the LCLB and the City of Richmond by, The Canadian Brew House (Richmond) Ltd., doing business as The Canadian Brewhouse & Grill, (hereinafter referred to as The Canadian Brewhouse & Grill), for the following amendment to its Food Primary Liquor Licence No. 307407:

- To change the hours of liquor sales **from**, Monday to Sunday, 9:00 a.m. to Midnight; **to**: 9:00 a.m. to 2:00 a.m., Monday to Sunday; and
- To add patron participation entertainment endorsement, to end by Midnight.

The City of Richmond is given the opportunity to provide comments and recommendations to the LCLB with respect to liquor licence applications and amendments. For an amendment to a Food Primary Licence, the process requires the local government to provide comments with respect to the following criteria:

- the potential for noise;
- the impact on the community; and
- whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose.

Analysis

The applicant commenced operating The Canadian Brewhouse & Grill in May 2017, with a total person capacity of 246 (interior) and 38 (exterior patio) for a total of 284 persons, as a sports themed Canadian restaurant. All new Food-Primary Liquor Licence establishments are issued a liquor licence from the LCLB for service until midnight. Should the business wish to serve liquor past midnight, they must make a separate application to the LCLB for a change to their liquor licence. The application to change the liquor licence, requesting service past midnight, initiates a process to seek local government approval.

The property where The Canadian Brewhouse is operating, is zoned Neighbourhood Commercial (ZC32) – West Cambie Area and the use of a restaurant is consistent with the permitted uses in this zoning district. The applicant's business is located on McClelland Road in a six building commercial complex, between McClelland Road to the East and Garden City Road to the West, Alderbridge Way to the South and Alexandra Rd to the North. This newly developed property is currently comprised of 19 businesses, eight of which are licenced as restaurants.

The applicant's request for an increase in later liquor service hours is to better serve their clients and the community. The 2:00 a.m. closing is the standard time that all their locations offer in every other province. This maintains continuity within their organization. The Canadian Brewhouse & Grill, being a sports-themed restaurant, provides viewing for different sports

broadcasted from around the world, including broadcasts of games or matches that go beyond midnight.

The Canadian Brewhouse & Grill would also like to request a patron participation entertainment endorsement on the liquor licence to extend the opportunity for their patrons to enjoy a number of entertainment options such as dancing, DJ music and karaoke.

Summary of Application and Comments

The City's process for reviewing applications for liquor related licences is prescribed by the Development Application Fees Bylaw 8951 which under Section 1.8.1 calls for:

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

- (a) a licence to serve liquor under the *Liquor Control and Licensing Act and Regulations*; must proceed in accordance with subsection 1.8.2.

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

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

The required signage was posted on July 12, 2017 and three advertisements were published in the local newspaper on July 12, 2017, July 14, 2017 and July 19, 2017.

In addition to the advertised public notice requirements, set out in Section 1.8.1, staff sent letters to businesses, residents and property owners within a 50 meter radius of the property. There are 560 properties identified within the consultation area. On June 23, 2017, letters were sent to 637 businesses, residents and property owners within the 50-metre radius of the property. The letter provided details of the proposed liquor licence application and requests the public to communicate any concerns to the City. The period for comment for all public notifications' ended August 11, 2017.

Potential for Noise

Staff do not believe there would be any noticeable increase in noise if the additional hours of liquor service were supported.

Potential for Impact on the Community

The City relies, in part, on the response from the community to determine any negative impact of the liquor licence application. There was one response received by the City on this application:

1. Opposed to liquor establishment in area (Attachment 1).

The one response received by the City on this application was not totally opposed to the extended hours but feels the business should pay a cost for police services after 11:00 p.m. to minimize the noise in the area. The responder also mentioned concerns with smoking issues and speeding and noisy vehicles in the area. These concerns cannot be attributed specifically to this business and are unlikely to be mitigated even if this application were not to be supported.

It is staff's recommendation that these concerns are mitigated by the operator following the terms and conditions of the Liquor Control and Licensing Branch and staff have no reason to believe otherwise. Having received only one objection from the 637 letters sent, posted signage and three advertisements in the local newspaper, staff feel that support of this application is warranted.

Potential to Operate Contrary to its Primary Purpose

There are no noted incidents of non-compliance issues related to the operation of this business and staff believe there would be minimal potential of the business being operated in a manner that would be contrary to its primary purpose as a food establishment.

Other Agency Comments

As part of the review process, staff requested comments from other agencies and departments such as Vancouver Coastal Health, Richmond RCMP, Richmond Fire-Rescue, Building Approvals and Business Licence Department. These agencies and departments generally provide comments on the compliance history of the applicant's operations and premises. Vancouver Coastal Health provided comment that the applicant, premises and operator are required to ensure loud sounds or noise emanating from the premises due to patron participation is in accordance with the City of Richmond's Noise Regulation Bylaw No 8856. The applicant has been advised and ensures their General Manager will be informed of their obligation and will be aware and compliant. No issues or concerns were raised by any of the other agencies or departments on this application.

Financial Impact

None.

August 14, 2017

- 6 -

Conclusion

Following the public consultation period, staff reviewed the Food Primary Liquor Licence application against the LCLB review criteria and recommends Council support the application to increase liquor service operating hours to 2:00 a.m. and permit the patron participation entertainment endorsement as the business is not expected to have a negative impact on the community.

For 

Victor M. Duarte
Supervisor Business Licence
(604-276-4389)

VMD:vmd

- Att. 1: opposed email – Attachment 1
2: Arial Map with 50 meter buffer area

Duarte, Victor

From: Ken Waldman <kwaldman@shaw.ca>
Sent: July 10, 2017 11:29
To: Duarte, Victor
Subject: Liquor Licence Amendment Application - The Canadian Brew House (Richmond) Ltd.

July 10, 2017

City of Richmond
 Business Licences
 Liquor Licence Applications
 6911 No. 3 Rd.
 Richmond, BC
 V6Y 2C1

I received a notice dated June 23, 2017 that The Canadian Brewhouse & Grill has applied to extend their hours of operation from a closing at midnight to 2:00 AM Monday to Sunday. I have a few concerns about the extended hours and in each case will suggest a solution to the issues identified.

I live at 225-9399 Alexandra Road, Richmond, BC V6X 0L7 and have a corner unit directly opposite the mall on Alexandra Road.

Three issues have arisen since the Canadian Brewhouse & Grill opened for business a few months ago.

1. Noise levels of patrons leaving the pub at the current closing time.
2. Smoking on the street from patrons.
3. The noise from vehicles leaving the mall onto Alexandra and using the street as a race track.

Noise levels	Patrons leaving the pub after or at midnight are very loud as they walk along Alexandra Road. There are a lot of condominiums in the area and patrons [some seem much younger than 19 years of age seem to be a little 'tipsy' and loud.	If the permit is allowed then as a condition have the pub pay for increased police surveillance on the residential streets of Alexandra Road, Tomicki, and Odlin from Garden City to No. 4 Road particularly on weekends. This should be a cost paid for any establishments open after 11:00 PM.
Smoking in residential areas	The odour from the significant cigarettes; seems that people who drink smoke a lot. All the cigarettes are either butted on the ground [causing an environmental hazard as well as being unsightly]; are thrown 'hot' onto the dry grass or into the flower beds where there is bark mulch etc. [causing a significant fire hazard]. In addition vehicles are being driven and hot cigarettes are being thrown out of the vehicles. I recently spoke with a Richmond Fire Fighter who told me in	If the permit is allowed then Richmond MUST initiate a 'smoke free zone' on the residential streets around the mall [24/7] from Alderbridge to Odlin and from Garden City to No. 4 Road covering all the residential areas and the Mall itself. The City Smoking bylaws and WorkSafeBC regulations of no smoking within 6 metre of an entry or air intake or in a covered area such as the Walmart parking and restaurants with patios is simply not being enforced. The enforcement and issuing of tickets for those caught can be enforced by bylaw officers and the Police surveillance outlined under noise levels.

	the past few weeks they have had 2 calls for fires from lit cigarettes in the area.	
Speeding and noisy vehicles [particularly on Alexandra Road]	Vehicles come out of the Mall, generally after midnight to about 12:30 AN at excessive speeds and noise not only is a noise disturbance but a safety hazard as someone will be killed sooner or later.	This needs enforcement during the day but after closing for sure. With 2 additional hours the problems noted in all 3 issues will grow and get worse without some regulation [no smoking in the area] and increased police presence.

With respect to the smoking Richmond has said they support a 'Green and Clean' approach to our environment. Cigarette smoke and 'vapes' are causing a significant load on Richmond's carbon footprint but our council has to date chosen to ignore the problem

This is an opportunity to begin the process and if done the application could be accepted.

Ken Waldman
225-9399 Alexandra Road
Richmond, BC
V6X 0L7

City of Richmond Interactive Map



628.8 0 314.40 628.8 Meters

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

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City of Richmond

Report to Committee

To: General Purposes Committee **Date:** July 26, 2017
From: Carli Edwards, P.Eng.
Manager, Customer Services and Licencing **File:** 12-8275-01/2017-Vol
01
Re: **Business Regulation Bylaw No. 7538, Amendment Bylaw No 9743**
8181 Cambie Rd Unit 1000

Staff Recommendation

That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9743 which amends Schedule A of Bylaw No. 7538, to remove the address of 7951 Alderbridge Way Unit 140 and replace with the address at 8181 Cambie Rd Unit 1000 among the sites that permit an Amusement Centre to operate, to permit the business Espot to relocate, be given first second and third readings.

Carli Edwards, P.Eng.
Manager, Customer Services and Licencing
(604-276-4136)

Att. 1

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

Staff Report

Origin

One of the categories of regulated businesses in Richmond is Amusement Centre which contain Amusement Machines, defined in the Business Regulation Bylaw No. 7538 as:

A machine on which mechanical, electrical, automatic or computerized games are played for amusement or entertainment, and for which a coin or token must be inserted or a fee charged for use, and includes machines used for the purposes of gambling.

The Business Regulation Bylaw No. 7538 restricts a business from operating with more than four amusement machines unless the location is listed in Schedule A of the bylaw.

This report deals with an application received from Esport Entertainment Inc., (hereinafter referred to as Esport) to operate a 26 table Pool Hall and an Amusement Centre with a 132 machines from premises situated at 8181 Cambie Road Unit 1000. This premises is not listed as an approved address on Schedule A which permits more than four amusement machines.

Esport formerly operated at 7951 Alderbridge Way Unit 140. Esport has operated a Pool Hall and Amusement Centre from this location since October of 2000, but under the current ownership since November of 2009.

Analysis

Amusement Centre regulations and definitions cover different types of amusement machines such as 3D virtual reality computerized games, computer games in the Internet Café and the traditional Arcades. Amusement Centres are a regulated business because of their potential to impact the community, including their historic role of potentially attracting criminal activity. The City has imposed regulations to minimize this risk including restricted operating hours, prohibition on children under 15 to be present during school hours and rules prohibiting gambling, fighting, consumption of alcohol, etc. These businesses may be inspected from time to time to ensure regulatory compliance of the regulations.

Esport has received one Municipal Ticket Information (MTI) under the current owner in 2011 for operating outside permitted hours. City of Richmond received the following information from Cst. WIRTH, of the Richmond R.C.M.P.

- *Cst Wirth of Richmond RCMP attended on March 27, 2011 at 2:26 am and issued MTI M 52526 for operating outside permitted hours, 1 hour and 26 minutes past closing. RCMP File # 2011-51*

The fine of \$100.00 was paid on April 12, 2011 and there has not been any further violations observed since this incident.

The location the applicant is intending to operate is zoned Hotel Commercial (ZC1) – Aberdeen Village (City Centre), which permits among other uses, Amusement Centre. The unit is situated on the ground floor of a multi-level commercial building. This zone provides for hotel and other

compatible uses. There are currently forty nine commercial businesses operating on this property. Businesses range from various permitted uses such as: education, commercial; recreation, indoor; liquor primary establishment; office; restaurant; retail, general and amusement centre. This property is situated at the corner of No 3 Road and Cambie Road, (Attachment1)

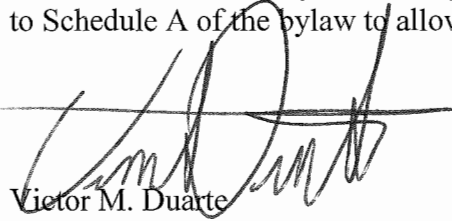
RCMP Police were contacted and have responded that they have no concerns with this application. In addition to the bylaw amendment, the applicant will be required to ensure that the premises meets all building, health and fire codes before a Business Licence would be issued.

Financial Impact

None

Conclusion

Amusement Centres are regulated under the City's Business Regulation Bylaw No. 7538 and staff are recommending that the applicant's request for 8181 Cambie Road Unit 1000, be added to Schedule A of the bylaw to allow more than four amusement machines to be operated.

A handwritten signature in black ink, appearing to read 'Victor M. Duarte', is written over a horizontal line.

Victor M. Duarte
Supervisor Business Licence
(604-276-4389)

VMD:vmd

Att. 1: Aerial View Map

City of Richmond Interactive Map



52.4 0 26.20 52.4 Meters

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

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**Business Regulation Bylaw No. 7538
Amendment Bylaw No. 9743**

The Council of the City of Richmond enacts as follows:

1. That Business Regulation Bylaw No. 7538, as amended, is further amended by removing the following address in Schedule A item 1.

Civic Address	Civic Number	Original Bylaw Reference
1. Alderbridge Way	7951 Unit 140	7147

And adding the following in Schedule A item 1.

Civic Address	Civic Number	Original Bylaw Reference
1. Cambie Road	8181 Unit 1000	9743

2. This Bylaw is cited as “**Business Regulation Bylaw No.7538, Amendment Bylaw No. 9743**”.

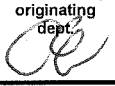

FIRST READING

SECOND READING

THIRD READING

LEGAL REQUIREMENTS SATISFIED

ADOPTED

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

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Planning Committee **Date:** August 15, 2017
From: Cathryn Volkering Carlile
General Manager, Community Services **File:** 08-4057-01/2017
Re: **Housing Agreement Bylaw No. 9739 to Permit the City of Richmond to Secure Affordable Housing Units located at 7100 Elmbridge Way (Landa Elmbridge Holdings Ltd.)**

Staff Recommendation

That Housing Agreement (7100 Elmbridge Way) Bylaw No. 9739 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 483 of the *Local Government Act*, to secure the Affordable Housing Units required by the Development Permit DP – 15-700007.

Cathryn Volkering Carlile
General Manager, Community Services
(604-276-4068)

Att. 2

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

Origin

The purpose of this report is to recommend that Council adopt Housing Agreement Bylaw No. 9739 (Attachment 1) to secure approximately 1,215 m² (13,076 ft²) or 14 affordable housing units in the proposed development located at 7100 Elmbridge Way (Attachment 2).

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

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

This report and bylaw also supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

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

Strategic Direction #1: Expand Housing Choices

As well, this report and bylaw are consistent with the Richmond Affordable Housing Strategy, adopted on May 28, 2007, which specifies the creation of affordable low end market rental units as a key housing priority for the City.

Landa Elmbridge Holdings Ltd. has applied to the City for issuance of a Development Permit in order to construct a 15-storey, mixed commercial and residential use podium and tower building with 24,295 m² (261,512 ft²) of residential floor area at 7100 Elmbridge Way. The site is zoned "Downtown Commercial (CDT1)". There is no rezoning associated with this proposal.

The Development Permit was endorsed by the Development Permit Panel on June 14, 2017. The registration of a Housing Agreement and Housing Covenant are conditions of the Development Permit, which secures 14 affordable housing units with maximum rental rates and tenant income as established by the City's Affordable Housing Strategy.

The proposed Housing Agreement Bylaw for the subject development (Bylaw No. 9739) is presented as attached. It is recommended that the Bylaw be introduced and given first, second and third readings. Following adoption of the Bylaw, the City will be able to execute the Housing Agreement and arrange for notice of the agreement to be filed in the Land Title Office.

Analysis

The subject development application involves a development consisting of approximately 257 market dwelling units, with an additional 14 affordable rental housing units. The affordable housing units anticipated to be delivered are as follows:

Unit Type	Number of Units	Maximum Monthly Unit Rent	Total Maximum Household Income
1 bedroom	5	\$950	\$38,000 or less
2 bedroom	4	\$1,162	\$46,500 or less
3 bedroom	5	\$1,437	\$57,500 or less
Total	14		

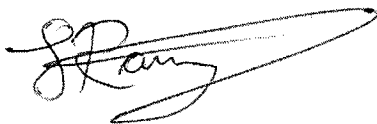
The Housing Agreement restricts the annual household incomes for eligible occupants and specifies that the units must be made available at low-end market rental rates in perpetuity. The Housing Agreement also specifies that occupants of the affordable housing units shall have unlimited access to all on-site indoor and outdoor amenity spaces as well as the required affordable housing parking spaces. The applicant has agreed to the terms and conditions of the attached Housing Agreement, and to register notice of the Housing Agreement on title to secure the 14 affordable rental housing units.

Financial Impact

None.

Conclusion

In accordance with the *Local Government Act* (Section 483), adoption of Bylaw No. 9739 is required to permit the City to enter into a Housing Agreement which together with the housing covenant will act to secure 14 affordable rental units that are proposed in association with Development Permit DP – 15-700007.



Joyce Rautenberg
Affordable Housing Coordinator
(604-247-4916)

Att. 1: Bylaw No. 9739, Schedule A
Att. 2: Map of Subject Property



Housing Agreement (Landa Elmbridge Holdings Ltd.) Bylaw No. 9739

The Council of the City of Richmond enacts as follows:

1. The Mayor and City Clerk for the City of Richmond are authorized to execute and deliver a housing agreement, substantially in the form set out as Schedule A to this Bylaw, with the owner of the lands legally described as:

PID: 003-833-887 Lot 83 Section 5 Block 4 North Range 6 West New
Westminster District Plan 36650;

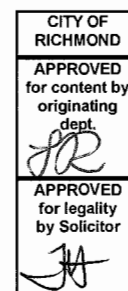
2. This Bylaw is cited as **"Housing Agreement (Landa Elmbridge Holdings Ltd.) Bylaw No. 9739"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED



MAYOR

CORPORATE OFFICER

Bylaw 9739

Schedule A

To Housing Agreement (Landa Elmbridge Holdings Ltd.) Bylaw No. 9739

HOUSING AGREEMENT BETWEEN LANDA ELMBRIDGE HOLDINGS LTD. AND THE
CITY OF RICHMOND

HOUSING AGREEMENT
(Section 483 *Local Government Act*)

THIS AGREEMENT is dated for reference August 21, 2017,

BETWEEN:

LANDA ELMBRIDGE HOLDINGS LTD. (INC. NO. BC1007449), a company duly incorporated under the laws of the Province of British Columbia and having its registered office at 1550-200 Burrard Street, Vancouver, British Columbia, V6C 3L6

(the “**Owner**” as more fully defined in section 1.1 of this Agreement)

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**” as more fully defined in section 1.1 of this Agreement)

WHEREAS:

- A. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- B. The Owner is the owner of the Lands (as hereinafter defined); and
- C. The Owner and the City wish to enter into this Agreement (as herein defined) to provide for affordable housing on the terms and conditions set out in this Agreement,

In consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

ARTICLE 1 DEFINITIONS AND INTERPRETATION

1.1 In this Agreement the following words have the following meanings:

- (a) **"Affordable Housing Strategy"** means the Richmond Affordable Housing Strategy approved by the City on May 28, 2007, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;
- (b) **"Affordable Housing Unit"** means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit charged by this Agreement;
- (c) **"Agreement"** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (d) **"Building Permit"** means the building permit authorizing construction on the Lands, or any portion(s) thereof;
- (e) **"City"** means the City of Richmond;
- (f) **"CPI"** means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
- (g) **"Daily Amount"** means \$100.00 per day as of January 1, 2009 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2009, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
- (h) **"Development"** means the mixed-use residential and commercial development to be constructed on the Lands;
- (i) **"Development Permit"** means the development permit authorizing development on the Lands, or any portion(s) thereof;

- (j) **“Director of Development”** means the individual appointed to be the chief administrator from time to time of the Development Applications Division of the City and his or her designate;
- (k) **“Dwelling Unit”** means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (l) **“Eligible Tenant”** means a Family having a cumulative annual income of:
 - (i) in respect to a bachelor unit, \$34,000 or less;
 - (ii) in respect to a one-bedroom unit, \$38,000 or less;
 - (iii) in respect to a two-bedroom unit, \$46,500 or less; or
 - (iv) in respect to a three or more bedroom unit, \$57,500 or less

provided that, commencing January 1, 2018, the annual incomes set-out above shall be adjusted annually on January 1st of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the annual incomes set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant’s permitted income in any particular year shall be final and conclusive;

- (m) **“Family”** means:
 - (i) a person;
 - (ii) two or more persons related by blood, marriage or adoption; or
 - (iii) a group of not more than 6 persons who are not related by blood, marriage or adoption
- (n) **“Housing Covenant”** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to Section 219 of the *Land Title Act*) charging the Lands, dated for reference September __, 2017, and registered under number CA_____, as it may be amended or replaced from time to time;

- (o) **“Interpretation Act”** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (p) **“Land Title Act”** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (q) **“Lands”** means PID: 003-833-887, Lot 83, Section 5, Block 4 North, Range 6 West, New Westminster District Plan 36650, and including a building or a portion of a building, into which said land(s) is or are Subdivided;
- (r) **“Local Government Act”** means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (s) **“LTO”** means the New Westminster Land Title Office or its successor;
- (t) **“Manager, Community Social Development”** means the individual appointed to be the Manager, Community Social Development from time to time of the Community Services Department of the City and his or her designate;
- (u) **“Owner”** means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;
- (v) **“Permitted Rent”** means no greater than:
 - (i) \$850.00 a month for a bachelor unit;
 - (ii) \$950.00 a month for a one-bedroom unit;
 - (iii) \$1,162.00 a month for a two-bedroom unit; and
 - (iv) \$1,437.00 a month for a three (or more) bedroom unit,

provided that, commencing January 1, 2018, the rents set-out above shall be adjusted annually on January 1st of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the permitted rents set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

- (w) **“Real Estate Development Marketing Act”** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (x) **“Residential Tenancy Act”** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (y) **“Strata Property Act”** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (z) **“Subdivide”** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;
- (aa) **“Tenancy Agreement”** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (bb) **“Tenant”** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;

- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including".

ARTICLE 2

USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, "permanent residence" means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 The Owner agrees that notwithstanding that the Owner may otherwise be entitled, the Owner will not:
 - (a) be issued with a Development Permit unless the Development Permit includes the Affordable Housing Units;

- (b) be issued with a Building Permit unless the Building Permit includes the Affordable Housing Units; and
- (c) occupy, nor permit any person to occupy any Dwelling Unit or any portion of any building, in part or in whole, constructed on the Lands and the City will not be obligated to permit occupancy of any Dwelling Unit or building constructed on the Lands until all of the following conditions are satisfied:
 - (i) the Affordable Housing Units and related uses and areas have been constructed to the satisfaction of the City;
 - (ii) the Affordable Housing Units have received final building permit inspection granting occupancy; and
 - (iii) the Owner is no otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the development of the Lands.

ARTICLE 3

DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit Tenancy Agreement to be subleased or assigned.
- 3.2 If this Housing Agreement encumbers more than one Affordable Housing Unit, then the Owner may not, without the prior written consent of the City Solicitor, sell or transfer less than five (5) Affordable Housing Units in a single or related series of transactions with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than five (5) Affordable Housing Units.
- 3.3 If the Owner sells or transfers one (1) or more Affordable Housing Units, the Owner will notify the City Solicitor of the sale or transfer within 3 days of the effective date of sale or transfer.
- 3.4 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
 - (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;

- (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all on-site common indoor and outdoor amenity spaces;
- (d) the Owner will not require the Tenant or any permitted occupant to pay any move-in/move-out fees, strata fees, strata property contingency reserve fees or any extra charges or fees for use of any common property, limited common property, or other common areas, facilities or amenities, including without limitation parking, bicycle storage, electric vehicle charging stations or related facilities, or for sanitary sewer, storm sewer, water, other utilities, property or similar tax; provided, however, that if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, an Owner may charge the Tenant the Owner's cost, if any, of providing cable television, telephone, other telecommunications, gas, or electricity fees, charges or rates;
- (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
- (f) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
- (g) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
 - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
 - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(l) of this Agreement;
 - (iii) the Affordable Housing Unit is occupied by more than the number of people the City's building inspector determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
 - (iv) the Affordable Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent; and/or
 - (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for section 3.4(g)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(l) of this Agreement*], the notice of termination shall provide that the termination of the tenancy shall be effective

30 days following the date of the notice of termination. In respect to section 3.4(g)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (h) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
 - (i) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.
- 3.5 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.

ARTICLE 4 DEMOLITION OF AFFORDABLE HOUSING UNIT

- 4.1 The Owner will not demolish an Affordable Housing Unit unless:
- (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
 - (b) the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion,

and, in each case, a demolition permit for the Affordable Housing Unit has been issued by the City and the Affordable Housing Unit has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation will have no force and effect.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation.
- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle charging stations or related facilities, notwithstanding that the Strata Corporation may levy such parking, bicycle storage, electric vehicle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units; provided, however, that the electricity fees, charges or rates for use of electric vehicle charging stations are excluded from this provision.
- 5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations or related facilities, except, subject to section 5.5 of this Agreement, on the same basis that governs the use and enjoyment of any common property, limited common property and other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations and related facilities, by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if an Affordable Housing Unit is used or occupied in breach of this Agreement or rented at a rate in excess of the

Permitted Rent or the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant, the Owner will pay the Daily Amount to the City for every day that the breach continues after forty-five (45) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.

- 6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant shall also constitute a default under this Agreement.

ARTICLE 7 MISCELLANEOUS

7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 483 of the *Local Government Act* prior to the Lands having been Subdivided, and it is the intention that this Agreement is, once separate legal parcels are created and/or the Lands are subdivided, to charge and secure only the legal parcels or Subdivided Lands which contain the Affordable Housing Units, then the City Solicitor shall be entitled, without further City Council approval, authorization or bylaw, to partially discharge this Agreement accordingly. The Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement shall be and remain in full force and effect and, but for the partial discharge, otherwise unamended. Further, the Owner acknowledges and agrees that in the event that the Affordable Housing Unit is in a strata corporation, this Agreement shall remain noted on the strata corporation's common property sheet.

7.2 No Compensation

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the

market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

7.3 **Modification**

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.4 **Management**

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.5 **Indemnity**

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.6 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

7.7 Survival

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

7.8 Priority

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

7.9 City's Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.10 Agreement for Benefit of City Only

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.11 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.12 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

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

And to: City Solicitor
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.13 Enuring Effect

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.14 Severability

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

7.15 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.16 Sole Agreement

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.17 Further Assurance

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.18 Covenant Runs with the Lands

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

7.19 Equitable Remedies

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.20 No Joint Venture

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

7.21 Applicable Law

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.22 Deed and Contract

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.23 Joint and Several

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

7.23 Limitation on Owner's Obligations


The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

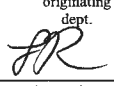

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

LANDA ELMBRIDGE HOLDINGS LTD. (INC. NO. BC1007449)

by its authorized signatory(ies):

Per: 
Name: _____

Per: 
Name: _____

<p>CITY OF RICHMOND</p> <p>APPROVED for content by originating dept.</p> <p></p>
<p>APPROVED for legality by Solicitor</p> <p></p>
<p>DATE OF COUNCIL APPROVAL</p>

CITY OF RICHMOND

by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
David Weber, Corporate Officer

Appendix A to Housing Agreement

STATUTORY DECLARATION

CANADA)	IN THE MATTER OF A
)	HOUSING AGREEMENT WITH
PROVINCE OF BRITISH COLUMBIA)	THE CITY OF RICHMOND
)	("Housing Agreement")

TO WIT:

I, _____ of _____, British Columbia, do solemnly declare that:

1. I am the owner or authorized signatory of the owner of _____ (the "Affordable Housing Unit"), and make this declaration to the best of my personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of the Affordable Housing Unit.
3. For the period from _____ to _____, the Affordable Housing Unit was occupied only by the Eligible Tenants (as defined in the Housing Agreement) whose names and current addresses and whose employer's names and current addresses appear below:

[Names, addresses and phone numbers of Eligible Tenants and their employer(s)]

4. The rent charged each month for the Affordable Housing Unit is as follows:
 - (a) the monthly rent on the date 365 days before this date of this statutory declaration: \$_____ per month;
 - (b) the rent on the date of this statutory declaration: \$_____; and
 - (c) the proposed or actual rent that will be payable on the date that is 90 days after the date of this statutory declaration: \$_____.
5. I acknowledge and agree to comply with the Owner's obligations under the Housing Agreement, and other charges in favour of the City noted or registered in the Land Title Office against the land on which the Affordable Housing Unit is situated and confirm that the Owner has complied with the Owner's obligations under the Housing Agreement.

6. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

DECLARED BEFORE ME at the City of _____)
_____, in the Province of British Columbia, this _____ day of _____)
_____, 20____.)

A Commissioner for Taking Affidavits in the Province of British Columbia)

DECLARANT

PRIORITY AGREEMENT

UNITED OVERSEAS BANK LIMITED (the "**Chargeholder**") is the holder of a Mortgage and Assignment of Rents encumbering the Lands, which Mortgage and Assignment of Rents were registered in the Lower Mainland Land Title Office under numbers CA5897454 and CA5897455, respectively (together, the "**Charges**").

The Chargeholder, being the holder of the Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Chargeholder), hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall bind the Charges in the Lands and shall rank in priority upon the Lands over the Charges as if the Housing Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Charges and prior to the advance of any monies pursuant to the Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

UNITED OVERSEAS BANK LIMITED

by its authorized signatory(ies):

Per:

Name:

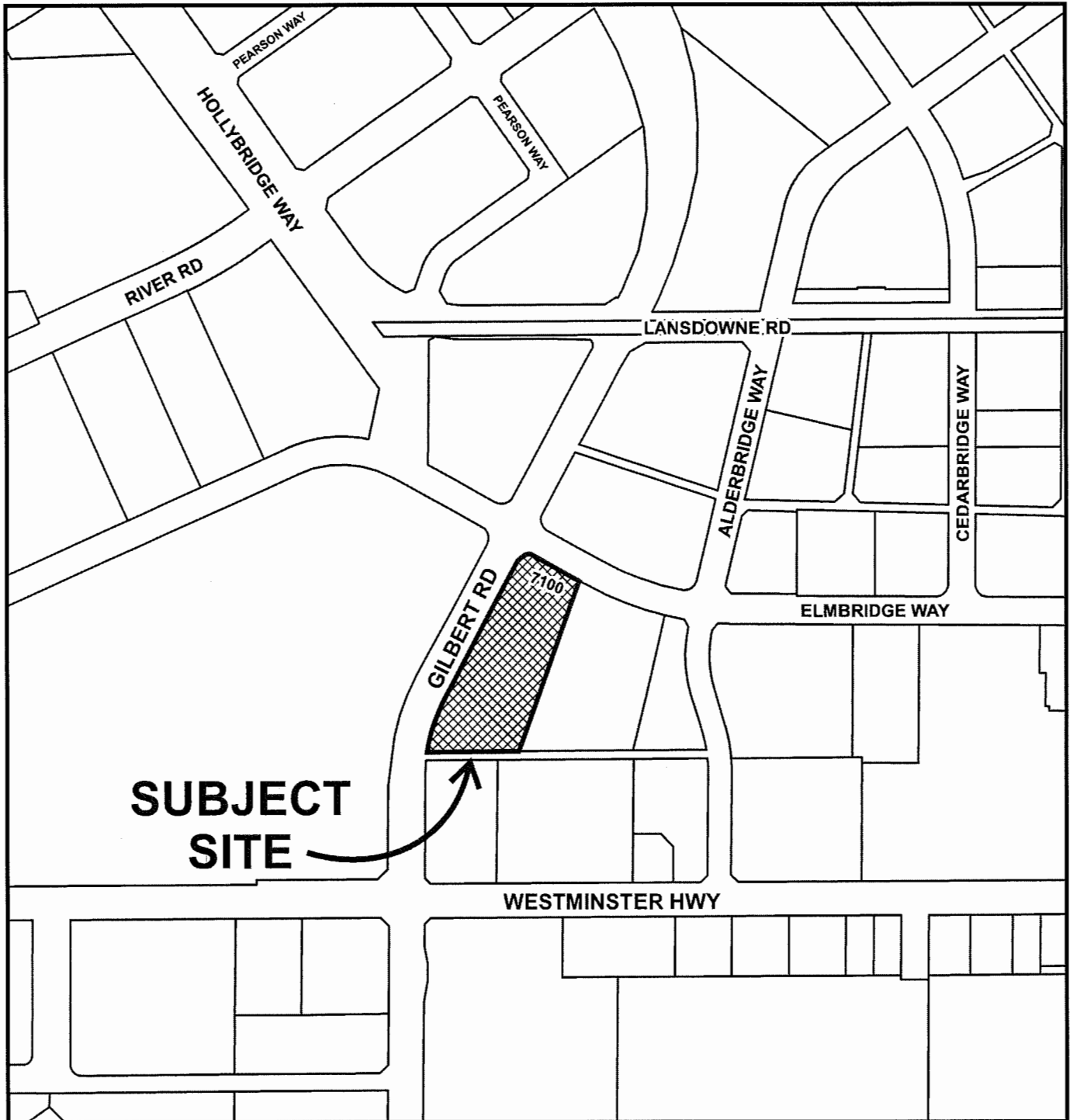

Jane Taylor
VP, Corporate Banking

Per:

Name:



City of
Richmond



**SUBJECT
SITE**

7100

WESTMINSTER HWY



7100 Elmbridge Way

Original Date: 08/16/17

Revision Date:

Note: Dimensions are in METRES



City of Richmond

Report to Committee

To: Planning Committee **Date:** August 15, 2017
From: Cathryn Volkering Carlile
General Manager, Community Services **File:** 08-4057-01/2017
Re: **Housing Agreement Bylaw No. 9544, Amendment Bylaw No. 9754 to Permit the City of Richmond to Secure Affordable Housing Units located at 9251 & 9291 Alexandra Road (1083465 B.C. Ltd)**

Staff Recommendation

That Housing Agreement (9251 & 9291 Alexandra Road) Bylaw No. 9544, Amendment Bylaw No. 9754, be introduced and given first, second, and third readings to permit the City to amend the existing Housing Agreement pursuant to an Amending Agreement substantially in the form attached as Schedule A to the bylaw, in accordance with the requirements of s. 905 of the *Local Government Act*, to secure the Affordable Housing Units required by Development Permit Application DP 12-613923.

Cathryn Volkering Carlile
General Manager, Community Services
(604-276-4068)

Att. 2

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

Staff Report

Origin

The purpose of this report is to recommend that Council adopt Housing Agreement Bylaw No. 9544 (Attachment 1), Amendment Bylaw No. 9754, to secure 631.5 m² (6797.5 ft²) or eight affordable housing units in the proposed development located at 9251 & 9291 Alexandra Road (Attachment 2).

Amendment Bylaw No. 9754 reflects the ownership change of the site from 0911243 BC Ltd. – Incorp. #BC0911243 to 1083465 B.C. Ltd. – Incorp. #BC1083465. Due to changes in ownership, the Housing Agreement must be amended by bylaw to reflect the new arrangement

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

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

This report and bylaw supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

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

Strategic Direction #1: Expand Housing Choices

This report and bylaw are also consistent with the Richmond Affordable Housing Strategy, adopted on May 28, 2007, which specifies the creation of affordable low end market rental units as a key housing priority for the City.

Jingon Development Group has applied to the City for permission to develop two four-storey buildings with a small commercial area (185.8m² or 2,000ft²) on the ground floor fronting onto Alexandra Road, over one level of underground parking at 9251 and 9291 Alexandra Road. The sites are vacant. The site is being rezoned from "Single Detached (RS1F)" to "Residential/Limited Commercial (ZMU20) – Alexandra Neighbourhood (West Cambie)." At the Public Hearing, held June 20, 2011, Council gave second and third reading to the rezoning (RZ 10-534751) for the overall development. The proposed development will introduce approximately 132 units of residential apartments, including eight units; will be secured as affordable housing units in accordance with the City's Affordable Housing Strategy.

The Development Permit was endorsed by the Development Permit Panel on February 27, 2013; the final endorsement is subject to a Housing Agreement being registered on title to secure eight affordable housing units with maximum rental rates and tenant income as established by the City's Affordable Housing Strategy. The proposed Housing Agreement Bylaw for the subject

development (Bylaw No. 9544) is presented as attached. It is recommended that the Bylaw be introduced and given first, second and third readings. Following adoption of the Bylaw, the City will be able to execute the Housing Agreement and arrange for notice of the agreement to be filed in the Land Title Office.

Analysis

The subject development application involves a development consisting of approximately 132 residential units, including eight affordable rental housing units. The affordable housing units anticipated to be delivered are as follows:

Unit Type	Number of Units	Maximum Monthly Rent	Total Household Annual Income
1 bedroom	1	\$950	\$38,000 or less
2 bedroom	7	\$1,162	\$46,500 or less
	8 units		

The Housing Agreement restricts the annual household incomes for eligible occupants and specifies that the units must be made available at low-end-market rent rates in perpetuity. The Agreement includes provisions for annual adjustment of the maximum annual housing incomes and rental rates in accordance with City requirements. The Agreement also specifies that occupants of the affordable housing units shall have unlimited access to all on-site indoor and outdoor amenity spaces (i.e. parking spaces). The applicant has agreed to the terms and conditions of the attached Housing Agreement, and to register notice of the Housing Agreement on title to secure the eight affordable rental housing units.

Financial Impact

None.

Conclusion

In accordance with the *Local Government Act* (Section 483), adoption of Bylaw No. 9544 is required to permit the City to enter into a Housing Agreement which together with the housing covenant will act to secure eight affordable rental units that are proposed in association with Development Permit Application 12-613923.



Joyce Rautenberg
Affordable Housing Coordinator
(604-247-4916)

- Att. 1: Bylaw No. 9544, Amendment Bylaw No. 9754
2: Map of Subject Property



**Housing Agreement (9251 Alexandra Road) Bylaw No. 9544,
Amendment Bylaw No. 9754**

The Council of the City of Richmond enacts as follows:

1. The Mayor and Corporate Officer for the City of Richmond are authorized to execute and deliver a housing agreement amendment, substantially in the form set out in Schedule A to this Bylaw, with the owner of the lands legally described as:

PID: 000-635-987 West Half Lot 24, Block B, Section 34, Block 5, North Range 6 West,
New Westminster District Plan 1224.

2. This Bylaw is cited as **"Housing Agreement (9251 Alexandra Road) Bylaw No. 9227, Amendment Bylaw No. 9754"**.

FIRST READING

SECOND READING

THIRD READING

LEGAL REQUIREMENTS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER

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

Schedule A to Bylaw No. 9754

To Housing Agreement (9251 Alexandra Road) Bylaw No. 9227, Amendment Bylaw No. 9754

AMENDMENT TO HOUSING AGREEMENT BETWEEN the City of Richmond and 1083465
B.C. Ltd

HOUSING AGREEMENT
(Section 483 *Local Government Act*)

THIS AGREEMENT is dated for reference the 18 day of August, 2017.

BETWEEN:

1083465 B.C. LTD. (Incorporation No. BC1083465),
a company duly incorporated under the laws of the Province of British
Columbia and having its registered office at 201 – 201 -6011
Westminster Highway, Richmond, British Columbia, V7V 4V4

(the “Owner” as more fully defined in section 1.1 of this
Agreement)

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” as more fully defined in section 1.1 of this Agreement)

WHEREAS:

- A. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- B. The Owner is the owner of the Lands (as hereinafter defined); and
- C. The Owner and the City wish to enter into this Agreement (as herein defined) to provide for affordable housing on the terms and conditions set out in this Agreement,

In consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

ARTICLE 1 DEFINITIONS AND INTERPRETATION

1.1 In this Agreement the following words have the following meanings:

- (a) **"Affordable Housing Unit"** means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit charged by this Agreement;
- (b) **"Agreement"** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (c) **"City"** means the City of Richmond;
- (d) **"CPI"** means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
- (e) **"Daily Amount"** means \$100.00 per day as of January 1, 2009 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2009, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
- (f) **"Dwelling Unit"** means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (g) **"Eligible Tenant"** means a Family having a cumulative annual income of:
 - (i) in respect to a bachelor unit, \$34,000 or less;
 - (ii) in respect to a one bedroom unit, \$38,000 or less;
 - (iii) in respect to a two bedroom unit, \$46,500 or less; or
 - (iv) in respect to a three or more bedroom unit, \$57,500 or less

provided that, commencing July 1, 2013, the annual incomes set-out above shall, in each year thereafter, be adjusted, plus or minus, by adding or subtracting therefrom, as the case may be, an amount calculated that is equal to the Core Need Income Threshold data and/or other applicable data produced by Canada Mortgage Housing Corporation in the years when such data is released. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted income in any particular year shall be final and conclusive;

- (h) **"Family"** means:
 - (i) a person;
 - (ii) two or more persons related by blood, marriage or adoption; or
 - (iii) a group of not more than 6 persons who are not related by blood, marriage or adoption
- (i) **"Housing Covenant"** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the *Land Title Act*) charging the Lands registered on ____ day of _____, 2017, under number _____, as it may be amended or replaced from time to time;
- (j) **"Interpretation Act"** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (k) **"Land Title Act"** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (l) **"Lands"** means the following lands and premises situate in the City of Richmond and, including a building or a portion of a building, into which said land is Subdivided:

PID: No PID, Lot A Section 34 Block 5 North Range 6 West New Westminster District Plan EPP59694
- (m) **"Local Government Act"** means the *Local Government Act*, R.S.B.C. 1996, Chapter 323, together with all amendments thereto and replacements thereof;
- (n) **"LTO"** means the New Westminster Land Title Office or its successor;
- (o) **"Owner"** means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are

Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;

(p) **“Permitted Rent”** means no greater than:

- (i) \$850.00 a month for a bachelor unit;
- (ii) \$950.00 a month for a one bedroom unit;
- (iii) \$1,162.00 a month for a two bedroom unit; and
- (iv) \$1,437.00 a month for a three (or more) bedroom unit,

provided that, commencing July 1, 2013, the rents set-out above shall, in each year thereafter, be adjusted, plus or minus, by adding or subtracting therefrom, as the case may be, an amount calculated that is equal to the Core Need Income Threshold data and/or other applicable data produced by Canada Mortgage Housing Corporation in the years when such data is released. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

(q) **“Real Estate Development Marketing Act”** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;

(r) **“Residential Tenancy Act”** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;

(s) **“Strata Property Act”** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;

(t) **“Subdivide”** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;

(u) **“Tenancy Agreement”** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and

(v) **“Tenant”** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including".

ARTICLE 2
USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the

form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.

- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.

ARTICLE 3 DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit Tenancy Agreement to be subleased or assigned.
- 3.2 If this Housing Agreement encumbers more than one Affordable Housing Unit, then the Owner may not, without the prior written consent of the City Solicitor, sell or transfer less than five (5) Affordable Housing Units in a single or related series of transactions with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than five (5) Affordable Housing Units.
- 3.3 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
 - (c) the Owner will not require the Tenant or any permitted occupant to pay any strata fees, strata property contingency reserve fees or any extra charges or fees for use of any common property, limited common property, or other common areas, facilities or amenities, or for sanitary sewer, storm sewer, water, other utilities, property or similar tax; provided, however, if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, an Owner may charge the Tenant the Owner's cost, if any, of providing cablevision, telephone, other telecommunications, gas, or electricity fees, charges or rates;
 - (d) the Owner will attach a copy of this Agreement to every Tenancy Agreement;

- (e) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
- (f) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
 - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
 - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(g) of this Agreement;
 - (iii) the Affordable Housing Unit is occupied by more than the number of people the City's building inspector determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
 - (iv) the Affordable Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent; and/or
 - (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for section 3.3(f)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(g) of this Agreement*], the notice of termination shall provide that the termination of the tenancy shall be effective 30 days following the date of the notice of termination. In respect to section 3.3(f)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (g) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
- (h) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.

3.4 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.

ARTICLE 4 DEMOLITION OF AFFORDABLE HOUSING UNIT

- 4.1 The Owner will not demolish an Affordable Housing Unit unless:
- (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
 - (b) the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion,

and, in each case, a demolition permit for the Affordable Housing Unit has been issued by the City and the Affordable Housing Unit has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation will have no force and effect.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any common property, limited common property or other common areas, facilities, or amenities of the strata corporation.
- 5.5 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation except on the same basis that governs

the use and enjoyment of any common property, limited common property or other common areas, facilities or amenities of the strata corporation by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if an Affordable Housing Unit is used or occupied in breach of this Agreement or rented at a rate in excess of the Permitted Rent or the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant, the Owner will pay the Daily Amount to the City for every day that the breach continues after forty-five (45) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.
- 6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant shall also constitute a default under this Agreement.

ARTICLE 7 MISCELLANEOUS

7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 905 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 483 of the *Local Government Act* prior to the Lands having been Subdivided, and it is the intention that this Agreement is, once separate legal parcels are created and/or the Lands are subdivided, to charge and secure only the legal parcels or Subdivided Lands which contain the Affordable Housing Units, then the City Solicitor shall be entitled, without further City Council approval, authorization or bylaw, to partially discharge this Agreement accordingly. The

Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement shall be and remain in full force and effect and, but for the partial discharge, otherwise unamended. Further, the Owner acknowledges and agrees that in the event that the Affordable Housing Unit is in a strata corporation, this Agreement shall remain noted on the strata corporation's common property sheet.

7.2 **Modification**

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.3 **Management**

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.4 **Indemnity**

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (c) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.5 **Release**

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators,

personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement; and/or
- (b) the exercise by the City of any of its rights under this Agreement or an enactment.

7.6 Survival

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

7.7 Priority

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

7.8 City's Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.9 Agreement for Benefit of City Only

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and

- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.10 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.11 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

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

And to: City Solicitor
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.12 Enuring Effect

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.13 Severability

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

7.14 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising

any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.15 Sole Agreement

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.16 Further Assurance

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.17 Covenant Runs with the Lands

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

7.18 Equitable Remedies

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.19 No Joint Venture

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

7.20 Applicable Law

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.21 Deed and Contract

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.22 Joint and Several

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

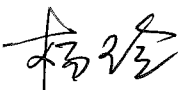
7.23 Limitation on Owner's Obligations

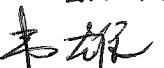
The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

1083465 B.C. LTD.

by its authorized signatory(ies):

Per: 
Name: LING YANG

Per: 
Name: XIONG WEI

CITY OF RICHMOND

by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
David Weber, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor

DATE OF COUNCIL APPROVAL

Appendix A to Housing Agreement

STATUTORY DECLARATION

CANADA)	IN THE MATTER OF A
)	HOUSING AGREEMENT WITH
PROVINCE OF BRITISH COLUMBIA)	THE CITY OF RICHMOND
)	("Housing Agreement")

TO WIT:

I, _____ of _____, British Columbia, do solemnly declare that:

1. I am the owner or authorized signatory of the owner of _____ (the "Affordable Housing Unit"), and make this declaration to the best of my personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of the Affordable Housing Unit.
3. For the period from _____ to _____, the Affordable Housing Unit was occupied only by the Eligible Tenants (as defined in the Housing Agreement) whose names and current addresses and whose employer's names and current addresses appear below:

[Names, addresses and phone numbers of Eligible Tenants and their employer(s)]

4. The rent charged each month for the Affordable Housing Unit is as follows:
 - (a) the monthly rent on the date 365 days before this date of this statutory declaration: \$_____ per month;
 - (b) the rent on the date of this statutory declaration: \$_____; and
 - (c) the proposed or actual rent that will be payable on the date that is 90 days after the date of this statutory declaration: \$_____.
5. I acknowledge and agree to comply with the Owner's obligations under the Housing Agreement, and other charges in favour of the City noted or registered in the Land Title Office against the land on which the Affordable Housing Unit is situated and confirm that the Owner has complied with the Owner's obligations under the Housing Agreement.

6. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

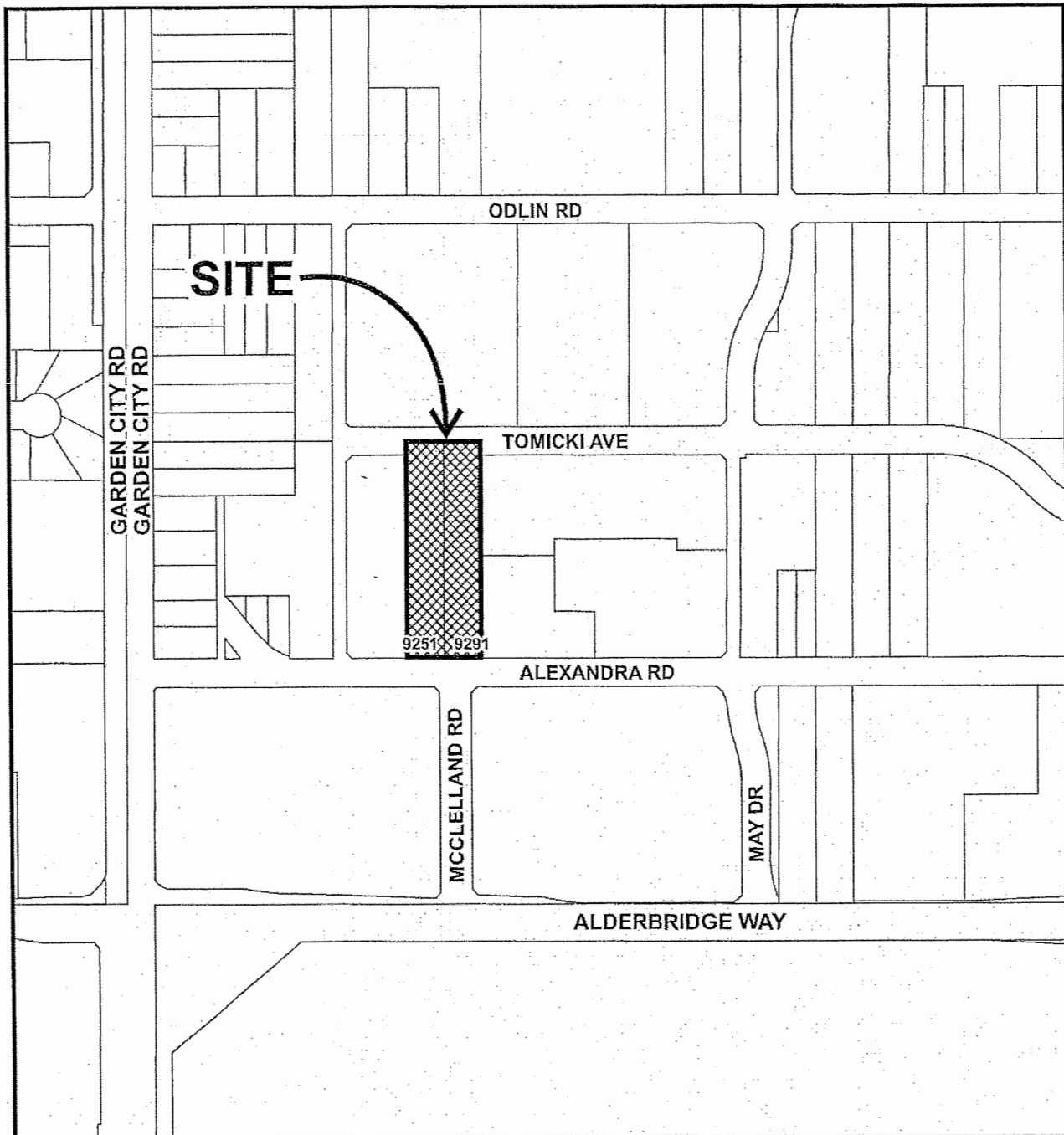
DECLARED BEFORE ME at the City of _____)
_____, in the Province of British Columbia, this _____ day of _____)
_____, 20____.)

A Commissioner for Taking Affidavits in the Province of British Columbia)

DECLARANT



City of
Richmond



9251 & 9291 Alexandra Road

Original Date: 06/14/16

Revision Date:

Note: Dimensions are in METRES



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development

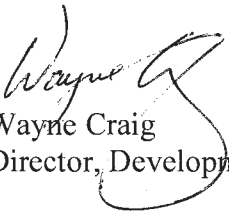
Date: August 21, 2017

File: RZ 16-732500

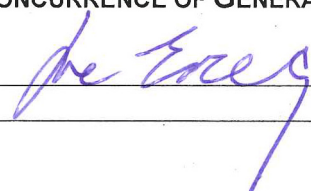
Re: Application by Westmark Development Ltd. for Rezoning at 7580 Ash Street from Single Detached (RS1/F) to Single Detached (RS2/E) and Single Detached (ZS14) – South McLennan (City Centre)

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9702, for the rezoning of 7580 Ash Street from the “Single Detached (RS1/F)” zone to the “Single Detached (RS2/E)” zone and the “Single Detached (ZS14) – South McLennan (City Centre)” zone, be introduced and given first reading.


Wayne Craig
Director, Development

WC:sds
Att. 6

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

Staff Report

Origin

Westmark Development Ltd. has applied to the City of Richmond for permission to rezone the property at 7580 Ash Street from the “Single Detached (RS1/F)” zone to the “Single Detached (RS2/E)” zone (western portion) and the “Single Detached (ZS14) – South McLennan (City Centre)” zone (eastern portion), to permit the property to be subdivided into two single-family lots. Vehicle access to the western lot is proposed from Ash Street and a new extension of Armstrong Street for the eastern lot (Attachment 1). The site is currently occupied by a newly constructed single-family dwelling located on the western portion of the lot, which will remain. A site survey showing the proposed subdivision plan is included in Attachment 2.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

Surrounding Development

Development immediately surrounding the site is as follows:

To the North & South: Single-family dwellings on lots zoned “Single Detached (RS1/F)” fronting Ash Street.

To the East: Property zoned “Single Detached (RS1/F)” and “Single Detached (ZS14) – South McLennan (City Centre)” with a pending Subdivision application to create five single-family lots.

To the West: Across Ash Street, the City-owned Paulik Park.

Related Policies & Studies

Official Community Plan/City Centre Area – McLennan South Sub-Area Plan

The Official Community Plan (OCP) land use designation for the subject property is “Neighbourhood Residential” (NRES). The City Centre Area – McLennan South Sub-Area Plan land use designation for the subject property is “Residential, Historic Single Family” (Attachment 4). The Plan identifies minimum lot sizes along Ash Street (minimum 18 m (59 ft.) frontage and 550 m² (5,920 ft²) area) and along Armstrong Street (minimum 11.3 m (37 ft.) frontage and 320 m² (3,444 ft²) area). The proposed lot along Ash Street will be approximately 20 m (66 ft.) wide and 845 m² (9,095 ft²) in area and the proposed lot along Armstrong Street will be approximately 20 m (66 ft.) wide and 830 m² (8,941 ft²) in area. The proposed rezoning and subdivision would comply with these designations and lot configuration requirements.

The Area Plan would allow for two adjacent lots to rezone and subdivide to create three lots fronting Armstrong Street. The applicant has contacted the adjacent property owners to make them aware of the application and to determine if they were interested in rezoning at this time.

The applicant has advised staff in writing that both property owners are aware of the proposal to create two lots (including one large lot fronting Armstrong Street), are not interested in pursuing redevelopment at this time and have no specific objections to the rezoning application as 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 prior to final adoption of the rezoning bylaw.

Public Consultation

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

Should the Planning Committee endorse this application and Council grant 1st reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Proposed Rezoning and Subdivision

The applicant is proposing to rezone the subject site and subdivide into two single-family lots, in order to retain the newly constructed single-family dwelling on the western portion of the site (proposed Lot A) and construct an additional dwelling on the eastern portion of the site (proposed Lot B). Two separate zones are required to accommodate the purpose, "Single Detached (RS2/E)" (west lot) and "Single Detached (ZS14) – South McLennan (City Centre)" (east lot). No further development is proposed on Lot A.

The applicant provided a signed and sealed plan from a registered BC Land Surveyor confirming the existing buildings and structures of proposed Lot A meet the setback, coverage and density requirements of the proposed "Single Detached (RS2/E)" zoning.

If the subject rezoning is approved, it is anticipated that 7560 Ash Street would rezone and subdivide into two lots (one fronting Ash Street and one fronting Armstrong Street) as is currently proposed for the subject site. It is further noted that there is an existing rezoning and subdivision application at 7540 Ash Street, which has received third reading, also proposing to create two lots (including one large lot fronting Armstrong Street).

Transportation and Site Access

Vehicle access to the western lot (Lot A) is to be from Ash Street and vehicle access to the eastern lot (Lot B) is to be from a new extension of Armstrong Street.

Vehicle access to the proposed eastern lot is dependent on the completion of the road works associated with the Servicing Agreement (SA 11-559046) for the adjacent development to the east (7531 Bridge Street), which is currently in circulation. Prior to final adoption of the rezoning bylaw, the developer is required to register a legal agreement on Title of the proposed lots to ensure that prior to Subdivision approval, construction of all road works required as part of this servicing agreement are completed.

The length of the Armstrong Street extension creates a road which is greater than 90 m without a secondary emergency access. Prior to Subdivision approval, the application will be required to register a restrictive covenant on Title to ensure the proposed new dwelling fronting Armstrong Street (Lot B) will have a fire sprinkling system installed. The Fire Department has reviewed the proposal and has no other concerns.

Tree Retention and Replacement

A Certified Arborist's Report was submitted by the applicant for the eastern portion of the site (proposed Lot B), which identifies tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses 11 bylaw-sized trees on-site and three trees located on neighbouring properties.

The Arborist's recommendations include retaining one neighbouring tree (tag# 21), and removing five on-site trees due to poor condition (tag# 10, 11, 12, 13 & 14). Six trees (tag# 15, 16, 17, 18, 19 & 20) located within the road dedication area are to be removed. Compensation for trees within the road dedication area is not being sought as Armstrong Street is identified in the Area Plan. Two trees on the neighbouring development site were identified and approved for removal under RZ 10-539727 (tag# 22 & 23). Tree Preservation staff have reviewed the Arborist's Report, conducted an on-site visual tree assessment, and concur with the Arborist's recommendations.

Tree Protection

The proposed Tree Management Diagram is shown in Attachment 5, which outlines the protection of the one tree (tag# 21) on the neighbouring property. Prior to the demolition of the existing dwelling on the subject site, the applicant is required to install tree protection fencing around all trees to be retained, in accordance with the City's Tree Protection Information Bulletin TREE-03.

To ensure protection of the one tree, prior to final adoption of the rezoning bylaw, the applicant is required to submit to the City a contract with a Certified Arborist for supervision of all works conducted within or in close proximity to tree protection zones.

