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**City Council**

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

**Monday, September 13, 2021  
7:00 p.m.**

Pg. #      ITEM

**MINUTES**

**1.    *Motion to:***

- CNCL-7**      (1)    *adopt the **minutes** of the Regular Council meeting held on July 26, 2021;*
- (2)    *adopt the minutes of the Regular Council meeting for Public Hearings held on September 7, 2021 (Distributed Separately); and*
- CNCL-21**    (3)    *receive for information the Metro Vancouver **'Board in Brief'** dated July 31, 2021.*



**AGENDA ADDITIONS & DELETIONS**

**PRESENTATION**

- CNCL-41**      Jordan Oye, Chair, Richmond Public Library Board and Susan Walters, Chief Librarian, to present the Library's **2020 Annual Report.**

## COMMITTEE OF THE WHOLE

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

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3. Delegations from the floor on Agenda items.

**PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 10.**

4. *Motion to rise and report.*

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## 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
- Soil Removal & Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw 10293
- Housing Agreement Bylaw No. 10252 to Permit the City of Richmond to Secure Affordable Housing Units at 9700, 9720 and 9800 Williams Road
- Land use applications for first reading (to be further considered at the Public Hearing on October 19, 2021):
  - 9631 Patterson Road – Rezone from RS1/E to ZS30 (Paul Atwal – applicant)

5. *Motion to adopt Items No. 6 through No. 9 by general consent.*

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## Council Agenda – Monday, September 13, 2021

Pg. # ITEM

Consent  
Agenda  
Item

### 6. COMMITTEE MINUTES

*That the minutes of:*

- CNCL-61 (1) the **General Purposes Committee** meeting held on September 7, 2021;  
CNCL-64 (2) the **Finance Committee** meeting held on September 7, 2021;  
CNCL-67 (3) the **Planning Committee** meeting held on September 8, 2021;  
*be received for information.*

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Consent  
Agenda  
Item

### 7. SOIL REMOVAL & FILL DEPOSIT REGULATION BYLAW NO. 8094, AMENDMENT BYLAW 10293

(File Ref. No. 12-8080-12-01) (REDMS No. 723930 v. 3)

CNCL-70

**See Page CNCL-70 for full report**

#### GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That Soil Removal & Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw 10293 be introduced and given first, second, and third readings.*

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Consent  
Agenda  
Item

### 8. HOUSING AGREEMENT BYLAW NO. 10252 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS AT 9700, 9720 AND 9800 WILLIAMS ROAD

(File Ref. No. 12-8060-20-010252; 08-4057-05) (REDMS No. 6692776)

CNCL-76

**See Page CNCL-76 for full report**

#### PLANNING COMMITTEE RECOMMENDATION

*That Housing Agreement (9700, 9720 and 9800 Williams Road) Bylaw No. 10252, 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 Rezoning Application RZ 15-700431, be introduced and given first, second and third readings.*

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## Council Agenda – Monday, September 13, 2021

Pg. # ITEM

Consent  
Agenda  
Item

9. **APPLICATION BY PAUL ATWAL FOR REZONING AT 9631 PATTERSON ROAD FROM SINGLE DETACHED (RS1/E) TO SITE SPECIFIC SINGLE DETACHED (ZS30) - PATTERSON ROAD**

(File Ref. No. 12-8060-20-010287; RZ 20-906575) (REDMS No. 6722488 V. 3C)

CNCL-102

See Page CNCL-102 for full report

### PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10287 to create the “Single Detached (ZS30) – Patterson Road” zone, and to rezone 9631 Patterson Road from the “Single Detached (RS1/E)” zone to the “Single Detached (ZS30) - Patterson Road” zone, be introduced and given first reading.*



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### CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

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### PUBLIC ANNOUNCEMENTS AND EVENTS

### NEW BUSINESS

### BYLAWS FOR ADOPTION

CNCL-129

Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,  
Amendment **Bylaw No. 10192**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.





## Council Agenda – Monday, September 13, 2021

Pg. #	ITEM	
CNCL-134	Municipal Ticket Information Authorization Bylaw No. 7321, Amendment <b>Bylaw No. 10193</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-137	Consolidated Fees Bylaw No. 8636, Amendment <b>Bylaw No. 10194</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-139	Council Procedure Bylaw No. 7560, Amendment <b>Bylaw No. 10202</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-140	Richmond Zoning Bylaw 8500, Amendment <b>Bylaw 9044</b> (18691 Westminster Hwy, RZ 02-208277) Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-142	Richmond Zoning Bylaw No. 8500, Amendment <b>Bylaw No. 9974</b> (5751 Francis Road, RZ 17-768762) Opposed at 1 <sup>st</sup> Reading – None. Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – Cllr. Day	<input type="checkbox"/>
CNCL-144	Richmond Zoning Bylaw No. 8500, Amendment <b>Bylaw No. 10035</b> (10200/10220 Railway Avenue, RZ 17-784927) Opposed at 1 <sup>st</sup> Reading – Cllrs. Steves & Wolfe Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – Cllrs. Day, Steves & Wolfe	<input type="checkbox"/>