Tree Replacement

For the removal of the five trees on the eastern portion of the site (proposed Lot B), the OCP tree replacement ratio goal of 2:1 requires 10 replacement trees to be planted and maintained on-site. The applicant has proposed to plant and maintain four replacement trees on Lot B. Tree

protection and replacement requirements for proposed Lot A were addressed through the Building Permit for the existing dwelling.

As per Tree Protection Bylaw No. 8057, based on the sizes of the on-site trees being removed (18-30 cm dbh), replacement trees shall be the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	or	Minimum Height of Coniferous Replacement Tree
4	8 cm		4 m

To ensure that four replacement trees are planted on-site at development stage, the applicant is required to submit a Landscaping Security in the amount of \$2,000 (\$500/tree) prior to final adoption of the rezoning bylaw. Securities will not be released until a landscaping inspection has been passed by City staff after construction and landscaping has been completed. The City may retain a portion of the security for a one year maintenance period from the date of the landscape inspection.

The applicant is also required to submit a cash-in-lieu contribution in the amount of \$3,000 (\$500/tree) to the City's Tree Compensation Fund for the balance of required replacement trees not planted on the proposed lot (6 trees).

Affordable Housing Strategy

The City's Affordable Housing Strategy for single-family rezoning applications received prior to July 24, 2017, requires a secondary suite on 100% of new lots, or a secondary suite on 50% of new lots, plus a cash-in-lieu contribution of \$2.00/ft² of total buildable area towards the City's Affordable Housing Reserve Fund for the remaining 50% of new lots, or a 100% cash-in-lieu contribution if secondary suites cannot be accommodated.

The newly constructed dwelling on the proposed western lot does not contain a secondary suite. The applicant will provide a voluntary contribution to the Affordable Housing Reserve Fund based on \$2.00/ft² of total buildable area (i.e. \$7,957.22) in-lieu of providing a secondary suite, consistent with the Affordable Housing Strategy. The cash-in-lieu contribution must be submitted prior to final adoption of the rezoning bylaw.

On the proposed eastern lot, the applicant proposes to provide a legal secondary suite. To ensure that the secondary suite is built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection will be granted until the secondary suite is constructed to the satisfaction of the City in accordance with the BC Building Code and Richmond Zoning Bylaw 8500. Registration of this legal agreement is required prior to final adoption of the rezoning bylaw.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the developer is required to provide a 9.0 m wide road dedication along the entire east property line of the subject property for extension of Armstrong Street.

At Subdivision stage, the developer is required to enter into a Servicing Agreement for the design and construction of engineering infrastructure and frontage improvements, as described in Attachment 6. Frontage improvements include, but are not limited to, the following:

- Armstrong Street: pavement widening, new 1.5 m wide concrete sidewalk at the new property line, 1.5 m wide treed/grassed boulevard and 0.15 m wide curb and gutter.
- Ash Street: road widening, new 1.75 m wide concrete sidewalk at the property line, 3.1 m wide treed/grassed boulevard and 0.15 m wide curb and gutter.

Also at Subdivision stage, the developer is required to pay Property Taxes, Development Cost Charges, School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the design and construction of engineering infrastructure and frontage improvements 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

The purpose of this rezoning application is to rezone the property at 7580 Ash Street from the "Single Detached (RS1/F)" zone to the "Single Detached (RS2/E)" zone (western portion) and the "Single Detached (ZS14) – South McLennan (City Centre)" zone (eastern portion), to permit the property to be subdivided into two single-family lots.

This rezoning application complies with the land use designations and applicable policies contained within the OCP and Area Plan for the subject site.

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

On this basis, it is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9702 be introduced and given first reading.



Steven De Sousa
Planning Technician - Design

SDS:rg

Attachment 1: Location Map/Aerial Photo

Attachment 2: Proposed Subdivision Plan

Attachment 3: Development Application Data Sheet

Attachment 4: City Centre Area – McLennan South Sub-Area Plan Land Use Map

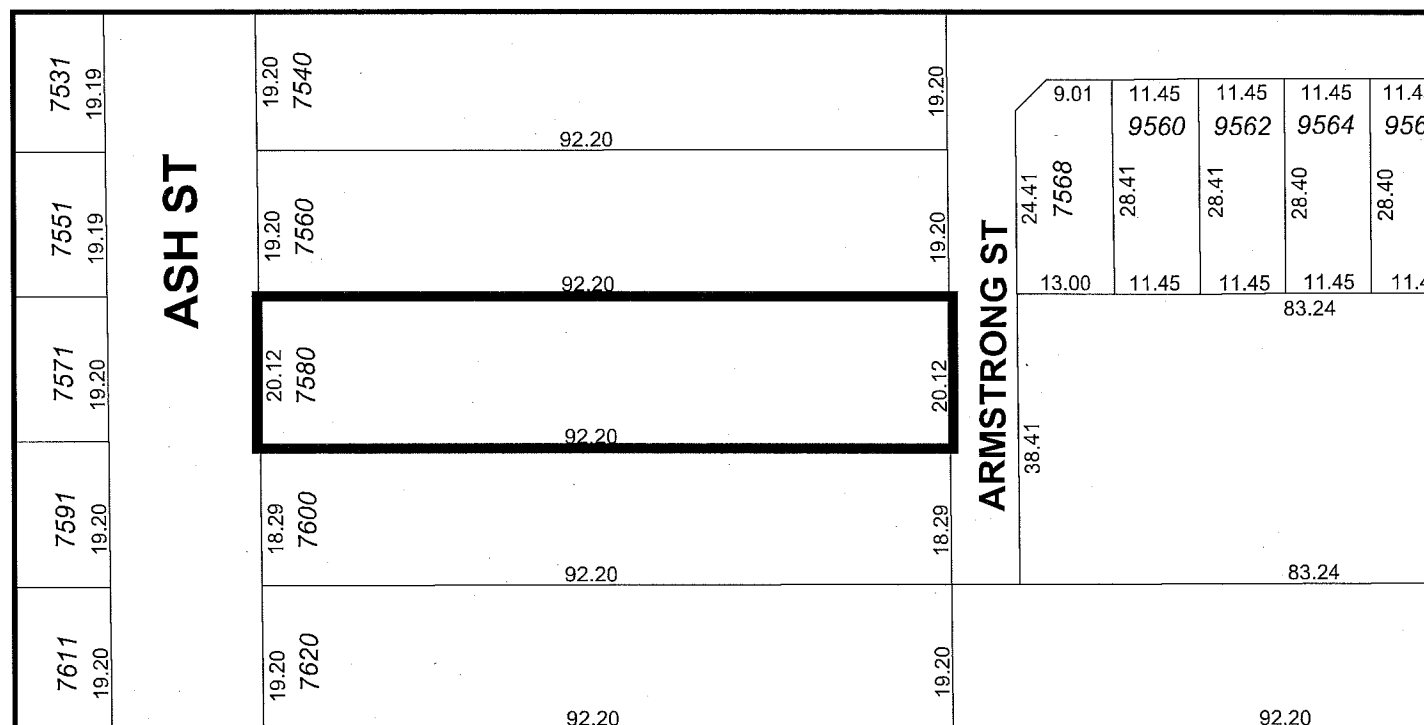
August 21, 2017

- 7 -

RZ 16-732500

Attachment 5: Tree Management Plan
Attachment 6: Rezoning Considerations

City of
Richmond

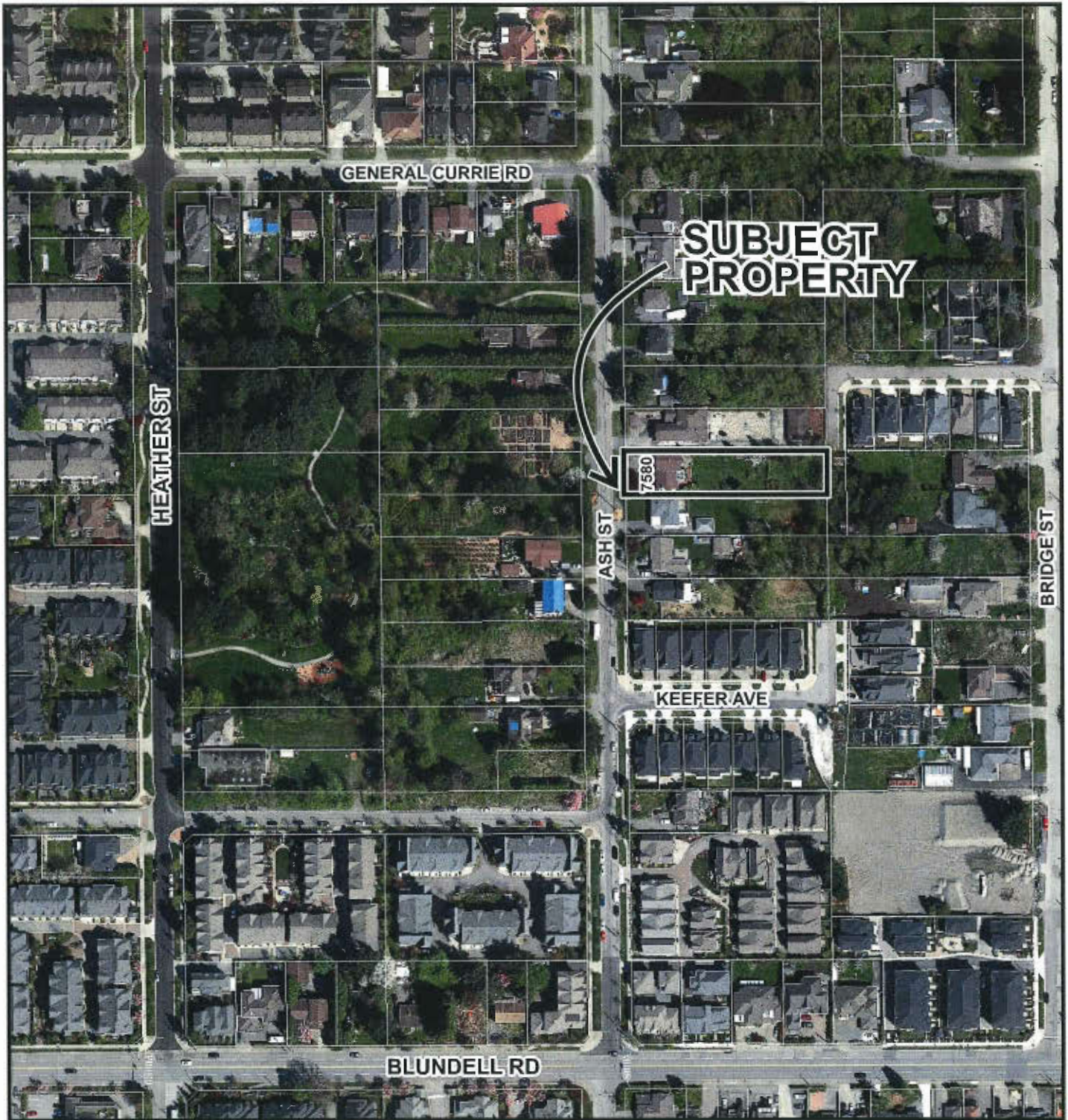


RZ 16-732500
CNCL - 181

Note: Dimensions are in METRES



City of
Richmond



RZ 16-732500

CNCL - 182

Original Date: 06/07/16

Revision Date: 08/24/17

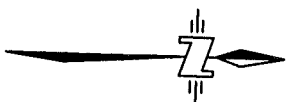
Note: Dimensions are in METRES

PLAN SHOWING PROPOSED SUBDIVISION OF LOT 4 EXCEPT: PCL. "A", EXP PLAN 33316; BLK F; SEC. 15 BLK4N, RGE.6 WEST, N.W.D., PLAN 1207

SCALE = 1:300

CIVIC ADDRESS: 7580 ASH STREET
RICHMOND, BC

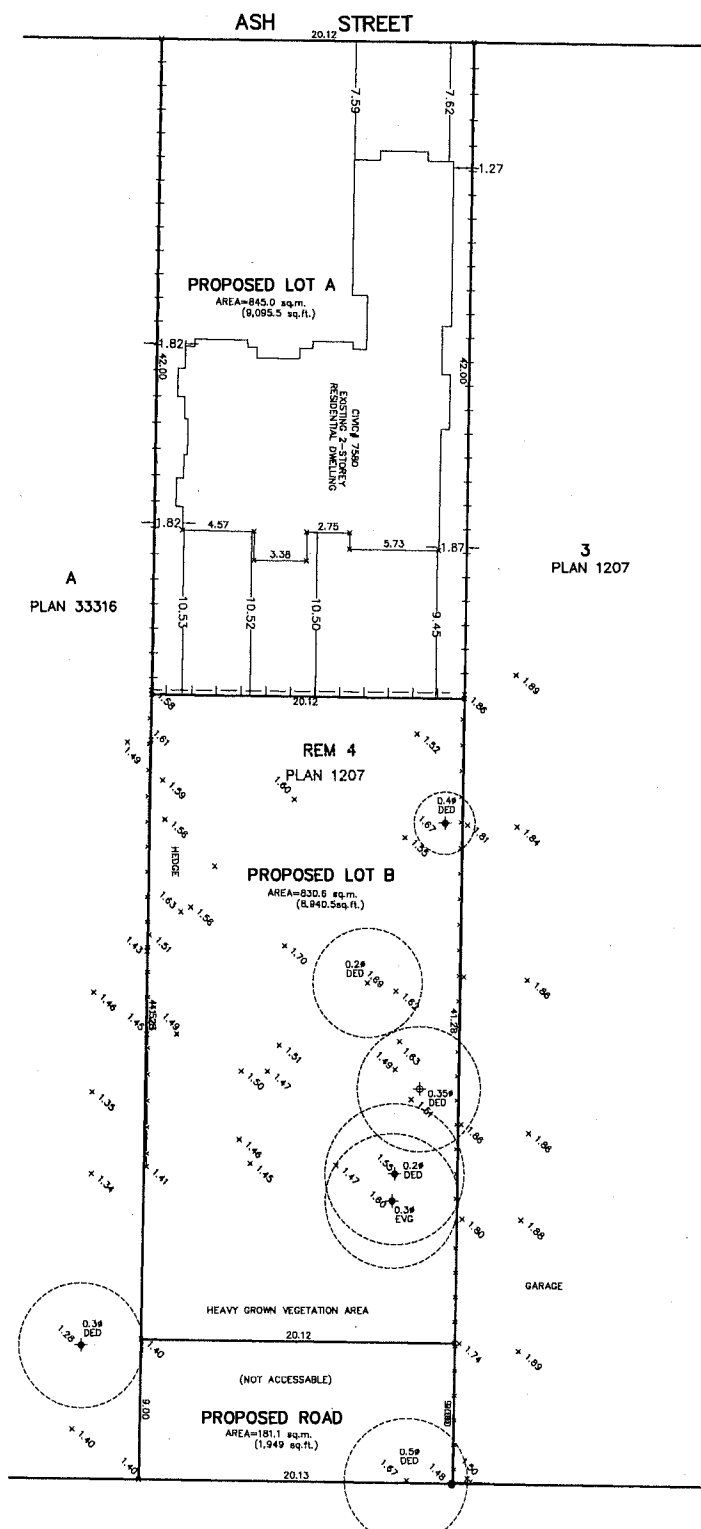
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BENCHMARK
ELEVATIONS ARE BASED ON:
CITY OF RICHMOND SECONDARY
BENCH MARK #478
ELEVATION = 1.459 METRE
GEODETIC DATUM = CVD28GVRD

LEGEND:

- +12.34 GROUND ELEVATION
- (X) TREE WITH DRIPLINE
(TIED AT POINT OF ENTRY INTO THE GROUND)
- X-X-X WOOD FENCE
- LEGAL IRON PIN



CERTIFIED CORRECT ACCORDING TO FIELD
SURVEY THIS 2nd DAY OF JULY, 2017.

RICHARD S FU

B.C.L.S.

CNCL - 183



3817 McKay Place
RICHMOND BC V6X 3R6
TEL: 604-313-2883
FILE: 1506-009



RZ 16-732500

Attachment 3

Address: 7580 Ash Street

Applicant: Westmark Development Ltd.

Planning Area(s): City Centre – McLennan South

	Existing	Proposed
Owner:	H., H., & S. Bains	To be determined
Site Size:	1,856.7 m ² (19,985 ft ²)	Lot A: 845.0 m ² (9,095 ft ²) Lot B: 830.6 m ² (8,941 ft ²) Road Dedication: 181.1 m ² (1,949 ft ²)
Land Uses:	Single-family residential	No change
OCP Designation:	Neighbourhood Residential	Complies
Area Plan Designation:	Residential, Historic Single-Family	Complies
Zoning:	Single Detached (RS1/F)	Lot A: Single Detached (RS2/E) Lot B: Single Detached (ZS14) – South McLennan (City Centre)
Number of Units:	1	2

On Future Subdivided Lots	Bylaw Requirement (Lot A – RS2/E)	Existing (Lot A)	Bylaw Requirement (Lot B – ZS14)	Proposed (Lot B)	Variance
Floor Area Ratio:	Max. 0.55 for 464.5 m ² of lot area + 0.3 for remainder	Max. 0.55 for 464.5 m ² of lot area + 0.3 for remainder	Max. 0.55 for 464.5 m ² of lot area + 0.3 for remainder	Max. 0.55 for 464.5 m ² of lot area + 0.3 for remainder	None Permitted
Buildable Floor Area:*	Max. 369.6 m ² (3,978 ft ²)	367.4 m ² (3,955 ft ²)	Max. 365.3 m ² (3,932 ft ²)	Max. 365.3 m ² (3,932 ft ²)	None Permitted
Lot Coverage Building:	Max. 45%	38%	Max. 45%	Max. 45%	None
Non-Porous:	Max. 70%	65%	Max. 70%	Max. 70%	
Landscaping:	Min. 30%	35%	Min. 25%	Min. 25%	
Lot Size:	Min. 550.0 m ²	845.0 m ²	Min. 320.0 m ²	830.6 m ²	None
Lot Dimensions:	Width: 18.0 m Depth: 24.0 m	Width: 20 m Depth: 42 m	Width: 11.3 m Depth: 24.0 m	Width: 20 m Depth: 41 m	None

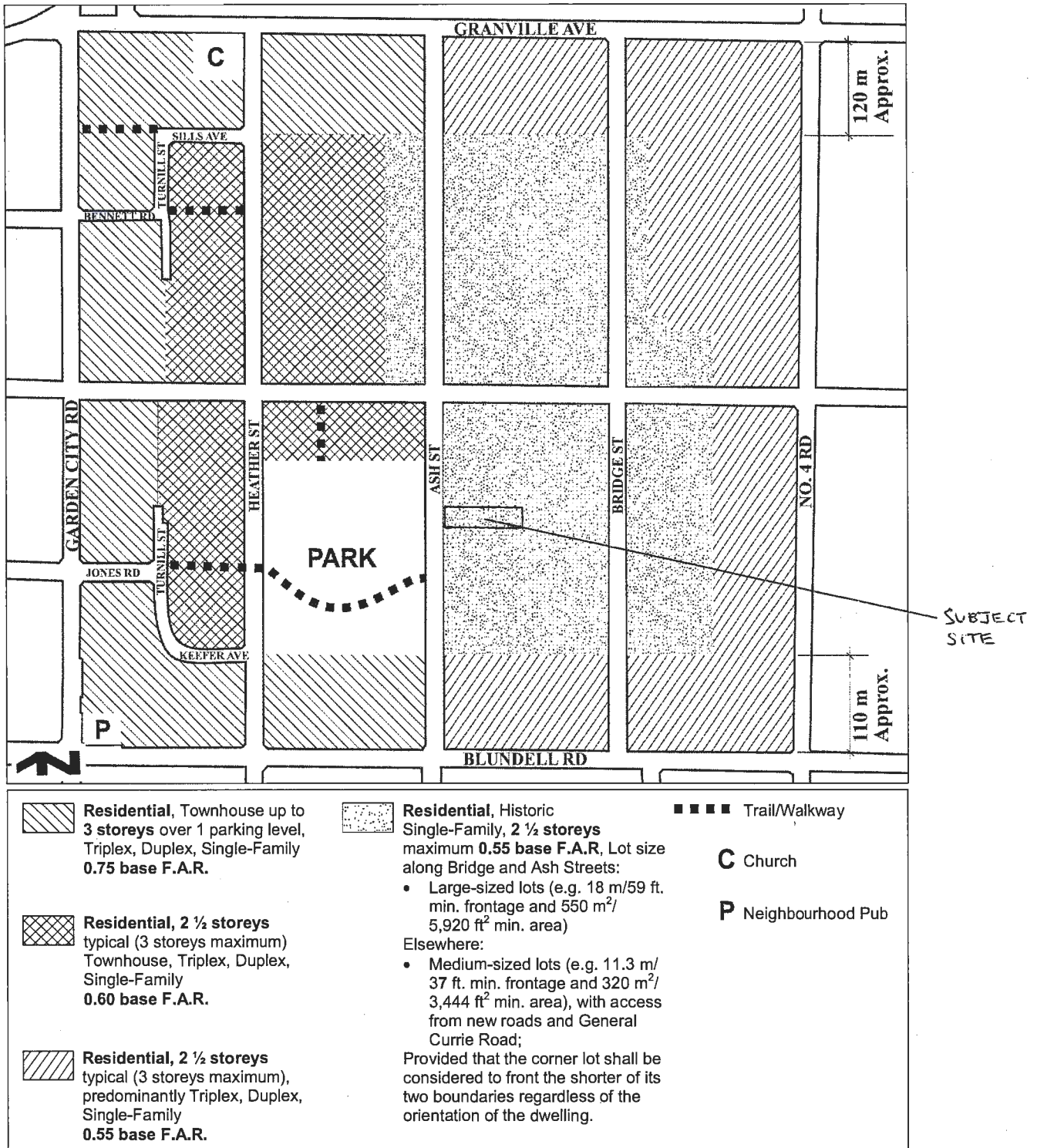
On Future Subdivided Lots	Bylaw Requirement (Lot A – RS2/E)	Existing (Lot A)	Bylaw Requirement (Lot B – ZS14)	Proposed (Lot B)	Variance
Setbacks:	Front: Min. 6.0 m Rear (60%): Min. 8.4 m Rear (40%): Min. 10.5 m Side: Min. 2.0 m	Front: 7.6 m Rear (60%): 8.6 m Rear (40%): 10.5 m Side: 2.0 m	Front: Min. 6.0 m Rear: Min. 6.0 m Side: Min. 1.2 m	Front: Min. 6.0 m Rear: Min. 6.0 m Side: Min. 1.2 m	None
Height:	Max. 2 ½ storeys	Max. 2 ½ storeys	Max. 2 ½ storeys	Max. 2 ½ storeys	None

Other: Tree replacement compensation required for loss of significant trees.

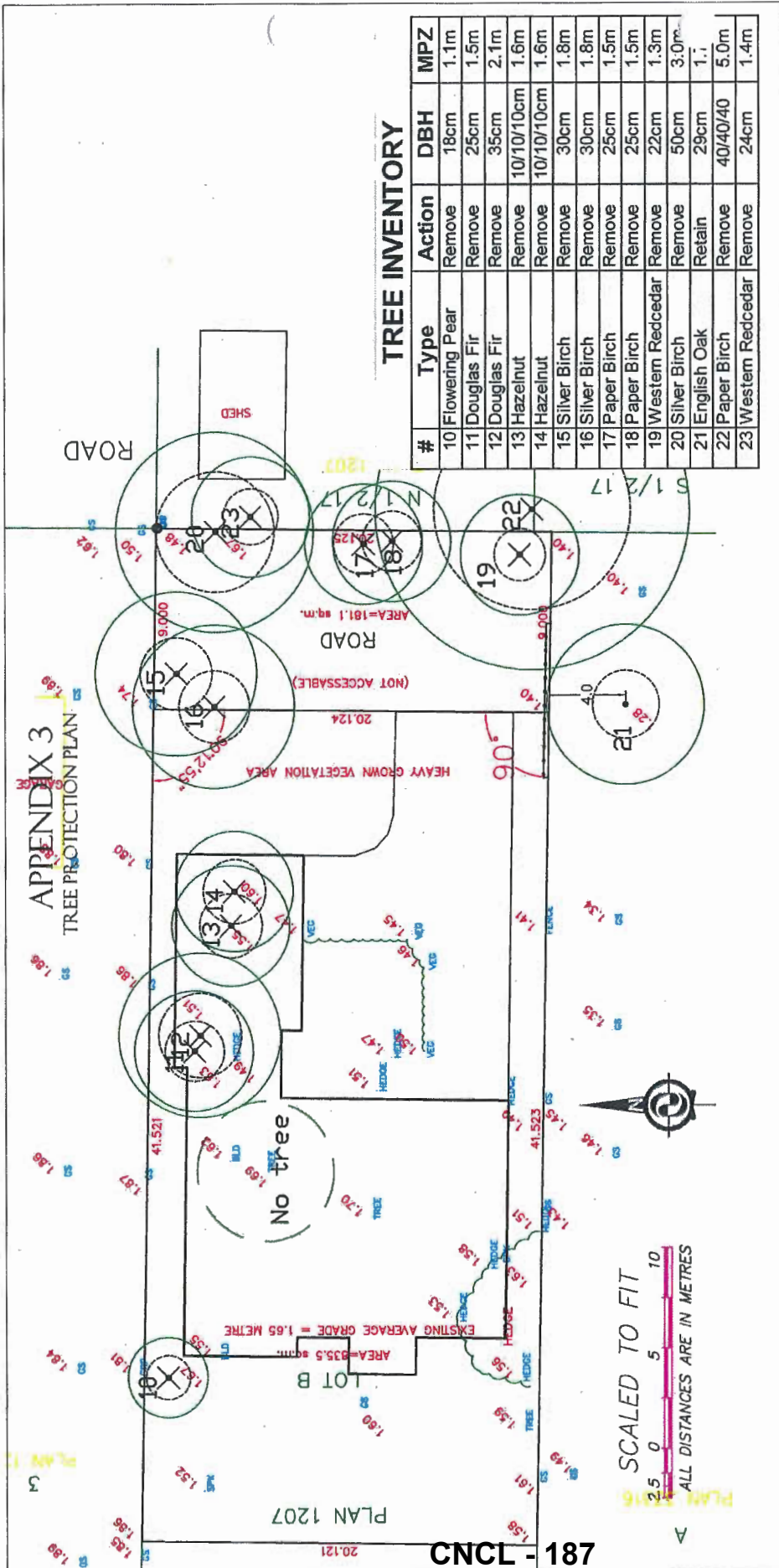
* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

City of Richmond

Land Use Map

Bylaw 9106
2015/09/14

Note: Sills Avenue, Le Chow Street, Keefer Avenue, and Turnhill Street are commonly referred to as the "ring road".

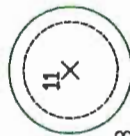


Froggers Creek Tree Consultants Ltd	
7500 Ash Street Richmond BC	
7500 Ash Street Richmond BC	
Telephone: 604-271-0022 Fax: 604-437-0970	
TREE PROTECTION PLAN	
THE DRAWING PLANTS ALL TREES, PROPOSED FOR RETENTION, REMOVAL, THEIR CANOPIES, PROTECTION FENCING AND PROTECTION FENCING IN RELATION TO PROPOSED LAYOUT	
Drawn by: [Signature]	
Date: April 23, 2018	

NOTES:

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

TREE PROPOSED FOR REMOVAL



Page 8

LEGEND

TREE PROPOSED FOR RETENTION





Address: 7580 Ash Street

File No.: RZ 16-732500

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9702, the developer is required to complete the following:

1. Road dedication along the entire east property line measuring 9.0 m wide and 181.1 m² in area for the extension of Armstrong Street.
2. Submission of a Landscape Security of \$2,000 (\$500/tree) to ensure that a total of four replacement trees (one located within 6.0 m of the front lot line) are planted and maintained on the proposed eastern lot (Lot B) with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	or	Minimum Height of Coniferous Replacement Tree
4	8 cm		4 m

The security will not be released until a landscaping inspection is passed by City staff. The City may retain a portion of the security for a one-year maintenance period.

3. City's acceptance of the developer's offer to voluntarily contribute \$3,000 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
4. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
5. Registration of a flood indemnity covenant on Title.
6. Registration of a legal agreement on Title ensuring that prior to Subdivision approval, the road works associated with the Servicing Agreement (SA 11-559046) for the adjacent development to the east (7531 Bridge Street) are completed.
7. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on the proposed eastern lot (Lot B), to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
8. The City's acceptance of the applicant's voluntary contribution of \$2.00 per buildable square foot of the single-family developments (i.e. \$7,957.22) to the City's Affordable Housing Reserve Fund.

Prior to Demolition Permit* Issuance, the developer is required to complete the following:

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

Prior to Subdivision* Approval, the developer is required to complete the following:

1. Registration of a legal agreement on Title to ensure the proposed dwelling on Armstrong Street has a fire sprinkling system installed (the length of the Armstrong Street extension creates a road which is greater than 90 m without a secondary emergency access).
2. Payment of the current year's property taxes, Development Cost Charges, School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the design and construction of engineering infrastructure and frontage improvements.
3. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure and frontage improvements, including (but not limited to) the following:

Water Works:

- Using the OCP Model, there is 348.0 L/s and 243.0 L/s of water available at a 20 psi residual at the Ash St frontage and Armstrong St frontage, respectively. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage and Building designs.
 - Install approximately 20m of new 200mm PVC watermain along the lot's Armstrong Street frontage within the future lane dedication of 7531 Bridge Street, complete with a new fire hydrant and blow-off located at the south property line.
 - Install a new 25mm water service connection off of the new watermain on Armstrong St complete with meter and meter box, located at the south property line.
 - Retain the existing 25mm water service connection at the Ash St. frontage.
- At Developer's cost, the City is to:
 - Perform all tie-ins for proposed works to existing City infrastructure.

Storm Sewer Works:

- The Developer is required to:
 - Install approximately 20m of new 600mm storm sewer along the lot's Armstrong Street frontage within the future lane dedication of 7531 Bridge Street, complete with a new manhole at the south property line and at the tie-in to the existing sewer to the north.
 - Install a new storm service connection for the lot fronting Armstrong Street. The newly installed manhole may serve as the inspection chamber provided hydraulic requirements are met.
 - Retain the existing storm service connection at the Ash Street frontage.
- At Developer's cost, the City is to:
 - Perform all tie-ins for proposed works to existing City infrastructure.

Sanitary Sewer Works:

- The Developer is required to:
 - Install a new 200 mm sanitary sewer along the lot's Armstrong Street frontage complete with manhole at the south property line and tie-in to the existing sewer at the north. The alignment may:
 - Option 1: be approximately 40 m long and located within the future lane dedication along the west property line of 7531 Bridge Street, complete with a new manhole at the tie-in point to the north, OR
 - Option 2: be approximately 25 m long and tie-in to the future sanitary sewer for 7560/7540 Ash Street, should the servicing agreement works for 7560/7540 Ash Street proceed prior to or concurrently with 7580 Ash Street. The design for the sanitary sewer for 7580 Ash Street should be coordinated with the design for 7560/7540 Ash Street.
 - Install a new sanitary service connection for the lot fronting Armstrong Street complete with inspection chamber off of the newly installed sanitary sewer.
 - Retain the existing sanitary service connection at the Ash Street frontage.
- At Developer's cost, the City is to:
 - Perform all tie-ins for proposed works to existing City infrastructure.

Frontage Improvements:

- The Developer is required to:
 - Coordinate with BC Hydro, Telus and other private communication service providers:
 - To underground Hydro service lines.
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc).

- Provide Type 1 decorative luminaire poles with Zed 10G-100W-HPS lights along the development's new Armstrong Street frontage.
- Complete other frontage improvements as per Transportation's requirements, including (but not limited to) the following:
 - Armstrong Street: pavement widening, new 1.5 m wide concrete sidewalk at the new property line, 1.5 m wide treed/grassed boulevard and 0.15 m wide curb and gutter (refer to SA 07-368221).
 - Ash Street: road widening, new 1.75 m wide concrete sidewalk at the property line, 3.1 m wide treed/grassed boulevard and 0.15 m wide curb and gutter (refer to SA 07-368221).
 - Additional signage at the intersection of Breden Avenue and Armstrong Street, including but not limited to, "No Exit", house addresses, truck restrictions, etc.

General Items:

- a. The Developer is required to:
 - Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
 - Provide additional land dedication as required by Transportation's rezoning considerations.

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 copy on file]

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9702 (RZ 16-732500)
7580 Ash Street**

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

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

That area shown as "BLOCK A" cross-hatched on "Schedule A attached to and forming part of Bylaw No. 9702".

2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"SINGLE DETACHED (ZS14) – South McLennan (City Centre)"**.

That area shown as "BLOCK B" cross-hatched on "Schedule A attached to and forming part of Bylaw No. 9702".

3. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9702"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

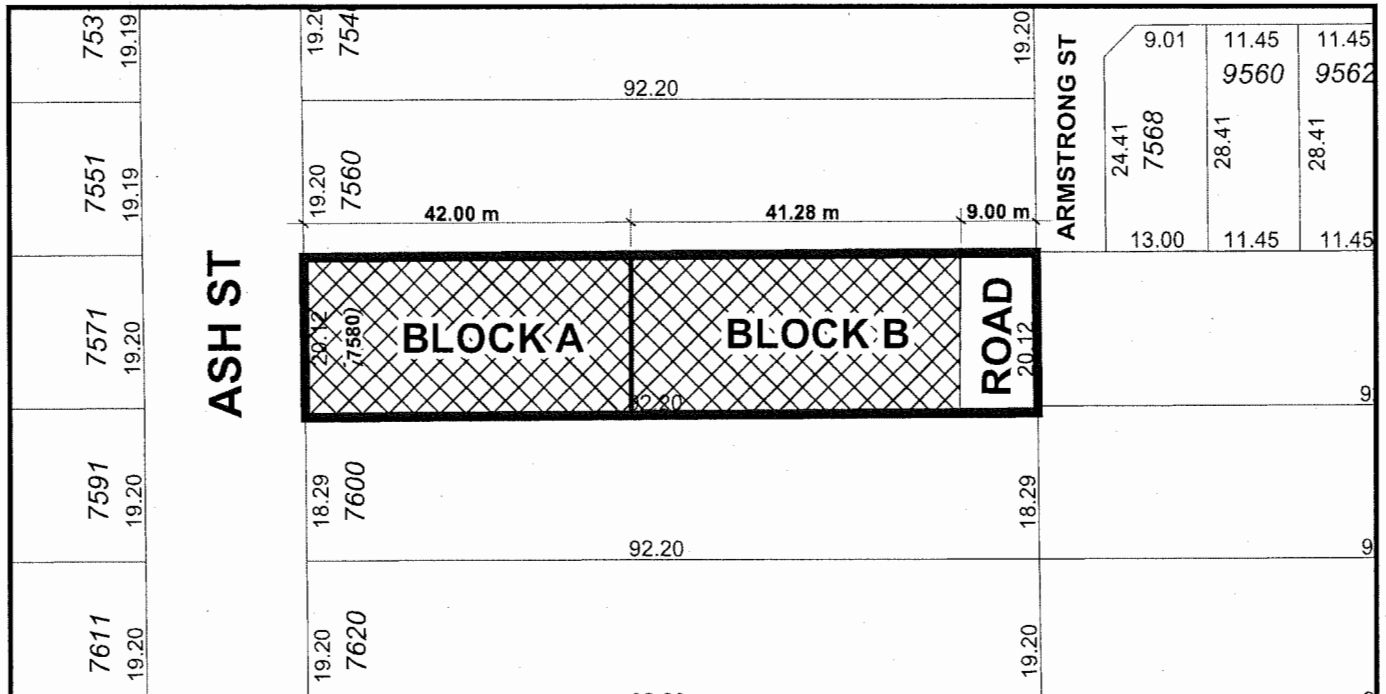
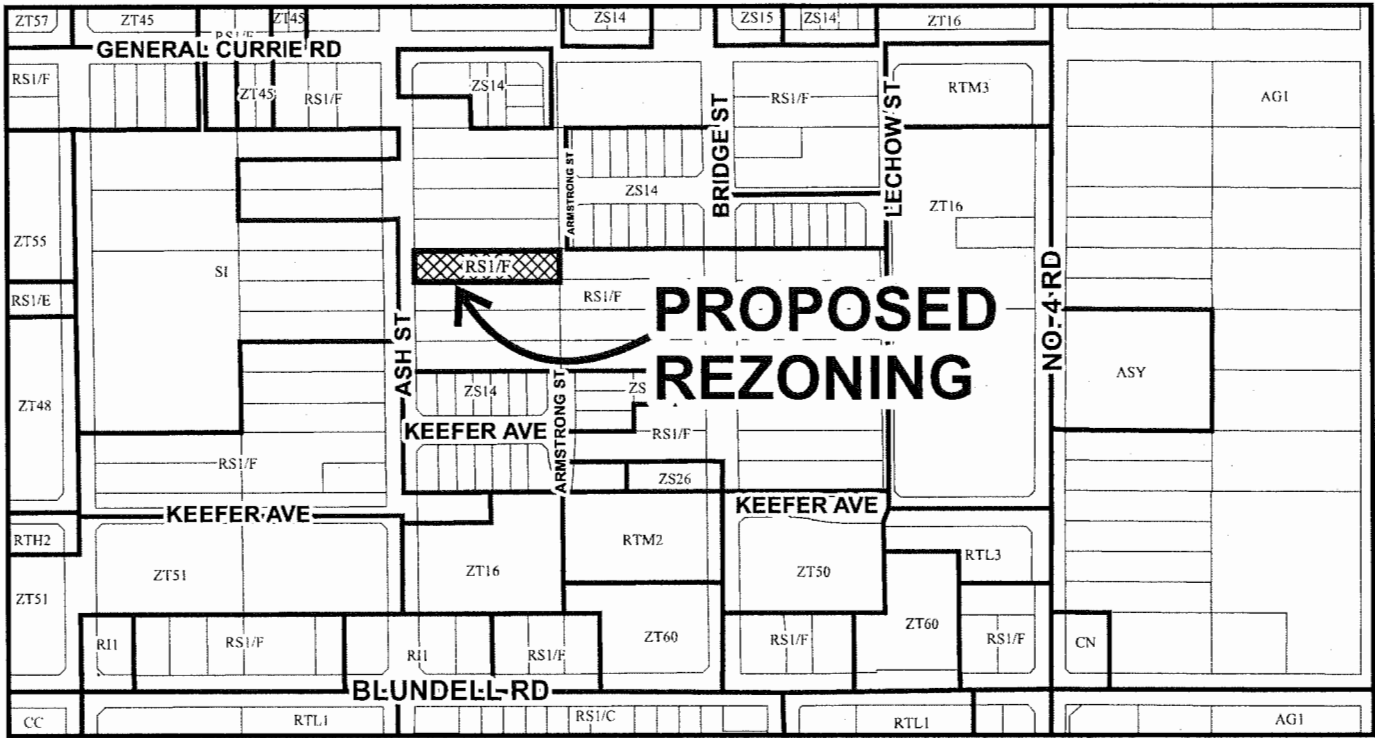
CITY OF RICHMOND
APPROVED by SD
APPROVED by Director or Solicitor BK

MAYOR

CORPORATE OFFICER



City of Richmond



RZ 16-732500

Original Date: 07/20/17

Revision Date: 08/03/17

Note: Dimensions are in METRES



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development

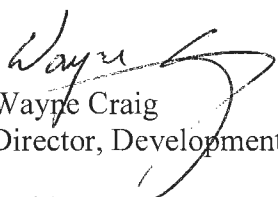
Date: August 23, 2017

File: RZ 16-738465

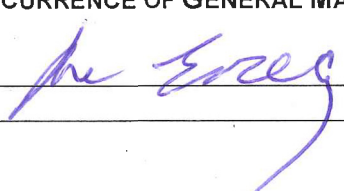
Re: Application by Sandeep Kang for Rezoning at 3751 Shuswap Avenue from
"Single Detached (RS1/E)" to "Coach Houses (RCH1)"

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9727, for the rezoning of 3751 Shuswap Avenue from "Single Detached (RS1/E)" to "Coach Houses (RCH1)", be introduced and given first reading.


Wayne Craig
Director, Development

JR:blg
Att. 7

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

Staff Report

Origin

Sandeep Kang has applied to the City of Richmond for permission to rezone 3751 Shuswap Avenue from the “Single Detached (RS1/E)” zone to the “Coach Houses (RCH1)” zone, to permit the property to be subdivided to create two single-family lots, each with a principal dwelling and accessory coach house above a detached garage, with vehicle access from the rear lane (Attachment 1). The proposed subdivision is shown in Attachment 2. There is an existing single-family dwelling on the property, which would be demolished.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 3.

Surrounding Development

Development immediately surrounding the subject property is as follows:

- To the North: One single-family dwelling on a lot zoned “Single Detached (RS1/E),” with vehicle access from the rear lane.
- To the South, across Shuswap Avenue: Single-family dwellings on lots zoned “Single Detached (RS1/A),” with vehicle access from the rear lane, and one single-family dwelling on a lot zoned “Single Detached (RS1/A),” with vehicle access from No. 1 Road.
- To the East, across No. 1 Road: Single-family dwellings on lots zoned “Single Detached (RS1/B),” with vehicle access from Fundy Road.
- To the West, across the rear lane: A single-family dwelling on a lot zoned “Single Detached (RS1/E),” with vehicle access from the rear lane.

Related Policies & Studies

Official Community Plan/Steveston Area Plan

The subject property is located in the Steveston planning area. The Official Community Plan (OCP) designation for the subject property is “Neighbourhood Residential” (Attachment 4). The Steveston Area Land Use Map designation for the subject property is “Single Detached” (Attachment 5). The proposed rezoning is consistent with these designations.

Arterial Road Land Use Policy

The subject property is designated “Arterial Road Compact Lot Coach House” on the Arterial Road Housing Development Map, which allows for compact lot single detached or compact lot coach house development. The Arterial Road Land Use Policy requires all compact lot developments to be accessed from a functional municipal lane only. The proposed rezoning and ensuing development are consistent with the Policy.

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 has 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**Built Form and Architectural Character**

The preliminary conceptual plans proposed for redevelopment of the subject site have satisfactorily addressed the staff comments identified as part of the rezoning application review process. These plans include architectural elevations for the coach houses on each lot, and elevations for the building faces abutting No. 1 Road and Shuswap Avenue for Proposed Lot B; which is a corner lot (Attachment 6).

The site plan for Proposed Lot A shows a principal dwelling fronting No. 1 Road and a coach house above a detached garage fronting the rear lane. Private outdoor space for the coach house is provided at grade, and no balcony is proposed for the coach houses. Second storey setbacks on the south and west elevations break up the vertical massing, and projecting window boxes on the north and west elevations provide articulation and visual interest.

The overall design and siting of the coach house on Proposed Lot B is similar to the coach house on Proposed Lot A, with additional attention to the south elevation in order to address the road interface. The primary access to the coach house is from Shuswap Avenue, and the entry includes a porch and secondary roof gables. The landscaping should further emphasize the exterior side yard setback as the “front yard” of the coach house.

The plans for the principal dwelling on Proposed Lot B show articulation of the building façade on the south and east elevations, and projecting gable ends on the south elevation. The east elevation includes small sections of flat roof above the porch and each window projection.

For each lot, on-site parking is proposed in a garage in accordance with the Zoning Bylaw. Parking for the principal dwelling consisting of two parking spaces provided in a tandem arrangement; which is permitted in the "Coach Houses (RCH1)" zone for the principal dwelling only. One parking space for the coach house is provided in the garage.

Prior to final adoption of the rezoning bylaw, the applicant is required to submit:

- A Landscape Plan, prepared by a Registered Landscape Architect, that is consistent with the landscaping regulations contained in Richmond Zoning Bylaw 8500 and the Arterial Road Land Use Policy. The Landscape Plan must include a cost estimate prepared by the Landscape Architect for the works (including all trees, soft and hard landscaping materials, fencing, installation costs, and a 10% contingency).
- A Landscaping Security based on 100% of the cost estimate by the Landscape Architect.

Furthermore, the applicant must register legal agreements on Title to ensure that:

- The coach house cannot be stratified.
- The area used for tandem parking cannot be converted to habitable space.
- The Building Permit application and ensuing development at the site is generally consistent with the proposed conceptual plans included in Attachment 6.

The Building Permit application process includes coordination between Building Approvals and Planning Department staff to ensure that the covenant is adhered to. The final plans submitted at Building Permit stage must comply with all City regulations; including zoning, at the time of application.

Existing Legal Encumbrances

There is an existing 1.5 m wide Statutory Right-of-Way (SRW) along the entire front lot line for municipal service connections. A 0.4 m road dedication is required along the entire No. 1 Road frontage, for boulevard and sidewalk widening, which will reduce the total width of the SRW. The applicant is aware that encroachment into the SRW is not permitted.

Transportation and Site Access

Vehicle access to the proposed lots is to be from the existing rear lane only. No vehicle access is permitted from No. 1 Road, in accordance with Residential Lot (Vehicular) Access Regulation Bylaw No. 7222. The developer is required to remove the existing driveway access to Shuswap Avenue.

Pedestrian access to the proposed lots will be provided via a permeable pathway from both No. 1 Road and the rear lane. Each proposed lot must have a clear, unobstructed pathway from No. 1 Road to the coach house, in accordance with the requirements of the "Coach Houses (RCH1)" zone. The coach house on the proposed corner lot will have an additional pedestrian access to Shuswap Avenue.

Prior to the issuance of a Building Permit, the applicant is required to submit a Construction Parking and Traffic Management Plan to the City's Transportation Department for review.

Tree Retention and Replacement

There are no bylaw-sized trees on the subject property, and no trees on adjacent properties that require tree protection measures. The applicant must plant two trees on each new lot, for a total of four trees, consistent with the landscaping requirements for Arterial Road Compact Lot Development contained in the OCP. Prior to final adoption of the rezoning bylaw, the applicant is required to submit a Landscape Plan showing the four required trees, and submit a Landscape Security for the installation of the landscaping.

Affordable Housing Strategy

The Affordable Housing Strategy for single-family rezoning applications received prior to July 18, 2017, requires a secondary suite or coach house on 100% of new lots created; a suite or coach house on 50% of new lots created together with a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of \$2.00/ft² of the total buildable area of the remaining lots; or, where secondary suites cannot be accommodated in the development, a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of \$2.00/ft² of the total buildable area of the development.

This proposal conforms to the Affordable Housing Strategy as it involves the creation of two lots; each with a principal single detached dwelling and accessory coach house above a detached garage.

Site Servicing and Frontage Improvements

At Subdivision stage, the applicant is required to complete frontage improvements to both No. 1 Road and Shuswap Avenue; which include, but are not limited to:

- A 4.0 m x 4.0 m corner cut road dedication at the intersection of Shuswap Avenue and No. 1 Road.
- A 0.4 m road dedication along the entire No. 1 Road frontage for sidewalk and boulevard widening.
- Removal of the existing sidewalk on No. 1 Road.
- Removal of the existing driveway crossing and curb letdown to Shuswap Avenue.
- Construction of a 1.5 m wide concrete sidewalk at the property line and a 1.5 m wide landscaped boulevard on both No. 1 Road and Shuswap Avenue.

At Subdivision stage, the applicant is required to complete the following:

- Payment of the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the required servicing works and frontage improvements as described in Attachment 7.
- Payment to the City, in accordance with the Subdivision and Development Bylaw No. 8751, a \$32,483.70 cash-in-lieu contribution for the design and construction of lane upgrades, which will include repaving, drainage, concrete curb and gutter, and lane lighting.

Financial Impact

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

Conclusion

The purpose of this application is to rezone 3751 Shuswap Avenue from the "Single Detached (RS1/E)" zone to the "Coach Houses (RCH1)" zone, to permit the property to be subdivided to create two single-family lots, each with a principal dwelling and accessory coach house above a detached garage, with vehicle access from the rear lane.

This rezoning application complies with the land use designations and applicable policies for the subject site contained within the OCP and Richmond Zoning Bylaw 8500.

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

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9727 be introduced and given first reading.



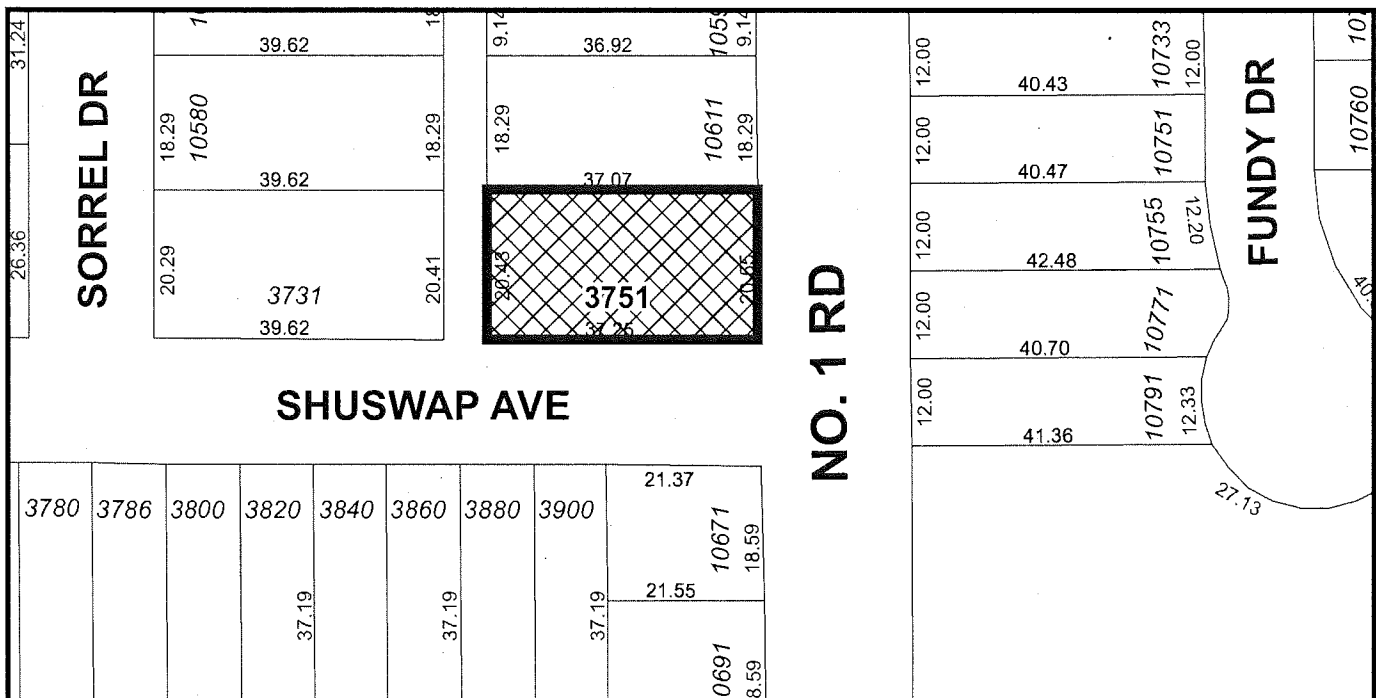
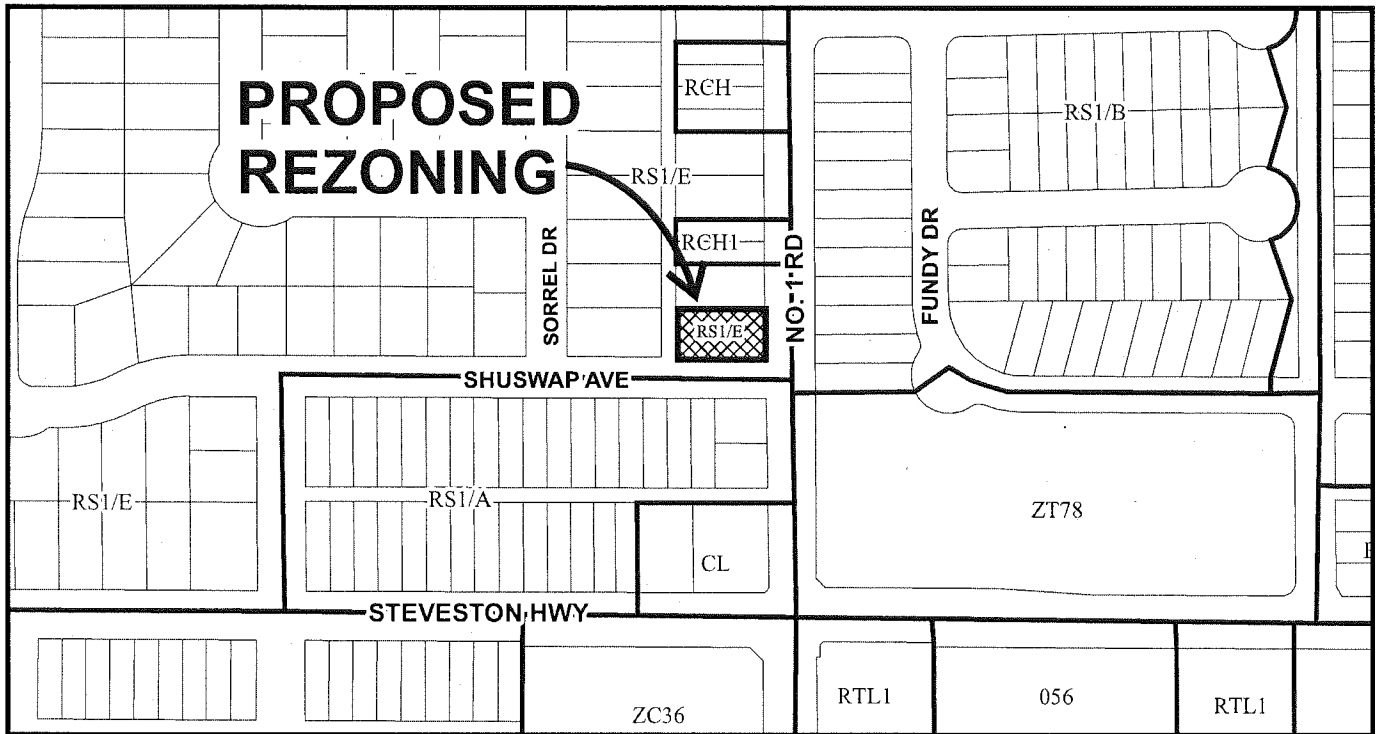
Jordan Rockerbie
Planning Technician
(604-276-4092)

JR:blg

- Attachment 1: Location Map and Aerial Photo
- Attachment 2: Proposed Subdivision Plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Steveston Area Land Use Map (Official Community Plan)
- Attachment 5: Steveston Area Land Use Map (Steveston Area Plan)
- Attachment 6: Conceptual Development Plans
- Attachment 7: Rezoning Considerations



City of Richmond



RZ 16-738465

Original Date: 08/09/16

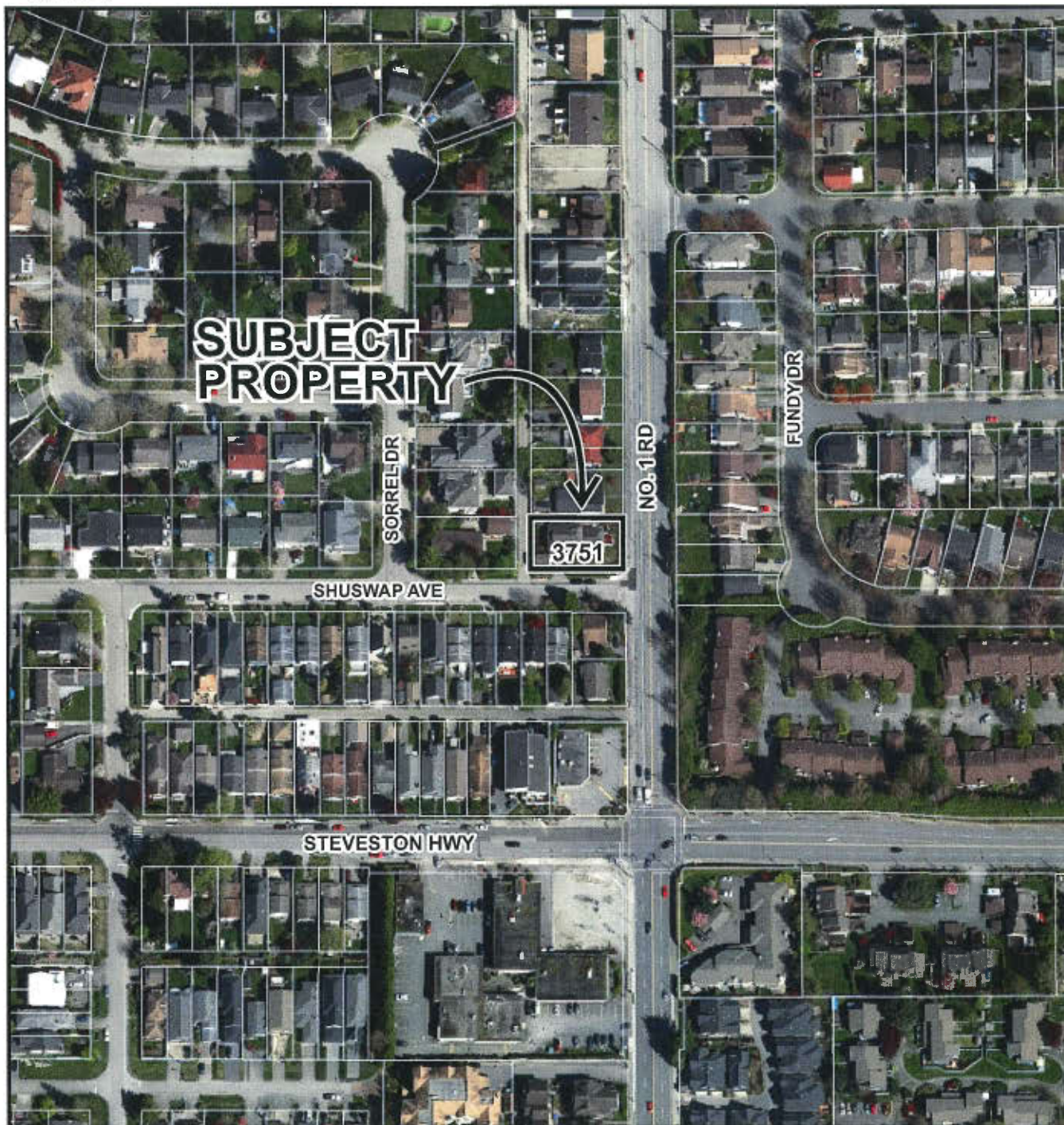
Revision Date: 06/01/17

Note: Dimensions are in METRES

CNCL - 200



City of
Richmond



RZ 16-738465

Original Date: 08/09/16

Revision Date:

Note: Dimensions are in METRES

CNCL - 201

TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF
 IT 608 EXCEPT: PARCEL "D" (BYLAW PLAN 42919), SECTION 34
 OCK 4 NORTH RANGE 7 WEST NEW WESTMINSTER DISTRICT PLAN 42890

751 SHUSWAP AVENUE,
 RICHMOND, B.C.
 P.L.D. 008-594-701

NOTE:
 Elevations shown are based on City of
 Richmond HPN Benchmark network.
 Benchmark: HPN #231,
 Control Monument 19713
 Located at E side of Dyke, W side
 lagoon opp. Mariner Park. Prot. By
 4x4 posts
 Elevation = 3,419 metres

NOTE:
 Use site Benchmark Tug #943 for
 construction elevation control.

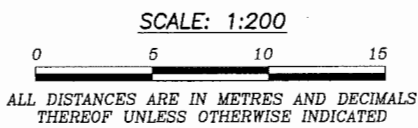
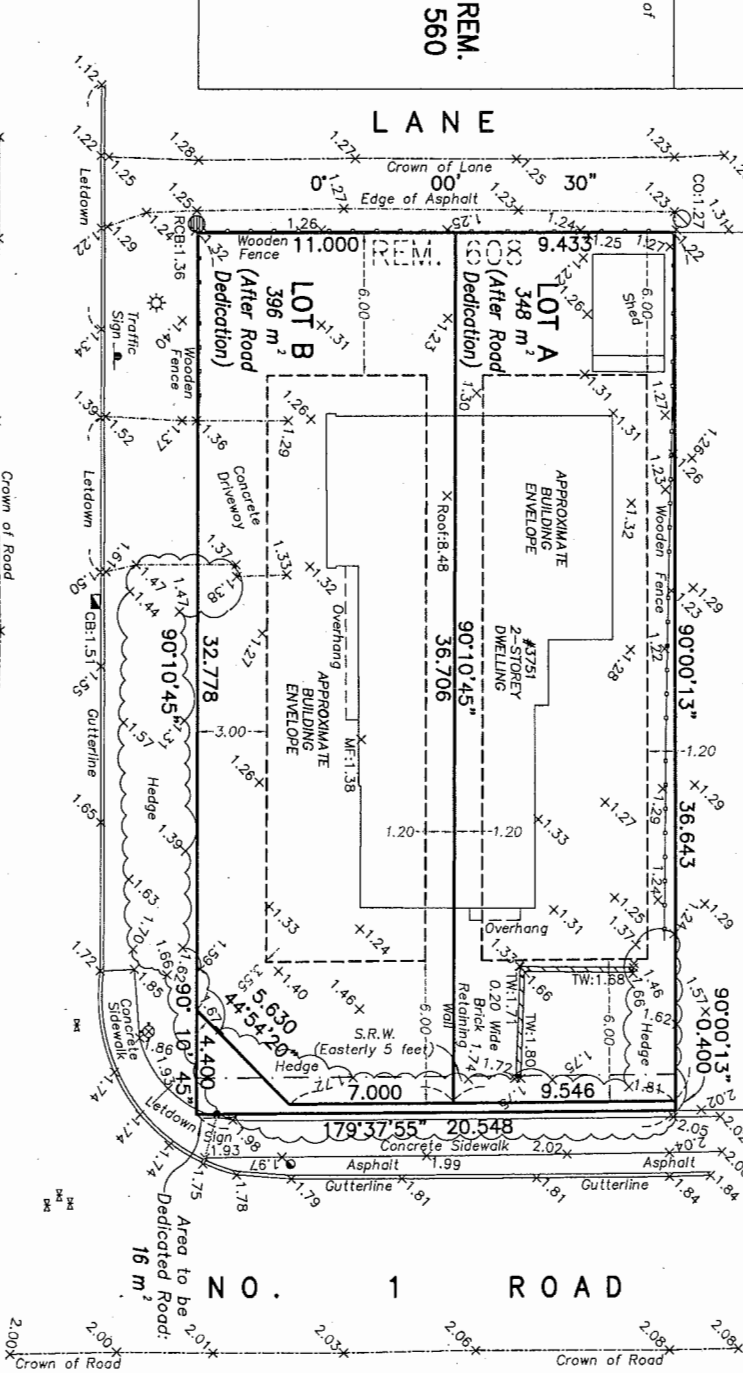
- LEGEND:
- (c) denotes conifer
 - (d) denotes deciduous
 - denotes catch basin
 - denotes round catch basin
 - ⊙ denotes water valve
 - ⊙ denotes fire hydrant
 - ⊙ denotes lamp standard
 - ⊙ denotes sign
 - ⊙ denotes power post
 - MF denotes main floor
 - TW denotes top of retaining wall

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 J. C. Tam and Associates
 Canada and B.C. Land Surveyor
 115 - 8833 Odlin Crescent
 Richmond, B.C. V6X 3Z7
 Telephone: 214-8928
 Fax: 214-8929
 E-mail: office@jctam.com
 Website: www.jctam.com
 Job No. 6045
 FB-281 P96-98
 Drawn By: IO

DWG No. 6045-Topo-03

SHUSWAP AVENUE

NO. 1 ROAD



CERTIFIED CORRECT:
 LOT DIMENSION ACCORDING TO
 FIELD SURVEY.
 JOHNSON C. TAM, B.C.L.S.
 MAY 27th, 2015.



RZ 16-738465

Attachment 3

Address: 3751 Shuswap Avenue

Applicant: Sandeep Kang

Planning Area(s): Steveston

	Existing	Proposed
Owner:	Jasbinder Singh Hayre Bhajno Yasmin Kaur Hayre	To be determined
Site Size (m²):	760 m ²	Lot A: 348 m ² Lot B: 396 m ² Road dedication: 16 m ²
Land Uses:	One single-family home	Two single-family homes
OCP Designation:	Neighbourhood Residential	No change
Steveston Area Plan Designation:	Single-Detached	No change
Zoning:	Single Detached (RS1/E)	Coach Houses (RCH1)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.6	Max. 0.6	none permitted
Principal Dwelling Floor Area*	Lot A: Max. 175.8 m ² (1,892.3 ft ²) Lot B: Max. 204.6 m ² (2,202.3 ft ²)	Lot A: Max. 166.0 m ² (1,786.8 ft ²) Lot B: Max. 194.8 m ² (2,096.8 ft ²)	none
Coach House Floor Area*	Min. 33.0 m ² (355.2 ft ²) Max. 60.0 m ² (645.8 ft ²)	42.8 m ² (461.0 ft ²)	none
Total Buildable Floor Area*	Lot A: 208.8 Max. m ² (2,247.5 ft ²) Lot B: 237.6 Max. m ² (2,557.5 ft ²)	Lot A: 208.8 Max. m ² (2,247.5 ft ²) Lot B: 237.6 Max. m ² (2,557.5 ft ²)	none permitted
Lot Coverage:	Building: Max. 45% Non-porous Surfaces: Max. 70%	Building: Max. 45% Non-porous Surfaces: Max. 70%	none
Lot Size:	Min. 315.0 m ²	Lot A: 348 m ² Lot B: 396 m ²	none
Lot Dimensions (m):	Lot A Width: Min. 9.0 m Lot B Width: Min. 11.0 m Depth: Min. 35.0 m	Lot A Width: 9.5 m Lot A Depth: 36.6 m Lot B Width: 11.0 m Lot B Depth: 36.6 m	none
Principal Dwelling Setbacks (m):	Front: Min. 6.0 m Rear: Min. 6.0 m Interior Side: Min. 1.2 m Exterior Side: Min. 3.0 m	Front: Min. 6.0 m Rear: Min. 6.0 m Interior Side: Min. 1.2 m Exterior Side: Min. 3.0 m	none

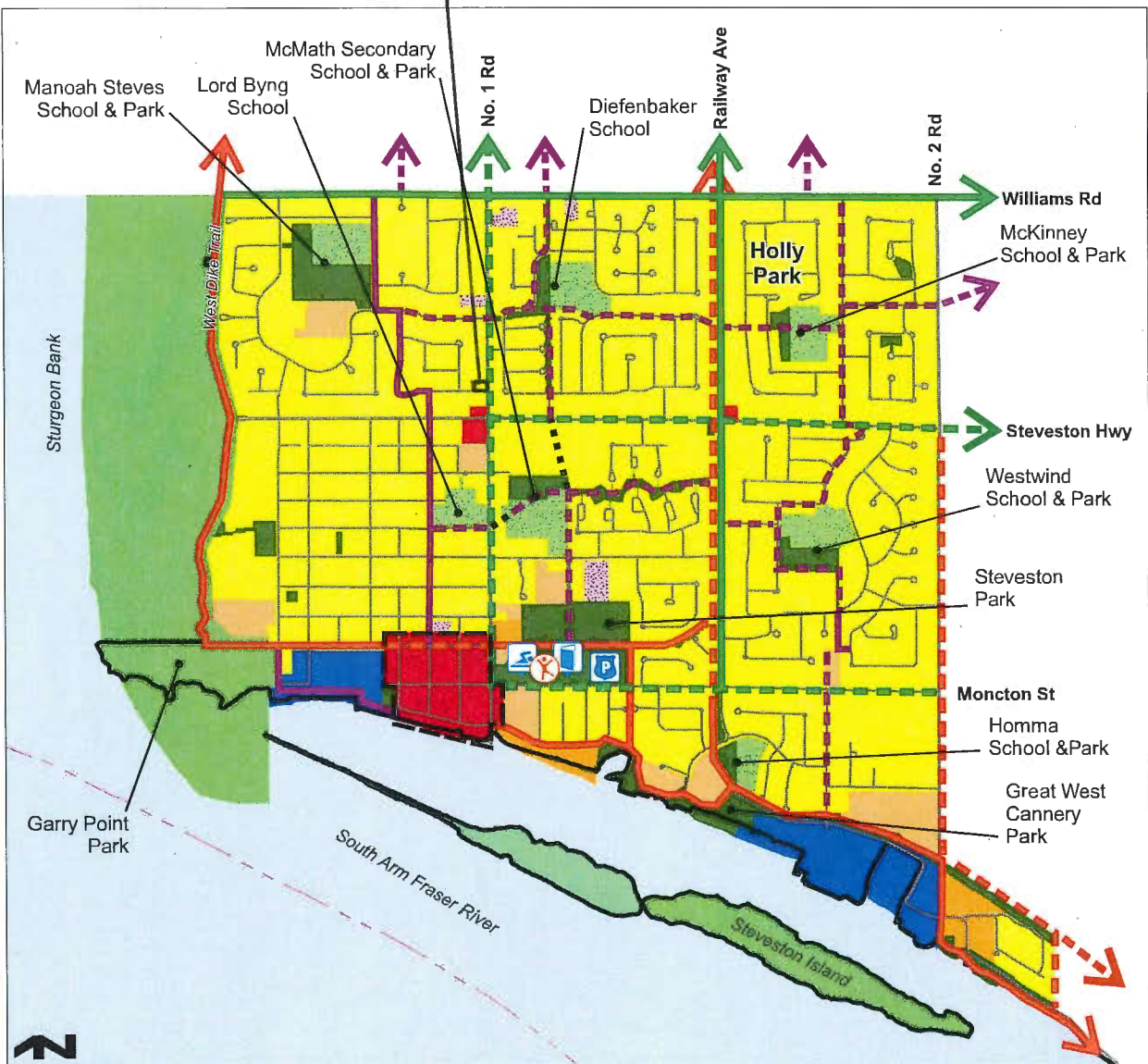
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Coach House Dwelling Setbacks:	Rear: Min. 1.2 m Interior Side (Ground) Min. 0.6 m Interior Side (Upper): Min. 1.2 m Opposite Interior Side: Min. 1.8 m Exterior Side: Min. 3.0 m	Rear: 1.2 m Interior Side (Lower): 0.6 m Interior Side (Upper): 1.2 m Opposite Interior Side: 2.64 m Exterior Side: 4.2 m	none
Principal Dwelling Height:	Max. 9.0 m	Max. 9.0 m	none
Coach House height:	Max. 6.5 m, measured from the crown of the lane	6.47 m, measured from the crown of the lane	none
On-Site Parking Spaces:	Principal Dwelling: 2 Coach House: 1	Principal Dwelling: 2 Coach House: 1	none
Tandem Parking Spaces:	Permitted for Principal Dwelling	Principal Dwelling: 2	none
Outdoor Amenity Space:	Principal Dwelling: Min. 30 m ²	Principal Dwelling: 30 m ²	none
Coach House Balcony:	Max. 8.0 m ²	No balcony proposed	none

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

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

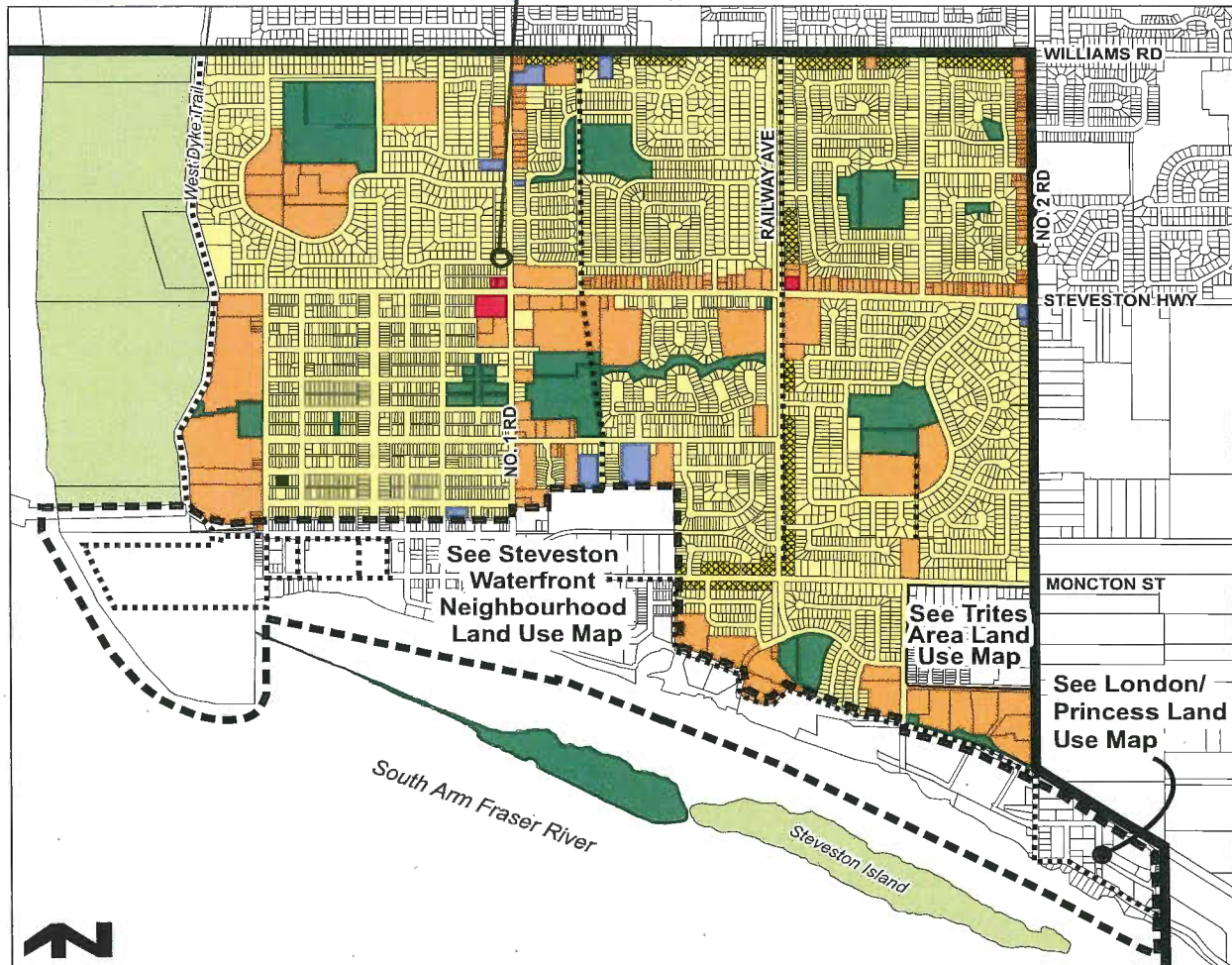
4. Steveston











SUBJECT PROPERTY

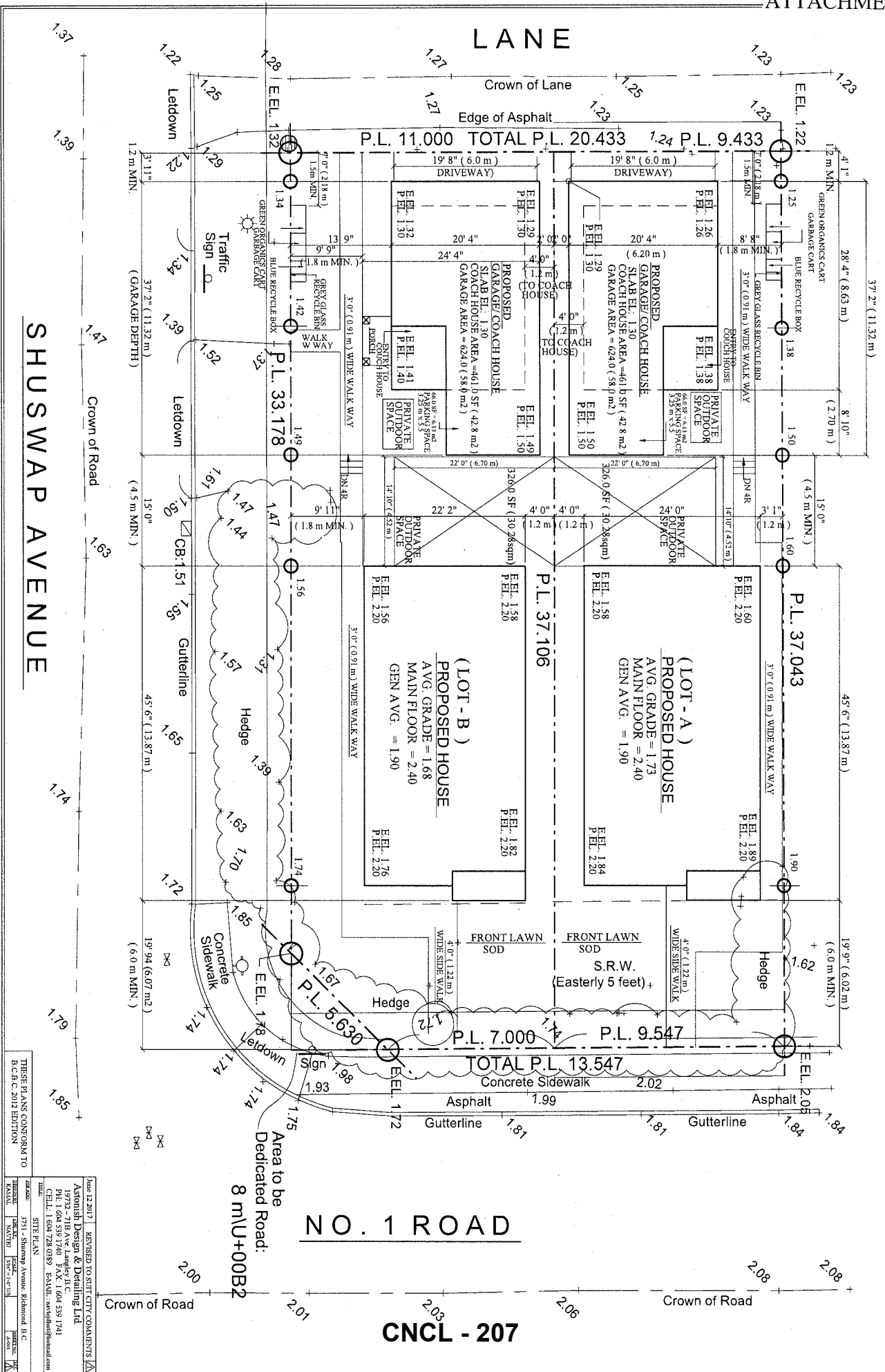


CNCL - 205

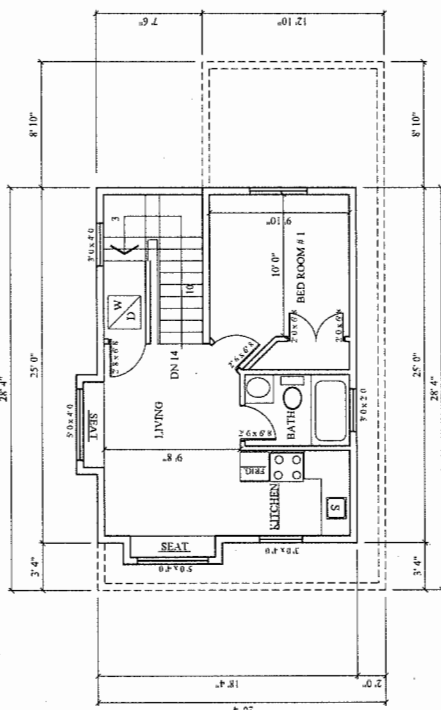
Steveston Area Land Use Map

Bylaw 9604
2016/12/19

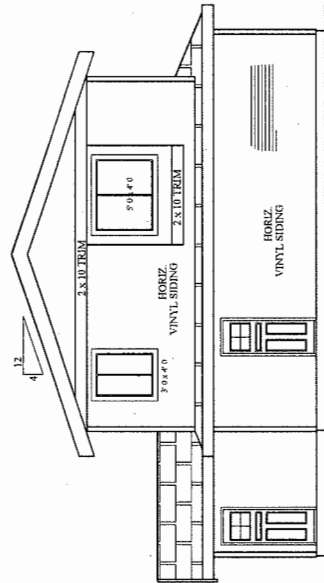
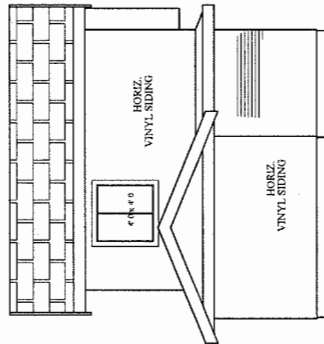
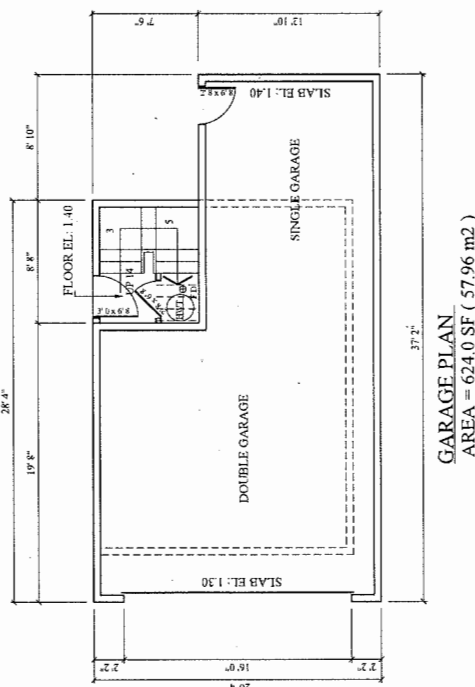
	Single-Family		Institutional
	Single-Detached/Duplex/Triplex		Conservation Area
	Multiple-Family		Trail
	Commercial		Steveston Area Boundary
	Public Open Space		Steveston Waterfront Neighbourhood Boundary



COACH HOUSE - PROPOSED LOT A

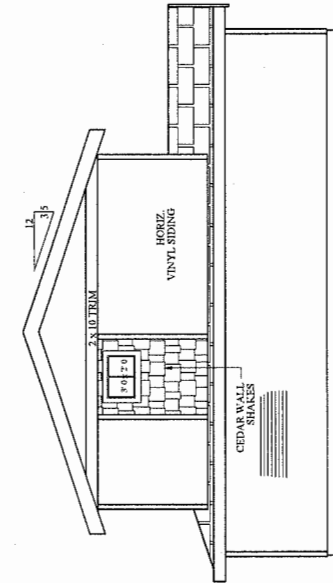
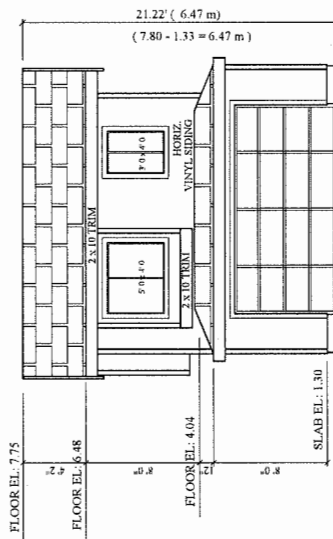


COACH HOUSE FLOOR PLAN
 COACH HOUSE AREA = 458.0 SF (42.54 m²)
 (INCLUDING STAIRS)



FRONT ELEVATION
 (EAST)

LEFT SIDE ELEVATION
 (NORTH)



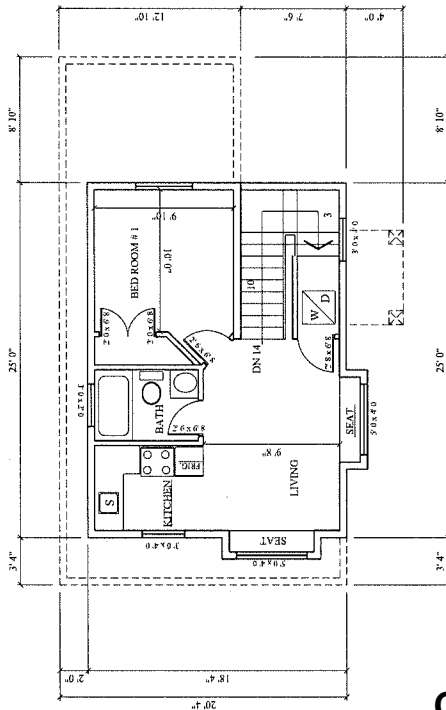
REAR ELEVATION
 (WEST)

RIGHT SIDE ELEVATION
 (SOUTH)

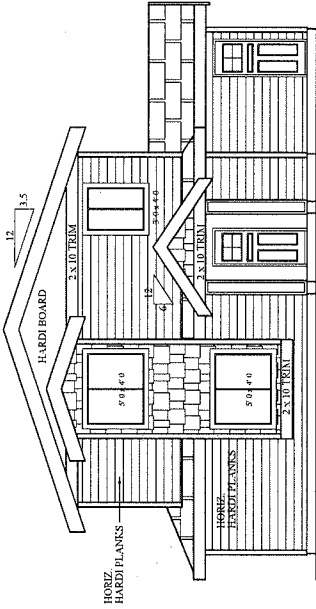
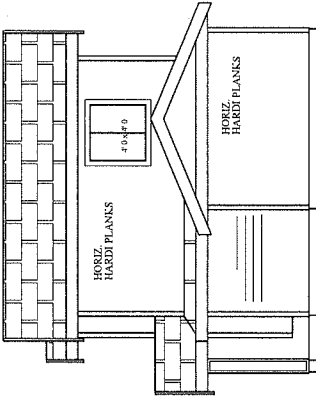
Astomish Design & Detailing Ltd. 19732 - 71B Ave Langley B.C. PH: 1 604 539 1740 FAX: 1 604 539 1741 CELL: 1 604 728 0869 E-MAIL: info@astomish.com			
PROJECT	3751 - Shuswap Avenue, Richmond, B.C.	DATE	2012.05.15
CLIENT	COACH HOUSE PLAN - Lot A	SCALE	1/4" = 1'-0"
DESIGNER	ASTOMISH	DATE	2012.05.15
DRAWN	ASTOMISH	DATE	2012.05.15
CHECKED	ASTOMISH	DATE	2012.05.15
APPROVED	ASTOMISH	DATE	2012.05.15

THESE PLANS CONFORM TO
 B.C.B.C. 2012 EDITION

COACH HOUSE - PROPOSED LOT B

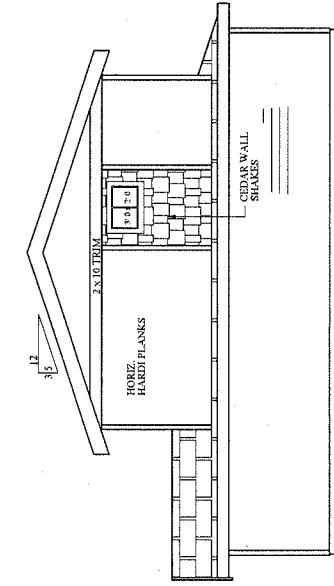
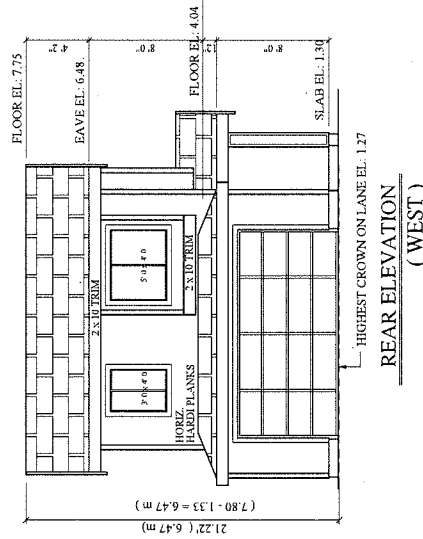


CNCL - 209

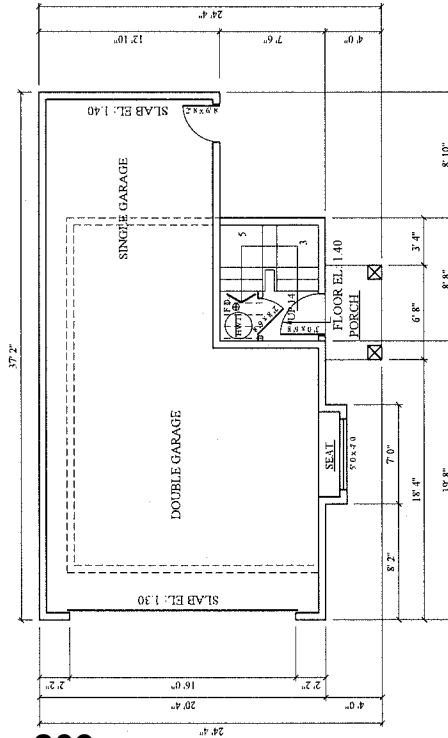


FRONT ELEVATION (EAST)

RIGHT SIDE ELEVATION (NORTH)



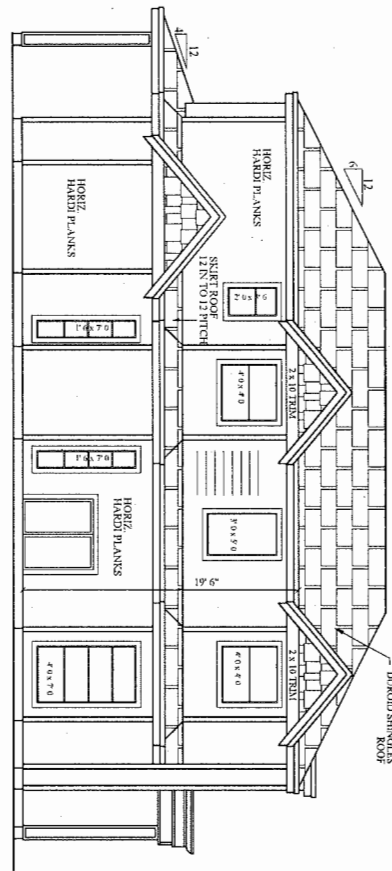
LEFT SIDE ELEVATION (SOUTH)



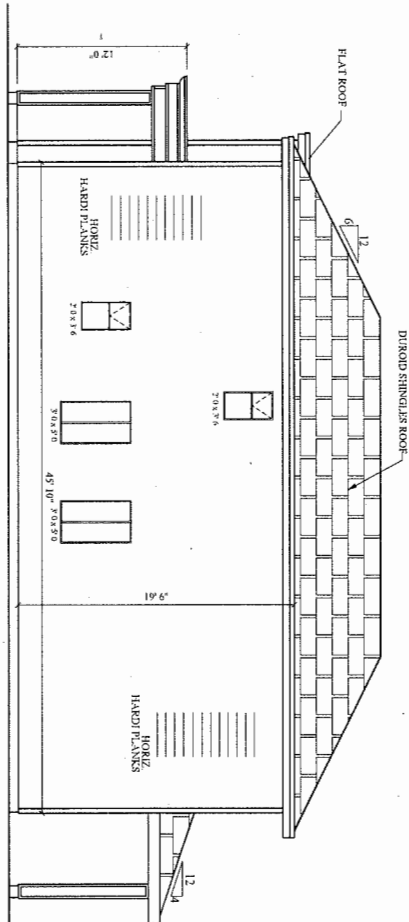
GARAGE PLAN
 AREA = 624.0 SF (57.96 m²)

DATE: 12/20/17	REVISION: TO SUB CITY COMMENTS
PROJECT: 19732 - 716 Ave Langle, B.C.	DESIGNER: Astonish Design & Detailing Ltd
CLIENT: Mr. & Mrs. Langle	PROJECT NO: 19732
CELL: 1 604 728 0380	EMAIL: info@astonishdesign.com
TITLE: COACH HOUSE PLAN - Lot B	SCALE: 3/32" = 1'-0"
DESIGNED BY: 3/32" = 1'-0"	DATE: 12/20/17
DRAWN BY: 3/32" = 1'-0"	DATE: 12/20/17
CHECKED BY: 3/32" = 1'-0"	DATE: 12/20/17
APPROVED BY: 3/32" = 1'-0"	DATE: 12/20/17
NOTES: THESE PLANS CONFORM TO B.C.B.C. 2012 EDITION	

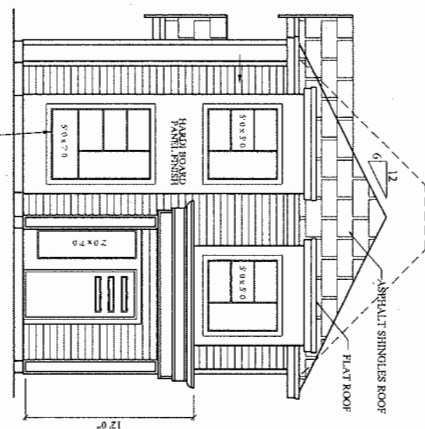
PRINCIPAL DWELLING - PROPOSED LOT B



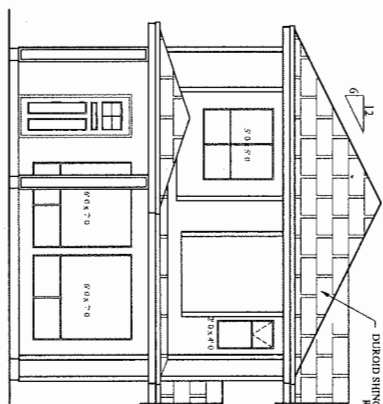
SOUTH (LEFT) SIDE ELEVATION



NORTH (RIGHT) SIDE ELEVATION



EAST (FRONT) ELEVATION



WEST (REAR) ELEVATION

CNCL - 210

<p>ASTORISH DESIGN & DETAILING LTD. 19732 - 718 Ave Langley B.C. V3A 0G1 TEL: 604.539.1741 FAX: 604.539.1741 WWW.ASTORISHDESIGN.COM</p>	
DATE	ELEVATIONS
PROJECT	Lot - B, 5751 - Sharnup Avenue, Richmond, B.C.
REVISION	10/12/2012
BY	NAVER
CHECKED	10/12/2012
DATE	2012

THESE PLANS CONFORM TO
B.C.B.C. 2012 EDITION



Address: 3751 Shuswap Avenue

File No.: RZ 16-738465

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9727, the developer is required to complete the following:

1. A 0.4 m road dedication along the entire No. 1 Road frontage for sidewalk and boulevard widening.
2. A 4.0 x 4.0 m corner cut road dedication at the intersection of Shuswap Avenue and No. 1 Road.
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 installation costs and a 10% contingency. The Landscape Plan should:
 - Comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line.
 - Comply with the landscaping requirements for corner lots established in Richmond Zoning Bylaw 8500.
 - Include a mix of coniferous and deciduous trees.
 - Include the four required trees with the following minimum sizes:

No. of Required Trees	Minimum Caliper of Deciduous Tree	Minimum Height of Coniferous Tree
4	6 cm	2 m

4. Registration of a flood indemnity covenant on Title.
5. Registration of a legal agreement on Title, ensuring that the coach house cannot be stratified.
6. Registration of a legal agreement on Title, prohibiting the conversion of the tandem parking area into habitable space.
7. Registration of a legal agreement on Title, to ensure that the Building Permit application and ensuing development at the site is generally consistent with the preliminary conceptual plans included in Attachment 6 to this staff report.

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

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

1. Payment of the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.
2. Complete the following servicing works and off-site improvements. These may be completed through a Servicing Agreement* or a City work order:

Water Works:

- Using the OCP Model, there is 588 L/s of water available at a 20 psi residual at the hydrant on Shuswap Avenue. Based on the proposed development, the site requires a minimum fire flow of 95 L/s.

- The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage Building designs.
- At Developer's cost, the City is to:
 - Install one new water service connection complete with meter and meter box off of the existing 200 mm PVC watermain on Shuswap Avenue for the southern subdivided lot.
 - Install one new water service connection complete with meter and meter box off of the existing 300 mm AC watermain on No.1 Road for the northern subdivided lot.
 - Cut and cap at main the existing water service connection.

Storm Sewer Works:

- At Developer's cost, the City is to:
 - Install a new storm service connection complete with inspection chamber and dual service leads at the adjoining property line of the two newly subdivided lots, off of the existing box culvert on No.1 Road.
 - Cut, cap and remove the existing storm service connection and inspection chamber STIC42202 at the southwest corner of the subject site.

Sanitary Sewer Works:

- At Developer's cost, the City is to:
 - Install a new sanitary service connection complete with inspection chamber and dual service leads off of the existing 200 mm AC sewer in the lane, west of the subject site.
 - Cut and cap the existing sanitary service lead at the northwest corner of the subject site.

Frontage Improvements:

- The Developer is required to:
 - Coordinate with BC Hydro, Telus and other private communication service providers:
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.). These should be located onsite.
 - Review streetlight spacing and revise as required. Install a new streetlight at the southwest corner of the intersection between Shuswap Avenue and No.1 Road. Streetlight design may be provided by the developer for the City to review and install, if a Servicing Agreement is not required.
 - Complete upgrades to the No. 1 Road frontage, including, but not limited to:
 - Removal of the existing concrete sidewalk, replacement with a 1.5 m wide sidewalk at the new property line, and a 1.5 m wide landscaped boulevard.
 - Complete upgrades to the Shuswap Avenue frontage, including, but not limited to:
 - Permanent closure of the existing driveway crossing, removal of the driveway letdown, and replacement with concrete curb and gutter.
 - Construction of a new 1.5 m wide sidewalk at the property line, and 1.5 m wide landscaped boulevard.
 - Pay, in keeping with the Subdivision and Development Bylaw No. 8751, a \$32,483.70 cash-in-lieu contribution for the design and construction of lane upgrades as set out below:

▪ Lane Asphalt/Pavement (EP .0636)	\$11,032.20
▪ Lane Drainage (EP .0637)	\$10,623.60
▪ Lane Concrete Curb & Gutter (EP .0638)	\$5,516.10
▪ Lane Lighting (EP. 0639)	\$5,311.80

General Items:

- The Developer is required to:
 - Enter into, if required, additional legal agreements; as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to: site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Note:

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

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

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

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

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9727 (RZ 16-738465)
3751 Shuswap Avenue**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"COACH HOUSES (RCH1)"**.

P.I.D. 006-594-701

Lot 608 Except: Parcel "D" (Bylaw Plan 42919), Section 34 Block 4 North Range 7 West
New Westminster District Plan 42890

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9727"**.

FIRST READING


A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor BK

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development

Date: August 25, 2017
File: RZ 15-716773

Re: Application by Jhujar Construction Ltd. for Rezoning at 9291 and 9311/
9331 No. 2 Road from "Single Detached (RS1/E)" and "Two-Unit Dwellings
(RD1)" to "Low Density Townhouses (RTL4)"

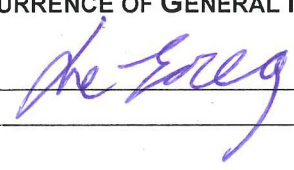
Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9749, for the rezoning of 9291 and 9311/9331 No. 2 Road from "Single Detached (RS1/E)" and "Two-Unit Dwellings (RD1)" zones to "Low Density Townhouses (RTL4)" zone, be introduced and given first reading.



Wayne Craig
Director, Development

EL:rg
Att. 5

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

Staff Report

Origin

Jhujar Construction Ltd. has applied to the City of Richmond for permission to rezone 9291 and 9311/9331 No. 2 Road (Attachment 1) from “Single Detached (RS1/E)” and “Two-Unit Dwellings (RD1)” zones to “Low Density Townhouses (RTL4)” zone in order to permit the development of 12 townhouse units with vehicle access from 9211 No. 2 Road via a SRW registered on title of 9211 No. 2 Road. The townhouse development at 9211 No. 2 Road is currently under construction and the applicant has discussed use of the SRW with the adjacent developer.

Project Description

The two properties under this application have a total combined frontage of 50.2 m, and are proposed to be consolidated into one development parcel. The proposed density is 0.6 FAR. The site layout includes six two-storey units and six three-storey units in four townhouse clusters. One secondary suite is included in this development proposal. A preliminary site plan, building elevations, and landscape plan are contained in Attachment 2. The site currently contains one single family home and one duplex, which will be demolished.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

Surrounding Development

To the North: A recently approved ten unit townhouse complex (RZ 12-620563 & DP 14-674133) on a lot zoned “Low Density Townhouses (RTL4)”. This townhouse development at 9211 No. 2 Road is currently under construction.

To the South: Existing single family homes on lots zoned “Single Detached (RS1/E), which are identified for townhouse development under the Arterial Road Land Use Policy.

To the East: Across No. 2 Road, a four-storey senior’s apartment building (three-storeys over parking) on a lot zoned “Medium Density Low Rise Apartments (RAM1)” and a church on a lot zoned “Assembly (ASY)”.

To the West: Existing single family dwellings on lots zoned “Single-Detached (RS1/B)”.

Related Policies & Studies

Official Community Plan

The 2041 Official Community Plan (OCP) Land Use Map designation for the subject site is “Neighbourhood Residential”. This redevelopment proposal is consistent with this designation.

Arterial Road Policy

The Arterial Road Land Use Policy in the City's 2041 OCP (Bylaw 9000), directs appropriate townhouse development onto certain arterial roads outside the City Centre. The subject site is identified for "Arterial Road Townhouse" on the Arterial Road Housing Development Map and the proposal is in compliance with the Townhouse Development Requirements under the Arterial Road Policy.

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 Art

In response to the City's Public Art Program (Policy 8703), the applicant will provide a voluntary contribution at a rate of \$0.79 per buildable square foot (2015 rate) to the City's Public Art Reserve fund; for a total contribution in the amount of \$12,662.91.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any written 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**Built Form and Architectural Character**

The applicant proposes to consolidate the two properties into one development parcel with a total area of 2,482 m², and construct 12 townhouse units. The layout of the townhouse units is oriented around a single driveway, with access provided to the site from the adjacent townhouse development to the north at 9211 No. 2 Road. A north-south internal manoeuvring aisle providing access to the unit garages is proposed. The amenity area will be situated in a central open courtyard at the rear of the site.

One ground level secondary suite is included in this proposal. The secondary suite will be contained in the townhouse unit located at the southwest corner of the site (Unit A2) (see Attachment 2). The total floor area of this A2 unit is approximately 162 m² (1,751 ft²) and the size of the secondary suite is approximately 42 m² (460 ft²). A surface parking stall will be provided for the secondary suite.

To ensure that the secondary suite will be built, registration of a legal agreement on Title, stating that no final Building Permit inspection will be granted until the secondary suite is constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw, is required prior to final adoption of the rezoning bylaw.

To ensure that the parking stall assigned to the secondary suite is for the sole use of the secondary suite, registration of a legal agreement on Title, or other measures, as determined to the satisfaction of the Director of Development, is required prior to final adoption of the rezoning bylaw.

A Development Permit processed to a satisfactory level is a requirement of zoning approval. Through the Development Permit, the following issues are to be further examined:

- Compliance with Development Permit Guidelines for multiple-family projects in the 2041 Official Community Plan.
- Refinement of the proposed building form to achieve sufficient variety in design to create a desirable and interesting streetscape along No. 2 Road and along the internal drive aisles, to reduce visual massing of the three-storey units along No. 2 Road, and to address potential adjacency issues with adjacent single family homes.
- Refinement of the proposed site grading to ensure survival of all proposed protected trees and appropriate transition between the proposed development to the public sidewalk on No. 2 Road, and to the adjacent existing developments.
- Refinement of the outdoor amenity area design, including the choice of play equipment, to create a safe and vibrant environment for children's play and social interaction.
- Opportunities to maximize planting areas along internal drive aisles, to maximize permeable surface areas, and to better articulate hard surface treatments on site.
- Review of aging-in-place features in all units and the provision of convertible units.
- Review of a sustainability strategy for the development proposal, including measures to achieve an EnerGuide Rating System (ERS) score of 82.

Additional issues may be identified as part of the Development Permit application review process.

Existing Legal Encumbrances

There is an existing 3.0 m wide utility right-of-way along the west property line of 9291 No. 2 Road for the existing sanitary sewer. There is also an existing 1.2 m wide utility right-of-way along the west property line of 9311/9331 No. 2 Road for the existing storm sewer. The developer is aware that no construction can take place there.

There is currently a covenant registered on the Title of 9311/9331 No. 2 Road, restricting the use of the site to a two-family dwelling only (Registration No. AE16486). Prior to final adoption of the rezoning bylaw, the applicant must discharge the covenant from title.

Transportation and Site Access

Direct vehicular access to/from No. 2 Road along the subject site's No. 2 Road frontage is not permitted. Vehicular access to the subject site is to be provided via the driveway crossing and internal drive-aisles at 9211 No. 2 Road by means of a Statutory Rights of Way (CA5001624, EPP 51370) registered at 9211 No. 2 Road. This access arrangement was envisioned when the original Rezoning and Development Permit applications for the adjacent townhouse development at 9211 No. 2 Road were approved by Council in 2016. Registration of a legal agreement on Title prohibiting direct vehicle access to No. 2 Road, and limiting access to the SRW on the driveway at 9211 No. 2 Road will be required prior to final adoption of the rezoning bylaw. This agreement must include language indemnifying and releasing the City from any issues arising from such reliance.

Prior to final adoption of the rezoning bylaw, registration of a Statutory Rights of Way is also required to provide legal means of public/vehicular access to future developments located south of the subject site as well as the existing and future developments to the north of the site. The SRW is to cover the entire width and length of the north-south drive aisle on the subject development.

Tandem Parking

The proposal will feature four units with a total of eight spaces in a tandem arrangement (32% of total required residential parking spaces), which is consistent with the maximum 50% of tandem parking provision of Richmond Zoning Bylaw 8500. A restrictive covenant to prohibit the conversion of the tandem garage area into habitable space is required prior to final adoption.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report, which assesses the structure and condition of on-site tree species, and provides recommendations on tree retention and removal. The Report assesses nine bylaw-sized trees and three hedgerows on the subject site, as well as two trees on neighbouring properties. The City's Tree Preservation Coordinator has reviewed the Arborist's Report and accepted the proposed tree retention scheme (Attachment 4) with the following comments:

- One 40 cm calliper English Oak tree (Tag# 681) is in good condition and is recommended for retention.
- Eight trees on site will be removed due to poor condition; 16 replacements trees are required. According to the Preliminary Landscape Plan (Attachment 2), the developer is proposing to plant 20 new trees on site. The size and species of replacement trees will be reviewed in detail through the Development Permit and overall landscape design.
- Two hedgerows on site will be removed due to poor condition.
- One hedgerow identified as (tag# 687) located on the development site is recommended for retention.

- Two trees (tag# A & B) located on neighbouring properties to be protected as per Arborist report recommendation.
- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones is required.
- Prior to Development Permit Issuance, submission to the City of a Tree Survival Security as part of the Landscape Letter of Credit. No Landscape Letter of Credit will be returned until the post-construction assessment report, prepared by the Arborist, confirming the protected trees survived the construction, is reviewed by staff.

Affordable Housing Strategy

The applicant proposes to make a cash contribution to the affordable housing reserve fund in accordance to the City's Affordable Housing Strategy. As the proposal is for townhouses, the applicant will make a cash contribution of \$4.00 per buildable square foot as per the Strategy, for a contribution of \$64,116.00.

Townhouse Energy Efficiency and Renewable Energy

The applicant has committed to achieving an EnerGuide Rating System (ERS) score of 82 and all units will be pre-ducted for solar hot water for the proposed development. A Restrictive Covenant to ensure that all units are built and maintained to this commitment is required prior to rezoning bylaw adoption. As part of the Development Permit Application review process, the developer will be required to retain a certified energy advisor (CEA) to complete an Evaluation Report to confirm details of construction requirements needed to achieve the rating.

Amenity Space

The applicant is proposing a cash contribution in-lieu of providing the required indoor amenity space on site. Council's Policy 5041 (Cash in Lieu of Indoor Amenity Space) requires that a cash contribution of \$1,000 per unit for developments up to 19 units. The total cash contribution required for this 12 unit townhouse development is \$12,000.00.

Outdoor amenity space will be provided on site. Based on the preliminary design, the size of the proposed outdoor amenity space complies with the Official Community Plan (OCP) requirements of 6 m² per unit. Staff will work with the applicant at the Development Permit stage to ensure the configuration and design of the outdoor amenity space meets the Development Permit Guidelines in the OCP.

Site Servicing and Frontage Improvements

Prior to issuance of the Building Permit, the client is required to enter into the City's standard Servicing Agreement to design and construct frontage beautification along the site frontage, as well as service connections (see Attachment 5 for details). All works are at the client's sole cost (i.e., no credits apply). The developer is also required to pay DCC's (City & GVS & DD), School Site Acquisition Charge and Address Assignment Fee.

Financial Impact or Economic Impact

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

Conclusion

The proposed 12-unit townhouse development is consistent with the Official Community Plan (OCP) and the Arterial Road Policy in the OCP. Further review of the project design is required to ensure a high quality project and design consistency with the existing neighbourhood context, which will be completed as part of the Development Permit application review process. The list of rezoning considerations is included as Attachment 5, which has been agreed to by the applicants (signed concurrence on file). On this basis, staff recommend support of the application.

It is recommended that Zoning Bylaw 8500, Amendment Bylaw 9749 be introduced and given first reading.

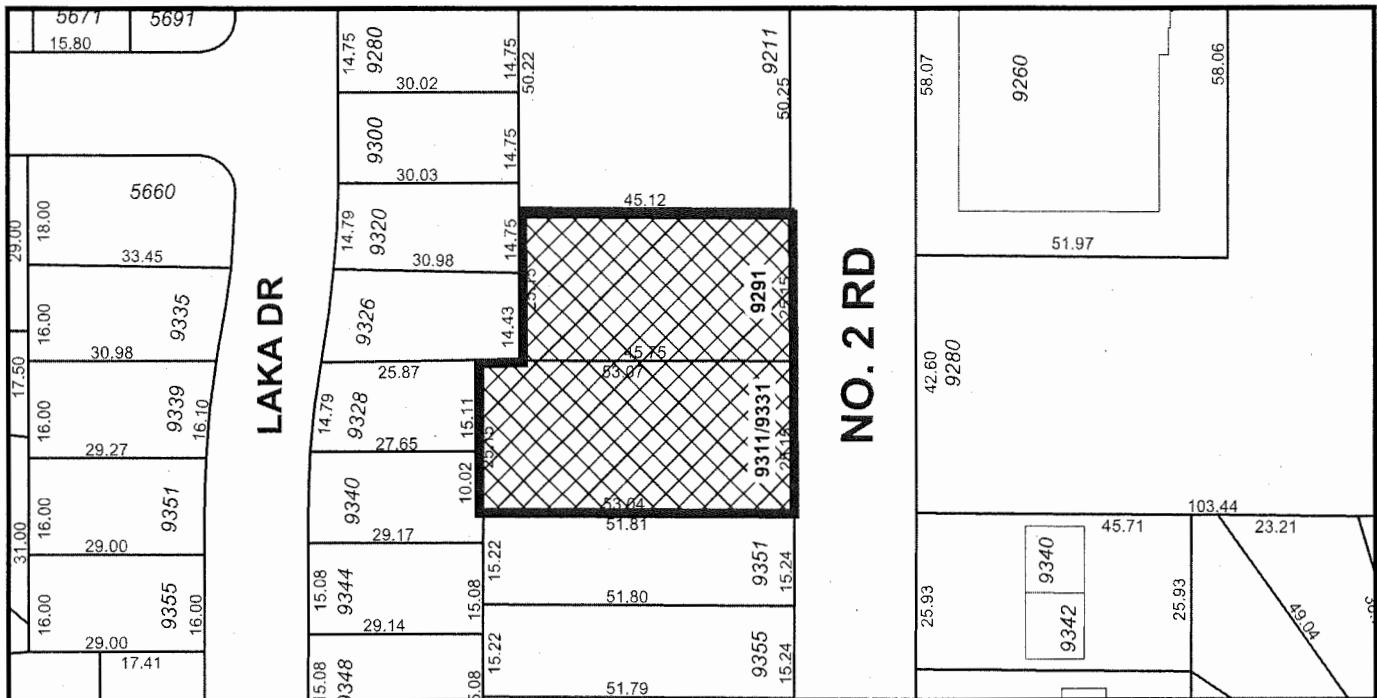


Edwin Lee
Planner 1
(604-276-4121)

EL:rg

- Attachment 1: Location Map
- Attachment 2: Conceptual Development Plans
- Attachment 3: Development Application Data Sheet
- Attachment 4: Tree Management Plan
- Attachment 5: Rezoning Considerations

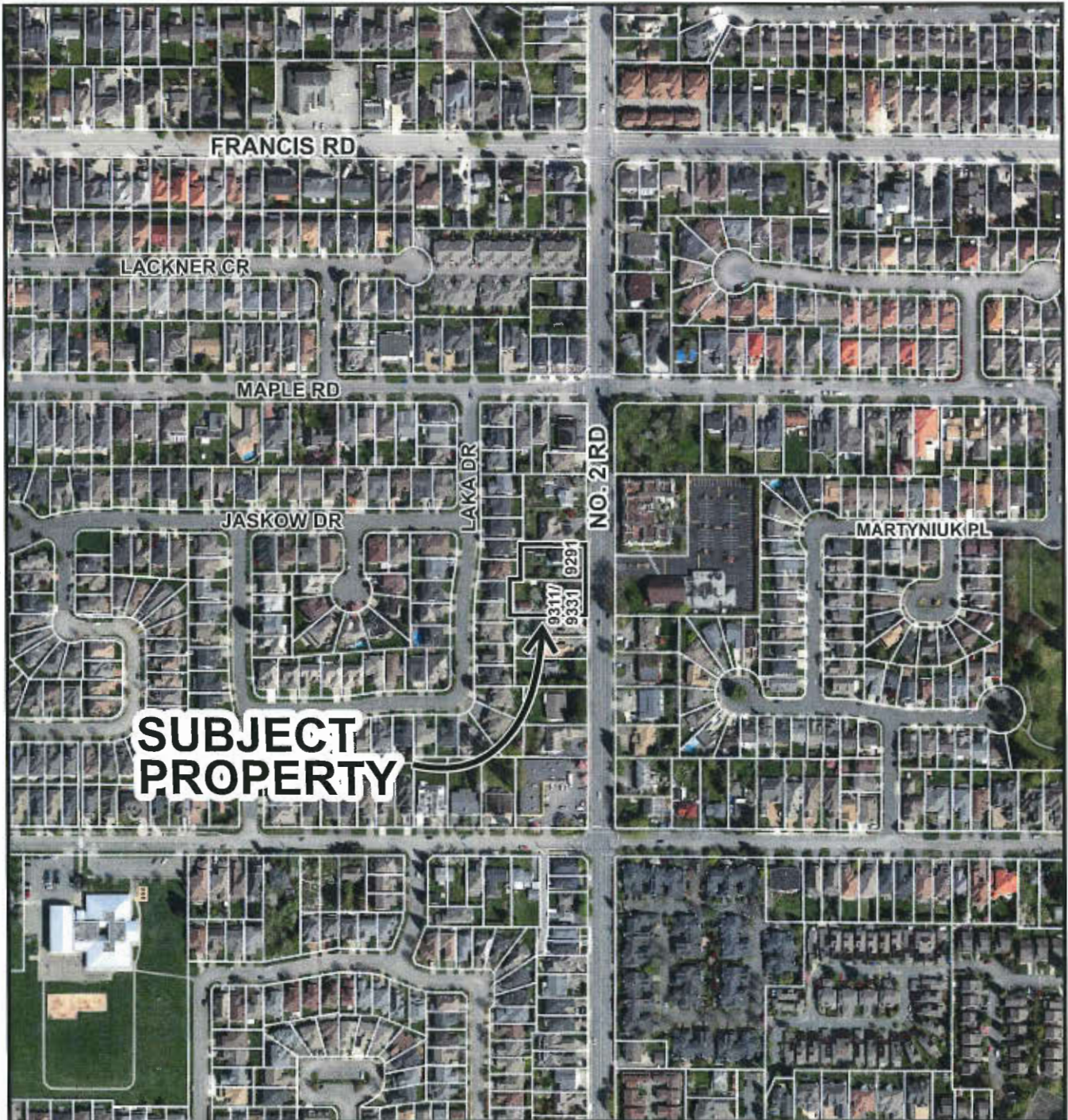
The map displays a residential neighborhood with several streets and zoning districts. The streets shown are Francis Rd, Lackner Cr, No. 2 Rd, Martyniuk Pl, Maple Rd, Romaniuk Dr, and Laka Dr. The zoning districts are labeled with codes such as RS1/E, RD1, RTL1, RTL4, CL, RTM3, RAM1, ASY, RS1/C, RS1/B, RS1/D, and RS1/O. A specific area, located between No. 2 Rd and Laka Dr, is highlighted with a cross-hatch pattern and labeled 'PROPOSED REZONING'. This area is currently zoned RS1/E and RD1. The map also shows various other zoning districts, including RS1/E, RD1, RTL1, RTL4, CL, RTM3, RAM1, ASY, RS1/C, RS1/B, RS1/D, and RS1/O. The map is a detailed representation of the current zoning and proposed changes in the area.



Note: Dimensions are in METRES



City of Richmond



RZ 15-716773

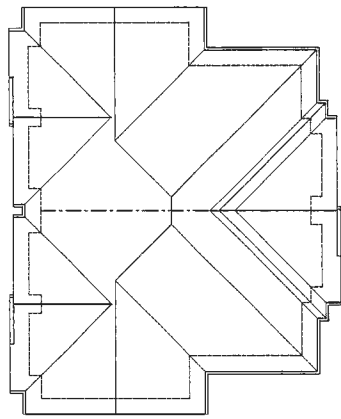
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Revision Date: 08/04/17

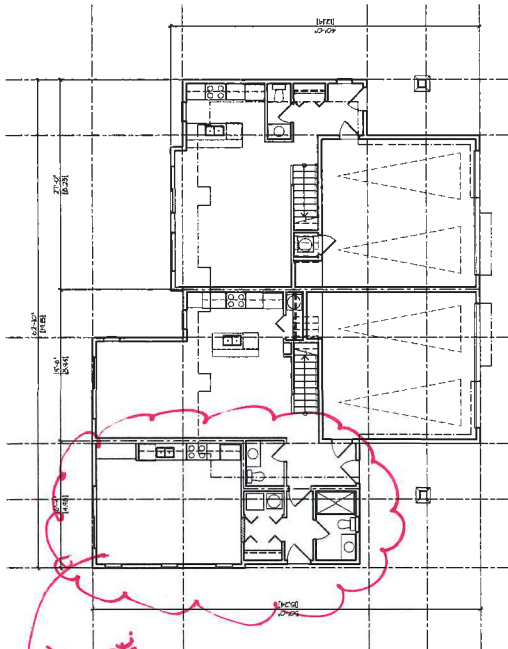
Note: Dimensions are in METRES

43

SECONDARY SUITE
~ 460 sq. ft.