DEVELOPMENT PERMIT PANEL

10. RECOMMENDATION

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

- CNCL-146** (1) *That the minutes of the Development Permit Panel meeting held on August 11, 2021 and August 25, 2021 and the Chair's report for the Development Permit Panel meetings held on October 15, 2020 and March 10, 2021, be received for information; and*
- CNCL-177** (2) *That the recommendations of the Panel to authorize the issuance of:*
- (a) *a Development Variance Permit (DV 19-872522) for the property located at 8240 No. 5 Road; and*
  - (b) *a Development Permit (DP 21-768763) for the property located at 5751 Francis Road;*
- be endorsed, and the Permits so issued.*

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ADJOURNMENT

☐



## Regular Council

Monday, July 26, 2021

Place: Council Chambers  
Richmond City Hall

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

Corporate Officer – Claudia Jesson

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

RES NO. ITEM

### MINUTES

- R21/14-1 1. It was moved and seconded  
*That:*
- (1) *the minutes of the Regular Council meeting held on July 12, 2021, be adopted as circulated;*
  - (2) *the minutes of the Special Council meeting held on June 19, 2021, be adopted as circulated; and*
  - (3) *the minutes of the Regular Council meeting for Public Hearings held on June 19, 2021, be adopted as circulated.*

**CARRIED**



**Regular Council**  
**Monday, July 26, 2021**

**AGENDA ADDITIONS & DELETIONS**

R21/14-2

It was moved and seconded

*That “Port Townsend Wooden Boat Festival” be added to the Council Agenda as Item No. 21A.*

**CARRIED**

**PRESENTATION**

With the aid of a PowerPoint presentation (copy on-file, City Clerk’s Office), Lauren Matthias, Project Director for the Steveston Interchange Project, Ministry of Transportation and Infrastructure, presented on the Highway 99 Corridor improvements, noting the following:

- an expansion of the current two-lane Steveston Highway interchange structure with additional lanes, and pedestrian, cycling and transit connections is proposed;
- other Highway 99 proposed improvements include the Bridgeport Road bus connection upgrades and widening of Highway 17A off-ramps;
- construction for the various projects is expected to commence in 2022 and completion is anticipated in 2025;
- the Provincial and Federal government is discussing a cost-sharing plan for the proposed replacement of the George Massey Tunnel; and
- the Ministry of Transportation will be actively collaborating with the City on the proposed projects.

Discussion ensued with regard to (i) the timeline for replacement of the George Massey Tunnel, (ii) the traffic configuration of the Steveston Highway off-ramps, (iii) expansion and enhancement of the portions of Steveston Highway leading up to the proposed new interchange, (iv) accommodation of truck traffic, (v) consultation of first responders including the Richmond RCMP, and (vi) funding options for proposed project.

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

2.



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- R21/14-3      It was moved and seconded  
*That staff review and analyze the presentation on the proposed Highway 99 Corridor improvements by the Ministry of Transportation, including aspects related to public transit improvements and potential improvements to Rice Mill Road, and report back.*

**CARRIED**

**COMMITTEE OF THE WHOLE**

- R21/14-4      2.      It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on agenda items (7:43 p.m.).*

**CARRIED**

3.      Delegations from the floor on Agenda items
- Item No. 9 – Steveston Community Centre and Branch Library - Concept Design and Capital Budget
- Jim Kojima, Richmond resident, spoke in support of the proposed Steveston Community Centre and Branch Library and the process to identify a site for the proposed project.
- Item No. 9 – Steveston Community Centre and Branch Library - Concept Design and Capital Budget
- Jordan Oye, Chair, Richmond Public Library Board, expressed his support for the proposed project and the design concept.
- Item No. 21 – Application to Amend Food Primary Liquor Licence #137839 and Request the Addition of Patio # 3 - Shady Island Seafood Bar & Grill Ltd - 112 – 3800 Bayview Street.
- Kurt Diczki, Applicant, spoke on his application for a restaurant patio liquor license, noting that a temporary license was granted due to the COVID-19 Pandemic and that he has received customer support for the application.



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- R21/14-5     4.     It was moved and seconded  
                  *That Committee rise and report (7:51 p.m.).*

**CARRIED**

**CONSENT AGENDA**

- R21/14-6     5.     It was moved and seconded  
                  *That Items No. 6 through No. 20 be adopted by general consent.*

**CARRIED**

6.     **COMMITTEE MINUTES**

*That the minutes of:*

- (1)    *the Community Safety Committee meeting held on July 13, 2021;*
  - (2)    *the General Purposes Committee meeting held on July 19, 2021;*
  - (3)    *the Public Works and Transportation Committee meeting held on July 20, 2021;*
  - (4)    *the Parks, Recreation and Cultural Services Committee meeting held on July 20, 2021; and*
  - (5)    *the Special Planning Committee meeting held on July 21, 2021;*
- be received for information.*

**ADOPTED ON CONSENT**

7.     **RCMP MONTHLY ACTIVITY REPORT - MAY 2021**  
(File Ref. No. 09-5000-01; 09-5375-02) (REDMS No. 6678185; 6221014)

*That a letter be written to the provincial government, requesting an update on the auxiliary police program, including the possibility of expanding the program, and that copies be sent to Richmond Members of the Legislative Assembly and neighbouring municipalities.*

**ADOPTED ON CONSENT**



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**8. BC EMERGENCY HEALTH SERVICES**

(File Ref. No. 01-0150-20-HEAL1)

*That a follow-up letter be written to the Minister of Health requesting a status update on the BC Emergency Health Services, especially ambulance services.*

**ADOPTED ON CONSENT**

**9. STEVESTON COMMUNITY CENTRE AND BRANCH LIBRARY -  
CONCEPT DESIGN AND CAPITAL BUDGET**

(File Ref. No. 06-2052-25-SCCR1) (REDMS No. 6639392)

- (1) *That the concept floor plans as outlined in the report titled, “Steveston Community Centre and Branch Library – Concept Design and Capital Budget,” dated June 30, 2021 from the Director, Facilities and Project Development and the Director, Recreation and Sport Services be approved;*
- (2) *That the existing Steveston Community Centre and Library be demolished as outlined in the report titled, “Steveston Community Centre and Branch Library – Concept Design and Capital Budget, dated June 30, 2021 from the Director, Facilities and Project Development and the Director, Recreation and Sport Services;*
- (3) *That the capital budget in the amount of \$90 million (2023 dollars) be approved and funded from the following sources as outlined in the report titled, “Steveston Community Centre and Branch Library – Concept Design and Capital Budget,” dated June 30, 2021 from the Director, Facilities and Project Development and the Director, Recreation and Sport Services:*
  - (a) *\$63,000,000 from the Capital Building and Infrastructure Reserve;*
  - (b) *\$21,333,812 from the Capital Reserve (Revolving Fund); and*
  - (c) *\$5,666,188 from the Steveston Community Amenity provision;*



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- (4) *That a Construction Escalation Contingency in the amount of \$5 million be approved and funded by the Capital Reserve (Revolving Fund) as outlined in the report titled, "Steveston Community Centre and Branch Library – Concept Design and Capital Budget," dated June 30, 2021 from the Director, Facilities and Project Development and the Director, Recreation and Sport Services;*
- (5) *That the Consolidated 5 Year Financial Plan (2021-2025) be amended accordingly; and*
- (6) *That staff examine alternative sources of funding for the Steveston Community Centre and Branch Library and anticipated future capital needs, and report back.*

**ADOPTED ON CONSENT**

**10. APPLICATION FOR A NEW LIQUOR PRIMARY LICENCE - SAVAGE CREEK GOLF COURSE (2008) LTD - 7388 NO. 6 ROAD, RICHMOND, BC**

(File Ref. No. 12-8275-30-001) (REDMS No. 6686144; 6686627)

- (1) *That the application from Savage Creek Golf Course (2008) Ltd., for a new Liquor Primary Liquor Licence to compliment the Golf Course, at premises located at 7388 No. 6 Road, with liquor service, be supported for:*
  - (a) *A new Liquor Primary Liquor Licence with proposed indoor occupancy set at 32 persons and outdoor patio set at 28 persons for a total person capacity of 60 persons; and*
  - (b) *Proposed hours of liquor sales from Monday to Sunday, from 9:00 AM to 11:00 PM; and*
- (2) *That a letter be sent to Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the licence application for the reasons that this new application for a Liquor Primary Licence has been determined, following public consultation, to be acceptable in the area and community.*

**ADOPTED ON CONSENT**





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**11. SOIL USE FOR THE PLACEMENT OF FILL APPLICATION FOR THE PROPERTY PID: 013-082-434 (4500 BLK NO. 8 ROAD) - MAYBOG FARMS LTD.**

(File Ref. No. 12-8080-12-01; 08-4105-04-01) (REDMS No. 6705466; 6702296; 6704999)

*That the 'Soil Use for the Placement of Fill' application, proposing to retain soil deposited in order to facilitate the construction of a cranberry processing facility, submitted by Maybog Farms Ltd. for the Property PID: 013-082-434 be endorsed and referred to the Agricultural Land Commission (ALC) for the ALC's review and decision.*

**ADOPTED ON CONSENT**

**12. AMENDMENTS TO THE COUNCIL PROCEDURE BYLAW – MEETINGS BY MEANS OF ELECTRONIC OR OTHER COMMUNICATION FACILITIES**

(File Ref. No. 12-8060-20-010202) (REDMS No. 6709686; 6709911)

*That Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10202, which introduces amendments relating to participation by means of electronic or other communication facilities, be introduced and given first, second and third readings.*

**ADOPTED ON CONSENT**

**13. LOWER MAINLAND FLOOD MANAGEMENT STRATEGY COMMUNICATIONS PLAN**

(File Ref. No. 10-6045-11-01) (REDMS No. 6696234)

- (1) That the staff report titled "Lower Mainland Flood Management Strategy Communications Plan", dated June 23, 2021, from the Director, Engineering, be endorsed; and*
- (2) That letters be sent to the Lower Mainland Flood Management Strategy Leadership Committee members, local MPs and MLAs, appropriate ministers, deputy ministers and assistant deputy ministers to communicate Richmond's position on regional flood protection management.*

**ADOPTED ON CONSENT**



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**14. 2020 ANNUAL WATER QUALITY REPORT**  
(File Ref. No. 10-6650-08-01) (REDMS No. 6676124)

*That the annual report titled, “2020 Annual Water Quality Report” dated June 1, 2021, from the Interim Director, Public Works Operations, be endorsed and be made available to the community on the City’s website and through various communication tools including social media channels and as part of community outreach initiatives.*