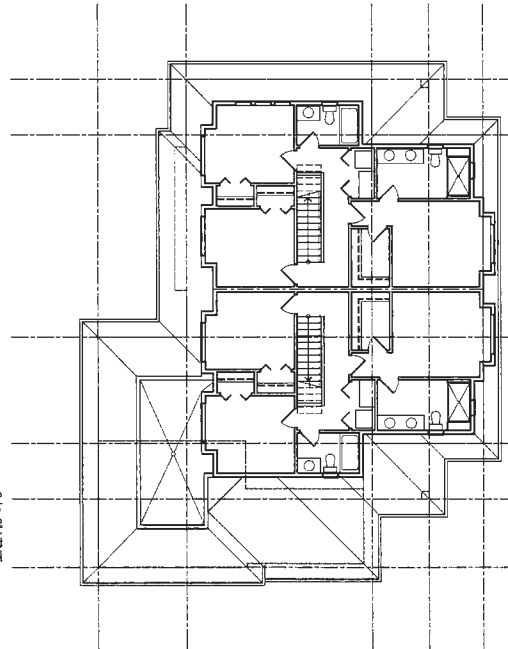
ROOF PLAN
SCALE: 1/8" = 1'-0"



← MECHANICAL SHAFT → UNIT A2 → UNIT A1 →

MAIN FLOOR PLAN

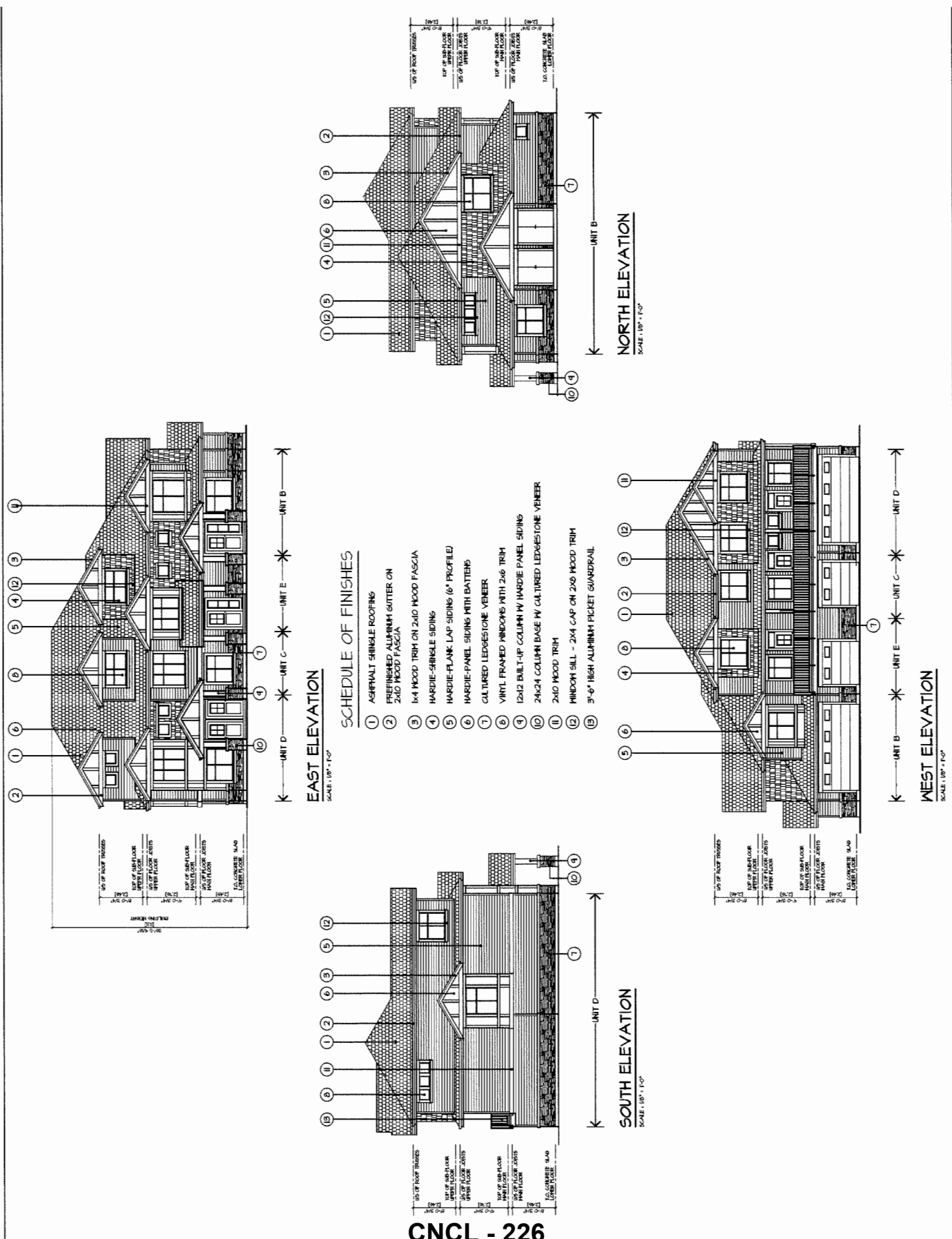
SCALE: 1/8" = 1'-0"



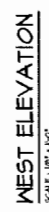
UPPER FLOOR PLAN

SCALE: 1/8" = 1'-0"

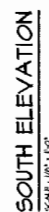
SECTION SHED UNIT A2 UNIT A

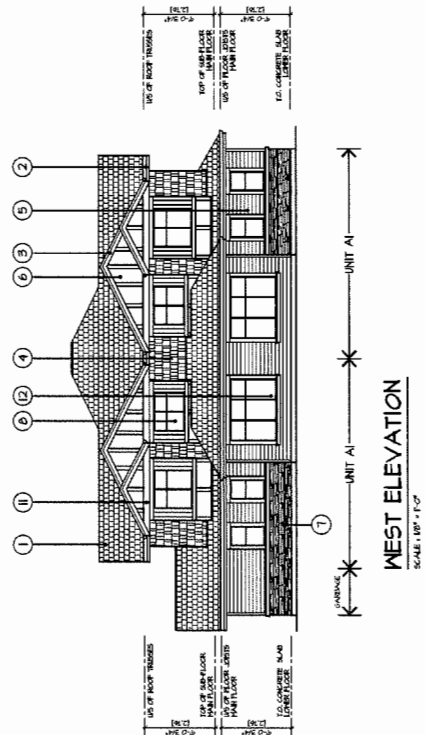


NORTH ELEVATION



- ## SCHEDULE OF FINISHES





EAST ELEVATION
SCALE: 1/8" = 1'-0"

SOUTH ELEVATION

NORTH ELEVATION
SCALE: 1/8" = 1'-0"

WEST ELEVATION

- 1 ASPHALT SHINGLE ROOFING
- 2 PREFINISHED ALUMINUM GUTTER ON 2x6 MOOD FASCIA
- 3 1x4 MOOD TRIM ON 2x6 MOOD FASCIA
- 4 HANDIE-SHINGLE SIDING
- 5 HANDIE-PLANK LAP SIDING (6" PROFILE)
- 6 HANDIE-PANEL SIDING WITH BATTERS
- 7 CULTURED LEDGESTONE VENEER
- 8 VINYL FRAMED WINDOWS WITH 2x6 TRIM
- 9 12x12 BUILT-UP COLUMN W/ HANDIE PANEL SIDING
- 10 24x24 COLUMN BASE W/ CULTURED LEDGESTONE VENEER
- 11 2x10 MOOD TRIM
- 12 WINDOW SILL - 2x14 CAP ON 2x6 MOOD TRIM
- 13 3'-0" HIGH ALUMINUM PICKET GUARDRAIL

[illegible]

1. Provide all plant material meeting BCSLA / BCNLA Standard, latest edition.
2. All street trees are to be planted in accordance with City of Richmond requirements for species, soil volume and installation. Confirm with Richmond Parks for species and selection.
3. Plant search area to include all of Lower Mainland, Vancouver Island and Interior regions of BC.
3. No substitutions or adjustments without written approval by the landscape architect.

New centrally located amenity area with outdoor play area, mail kiosk, seating and decorative planting at the edges.

NOT FOR CONSTRUCTION

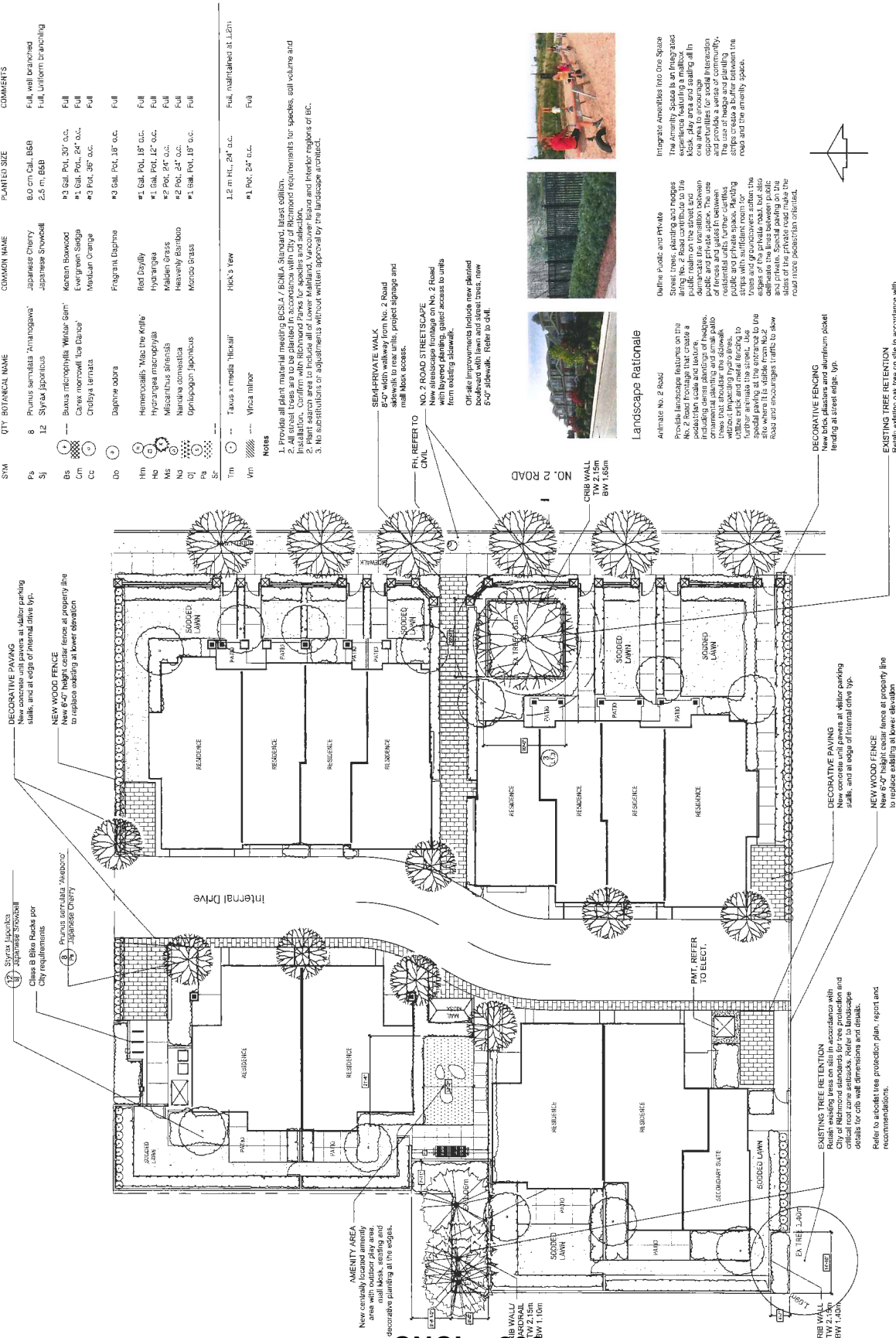
	Issue for Reasoning	Date
1	Issue for Reasoning	Jul-28 2017
2	Re-issue for Reasoning	Jun-28 2017
3	Issue for Reasoning	Mar-13 2017
4	Issue for Reasoning	Nov-17 2015

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Richmond BC

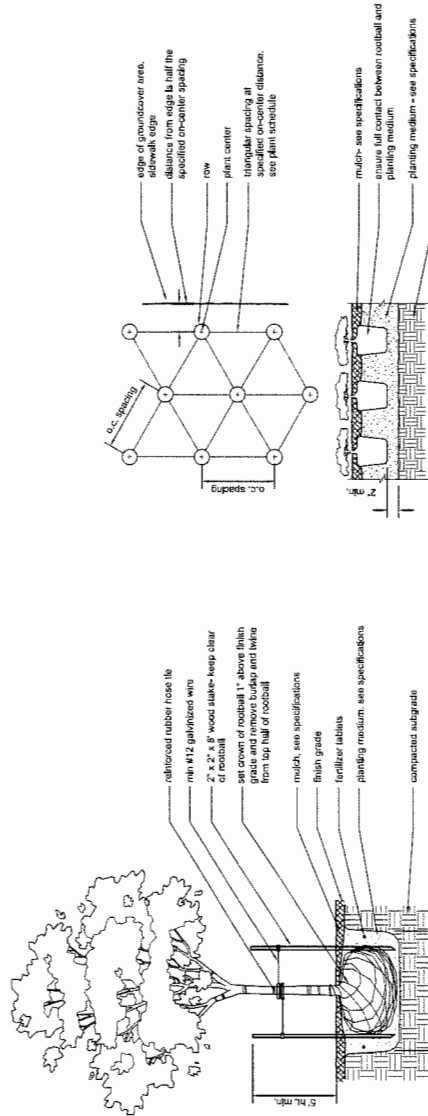
Landscape
Concept Plan

File #	NOV 17 2015
Project #	16044
Depth	3/32" = 1" O
Drawn by	2015/11/17 10:00 AM

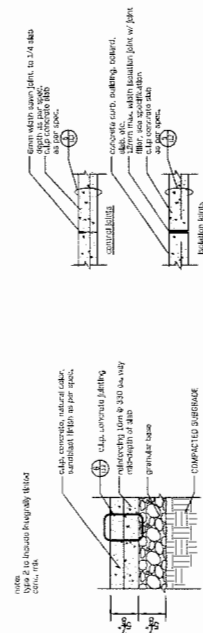




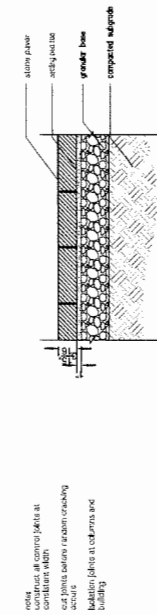
1	Soil Profile Typ.
11.2	1'-1' 0"
2	Shrub Planting Typ.
11.2	1'-1' 0"



3	Tree Planting Typ.	1.12	1" - 1' 0"
4	Groundcover Spacing Typ.	1.12	1" - 1' 0"



5	C.I.P. Concrete Typ.	1.12	1'-1'0"
6	Control Joints Typ.	1.12	1'-1'0"



7 Stone Pavers
1'-1'0"

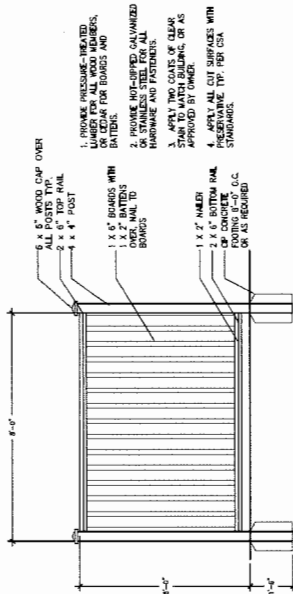
NOT FOR CONSTRUCTION

id	discovery	date
3	Redox for freezing	Jul 20 2017
2	Boxer for freezing	Mar 13 2017
1	Boxer for freezing	Nov 17 2016

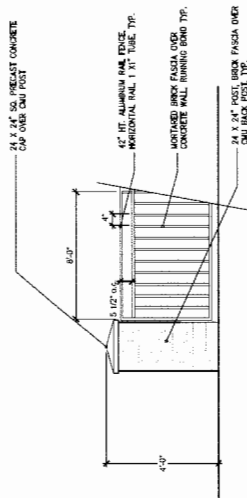
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Multiunit Development
9291 & 9311 No 2 Road
Richmond BC

Landscape
Details[illegible]



NOTES:
PROVIDE CONCRETE FOUNDATIONS TO
450MM DEPTH TYP.
METAL: PAINTED ALUMINUM TO
MATCH ARCHITECTURAL TRIM, REFER
TO DRANNICS.
BRICK: MATCH ARCHITECTURAL TRIM,
TYP.



1 Stone Pillaster Metal Fence Typ.

2 Wood Fence Typ.
L1.3 1/2" - 1' 0"

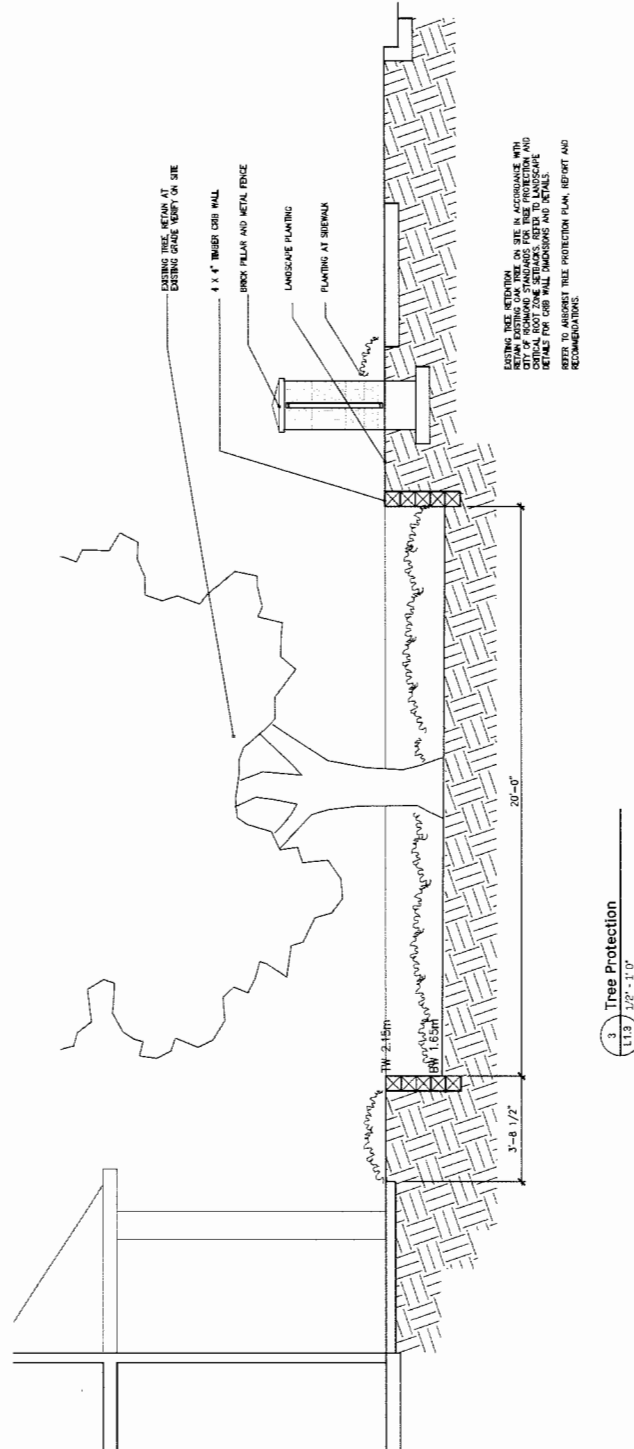
NOT FOR CONSTRUCTION	
3	Re-bid for Re-roofing July 26, 2017
2	Issue for Re-roofing Aug 13, 2017
1	Bid for Re-roofing Nov 17, 2015
4	Expenditure
	Sum

only after it is used. This is not to be confused with all three types of exclusive property of trade collaboration and cannot be used as evidence of market power in the antitrust context of the Robinson-Patman Act.

Multiunit Development
9291 & 9311 No 2 Road
Richmond BC

Landscape
Concept Plan

Date	MSF 13 2017
Project No.	15044
Scale	1:2" = 1'-0"
Project Location	11.3



3 Tree Protection
L1.3 1/2" - 1' 0"



RZ 15-716773

Attachment 3

Address: 9291 and 9311/9331 No. 2 Road

Applicant: Jhujar Construction Ltd.

Planning Area(s): Blundell

	Existing	Proposed
Owner:	Jhujar Construction Ltd.	No Change
Site Size (m²):	2,482 m ²	No Change
Land Uses:	Single-Family Residential / Two-Family Residential	Multiple-Family Residential
OCP Designation:	Low-Density Residential	No Change
Area Plan Designation:	N/A	No Change
702 Policy Designation:	N/A	No Change
Zoning:	Single Detached (RS1/E) and Two-Unit Dwellings (RD1)	Low Density Townhouses (RTL4)
Number of Units:	3	12
Other Designations:	N/A	No Change

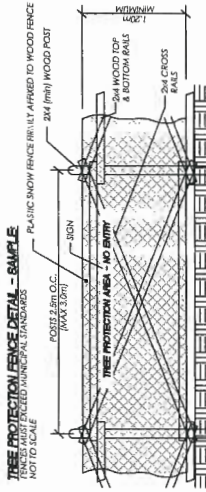
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	0.60 Max.	none permitted
Lot Coverage – Building:	Max. 40%	40% Max.	none
Lot Coverage – Non-porous Surfaces:	Max. 65%	65% Max.	none
Lot Coverage – Landscaping:	Min. 25%	25% Min.	none
Setback – Front Yard (m):	Min. 6.0 m	6.1 m	none
Setback – North Side Yard (m):	Min. 3.0 m	3.0 m Min.	none
Setback – South Side Yard (m):	Min. 3.0 m	3.0 m Min.	none
Setback – Rear Yard (m):	Min. 3.0 m	4.6 m	none
Height (m):	Max. 12.0 m (3 storeys)	<ul style="list-style-type: none"> 12.0 m (3 storeys) Max. along No. 2 Road 9.0 m (2 storeys) Max. along west property line 	none
Lot Width:	Min. 50.0 m	50.25 m	none
Lot Depth:	Min. 35.0 m	45.12 m Min.	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Off-street Parking Spaces – Regular (R) / Visitor (V):	2 (R) and 0.2 (V) per unit + 1 (R) per secondary suite	2 (R) and 0.251 (V) per unit + 1 (R) per secondary suite	none
Off-street Parking Spaces – Total:	25 (R) and 3 (V)	25 (R) and 3 (V)	none
Tandem Parking Spaces:	Max. 50% of proposed residential spaces in enclosed garages (24 x Max. 50% = 12)	8	none
Small Car Parking Spaces	None when fewer than 31 spaces are provided on site	0	none
Handicap Parking Spaces:	Min. 2% of parking stalls required when 3 or more visitor stalls are required (28 x 2% = 1 space)	1	none
Bicycle Parking Spaces – Class 1 / Class 2:	1.25 (Class 1) and 0.2 (Class 2) per unit	1.25 (Class 1) and 0.25 (Class 2) per unit	none
Off-street Parking Spaces – Total:	15 (Class 1) and 3 (Class 2)	15 (Class 1) and 3 (Class 2)	none
Amenity Space – Indoor:	Min. 70 m ² or Cash-in-lieu	Cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m ² x 12 units = 72 m ²	74 m ²	none

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

TREE PROTECTION GUIDELINES:

- [illegible]



DATE	DATE	DATE
3 AUG 2, 2017	UPDATED SITE PLAN	
0 AUG 17, 2015	INITIAL SUBMISSION	

SEE SHEET 2 FOR DRAWING DETAILS

TREE MANAGEMENT DRAWING

PROJECT:	PROPOSED TOWNHOUSE DEVELOPMENT
----------	--------------------------------

ADDRESS:	9311 & 9291 No.2 ROAD, RICHMON
----------	--------------------------------

CLIENT:	JHUJAR CONSTRUCTION
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SHEET: 1 OF 2

ACL FILE:	15241
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aclaroup.ca

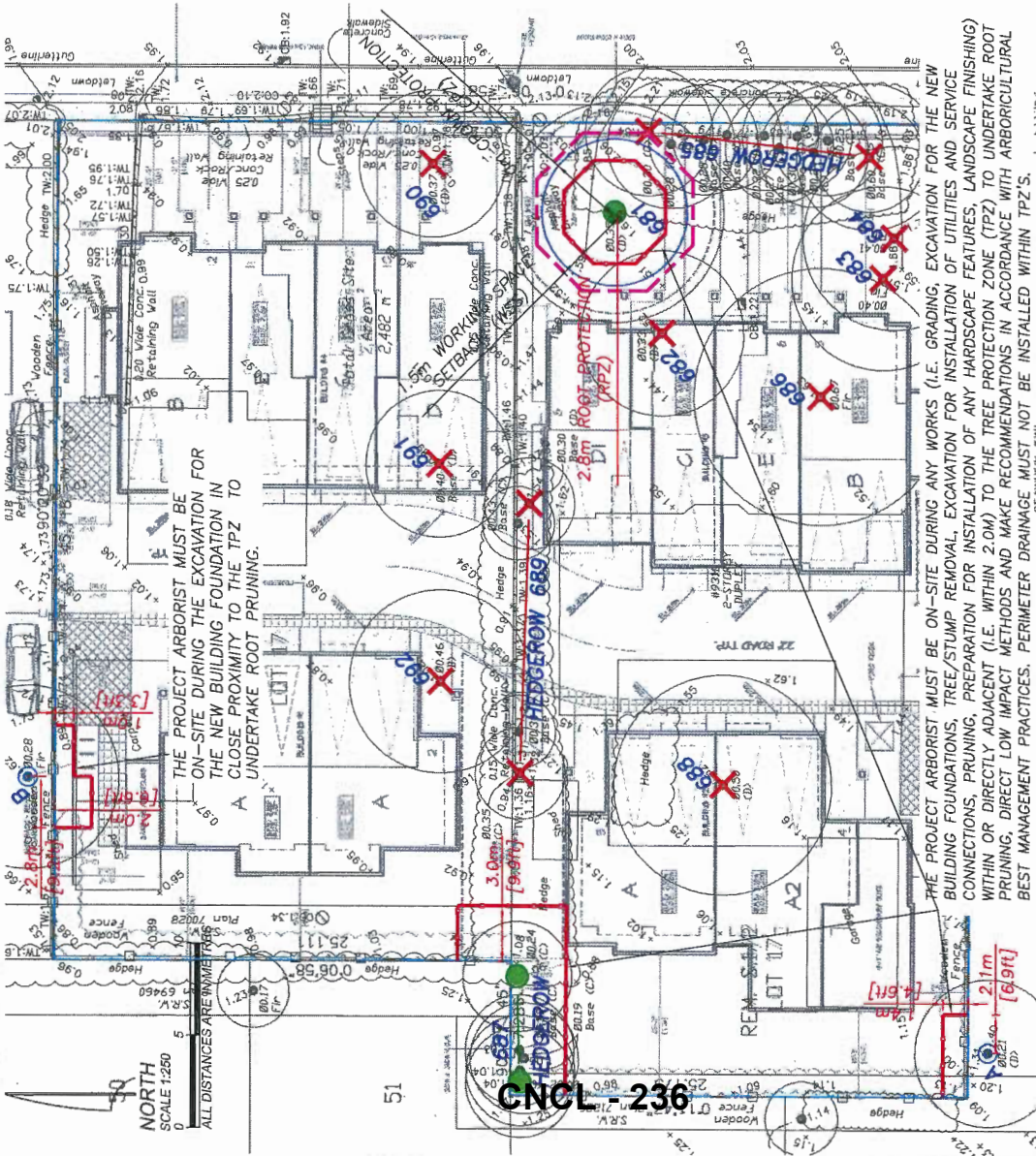


ARBORTECH
CONSULTING

SUITE 145 - 12051 HORSESHOE WAY, RICHMOND, BC V7A 4V4 p 604 275 3484

TREE INVENTORY AND ASSESSMENT LIST:

- | Item | Location | Condition | Remarks | Action | Remarks |
|------|----------|---------------------|----------------------------------|-------------------------|-------------------------|
| 1 | 681 | 40 | English oak | Remove due to Condition | Remove due to Condition |
| 2 | 682 | 32 | Black spruce | Remove due to Condition | Remove due to Condition |
| 3 | 683 | 47 | Norway spruce | Remove due to Condition | Remove due to Condition |
| 4 | 684 | 45 | Austrian pine | Remove due to Condition | Remove due to Condition |
| 5 | 685 | 20-31 | Western redcedar | Remove due to Condition | Remove due to Condition |
| 6 | 686 | 72 | Decid. cedar | Remove due to Condition | Remove due to Condition |
| 7 | 687 | 20-40 | Western redcedar | Remove due to Condition | Remove due to Condition |
| 8 | 688 | 58 | Rowing cherry | Remove due to Condition | Remove due to Condition |
| 9 | 689 | 20-40 | Mixed species Hedgerow | Remove due to Condition | Remove due to Condition |
| 10 | 690 | 48 | Rowing cherry Common pear | Remove due to Condition | Remove due to Condition |
| 11 | 691 | 54 | Apple | Remove due to Condition | Remove due to Condition |
| 12 | 692 | 52 | Apple | Remove due to Condition | Remove due to Condition |
| 13 | 693 | 30 (est.) 40 (est.) | Magnolia grandiflora Douglas fir | Remove due to Condition | Remove due to Condition |



SUGGESTED PLANT LIST: REPLACEMENT TREES

Please use botanical name when ordering.
 Size: H denotes height and C denotes calliper.
 Current arboricultural best management practices and BCSEA/BCMA standards apply to: quality, root ball, health, form, handling, planting, staking and establishment care.
 Scale: Height and Spread (metres) are approximate mature sizes considering landscape planting in a "Southern Coastal BC" growing environment - actual dimensions will vary.

CODE	QTY	Site	BOTANICAL NAME	COMMON NAME
BROADLEAF - SMALL TO MEDIUM SCALE:				
AG	6cm C		Acacia gmelina	Paperbark maple
FSD	6cm C		Fagus sylvatica 'Dawson'	Dawson beech
SP	6cm C		Stewartia pseudocamellia	Japanese Stewartia
AU	6cm C		Arbutus menziesii	Strawberry tree
CC	1.5m H		Cercis canadensis	Redbud
SR	6cm c		Syringa reticulata	Lilac
EVERGREEN - SMALL SCALE:				
APC	1.5m H		Abies procera 'Glauca'	Noble fir
PO	3.5m H		Prinos comilla	Serbian spruce

LEGEND:

- ✕ denotes TAG NUMBER or ID REFERENCE.
- ⊗ denotes PRIORITY RANKING for treatment planning consideration.
- ⊕ denotes DRIPLINE (spread of the branches and foliage) of the tree.
- denotes RETENTION tree (proposed).
- ✕ denotes REMOVAL tree (proposed).
- ⊗ denotes HIGH RISK REMOVAL tree (proposed).
- ⊕ denotes OFF-SITE tree (to be protected and/or owner contacted as noted).
- ⊕ denotes NON-SYLAW undersize tree (as measured by project arborist).
- ⊕ denotes SITE or STUDY AREA BOUNDARY.
- ⊕ denotes TREE PROTECTION ZONE (TPZ) setback alignment as specified by project arborist.
- ⊕ denotes REPLACEMENT TREE proposed (conceptual location - see plant list for details).

THE PROJECT ARBORIST MUST BE ON-SITE DURING THE EXCAVATION FOR THE NEW BUILDING FOUNDATION IN CLOSE PROXIMITY TO THE TPZ TO UNDERTAKE ROOT PRUNING.

THE PROJECT ARBORIST MUST BE ON-SITE DURING ANY WORKS (I.E. GRADING, EXCAVATION FOR THE NEW BUILDING FOUNDATIONS, TREE/STUMP REMOVAL, EXCAVATION FOR INSTALLATION OF UTILITIES AND SERVICE CONNECTIONS, PRUNING, PREPARATION FOR INSTALLATION OF ANY HARDSCAPE FEATURES, LANDSCAPE FINISHING) WITHIN OR DIRECTLY ADJACENT (I.E. WITHIN 2.0M) TO THE TREE PROTECTION ZONE (TPZ) TO UNDERTAKE ROOT PRUNING, DIRECT LOW IMPACT METHODS AND MAKE RECOMMENDATIONS IN ACCORDANCE WITH ARBORICULTURAL BEST MANAGEMENT PRACTICES. PERIMETER DRAINAGE MUST NOT BE INSTALLED WITHIN TPZ'S.

TREE MANAGEMENT DRAWING			
PROJECT: PROPOSED TOWNHOUSE DEVELOPMENT			
ADDRESS: 9311 & 9291 NO.2 ROAD, RICHMOND			
CLIENT: JHUJAR CONSTRUCTION			
ACL FILE: 15241			
3	AUG 2, 2017	UPDATED SITE PLAN	
0	AUG 17, 2015	INITIAL SUBMISSION	
REV #	DATE	COMMENTS	

ARBORTECH CONSULTING

acigroup.ca

SUITE 145 - 12051 HORSESHOE WAY, RICHMOND, BC V7A 4V4 p 604.275.3484

SEE SHEET 1 FOR TREE DATA AND SPECIFICATIONS



Address: 9291 and 9311/9331 No. 2 Road

File No.: RZ 15-716773

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9749, the developer is required to complete the following:

1. Consolidation of all the lots into one development parcel (which will require the demolition of all existing dwellings).
2. Registration of a flood indemnity covenant on Title.
3. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until one secondary suite is constructed on site, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
4. Registration of a legal agreements on Title or other measures, as determined to the satisfaction of the Director of Development, to ensure a surface parking stall is assigned to the unit with a secondary suite, and that the parking stall will be for the sole use of the secondary suite.
5. Registration of a legal agreement or measures, as determined to the satisfaction of the Director of Development, ensuring that the only means of vehicle access to and from 9291 and 9311/9331 No. 2 Road is from the Public Rights of Passage (PROP) statutory rights-of-way (SRW) (registered under CA5001624, EPP 51370) burdening the adjacent property to the north at 9211 No. 2 Road; and that there be no direct vehicle access to or from No. 2 Road.
6. Registration of a cross-access easement, statutory right-of-way (SRW), and/or other legal agreements or measures, as determined to the satisfaction of the Director of Development, over the full width and extent of the north-south internal drive aisle on site in favour of the existing and future residential development to the north, as well as the future residential developments to the south. Language should be included in the SRW document that the City will not be responsible for maintenance or liability within the SRW and that no permanent structures, including concrete curbs, are to be constructed at the north and south ends of the on-site north-south drive aisle.
7. Registration of a legal agreement on Title, prohibiting the conversion of the tandem parking area into habitable space.
8. Registration of a legal agreement on Title, identifying that the proposed development must be designed and constructed to meet or exceed EnerGuide 82 criteria for energy efficiency and that all dwellings are pre-ducted for solar hot water heating.
9. Discharge of existing covenant AE16486 registered on title, which restricts the use of the property to a duplex.
10. 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 on site and on adjacent properties. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
11. City acceptance of the developer's offer to voluntarily contribute \$0.79 per buildable square foot (e.g. \$12,662.91) to the City's Public Art fund.
12. City acceptance of the developer's offer to voluntarily contribute \$4.00 per buildable square foot (e.g. \$64,116.00) to the City's affordable housing fund.
13. Contribution of \$12,000.00 in-lieu of on-site indoor amenity space.
14. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.

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

1. Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required townhouse energy efficiency standards (EnerGuide 82 or better), in compliance with the City's Official Community Plan.

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Prior to a Development Permit* issuance, the developer is required to complete the following:

1. Submission of a Landscaping Security based on 100% of the cost estimate provided by the landscape architect.
2. Submission of a Tree Survival Security to the City as part of the Landscape Letter of Credit to ensure that all trees identified for retention will be protected. No Landscape Letter of Credit will be returned until the post-construction assessment report, confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by staff.

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

1. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. Works include, but may not be limited to:

Water Works

- a. Using the OCP Model, there is 442 L/s of water available at a 20 psi residual at the hydrant at 9260 No.2 Rd. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b. The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage and Building designs.
 - Install a fire hydrant at No.2 Road frontage to service the proposed townhouse development. Coordination with the City's Fire Department to confirm the location of the proposed hydrant is required.
- c. At Developers cost, the City is to:
 - Cut and cap at main, the existing water service connections to both 9291 and 9311 No.2 Rd.
 - Install 1 new water service connection off of the 200mm PVC watermain along No.2 Rd.

Storm Sewer Works

- a. At Developer's cost, the City is to:
 - Check the size and condition of the existing storm service connection on lot 9291's frontage. Upgrade to the service connection pipe may be required if it is inadequately sized or in poor condition.
 - Cut, cap, and abandon the existing storm service connection lead and dispose existing inspection chamber at the northeast corner of Lot 9311.
 - Install a new Type III inspection chamber and remove the existing storm inspection chamber STIC51279.

Sanitary Sewer Works

- a. At Developers cost, the City is to:
 - Remove the existing IC and sanitary lead that services Lot 9291.
 - Install a 150mm service connection complete with an inspection chamber and tie-in to existing manhole SMH3304 located at the northwest corner of 9311 No 2 Road. Connection shall utilize the existing opening at the southeast face of SMH3304.
- b. The Developer is required to:
 - Not start building construction until the rear yard sanitary connection is completed by city crews.

Frontage Improvements

- a. The Developer is required to:
 - Construct a new 1.5 m wide concrete sidewalk immediately along the east property line of the site. The new sidewalk is to connect to the existing sidewalk north and south of the subject site. The alignment of the sidewalk may be changed for tree protection purposes.
 - Remove the existing sidewalk next to the curb and backfill the area to provide a grass/tree boulevard between the new sidewalk and the existing curb.

- The existing driveways to provide access to the subject site from No. 2 Road are to be closed permanently. Remove the existing driveway crossings and replace with barrier curb/gutter, boulevard and sidewalk per standards described above. The developer of this site is responsible for the design and construction of curb/gutter, sidewalk and boulevard as part of the driveway closure works in addition to other required frontage improvements.
- Coordinate with BC Hydro, Telus and other private communication service providers when:
 - i. Undergrounding Hydro service lines.
 - ii. Relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - iii. Determine if above ground structures are required and coordinate their locations on-site with the architect and private utility companies (e.g. PMT, LPT, Shaw cabinets, Telus, Kiosks, etc).

General Items

- a. The Developer is required to:
 - Provide additional ROW to accommodate the proposed service connections. Details to be determined during the SA process.
 - 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.
 - Provide a pre-load plan and geotechnical assessment of impact to existing surrounding utilities and recommendations to mitigate the impact.
2. Installation of appropriate tree protection fencing around all trees and hedges to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

Should the applicant wish to begin site preparation work after third reading of the rezoning bylaw, but prior to final adoption of the rezoning bylaw and issuance of the Development Permit, the applicant will be required to obtain a Tree Permit and submit landscaping security (i.e. \$18,000 in total) to ensure the replacement planting will be provided.
3. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
4. Incorporation of energy efficiency, CPTED, sustainability, and accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
5. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.
6. 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 9749 (RZ 15-716773)
9291 and 9311/9331 No. 2 Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "**LOW DENSITY TOWNHOUSES (RTL4)**".

P.I.D. 004-014-758

North Half Lot 17 Except: Part Subdivided by Plan 60236, Block "B" Section 25 Block 4
North Range 7 West New Westminster District Plan 1353

and

P.I.D. 002-821-991

The South Half of Lot 17 Except: Part Subdivided by Plan 70853; Block "B" Section 25
Block 4 North Range 7 West New Westminster District Plan 1353

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 9749**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

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

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development

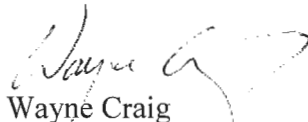
Date: August 25, 2017

File: RZ 16-729962

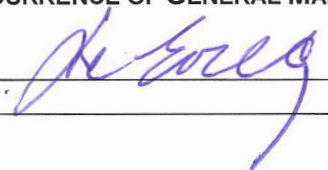
Re: Application by Interface Architecture Inc. for Rezoning at 9211 and 9231 Williams Road from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)"

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9750, for the rezoning of 9211 and 9231 Williams Road from "Single Detached (RS1/E)" zone to "Low Density Townhouses (RTL4)" zone, be introduced and given first reading.


Wayne Craig
Director, Development

WC:el
Att. 5

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

Staff Report

Origin

Interface Architecture Inc. has applied to the City of Richmond for permission to rezone 9211 and 9231 Williams Road (Attachment 1) from “Single Detached (RS1/E)” zone to “Low Density Townhouses (RTL4)” zone in order to permit the development of eight townhouse units with vehicle access directly from Williams Road.

Project Description

The two properties under this application have a total combined frontage of 40.26 m, and are proposed to be consolidated into one development parcel. The site layout includes four duplex buildings with a proposed density of 0.6 FAR. Two secondary suites are included in this proposal. A preliminary site plan, building elevations, and landscape plan are contained in Attachment 2. The site currently contains two single family homes, which will be demolished.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

Surrounding Development

To the North: Existing single family dwellings on lots zoned “Single-Detached (RS1/E)”.

To the South: Across Williams Road, South Arm Park on lands zoned “School & Institutional Use (SI)”.

To the East: Existing single family homes with coach houses on compact lots zoned “Coach Houses (RCH)”, which are identified for townhouse development under the Arterial Road Land Use Policy; and a 20-unit townhouse complex zoned “Medium Density Townhouses (RTM2)”.

To the West: Existing single family dwellings on lots zoned “Single-Detached (RS1/E)”, which are identified for townhouse development under the Arterial Road Land Use Policy.

Related Policies & Studies

Official Community Plan

The 2041 Official Community Plan (OCP) Land Use Map designation for the subject site is “Neighbourhood Residential”. This redevelopment proposal is consistent with this designation.

Arterial Road Policy

The Arterial Road Land Use Policy in the City’s 2041 OCP (Bylaw 9000), directs appropriate townhouse development onto certain arterial roads outside the City Centre. The subject site is identified for “Arterial Road Townhouse” on the Arterial Road Housing Development Map and

the proposal is in compliance with the Townhouse Development Requirements under the Arterial Road Policy.

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 Art

In response to the City's Public Art Program (Policy 8703), the applicant will provide a voluntary contribution at a rate of \$0.81 per buildable square foot (2016 rate) to the City's Public Art Reserve fund; for a total contribution in the amount of \$8,726.62.

Public Consultation

A rezoning sign has been installed on the subject property. Staff received a request from the property owners of the adjacent property to the north (9291 Pinewell Crescent) not to allow the entry driveway to the proposed townhouse development to be located along the west property line of the development site due to potential headlight glare and privacy concerns. The proposed entry driveway will be located in the middle of the site's Williams Road frontage to allow for a more efficient site layout and address the neighbours' concerns. Transportation staff have reviewed the design and have no concerns.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing; where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Built Form and Architectural Character

The applicant proposes to consolidate the two properties into one development parcel with a total area of 1,668.2 m², and construct eight townhouse units. The layout of the townhouse units is oriented around a single driveway providing access to the site from Williams Road and an east-west internal manoeuvring aisle providing access to the unit garages. The outdoor amenity area will be situated in a central open courtyard at the rear (north) of the site.

The proposal consists of a mix of two-storey and three-storey townhouse units, all with side-by-side double car garages. Two ground level secondary suites are proposed to be included in this development proposal. These suites will be contained in two of the three-storey units (unit type C) proposed on site, located on either side of the main entry driveway (see Attachment 2). The total floor area of each of these C units is approximately 148 m² (1,591 ft²) and the size of each secondary suite is approximately 23 m² (250 ft²). Each secondary suite contains a sleeping area, a living/dining area, a kitchenette and a bathroom. A surface parking stall will be assigned to each of the secondary units.

To ensure that the secondary suites are built, registration of a legal agreement on Title, stating that no final Building Permit inspection will be granted until the secondary suites are constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw, is required prior to final adoption of the rezoning bylaw.

To ensure that the parking stalls assigned to the secondary suites are for the sole use of each of the secondary suites, registration of a legal agreement on Title, or other measures, as determined to the satisfaction of the Director of Development, is required prior to final adoption of the rezoning bylaw.

A Development Permit processed to a satisfactory level is a requirement of zoning approval. Through the Development Permit, the following issues are to be further examined:

- Compliance with Development Permit Guidelines for multiple family projects in the 2041 Official Community Plan.
- Refinement of the proposed building form to achieve sufficient variety in design and setbacks to create an interesting streetscape along Williams Road and along the internal drive aisles, to reduce visual massing of the three-storey units along Williams Road, and to address potential adjacency issues.
- Review of size and species of on-site replacement trees to ensure bylaw compliance and to achieve an acceptable mix of conifer and deciduous trees on site.
- Refinement of the outdoor amenity area design, including the choice of play equipment, to create a safe and vibrant environment for children's play and social interaction.
- Opportunities to maximize planting areas along internal drive aisles, to maximize permeable surface areas, and to better articulate hard surface treatments on site.
- Review of aging-in-place features in all units and the provision of convertible units.
- Review of a sustainability strategy for the development proposal, including measures to achieve an EnerGuide Rating System (ERS) score of 82.

Additional issues may be identified as part of the Development Permit application review process.

Existing Legal Encumbrances

There is an existing 3.0 m wide utility right-of-way along the north property line of the site for the existing sanitary sewer. The developer is aware that no construction is permitted in this area.

Transportation and Site Access

One driveway from Williams Road is proposed. The long-term objective is for the driveway access established on Williams Road to be utilized by adjacent properties to the east and west if they apply to redevelop. A Public Right-of-Passage (PROP) Statutory Right-of-Way (SRW) over the entire area of the proposed driveway and the internal manoeuvring aisle will be secured as a condition of rezoning.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report, which assesses the structure and condition of on-site tree species, and provides recommendations on tree retention and removal. The Report assesses one bylaw-sized trees on the subject site, three trees on neighbouring property, and three trees on City property. The City's Tree Preservation Coordinator and Parks Operation staff have reviewed the Arborist's Report and accepted the proposed tree retention scheme (Attachment 4):

- One 39 cm calliper Cherry tree (tag# 754) located on the development site is infected with Fungal Blight, exhibits structural defects including cavities at the secondary branch unions and co-dominant stems with inclusions. As a result, this tree is not a good candidate for retention and should be replaced. Two replacement trees are required. According to the Preliminary Landscape Plan (Attachment 2), the developer is proposing to plant 16 new trees on-site. The size and species of replacement trees will be reviewed in detail through Development Permit and overall landscape design.
- Three Cottonwood trees located on neighbouring property to the north at 9291 Pinewell Crescent were removed by the neighbouring property owners under Tree Permit (T2 16-722068).
- Two street trees (tag# A & C) located on City property should be protected as per City of Richmond Tree Protection Information Bulletin Tree-03. Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones is required.
- One Flowering Cherry tree (tag# B) located on City property is required to relocate to a location in South Arm Park. Developer is required to contact Parks Division four business days prior to the relocation to finalize the details and allow for proper signage to be posted. Prior to final adoption of the rezoning bylaw, proof of a contract with a company specializing in tree relocation to undertake the transplant of these trees is required.

Variances Requested

The proposed development is generally in compliance with the "Low Density Townhouses (RTL4)" zone other than the variances noted below. Based on the review of the current plans for the project, the following variances are being requested:

- Increase the maximum lot coverage from 40% to 41% to accommodate the ground floor secondary suites;
- Reduce the ground floor front yard setback from 6.0 m to 4.5 m for the units with a secondary suite and reduce the overall front yard setback from 6.0 m to 5.4 m for all other units;
- Allow one small car parking stall in each of the side-by-side garages (eight small car stalls in total) and small car parking stalls for the secondary suite units.

Staff support the requested variances recognizing that a 0.6 m road dedication is required along the entire Williams Road frontage and that additional floor spaces are preferred for the two secondary units proposed in the front buildings, on the ground floor. These variances will be reviewed in the context of the overall detailed design of the project, including architectural form, site design and landscaping at the Development Permit stage

Affordable Housing Strategy

The applicant is required to make a cash contribution to the affordable housing reserve fund in accordance to the City's Affordable Housing Strategy. As the proposal is for townhouses, the applicant will make a cash contribution of \$4.00 per buildable square foot as per the Strategy, for a contribution of \$43,094.40.

Townhouse Energy Efficiency and Renewable Energy

The applicant has committed to achieving an EnerGuide Rating System (ERS) score of 82 and all units will be pre-ducted for solar hot water for the proposed development. A Restrictive Covenant to ensure that all units are built and maintained to this commitment is required prior to rezoning bylaw adoption. As part of the Development Permit Application review process, the developer will be required to retain a certified energy advisor (CEA) to complete an Evaluation Report to confirm details of construction requirements needed to achieve the rating.

Amenity Space

The applicant is proposing a cash contribution in-lieu of providing the required indoor amenity space on site. Council's Policy 5041 (Cash in Lieu of Indoor Amenity Space) requires that a cash contribution of \$1,000 per unit for development up to 19 units. The total cash contribution required for this eight unit townhouse development is \$8,000.00.

Outdoor amenity space will be provided on site. Based on the preliminary design, the size of the proposed outdoor amenity space complies with the Official Community Plan (OCP) requirements of 6 m² per unit. Staff will work with the applicant at the Development Permit stage to ensure the configuration and design of the outdoor amenity space meets the Development Permit Guidelines in the OCP.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the developer is required to dedicate an approximately 0.6 m wide road across the entire Williams Road frontage to accommodate the required frontage improvements including a new sidewalk and grass and treed boulevard. The developer is also required to enter into the City's standard Servicing Agreement to design and construct frontage beautification along the site frontage, storm upgrades, as well as service connections (see Attachment 5 for details). All works are at the client's sole cost (i.e., no credits apply). The developer is also required to pay DCC's (City & GVS & DD), School Site Acquisition Charge and Address Assignment Fee.

Financial Impact or Economic Impact

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

Conclusion

The proposed eight unit townhouse development is consistent with the Official Community Plan (OCP) and the Arterial Road Policy in the OCP. Further review of the project design is required to ensure a high quality project and design consistency with the existing neighbourhood context, and this will be completed as part of the Development Permit application review process. The list of rezoning considerations is included as Attachment 5, which has been agreed to by the applicants (signed concurrence on file). On this basis, staff recommend support of the application.

It is recommended that Zoning Bylaw 8500, Amendment Bylaw 9750 be introduced and given first reading.



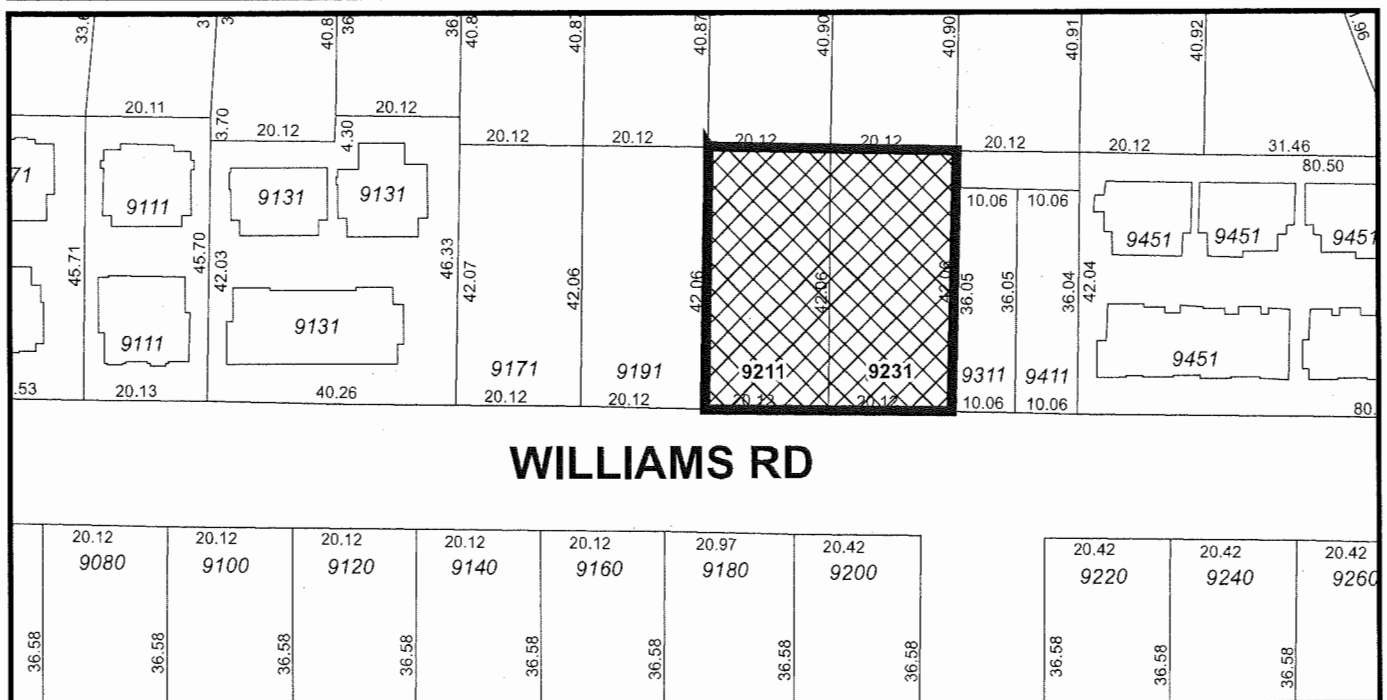
Edwin Lee
Planner 1
(604-276-4121)

EL:rg

- Attachment 1: Location Map
- Attachment 2: Conceptual Development Plans
- Attachment 3: Development Application Data Sheet
- Attachment 4: Tree Management Plan
- Attachment 5: Rezoning Considerations

PROPOSED REZONING

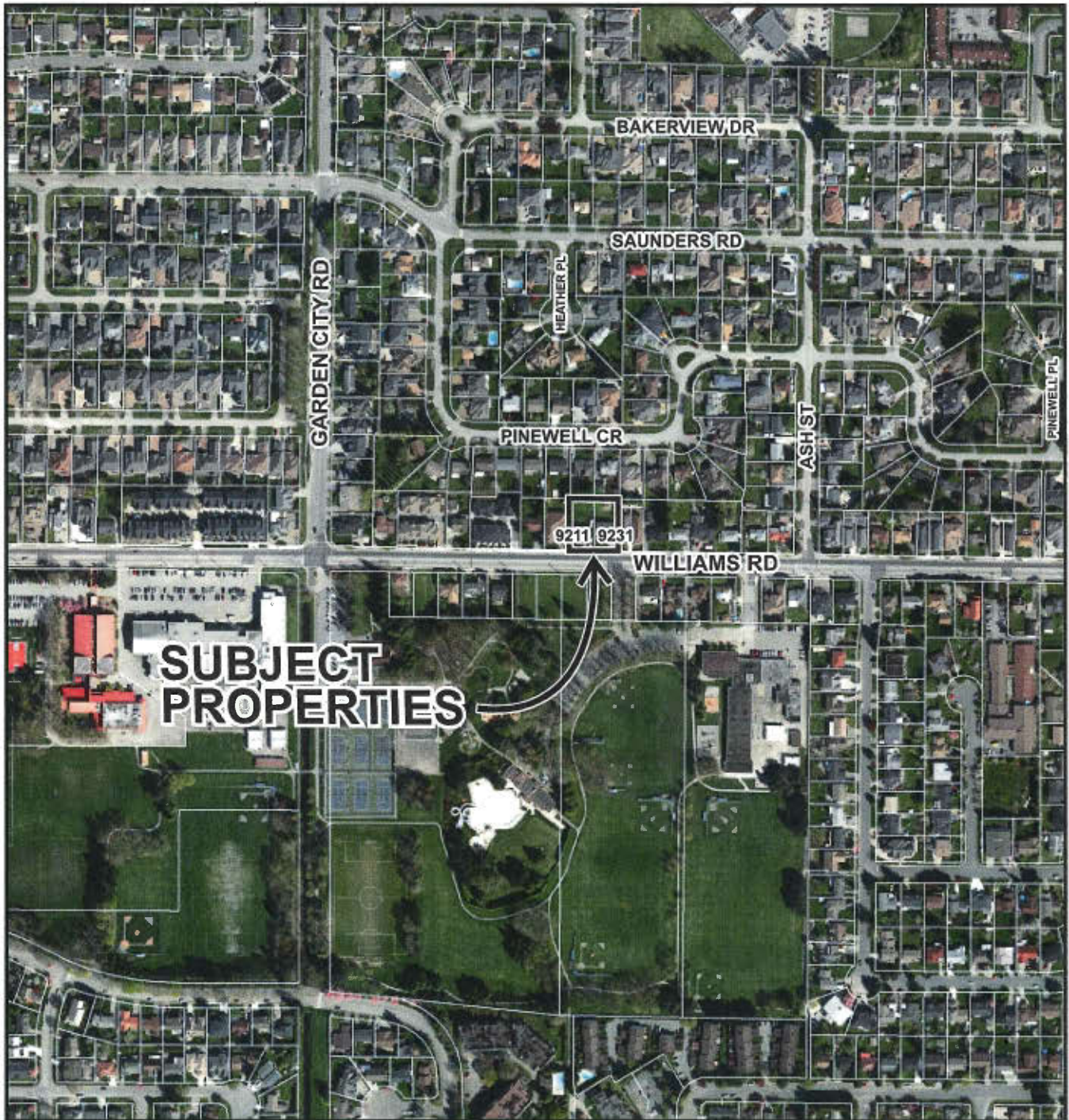
The map displays a network of streets and their associated zoning districts. The highlighted parcel is situated on the east side of Williams Rd, just west of Ash St. It is currently zoned RS1/E and is the subject of a proposed rezoning.