**ADOPTED ON CONSENT**

**15. SINGLE-USE BYLAW NO. 10000 COMMUNITY ENGAGEMENT SUMMARY REPORT AND IMPLEMENTATION PLAN**  
(File Ref. No. 10-6370-01; 12-8060-20-010000) (REDMS No. 6655398; 6698507; 6698499)

*(1) That the Community Engagement Summary Report as presented in the staff report dated June 16, 2021, titled “Single-Use Bylaw No. 10000 Community Engagement Summary Report and Implementation Plan”, from the Interim Director, Public Works Operations, be received for information; and*

*(2) That the Proposed Implementation Plan, which presents the Community Engagement Summary Report to the businesses and residents and initiates next steps to prepare the community for implementation of the City’s Single-Use Plastic and Other Items Bylaw No. 10000 as presented in the staff report dated June 16, 2021, titled “Single-Use Bylaw No. 10000 Community Engagement Summary report and Implementation Plan” from the Interim Director, Public Works Operations, be approved.*

**ADOPTED ON CONSENT**



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**16. COMMUNITY SERVICES – NON-PROFIT ORGANIZATIONS  
WELLNESS CHECK**

(File Ref. No. 01-0060-01; 11-7025-01) (REDMS No. 6700615; 6645631; 6702302)

*That Community Services staff continue to collaborate with non-profit community organizations on addressing the organizational impacts of COVID-19, including conducting a follow-up Wellness Check, as outlined in the staff report titled “Community Services – Non-profit Organizations Wellness Check,” dated June 23, 2021, from the Director, Arts, Culture and Heritage Services, and the Director, Recreation and Sport Services.*

**ADOPTED ON CONSENT**

**17. COMMUNITY ENVIRONMENTAL ENHANCEMENT GRANTS  
PROGRAM**

(File Ref. No. 10-6125-30-001; 01-0095-20-3712; 03-1085-01) (REDMS No. 6663436; 6698575; 6708426)

*That, as described in the report titled ‘Community Environmental Enhancement Grants Program’ dated July 6, 2021 from the Director, Park Services and Director, Sustainability & District Energy:*

- (a) The purpose, scope and process of Option 1 to support ongoing environmental initiatives be endorsed; and*
- (b) Council approve the proposed amendments to City Grant Policy 3712.*

**ADOPTED ON CONSENT**

**18. APPLICATION BY RAV BAINS FOR REZONING AT 3220/3240  
BLUNDELL ROAD FROM THE “SINGLE DETACHED (RS1/E)”  
ZONE TO THE “SINGLE DETACHED (RS2/C)” ZONE**

(File Ref. No. 12-8060-20-010281; RZ 20-896900) (REDMS No. 6698906; 2458296; 6700996)

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10281, for the rezoning of 3220/3240 Blundell Road from the “Single Detached (RS1/E)” zone to the “Single Detached (RS2/C)” zone, be introduced and given first reading.*

**ADOPTED ON CONSENT**



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**19. REVISED REZONING CONSIDERATIONS FOR THE APPLICATION BY RICK SIAN FOR REZONING AT 7220 RAILWAY AVENUE FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “COMPACT SINGLE DETACHED (RC2)” ZONE**

(File Ref. No. RZ 15-691744; 12-8060-20-009282) (REDMS No. 6706204; 4737969; 280115; 4505130; 4737623)

- (1) *That Third Reading of Richmond Bylaw 8500, Amendment Bylaw 9292 be rescinded and the rezoning considerations revised in order to comply with the City’s current Affordable Housing Policy; and*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9292, as amended, for the rezoning of 7220 Railway Avenue from the “Single Detached (RS1/E)” zone to the “Compact Single Detached (RC2)” zone, be forwarded to a Public Hearing.*

**ADOPTED ON CONSENT**

**20. APPLICATION BY MADAN AHEER, CHALINDER AHEER, KHIAL AHEER AND HARBAKHAS AHEER FOR REZONING AT 10726/10728 RIVER DRIVE FROM THE “TWO-UNIT DWELLINGS (RD1)” ZONE TO THE “SINGLE DETACHED (RS2/B)” ZONE**

(File Ref. No. RZ 20-910360; 12-8060-20-010282) (REDMS No. 6699177; 3370153; 6702771)

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10282 for the rezoning of 10726/10728 River Drive from the “Two-Unit Dwellings (RD1)” zone to the “Single Detached (RS2/B)” zone, be introduced and given first reading.*

**ADOPTED ON CONSENT**

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

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**Regular Council  
Monday, July 26, 2021**

**NON-CONSENT AGENDA ITEMS**

**GENERAL PURPOSES COMMITTEE**

Mayor Malcolm D. Brodie, Chair

**21. APPLICATION TO AMEND FOOD PRIMARY LIQUOR LICENCE #137839 AND REQUEST THE ADDITION OF PATIO # 3 - SHADY ISLAND SEAFOOD BAR & GRILL LTD - 112 – 3800 BAYVIEW STREET.**

(File Ref. No. 12-8275-30-001) (REDMS No. 6684861; 6685958)

R21/14-7

It was moved and seconded

- (1) *That the application from Shady Island Seafood Bar & Grill Ltd., for an amendment to Food Primary Licence # 137839 requesting an addition of a patio area to permit liquor service to an existing patio with 28 seats, be supported for:*
  - (a) *Total person capacity currently set at 197 occupants will not change;*
  - (b) *Hours of liquor service will remain the same and currently set at Monday to Saturday 10:00 AM to Midnight and Sunday from 11:00 AM to Midnight; and*
- (2) *That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A (Attachment 1), advising that Council recommends the approval of the licence amendment for the reasons that this amendment has been determined, following public consultation, to be acceptable in the area and community.*

The question on the motion was not called as discussion ensued with regard to (i) the application process and the current temporary patio liquor license in place for the establishment, (ii) options for term limits for the license, (iii) concerns raised related to the patio potentially restricting public access to the waterfront, and (iv) supporting local business following the COVID-19 pandemic.



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

**21A. PORT TOWNSEND WOODEN BOAT FESTIVAL**  
(File Ref. No. 01-0450-01; 11-7400-01) (REDMS No. 6718476)

R21/14-8

It was moved and seconded

*That Councillors Alexa Loo and Michael Wolfe be approved to travel to the Port Townsend Wooden Boat Festival from September 10 -12, 2021 at a total cost of up to \$1,950 each funded from the existing Ship Recruitment Budget, provided COVID-19 restrictions permit.*

The question on the motion was not called as discussion ensued with regard to networking opportunities and potential economic benefits to the city.

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

**PUBLIC ANNOUNCEMENT AND EVENTS**

Mayor Brodie announced that the City has now taken ownership of the Richmond Curling Club facility and will work with the Richmond Winter Club Association to implement repairs to the ice plant which will allow it to operate next season.

**BYLAWS FOR ADOPTION**

R21/14-9

It was moved and seconded

*That the following bylaws be adopted:*

*Municipal and Regional District Tax Imposition Bylaw No. 10269*

*Revenue Anticipation Borrowing (2021) Bylaw No. 10270*

*Traffic Bylaw No. 5870, Amendment Bylaw No. 10272*

*Public Parks and School Grounds Regulation No. 8771, Amendment Bylaw No. 10274*



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*Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 10275*

*Notice of Bylaw Violation Dispute Adjudication No. 8122, Amendment Bylaw No. 10276*

**CARRIED**

R21/14-10

It was moved and seconded

*That the following bylaws be adopted:*

*Soil Deposit and Removal Bylaw No. 10200*

*Regulating the Discharge of Firearms Bylaw No. 4183, Amendment Bylaw No. 10278*

**CARRIED**

Opposed: Cllr. Wolfe

R21/14-11

It was moved and seconded

*That Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9659 be adopted.*

**CARRIED**

**DEVELOPMENT PERMIT PANEL**

R21/14-12 22. It was moved and seconded

(1) *That the minutes of the Development Permit Panel meeting held on July 14, 2021, and the Chair's reports for the Development Permit Panel meetings held on May 15, 2019, April 14, 2021, and July 14, 2021, be received for information; and*

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

(a) *a Development Permit (DP 17-792077) for the property at 9851, 9891 Steveston Highway and 10931 Southgate Road;*





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- (b) a Development Permit (DP 20-896760) for the property at Unit 100 - 12211 1st Avenue;*
  - (c) a Heritage Alteration Permit (HA 20-896761) for the property at Unit 100 -12211 1st Avenue; and*
  - (d) a Development Permit (DP 17-794169) for the property at 3311 No. 3 Road and 3399 Corvette Way;*
- be endorsed, and the Permits so issued.*

**CARRIED**

**ADJOURNMENT**

R21/14-13

It was moved and seconded  
*That the meeting adjourn (9:04 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, July 26, 2021.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)



**For Metro Vancouver meetings on Friday, July 30, 2021**

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact: Jennifer Saltman at [jennifer.saltman@metrovancouver.org](mailto:jennifer.saltman@metrovancouver.org) or 604-314-5964.

**Metro Vancouver Regional District****E1.1 Local Government Responses to the Discovery of an Unmarked Burial Site Near Kamloops Indian Residential School** **APPROVED**

The Board authorized the chair to write to the Prime Minister, urging the federal government to fully implement the Truth and Reconciliation Commission's Calls to Action attributed to the Government of Canada, particularly any additional supports needed to address Calls to Action 71 to 76 relating to information on missing residential school children and burial records.

**E2.1 Municipal Director Appointment Process** **APPROVED**

The Board will ask the Ministry of Municipal Affairs to amend the *Local Government Act*, section 198 (appointment and term of office for municipal directors), as necessary to require municipal councils to appoint the mayor, or the mayor's designate, as municipal director to the regional district board.

**E3.1 Colony Farm Regional Park — Colony Farm Park Association Contribution Agreement** **APPROVED**

The 2021-2025 Metro Vancouver Regional Parks five-year financial plan includes annual allocations in 2022 for seven park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect, and enhance regional parks, while advocating for greater public connection to nature.

This contribution agreement proposes a one-year funding amount of \$10,000 for the Colony Farm Park Association. The association has chosen to continue with a one-year contribution agreement because they are currently undertaking long-term strategic planning for future program delivery and managing services during the ongoing COVID-19 pandemic. The proposed funding supports the association's capacity to provide community benefit to Metro Vancouver Regional Parks through its many volunteer programs and services.

The Board approved the contribution agreement between the Metro Vancouver Regional District and the Colony Farm Park Association for a one-year term in the amount of \$10,000 commencing January 1, 2022 and ending December 31, 2022.