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City of
Richmond



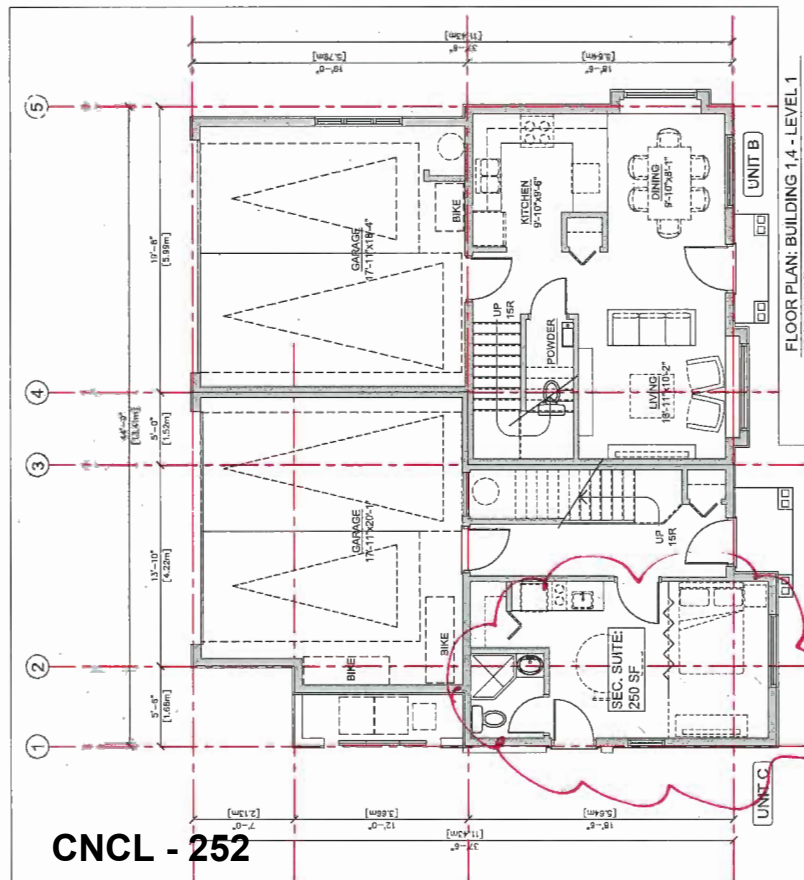
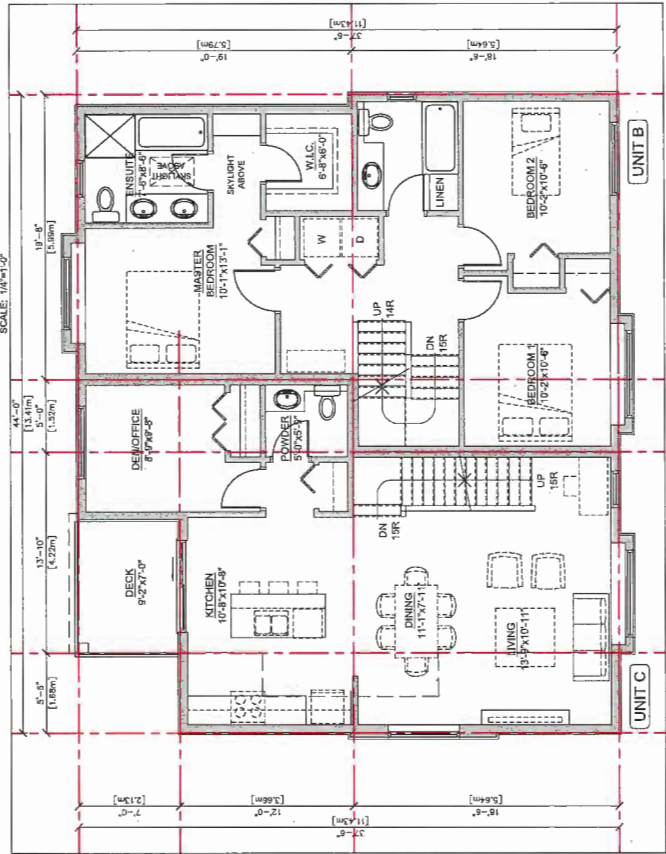
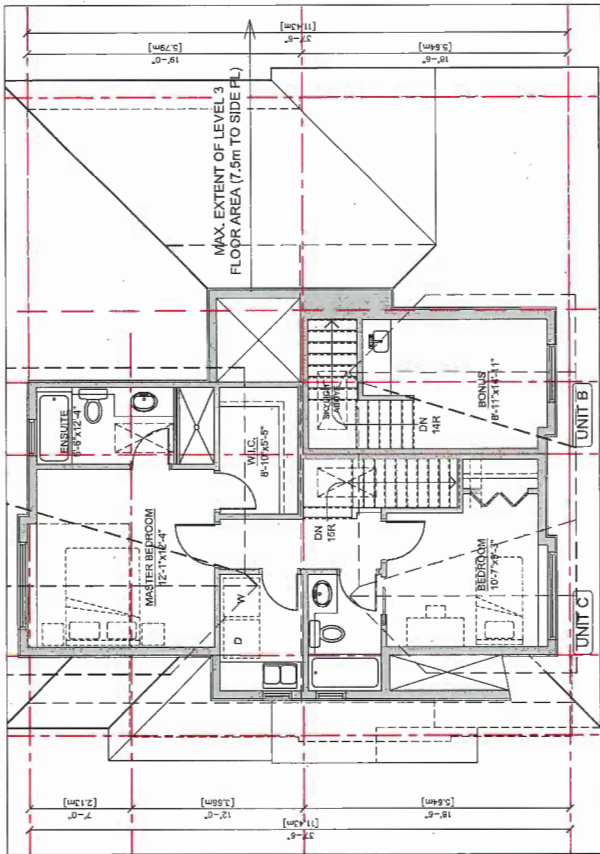
RZ 16-729962

Original Date: 05/05/16

Revision Date:

Note: Dimensions are in METRES

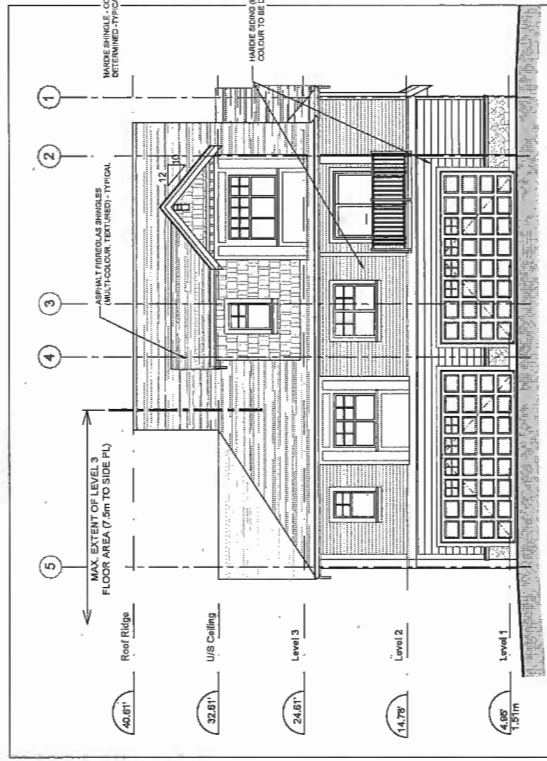
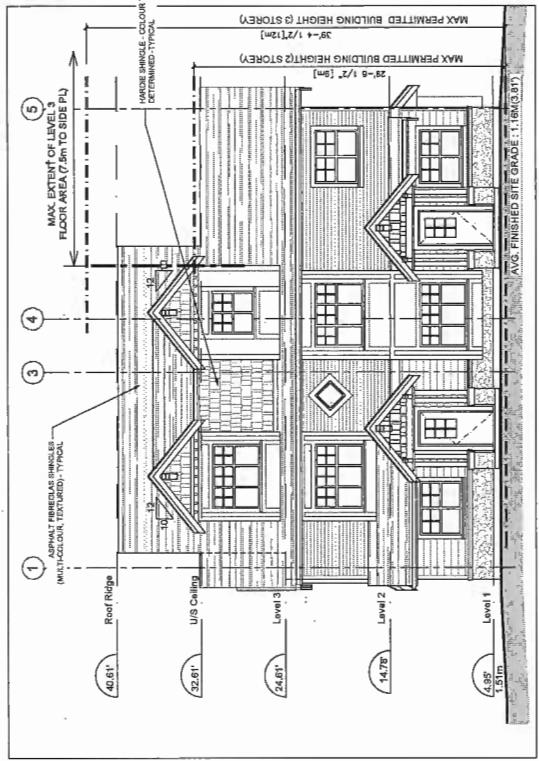
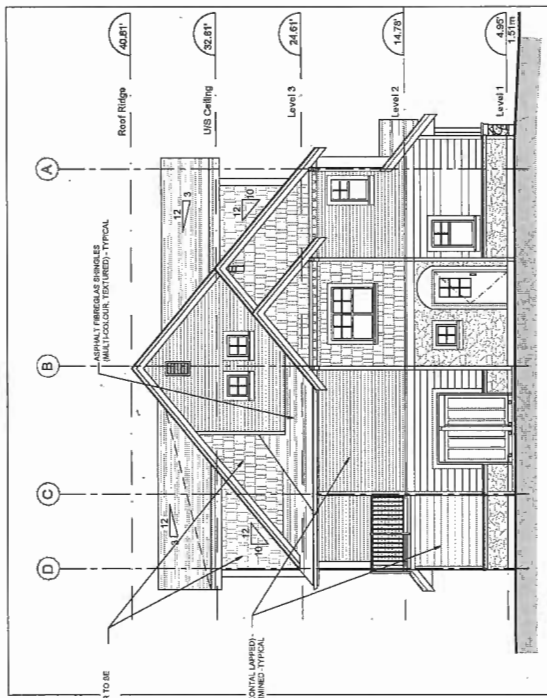
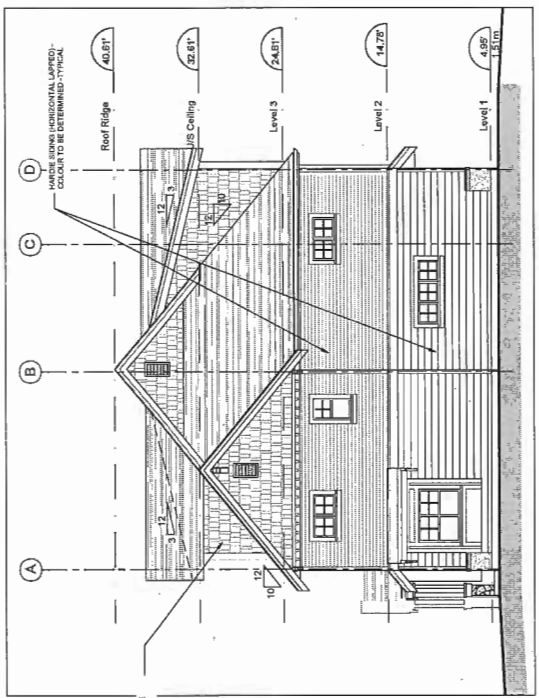
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MAY 03 2017	10 RESUBMISSION
OCT 11 2016	10 RESUBMISSION
SEP 16 2016	CLIENT REVIEW
APR 12 2016	10 APPLICATION
CONSULTANTS	
<p>INTERFACÉ</p> <p>11500 Carleton Road Carleton Place, ON N4C 3S9 Tel: 905.881.1148 www.interface-architects.com</p>	
<p>PROJECT</p> <p>Proposed 6-Unit Townhouse Development 11500 Carleton Road Carleton Place, ON</p>	
PROJECT NO.	10071610
SCALE	As Shown
DATE	APR. 1, 2016
DRAWN BY	KTC, BSL, AL
CHECKED BY	KTC
SHEET TITLE	FLOOR PLANS: LEVEL 1, 2, 3 (BUILDING 4 SHW)
DRAWING	A2.1



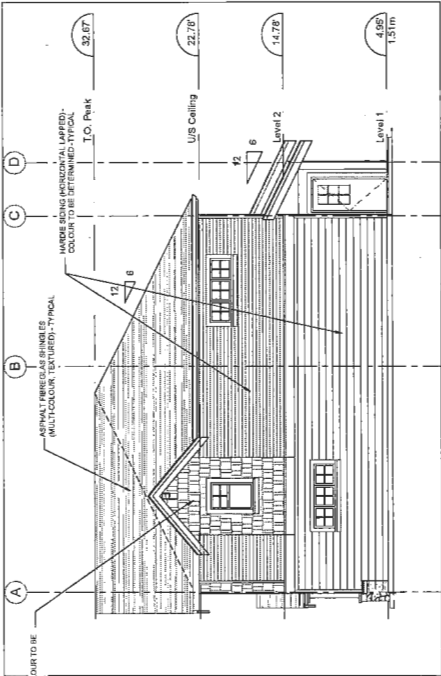
CNCL - 252

SECONDARY SUITE

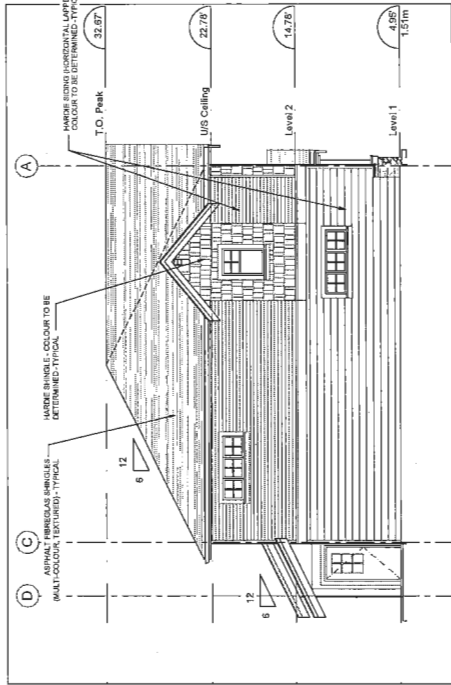
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JUN 14, 2017	RE SUBMISSION
MAR 31, 2017	RE SUBMISSION
MAR 03, 2017	RE SUBMISSION
OCT 11, 2016	RE SUBMISSION
SEP 09, 2016	CLIENT REVIEW
APR 22, 2016	RE APPLICATION
CONSULTANTS	
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<p>SCALE</p> <p>A4 (1:100)</p>	
<p>DATE</p> <p>APR 1, 2016</p>	
<p>DRAWN BY</p> <p>KYC SM, AL</p>	
<p>CHECKED BY</p> <p>KYC</p>	
<p>SHEET TITLE</p> <p>ELEVATIONS:</p> <p>BUILDING 1</p> <p>(BUILDING 4 SIM)</p>	
<p>DRAWING</p> <p>A3.1</p>	



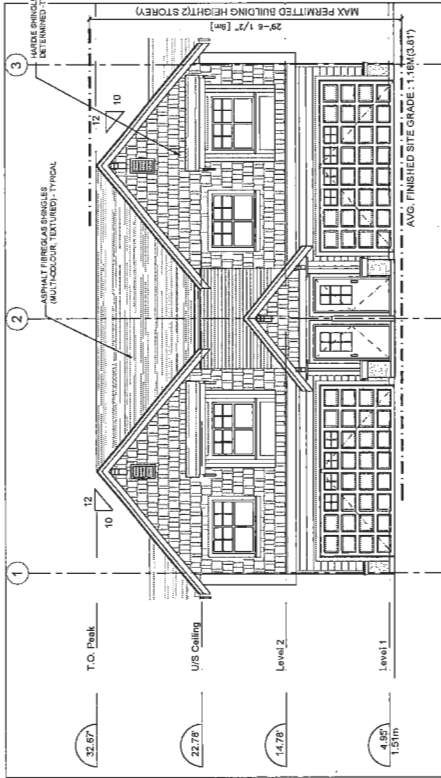
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3	11.25.2017	REVISED
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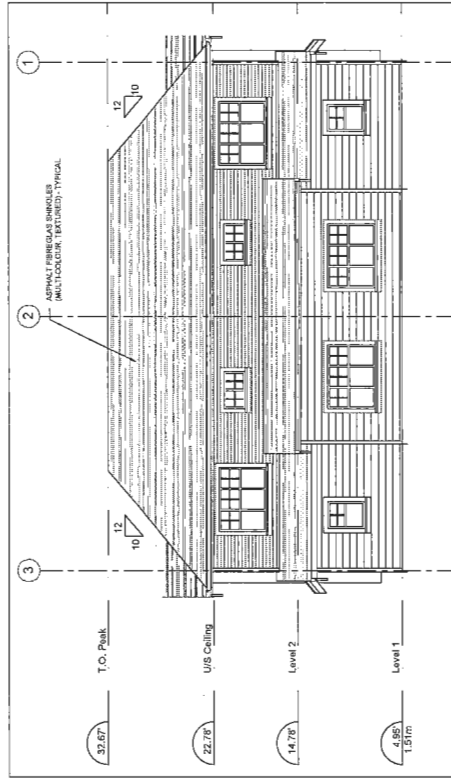
ELEVATION: BUILDING 2 & 3 - EAST
Scale: 3/16"=1'-0"



ELEVATION: BUILDING 2 & 3 - WEST
Scale: 3/16"=1'-0"

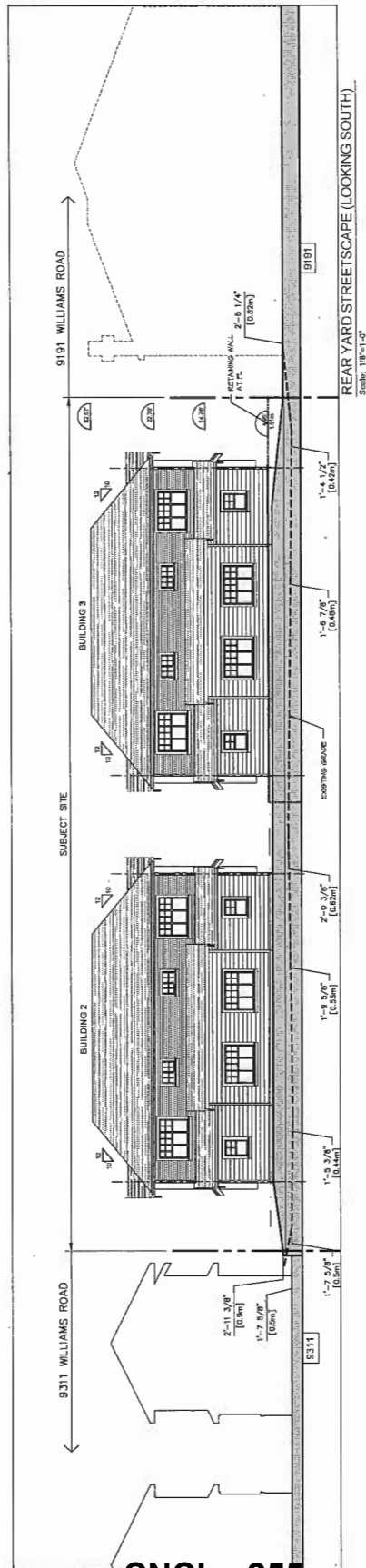


ELEVATION: BUILDING 2 & 3 - DRIVE AISLE (SOUTH)
Scale: 3/16"=1'-0"



ELEVATION: BUILDING 2 & 3 - NORTH
Scale: 3/16"=1'-0"

Lot	1.11	1.06	0.50	0.50	3.57	m
BLDG 1	1.31	1.31	1.31	1.31	5.24	m
BLDG 2	1.31	1.31	1.21	1.11	4.84	m
BLDG 3	1.11	1.31	1.11	1.11	4.64	m
BLDG 4	1.11	1.31	1.31	1.11	4.84	m
AVERAGE FINISHED SITE GRADE	1.16					m
CALCULATION	[3.01]					



REVISIONS	DATE	BY	DESCRIPTION
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02	16.07.2017	001	Revised design
03	16.07.2017	001	Final design
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297	16.07		

INTERFACE:

Sullivan, 225,
 11590 Gambie Road
 Richmond BC
 Canada V6X 3Z5
 T 604 821 1162
 F 604 821 1146
www.internationalart.com

PROJECT	Proposed 8-Unit Townhouse Development 5211, 5213 Williams Road, Richmond, B.C.
PROJECT NO.	100W016
SCALE	As Inded
DATE	APR. 1, 2016
DRAWN BY	KYC, SES
CHECKED BY	KYC
SHEET TITLE	STREETSCAPE VIEWS
DRAWING	

PLANT LIST

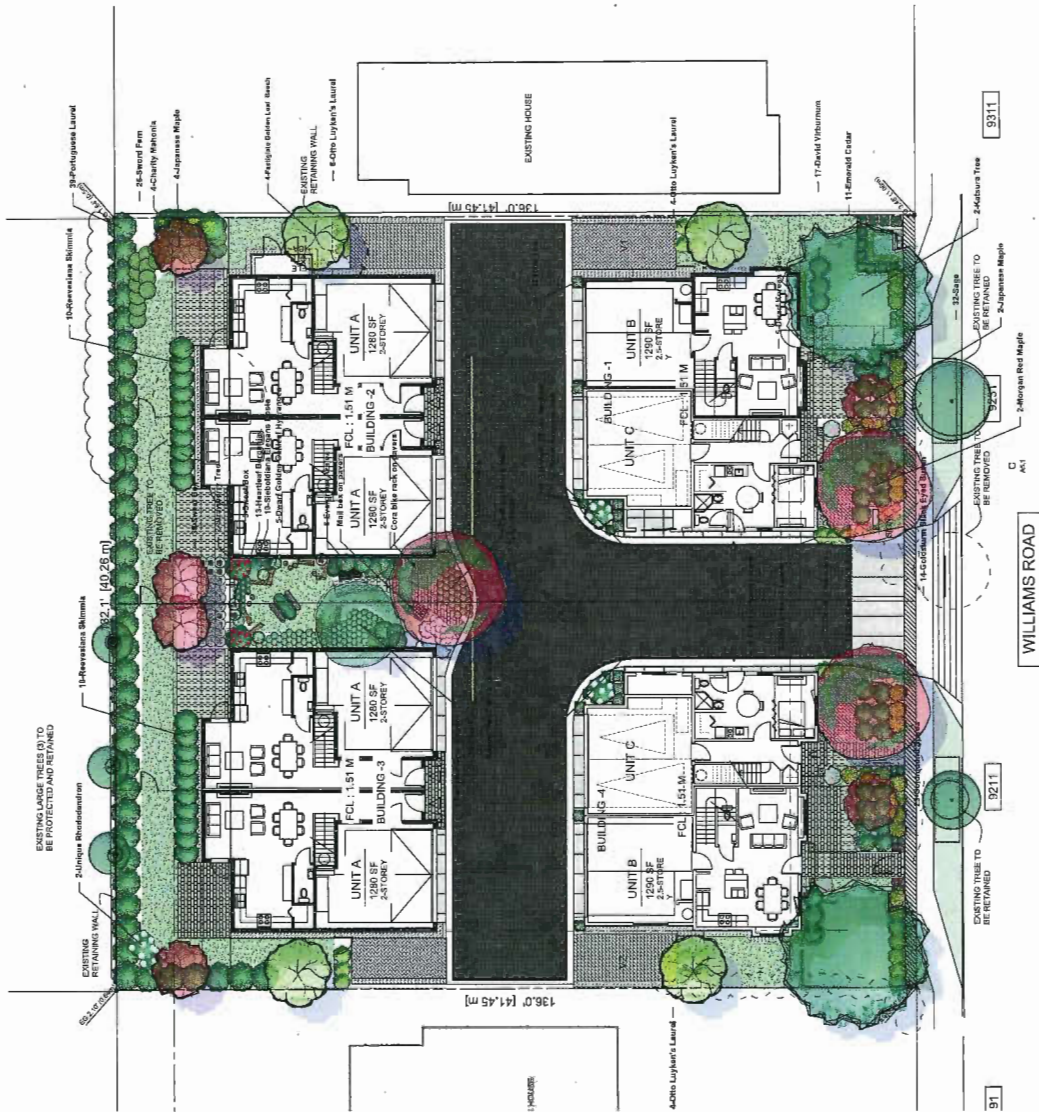
[illegible]

LANDSCAPE NOTES

- [illegible]

LANDSCAPE NOTES

- [illegible]



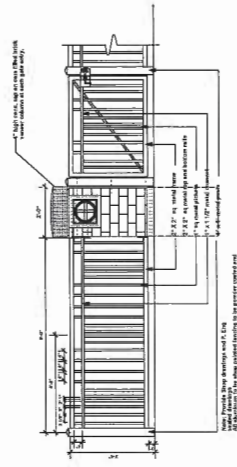
KOMPAN Play Table Model # M 230
SITE FURNITURE



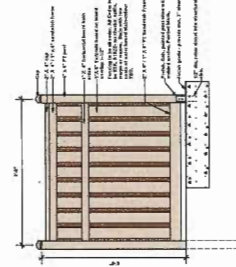
MAGLIN Bench Model # MLB-720



CORA Bicycle Rack
Model # W3606



1 Metal Picket fence, brick column and gate
Scale: 1/2" = 1'-0"



2. 6 ft. high solid cedar fence
Scale: $1/2" = 1'-0"$

[illegible]



RZ 16-729962

Attachment 3

Address: 9211 and 9231 Williams Road

Applicant: Interface Architecture Inc.

Planning Area(s): Broadmoor

	Existing	Proposed
Owner:	Chia Shu Chen & 7878 Holding Ltd.	No Change
Site Size (m²):	1,692.5 m ²	1,668.5 m ² (after road dedication)
Land Uses:	Single-Family Residential	Multiple-Family Residential
OCP Designation:	Low-Density Residential	No Change
Area Plan Designation:	N/A	No Change
702 Policy Designation:	N/A	No Change
Zoning:	Single Detached (RS1/E)	Low Density Townhouses (RTL4)
Number of Units:	2	8
Other Designations:	N/A	No Change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	0.60 Max.	none permitted
Lot Coverage – Building:	Max. 40%	41% Max.	variance required
Lot Coverage – Non-porous Surfaces:	Max. 65%	65% Max.	none
Lot Coverage – Landscaping:	Min. 25%	25% Min.	none
Setback – Front Yard (m):	Min. 6.0 m	5.4 m , except 4.5 m to secondary suites	variance required
Setback – East Side Yard (m):	Min. 3.0 m	3.0 m Min.	none
Setback – West Side Yard (m):	Min. 3.0 m	3.0 m Min.	none
Setback – Rear Yard (m):	Min. 3.0 m	4.5 m Min.	none
Height (m):	Max. 12.0 m (3 storeys)	<ul style="list-style-type: none"> 12.0 m (3 storeys) Max. along Williams Road 9.0 m (2 storeys) Max. along north property line 	none
Lot Width:	Min. 40.0 m	40.3 m	none
Lot Depth:	Min. 35.0 m	42.0 m	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Off-street Parking Spaces – Regular (R) / Visitor (V):	2 (R) and 0.2 (V) per unit + 1 (R) per secondary suite	2 (R) and 0.25 (V) per unit + 1 (R) per secondary suite	none
Off-street Parking Spaces – Total:	18 (R) and 2 (V)	18 (R) and 2 (V)	none
Tandem Parking Spaces:	Max. 50% of proposed residential spaces in enclosed garages (16 x Max. 50% = 8)	0	none
Small Car Parking Spaces	None when fewer than 31 spaces are provided on site	10	variance required
Handicap Parking Spaces:	None when fewer than 3 visitor stalls are required	0	none
Bicycle Parking Spaces – Class 1 / Class 2:	1.25 (Class 1) and 0.2 (Class 2) per unit	1.25 (Class 1) and 0.25 (Class 2) per unit	none
Off-street Parking Spaces – Total:	15 (Class 1) and 2 (Class 2)	15 (Class 1) and 2 (Class 2)	none
Amenity Space – Indoor:	Min. 70 m ² or Cash-in-lieu	Cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m ² x 8 units = 48 m ²	48 m ² Min.	none

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



Address: 9211 and 9231 Williams Road

File No.: RZ 16-729962

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9750, the developer is required to complete the following:

1. Consolidation of all the lots into one development parcel (which will require the demolition of all existing dwellings on site).
2. Approximately 0.6 m wide road dedication along the entire Williams Road frontage to accommodate a new 1.5 m wide treed/grassed boulevard and a new 1.5 m wide concrete sidewalk; exact width is to be confirmed with survey information to be submitted by the applicant.
3. Registration of a flood indemnity covenant on Title.
4. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until two secondary suites are constructed on site, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
5. Registration of a legal agreements on Title or other measures, as determined to the satisfaction of the Director of Development, to ensure one surface parking stall is assigned to each of the units with a secondary suite, and that the parking stall will be for the sole use of the secondary suite.
6. Registration of a cross-access easement, statutory right-of-way (SRW), and/or other legal agreements or measures; as determined to the satisfaction of the Director of Development, over the full width and extent of the entry driveway from Williams Road and the main east-west internal drive aisle on site in favour of the future residential developments to the east and west. Language should be included in the SRW document that the City will not be responsible for maintenance or liability within the SRW, that utility SRW under the drive aisle is not required, and that no permanent structures, including concrete curbs, are to be constructed at the east and west ends of the on-site east-west drive aisle.
7. Registration of a legal agreement on Title identifying that the proposed development must be designed and constructed to meet or exceed EnerGuide 82 criteria for energy efficiency and that all dwellings are pre-ducted for solar hot water heating.
8. Submission of a Contract entered into between the applicant and a company specializing in tree relocation to undertake the transplant of the Flowering Cherry tree (tag #B), from the city's boulevard in front of the site to a location in South Arm Park, with proper removal, storage, and replanting techniques. The Contract should include the scope of work to be undertaken and a provision for the Arborist to submit a post-construction assessment report to the City for review.

Note: Developer/contractor must contact the Parks Division (604-244-1208 ext. 1342) four (4) business days prior to the work commencing in order to finalize the details and allow for proper signage to be posted. All costs of relocation are the responsibility borne by the applicant.

9. City acceptance of the developer's offer to voluntarily contribute \$0.81 per buildable square foot (e.g. \$8,726.62) to the City's Public Art fund.
10. City acceptance of the developer's offer to voluntarily contribute \$4.00 per buildable square foot (e.g. \$43,094.40) to the City's affordable housing fund.
11. Contribution of \$8,000.00 in-lieu of on-site indoor amenity space.

12. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. Works include, but may not be limited to:

Water Works

- a. Using the OCP Model, there is 611 L/s of water available at a 20 psi residual at the Williams Rd frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b. The Developer is required to submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage Building designs.
- c. At the Developer's cost, the City will:
 - Install 1 new water service connection, off of the existing 300mm PVC watermain on Williams Road. Meter will be placed on site (i.e. mechanical room).
 - Cut and cap at main, the 2 existing water service connections along the Williams Road frontage.

Storm Sewer Works

- a. The Developer is required to:
 - Upgrade approximately 60m of the existing 300mm storm sewer to 600mm, along the north side of Williams Road, from the east property line of 9411 Williams Road to the west property line of 9211 Williams Road. The City will fund approximately 20m of sewer upgrade, subject to funding approval.
 - Install a new storm service connection off of the new proposed storm sewer complete with inspection chamber.
 - Cut, cap and remove the existing service connection and inspection chamber STIC54620 at the Williams Road frontage.
 - Cut and cap at inspection chamber the existing storm lead at the southwest corner of Lot 9211.

Sanitary Sewer Works

- a. The Developer is required to:
 - Install a new sanitary service connection off of the existing 200mm AC sewer along the north property line of the development site complete with inspection chamber.
 - Cut and cap at inspection chamber, the existing sanitary leads at the northeast and northwest corners of the development site.

Frontage Improvements

- a. The Developer is required to:
 - Remove the existing sidewalk next to the curb and backfill the area to provide a minimum 1.5 m wide grass/treed boulevard (width of the boulevard is exclusive of the 0.15 m wide top of curb).
 - Construct a new 1.5 m wide concrete sidewalk behind the new boulevard. The new sidewalk is to connect to the existing sidewalk east and west of the site.
 - The existing driveways to provide access to the site from Williams Road are to be closed permanently. Remove the existing driveway crossings and replace with barrier curb/gutter, boulevard and sidewalk per standards described above. The applicant is responsible for the design and construction of curb/gutter, sidewalk and boulevard as part of the driveway closure works in addition to other required frontage improvements.
 - Coordinate with BC Hydro, Telus and other private communication service providers:

- i. To underground Hydro service lines.
- ii. When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
- iii. To determine if above ground structures are required and coordinate their locations on-site (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc). These should be located onsite.

General Items

a. The Developer is required to:

- Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Provide, prior to soil densification and preload installation, a geotechnical assessment of preload and soil densification impacts on the existing utilities surrounding the development site and provide mitigation recommendations.

13. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.

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

1. Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required townhouse energy efficiency standards (EnerGuide 82 or better), in compliance with the City's Official Community Plan.

Prior to a Development Permit* issuance, the developer is required to complete the following:

1. Submission of a Landscaping Security based on 100% of the cost estimate provided by the landscape architect.

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

1. Installation of appropriate tree protection fencing around all hedges to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
Should the applicant wish to begin site preparation work after third reading of the rezoning bylaw, but prior to final adoption of the rezoning bylaw and issuance of the Development Permit, the applicant will be required to obtain a Tree Permit and submit landscaping security (i.e. \$1,000 in total) to ensure the replacement planting will be provided.
2. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
3. Incorporation of energy efficiency, CPTED, sustainability, and accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
4. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.
5. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

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

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

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

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

Signed _____

Date _____



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9750 (RZ 16-729962)
9211 and 9231 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 **"LOW DENSITY TOWNHOUSES (RTL4)"**.

P.I.D. 003-970-001

Lot 2 Section 27 Block 4 North Range 6 West New Westminster District Plan 18318

and

P.I.D. 004-183-541

Lot 1 Section 27 Block 4 North Range 6 West New Westminster District Plan 18318

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9750"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by EL
APPROVED by Director or Solicitor BK

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

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

Date: August 24, 2017

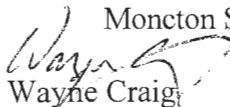
File: HA 16-723477

Re: Application by Kanaris Demetre Lazos for a Heritage Alteration Permit at 12011 3rd Avenue (Steveston Courthouse) and 12111 3rd Avenue (Steveston Hotel)

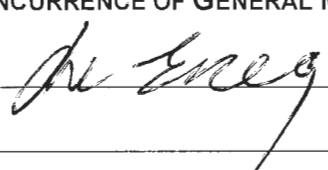
Staff Recommendation

That a Heritage Alteration Permit be issued which would:

1. Permit a reconfiguration of lot lines, and alterations to parking layouts and landscaping, of the properties at 12011 3rd Avenue and 12111 3rd Avenue on a site zoned "Steveston Commercial (CS2)"; and:
2. Vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum amount of landscape area around surface parking areas abutting a road from 3.0 m, to 1.0 m along Moncton Street, and to 1.0 m along 3rd Avenue.


Wayne Craig
Director, Development

WC: hc
Att. 9

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Policy Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	

Staff Report

Origin

Kanaris Demetre Lazos has applied for a Heritage Alteration Permit (HAP) for the heritage-protected properties at 12011 3rd Avenue (“Steveston Courthouse”) and 12111 3rd Avenue (“Steveston Hotel”) (Attachment 1) in order to adjust the existing lot lines as shown in the applicant’s plans in Attachment 2. The purpose of the proposed subdivision is to create two lots that can function independently of each other in terms of access and parking.

The Steveston Hotel and Steveston Courthouse sites have undergone significant alterations since the original lot pattern was established in the 1890s. Existing lot boundaries are the result of subdivision in the 1980s. As a result, the proposed subdivision will not remove any significant features of the Steveston Village settlement pattern and will add a historic lot line that was lost.

Surrounding Development

The properties at 12011 3rd Avenue and 12111 3rd Avenue are located within the boundaries of Steveston Village Heritage Conservation Area (HCA).

- To the North: The vacant property at 3471 Chatham Street, which has an approved DP 14-672823 and HA 14-672825 for a mixed-use building on a site zoned “Commercial Mixed Use (ZMU26) – Steveston Village”.
- To the East: The former Rod’s Lumber site, at 12088 3rd Avenue, which has an approved DP 16-753377 and HA 17-763809 to allow the construction of a mixed-use building on a site zoned “Commercial Mixed Use (ZMU33) – Steveston Village”.
- To the West and South: The Gulf of Georgia Cannery federal historic site zoned “Light Industrial (IL)”.

Development Information

The proposal is to re-configure the lot boundaries between the Steveston Courthouse site (12011 3rd Avenue) and the Steveston Hotel site (12111 3rd Avenue). The proposed new lot line will re-establish a historic lot line, from the 1892 original land survey (Attachment 3), and will also enable on-site parking provision for two existing buildings on the Steveston Courthouse site.

The attached Development Application Data Sheet (Attachment 4) provides a comparison of the proposed alterations to the land with relevant Bylaw requirements.

Related Policies & Studies

Steveston Area Plan and Steveston Village Heritage Conservation Strategy

Under the *Local Government Act*, a municipality can grant a property the status of “protected heritage property” in one of two ways. First, it can be protected through an individual heritage

designation bylaw (“designated” heritage property) or, second, it can be protected through its inclusion in a “schedule” that is part of the designation of a Heritage Conservation Area (“scheduled” heritage property).

In 2009, Steveston Area Plan (SAP) was amended to include the designation of Steveston Village Heritage Conservation Area (HCA). As part of the HCA, 17 sites are identified (i.e. “scheduled”) and therefore are protected heritage properties. HAPs for the 17 protected heritage properties are subject to review and consideration in relation to all the policies and documents referenced in the SAP, including the Parks Canada National Standards and Guidelines for the Conservation of Historic Places in Canada (“S&Gs”).

The S&Gs are applied to assess the impact of proposed interventions (i.e. alterations) on the heritage values and character-defining elements of a historic place, as identified in Statements of Significance (SOSs). Steveston Village Heritage Conservation Strategy includes SOSs for both the Steveston Hotel and Steveston Courthouse sites, which are provided in Attachment 5.

Additionally, the SAP includes policy direction (Policy 9.3.2.2.a. “Steveston Village Core Area – Settlement Patterns” as shown in Attachment 6 to retain, or re-establish, the fine grain of historic lot lines within the Village Core.

Heritage Procedures Bylaw 8400

Under the City’s Heritage Procedures Bylaw 8400 s.4.1.2, Council must issue an HAP for any exterior alterations to a building, or structure, or alterations to land, for a property identified in an HCA Schedule. An HAP is required for the proposed lot line adjustment, as well as alterations to parking layouts and landscape, on the properties at 12011 3rd Avenue and 12111 3rd Avenue.

Steveston Area Plan has an HCA and a Development Permit Area (DPA) for Steveston Village. Under the DPA, a Development Permit (DP) is required for exterior changes that exceed \$50,000. As the proposed work does not include exterior alterations, a DP is not required.

Zoning Compliance/Variances

The proposal to adjust the lot lines, and alterations to the parking layouts and landscaping, are generally consistent with the applicable sections of the Official Community Plan (OCP) Bylaw 9000 and Schedule 2.4 “Steveston Area Plan” in the OCP Bylaw 7100 including heritage policies and guidelines for the subject site. One variance is required as discussed below.

The applicant requests to vary the provisions of Richmond Zoning Bylaw 8500 to:

- Reduce the minimum amount of landscape area around surface parking areas abutting a road from 3.0 m, to 1.0 m along Moncton Street, and to 1.0 m along 3rd Avenue.

Staff support the proposal because this variance will have no negative impact on the heritage values and heritage character of the Steveston Hotel site. As there is no existing landscaping on the site, the introduction of grass and plantings will define the edges of the surface parking lot in relation to adjacent sidewalk and overall interface with the public realm. The applicant has committed to provide security for the provision of landscaping in the amount of \$20,556.

Richmond Heritage Commission

Richmond Heritage Commission reviewed and discussed the HAP application at a special meeting on August 16, 2017. A motion was passed unanimously to recommend that Council endorse the proposal as presented by the applicant with no changes.

Analysis

The guidelines that apply to HAPs for protected heritage properties in Steveston Village HCA are the Parks Canada National Standards and Guidelines for the Conservation of Historic Places in Canada ("S&Gs"). The standards are principles that apply to all types of historic places and features; whereas the guidelines are specific to each type of historic place (e.g. heritage district) or materials (e.g. wood, metal). Together they are used to assess the impact of alterations on the heritage value and character-defining elements of historic places.

Heritage Impact Assessment

National Standards

The following are excerpts from the S&G "standards" (Attachment 7) most relevant to the proposed alterations to the land on the Steveston Hotel and Steveston Courthouse sites.

- Standard #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 part of an historic place if its current location is a character-defining element.
- Standard #2 Conserve changes to an historic place that, over time, have become character-defining elements in their own right.
- Standard #3 Conserve heritage value by adopting an approach calling for minimal intervention.

These standards are applicable because the issues to be assessed include: loss of any character-defining elements; extent of changes; and whether changes over time to the lot area, shape and boundaries are significant. The proposal is supportable because no character-defining elements, as identified in the Statement of Significance for Steveston Town Site (Attachment 8), will be lost, and a missing lot line in the land pattern of the original 1892 survey will be re-established.

Guidelines for Cultural Landscapes including Heritage Districts – Land Patterns

The following are excerpts from the S&G “guidelines” (Attachment 9), which are most relevant to proposed alterations to the land pattern of the subject site, as well as Steveston Village overall.

Recommended

Understanding the land patterns and how they contribute to the heritage value of the cultural landscape.

Recreating a missing feature important to the land patterns that existed during the restoration period, based on physical, documentary and oral evidence.

Designing a new feature when required by a new use that does not obscure, damage or destroy character-defining land patterns, such as locating a new road along the edge of a forest.

Not Recommended

Installing a feature that was part of the original land pattern, but was never actually built, or constructing a feature of the land pattern that was thought to have existed during the restoration period, but for which there is insufficient documentation.

Introducing a new feature that is incompatible in size, scale or design with the land pattern.

Based on the National Standards and Guidelines for the Conservation of Historic Places in Canada, the re-configuration of the boundaries between the Steveston Hotel and Steveston Courthouse site is supportable because a missing feature (historic lot line) will be re-established. The proposed new parking layouts and landscape areas will not negatively impact any character-defining elements and, in particular, will not obscure and/or damage the land patterns.

Parking and Loading

The proposed reconfiguration of the lot boundaries of 12011 3rd Avenue (Steveston Courthouse site) and 12111 3rd Avenue (Steveston Hotel site) includes new parking layouts for the subject site. There are currently no vehicle or bicycle parking spaces on the Steveston Courthouse site. The proposal will provide a total of 16 on-site vehicle parking spaces, including one handicapped parking space, and a bicycle rack along the 3rd Avenue frontage, in compliance with the requirements of the Richmond Zoning Bylaw 8500.

On-site parking for the Steveston Hotel site is based on allowance in the zoning bylaw for a reduction of up to 10% with the provision of Transportation Demand Management (TDM) measures. A total of 61 vehicle parking spaces will be provided, including two handicapped spaces, which represents a 9% reduction from the bylaw parking requirement of 66 parking stalls.

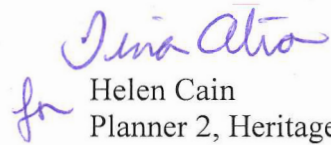
The applicant has provided a parking study prepared by a professional traffic engineer to support the parking reduction and a contribution of \$25,000 towards a bus shelter in the vicinity of the

subject site is a condition of the application as a TDM measure. There is also an existing enclosed bicycle area in front of the main entry along the 3rd Avenue frontage.

Lastly, the applicant will provide new landscape areas with grass and plantings along the Moncton Street and 3rd Avenue frontages of the surface parking area of the Steveston Hotel site. While the proposed improvements are less than the minimum of 3.0 m for landscaping area that is required in the zoning regulations, as detailed above, they will provide definition of the edges of the parking area, and soften the interface with the adjacent sidewalk and overall public realm.

Conclusion

Staff supports the proposal to readjust the lot lines because this will not negatively impact any character-defining elements of the protected heritage properties, and will reinstate the missing feature of a historic lot on the subject site. Additionally, the proposed landscape area around the surface parking will also provide an adequate edge definition and interface with the public realm.



Helen Cain
Planner 2, Heritage, Policy Planning

HC:cas

- Attachment 1: Location Maps for Subject Site at 12011 and 12111 3rd Avenue
- Attachment 2: Plans for HA 16-723477
- Attachment 3: Map of 1892 Original Land Survey
- Attachment 4: Development Application Data Sheet
- Attachment 5: Statements of Significance for the Steveston Hotel and Steveston Courthouse
- Attachment 6: Steveston Area Plan policies on historic lot line pattern
- Attachment 7: Excerpt from the National Standards
- Attachment 8: Statement of Significance for the Steveston Town Site
- Attachment 9: Excerpt from the National Guidelines

The following are to be met prior to forwarding this Heritage Alteration Permit application to Council for approval:

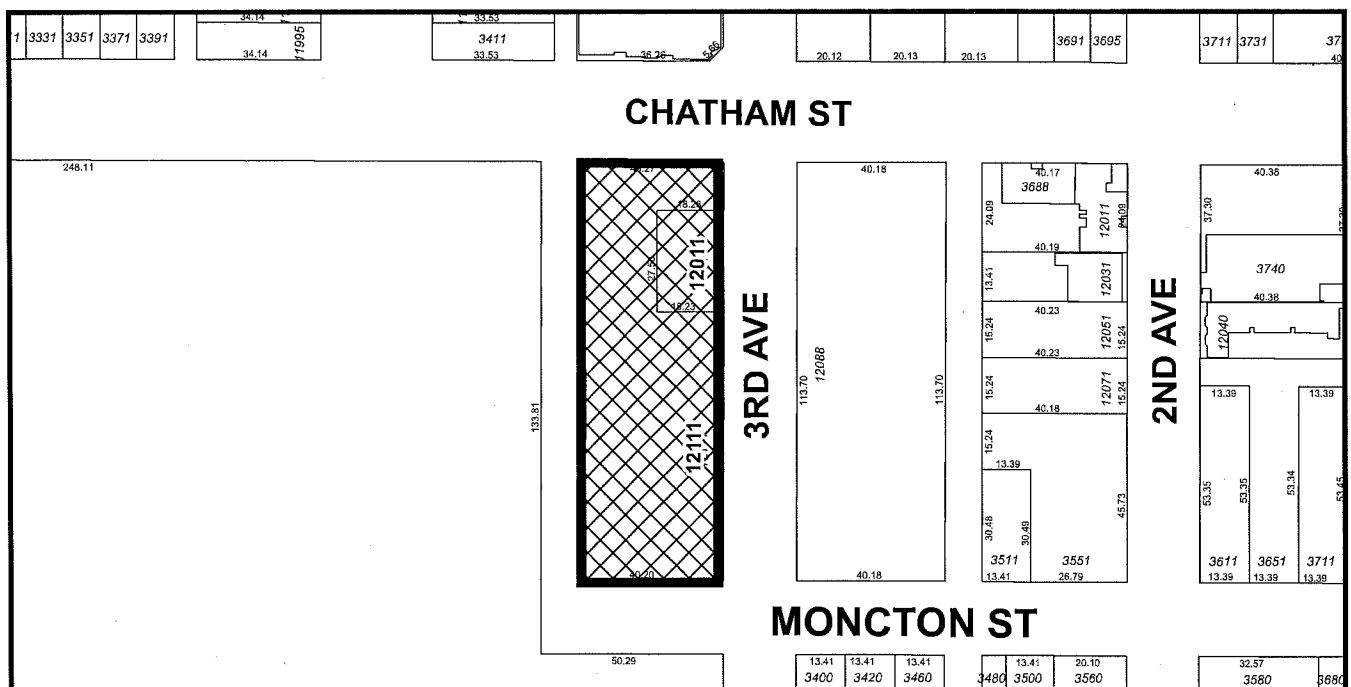
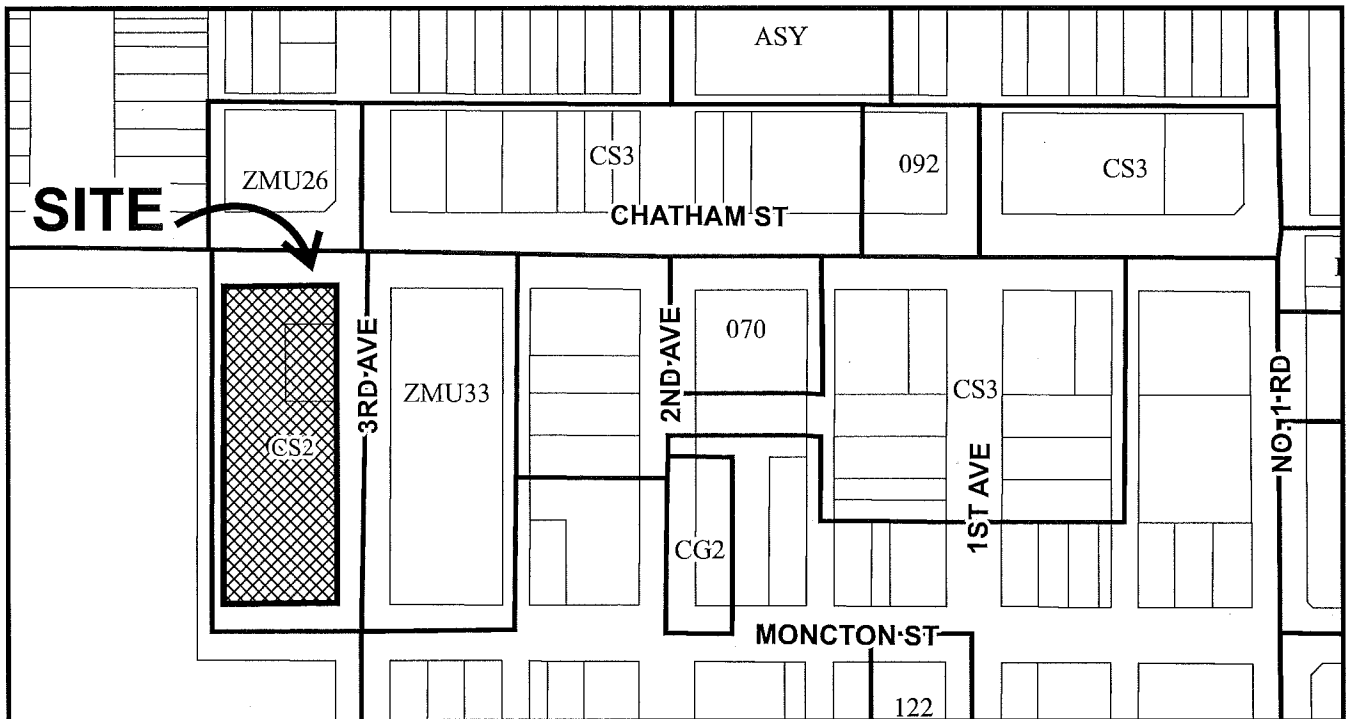
1. Provision of a monetary contribution of \$25,000 towards a bus shelter in the vicinity of the properties at 12011 3rd Avenue and 12111 3rd Avenue, which must be provided to the City prior to referral of the HAP application to a Council meeting for its approval and issuance.
2. Provision of security for landscaping on the subject site in the amount of \$20,556, prior to referral of the HAP application to a Council meeting for its approval and issuance.

Signed

Date



City of
Richmond



HA 16-723477

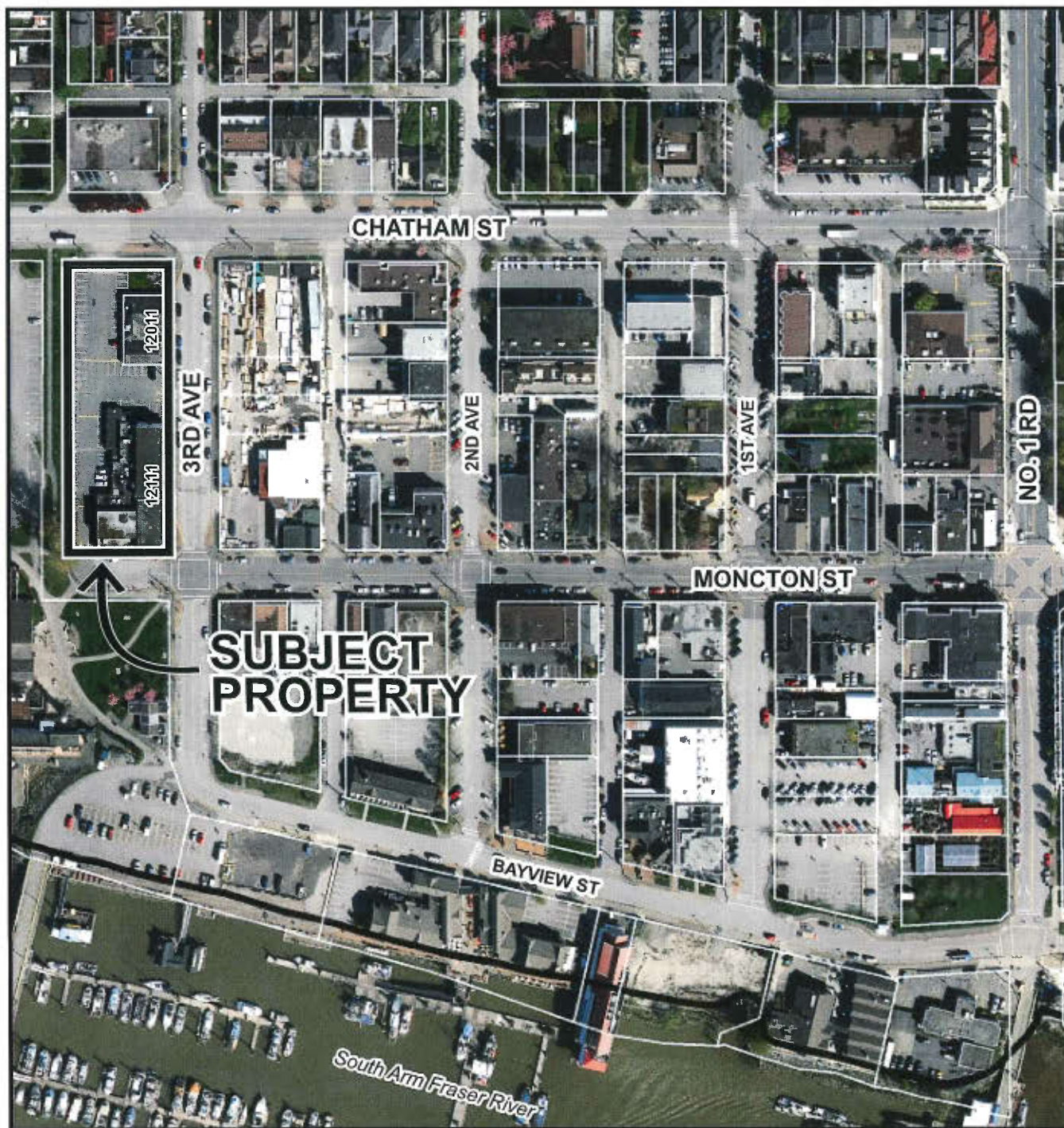
Original Date: 02/10/16

Revision Date: 08/24/17

Note: Dimensions are in METRES



City of Richmond



HA 16-723477

Original Date: 08/23/17

Revision Date:

Note: Dimensions are in METRES

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NO.	DATE	ISSUES / REVISIONS
1	11/25/17	1. PRELIMINARY LAYOUT
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3	11/25/17	3. PRELIMINARY LAYOUT
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100	11/25/17	100. PRELIMINARY LAYOUT

12111-12011 3rd AVE.
RICHMOND, BC

LEGAL DESCRIPTION:
ALL OF SECTION 10, BLOCK 3 NORTH,
RANGE 7 WEST, GROUP 1, NMD,
PLAN B8855

CIVIL ADDRESS:
12111-12011 3rd AVE
RICHMOND, BC

PROPOSED LOT 2A & 2B
LANDSCAPING PLAN
& DETAILS

AS SHOWN Jan. 2017

MJJ
K.D. LAZOS
804-401-8887

A-2b

PROPOSED

LATTICE GARBAGE CONTAINER GATE (DETAIL 2)
SCALE: 1/4"=1'-0"

FRONT VIEW

SOLID FENCE (DETAIL 1)
SCALE: 1/2"=1'-0"

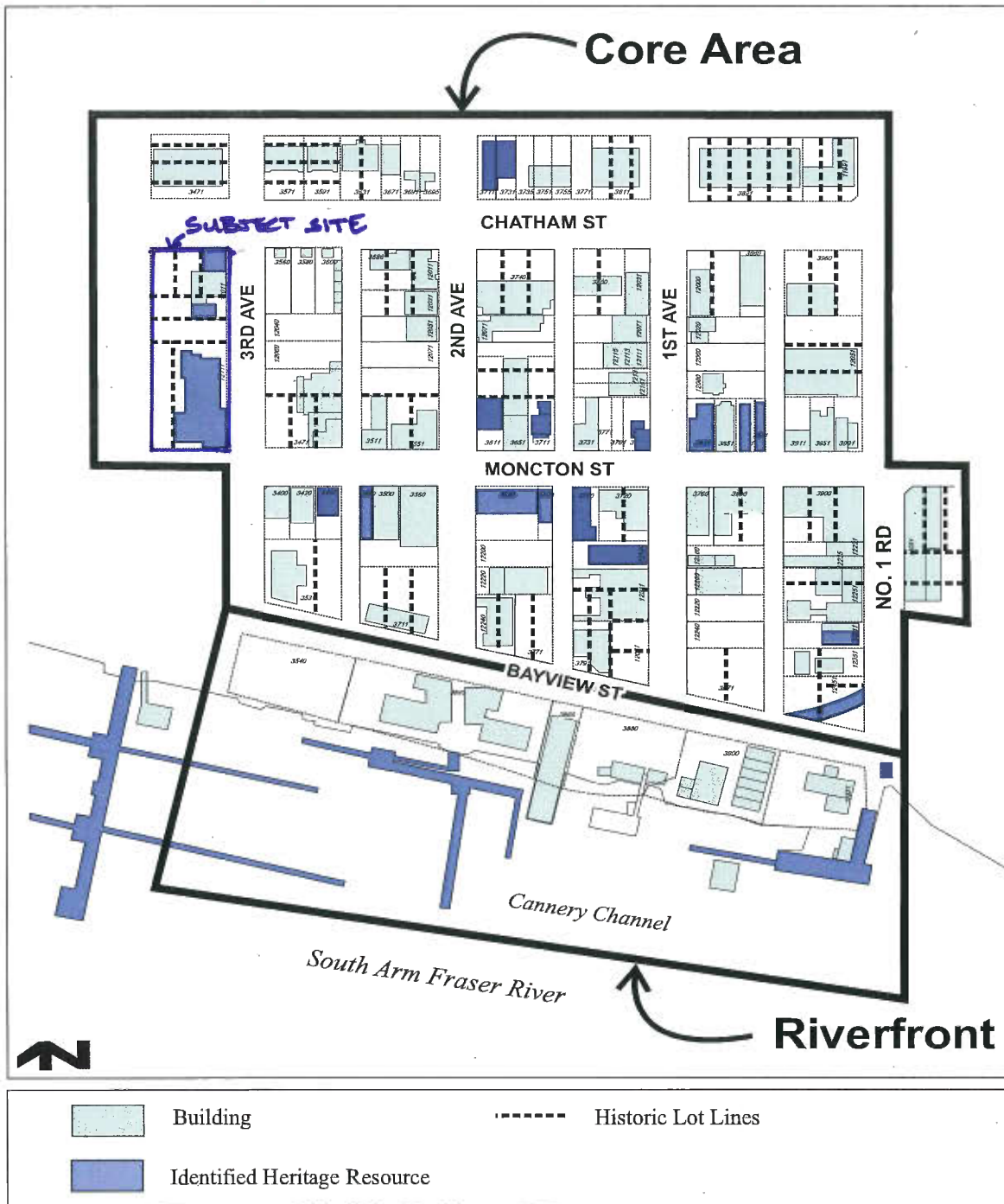
FRONT VIEW

PROPOSED LANDSCAPING PLAN - LOT 2A & 2B
SCALE: 1/8"=1'-0"

CNCL - 276

City of Richmond

Steveston Village 1892 Historic Lot Lines Map (based on 1892 Survey Plan with modifications)





City of Richmond

Development Application Data Sheet

Development Applications Department

DP 15-708397

Attachment 4

Address: 12011 3rd Avenue and 12111 3rd Avenue

Sadhu Ramji (12111 3rd Ave)
12011 3rd Avenue Holdings Ltd.