**E3.2 Kanaka Creek Regional Park — Kanaka Education and Environmental Partnership Society Contribution Agreement** **APPROVED**

The 2021-2025 Metro Vancouver Regional Parks five-year financial plan includes annual allocations in 2022 for seven park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect and enhance regional parks, while advocating for greater public connection to nature.

This contribution agreement proposes a three-year funding amount of \$15,000 per year for the Kanaka Education and Environmental Partnership Society. The proposed funding supports the society's capacity to provide community benefit to Metro Vancouver Regional Parks through their many volunteer programs and services.

The Board approved the contribution agreement between the Metro Vancouver Regional District and the Kanaka Education and Environmental Partnership Society for a three-year term in the aggregate amount of \$45,000 (\$15,000 each year), commencing January 1, 2022 and ending December 31, 2024.

### **E3.3 Pacific Spirit Park — Pacific Spirit Park Society Contribution Agreement**

**APPROVED**

The 2021-2025 Metro Vancouver Regional Parks five-year financial plan includes annual allocations in 2022 for seven park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect and enhance regional parks, while advocating for greater public connection to nature.

This contribution agreement proposes a three-year funding amount of \$15,000 per year for the Pacific Spirit Park Society. The proposed funding supports the society's capacity to provide community benefit to Metro Vancouver Regional Parks through their many volunteer programs and services.

The Board approved the contribution agreement between the Metro Vancouver Regional District and the Pacific Spirit Park Society for a three-year term in the aggregate amount of \$45,000 (\$15,000 each year), commencing January 1, 2022 and ending December 31, 2024.

### **E4.1 Metro Vancouver's Achievement of Carbon Neutrality in 2020**

**RECEIVED**

As a signatory to the *B.C. Climate Action Charter*, Metro Vancouver has been reporting its climate actions and carbon neutrality status for the past 10 years since the beginning of the Climate Action Revenue Incentive Program (CARIP). In May 2021, the province announced the cancellation of CARIP, with the 2020 reporting requirements marking the last year of the program. Although CARIP reporting is not a requirement for 2020, Metro Vancouver has completed a report on a voluntary basis.

Metro Vancouver has achieved corporate carbon neutrality for 2020, which is the second year in a row, building on its 2019 carbon neutral status. Carbon neutrality is assessed in accordance with the Charter and the associated *Provincial Carbon Neutral Local Government Framework*. The report highlights Metro Vancouver's actions to adapt to the changing climate as well as to reduce greenhouse gas emissions, and quantifies Metro Vancouver's net corporate carbon footprint. This report demonstrates leadership on climate action and a call for additional action that is needed to extend carbon neutrality from the corporation to the region as a whole by 2050, as set out in the Climate 2050 Roadmaps.

The Board received the report for information.

### **E4.2 Proposed Updates to the Sustainability Innovation Fund Policies**

**APPROVED**

The Sustainability Innovation Fund (SIF) program allows Metro Vancouver to address critical climate challenges, meet strategic objectives, and pilot innovative ideas. Sustainability Innovation Fund projects

touch on areas such as the circular economy, resource recovery, emissions reduction and environmental protection.

Following direction from the Climate Action Committee, staff are bringing forward proposed updates to the SIF policies to strengthen and amplify the positive outcomes of the program. To address the stagnant annual contribution to the fund, Financial Services will develop and annually update a contribution schedule to ensure the fund is able to support future projects.

Starting in 2024, staff propose that Financial Services gradually phase in an increase in the contribution amount to each of the SIF reserves. Annual contributions will not exceed one per cent of the respective legal entity's operating budget and a maximum amount in the fund will be set at \$25 million, indexed to inflation.

The Board approved the proposed updates to the Regional District Sustainability Innovation Fund with an amendment to make it subject to the annual budget approval.

#### **E4.3 Next Phase of Engagement on a Cannabis Production and Processing Emission Regulation**

**APPROVED**

In 2019, Metro Vancouver staff initiated consultation with stakeholders on regulatory proposals to manage emissions of volatile organic compounds (VOC) from cannabis production and processing facilities. This was followed by additional engagement with key stakeholders, from November 2020 through March 2021, to facilitate development of a common understanding of key issues and potential solutions.

Cannabis production and processing is potentially a significant additional source of VOC emissions in the airshed that warrant similar levels of control to other regulated sources to ensure that ground level ozone issues are not exacerbated. Based on stakeholder feedback, the regulatory proposals have been adjusted and would include requirements related to an emission management plan, emission control requirements, a complaints and officer observation response plan, records and reporting, and a minimum distance between new cannabis production and processing facilities and hospitals, schools and other sensitive receptors.

The Board authorized staff to proceed with the next phase of engagement.

#### **E4.4 Board Appointment of Enforcement Officers**

**APPROVED**

Recent changes in staff have resulted in a need to update staff appointments as MVRD Board designated officers under the *Greater Vancouver Regional District Air Quality Management Bylaw 1082, 2008*, the *Environmental Management Act* and the *Offence Act*.

The Board:

- pursuant to the *Greater Vancouver Regional District Air Quality Management Bylaw 1082, 2008* and the *Environmental Management Act*:
  - appointed Metro Vancouver employees Eugene Lee and Rei Van as officers; and

- pursuant to section 28 of the Offence Act:
  - appointed Metro Vancouver employees Eugene Lee and Rei Van for the purpose of serving summons under section 28 of the *Offence Act* for alleged violations under the *Greater Vancouver Regional District Air Quality Management Bylaw 1082, 2008*.

**G1.1 MFA Fall 2021 Borrowing for Surrey — MVRD Security Issuing Bylaw No. 1323, 2021****APPROVED**

As set out in the *Community Charter*, the Metro Vancouver Regional District must adopt a security issuing bylaw in order to enable the City of Surrey to proceed with its long-term borrowing request of \$150.6 million. This borrowing relates to three infrastructure projects. The city's total estimated annual debt-servicing costs for existing and new proposed debt combined is approximately \$25 million, which is roughly 12.4 per cent of its overall liability servicing limit and 61.9 per cent of the approval-free liability threshold. Surrey has met the regulatory requirements and has the legislative authority to undertake the planned infrastructure borrowing. The proposed *Metro Vancouver District Security Issuing Bylaw No. 1323, 2021* will authorize the City of Surrey's borrowing request.

The Board gave consent to the request for financing from the City of Surrey in the amount of \$150.6 million pursuant to Sections 182(1)(b) and 182(2)(a) of the *Community Charter*; gave first, second, third and final readings to and adopted *Metro Vancouver Regional District Security Issuing Bylaw No. 1323, 2021*; and forwarded it to the Inspector of Municipalities for Certificate of Approval.

**G2.1 Board and Committee Electronic Meetings — Next Steps****APPROVED**

During the pandemic, local governments have been authorized to hold electronic meetings under the authority of the *COVID Related Measures Act*, including Ministerial Order M192. With Ministerial Order M192 set to expire September 28, 2021, an amendment to the *Metro Vancouver Regional District Procedure Bylaw* will be required if the Board wishes to maintain the ability for Board members and Committee members to meet by electronic means. This report provides an opportunity for the Board to provide feedback on key considerations for electronic meetings — criteria for types of meetings that qualify, authorization required to participate and limits on participation — that will give staff direction on an appropriate amending bylaw.

The Board directed staff to bring forward amendments to the *Metro Vancouver Regional District Procedure Bylaw* with consideration for electronic meetings and participation by board and committee members at those meetings.

**G2.2 MVRD Mosquito Control Service Amending Bylaw No. 1320 Final Adoption****APPROVED**

The MVRD provides the service of preventing and abating the nuisance caused by mosquitoes to five service area participants: Coquitlam, Maple Ridge, Pitt Meadows, Langley Township and Surrey. Richmond has requested to join the Metro Vancouver Nuisance Mosquito Control Program service.

An amendment to the service bylaw is required to add Richmond as a new participant in the service, which requires service area consent and Inspector of Municipalities approval. Both prerequisites have been satisfied, and adoption of the amending bylaw can be considered by the Board.

The Board passed and adopted *Metro Vancouver Regional District Regional Mosquito Control Service Amending Bylaw No. 1320, 2021*.

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

**RECEIVED**

The Board received information items from Standing Committees.

### **Regional Culture Committee – June 23, 2021**

Information Items:

#### **5.1 Metro Vancouver Regional Culture Project Grants: Adjudication Process**

Metro Vancouver's annual regional culture project grants, funded from the Cultural Grants Reserve, support region-serving arts and culture projects. Similar to the 2020 grants, the allocation of this year's grants will factor in additional considerations related to COVID-19 impacts and adapted project delivery resilient to evolving public health measures. Staff will undertake an initial review of all received applications and present shortlisted applications for adjudication by the Committee. At the July 21, 2021 meeting, applications will be discussed and a recommendation will be made on the grant award for each successful proponent to a cap of \$10,000 per project. As part of Metro Vancouver's restart and recovery support from the Province of BC's "COVID-19 Safe Restart Grant for Local Governments," the 2021 Regional Culture Project Grants include a one-time increase of \$150,000 for a total disbursement of \$300,000.

### **Performance and Audit Committee – July 7, 2021**

Information Items:

#### **5.2 Capital Program Expenditure Update as at April 30, 2021**

Updates on the capital program and its expenditures are brought to the Committee to keep members informed on Metro Vancouver's financial performance. This is the first report for the 2021 fiscal year and covers the first four months ending April 30, 2021. For the first four months of 2021, Metro Vancouver's capital expenditures were underspent by approximately \$361.5 million of the prorated budget on a linear basis. Much of this variance represents a timing difference and is expected to catch up by year end. Any surplus resulting from capital program variance at the end of the year will be utilized as per the Board approved Operating, Statutory and Discretionary Reserves Policy.

#### **5.3 Interim Financial Performance Report – April 2021**

The projected overall operational results for 2021 for Metro Vancouver's functions is close to \$21.6 million on an approved budget of \$943.8 million (or slightly less than 2.3 per cent of the approved budget.) Historically, Metro Vancouver has observed an operating surplus in the range of three to five per cent per annum. As we move from the recent COVID-19 pandemic events of 2020 into the current year, and alongside the ratepayers and the residents and businesses of the region, Metro Vancouver is continuing to face some extraordinary circumstances and financial pressures as a result of the COVID-19

pandemic event. As the year progresses and financial impacts to Metro Vancouver are monitored, work plans will be adjusted as may be required to adapt to the changing circumstances along with any substantial financial pressures that might arise to minimize financial impacts to the final results, while also examining all opportunities for mitigation while maintaining service levels.