Applicant: Kanaris Demetre Lazos

Owner: (12011 3rd Ave)

Planning Area(s): Steveston Village

Floor Area Lot A (12111 3rd Ave): 1980.60 m²

Gross: Lot B (12011 3rd Ave): 349.21 m² Floor Area Net: n/a

	Existing	Proposed	
Site Area:	Lot A (12111 3 rd Ave): 4066 m ² Lot B (12011 3 rd Avenue): 511 m ²	Lot A (12111 3 rd Ave): 2940 m ² Lot B (12011 3 rd Ave): 1637 m ²	
Land Uses:	Commercial	Commercial	
OCP Designation:	Neighbourhood Service Centre	Neighbourhood Service Centre	
Zoning:	"Steveston Commercial (CS2)"	"Steveston Commercial (CS2)"	
Number of Units:	n/a	n/a	
	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	1.0	Lot A: 0.68 Lot B: 0.21	none permitted
Lot Coverage:	Max. 100%	Lot A: 38.94% Lot B: 21.33%	n/a
Setback – Front Yard (west):	n/a	n/a	n/a
Setback – Rear Yard (east):	n/a	n/a	n/a
Setback – Side Yard (north):	n/a	n/a	n/a
Setback – Side Yard (south):	n/a	n/a	n/a
Height (m):	2 storeys	Lot A: 2 storeys Lot B: 1 storey	n/a
Lot Size:	n/a	Lot A: 2939.45 m ² Lot B: 1636.95 m ²	n/a
Off-street Parking Spaces – Regular/Commercial:	Lot A: 64 (no reduction) Lot A: 59 (<10% reduction) Lot B: 15 (no reduction)	Lot A: 59 Lot B: 15	n/a
Off-street Parking Spaces – Accessible:	Lot A: 2 Lot B: 1	Lot A: 2 Lot B: 1	n/a
Total off-street Spaces:	Lot A: 66 (no reduction) Lot A: 61 (<10% reduction) Lot B: 16	Lot A: 61 Lot B: 16	n/a
Bicycle Parking Spaces	Lot A: 8 Lot B: 2	Lot A: 8 Lot B: 2	n/a

Landscaping – surface parking	Min.: 3.0 m	Lot A: 1.0 m (Moncton)* 1.0 m (3 rd Ave)* Lot B: > 3.0 m	*variance
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Steveston Village Conservation Program

Moncton Street
resources

22. 12111 3rd Avenue Steveston Hotel/Sockeye Hotel



Description

The Steveston Hotel (Sockeye Hotel) takes up the west side of a full block along Third Avenue. The historic place is a two-storey, utilitarian structure with a flat, unarticulated façade and a flat roof. It directly fronts the street, without transition or landscaping.

Values

The Steveston Hotel is valued for its historic association with the development of the Steveston townsite and its social and cultural value as a community gathering place and local business. Constructed in 1894, the hotel represents the economic infrastructure which supported the local fishing and canning industries historically, and the tourism industry today. As an historic and longstanding fixture in the community, it is significant that this historic place has had continuing use as a gathering place for the town's citizens, and continues to operate in its original function today.

Architecturally, the Steveston Hotel is an excellent example of a building which predates the fire of 1918. A significant landmark building in the commercial downtown of the village, it represents the growth of Steveston as a prosperous frontier town in the late nineteenth and early twentieth centuries. It is also important to note the role of this building as a refuge for many after the fire, and its contribution to rebuilding the town seen in its temporary housing of the Steveston Post Office for a time.

Character-Defining Elements

The character-defining elements of the Steveston Hotel include:

- The hotel's landmark status at the terminus of Steveston's main street
- Its prominent location at the corner of Moncton Street and 3rd Avenue
- The liveliness and diversity the establishment lends to the street edge along 3rd Avenue
- Surviving elements of its two stages of construction, seen in such elements as its flat-roofed form and simple lines

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain historical process, function and style
- Criterion 3: The level of importance of associations with an era in Steveston's history and development
- Criterion 4: The intactness and evocative qualities

Steveston Village Conservation Program

3rd Avenue
resources



48. 12011 3rd Avenue Steveston Courthouse

Description

The Steveston Courthouse is a simple, rectangular, utilitarian structure with Craftsman influences such as a front gable roof and gable pediment over the entry door. Its entry directly fronts the sidewalk of Third Avenue.

Values

The Steveston Courthouse is an important monument to the social well-being of the village since the 1890s. It is valued for its historic uses as a judicial and community facility; the building housed court sessions in the 1920s and '30s, the Red Cross during World War II, and became a meeting place and community hall after World War II. As a symbol of early community building and development, the courthouse also possesses important associative values representative of political relationships between the early Richmond Township and the various villages within its jurisdiction.

The association of this site with an earlier courthouse jail, and firehouse originally located next door makes it a monument to civic protection and safety.

Steveston Courthouse is also valued as a fair example of a utilitarian community structure with Craftsman style influences. It is significant that this simple wooden building survived the fire of 1918.

Character-Defining Elements

The character-defining elements of the Steveston Courthouse include:

- Its location on this site, and its relationship to the street
- The utilitarian structure of the courthouse consisting of a simple rectangular plan, lapped wood and shingle siding, wooden sash casement windows, and an entry directly off the street
- Craftsman details such as exposed, painted rafter ends, decorative brackets supporting the eaves of the gabled entry roof, and wood cladding
- The location of the two front doors in the right and left hand walls of the recessed entry
- Its symbolic importance as a courthouse and community hall serving the residents of Steveston

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design and style
- Criterion 3: The level of importance of associations with an era important in Steveston's history and development
- Criterion 4: The scale, form and materials

A48

- g) Wherever possible, incorporate industrial equipment and features (e.g., rail tracks) found on site, especially those of a large scale (i.e. cranes);
- h) Provide furnishings and finishes (e.g., seating, bike racks, drinking fountains, walkway/sidewalk paving, etc.) as specified under City standards for the Village along major public routes (e.g., streets and the riverfront walkway), and provide coordinated furnishings and finishes expressive of individual businesses and developments along lanes, pedestrian arcades, and similar publicly-accessible spaces.

9.3.2.2 Area B: Steveston Village Sub-Area Guidelines

The Steveston Village Character Area has two distinct sub-areas with Bayview Street the dividing line: North of Bayview Street, called the Core Area, is the area centred on Moncton Street. The water side of Bayview Street, called the Riverfront, encompasses the properties between Bayview Street and the Fraser River.

9.3.2.2.a Steveston Village Core Area

The Core Area is the heart of the Steveston Village, attracting tourists, residents, and fishermen to eat, shop, and stroll. New development should seek to sensitively infill the area with pedestrian-oriented projects which respect the area's architectural heritage.

The townsite is principally important for its grid pattern layout, characterized by small blocks, narrow lots, and rear service lanes, as seen in the Steveston Village 1892 Historic Lot Lines Map. This layout focused the town site on the river and ensured that the local infrastructure accommodated the needs of both fishing fleets and canneries which were abundant here at the time and continued to thrive until the mid-twentieth century.

Its unpretentious working environment and character evokes a sense of a small town in a region of burgeoning urban development.

The front 10.0 m of properties and all façades facing streets are the focus of design guidance, since these aspects directly influence the character of the streets. Those portions of properties behind street front façades and back more than 10.0 m are less regulated, in keeping with the present informal character of buildings and landscaping at the rear of properties.

Settlement Patterns

To support the Core Area's historic pattern of small lots, small blocks, and support a rich and vibrant pedestrian environment, new development should:

- a) Contribute to a continuous street wall, by siting buildings tight to street and side property lines;

- b) Limit significant interruptions in the street wall to those places where it will enable conservation of a valued historic structure or tree(s), or provide public open space opportunities identified as contributing to the heritage character of the Village, such as a pedestrian pathway between street and lane behind;
- c) Retain or re-establish the small historic lots, as shown in the Steveston Village 1892 Historic Lot Lines Map, and incorporate independent lease spaces with frontages that do not span the historic lot lines;
- d) Create a network of narrow, open-air, pedestrian arcades and courtyards linking public streets and lanes, as well as providing access to residential and non-residential uses situated above grade;
- e) Where possible, incorporate pathways between street and lane that are public rights-of-passage;
- f) Provide continuity of retail, commercial, restaurant, and other uses of public interest at grade along all street frontages by encouraging their floor level to be generally at the level of the adjacent sidewalk within 10 m (32.8 ft.) of a street. Private residential uses however should be raised to an appropriate flood construction level;
- g) Discourage business and service uses at grade along street frontages which do not contribute to the animation of the streetscape.
- h) Within the Steveston Village Core Area, no portion of the first storey of a building to a depth of 12 m (39.37 ft.) from the front wall of the building and extending across its full width shall be used for residential purposes except for entrances (e.g., 2 m (6.56 ft.)) to the residential use / parking.

Massing and Height

To maintain the intimate, pedestrian scale of the Core Area, new development should:

- a) Reinforce a continuous commercial storefront streetwall with harmonious height of buildings, parapets, canopies and fascias. Building height should typically be no more than three storeys and may be varied to provide visual interest to the streetscape roofline (e.g., stepping from two- to three-storey);
- b) Employing flat roof forms that are compatible with the false fronted older buildings;
- c) Ensuring that the first storey reads on the outside of the building as approximately 5 m high (including a minimum 1.05 m parapet wall height, and provides continuity with adjacent buildings;

THE STANDARDS

The Standards are not presented in a hierarchical order. All standards for any given type of treatment must be considered, and applied where appropriate, to any conservation project.

General Standards for Preservation, Rehabilitation and Restoration

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.
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.

Additional Standards Relating to Rehabilitation

- 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.

Additional Standards Relating to Restoration

- 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.

Steveston Village Conservation Program

Conservation Strategy – Managing Change

2. **of Fisheries and Oceans**
Area-wide Statement of Significance:

Steveston Townsite

Description of Historic Place

The area currently under study is located within the Steveston town site, a small commercial and residential village located near the mouth of the Fraser River at the southwest corner of Lulu Island.

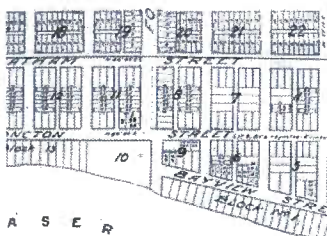
This specific area of the town comprises approximately nine blocks with commercial streets and service lanes, strong landscape features, and an immediate physical and economic relationship to the Fraser River.



Values

The heritage value of Steveston lies in the complex threads of its history which, combined with the integration of its natural landscape and resources with human activity, have determined its form, character and cultural associations. This history is embodied in Steveston's historic, aesthetic, social, associative, and natural values.

Steveston is significant as a Fraser River settlement which is representative of British Columbia's natural resource-based development since the 1880s. Its heritage values lie in the evidence it retains of the influences of the agriculture and fishing industries on its growth over time, which enabled it to become one of the most important early West Coast towns. True to William Herbert Steves's vision to make this settlement a major economic centre, destination, and terminus when he pre-empted the land in 1880, Steveston's history and intrinsic heritage resonate across the province and beyond.



Steveston is valued as Richmond's earliest example of city planning. Its grid pattern layout, characterized by small blocks, narrow lots, and rear service lanes, dates to 1888 and reflects the original survey which focused the town site on the river and ensured that the local infrastructure accommodated the needs of both fishing fleets and canneries which were abundant here at the time and continued to thrive until the mid twentieth century. The location of the commercial core of the village is also significant, as it reflects the importance of the interrelationship between water, rail, and road which played a crucial role in the economic and physical development of the town in the late nineteenth and early twentieth centuries.



Steveston is valued for the extent of its historic character and intrinsic heritage values, seen less in individual buildings than in the cumulative effect its physical and intangible elements have had on its heritage significance since 1880. Its unpretentious working environment and aesthetic character provide an important counterpoint

Steveston Village Conservation Program

Conservation Strategy – Managing Change



to its traces of urban complexity, diverse commercial service and retail uses, and range of building types which embody the complexity and vitality of its economic and social history. It evokes a sense of a bygone era, and most significantly retains the character of an early twentieth century small town in an area that is surrounded by major urban development.

Steveston's social values are reflected through its use over almost a century as a community gathering place for residents and business people from the surrounding area. Moncton Street in particular is a testament to the importance of the commercial core of small-town British Columbia; it continues to evolve as the economic and social heart of the village and the primary local source for goods and services, much as it was historically.

Steveston's associative values make it an excellent representative example of the effects of boom-and-bust cycles in British Columbia's economic and cultural development since the late nineteenth century. A significant contributor to the social value of the town site is the multi-cultural nature of the residential community and the work force, brought into existence because of the early canneries and fishing fleets. It is significant that Steveston resonates throughout British Columbia, both for its role as an inter-racial community and as a central place of prosperity and promise.



Steveston exists in its current form in part because of the physical and natural environment found in its location at the mouth of the Fraser River. The town site reflects significant natural heritage values; these values are embodied in the ecology of the Fraser River, traces of surviving indigenous vegetation, riverine and terrestrial habitat values, and open spaces such as nearby Garry Point Park. It is also important that the town site is visually connected to its surrounding natural landscapes, with views of Shady Island in the Fraser River and the North Shore Mountains.

Character-Defining Elements

The character-defining elements of the study area include:

Built/Planned Environment

- Small commercial buildings with wood framed facades and false fronts
- Building details including cornices, brackets
- Strong street wall edges created by the buildings at Moncton Street
- Pedestrian scale
- Commercial streets parallel to the water
- Cross-grid of north/south streets
- North/south streets with visual access to the dyke
- Associative gathering places (Net Shed, hotel)

Steveston Village Conservation Program

Conservation Strategy – Managing Change



- Historical patterns and buildings on the north side of Chatham
- Proximity of the residential area to the commercial area
- Residential components of the streets:
- Varying street widths
- Original grid layout
- Exposed drainage ditches
- Lack of street curbs in lanes
- Way in which the site reflects original development
- Archetypal main street pattern of Moncton Street:
- Multi-use utilitarian lanes and alleyways
- Variety of building styles and construction types
- Evidence of multi-culturalism in the town
- Industrial traces such as the railway tracks

Landscape



- Landscape elements including ditches, bridges, fences, lawn areas and planted areas
- Mature trees which differentiate the residential area north of Chatham
- Containment of the place by the physical landscape feature of the ocean to the west and river to the south
- Slope of the land down from the dyke
- Location of the site 5 kilometres from the mouth of the South Arm of the Fraser River
- Traces of residential gardens
- Significant open spaces that frame the townsite such as Steveston Park,
- Garry Point Park
- Views from the townsite to the Gulf of Georgia to the south and west, and to the north shore mountains to the north
- Roughness and unfinished nature of parts of the site



Waterfront

- Direct connection to the waterfront
- Small scale elements including pilings and wharves, rip-rap river edges, fences, signs
- Presence of marine industrial heritage – boats, masts, rigging, wharves, fish sales, fish store
- Sounds, smells of the waterfront
- Relationship of the site to the waterfront
- Evidence of the use of the waterfront
- Clean water and the natural landscape of the river

Uses

- Diverse business activity – you can get most everything you need
- Working nature of the town reflected by commercial and industrial businesses and businesses related to the fishing

Steveston Village Conservation Program

Conservation Strategy – Managing Change



industry

- Informal pedestrian use of the streets (eg. jaywalking)
- Ability to access the waterfront and the wharves on foot
- Sense of being in a small town, characterized by such elements as diagonal parking on the street, informal lane parking, shortcuts through properties, small scale building, limited area overall.

3 (6) Summary of Individual Resources

.1 Criteria for identifying resources:

- | | |
|--------------|--|
| Criterion 1: | The overall contribution of the resource to the heritage value and character of Steveston. |
| Criterion 2: | The ability of the resource to represent a certain historical process, philosophy, design, function, technique, or style |
| Criterion 3: | The level of importance of associations with an era, event or person important in Steveston's history and development |
| Criterion 4: | The intactness, evocative qualities and unity in scale, form, materials, texture and colour. |

.2 Statements of Significance have been written for individual resources that are identified as worthy of conservation.

- Village-wide resources
- Moncton Street resources
- Chatham Street resources
- Bayview Street resources
- No.1 Road resources
- 1st Avenue resources
- 2nd Avenue resources
- 3rd Avenue resources
- East Lane resources
- Centre lane resources
- West Lane resources

3 (7) Location Maps for Identified Heritage Resources

The following maps identifies 54 individual heritage resources in the Village.

GENERAL GUIDELINES FOR PRESERVATION, REHABILITATION AND RESTORATION

	Recommended	Not Recommended
1	Understanding the land patterns and how they contribute to the heritage value of the cultural landscape.	
2	Understanding the local environmental context, including climate, prevailing winds, geology, underlying topography and ecological processes.	
3	Documenting the overall pattern of the landscape: the size, configuration, proportion and relationship of its larger components, such as forests, fields or subdivisions, and its evolution and condition before beginning project work. This can include identifying the values that contribute to the meaning of land patterns, such as associations from Aboriginal oral traditions, or the expression of cultural traditions that originated from other countries.	Undertaking interventions that will affect land patterns without first documenting and understanding their characteristics, relationships, evolution, conditions, intangible values and environmental context.
4	Assessing the overall condition of the land patterns early in the planning process so that the scope of work is based on current conditions.	
5	Protecting and maintaining features that define land patterns by using non-destructive methods in daily, seasonal and cyclical tasks. This could include limiting the impact of ecological processes, such as erosion, and monitoring sensitive areas.	Allowing land patterns to be altered or lost by incompatible development or neglect.
6	Retaining sound land patterns or deteriorated land patterns that can be repaired or rejuvenated.	
7	Repairing or rejuvenating deteriorated parts of a feature of the land pattern, using recognized conservation methods. Repair may also include the limited replacement in kind of those extensively deteriorated or missing parts of land pattern elements. Repairs should be physically and visually compatible.	Replacing a feature of the land pattern when that feature can be repaired or rejuvenated.
8	Replacing in kind extensively deteriorated or missing parts of land patterns where there are surviving prototypes.	Replacing an entire feature of the land patterns when limited replacement of deteriorated and missing parts is possible.
9	Documenting all interventions that affect the land pattern, and ensuring that this documentation will be available to those responsible for future interventions.	

ADDITIONAL GUIDELINES FOR REHABILITATION PROJECTS

	Recommended	Not Recommended
10	Repairing or rejuvenating an extensively deteriorated or missing feature that defines a land pattern, by using non-destructive methods and materials, such as regenerating a deteriorated meadow.	Replacing an entire feature that defines a land pattern when repair or limited replacement of deteriorated or missing parts is possible.
11	Replacing in kind an entire feature that defines a land pattern when that feature is too deteriorated to repair, such as replanting a clear-cut woodlot. The replacement feature should be as similar as possible to the original, both visually and functionally.	Replacing an irreparable feature with a new feature that does not respect the land pattern.
12	Replacing a missing historic feature by designing a new feature that is compatible with the land patterns of the cultural landscape, and is based on physical, documentary and oral evidence.	Creating a false historical appearance because the new feature is incompatible with the land pattern, or based on insufficient physical and documentary evidence.

ADDITIONS OR ALTERATIONS TO A CULTURAL LANDSCAPE

- | | | |
|----|--|--|
| 13 | Designing a new feature when required by a new use that does not obscure, damage or destroy character-defining land patterns, such as locating a new road along the edge of a forest. | Introducing a new feature that is incompatible in size, scale or design with the land pattern. |
|----|--|--|

ADDITIONAL GUIDELINES FOR RESTORATION PROJECTS

	Recommended	Not Recommended
14	Repairing or rejuvenating a declining feature that defines a land pattern from the restoration period using a minimal intervention approach.	Replacing an entire feature that defines a land pattern from the restoration period, when repair or rejuvenation is possible.
15	Replacing in kind an entire feature that defines a land pattern from the restoration period that is too deteriorated to repair, using the same configuration and design details. The new work should be well documented and unobtrusively dated to guide future research and treatment.	Removing an irreparable feature that defines a land pattern from the restoration period and not replacing it, or replacing it with an inappropriate new feature.

REMOVING EXISTING FEATURES FROM OTHER PERIODS

16	Removing or altering non character-defining features from periods other than the chosen restoration period, which intrude on the land patterns.	Failing to remove non character-defining features from another period that confuse the depiction of the land patterns during the chosen restoration period.
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RECREATING MISSING FEATURES FROM THE RESTORATION PERIOD

17	Recreating a missing feature important to the land patterns that existed during the restoration period, based on physical, documentary and oral evidence.	Installing a feature that was part of the original land pattern, but was never actually built, or constructing a feature of the land pattern that was thought to have existed during the restoration period, but for which there is insufficient documentation.
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City of Richmond

Heritage Alteration Permit

Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

File No.: HA 16-723477

To the Holder: Kanaris Demetre Lazos

Property Address: 12011 3rd Avenue, Richmond, BC V7E 3K1
12111 3rd Avenue, Richmond, BC V7E 3K1

Legal Description: LOT 1 AND LOT 2 SECTION 10 BLOCK 3 NORTH RANGE 7 WEST NEW
WESTMINSTER DISTRICT PLAN 68935

(s.617, *Local Government Act*)

1. (Reason for Permit)
 - ☐ Designated Heritage Property (s.611)
 - ☐ Property Subject to Temporary Protection (s.609)
 - ☐ Property Subject to Heritage Revitalization Agreement (s.610)
 - ☒ Property in Heritage Conservation Area (s.615)
 - ☐ Property Subject to s.219 Heritage Covenant (Land Titles Act)
2. This Heritage Alteration Permit is issued to authorize all works related to the reconfiguration of lot lines, parking layouts, landscaping and installation of a bicycle rack in Attachment 1 Plan Sheets 1 to 3.
3. The "Richmond Zoning Bylaw 8500" is hereby varied to:
 - (a). For the property at 12111 3rd Avenue, reduce the minimum amount of landscape area around surface parking areas abutting a road from 3.0 m, to 1.0 m along Moncton Street, and to 1.0 m along 3rd Avenue.
4. This Heritage Alteration Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
5. If the alterations authorized by this Heritage Alteration Permit are not completed within 24 months of the date of this Permit, this Permit lapses.

AUTHORIZING RESOLUTION NO. ISSUED BY THE COUNCIL THE DAY OF

DELIVERED THIS DAY OF , 2017

MAYOR

CORPORATE OFFICER

IT IS AN OFFENCE UNDER THE *LOCAL GOVERNMENT ACT*, PUNISHABLE BY A FINE OF UP TO \$50,000 IN THE CASE OF AN INDIVIDUAL AND \$1,000,000 IN THE CASE OF A CORPORATION, FOR THE HOLDER OF THIS PERMIT TO FAIL TO COMPLY WITH THE REQUIREMENTS AND CONDITIONS OF THE PERMIT.

STEVESTON HOTEL - DATA TABLE FOR PROPOSED LOT SUBDIVISION (HA 16/723477)				
Zoning Regulations & Standard	CURRENT Zone CSZ	PROPOSED Lot 2A	PROPOSED Lot 2B	
LOT SIZE	n/a	2339.45m2	1636.95m2	
TOTAL FLOOR AREA (max.)	n/a	1960.00m2	949.21m2	
DENSITY (max.)	1.0 FAR	0.08 FAR	0.21 FAR	
LOT COVERAGE (max.)	100%	1144.32m2	349.21m2	
HEIGHT (max.)	2 storeys	2 storeys	1 storey	
VEHICLE PARKING BY USE				
HOTEL:	1 per two-guest room (required: 13)	-	-	
LOUNGE / meeting (10 spaces per 100m2 of GROSS LEASABLE AREA)	10 per 100m2 = 33.5	-	-	
335m2				
RESTAURANT:	15.5 spaces	-	-	
(8 spaces per 100m2) 194m2				
LIQUOR STORE / CONV. RETAIL:	3.3 spaces	-	-	
110m2 (3 per 100m2)				
MANAGER'S OFFICE: 24.5m2	0.7 spaces	TOTAL PROPOSED:		
LOADING SPACE (under 1861m2)	0 loading bay	81 spaces		
COFFEE SHOP:		1 loading bay		
(8 spaces per 100m2) 86m2	8 spaces	-	8 spaces	
OFFICE / PRINTING SHOP:				
(3 spaces per 100m2) 239m2	8 spaces	-	8 spaces	

LEGAL DESCRIPTION:
ALL OF SECTION 10, BLOCK 3 NORTH,
RANGE 7 WEST, GROUP 1, NMD.

CIVIL ADDRESS:
12111-12011 3rd AVE,
PUEBLO, CO

EXISTING LOT 1 & 2

DATE	1/18/21-10*	DATE	Jan. 2017
NAME	MJJ	NAME	—
TEST TYPE / ANALYST	K.D. LAZOS 804-211-8849	TEST TYPE	A-1

the 1990s, the use of the word "disability" has been replaced by the term "handicap." The term "handicap" is used to describe a physical or mental condition that is a disadvantage or a hindrance to a person's ability to perform a task or to participate in a social activity. The term "disability" is used to describe a condition that is a permanent or long-term physical or mental condition that is a disadvantage or a hindrance to a person's ability to perform a task or to participate in a social activity. The term "handicap" is used to describe a condition that is a disadvantage or a hindrance to a person's ability to perform a task or to participate in a social activity. The term "disability" is used to describe a condition that is a permanent or long-term physical or mental condition that is a disadvantage or a hindrance to a person's ability to perform a task or to participate in a social activity.

ON-SITE BICYCLE PARKING CALCULATIONS

LOT 2A:

GENERAL / CONVENIENCE / RETAIL/RESTAURANT
0.4 SPACES PER 100m²

TOTAL EXISTING: 593m² x 0.4 = 3 SPACES REQUIRED

HOTEL: 0.27 SPACES PER 100m²

TOTAL HOTEL ALL ROOMS: 675m² x 0.27 = 3 SPACES
PROPOSED & PROVIDED: 6 SPACES

ON-SITE BICYCLE PARKING CALCULATIONS

LOT 2B:
OFFICE / COFFEE SHOP
0.4 SPACES PER 100m²
TOTAL EXISTING: 346m² x 0.4 = 2 SPACES REQUIRED
PROPOSED & PROVIDED : 2 SPACES

KEY PLAN
SCALE: NTS

SCALE: NT9

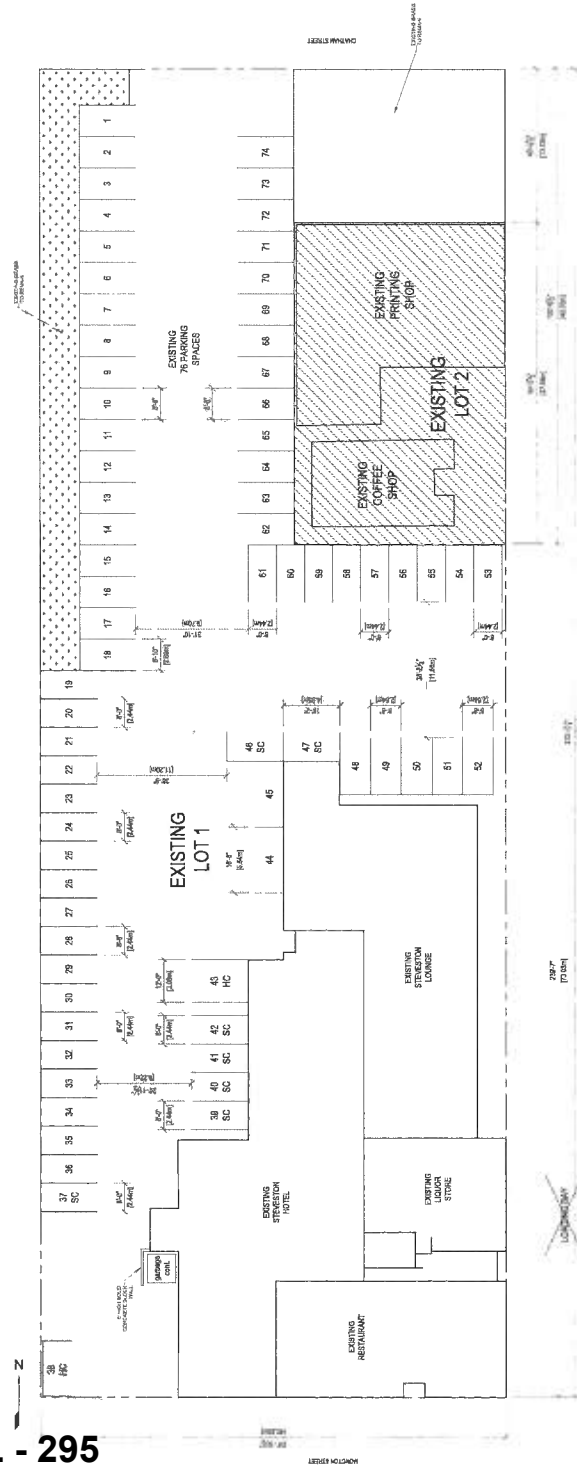
1. PROPOSED CONSOLIDATION OF LOT 1 AND PART OF LOT 2 (NORTH PAR, SEE HATCHED AREA)
2. SUBDIVISION OF CONSOLIDATED PROPERTY.
- ALL OF SECTION 10, BLOCK 3 NORTH, RANGE 7 WEST, GROUP 1, NEW WESTMINSTER DISTRICT, PLAN 68035

NOTE:

AT PRESENT THERE ARE 76 PARKING STALLS THAT SERVE THE HOTEL AND ITS FACILITIES. TWO OF THESE STALLS ARE UNUSABLE; THEREFORE THE TOTAL AMOUNT OF EXISTING USABLE STALLS IS 74.

EXISTING STALLS = 74

EXISTING AS IS



SITE PLAN - EXISTING
SCALE: 1/8"=1'-0"

SCALE: 1/16"=1'-0"

STEVENSON HOTEL - DATA TABLE FOR PROPOSED LOT SUBDIVISION (HA 16-723477)			
Zoning Regulations & Standard	CURRENT Zone CS2	PROPOSED Lot 2A	PROPOSED Lot 2B
LOT SIZE	n/a	2939.45m ²	1636.95m ²
TOTAL FLOOR AREA (max.)	n/a	1990.60m ²	345.27m ²
DENSITY (max.)	1.0 FAR	0.66 FAR	0.21 FAR
LOT COVERAGE (max.)	100%	1144.52m ²	345.27m ²
HEIGHT (max.)	2 storeys	2 storeys	1 storey
VEHICLE PARKING BY USE			
HOTEL: 10 one-guest & 8 two-guest	1 space per two-guest	13 spaces	
LOUNGE / meeting (10 spaces per 100m ² of GROSS LEASABLE AREA)			
RESTAURANT: (8 spaces per 100m ²) 194m ²	10 per 100m ² = 33.5	33.5 spaces	
LIQUOR STORE / CONV. RETAIL: 110m ²	15.5 spaces	15.5 spaces	
MANAGER'S OFFICE: 24.5m ²	3.3 spaces	3.3 spaces	
LOADING SPACE: gross leasable floor area of more than 186m ² ; one designated space (under 186m ²)	0.7 spaces	1 loading bay	
COFFEE SHOP: (8 spaces per 100m ²) 88m ²	8 spaces	8 spaces	
OFFICE / PRINTING SHOP: (3 spaces per 100m ²) 258m ²	8 spaces	8 spaces	

LOT 2A PARKING CALCULATIONS (HOTEL, LIQUOR STORE & PUB):	
24 ROOMS	13 PARKING SPACES
LOUNGE (289 m ²)	33.5 PARKING SPACES
LIQUOR STORE / CONV. RETAIL (110m ²)	3.3 PARKING SPACES
MANAGER'S OFFICE: 24.5m ²	0.7 PARKING SPACES
LOADING SPACE	1 LOADING SPACE
RESTAURANT (200m ²)	15.5 PARKING SPACES
TOTAL REQUIRED LOT 2A:	68 PARKING SPACES + 1 LOADING SPACE
TOTAL PROPOSED LOT 2A:	61 PARKING SPACES + 1 LOADING SPACE
2% OF 66 = 2 PARKING SPACES. THEREFORE, MINIMUM 2 HANDICAP SPACE WITH CLEAR IDENTIFYING SIGN SHALL BE PROVIDED.	
NOTE: PROPOSED LOT 2A WITHOUT ANY EXEMPTIONS CALCULATED REQUIRES 68 PARKING SPACES.	
AS PER PARKING ZONING REGULATIONS, IF THE REQUIRED PARKING SPACES ARE MORE THAN 31 STALLS, THEN 50% SHOULD BE STANDARD SPACES.	
PROVIDED: 32 STANDARD SPACES + 2 HANDICAP SPACES + 27 SMALL CAR PARKING SPACES = 61	

LOT 2B PARKING CALCULATIONS:	
COFFEE SHOP (90m ²)	8 PARKING SPACES
PRINTING SHOP / OFFICE (255m ²)	8 PARKING SPACES
TOTAL FOR PROPOSED LOT 2B:	16 PARKING SPACES
2% OF 16 = 1 PARKING SPACE. THEREFORE, MINIMUM 1 HANDICAP SPACE WITH CLEAR IDENTIFYING SIGN WOULD BE PROVIDED.	
NOTE: PROPOSED LOT 2B WITHOUT ANY EXEMPTIONS CALCULATED REQUIRES 16 PARKING SPACES.	
PROVIDED: 16 STANDARD SPACES + 1 HANDICAP SPACES = 16	

ON-SITE BICYCLE PARKING CALCULATIONS	
LOT 2A:	GENERAL / CONVENIENCE / RETAIL/RESTAURANT 0.4 SPACES PER 100m ² TOTAL EXISTING: 593m ² x 0.4 = 3 SPACES REQUIRED PROPOSED & PROVIDED: 3 SPACES
LOT 2B:	OFFICE / COFFEE SHOP 0.4 SPACES PER 100m ² TOTAL EXISTING: 346m ² x 0.4 = 2 SPACES REQUIRED PROPOSED & PROVIDED: 2 SPACES

LEGAL DESCRIPTION:
ALL OF SECTION 10, BLOCK 3 NORTH,
RANGE 7 WEST, GROUP 1, WMD,
PLAN 6838

LEGAL ADDRESS:
1211-12011 3rd AVE.
RICHMOND, BC

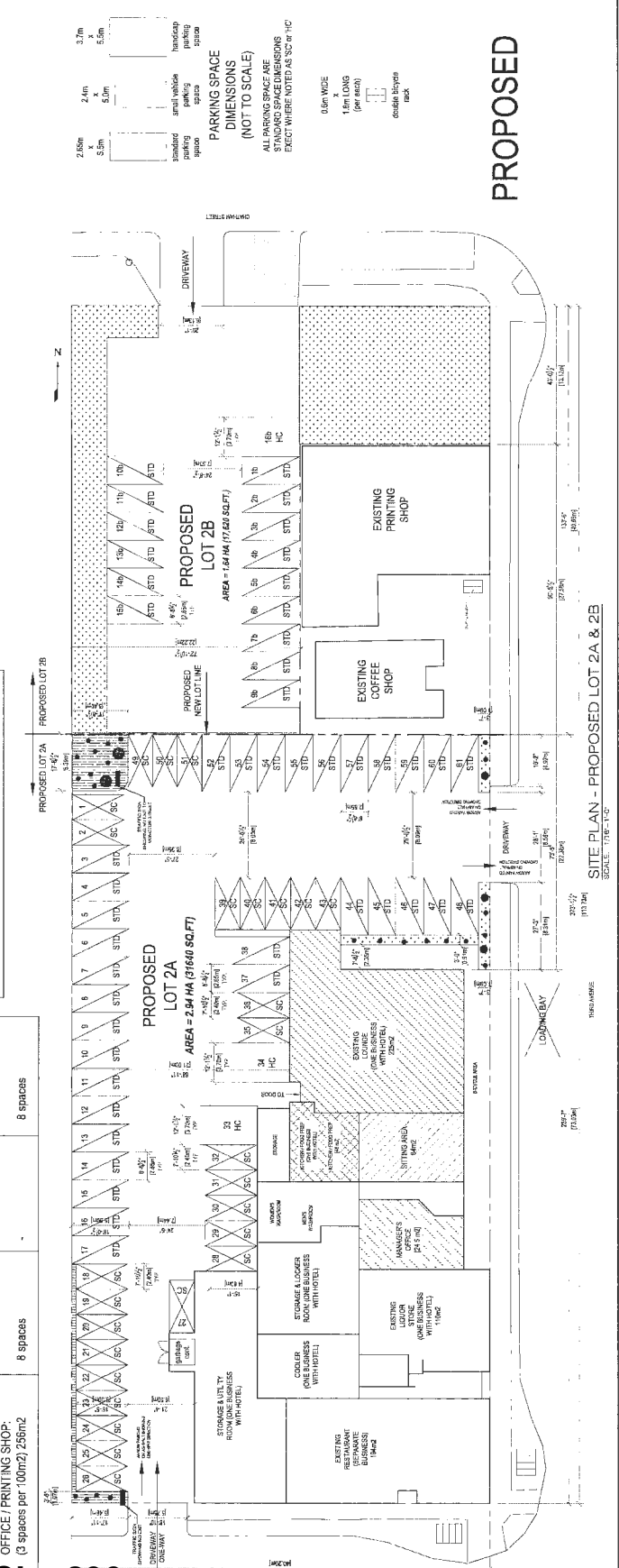
LEGAL ADDRESS:
1211-12011 3rd AVE.
RICHMOND, BC

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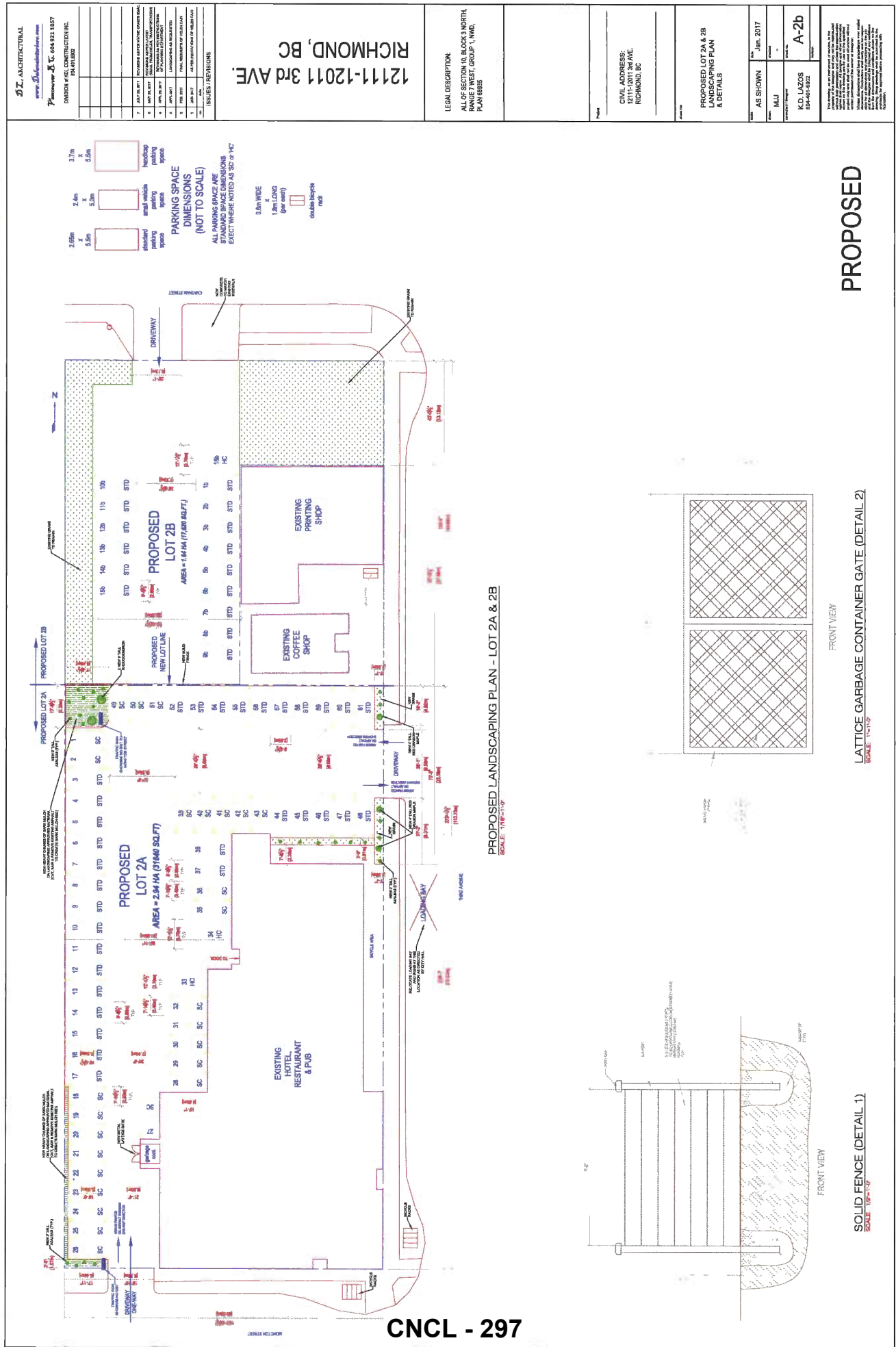
LEGAL ADDRESS:
1211-12011 3rd AVE.
RICHMOND, BC

LEGAL ADDRESS:
1211-12011 3rd AVE.
RICHMOND, BC



PROPOSED

SITE PLAN - PROPOSED LOT 2A & 2B
SCALE: 1/8" = 1'-0"





Canine Good Neighbour Program

EXERCISE DESCRIPTION

Demonstrating confidence and control, you and your dog must complete these **12 steps**:

TEST 1 - Accepting A Friendly Stranger

This test demonstrates the dog's ability to allow a friendly stranger to approach and speak to the handler. The evaluator will walk toward the handler and dog and greet the handler by shaking hands and briefly chatting. The dog should remain under control with only gentle assistance, if necessary. The dog should not go to nor jump on the evaluator and must not exhibit any signs of shyness or resentment.

TEST 2 - Politely Accepts Petting

This test demonstrates the dog's ability to allow a friendly stranger to pet it while out with its handler. The evaluator will pet the dog on the head and shoulders. The dog may sit or stand quietly beside the handler and may change position, but must not exhibit any signs of shyness or resentment.

TEST 3 - Appearance and Grooming

This practical test demonstrates that the dog will accept being groomed and examined and will permit a stranger to do so. The evaluator inspects the dog, brushes the dog briefly on the back and sides, and lightly examines its ears and front feet. The evaluator then walks behind the handler and dog, returning to face the dog. Minor movement is allowed, but the dog should not have to be restrained.

TEST 4 - Out For A Walk

This test demonstrates the ability of the dog to walk politely on a loose leash as well as the handler's ability to control the dog. The evaluator will have the handler and dog walk a course, which will include at least one right and left turn and a 180-degree turn. It is not necessary for the dog to be exactly aligned with the handler or sit when the handler stops. The handler may talk to the dog.

TEST 5 - Walking Through A Crowd

This test demonstrates the ability of the dog to walk politely beside the handler in pedestrian traffic, while remaining under control at all times. The dog and handler walk through and close to several people. Throughout this test the handler may talk to the dog giving praise and encouragement. The dog must maintain a position close to the handler without becoming unduly stressed or unruly. The dog may show some interest in the strangers but should not go to them.

TEST 6 - Sit/Down On Command and Stay In Place

This Test demonstrates the dog's ability to respond to the handler's commands. The handler may take a reasonable amount of time and use more than one command to sit and down the dog. If required, the handler may touch the dog gently to assist it. Once the dog has responded to both a sit and down command, the handler will decide in which position the dog is going to be left. The handler will then tell the dog to stay and walk forward 6 metres before turning around to face the dog, then will return to the dog.

TEST 7 - Come When Called

This test demonstrates the dog's ability to come when called by the handler. The evaluator will stand near the dog and instruct the handler to position the dog in either a sit, down or stand position. The handler will then leave the dog and go to a distance of 3 metres before turning and calling the dog. The dog should come readily to the handler; the handler may encourage the dog.

TEST 8 - Praise/Interaction

This test demonstrates that the dog can be easily calmed following a play session or praise. After playing with the dog for approximately 10 seconds, the handler then calms the dog. More than one command may be used, but the dog must display controlled behaviour when told to settle by the handler. The evaluator looks for evidence of a good relationship between the dog and handler.

TEST 9 - Reaction To A Passing Dog

This test demonstrates the dog's polite behaviour while in the presence of other dogs and handlers. Two handlers, with dogs, approach one another from approximately 6 metres. They stop, shake hands briefly, chat and then continue walking. The dog should exhibit no more than mild interest in the other dog.

TEST 10 - Reaction To Distractions

This test demonstrates that the dog is confident when faced with common visual and auditory distractions such as doors opening, baby strollers, joggers, etc. The dog may express natural interest in the distraction and may temporarily startle, but should not show aggression or fear. One or two barks are permitted and the handler may talk to the dog throughout this test.

TEST 11 - Supervised Isolation

This test demonstrates the dog's ability to be left alone with a person other than its handler, while maintaining a calm acceptance of the situation. The handler asks another person to hold the dog and tells the dog to stay. The handler goes to a pre-designated location, out of sight of the dog and waits 3 minutes until called to return by the assistant evaluator. The dog should not show excessive stress by pulling on the lead, or exhibit excessive panting, barking or whining.

TEST 12 - Walking Through A Door/Gate

This test demonstrates the dog's response to the handler's commands as well as the handler's ability to control the dog while moving ahead of the dog and through a door/gate. The handler commands the dog to sit and wait and walks through the door/gate, while instructing the dog to follow. Alternatively, the dog and handler may proceed through the door/gate together, with the dog accompanying the handler on a loose leash. The dog must not go through before the handler instructs him to do so.

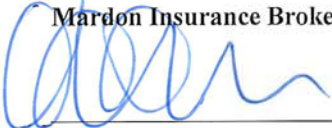
Policy No. VIB999999DC

This Cover Note is Subject to All Terms and Conditions of the Policy or Policies to be Issued

THIS IS TO CERTIFY that Insurance has been effected as follows:

1. **INSURER:** Canadian Northern Shield Insurance Company
2. **INSURED:** Western Canadian Dog Clubs &/or Vancouver Ecovillage
302-1609 Comox Street, Vancouver, B.C. V6G 1P4
3. **LOSS, IF ANY,
PAYABLE TO:** Insured or Order
4. **INTEREST INSURED:** Comprehensive Liability Package:
 - (a) Comprehensive General Liability, including Products, Completed Operations, Contingent Employers Liability, Occurrence Property Damage, Cross Liability Clause, Attached Machinery, Broad Form Property Damage, Personal Injury and Non-Owned Automobile Liability
 - (b) Tenant's Legal Liability
5. **SUM INSURED:**
 - (a) \$5,000,000.00 Bodily Injury and/or Property Damage Liability Inclusive
 - (b) \$1,000,000.00
6. **PERILS INSURED:** As per Policy No. VIB999999DC
Deductible \$500 each loss
7. **TERM:** From February 6, 2017 to December 31, 2017
8. **REMARKS:** EMPLOYEES, VOLUNTEERS, CLUB EXECUTIVE, JUDGES, TRAINERS AND STEWARDS ADDED AS INSUREDS
9. **WARRANTED:** Live Ammunition Exclusion Clause
Dog Club Member's personal liability insurance shall be primary.

Dated at Vancouver, B.C.
February 6, 2017


Mardon Insurance Brokers (Vanguard) Ltd.

**THIS POLICY MAY CONTAIN CLAUSE(S)
WHICH LIMIT(S) THE AMOUNT PAYABLE**

E. & O.E.



Vancouver ecoVillage

Therapy Dog Program



Learn about what makes us so unique. Our Therapy Dog Program sets the benchmark for safe and enriching therapy dog visits through an ongoing commitment to rigour, education and advocacy.

- We have the **ONLY** therapy dog training program in Canada.
- Our program is so rigorous that our therapy dogs are re-tested annually.
- We certify dogs to work with professionals such as counsellors, psychologists, physio and rehabilitation therapists.
- Handlers complete comprehensive education on safety, infection control, client confidentiality and dog handling.
- We are the **ONLY** national program that renews their teams based on updated screenings for health & team skills.
- We base our organizational values, policies and education on the belief that we must advocate for our animals first.
- All our therapy dogs and handlers bring substantive professionalism to the settings they visit.
- Our dogs and handlers have comprehensive liability insurance coverage of 5 million dollars each.

Therapy Dog Certification

Our Screening and Assessment for Therapy Dogs has been established with the goal of setting rigorous standards for both dogs and their human handlers, to ensure safe and effective therapy animal visits with the disabled and in the community.

Our Therapy Dog Screening is based on the testing process by **Pet Partners** (formerly The Delta Foundation est. 1977) which has the highest standard of therapy dog testing in North America. Our test assesses dogs to determine whether they have the temperament and personality required of a good therapy visitor. In our testing dogs are evaluated to display temperament that shows confidence, good manners and sociability with other dogs and people. They must also be well-groomed and gentle at all times.

In addition, all our Therapy Dogs are required to meet strict health requirements such as annual vet check-ups and up-to-date vaccines such as for Rabies, DHPP, Bordetella and Leptospirosis, Flea/Heartworm prevention and a Fecal Exam before being registered. It is essential they must not have any bite history and be at least 1 year in age to participate. Our complex **13-step screening evaluation** tests dogs for adverse reactions to children, adults and seniors with the use of wheelchairs, crutches, canes, food, toys and even unusual noises common in hospitals and care homes. ***Our testing is so rigorous that our dogs are re-tested annually to make sure they keep meeting our high standards.***

Here are the **5 steps** to achieving a **Therapy Dog Certification** with Vancouver ecoVillage:

STEP 1 - Interview (1-2 hours)

Dog is assessed for grooming and obedience (must obey commands Sit, Stay, Heel, Down and Come)
Handler is assessed for suitability for therapy work in the community

STEP 2 - Therapy Dog Course (for handler only)

Identifies the responsibilities of a volunteer
Teaches infection control and safety procedures
Discusses important clients rights and considerations
Explains the Code of Ethics for AAA (Animal-Assisted Activities) and AAT (Animal-Assisted Therapy)
Demonstrates what is required during Screening/Testing
Explains Vancouver ecoVillage policies and procedures

STEP 3 - Therapy Dog Training (up to 6 months)

(Pre-Requisite) [Canine Good Neighbour Certification](#)
Training for [Therapy Dog Exam](#)

STEP 4 - Screening Evaluation/ Exam (for dog and handler) - see video

1. Controlled Walk
 2. Accepting a Friendly Stranger and Sitting Politely for Petting
 3. Held by a Stranger with Owner Out of Sight
 4. Leaving an Item
 5. Taking Food Gently
 6. Releasing Dog and Recalling from a Minimum of 5 metres
- REACTION TESTING

7. Reaction to Another Dog
8. Exuberant and Clumsy Petting
9. Staggering and Gesturing Individual
10. Angry Yelling
11. Walking Through a Crowd and Reaction to Distractions
12. Crowded or Patted in a Group
13. Being Bumped from Behind

STEP 5 - Final Certification (official badges + therapy dog harness awarded)

Handler Test on Therapy Dog Manual
Review Infection Control and Safety Procedures
Review AAA/AAT Code of Ethics
Review Vancouver ecoVillage Policies and Procedures

Take a Look Inside!



Meet New Certified Teams





Therapy Dog Evaluation

Handler's Name: _____	Email: _____
Address: _____	Tel: _____
Dog's name: _____ Breed: _____	(S)payed/ (N)eutered/ (I)ntact: _____ Age: _____
Vac. Cert. valid until: _____	Verified by: _____
Screening Location: _____	Date: _____
Evaluators: _____	

The team is under observation from the time it enters the test area.

1. A clean tidy appearance is expected from both the handler and dog, as they will be the ambassadors for the program.
2. A dog that relieves itself during the evaluation has failed.
3. **A dog displaying any signs of aggression to other dogs or humans (i.e. continuous barking, snarling, snapping, growling, lunging, showing teeth) has failed.**
4. A handler seen harshly correcting his dog is an automatic failure.
5. A dog with a bite history may not participate.
6. A dog in heat may not participate.
7. The dog must be a minimum of one year of age.
8. During the evaluation and on all visits the dog must wear a flat buckle or snap collar and be on a 4' or 6' leather or nylon web leash. (No martingales, prong collars, harnesses, halters or choke chains permitted.)
9. The dog should always be close to the handler. At no time should the dog be allowed to extend the leash to the fullest.
10. Handlers may talk to their dog and pet them in every category but may not use food or toys to lure the dog during any of the categories.
11. Dogs weighing 15 lbs and under will have to do certain sections of the evaluation in the evaluator's arms.
12. The Evaluator will read out loud each category to the applicants.

SIT/ STAND FOR GREETING AND EXAMINATION

Excellent _____ Fair _____ Not Ready _____

TEST 1

1. While the Evaluator is standing in the center of the evaluation area, the team will approach quietly and introduce themselves to the Evaluator.
2. Dogs must not jump up on Evaluator but remain quiet (either standing or sitting) while the handler and Evaluator shake hands and exchange a few pleasantries. This category demonstrates the handler's and dog's social skills.
3. The Evaluator will ask permission to examine the dog (handler's refusal is a failure).
4. The Evaluator will examine the dog looking for a calm, stable attitude and good grooming.
5. The Evaluator will pat the dog's head, gently fondle the ears, stroke the dog's body and tail, lift both front paws and check that nails are short and filed smooth.
6. Small dogs that would normally be lifted up to visit and/or those normally carried weighing less than fifteen (15) pounds will be placed in the evaluator's arms for this examination.
7. At no time should the dog display shyness or resentment to being touched.
8. A slight leaning away or movement away will not be taken as shyness as this is a natural tendency for some breeds.
9. The Evaluator will not stare at the dog but should monitor the dog's reactions for signs of discomfort or distress at being handled.
10. **Any growling, snarling or cowering is a failure.** A dog that is unduly stressed by the Evaluator touching him will be failed.

CONTROLLED WALK

Excellent _____ Fair _____ Not Ready _____

TEST 2 (Items needed: a plate of cookies placed on a chair)

1. The Evaluator will have the handler and dog walk a course, which will include a right and left hand turn as well as an about turn with at least one stop in the middle and another at the end of the course.
2. The dog must walk in a controlled mannerly fashion while on a short but loose leash.
3. The handler may talk to his dog to encourage him to stay close. The dog does not have to sit at each stop but should stop and remain reasonably close to the handler.
4. **A plate of cookies (not dog cookies)** is placed on a chair to gauge the handler's control over the dog passing a "cookie trolley" in facilities. The handler must exhibit control over their dog without resorting to harsh physical corrections.

ACCEPTING PETTING PATIENTLY

Excellent _____ Fair _____ Not Ready _____

TEST 3

1. With the dog in a standing or sitting position beside the handler the Evaluator will approach and ask, "May I pet your dog"?
2. The Evaluator will **bend over** the dog to pet it (lightly touching the head, shoulder and hip area) and then walk in a circle closely around the team and return to the front and pet briefly one more time.
3. The dog should not show more than mild interest in the movement of the Evaluator.
4. **Any indication of aggression such as growling, lifting of the lip, jumping up or being suspicious of the Evaluator will be failed.**

STAYING CALM WITH A STRANGER - OWNER OUT OF SIGHT

Excellent _____ Fair _____ Not Ready _____

TEST 4

This test demonstrates the dog's ability to be left alone with a trusted person other than its handler, while maintaining a calm acceptance of the situation.

1. The handler will walk with the dog to a designated person (assistant evaluator), and hand over the leash.
2. The handler may command the dog to sit or lie down and wait/stay.
3. Then the handler will leave the area and go to a pre-designated location, out of sight of the dog.
4. The handler will wait 3 minutes until called to return by the assistant evaluator.
5. The evaluator is observing the dog's ability to maintain good manners when left alone with another person.
6. The dog may show some mild stress, but should not bark, pace or pant excessively.
7. Neither should the dog attempt to climb up on the assistant, nor pull away. (If the dog should become excessively agitated, the evaluator will call the handler back before the time required, and the dog will be judged "Not Ready.")
8. The dog does not have to maintain position or place with the assistant evaluator.
9. Dogs that exhibit the following will be rated as "Not Ready":
 - The dog attempts to climb on the assistant evaluator.
 - The dog continually barks, whines, howls, paces or pants excessively.
 - The dog pulls on the leash in an attempt to get away.

LEAVE IT

Excellent _____ Fair _____ Not Ready _____

TEST 5 - PART ONE (Items needed: **treat, bowl of water**)

1. The dog handler/team meets a person in a wheelchair. The dog should approach the person and visit politely.
2. The person in the wheelchair, after briefly interacting with the dog, will offer the dog a treat by holding the treat still in his hand while enticing the dog.
3. The handler will instruct the dog to leave it. It is up to the handler as to what kind of verbal command they use to keep the dog from licking or taking the food.
4. The handler should explain to the patient why the dog cannot eat a treat while visiting.

- PART TWO

1. The dog handler will walk in a straight line with the dog at heel. There will be a piece of food in the path of the dog. The dog is not allowed to dive at, lick or eat the food.
2. There should also be a **bowl of water** in the path of the dog. The dog is not allowed to drink.

TAKE FOOD GENTLY

Excellent _____ Fair _____ Not Ready _____

TEST 6 (Items needed: **treat**)

1. The evaluator will offer the dog a piece of a plain biscuit or muffin on his open palm. If the dog does not take the food, the evaluator should ask the handler to offer it.
2. The handler may use words like "gentle" or "slowly".
3. The dog must not mouth or nip the giver's hand.

RELEASE AND RECALL FROM AT LEAST 5 METRES

Excellent _____ Fair _____ Not Ready _____

TEST 7

1. This exercise may be done on a long lead, or off lead in a secure area.
2. The evaluator will ask the handler to release the dog and let it wander, then wait till the dog is distracted (not looking at owner)
3. When the dog has wandered a short distance away, the handler will be asked to call the dog.
4. The dog should go back to the owner promptly.
5. The handler may use words and praise or change position or posture to encourage the dog to return. When the ~~your~~ dog has returned, the handler will need to attach the lead to your dog's collar.

REACTION TO OTHER DOGS

Excellent _____ Fair _____ Not Ready _____

TEST 8

1. A test area of **approximately sixteen (16) feet square** will be marked out with four numbers.
2. Four handlers will approach a predetermined number with their dog on a **short** lead and have the dog sit on the handler's left side.
3. The Evaluator will ask two teams opposite each other to step forward – halt, shake hands and introduce themselves.
4. The handlers remain facing each other at arm's length. Upon instruction from the Evaluator the teams will pass each other with dogs passing side by side to the numbered spot in front of them, turn and halt.
5. The other two teams upon instruction from the Evaluator will repeat this sequence as the other teams quietly watch.
6. The handler may talk to his dog. The dog should move alongside his handler in a mannerly fashion.
7. **If a dog lunges, snaps, growls or displays any aggression to another dog or another handler it fail.** The Evaluator will closely monitor the interaction and expect the team to be polite and courteous. A dog should exhibit no more than slight friendly curiosity as other teams pass.

MEETING UNUSUAL PATIENTS

Excellent _____ Fair _____ Needs Work _____

TEST 9 (items needed: **dress**ing gown, shawl, wide-brimmed hat, shawl, walking stick, walker)

The dog will meet 3 different individuals in turn. The team will stand still and advance when the evaluator asks them to greet these people:

1. An **Alzheimer** patient in a dressing gown standing motionless with head bowed, staring at the floor, mumbling, will pet with a tremor in his hands. The patient will praise the dog to end on a positive note.
2. A person wearing a shawl and wide brimmed hat, using a wheelchair, walker or walking stick will **stagger towards the dog gesturing wildly**.
3. Another person will stand 2 or 3 meters away from the dog, shout **in an angry voice and wave their arms about**, but not threaten the dog.
4. The dog may **sit, stand or down** during these encounters.
5. **The evaluator should gauge any shyness, resentment or aggression, which will result in a failure.**

EXUBERANT AND CLUMSY PETTING

Excellent _____ Fair _____ Not Ready _____

TEST 10 (items needed: **hat, toy, wheelchair, walker, crutches**)

1. A group of people will stand in a circle, each doing a different action: wearing a hat, holding toy, in a wheelchair, on crutches.
2. The team will walk around inside the circle with the dog closest to the crowd. The team will complete the circle twice while allowing clumsy petting up and down dog's body including tail and ears.
3. The people with the equipment move the equipment slightly on both rounds.
4. Dogs less than 15 pounds should be carried to allow petting by everyone.
5. **If the dog takes the fuzzy toy it must relinquish it immediately upon command of the handler or will fail the test.** The person holding the fuzzy toy must not tease or tempt the dog to take the toy.
6. The Evaluator will be looking at the dog's level of interest and also the handler's ability to interact appropriately with the people they are visiting.

WALKING THROUGH A CROWD AND REACTION TO DISTRACTIONS

Excellent _____ Fair _____ Not Ready _____

TEST 11 (items needed: **hat, toy, wheelchair, walker, crutches, metal bowls**)

1. The above group of people will gather closely around the dog and gently touch it. The team will walk twice through the crowd.
2. Everyone will talk at once to gain the dog's attention and some will clap.
3. A person using a cane or walker will make erratic hand and body movements.
4. One of the crowd will make a clatter with metal bowls behind the dog no closer than ten (10) feet away.
5. The dog should remain close to the handler's side without appearing over-excited (ie. jumping), shy, nervous or fearful.

BUMPED FROM BEHIND

Excellent _____ Fair _____ Not Ready _____

TEST 12 (item needed: **toy**)

1. Someone will distract the dog with a toy.
2. While the dog is looking away, someone else will bump or nudge the dog from behind.
The dog may take notice, but any jumping, lunging or aggression will be a failure.

HANDLER ASSESSMENT

1. Shows genuine empathy, kindness and caring.
☐ Yes ☐ No ☐ Somewhat
2. Is skillful at gently approaching the client and establishing rapport.
☐ Yes ☐ No ☐ Somewhat
3. Reliably maintains control of the dog before, during and after the evaluation.
☐ Yes ☐ No ☐ Somewhat
4. Often anticipates the dog's responses, behavior and position.
☐ Yes ☐ No ☐ Somewhat
5. Frequently reassures, praises, encourages, cues or gives commands (as needed) to help the dog be successful.
☐ Yes ☐ No ☐ Somewhat
6. Usually anticipates the dog's needs, takes steps to help the dog meet the situations with confidence, and ensures the animal's well-being and also the client's.
☐ Yes ☐ No ☐ Somewhat
7. Reassures, praises, encourages, cues and gives commands as needed to help the dog be successful.
☐ Yes ☐ No ☐ Somewhat
8. Speaks to the dog in a conversational, normal tone of voice and/or uses subtle hand signals.
☐ Yes ☐ No ☐ Somewhat
9. Confident, natural and relaxed in the performance of each exercises and toward the dog.
☐ Yes ☐ No ☐ Somewhat
10. Attends to animal before and during the interactions with people, balancing attention between animal and people.
☐ Yes ☐ No ☐ Somewhat

NOT READY

11. Reacts to situation rather than anticipating need and taking action to assure success.
☐ Yes ☐ No ☐ Somewhat
12. Inactive, allows dog to work alone.
☐ Yes ☐ No ☐ Somewhat
13. Inattentive to dog's or person's needs and responses to situations.
☐ Yes ☐ No ☐ Somewhat
14. Gives unnecessary, harsh or physical cues.
☐ Yes ☐ No ☐ Somewhat
15. Indicates repeated stressed reactions, unable to appear relaxed or as if she or he is enjoying visit.
☐ Yes ☐ No ☐ Somewhat
16. Speaks to dog in a loud, angry or frustrated tone, uses robot-like cues or body language with dog.
☐ Yes ☐ No ☐ Somewhat

NOT ACCEPTABLE

17. Demonstrates rude, abusive or neglectful behavior toward others (people or animals).
☐ Yes ☐ No ☐ Somewhat

The Canadian Kennel Club - Canine Good Neighbour Program

Council should consider encouraging dog owners to achieve a CGN certificate for their dogs, and the testing for the certificate by qualified groups in its municipality. Properly obedience trained dogs are welcome in communities, and rarely pose any problems for animal control. Such training should be promoted.

Information: One popular CKC program is the [Canine Good Neighbour](#) (CGN) Test, now 15 years old, often offered in conjunction with dog shows, and also offered upon application by any suitable group, such as a humane association, or service club, so long as they use an accredited CKC Evaluator to test participants, and oversee that the event is run in a public location according to CKC standards. (Cf. the CKC 2016 Annual Report, p.14, on its website, for current details.) The overall intent of this program is to promote responsible dog ownership. Recently Richmond Dog Fanciers has offered a test annually in Richmond at the Winter Club in conjunction with its obedience trials.

The CGN test is simple, but demands that any dog passing it must be of good temperament, respond to basic simple commands that all dogs should know, be readily handled by a stranger, and able to behave calmly around other well-behaved dogs. The CKC accredited evaluator for the test must be experienced, knowledgeable about dog training and behavior, and able to interact well with owners. Many CKC breeders and trainers volunteer their time to judge these tests. The test also requires at least 5 people to help with required paper work and testing of dog interactions with people.

Back ground: The [Canadian Kennel Club](#) has been the primary pedigree registry for purebred dogs in Canada since 1888, and is recognized and overseen by Agriculture and Agri-food Canada for this purpose according to the Federal Animal Pedigree Act.

The CKC is a non-profit association, composed of 19,000 members across Canada, who oversee many activities in addition to dog shows for purebred dogs. It also offers a number of performance events, many for mixed bred dogs as well as purebreds, in order to promote the welfare and enjoyment of people and dogs alike.

At this time, the CGN test is used by all therapy dog groups as a screening test for applicants. At the moment, the CKC is in process of setting up a certificate program to recognize the higher level of therapy dogs at a national level. (Cf CKC 2016 Annual Report, p. 56.)

The facts are that trained dogs are almost never abandoned by owners, and are not a drain on government resources. It makes sense for governments at all levels to encourage CGN and therapy dog owners in their efforts, perhaps by reducing or eliminating licence fees for their dogs.

The Canadian Kennel Club

Canine Good Neighbour Program



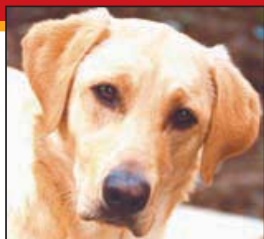
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The Canine Good Neighbour Program

Welcome to The Canadian Kennel Club (CKC) Canine Good Neighbour (CGN) program. The CKC Canine Good Neighbour program identifies and rewards responsible and caring owners and their canine partners.

The purpose of the Canine Good Neighbour Program test is to ensure that one of our most favoured companions, the dog, is accepted as a valued member of the community. Canine Good Neighbours can be counted on to present good manners at home, in public places and in the presence of other dogs.

Canine Good Neighbour training is fun, rewarding, and useful, and can enable owners to achieve a better relationship with their dogs.

The objectives of the CKC Canine Good Neighbour program are three-fold:

1. To increase awareness and appreciation of dogs as valued, contributing members of society.
2. To assist in teaching and promoting responsible dog ownership.
3. To certify that dogs conduct themselves in a manner, which is reliable and trustworthy in situations encountered in everyday living, be it around people, at home, in public, or in the presence of other dogs.

The program embraces both purebred and mixed-breed dogs and has been created to assist canine owners combat anti-dog sentiment which often targets dogs as a whole. Additionally, the program enhances community awareness of responsible dog ownership and the benefits associated with dog ownership.

The test is not a competition calling for precision performance by the handler and dog. Rather, it assesses the handler and dog's relationship together with the handler's ability to control the dog.

Dogs are evaluated on their ability to perform basic exercises as well as their ability to demonstrate good manners in everyday situations.

The Canadian Kennel Club encourages all dog owners to participate in this program, thereby ensuring that our beloved canines are welcomed and respected members of our communities.

General Test Information

- a) The CGN Tests are sponsored by local dog clubs, private dog training schools, pet therapy societies, community colleges, service organizations, pet supply stores, and some veterinary clinics.
- b) Tests will be conducted inside or outside in everyday, busy locations such as shopping malls, hotels, community centres or parks. They are not conducted in quiet locations such as regular dog training halls.
- c) The tests will demonstrate that a dog can respond to such commands as “sit”, “down”, “stay”, “come” and “heel” and that they can be put into practice every day. A handler must work with a dog to achieve a response to these commands.
- d) The evaluator assigns ratings to handlers and their dogs on a “Pass” or “Not Ready” basis.
- e) Dogs must be at least 6 months old to participate in the test.
- f) The test is non-competitive. Dogs are not required to have formal obedience training in order to participate in or successfully complete this test.
- g) In order to pass, a dog must satisfy the evaluator that it is:
 - One whose behaviour would be acceptable in one's home.
 - One who would be welcomed as a neighbour.
 - One who is well mannered in the presence of a variety of people, dogs and situations.
 - One who is well groomed and allows examination and grooming.
- h) Interaction between handlers and dogs during the tests is encouraged. Handlers may talk to their dogs and quietly assist them to perform the tests. The dogs must be attentive and respond to their handler's movements and words. An occasional tight lead is permitted, but constant straining is unacceptable. Hugs, pats and words of encouragement are welcomed.
- i) Food, toys and other training aids are not permitted during testing.
- j) Successful completion of this test does not mean that the dog/handler team is automatically deemed suitable for pet therapy visitation or work.
- k) The CGN title does not form part of the dog's official registration papers. It is meant to reward the dog for having good manners, thereby gaining a greater acceptance of it in the community.
- l) While the CKC encourages all dog owners to participate in this program, the CKC is not responsible for conducting a CGN test, or for any subsequent behaviour of tested dogs.



Required Material

The handler is required to bring the following equipment to the test:

- Proof of vaccination certificate
- Dog license (If required by local dog control by laws)
- Test fee
- A leash not less than .75 meters (2') nor longer than 2 meters (6') in length
(Acceptable collars include a well-fitting slip, buckle or martingale collar, made of fabric, leather or chain. All other types of collars are unacceptable.)
- A grooming tool -- either a brush or comb
- A plastic bag for picking up after your dog

Immunization

At registration, owners must present all locally required inoculation certificates and/or licenses. Requirements vary from community to community. Please check with the sponsoring organization to determine local by-law requirements.

Ratings

All evaluator decisions are final.

PASS: The handler/dog team has earned the title of Canadian Kennel Club Canine Good Neighbour and will receive a certificate attesting to this accomplishment.

NOT READY: The handler/dog team assessed as "Not Ready" may participate in future tests.

Any of the following behaviours may result in a rating of "Not Ready":

- Dogs sniffing excessively, so as to interfere with appropriate walking on a leash
- Handlers who use force or an excessively loud voice in an attempt to control the dog
- Dogs exhibiting excessive shyness
- Dogs barking or vocalizing excessively
- Dogs urinating or defecating during testing
- Dogs charging ahead of the handler during the Walk through a door/gate test (Test 12)

DISQUALIFICATION

A dog that displays unruly behaviour at any time will be immediately disqualified and removed from the test area. Unruly behaviour is defined as aggression, growling, or lunging at people and/or dogs, biting or attempting to bite and fighting. A dog that has been disqualified can be re-tested at a later date.

Handlers who shout or mishandle their dogs will be cautioned that such conduct is not acceptable and will not earn certification if such handling continues.

Handlers of dogs, which receive a “Not Ready” rating, will be encouraged to continue working with their dogs and given tips on how to improve the dog’s performance.

Certification

Dogs are rated as "Pass" or "Not Ready". The Canadian Kennel Club issues certificates for dogs rated “Passed” and blank certificates may not be photocopied. Once the test is completed, the sponsoring organization will submit to the CKC the Registration/Evaluation form along with the certification fee for each dog that passed. The Canadian Kennel Club will issue certificates for all dogs that pass the test whether they be purebred or of mixed breed.

There is no expiration of CGN certification. It is hoped that the knowledge gained relative to responsible dog ownership will last a lifetime. However, there is no guarantee that a dog will continue to behave in the manner required to obtain the CGN for its entire life. Just as one's typing skills diminish without practice, a dog's skills diminish without practice. It is important for owners to continue to work with the dog long after the test date has passed, not only to maintain peak performance, but for the satisfaction of both owner and dog.

Evaluators

Evaluators and instructors are individuals with backgrounds in conformation, obedience and fieldwork as well as those who work with therapy dogs, as groomers or in humane shelters. They possess a strong understanding of dog behaviour and they are aware of a dog's role in society and society's attitude toward dogs.

They are required to participate in training sessions and hands-on practice sessions before attaining evaluator status. Additionally, they must pass a written examination.

Evaluators are required to walk through the test site in order to ensure the area is satisfactory and is a safe environment.

Handlers with Disabilities

The CGN program welcomes and encourages handlers with disabilities to participate in the Canine Good Neighbour program. If necessary, evaluators may make minor changes to test procedures to accommodate handlers with disabilities.

Training for the Test

An owner may individually train a dog for this test, but training with a group or class can be fun and helpful.

Many CKC accredited clubs and local training schools offer programs that prepare handler/dog teams for CKC CGN testing. Contact your local dog clubs, pet therapy societies, pet supply stores or veterinary clinics for training centre information.

Where to Find Canine Good Neighbour Tests

The CGN Tests are sponsored by local dog clubs, private dog training schools, pet therapy societies, community colleges, service organizations, pet supply stores, and some veterinary clinics. To find a CGN test in your area, begin by calling dog clubs, training schools and pet therapy societies. If you need further assistance, contact The Canadian Kennel Club at (416) 675-5511.

Obtaining Test Materials

Test kits complete with posters, Registration/Evaluation forms, Evaluator Guides and Participant Handbooks are available for purchase from the CKC. The kits are available for 25, 50, 75 and 100 dogs. Items may also be purchased individually.



For prices and to order your kit contact:

THE CANADIAN KENNEL CLUB

200 Ronson Drive Suite 400
Etobicoke ON M9W 5Z9
Telephone: (416) 675-5511
Fax: (416) 675-6506

Order Desk Department: 1-800-250-8040
E-mail: information@ckc.ca

CANINE GOOD NEIGHBOUR TESTS



Accepting a friendly stranger

This test demonstrates the dog's ability to allow a friendly stranger to approach and speak to the handler in a natural, everyday manner.

NOTE: Tests 1, 2 and 3 may be combined to flow from one to the other.

Description of Test

The evaluator will walk toward the handler and dog and greet the handler in a friendly manner, shake hands with the handler and ignore the dog. The evaluator is assessing that the handler is in control of the dog and that the dog is not threatened by the approach of a stranger.

Handler and Dog

1. As the evaluator approaches, the handler may tell the dog to sit and quietly reassure the dog.
2. The handler may not hold the collar tightly or in any other way restrain the dog.
3. While it is not necessary for the dog to be sitting, it is important that the dog does not break position, move toward or interfere with the evaluator.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog displays an overly exuberant attitude.
- The dog leaps or attempts to leap up on the evaluator.
- The dog hangs back or tries to avoid the approaching evaluator.
- The dog exhibits fearfulness, resentment or shyness.

Training Tips

Dogs must not be allowed to jump on people uninvited. Training a dog to sit while people greet the handler calms the dog, and reassures people of all ages that the dog is well behaved. The secret lies in teaching the dog to remain sitting without having to assist with the leash. A taut leash encourages a dog to pull forward and jump, or be worried. Practice with family and friends at first, until you no longer need to use the leash to make the dog sit and stay beside you. Be positive in your manner. A dog takes its cue on how to behave from the handler. If the handler is friendly and relaxed, the dog should be the same.



Politely accepts petting

2

This test demonstrates the dog's ability to allow a friendly stranger to pet it while it is out with its handler.

This test is a natural progression from Test 1. In most instances, when encountering a friend or acquaintance with your dog, the dog will be included in the conversation and will usually be petted.

Description of Test

The evaluator will request permission to pet the dog and will then proceed to pet the dog on the head and shoulders. The evaluator is assessing whether the dog remains calm while a stranger pets it.

Handler and Dog

1. The dog is to be sitting beside the handler (either left or right side is acceptable).
2. The handler may talk to his/her dog throughout the exercise.
3. The dog does not have to maintain the sitting position but must remain in place.
4. If the handler commands the dog to sit and the dog does not respond, the handler may lightly touch the dog on the hindquarters but may not physically force the dog into a sitting position.
5. The handler may not physically restrain the dog either by use of the collar or any other method.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog is not steady when a stranger pets it.
- The dog attempts to jump up.
- The dog exhibits resentment or shyness.

Training Tips

Add to the training for Test 1 by having friends and family pet the dog gently and quietly on the head and shoulders, speaking in a friendly fashion as they do so. Teach the dog to stay sitting on a loose leash beside you. Praise the dog while it sits nicely. Reposition the dog in a sit if it should get up. Once the dog sits quietly to be petted by people it knows, introduce the dog to a variety of strangers who will behave in a similar manner. If a dog is uncertain of strangers, carrying a food treat for the stranger to offer the dog, with your permission, may reassure the dog at first. If a dog is so uncertain as to continue to hide behind you, or growls or threatens in any way, seek professional advice for your training.



Appearance and grooming

This practical test demonstrates that the dog will accept being groomed and examined and will permit a stranger to do so, such as a veterinarian, groomer, friend of the owner etc. It also demonstrates the owner's care, concern and sense of responsibility for his dog's well being.

Description of Test

The evaluator will ask for the grooming tool before the test begins. The evaluator will inspect the dog to determine if it is clean, groomed, appears in good health and in good weight. The evaluator will lightly examine the ears, teeth, eyes and each front foot of the dog and softly comb or brush it on the body. The evaluator will then walk behind the handler and dog, returning to face the team. The evaluator is testing for shyness and/or resentment.

Handler and Dog

1. The handler will provide the evaluator with the grooming tool before the test begins.
2. The dog is not required to maintain a sitting position.
3. The handler may encourage the dog during the test.
4. The handler may use light collar pressure in positioning the dog, but no physical restraint.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog exhibits shyness or resentment.
- The dog is not clean, well groomed, does not appear healthy or in good weight.



Training Tips

Dogs should be accustomed to being handled gently but firmly on any part of their body, whether lying down, sitting, or standing. Regular grooming should be pleasurable for handler and dog alike. Dogs may be especially nervous of people touching their paws. Remember to stroke and handle a dog's paws when you pet him. While looking at a dog's teeth is not part of the test, it is useful for you to practice doing so. Ask your

trainer, veterinarian or groomer to show you how. Do keep your dog clean and at a healthy weight for its size and build.



Out for a walk

This test demonstrates the ability of the dog to walk politely on a loose leash as well as the handler's ability to control the dog.

Description of Test

At the beginning of the test, the evaluator will indicate to the handler the area in which they are to walk. The handler will walk in a straight line, demonstrating at least one right and left turn as well as a 180-degree turn. The evaluator will be assessing the dog's ability to walk quietly near the handler without pulling the leash taut. The evaluator will note that the dog responds to the handler's changes of direction.

Handler and Dog

1. The dog may be on either side of the handler.
2. The handler may speak quietly to the dog throughout the test.
3. The dog is required to walk near the handler without pulling or straining.
4. The leash should be loose in order to demonstrate that the dog is under control and is not being steered by the handler.
5. The handler and dog are required to walk a straight line, make at least one right and one left turn as well as a 180-degree turn.
6. The dog is not required to sit when the handler stops walking.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog does not respond to the handler's movements and changes in direction.
- The handler must pull the leash taut to control the dog.
- The dog does not walk quietly without restraint.
- The dog is not attentive to the handler.

Training Tips

Soon after a puppy is accustomed to walking on a leash, the handler should teach it to not pull, nor hold the leash taut. The leash should be merely a reminder to the dog that the handler wishes the dog to remain close by, and a way of keeping the dog safe from distraction if need be. In formal obedience training, the handler teaches the dog to sit each time they halt, whether at a road, or for any other reason. Training the dog to sit when the handler stops is useful. For a dog that is formally trained, the handler may use any of the dog's training commands and skills during the CGN Test.



Walking through a crowd

This test demonstrates the dog's ability to walk politely beside the handler in pedestrian traffic while remaining under control at all times.

NOTE: The requirements for this test are the same as test 4, except the dog may only show mild interest in the strangers.

Description of Test

The evaluator will instruct the handler to walk with the dog (on either the handler's left or right side) through and by a group of several people (at least 5). The evaluator is assessing the dog's ability to maintain a position close to the handler without being unduly stressed or becoming unruly, as well as the handler's ability to control the dog.

Handler and Dog

1. The dog should remain on one side of the handler for the duration of the test.
2. The dog is not required to maintain a heeling position beside the handler but may not be so far ahead or behind the handler as to create an impediment to individuals walking by.
3. The handler may talk to the dog and provide verbal encouragement and praise during the test.
4. The handler may not steer the dog with the leash.
5. The dog may show mild interest in the strangers but should not go to them.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog displays more than mild interest in the strangers or goes to them.
- The dog is straining on the leash and displays excessive exuberance.
- The dog exhibits shyness, resentment or is jumping.
- The handler is unable to control the dog.
- The dog becomes stressed or unruly.

Training Tips

Once the handler has trained the dog to walk politely on the leash, he should take the dog to a variety of locations to practice further. A well-behaved dog should ignore distractions of all kinds, people, other animals, noises and unusual sights. Socializing a puppy by taking it into situations that it will be expected to cope with as an adult dog is extremely helpful. Handle the puppy or inexperienced dog in a positive manner, introducing new sights and experiences gradually, so as never to frighten it. Be relaxed and matter-of-fact in new situations, and the dog will learn to copy the handler's reaction.



Sit/Down on command and stay in place (long line)

6

This test demonstrates the dog's ability to respond to the handler's commands to sit and down and to remain in place on command.

NOTE: Tests 6 and 7 require the use of a long line provided by the sponsoring organization.

Description of Test

The evaluator will provide the handler with a 6 meter (20') line, which the handler should attach to the dog's collar prior to the commencement of the test. The short leash should be removed once the long line is attached. The evaluator will instruct the handler to place the dog in either a sit or down position, command the dog to stay, and walk to the end of the long line. The handler will then turn to face the dog and promptly return to the dog. The evaluator is testing for the dog's response to basic commands.

Handler and Dog

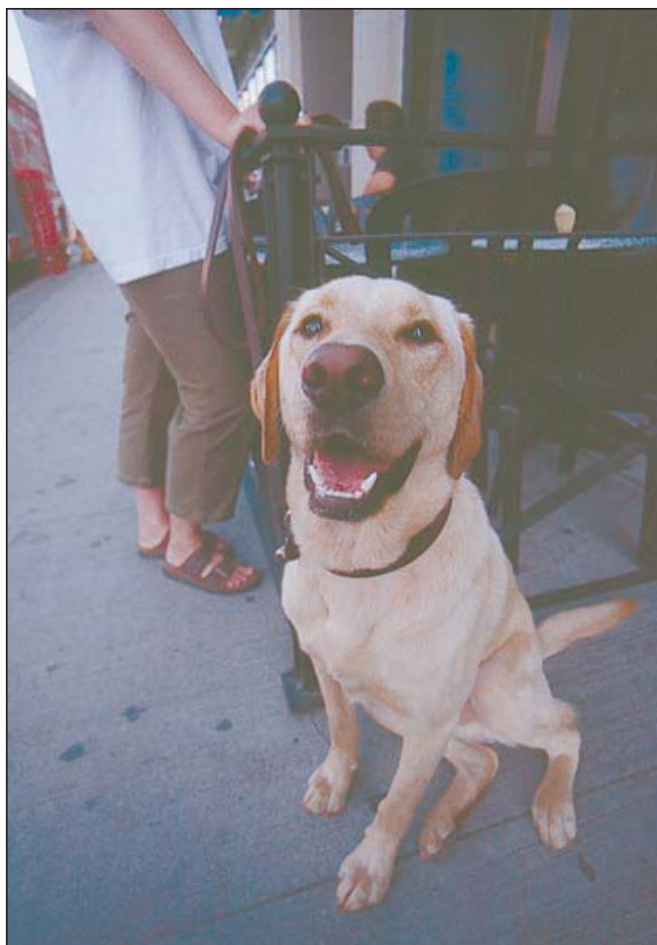
1. The handler may take a reasonable amount of time and may use more than one command to sit or down the dog.
2. The handler may gently touch the dog in an effort to assist the dog in assuming either the sit or down position.
3. The handler may not physically place or force the dog into position. The handler may repeat a command and use signals and gestures to assist the dog as well as a light touch.
4. Once prone, the dog must remain in place.
5. Once the dog is in either the sit or down position, the handler is to command it to "stay", then walk away from the dog to the end of the long line.
6. Once reaching the end of the long line, the handler will turn to face the dog and without pausing return to the dog.
7. The handler is not required to walk behind the dog in returning to heel position.
8. The handler is not required to wait for the evaluator to indicate an end to the test after he returns to the dog.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog does not respond to basic commands of sit or down.
- The dog does not obey the command to stay in place.

Training Tips

All dogs should be taught to understand these commands, which are very useful in a variety of situations. Dogs can be taught to sit and lie down in a variety of ways. Often puppies are taught first with a food lure, or they can be given a command and gently placed into position. With repetition, they should respond consistently to a command or gesture. The stay also takes practice. Begin by teaching a puppy or dog to hold a sit or down for a few seconds, then get up to be praised by the handler. A “release” word, such as “OK”, said before praising to indicate the dog may now move, is really useful, although it is not required for the test. Over a few weeks, increase the time the dog is required to hold position, and the distance the handler walks away. Be careful to avoid teaching a dog that the moment you turn toward it after walking away that you wish it to come to you. Make the dog wait before you call, or just go back to the dog, so it learns to wait for what you want. For the test, the handler needs to learn to use a long line without accidentally pulling on the dog, or making the dog think the handler wants it to come. Practice by using a rope at home if you do not have a long line (long leash). You can tie it to a leash snap so it is easy to put on and take off the dog’s collar. (It is very convenient to use a long line when first teaching a dog to stay at a distance from you, and to come reliably in strange locations, so you are not concerned that the dog might run away).



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Come when called (long line)

7

This test demonstrates the dog's ability to come when called by the handler.

NOTE: Tests 7 and 8 may be combined so as to flow from one to the next.

Description of Test

The long line remains attached to the dog's collar. The evaluator will stand near the dog and instruct the handler to position the dog in either a sit, down or stand position. The handler will command the dog to "stay or wait " and then will walk a distance of 3 meters (8 – 10'), before turning and calling the dog. When called, the dog must come close enough for the handler to touch it. The evaluator is checking whether the dog will remain where left and will respond quickly to the handler's command to come.

Handler and Dog

1. The dog may change position, but must remain in place when waiting for the command to come.
2. When called, the dog must come at a reasonable speed without stopping to sniff or wandering off.
3. The dog may drop its head to sniff, but must continue towards the handler.
4. The dog must come close enough for the handler to touch it but is not required to sit.
5. The handler may use body motions and verbal encouragement.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog does not remain in place when the handler walks away.
- The dog does not come on command at a reasonable speed.
- The dog sniffs or wanders off (It is acceptable if the dog drops its head to sniff, but continues toward the handler.)

Training Tips

Handlers need a dog to come to them reliably and willingly. This test demonstrates a successful beginning level of teaching a dog to come. Using a long line ensures that the handler is relaxed and confident in maintaining control of the dog. A handler must always be positive and encouraging in calling a dog, and praise it warmly for coming. It helps if you bend down and pat your body or knees to show the dog where you wish him to come. If the dog comes slowly at any time, shuffle backwards, encouraging the dog with words and gestures. Never chase a dog, grab for it, or punish it after it has come, or you will destroy its trust in you. During the test, food treats or toys are not allowed.



Praise/Interaction

This test demonstrates that the dog can be easily calmed following play or praise.

Description of Test

The evaluator will instruct the handler to command the dog to “Come”, and then to commence a play session with the dog. After about 10 seconds of play, the evaluator will then instruct the handler to calm the dog. The evaluator is assessing both the handler’s control of the dog and the dog’s ability to respond quickly to the handler’s command to settle.

Handler and Dog

1. The handler may use any combination of verbal praise, and playful postures, gestures or actions to engage the dog in play or in the performance of tricks.
2. When calming the dog, the handler’s voice may be firm but must not be loud or angry.
3. The handler may use more than one command to calm the dog but the dog must display an attitude of controlled behaviour following calming efforts on the part of the handler.

Dogs that exhibit the following will be rated as “Not Ready”:

- The handler is using forcible leash pressure to calm the dog.
- The dog does not settle quickly.
- The handler does not have control of the dog.

Training Tips

The purpose of this test is to provide the evaluator with an opportunity to observe the interaction between dog and handler. It also tests the handler’s ability to settle the dog following play. A handler should practice making a dog respond to commands even during play. The sit, down, or stay command is frequently the most effective choice. Teaching a dog to wait before retrieving a toy can be helpful.

(After Test 8, the handler should reattach the short leash to the dog’s collar before removing the long line and returning it to the evaluator.)



Reaction to passing dog

This test demonstrates the dog's polite behaviour while in the presence of other dogs and handlers.

Description of Test

The test is set up using another handler/dog team that are not being evaluated. This team is placed 6 meters (20') from the handler and dog being tested. The handlers and their dogs will approach one another, stop, shake hands, briefly chat and continue on past each other for approximately 2 meters (6'). The dog being tested should exhibit no more than casual interest. The evaluator is assessing behaviour on the part of the dog and the handler's control of the dog.

Handler and Dog

1. The handler should command the dog to heel before beginning to walk toward the other handler/dog team.
2. Upon reaching the other team, the handler should command the dog to sit, thereafter greeting the other handler and chatting briefly.
3. The dog may not be restrained.
4. The dog may show mild interest in the other handler and dog but may not move toward the other dog, or exhibit shy or aggressive behaviour.
5. The handler may use additional commands to ensure a response from the dog but may not jerk or grab it.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog does not respond to the handler's instructions.
- The handler is forced to jerk or grab the dog.
- The dog moves toward the other dog.

Training Tips

Not all dogs are friendly, nor is it suitable that all dogs sniff and play with each other. Handlers should always be respectful of other handlers' wishes. A dog should not be allowed to participate in any playgroups until the handler has enough control to be able to call the dog away from the group promptly at any time.





Reaction to distractions

This test demonstrates that the dog is confident at all times when faced with common visual and auditory distractions found in everyday life, such as the sudden opening or closing of a door, crutches, wheelchair, baby stroller, loud noises, etc.

Description of Test

The evaluator will instruct the handler to begin walking with his dog on a loose leash beside him. Several people will walk by in any direction using one or more distractions. The distractions will not be an attempt to frighten the dog, but rather something the dog encounters in everyday life, such as baby strollers, walkers, canes, someone carrying a ladder, etc. The evaluator is observing the dog's reaction to the distractions as well as the dog's response to the handler's commands.

Handler and Dog

1. The handler may command the dog to walk at heel while the individuals walk by.
2. The handler may speak encouragingly to the dog, but may not steer the dog with the leash nor attempt to restrain the dog.
3. The dog may startle but should recover quickly.
4. The dog may express natural interest and curiosity.
5. The dog may bark once or twice.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog shows panic, tries to run away.
- The dog does not respond to the handler's commands.
- The dog shows fear.
- The dog continues to bark.



Training Tips

Dogs should be socialized to accept noises and sights of many kinds. Take a dog to a variety of locations and walk him through these areas to accustom him to new experiences. The handler should remain calm and matter of fact, and gradually acquaint the dog to anything that worries it. Never place the dog at risk, or force him to accept unusually frightening distractions. Carry a young puppy through busy areas, so he is not at risk of being stepped on, and can look at anything unknown to him from the safety of your arms.



Supervised isolation

This test demonstrates the dog's ability to be left alone with a trusted person other than its handler, while maintaining a calm acceptance of the situation.

Description of Test

The handler will walk with the dog to a designated person (assistant evaluator), and hand over the leash. The handler may command the dog to sit or lie down and wait/stay. Then the handler will leave the area and go to a pre-designated location, out of sight of the dog. The handler will wait 3 minutes until called to return by the assistant evaluator. The evaluator is observing the dog's ability to maintain good manners when left alone with another person. The dog may show some mild stress, but should not bark, pace or pant excessively. Neither should the dog attempt to climb up on the assistant, nor pull away. (If the dog should become excessively agitated, the evaluator will call the handler back before the time required, and the dog will be judged "Not Ready.")

Handler and Dog

1. The dog does not have to maintain position or place with the assistant evaluator.
2. The dog may not show signs of excessive stress.
3. Mild stress or nervousness is acceptable behaviour.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog attempts to climb on the assistant evaluator.
- The dog continually barks, whines, howls, paces or pants excessively.
- The dog pulls on the leash in an attempt to get away.

Training Tips

Dogs should be taught to accept separation from the handler. Teaching a dog to sleep in a crate or bed, or stay in a room apart from the handler, or in the yard, is a practical application of this training. It helps greatly if you are calm and casual whenever you leave or return to your dog. Handlers should use common sense whenever leaving a dog alone. The length of absence should be reasonable for the age and training of the dog, and the dog should be left confined in an area that is safe for it. Handlers should be careful to never tie a dog in public unless they are right at hand to supervise and protect the dog. Children should be allowed to supervise a dog only if an adult is present. You can practice for this test on your own by tying the dog in a safe place where you can observe it at all times. Gradually build up the time you leave the dog to slightly more than the required test time, while you remain in view. Then start going out of sight for just a few seconds at first. Wait until the dog is comfortable and relaxed when you are out of sight for a short time period before increasing your absence to the full time.



Walking through a door/gate

This test demonstrates the dog's response to the handler's commands as well as the handler's ability to control the dog in a restricted area while moving ahead of the dog and through a door/gate.

Description of Test

The handler will command the dog to sit and wait. The handler will then walk through the opening (door/gate). Once through, the handler will instruct the dog to walk through the opening and return to the handler's side. Alternatively, if the opening is large enough for the two of them to pass through simultaneously, then the handler may instruct the dog to maintain a steady position beside the handler as they walk through the opening together. The evaluator is assessing the dog's ability to respond to commands from the handler as well as the handler's ability to control the dog in a restricted area.

Handler and Dog

1. The handler may talk quietly to the dog as they approach the opening.
2. If walking through the opening simultaneously, the dog should maintain a loose leash throughout and should not lunge forward in an attempt to pass through ahead of the handler.
3. In the event the opening is too small, the handler may quietly command the dog to wait (or sit and wait) while the handler walks through.

Dogs that exhibit the following will be rated as "Not Ready":

- The handler does not have control of the dog or jerks the dog in an attempt to maintain control.
- The dog does not obey the handler's command.
- The dog lunges or charges ahead of the handler.

Training Tips

A dog should be taught to never rush through a doorway ahead of the handler. Teaching a dog to wait before telling it to go through, whether beside or following the handler, prevents many problem behaviours of dogs at home or in public. A dog that is taught to wait will not run out of a door unexpectedly to escape, or chase anything. Make it a rule that you always instruct a dog to wait before you permit it to go through doors (even car doors) or gates leading to any public area. Teaching the dog to pause and wait with the handler once it has gone through a doorway or gate is also sensible.

There, you did it!

CNCL - 326

**The Canadian
Kennel Club**



Canine Good Neighbour Program



EVALUATOR GUIDE

CNCL - 327

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The Canine Good Neighbour Program

Welcome to The Canadian Kennel Club (CKC) Canine Good Neighbour (CGN) program. The CKC Canine Good Neighbour program identifies and rewards responsible and caring owners and their canine partners.

The purpose of the Canine Good Neighbour Program test is to ensure that one of our most favoured companions, the dog, is accepted as a valued member of the community. Canine Good Neighbours can be counted on to present good manners at home, in public places and in the presence of other dogs.

Canine Good Neighbour training is fun, rewarding, and useful, and can enable owners to achieve a better relationship with their dogs.

The objectives of the CKC Canine Good Neighbour program are three-fold:

1. To increase awareness and appreciation of dogs as valued, contributing members of society.
2. To assist in teaching and promoting responsible dog ownership.
3. To certify that dogs conduct themselves in a manner, which is reliable and trustworthy in situations encountered in everyday living, be it around people, at home, in public, or in the presence of other dogs.

The program embraces both purebred and mixed-breed dogs and has been created to assist canine owners combat anti-dog sentiment which often targets dogs as a whole. Additionally, the program enhances community awareness of responsible dog ownership and the benefits associated with dog ownership.

The test is not a competition calling for precision performance by the handler and dog. Rather, it assesses the handler and dog's relationship together with the handler's ability to control the dog.

Dogs are evaluated on their ability to perform basic exercises as well as their ability to demonstrate good manners in everyday situations.

The Canadian Kennel Club encourages all dog owners to participate in this program, thereby ensuring that our beloved canines are welcomed and respected members of our communities.

Evaluator Requirements

In order to become a Canine Good Neighbour Certified Evaluator, an individual must be accredited by The Canadian Kennel Club and have met the criteria for this position. The Certified Evaluator is responsible for the overall operation of the test. The evaluator checks to ensure that all appropriate equipment is available, delegates responsibilities to assistants and generally ensures that the test runs smoothly and efficiently.

A CGN Certified Evaluator has the duty of ensuring that each participant has an experience that is positive, educational and fun.

To become a certified evaluator, the following criteria must be met:

- Be a regular member in good standing with the CKC
- Have at least 5 years experience in the training and handling of dogs
- Be a member/participant in a dog club or dog association

Evaluators must possess a strong understanding of dog behaviour and awareness of a dog's role in society and society's attitude towards dogs. Therefore evaluators and instructors must have backgrounds in obedience, conformation or fieldwork. Alternatively, their backgrounds may include training therapy dogs, dog grooming or working in humane shelters. Once an individual has been approved, a written test must be taken and passed.

General Test Information

- a) The CGN Tests are sponsored by local dog clubs, private dog training schools, pet therapy societies, community colleges, service organizations, pet supply stores, and some veterinary clinics.
- b) Tests will be conducted inside or outside in everyday, busy locations such as shopping malls, hotels, community centres or parks. They are not conducted in quiet locations such as regular dog training halls.
- c) The tests will demonstrate that a dog can respond to such commands as "sit", "down", "stay", "come" and "heel" and that they can be put into practice every day. A handler must work with a dog to achieve a response to these commands.
- d) The evaluator assigns ratings to handlers and their dogs on a "Pass" or "Not Ready" basis.
- e) Dogs must be at least 6 months old to participate in the test.
- f) The test is non-competitive. Dogs are not required to have formal obedience training in order to participate in or successfully complete this test.

- g) In order to pass, a dog must satisfy the evaluator that it is:
- One whose behaviour would be acceptable in one's home.
 - One who would be welcomed as a neighbour.
 - One who is well mannered in the presence of a variety of people, dogs and situations.
 - One who is well groomed and allows examination and grooming.
- h) Interaction between handlers and dogs during the tests is encouraged. Handlers may talk to their dogs and quietly assist them to perform the tests. The dogs must be attentive and respond to their handler's movements and words. An occasional tight lead is permitted, but constant straining is unacceptable. Hugs, pats and words of encouragement are welcomed.
- i) Food, toys and other training aids are not permitted during testing.
- j) Successful completion of this test does not mean that the dog/handler team is automatically deemed suitable for pet therapy visitation or work.
- k) The CGN title does not form part of the dog's official registration papers. It is meant to reward the dog for having good manners, thereby gaining a greater acceptance of it in the community.
- l) While the CKC encourages all dog owners to participate in this program, the CKC is not responsible for conducting a CGN test, or for any subsequent behaviour of tested dogs.

Guidelines for Evaluators

The Canadian Kennel Club Canine Good Neighbour certification is an important method of demonstrating to everyone that dogs can be welcome in modern society.

In certifying that a dog is a "Canine Good Neighbour" evaluators should be mindful that they are also ambassadors for responsible dog owners and dogs that can be trusted to exhibit good manners everywhere.

Certified Evaluators should be familiar with teaching and managing dogs in a variety of circumstances, particularly as pets that are treasured members of a family.

Certified Evaluators should be well acquainted with a variety of breeds of dogs and their behaviours, in order to learn what is normal, and what is unacceptable. They can acquire knowledge in a variety of ways: through talking with others who work with dogs in a variety of ways, especially dog breeders and trainers, attending seminars, and reading widely.

Certified Evaluators also need to understand how their own body language is crucial in dealing properly with dogs. They should again seek information from a variety of sources, but need to practice their skills by working with and training a variety of sizes and types of dogs.

Additionally, Certified Evaluators need skills in dealing with people. Often a dog's behaviour is dependent on that of its handler, and an evaluator must be able to deal effectively and positively with handlers having a wide range of skills.

Certified Evaluators need to be aware of society's demands upon owners and their dogs, and be able to recommend how dogs be managed in a manner that satisfies others as well as the owner.

Ratings

All evaluator decisions are final.

PASS: The handler/dog team has earned the title of Canadian Kennel Club Canine Good Neighbour and will receive a certificate attesting to this accomplishment.

NOT READY: The handler/dog team assessed as "Not Ready" may participate in future tests.

Any of the following behaviours may result in a rating of "Not Ready":

- Dogs sniffing excessively, so as to interfere with appropriate walking on a leash
- Handlers who use force or an excessively loud voice in an attempt to control the dog
- Dogs exhibiting excessive shyness
- Dogs barking or vocalizing excessively
- Dogs urinating or defecating during testing
- Dogs charging ahead of the handler during the Walk Through a Door/Gate test (Test 12)

DISQUALIFICATION

A dog that displays unruly behaviour at any time will be immediately disqualified and removed from the test area. Unruly behaviour is defined as aggression, growling, or lunging at people and/or dogs, biting or attempting to bite and fighting. A dog that has been disqualified can be re-tested at a later date.

Handlers who shout or mishandle their dogs will be cautioned that such conduct is not acceptable and will not earn certification if such handling continues.

Handlers of dogs, which receive a “Not Ready” rating, will be encouraged to continue working with their dogs and given tips on how to improve the dog’s performance.

Heavy collar pressure or jerking on the leash or collar to maintain control is not acceptable and will be rated as "Not Ready".

Neither food nor toys or other training aids may be offered or carried during testing. A treat after the test has been completed is acceptable.

Certification

Dogs are rated as "Pass" or "Not Ready". The Canadian Kennel Club issues certificates for dogs rated “Passed”. Once the test is completed, the sponsoring organization will submit to the CKC the Registration/Evaluation form along with the certification fee for each dog that passed. The Canadian Kennel Club will issue certificates for all dogs that pass the test whether they be pure-bred or of mixed breed.

There is no expiration of CGN certification. It is hoped that the knowledge gained relative to responsible dog ownership will last a lifetime. There is no guarantee that a dog will continue to behave in the manner required to obtain the CGN for its entire life. Just as one's typing skills diminish without practice, a dog's skills diminish without practice. It is important for owners to continue to work with the dog long after the test date has passed, not only to maintain peak performance, but for the satisfaction of both owner and dog.

Feedback to Participants

As an evaluator, you are expected to provide each participant with positive and constructive feedback regardless if they pass or are rated “Not Ready”. Statements could be as simple as saying, “Congratulations! Your dog passed all 12 tests”. In cases where a dog is rated as “Not Ready”, all comments and feedback should be positive. For example, an evaluator may say, “Your dog did a great job. She passed all tests except Number 7. She could learn to “come” in a few lessons. I hope that you will work on this and bring her back.”

Feedback should be given to each participant immediately following the completion of the test so that each can be recognized individually, or given further encouragement. We discourage having participants sit and wait.

Timing

On average, 5 to 8 dogs per hour can be evaluated. Evaluators need to balance time between running an efficient test and spending enough time with each participant so as to make the test a worthwhile and educational experience.

Required Equipment and Material

The handler is required to bring the following equipment to the test:

- Proof of vaccination certificate
- Dog license (If required by local dog control by laws)
- Test fee
- A leash not less than .75 meters (2') nor longer than 2 meters (6') in length is required
(Acceptable collars include a well-fitting slip, buckle or martingale collar, made of fabric, leather or chain. All other types of collars are unacceptable.)
- A grooming tool -- either a brush or comb
- A plastic bag for picking up after the dog

A dog should be tested wearing its normal walking equipment, such as a well-fitting slip, buckle, or martingale collar, made of nylon/fabric, leather or chain. Specialized training devices such as pinch collars and head halters are not acceptable for the test.

The handler is also required to bring a suitable leash, grooming equipment (brush or comb), any required vaccination and license certificates, and the information needed by The Canadian Kennel Club in order to issue a certificate. Evaluators should determine beforehand what requirements are mandatory in a particular municipality.

Required Test Materials

The Evaluator is responsible for providing the following test materials:

- Registration/Evaluation forms
- Pens
- Spare grooming tools
- Leashes - 5 to 6 meters (15 to 20') leashes (2 different snap sizes to accommodate large and small collar rings)
- Stopwatch
- Distraction items (Test 10)
- Clipboards

- Cash box and float for making change
- Water/bowls for dogs
- Spare leashes
- Spare collars
- Plastic bags (large & small)
- Information material on training
- Paper towels
- Disinfectant & bowl
- Table and chair(s)
- First aid kit
- Canine first aid kit

Three to 5 assistants will be required to assist in performing registration and testing, including a handler with a well-behaved dog for Test 9 (Reaction to a passing dog) and an individual to hold the dog for Test 11 (Supervised isolation). To create a “crowd” for Test 5 (Walking through a crowd), several by-standers or assistants will be required.

Approximately one hour before the scheduled start time, the Evaluator should walk the test site in order to ensure the area is satisfactory and is a safe environment. At this time, the assistants will be assigned their responsibilities.

Unruly Behaviour

Any dog that displays unruly behaviour at any time is to be automatically disqualified and immediately removed from the test area. Unruly behaviour is defined as aggression, growling, or lunging at people and/or dogs, biting or attempting to bite and fighting. A dog that has been disqualified may be re-tested at a later date.

Usually a dog jumping on people or other dogs will be rated “Not Ready”. However, since some handlers invite their dogs to jump on them as a reward and sign of affection, the evaluator may accept a dog jumping on the handler if it is felt that the dog’s behaviour is under control.

Handlers with Disabilities

The CGN program welcomes and encourages handlers with disabilities to participate in the Canine Good Neighbour program. If necessary, evaluators may make minor changes to test procedures to accommodate handlers with disabilities.

Obtaining Test Materials

Test kits complete with posters, Evaluation/Registration forms, Evaluator Guides and Participant Handbooks are available for purchase from the CKC. The kits are available for 25, 50, 75 and 100 dogs. Items may also be purchased individually.



For prices and to order your kit contact:

THE CANADIAN KENNEL CLUB

89 Skyway Avenue Suite 100

Etobicoke ON M9W 6R4

Telephone: (416) 675-5511

Fax: (416) 675-6506

Order Desk Department: 1-800-250-8040

E-mail – information@ckc.ca





CANINE GOOD NEIGHBOUR TESTS



Accepting a friendly stranger

1

This test demonstrates the dog's ability to allow a friendly stranger to approach and speak to the handler in a natural, everyday manner.

NOTE: Tests 1, 2 and 3 may be combined to flow from one to the other.

Description of Test

The evaluator will walk toward the handler and dog and greet the handler in a friendly manner, shake hands with the handler and ignore the dog. The evaluator is assessing that the handler is in control of the dog and that the dog is not threatened by the approach of a stranger.

Handler and Dog

1. As the evaluator approaches, the handler may tell the dog to sit and quietly reassure the dog.
2. The handler may not hold the collar tightly or in any other way restrain the dog.
3. While it is not necessary for the dog to be sitting, it is important that the dog does not break position, move toward or interfere with the evaluator.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog displays an overly exuberant attitude.
- The dog leaps or attempts to leap up on the evaluator.
- The dog hangs back or tries to avoid the approaching evaluator.
- The dog exhibits fearfulness, resentment or shyness.



Politely accepts petting

This test demonstrates the dog's ability to allow a friendly stranger to pet it while it is out with its handler.

This test is a natural progression from Test 1. In most instances, when encountering a friend or acquaintance with a dog, the dog will be included in the conversation and will usually be petted.

Description of Test

The evaluator will request permission to pet the dog and will then proceed to pet the dog on the head and shoulders. The evaluator is assessing whether the dog remains calm while a stranger pets it.

Handler and Dog

1. The dog is to be sitting beside the handler (either left or right side is acceptable).
2. The handler may talk to his/her dog throughout the exercise.
3. The dog does not have to maintain the sitting position but must remain in place.
4. If the handler commands the dog to sit and the dog does not respond, the handler may lightly touch the dog on the hindquarters but may not physically force the dog into a sitting position.
5. The handler may not physically restrain the dog either by use of the collar or any other method.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog is not steady when a stranger pets it
- The dog attempts to jump up
- The dog exhibits resentment or shyness

NOTE: The evaluator should act in a natural, relaxed manner and should avoid making excessive eye contact with the dog or show hesitancy while petting the dog.



Appearance and grooming

3

This practical test demonstrates that the dog will accept being groomed and examined and will permit a stranger to do so, such as a veterinarian, groomer, friend of the owner etc. It also demonstrates the owner's care, concern and sense of responsibility for his dog's well being.

Description of Test

The evaluator will ask for the grooming tool before the test begins. The evaluator will inspect the dog to determine if it is clean, groomed, appears in good health and in good weight. The evaluator will lightly examine the ears, teeth, eyes and each front foot of the dog and softly comb or brush it on the body. The evaluator will then walk behind the handler and dog, returning to face the team. The evaluator is testing for shyness and/or resentment.

Handler and Dog

1. The handler will provide the evaluator with the grooming tool before the test begins.
2. The dog is not required to maintain a sitting position.
3. The handler may encourage the dog during the test.
4. The handler may use light collar pressure in positioning the dog, but no physical restraint.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog exhibits shyness or resentment.
- The dog is not clean, well groomed, does not appear healthy or in good weight.

NOTE: The evaluator should gently cup one hand under the dog's jaw and against the voice box area and should maintain such contact throughout the examination in order to be able to detect any growling as the dog is being lightly touched. Once an evaluator has established contact with the dog, the hands should not lose contact, but rather should continue to move smoothly over the dog's body. When moving from one front leg to the other, the evaluator should continue to maintain a light touch while moving one's hand over the dog's shoulder area and down the opposing front leg. Back, hind legs and croup should be touched as well.



Out for a walk

This test demonstrates the ability of the dog to walk politely on a loose leash as well as the handler's ability to control the dog.

Description of Test

At the beginning of the test, the evaluator will indicate to the handler the area in which they are to walk. The handler will walk in a straight line, demonstrating at least one right and left turn as well as a 180-degree turn. The evaluator will be assessing the dog's ability to walk quietly near the handler without pulling the leash taut. The evaluator will note that the dog responds to the handler's changes of direction.

Handler and Dog

1. The dog may be on either side of the handler.
2. The handler may speak quietly to the dog throughout the test.
3. The dog is required to walk near the handler without pulling or straining.
4. The leash should be loose in order to demonstrate that the dog is under control and is not being steered by the handler.
5. The handler and dog are required to walk a straight line, make at least one right and one left turn as well as a 180-degree turn.
6. The dog is not required to sit when the handler stops walking.



Dogs that exhibit the following will be rated as "Not Ready":

- The dog does not respond to the handler's movements and changes in direction.
- The handler must pull the leash taut to control the dog.
- The dog does not walk quietly without restraint.
- The dog is not attentive to the handler.



Walking through a crowd

5

This test demonstrates the dog's ability to walk politely beside the handler in pedestrian traffic while remaining under control at all times.

NOTE: The requirements for this test are the same as test 4, except the dog may only show mild interest in the strangers.

Description of Test

The evaluator will instruct the handler to walk with the dog (on either the handler's left or right side) through and by a group of several people (at least 5). The evaluator is assessing the dog's ability to maintain a position close to the handler without being unduly stressed or becoming unruly, as well as the handler's ability to control the dog.

Handler and Dog

1. The dog should remain on one side of the handler for the duration of the test.
2. The dog is not required to maintain a heeling position beside the handler but may not be so far ahead or behind the handler as to create an impediment to individuals walking by.
3. The handler may talk to the dog and provide verbal encouragement and praise during the test.
4. The handler may not steer the dog with the leash.
5. The dog may show mild interest in the strangers but should not go to them.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog displays more than mild interest in the strangers or goes to them.
- The dog is straining on the leash and excessive exuberance.
- The dog exhibits shyness, resentment or is jumping.
- The handler is unable to control the dog.
- The dog becomes stressed or unruly.



Sit/Down on command and stay in place (long line)

This test demonstrates the dog's ability to respond to the handler's commands to sit and down and to remain in place on command.

NOTE: Tests 6 and 7 require the use of a long line provided by the sponsoring organization.

Description of Test

The evaluator will provide the handler with a 6 meter (20') line, which the handler should attach to the dog's collar prior to the commencement of the test. The short leash should be removed once the long line is attached. The evaluator will instruct the handler to place the dog in either a sit or down position, command the dog to stay, and walk to the end of the long line. The handler will then turn to face the dog and promptly return to the dog. The evaluator is testing for the dog's response to basic commands.

Handler and Dog

1. The handler may take a reasonable amount of time and may use more than one command to sit or down the dog.
2. The handler may gently touch the dog in an effort to assist the dog in assuming either the sit or down position.
3. The handler may not physically place or force the dog into position. The handler may repeat a command and use signals and gestures to assist the dog as well as a light touch.
4. Once prone, the dog must remain in place.
5. Once the dog is in either the sit or down position, the handler is to command "stay", then walk away from the dog to the end of the long line.
6. Once reaching the end of the long line, the handler will turn to face the dog and without pausing return to the dog.
7. The handler is not required to walk behind the dog in returning to heel position
8. The handler is not required to wait for the evaluator to indicate an end to the test after he returns to the dog.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog does not respond to basic commands of sit or down.
- The dog does not obey the command to stay in place.



Come when called (long line)

7

This test demonstrates the dog's ability to come when called by the handler.

NOTE: Tests 7 and 8 may be combined so as to flow from one to the next.

Description of Test

The long line remains attached to the dog's collar. The evaluator will stand near the dog and instruct the handler to position the dog in either a sit, down or stand position. The handler will command the dog to "stay or wait" and then will walk a distance of 3 meters (8 – 10'), before turning and calling the dog. When called, the dog must come close enough for the handler to touch it. The evaluator is ensuring the dog will remain where left and will respond quickly to the handler's command to come.

Handler and Dog

1. The dog may change position, but must remain in place when waiting for the command to come.
2. When called, the dog must come at a reasonable speed without stopping to sniff or wandering off.
3. The dog may drop its head to sniff, but must continue towards the handler.
4. The dog must come close enough for the handler to touch it but is not required to sit.
5. The handler may use body motions and verbal encouragement.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog does not remain in place when the handler walks away.
- The dog does not come on command at a reasonable speed.
- The dog sniffs or wanders off (It is acceptable if the dog drops its head to sniff, but continues toward the handler.)



Praise/ Interaction

This test demonstrates that the dog can be easily calmed following play or praise.

Description of Test

The evaluator will instruct the handler to command the dog to “Come”, and then to commence a play session with the dog. After about 10 seconds of play, the evaluator will then instruct the handler to calm the dog. The evaluator is assessing both the handler’s control of the dog and the dog’s ability to respond quickly to the handler’s command to settle.

Handler and Dog

1. The handler may use any combination of verbal praise, and playful postures, gestures or actions to engage the dog in play or in the performance of tricks.
2. When calming the dog, the handler’s voice may be firm but must not be loud or angry.
3. The handler may use more than one command to calm the dog but the dog must display an attitude of controlled behaviour following calming efforts on the part of the handler.

Dogs that exhibit the following will be rated as “Not Ready”:

- The handler is using forcible leash pressure to calm the dog.
- The dog does not settle quickly.
- The handler does not have control of the dog.

NOTE: The evaluator should watch for the response of the dog to the handler’s efforts to engage it in play. Dogs are not required to respond in any preset manner, however, they must be aware of their handler and interact.

(After Test 8, the handler should reattach the short leash to the dog’s collar before removing the long line and returning it to the evaluator.)



Reaction to passing dog

9

This test demonstrates the dog's polite behaviour while in the presence of other dogs and handlers.

Description of Test

The test is set up using another handler/dog team that is not being evaluated. This team is placed 6 meters (20') from the handler and dog being tested. The handlers and their dogs will approach one another, stop, shake hands, briefly chat and continue on past each other for approximately 2 meters (6'). The dog being tested should exhibit no more than casual interest. The evaluator is assessing behaviour on the part of the dog and the handler's control of the dog.

Handler and Dog

1. The handler should command the dog to heel before beginning to walk toward the other handler/dog team.
2. Upon reaching the other team, the handler should command the dog to sit, thereafter greeting the other handler and chatting briefly.
3. The dog may not be restrained.
4. The dog may show mild interest in the other handler and dog but may not move toward the other dog, or exhibit shy or aggressive behaviour.
5. The handler may use additional commands to ensure a response from the dog but may not jerk or grab it.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog does not respond to the handler's instructions.
- The handler is forced to jerk or grab the dog.
- The dog moves toward the other dog.

NOTE: The dog being used as the distraction must be well behaved. If it is not well behaved, the evaluator should retest the test dog with another distraction dog.



CNCL - 345



Reaction to distractions

This test demonstrates that the dog is confident at all times when faced with common visual and auditory distractions found in everyday life, such as the sudden opening or closing of a door, crutches, wheelchair, baby stroller, loud noises, etc.

Description of Test

The evaluator will instruct the handler to begin walking with his dog on a loose leash beside him. Several people will walk by in any direction using one or more distractions. The distractions will not be an attempt to frighten the dog, but rather something the dog encounters in everyday life, such as baby strollers, walkers, canes, someone carrying a ladder, etc. The evaluator is observing the dog's reaction to the distractions as well as the dog's response to the handler's commands.

Handler and Dog

1. The handler may command the dog to walk at heel while the individuals walk by.
2. The handler may speak encouragingly to the dog, but may not steer the dog with the leash nor attempt to restrain the dog.
3. The dog may startle but should recover quickly.
4. The dog may express natural interest and curiosity.
5. The dog may bark once or twice.



Dogs that exhibit the following will be rated as "Not Ready":

- The dog shows panic, tries to run away or shows aggressiveness.
- The dog does not respond to the handler's commands.
- The dog shows fear.
- The dog continues to bark.



Supervised isolation

11

This test demonstrates the dog's ability to be left alone with a trusted person other than its handler, while maintaining a calm acceptance of the situation.

Description of Test

The handler will walk with the dog to a designated person (assistant evaluator), and hand over the leash. The handler may command the dog to sit or lie down and wait/stay. Then the handler will leave the area and go to a pre-designated location, out of sight of the dog. The handler will wait 3 minutes until called to return by the assistant evaluator. The evaluator is observing the dog's ability to maintain good manners when left alone with another person. The dog may show some mild stress, but should not bark, pace or pant excessively. Neither should the dog attempt to climb up on the assistant, nor pull away. (If the dog should become excessively agitated, the evaluator will call the handler back before the time required, and the dog will be judged "Not Ready.")

Handler and Dog

1. The dog does not have to maintain position or place with the assistant evaluator.
2. The dog may not show signs of excessive stress.
3. Mild stress or nervousness is acceptable behaviour.

Dogs that exhibit the following will be rated as "Not Ready":

- The dog attempts to climb on the assistant evaluator.
- The dog continually barks, whines, howls, paces, and pants excessively.
- The dog pulls on the leash in an attempt to get away.

NOTE: The evaluator may allow some nervous behaviour on the part of the dog. However, any signs of excessive stress and anxiety is unacceptable behaviour.



Walking through a door/gate

This test demonstrates the dog's response to the handler's commands as well as the handler's ability to control the dog in a restricted area while moving ahead of the dog and through a door/gate.

Description of Test

The handler will command the dog to sit and wait. The handler will then walk through the opening (door/gate). Once through, the handler will instruct the dog to walk through the opening and return to the handler's side. Alternatively, if the opening is large enough for the two of them to pass through simultaneously, then the handler may instruct the dog to maintain a steady position beside the handler as they walk through the opening together. The evaluator is assessing the dog's ability to respond to commands from the handler as well as the handler's ability to control the dog in a restricted area.

Handler and Dog

1. The handler may talk quietly to the dog as they approach the opening.
2. If walking through the opening simultaneously, the dog should maintain a loose leash throughout and should not lunge forward in an attempt to pass through ahead of the handler.
3. In the event the opening is too small, the handler may quietly command the dog to wait (or sit and wait) while the handler walks through.

Dogs that exhibit the following will be rated as "Not Ready":

- The handler does not have control of the dog or jerks the dog in an attempt to maintain control.
- The dog does not obey the handler's command.
- The dog lunges or charges ahead of the handler.



**Housing Agreement (8111 Granville Avenue and 8080 Anderson Road)
Bylaw No. 9227, Amendment Bylaw No. 9732**

The Council of the City of Richmond enacts as follows:

1. The Mayor and Corporate Officer for the City of Richmond are authorized to execute and deliver a housing agreement amendment, substantially in the form set out in Schedule A to this Bylaw, with Turning Point Housing Society on behalf of a non-profit consortium consisting of:

- (a) Coast Foundation Society (1974);
- (b) S.U.C.C.E.S.S. (Also known as United Chinese Community Enrichment Services Society);
- (c) Tikva Housing Society;
- (d) Turning Point Housing Society; and
- (e) Pathways Clubhouse Society of Richmond

in respect to lands and premises legally described as:

PID: 000-562-203 Lot 2, Block 5, Section 9, Block 4 North Range 6 West New Westminster District Plan 6498

PID: 001-973-355 Lot 1, Block 5, Section 9, Block 4 North Range 6 West New Westminster District Plan 6498

2. This Bylaw is cited as **"Housing Agreement (8111 Granville Avenue And 8080 Anderson Road) Bylaw No. 9227, Amendment Bylaw No. 9732"**.

FIRST READING

JUL 24 2017

SECOND READING

JUL 24 2017

THIRD READING

JUL 24 2017

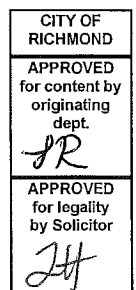
LEGAL REQUIREMENTS SATISFIED

AUG 17 2017

ADOPTED

MAYOR

CORPORATE OFFICER



Schedule A to Bylaw No. 9732

To Housing Agreement (8111 Granville Avenue and 8080 Anderson Road) Bylaw No. 9227,
Amendment Bylaw No. 9732

AMENDMENT TO HOUSING AGREEMENT BETWEEN the City of Richmond and Turning Point Housing Society on behalf of a Non-Profit Consortium consisting of: Coast Foundation Society (1974), S.U.C.C.E.S.S. (Also known as United Chinese Community Enrichment Services Society), Tikva Housing Society, Turning Point Housing Society, and Pathways Clubhouse Society of Richmond.

AMENDMENT TO HOUSING AGREEMENT
(Section 905 Local Government Act)

THIS AGREEMENT is dated for reference the 5 day of JULY, 2017.

BETWEEN:

TURNING POINT HOUSING SOCIETY, a society pursuant to the laws of the Province of British Columbia (Inc. No. S-0059143) having an office at 10411 Odlin Road, Richmond, BC V6X 1E3

("the Operator")

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 Operator and the City entered into a Housing Agreement dated for reference the 27th day of July, 2015 (the "Housing Agreement") pursuant to Section 905 of the *Local Government Act* with respect to the Affordable Housing Units to be constructed on the Lands;
- B. Atira Women's Resource Society ("Atira") has agreed to withdraw from the Consortium and to assign its interest in the Affordable Housing Units to Coast Foundation Society (1974) and Tikva Housing Society; and
- C. The Operator and the City have agreed to amend the Housing Agreement to provide for the withdrawal of Atira from the Consortium.

In consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Operator and the City covenant and agree as follows:

- 1.1 All capitalized used in this Agreement and not otherwise specifically defined herein will have the meaning ascribed thereto in the Housing Agreement.
- 1.2 The Housing Agreement is hereby amended by:

- (a) Deleting the definition of Consortium set out in Section 1.1(h) in its entirety so as to remove Atira therefrom and replacing it with the following:

“(h) **Consortium**” means collectively:

- (i) S.U.C.C.E.S.S. (Also Known as United Chinese Community Enrichment Services Society);
- (ii) Coast Foundation Society (1974);
- (iii) Tikva Housing Society;
- (iv) Pathways Clubhouse Society of Richmond; and
- (v) the Operator;

and their permitted assigns pursuant to the terms of the Strata Lot Leases, each being a member of the Consortium, but does not include any person after such person has sold, assigned or transferred all of its leasehold interest in the Lands in accordance with the applicable Strata Lot Lease and this Agreement.”

- (b) Deleting Appendix A in its entirety and replacing it with Appendix A attached hereto.

1.3 The Housing Agreement remains in full force and effect unamended save as specifically amended hereby.

1.4 This Agreement may be executed in separate counterparts, each of which when so executed shall be deemed an original, but all such counterparts shall together constitute one and the same document. This Agreement may be executed and transmitted by fax or other electronic means and if so executed and transmitted this Agreement will be for all purposes as effective as if the parties had delivered an executed original Agreement.

~~IN WITNESS WHEREOF~~ the parties hereto have executed this Agreement as of the day and year first above written.

TURNING POINT HOUSING SOCIETY

by its authorized signatory(ies):

Per. 

J Gordon Argue

Per. 

Name: Adam Rennie

CITY OF RICHMOND

by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, MayorPer: _____
David Weber, Corporate Officer

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

Appendix A to Housing Agreement

UPDATED PERMITTED RENTS

Coast Foundation Society (1974)

Level	Unit Type	Number of Units	Rent Range
Level 3, 7, 8, 9, and 10	Studio	38	\$375-\$850
Level 7, 8, 9, and 10	1 Bedroom	10	\$375-\$850

S.U.C.C.E.S.S. (Also Known as United Chinese Community Enrichment Services Society)

Level	Unit Type	Number of Units	Rent Range
Level 4, 5, and 6	Studio	38	\$850-\$850
Level 4, 5 and 6	1 Bedroom	15	\$850-\$850

Tikva Housing Society

Level	Unit Type	Number of Units	Rent Range
Level 12	Studio	3	\$375-\$850
Level 12	1 Bedroom	3	\$375-\$850
Level 13 and 14	2 Bedroom	4	\$510-\$1,375
Level 12, 13 and 14	3 Bedroom	8	\$595-\$1,375

Turning Point Housing Society

Level	Unit Type	Number of Units	Rent Range
Level 11	Studio	6	\$555-\$850
Level 11	1 Bedroom	4	\$580-\$850



**Boulevard and Roadway Protection and Regulation Bylaw No. 6366
Amendment Bylaw No. 9736**

The Council of the City of Richmond enacts as follows:

- 1) The **Boulevard and Roadway Protection and Regulation Bylaw No. 6366**, as amended, is further amended:
 - a) By deleting subsection 5(b) and replacing it with the following:

“(b) The non-refundable inspection charge required by Section 11.”
 - b) By deleting subsection 11(a) and replacing it with the following:

“(a) A non-refundable inspection charge in the amount set from time to time in the Consolidated Fees Bylaw No. 8636 shall be payable at the same time as the security, toward the cost of inspection of the boulevard, roadway and statutory right-of-way. The charge covers two inspections, once before and once after demolition and/or construction.”
- 2) This Bylaw is cited as **“Boulevard And Roadway Protection And Regulation Bylaw No. 6366, Amendment Bylaw No. 9736”**.

FIRST READING

SECOND READING



THIRD READING

ADOPTED

JUL 24 2017

JUL 24 2017

JUL 24 2017

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

MAYOR

CORPORATE OFFICER



**Richmond Official Community Plan Bylaw 7100
Amendment Bylaw 8767 (RZ 10-539048)
9451/9491/9511/9531/9551 Bridgeport Road and
9440/9460/9480 Beckwith Road**

The Council of the City of Richmond enacts as follows:

1. Richmond Official Plan Bylaw 7100, Schedule 2.10 (City Centre Area Plan) is amended by:
 - a) Repealing the existing text in “3.2.2 Sub-Area A.2 Industrial Reserve – Limited Commercial” with regard to “A. Typical Distribution of Uses” and replacing it with the following:

- Ground Floor: light industry and, within 50 m (164 ft.) of designated street frontages, retail, restaurant, and hotel with the exception of 9451, 9491, 9511, 9531 and 9551 Bridgeport Road, which permits retail, restaurant and hotel uses to extend 65 m (213 ft.) from Bridgeport Road.
- Upper Floors: office, education (excluding provincial kindergarten to grade 12 programs), and within 50 m (164 ft.) of designated street frontages, restaurant and hotel with the exception of 9451, 9491, 9511, 9531 and 9551 Bridgeport Road, which permit retail, restaurant and hotel uses to extend 65 m (213 ft.) from Bridgeport Road.
- Parking: within or to the rear of the building and concealed from public view by non-parking uses or screened from public view by a landscape buffer at least 3 m (10 ft.) deep.

- b) Repealing the existing text in the “Specific Land Use Map: Bridgeport Village – Detailed Transect Descriptions” with regard to “Maximum Average Net Development Site Density” for “Urban Centre T4 (25m)” and replacing it with the following:

For Area A:

- 1.2

For Area B:

- 1.2, provided that:
 - a) the total floor area of non-industrial uses may not exceed that of industrial uses (excluding parking);
 - b) non-industrial uses do not share a common building entrance with industrial uses (excluding accessory uses).

Additional density, where applicable:

- Industrial Reserve – “Limited Commercial”: To be determined on a site specific basis via City development application processes
- 1.85, specifically for 9451/9491/9511/9531/9551 Bridgeport Road and 9440/9460/9480 Beckwith Road, provided that the total net floor area of non-industrial uses does not exceed 60% of the net floor area for the entire site.

2. This Bylaw is cited as "Richmond Official Community Plan Bylaw 7100, Amendment Bylaw No. 8767".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

OTHER REQUIREMENTS SATISFIED

ADOPTED

NOV 14 2011

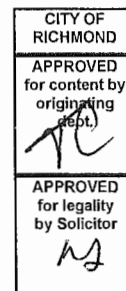
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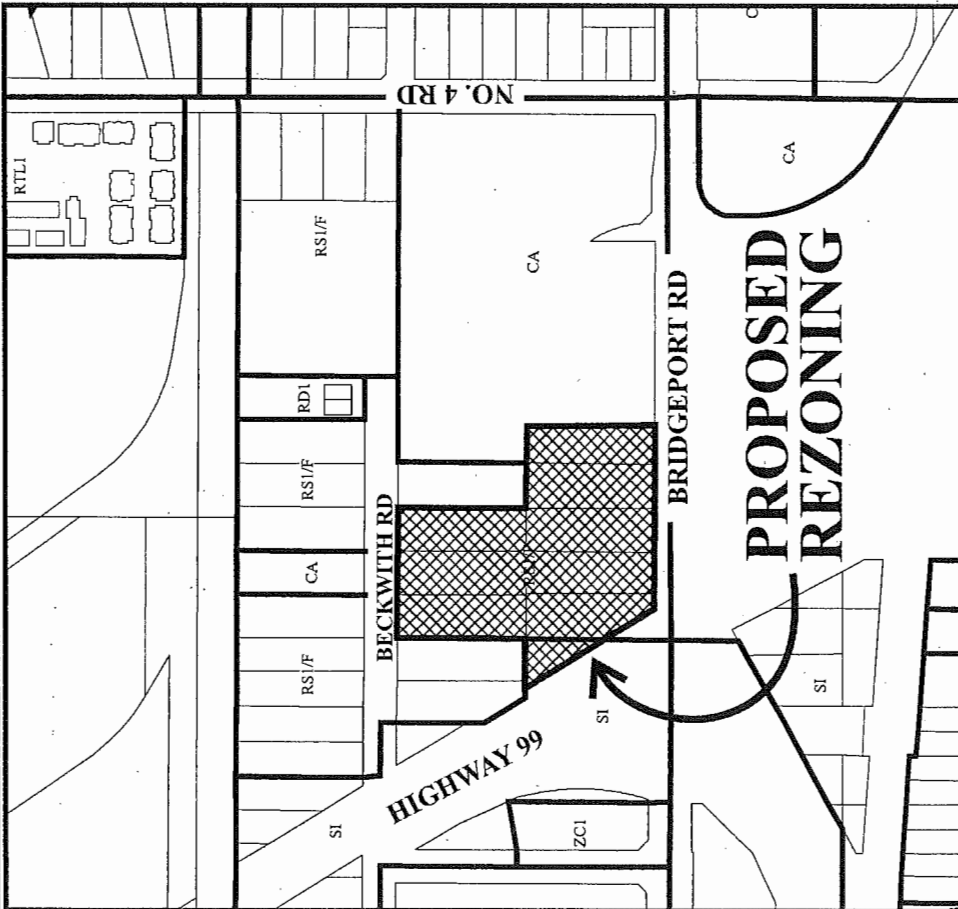


MAYOR

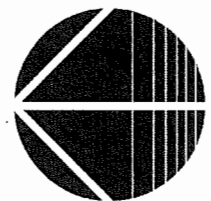
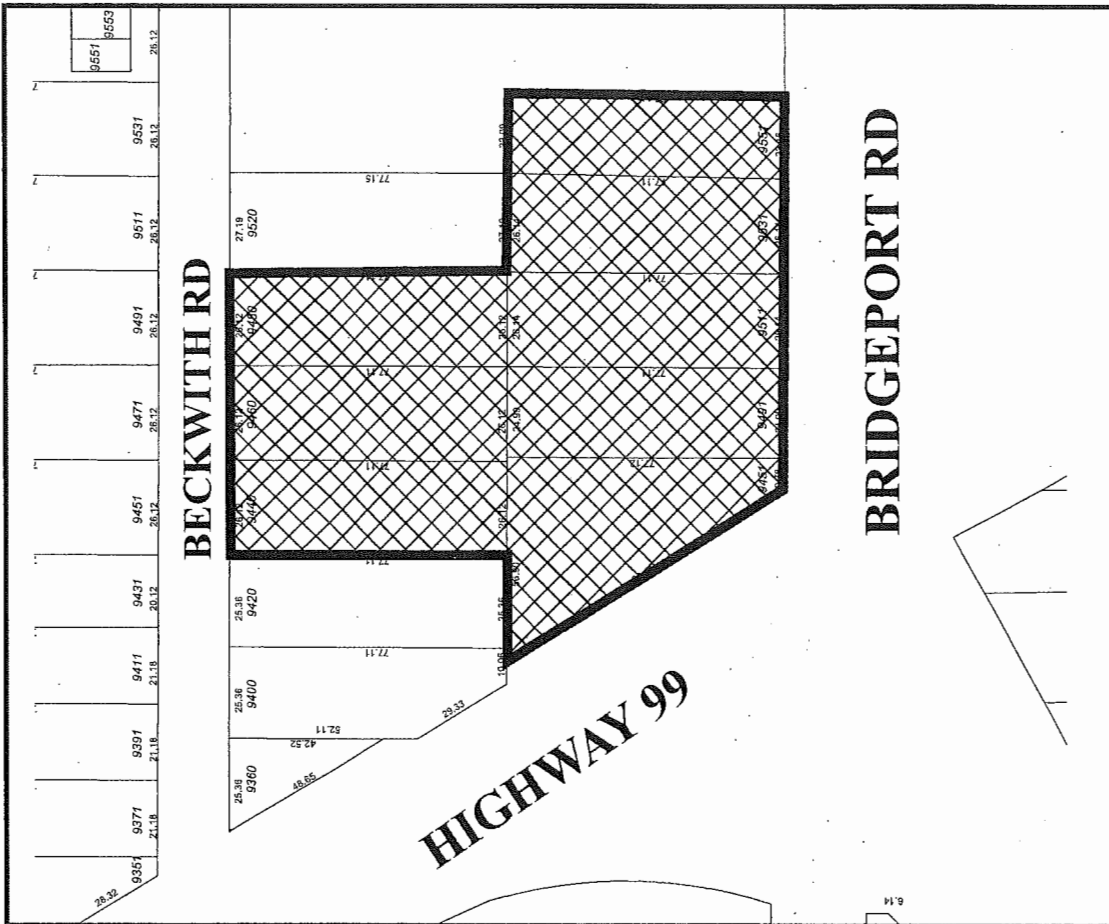
CORPORATE OFFICER



City of Richmond



CNCL - 358



RZ 10-539048

Original Date: 07/28/10

Revision Date:

Note: Dimensions are in METRES



**Richmond Zoning Bylaw 8500
Amendment Bylaw No. 8764 (RZ 10-539048)
9451/9491/9511/9531/9551 Bridgeport Road and
9440/9460/9480 Beckwith Road**

The Council of the City of Richmond enacts as follows:

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting Section 23.10 thereof the following:

“23.10 Light-Industrial, Office and Hotel (ZI10) – Bridgeport Village (City Centre)

23.10.1 Purpose

The **zone** provides for **light-industrial**, commercial support, **office**, **hotel** and other compatible **uses**.

23.10.2 Permitted Uses

- **industrial, general**
- **office**
- **hotel**
- **parking, non-accessory**

23.10.3 Secondary Uses

- **manufacturing, custom indoor**
- **education, commercial**
- **entertainment, spectator**
- **health services, minor**
- **recreation, indoor**
- **restaurant**
- **retail, convenience**
- **retail, general**
- **service, personal**
- **studio**
- **veterinary clinic**

23.10.4 Permitted Density

1. The maximum **floor area ratio** of the **site** is 1.85, except for **non-accessory parking** which has no maximum **floor area ratio**.
2. Notwithstanding Section 23.10.4.1, the maximum floor area of **hotel** and related **secondary uses** is limited to 7,374.4 m², unless a minimum of 11,950.2 m² of combined **light industrial**, **office** and related **secondary uses**, exclusive of **non-accessory parking**, is provided in a **building** on the **site**.
3. **Hotel** and related **secondary uses** shall not exceed 60% of the floor area, exclusive of **non-accessory parking**, provided on the **site**.

4. For the purposes of Section 23.10.4 the maximum **floor area ratio** shall be calculated based on the maximum **site** area of 16,134.3 m² regardless of **subdivision**.

23.10.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 50% for **buildings**.

23.10.6 Yards & Setbacks

1. The minimum **setback** from Bridgeport Road is 2.5 m.
2. The minimum **setback** from Beckwith Road is 3.0 m.
3. The minimum **setback** from the Highway 99 is 10.0 m.
4. The minimum **setback** from a **side lot line** is 10.0 m.
5. The minimum **setback** from a **rear lot line** is 9.0 m.
6. **Enclosed parking** may project into the **side yard** or **rear yard** up to the **property line**, provided that the **structure** is specified in a Development Permit approved by the **City**.

23.10.7 Permitted Heights

1. The maximum **height** for **buildings** is 47.0 m geodetic.
2. The maximum **height** for **accessory buildings** and **accessory structures** is 12.0 m.

23.10.8 Subdivision Provisions/Minimum Lot Size

1. There are no minimum **lot width**, **lot depth** or **lot area** requirements.

23.10.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

23.10.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

23.10.11 Other Regulations

1. **Buildings** containing **hotel** and related **secondary uses** must be located within 65m of Bridgeport Road.
2. **Telecommunication antenna** must be located a minimum of 20.0 m above the ground.
3. The **first storey** of any **building** located more than 65 m from Bridgeport Road is restricted to **industrial, general** and related **secondary uses**.
4. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."

2. 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 **Light-Industrial, Office and Hotel (ZI10) – Bridgeport Village (City Centre)**:

P.I.D. 003-665-623

Parcel "231" Except: Part now Highway on Statutory Right of Way Plan 67635; Section 22 Block 5 North Range 6 West New Westminster District Reference Plan 65748

P.I.D. 011-197-170

East 82 Feet Lot 5 Section 22 Block 5 North Range 6 West New Westminster District Plan 6125

P.I.D. 004-070-402

West Half Lot 6 Section 22 Block 5 North Range 6 West New Westminster District Plan 6125

P.I.D. 004-254-899

East Half Lot 6 Section 22 Block 5 North Range 6 West New Westminster District Plan 6125

P.I.D. 004-887-018

West 76 Feet Lot 7 Section 22 Block 5 North Range 6 West New Westminster District Plan 6125

P.I.D. 000-659-606

Lot 22 Section 22 Block 5 North Range 6 West New Westminster District Plan 8931

P.I.D. 004-085-388

Lot 21 Section 22 Block 5 North Range 6 West New Westminster District Plan 8931

P.I.D. 003-653-161

Lot 20 Section 22 Block 5 North Range 6 West New Westminster District Plan 8931

3. This Bylaw is cited as "**Richmond Zoning Bylaw 8500 Amendment Bylaw 8764**".

FIRST READING

NOV 14 2011

A PUBLIC HEARING WAS HELD ON

DEC 20 2011

SECOND READING

DEC 20 2011

THIRD READING

DEC 20 2011

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

JAN 05 2012

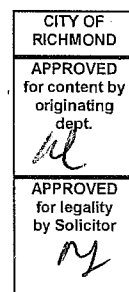
OTHER REQUIREMENTS SATISFIED

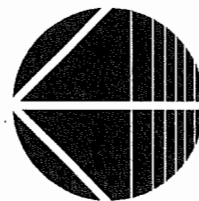
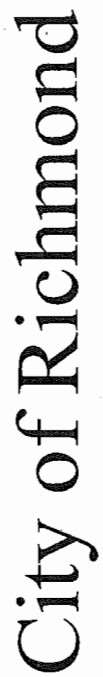
SEP 07 2017

ADOPTED

MAYOR

CORPORATE OFFICER





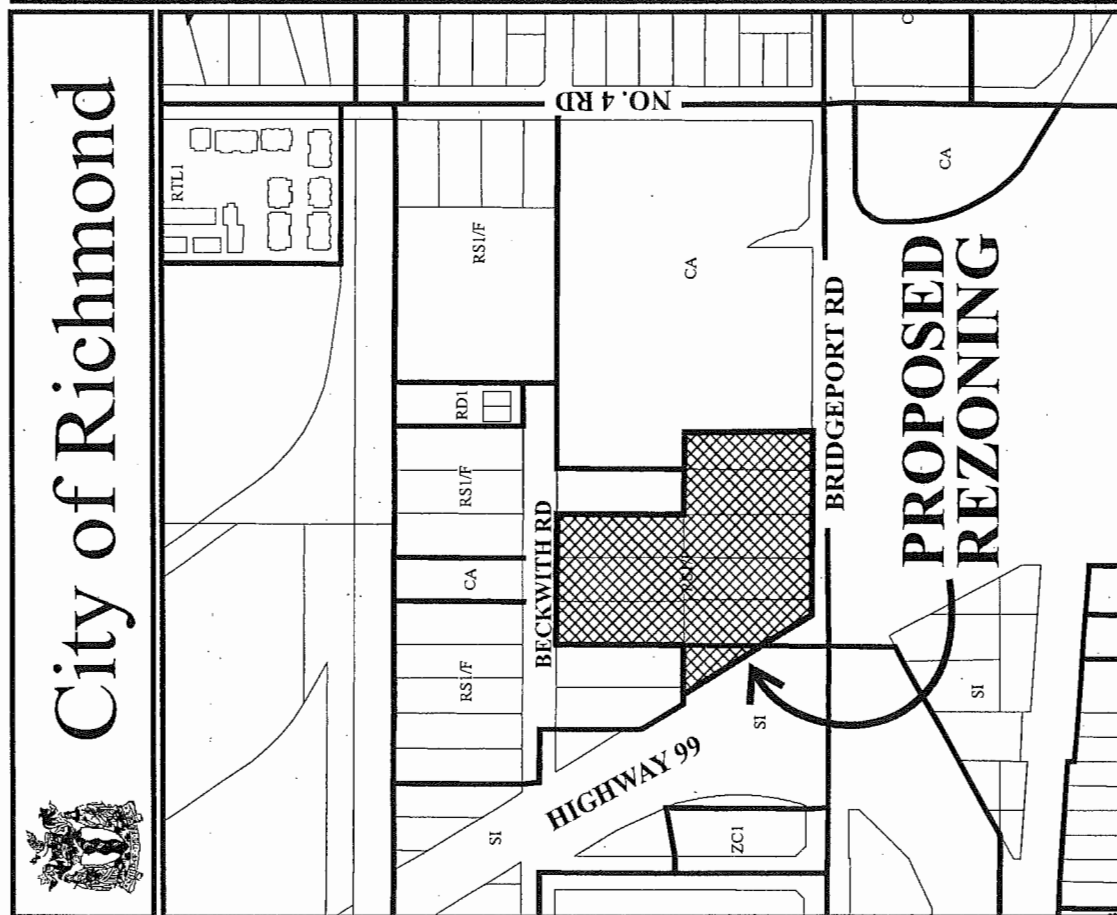
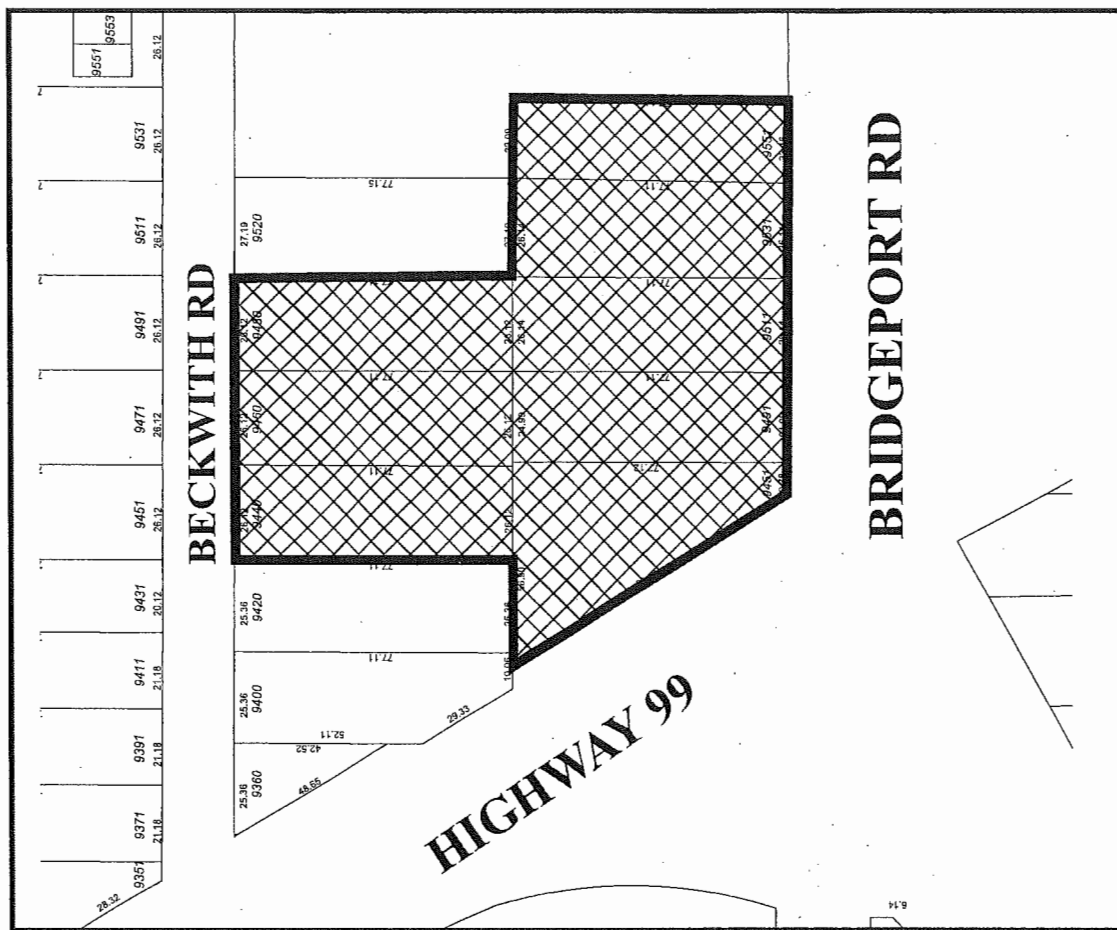
RZ 10-539048

Original Date: 07/28/10

Revision Date:

Note: Dimensions are in METRES

CNCL - 362





**Richmond Zoning Bylaw 8500
Amendment Bylaw 9583 (RZ 15-705932)
6700/6720 No. 1 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 **"SINGLE DETACHED (RS2/C)"**.

P.I.D. 001-556-908

Strata Lot 1 Section 11 Block 4 North Range 7 West New Westminster District Strata Plan NW901 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form 1

P.I.D. 001-556-916

Strata Lot 2 Section 11 Block 4 North Range 7 West New Westminster District Strata Plan NW901 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form 1

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9583"**.

FIRST READING

JUL 25 2016

A PUBLIC HEARING WAS HELD ON

SEP 06 2016

SECOND READING

SEP 06 2016

THIRD READING

SEP 06 2016

OTHER CONDITIONS SATISFIED

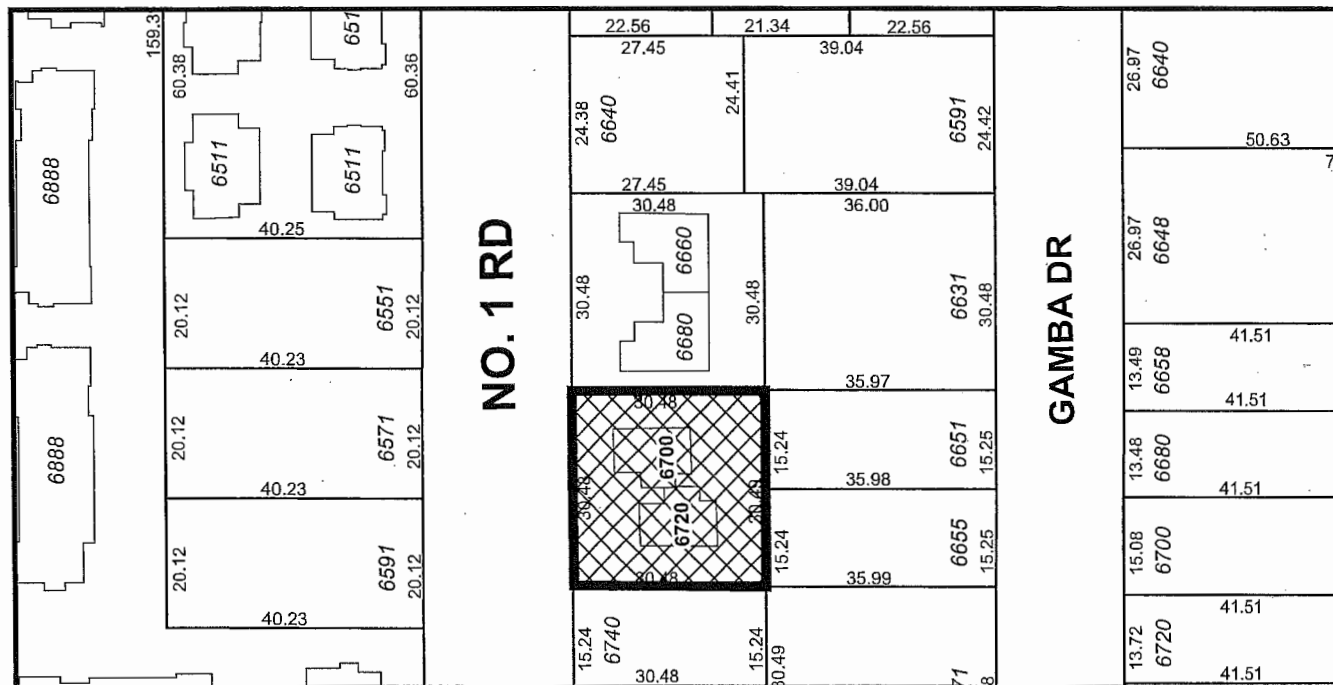
SEP 06 2017

ADOPTED



MAYOR

CORPORATE OFFICER



Note: Dimensions are in METRES



**Development Permit Panel
Wednesday, July 26, 2017**

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Joe Erceg, Chair
Cathryn Volkering Carlile, General Manager, Community Services
Cecilia Achiam, General Manager, Community Safety

The meeting was called to order at 3:31 p.m.

Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on July 12, 2017, be adopted.

CARRIED

1. Development Permit 16-741123
(REDMS No. 5433324)

APPLICANT: Christopher Bozyk Architects Ltd.

PROPERTY LOCATION: 13100 Smallwood Place

INTENT OF PERMIT:

1. Permit the construction of a two-storey auto dealership building and a single-storey car wash building at 13100 Smallwood Place on a site zoned Vehicle Sales (CV); and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) Reduce the minimum required number of on-site loading spaces from two medium size and two large size, to 1 medium size on-site loading space; and
 - (b) Increase the maximum permitted height for the principal building from 12.0 m to 15.5 m.

Development Permit Panel

Wednesday, July 26, 2017

Applicant's Comments

Keiran Walsh, Christopher Bozyk Architects, Ltd., provided background information on the proposed development, noting that the design rationale for the proposed development was driven by the applicant's objective of addressing the main frontages of the two-storey auto dealership which contains retail sales, auto services, and rooftop parking.

In response to queries from the Panel, Mr. Walsh acknowledged that (i) the building massing and facades along Westminster Highway and Jacombs Road are visually broken down through subtle variations in materials, colours and heights, (ii) new trees are proposed to be planted along the Westminster Highway and Jacombs Road frontages, (iii) the northern end of the solid fencing along Jacombs Road will be removed to provide openness and visibility to the main vehicular entrance near the northwest corner of the subject site, and (iv) the south façade of the building fronting Westminster Highway is well treated and features a protruding vehicle element which provides visual interest.

In response to queries from the Panel, Ken Larsson, Connect Landscape Architecture, noted that (i) a surface infiltration swale will be installed off the service area at the south side of the proposed development, (ii) smaller compact trees are proposed along the south property line fronting Westminster Highway, (iii) the south side of the subject site is screened by existing solid fencing consistent with Richmond Auto Mall guidelines, and (iv) the applicant is open to considering alternate fencing materials which provide partial screening of the service areas at the south side of the building to allow more visual permeability and sunlight penetration into on-site landscaping.

Staff Comments

Wayne Craig, Director, Development, noted that (i) there are two proposed variances associated with the proposed development, (ii) the proposed loading variance is supported by staff as it is consistent with those that have been granted to other nearby auto dealerships in recent years, and (iii) the proposed maximum building height variance is likewise supported by staff as it increases the building's functional efficiency and supports on-site densification within the auto mall.

Gallery Comments

None.

Correspondence

None.

Development Permit Panel

Wednesday, July 26, 2017

Panel Discussion

The Panel expressed support for the proposed project, noting that the existing perimeter fencing along the south and west sides of the subject site could be improved. Staff were then directed to work with the applicant to replace the solid fencing material with an alternate material to provide more visual interest and permeability to the proposed development prior to Council consideration of the subject development permit application.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would

1. *Permit the construction of a two-storey auto dealership building and a single-storey car wash building at 13100 Smallwood Place on a site zoned Vehicle Sales (CV); and*
2. *Vary the provisions of Richmond Zoning Bylaw 8500 to:*
 - (a) *Reduce the minimum required number of on-site loading spaces from two medium size and two large size, to 1 medium size on-site loading space; and*
 - (b) *Increase the maximum permitted height for the principal building from 12.0 m to 15.5 m.*

CARRIED

2. Development Permit 16-750045

(REDMS No. 5422081)

APPLICANT: Bontebok Holdings Ltd.

PROPERTY LOCATION: 18399 Blundell Road

INTENT OF PERMIT:

Permit the construction of two single-storey buildings with drive-through restaurant uses at 18399 Blundell Road on a site zoned "Industrial (I)".

Applicant's Comments

Ron Emerson, Emerson Real Estate Group, introduced the project, noting that (i) the proposed development is sited within an overall industrial park and consists of two one-storey buildings and parking with five commercial units, including two drive-through restaurants, (ii) the development will provide food services primarily to employees in the surrounding industrial area, and (iii) a Zoning Text Amendment to allow for the use of the subject property for drive-through restaurants is associated with the proposal.

John Kristianson, CTA Design Group, provided background information on the proposed development and highlighted the following:

3.

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- the proposed layout of the site was driven by the requirements of the two drive-through restaurants within the site;
- vehicular access to the site are provided off the two streets fronting the proposed development;
- proposed design and materials for the two buildings are consistent with the surrounding industrial area;
- scale of the two proposed buildings fits the size of the site and allows adequate vehicle manoeuvring within the site; and
- the number of proposed vehicle parking stalls exceeds the minimum Zoning Bylaw requirement.

Elsteph Reddish, Jonathan Losee Ltd. Landscape Architecture, briefed the Panel on the main landscaping features for the project, noting that (i) three pedestrian walkways are proposed to provide direct access to the site from the street, (ii) three Class 1 and four Class 2 bicycle parking spaces will be provided, (iii) an outdoor plaza with benches, picnic tables, and planters will be incorporated between the two buildings, (iv) permeable pavers are proposed for surface treatment of the outdoor plaza and pedestrian walkways, (v) deciduous and coniferous trees are proposed to be installed on site, and (vi) structural soil trenches will be provided to ensure adequate soil volume for trees.

Panel Discussion

In response to queries from the Panel, Ms. Reddish advised that (i) the proposed location of bicycle parking is accessible to and has clear sightlines from the two buildings, (ii) additional locations for bicycle parking could be identified if needed, and (iii) solar shading could be installed in the outdoor plaza.

Staff Comments

Mr. Craig noted that (i) Transportation staff have reviewed the proposal to ensure adequate drive aisle circulation and drive-through vehicle queuing areas, and (ii) there is a Servicing Agreement for frontage improvements along Blundell Road and Nelson Road associated with the proposal.

Gallery Comments

None.

Correspondence

None.

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Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of two single-storey buildings with drive-through restaurant uses at 18399 Blundell Road on a site zoned "Industrial (I)".

CARRIED

3. GENERAL COMPLIANCE – REQUEST BY ORIS DEVELOPMENTS (HAMILTON) CORP. FOR A GENERAL COMPLIANCE RULING AT PARCEL 3, HAMILTON VILLAGE (FORMERLY PORTIONS OF 23241 AND 23281 GILLEY ROAD, AND A PORTION OF 23060, 23066, 23080, AND PART OF 23100 WESTMINSTER HIGHWAY)

(File Ref. No.: DP 15-716274) (REDMS No. 5459649)

APPLICANT: Oris Developments (Hamilton) Corp.

PROPERTY LOCATION: Parcel 3, Hamilton Village (Formerly Portions of 23241 and 23281 Gilley Road, and a Portion of 23060, 23066, 23080, and Part of 23100 Westminister Highway)

INTENT OF PERMIT:

The attached plans involving changes to the design of the parkade wall and interim landscaping buffer on part of the east elevation of the project be considered to be in General Compliance with Development Permit (DP 15-716274).

Applicant's Comments

Nathan Curran, Oris Consulting Ltd., briefed the Panel on the proposed minor modifications to the Development Permit issuance for a 130-unit senior housing building on Parcel 3 in Hamilton Village, and noted the following:

- the current proposal provides for a north-south greenway proposed to be constructed on the eastern edge of the building's podium parkade and a temporary landscape berm is proposed along the east side of Parcel 3 as an interim grade transition to adjacent single-family lots to the east until their redevelopment in the future;
- the owners of 4651 Smith Crescent, one of the adjacent lots to the east, have requested that the proposed landscape berm and the easement placed on their property be removed;
- the removal of the landscape berm will necessitate decorative treatment for the parkade wall with over-hanging landscaping and the section of the parkade wall adjacent to 4651 Smith Crescent will be set back six inches from the property line instead of the original zero setback; and

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- the remainder of the east parkade wall adjacent to the other single-family lots will be maintained and the original landscape berm will be raised by one meter with a corresponding increase in berm slope.

Panel Discussion

In response to a query from the Panel, Mr. Craig acknowledged that the statutory right-of-way (SRW) over the public greenway along the eastern edge of the building's podium parkade permits the proposed six inches gap between the eastern parkade wall and the east property line, to be filled and the public greenway will be widened when the adjacent property at 4651 Smith Crescent redevelops in the future.

Gallery Comments

None.

Correspondence

None.

Panel Decision

It was moved and seconded

That the attached plans involving changes to the design of the parkade wall and interim landscaping buffer on part of the east elevation of the project be considered to be in General Compliance with Development Permit (DP 15-716274).

CARRIED

4. **Date of Next Meeting: August 9, 2017**

5. **Adjournment**

It was moved and seconded

That the meeting be adjourned at 4:04 p.m.

CARRIED

Development Permit Panel
Wednesday, July 26, 2017

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, July 26, 2017.

Joe Erceg
Chair

Rustico Agawin
Auxiliary Committee Clerk



**Development Permit Panel
Wednesday, August 9, 2017**

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Joe Erceg, Chair
Cathryn Volkering Carlile, General Manager, Community Services
Victor Wei, Director, Transportation

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

Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on July 26, 2017, be adopted.

CARRIED

1. Development Permit 16-735564
(REDMS No. 5450776 v. 2)

APPLICANT: Pinnacle Living (Capstan Village) Lands Inc.

PROPERTY LOCATION: 3328 Carscallen Road and 3233 and 3299 Sexsmith Road

INTENT OF PERMIT:

1. Permit the construction of the second phase of a four-phase, high-rise, mixed use development comprised of 418 residential units (including 12 affordable housing units), street-oriented commercial uses, and an Early Childhood Development (ECD) Hub at 3328 Carscallen Road and 3233 and 3299 Sexsmith Road on a site zoned "Residential/Limited Commercial and Artist Residential Tenancy Studio Units (ZMU25)"; and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) reduce the road setback by 0.3 m at the Carscallen Road cul-de-sac and Private

1.

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Road;

- (b) allow unenclosed balconies to project into the required road setback by up to 2.0 m; and
- (c) allow architectural features to project into the required road setback by up to 2.4 m.

Applicant's Comments

John Bingham, Bingham Hill Architects, and Peter Kreuk, Durante Kreuk Ltd. Landscape Architecture, with the aid of a video presentation (copy on file, City Clerk's Office), provided background information on the proposed development and highlighted the following:

- the subject development is Phase 2 of the overall four-phase mixed use project;
- the design of the four elevations of the subject development responds to the scale of the roads fronting all sides of the development and existing and proposed developments in the area;
- townhouses with extended canopies at the entrances essentially surround the development;
- entry to the retail unit is located at the Carscallen Road cul-de-sac at the northwest corner of the site;
- pedestrian entrance to the three-storey Early Childhood Development (ECD) Hub is located along Carscallen Road;
- public art is proposed at the corner of Carscallen Road and Hazelbridge Way, complementing the public art across the street and at the Neighbourhood Park;
- scale of the buildings builds up along Sexsmith Road and a row of trees are proposed along the edge of the midrise roof deck facing Sexsmith Road to provide visual interest;
- the two vehicular entries to the development are proposed off Hazelbridge Way and the Private Road along the northern edge of the site;
- ground level ECD parking and drop-off in the building parkade provides direct access into the ECD area;
- a large vestibule and automatic doors are proposed at the ECD entrance to provide convenient access to parents and children in strollers;
- the ECD outdoor amenity area faces the Neighbourhood Park to the west and is sited to receive maximum solar exposure and screened with coloured glazing ;
- shared outdoor amenity areas, including community gardens, gathering and seating areas, and children's play areas, are proposed over five rooftop locations;
- extensive green roofs are proposed on the roof decks of the three towers;

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- the building elevations have been broken down into a series of elements to provide a varied streetscape; and
- a neutral colour palette for the building elevations is proposed.

Panel Discussion

In response to queries from the Panel, the design team advised that (i) a large hospital-sized elevator will be used to transport materials and equipment for maintenance of the outdoor amenity areas on the upper levels of the building, (ii) a pedestrian crosswalk will be installed to provide safe pedestrian connection from the ECD Hub to the Neighbourhood Park, (iii) streetscape enhancements are proposed to offset the reduced road setback, (iv) the balconies projecting into the required road setback are not enclosed, and (v) the siting of the proposed towers in the subject phase preserves the view corridors of Phase 1 towers.

Staff Comments

Wayne Craig, Director, Development, noted that (i) there is a Servicing Agreement for frontage improvements along Carscallen Road and Hazelbridge Way as well as design coordination for the Private Road, (ii) 12 Affordable Housing Units are dispersed on several levels of the proposed development, (iii) 85 Basic Universal Housing Units (BUH) units are proposed, including all of the Affordable Housing Units, (iv) proposed variances related to balcony and architectural projections into the required road setback are located above grade and will not impact pedestrian circulation around the perimeter of the site, (v) a transitional parking strategy and voluntary contribution for the future Capstan Canada Line Station will be provided by the applicant prior to issuance of Building Permit for the subject application, and (vi) the development has been designed to meet the City's aircraft noise acoustical standards and to be connected to a future City District Energy Utility (DEU) system.

In response to a query from the Panel, Mr. Craig confirmed that (i) construction of the Neighbourhood Park will occur in phases, (ii) interim and some ultimate works in the park are associated with Phase 1 of the overall development and are ongoing, and (iii) a significant portion of the park will be constructed in the subject phase.

Gallery Comments

None.

Correspondence

None.

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Panel Discussion

The Panel expressed support for the project and commended the design team for the significant work done for the project.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would

1. *Permit the construction of the second phase of a four-phase, high-rise, mixed use development comprised of 418 residential units (including 12 affordable housing units), street-oriented commercial uses, and an Early Childhood Development (ECD) Hub at 3328 Carscallen Road and 3233 and 3299 Sexsmith Road on a site zoned "Residential/Limited Commercial and Artist Residential Tenancy Studio Units (ZMU25)"; and*
2. *Vary the provisions of Richmond Zoning Bylaw 8500 to:*
 - (a) *reduce the road setback by 0.3 m at the Carscallen Road cul-de-sac and Private Road;*
 - (b) *allow unenclosed balconies to project into the required road setback by up to 2.0 m; and*
 - (c) *allow architectural features to project into the required road setback by up to 2.4 m.*

CARRIED

2. Development Permit 17-771210

(REDMS No. 5473126 v. 2)

APPLICANT: Trellis Seniors Services Ltd.

PROPERTY LOCATION: 23100, 23120 and 23140 Westminster Highway

INTENT OF PERMIT:

1. Permit the construction of a 135 unit senior's care facility at 23100, 23120 and 23140 Westminster Highway on a site zoned "Senior's Care Facility (ZR11) – Hamilton Village (Hamilton)"; and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) reduce the minimum parking aisle width from 7.5 m (24.6 ft.) to 6.7 m (22.0 ft.);
 - (b) increase the maximum permitted projection into the rear yard setback from 0.60 m (2.0 ft.) to 2.0 m (6.6 ft.) for an architectural feature;
 - (c) increase the maximum permitted roof projection into the north interior side

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yard setback from 1.2 m (3.9 ft.) to 2.2 m (7.2 ft.); and

- (d) reduce the south interior side yard setback for a small portion of the building from 10.0 m (32.8 ft.) to 8.0 m (26.2 ft.).

Applicant's Comments

Mary McDougall, Trellis Seniors Services Ltd., introduced the project, noting that (i) the proposed 135-bed seniors care facility complements the future assisted and independent living facilities across the New Road, (ii) the project has been designed to provide quality of life care to residents mostly with cognitive and physical impairments, and (iii) the project prioritizes energy and environmental sustainability and offers economic benefits to the area.

Mitch Vance, Derek Crawford Architects Inc., with the aid of a video presentation (copy on file, City Clerk's Office) provided background information on the proposed development and highlighted the following:

- the proposed three wings of the building, which have a more residential than an institutional feel, create two enclosed courtyards;
- all three floors of the building are provided with covered decks and a south-facing sun deck above the port cochere is proposed on the third floor; and
- a multi-purpose room is proposed on the third floor adjacent to the sun deck.

Pat Wheeler, Derek Crawford Architects Inc., with the aid of a video presentation (copy on file, City Clerk's Office), briefed the Panel on the architectural form and character of the proposed development, noting that (i) the contemporary architecture of the building is consistent with its site context, (ii) high quality materials are proposed to reinforce the residential character of the building, (iii) the colour palette is neutral and wood accents help provide a residential feel to the building, (iv) the well-articulated building façade visually breaks up the mass of the building, and (v) breaks in building materials at key places add visual interest to the building.

In response to queries from the Panel, Mr. Vance acknowledged that the wood-screened generator and transformer at the southeast corner of the site near the main entrance to the building could not be located on the parkade due to the City's flood bylaw requirements.

Panel Discussion

In response to queries from the Panel, Travis Martin, van der Zalm +Associates Inc., acknowledged that (i) the north courtyard is not totally shaded and the portion with sun exposure will be planted with evergreen and flowering plants, (ii) the two internal courtyards are enclosed and can only be accessed from inside the building, and (iii) residents with family members will have to exit the building through the main entrance to access the greenway.

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In response to further queries from the Panel, the design team advised that the applicant will consider (i) redesigning the indented curb in the loading area at the southeast corner of the site adjacent to the temporary placement of garbage and recycling bins to provide more sidewalk space for the greenway entry, and (ii) installing heating elements on the curved and steep driveway to the parkade to enhance the safety of vehicles during snowy conditions in winter.

Staff Comments

Mr. Craig noted that (i) there is a Servicing Agreement for frontage improvements along Westminster Highway, the New Road portions on the subject site, and the north-south greenway, (ii) the applicant is proposing LEED Gold equivalency for the project, (iii) proposed plantings on the Environmentally Sensitive Area (ESA) along the northern and western edges of the subject site were developed in consultation with a Qualified Environmental Professional (QEP) and, (iv) the applicant's maintenance obligations for ESA plantings will be subject to a legal agreement.

Gallery Comments

None.

Correspondence

None.

Panel Discussion

The Panel expressed support for the project, noting that the building massing has been nicely broken down visually through the incorporation of balconies and variation of materials. Also, the Panel reiterated its recommendation for (i) redesigning the curb at the northeast corner of the site to provide more space to the greenway entry, and (ii) installing heating elements on the driveway to the parkade.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would

1. *Permit the construction of a 135 unit senior's care facility at 23100, 23120 and 23140 Westminster Highway on a site zoned "Senior's Care Facility (ZR11) – Hamilton Village (Hamilton)"; and*
2. *Vary the provisions of Richmond Zoning Bylaw 8500 to:*
 - (a) *reduce the minimum parking aisle width from 7.5 m (24.6 ft.) to 6.7 m (22.0 ft.);*

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- (b) increase the maximum permitted projection into the rear yard setback from 0.60 m (2.0 ft.) to 2.0 m (6.6 ft.) for an architectural feature;*
- (c) increase the maximum permitted roof projection into the north interior side yard setback from 1.2 m (3.9 ft.) to 2.2 m (7.2 ft.); and*
- (d) reduce the south interior side yard setback for a small portion of the building from 10.0 m (32.8 ft.) to 8.0 m (26.2 ft.).*

CARRIED

3. Date of Next Meeting: September 13, 2017

4. Adjournment

It was moved and seconded

That the meeting be adjourned at 4:25 p.m.

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, August 9, 2017.

Joe Erceg
Chair

Rustico Agawin
Auxiliary Committee Clerk



City of Richmond

Report to Council

To: Richmond City Council

Date: September 5, 2017

From: Robert Gonzalez
Chair, Development Permit Panel

File: 01-0100-20-DPER1-
01/2017-Vol 01

Re: Development Permit Panel Meeting Held on July 11, 2012

Staff Recommendation

1. That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 11-594571) for the properties at 9451, 9491, 9511, 9531, 9551 Bridgeport Road and 9440, 9460, 9480 Beckwith Road be endorsed, and the Permit so issued.

Robert Gonzalez
Chair, Development Permit Panel

SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on July 11, 2012.

DP 11-594571 – AMPAR VENTURES LTD. (NEW APPLICANT: 1020590 BC LTD./CHEN)
– 9451, 9491, 9511, 9531, 9551 BRIDGEPORT ROAD AND 9440, 9460,
9480 BECKWITH ROAD
 (July 11, 2012)

The Panel considered a Development Permit application to permit the construction of a phased, mixed-use development consisting of two hotel towers (9 and 12 storeys) plus an office tower (11 storeys) with a total floor area of 36,547.5 m² on a site zoned “Light-Industrial, Office and Hotel (ZI10) – Bridgeport Village (City Centre)”. No variances are included in the proposal.

Architect, Martin Bruckner, of IBI/HB Architects; and Landscape Architect, Cameron Owen, provided a brief presentation, noting that:

- Along the property line at the northeast corner of the subject site, a strip of 15 large coniferous trees will be retained, and a large hedge will be added to provide screening.
- The landscape plan uses trees, trellises, hedges and shrub planting so that the edges of the site are “thickened” and new trees will create gateway elements.
- The parking areas, interior roadway and pedestrian crossings feature permeable pavers.
- Architectural interest is provided with coloured spandrel glass panels, terracing at the top floors, and the west side of the business centre has an angled curtain wall.

In response to Panel queries, Kumar Narayanan and Mr. Bruckner, of IBI/HB Architects, advised that:

- Each hotel has amenity space, a swimming pool and fitness centre; while the business centre also has its own amenity space.
- There will be shuttle bus service to the Bridgeport Canada Line Station and airport.
- An interior roadway with sidewalks along both sides connects to both Bridgeport Road to the north, and Beckwith Road to the south.
- The plan includes a separate traffic pattern for trucks to access the site.

Staff advised that:

- As required by the Ministry of Transportation and Industry (MOTI), the applicant is to provide a solid, raised centre median along Bridgeport Road to preclude left turns into the subject site and alternate access be provided to the subject site, utilizing the existing intersection at Bridgeport Road and the Highway 99 Viaduct/Oak Street Bridge.

- A new 9.0 m wide public right-of-way (PROP) through the site will provide a new connection between Bridgeport Road and Beckwith Road; in addition to the vehicle route provided through the Gateway Airport Plaza development east of the subject site. East bound traffic access to the subject site, is from turn-lefts onto Great Canadian Way, or Gage Road, or alternatively at the Highway 99 signalized intersection.
- The design team has been very responsive in creating an attractive project, an important catalyst, and one that represents a significant contribution to office space in the City Centre.

In response to Panel queries regarding the northeast corner of the subject site, staff advised that: (i) there are a number of buffering and screening landscape elements in the proposal; (ii) the applicant has agreed to set back the business centre by approximately 19 m; (iii) Hotel #1 has been setback approximately 16 m; (iv) the applicant adjusted their site planning in order to retain approximately 15 large coniferous trees; and (v) in direct response to a request from the resident at 9520 Beckwith Road to plant a 3 m high hedge, the applicant will plant a hedge measuring 3.5 m, to create a significant screen.

In response to Panel queries, Mr. Bruckner; Engineer, Bruce Duffy, of Core Concept; and applicant, Amit Sandhu, advised that:

- The interior roadway will function as a public roadway through the site, constructed through a Servicing Agreement as part of phase 1 and maintained by the owner/developer.
- A 2.0 m wide dedication along Beckwith Road frontage is provided; along with new sidewalks, and new trees along each side of the road.
- The applicant has agreed to provide Public Art as part of the overall development, and that the three-phase construction plan includes a three-phase Public Art installation plan.

Staff added that the approximate value of the Public Art component will be \$125,769, and will consist of special effect “gateway” night lighting; oriented toward the Oak Street Bridge.

Mr. Langley, of 9391 Beckwith Road, addressed the Panel, expressing concern regarding construction impacts for area homeowners. In response, staff advised that the applicant is required to submit a traffic and parking management plan for the construction period.

The Panel stressed the importance of the applicant to work with residents before and during the construction phase, and for the applicant to provide contact information to area residents.

No correspondence was submitted to the Development Permit Panel regarding the application.

The Panel noted that the project would create a “centrepiece” that is sensitive to the area, and would be a benefit to the community, and also noted the applicant’s pedestrian plan that encourages people to walk to the nearby Canada Line station.

The Panel recommends that the Permit be issued.