#### **5.4 Investment Position and Returns – March 1, 2021 to May 31, 2021**

The annualized return for Metro Vancouver's investment portfolio in 2021 at the end of May was 1.03 per cent for short term, 2.18 per cent for long term and 2.26 per cent for the Cultural Reserve Fund. Investment performance has met expectations for the current period. Due to the timing of the committee meeting, results and balance information cover a three-month period from March through May. Interest rates are expected to remain low for the balance of the year. Metro Vancouver's overall rate of return will continue to be pressed lower in the near term as a significant portion of the portfolio is kept in short-term products and held in cash for liquidity.

#### **5.5 Tender/Contract Award Information – March 2021 to May 2021**

During the period March 1, 2021 and May 31, 2021, the Purchasing and Risk Management Division issued 15 new contracts, each with a value in excess of \$500,000 (exclusive of taxes). In addition, there were six existing contracts requiring contract amendments which necessitate further reporting to the Performance and Audit Committee. All awards and amendments were issued in accordance with the *Officers and Delegation Bylaws 1208, 284 and 247 – 2014* and the Procurement and Real Property Contracting Authority Policy.

#### **Indigenous Relations Committee – July 8, 2021**

Information Items:

##### **5.1 Quarterly Report on Reconciliation Activities**

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

#### **Regional Parks Committee – July 14, 2021**

Information Items:

##### **5.4 Draft Regional Parks 2022-2026 Capital Plan**

The draft 2022-2026 Regional Parks Capital Plan has been prepared following direction received at the April 8, 2021 Metro Vancouver Board budget workshop. As part of Metro Vancouver's focus on enhancing transparency and governance, the capital plan was provided to the Regional Parks Committee for feedback in advance of final budget preparation and presentation to the Committee and Board in the fall. The estimated 2022 Capital Cash Flow is \$31.6 million, with a total estimated spend of \$163.3 million over the five years. This is a \$28-million, or 26.7-per-cent, change from last year's five-year capital plan.



This change is due to accelerated greenway initiatives following MVRD Board approval of *Regional Greenways 2050*, increased investment in park carrying capacity and visitor experience, and advance planning and cost estimates on major projects.

### **Climate Action Committee – July 16, 2021**

Information Items:

#### **5.2 Modelling a Carbon Neutral Region: Project Report**

Metro Vancouver has committed to becoming a carbon neutral region by 2050. As a first step towards understanding the potential impact of policies on greenhouse gas emissions reductions, staff undertook a modelling project that compares a business as planned scenario with a carbon neutral scenario. This information was considered by staff as the actions and strategies included in the *Climate 2050 Roadmaps* and *Clean Air Plan* were developed, and were used as an initial estimate of the potential impact of policies in those documents. The results show that while it is possible to achieve significant emissions reductions through the implementation of a set of aggressive but achievable policies, at this time, this scenario did not meet Metro Vancouver's climate targets for 2030 or 2050. The results reaffirm the urgent need for climate action, and the need for a dynamic iterative process in continuing to add new actions as part of the *Climate 2050 Roadmaps*. The modelling was intended to focus on emission reductions, and additional analysis will likely be needed to support additional engagement and detailed implementation of many of these actions.

#### **5.3 Highlights from Engagement on Draft Clean Air Plan**

Metro Vancouver's draft Clean Air Plan was released for comments April 1 to June 15, 2021. The aim of the engagement program was to seek comments from stakeholders and the public related to the goals, targets and actions in addition to equity, implementation and collaboration. The stakeholder engagement activities sought comments on actions related to buildings, industry, transportation and agriculture from businesses, agencies and others involved in these sectors. For the public, the focus was on outreach to youth and residents who have indicated an interest in climate action and air quality issues with a deliberate effort to expand the audience involved. There was also dialogue with other governments, including First Nations, member jurisdictions, provincial staff and related agencies. Engagement activities attracted about 1,000 public participants and generated more than 50 feedback forms and 35 direct emails. This report summarizes some of the prevalent themes from the engagement, and reflects the expected tension between audiences who want to see more action now, and those who feel it is too aggressive. The key issues identified were costs, duplication with other governments initiatives, collaboration, and ability of small businesses to adjust.

#### **5.4 2021 Update on Regional District Sustainability Innovation Fund Projects**

This report provides an update on 14 projects that were approved for funding in 2017 through to 2020 under the Sustainability Innovation Fund. Of the projects, two are reporting as complete, one is

discontinued and the remainder are in progress. Progress on many of the projects was slowed due to the COVID-19 pandemic.

### **5.7 Lower Fraser Valley Ambient Air Quality Monitoring Network Review 2021**

Metro Vancouver commissioned a consultant to review its network of air quality monitoring stations. The review found that Metro Vancouver operates one of the most comprehensive ambient air quality monitoring networks in the world. The report identified 13 recommendations to further strengthen the network so that it continues to be world-leading. These recommendations include improving spatial coverage of the permanent monitoring network (including adding a station in the Surrey/White Rock area), integrating lower cost sensors and improvements in odour monitoring. These recommendations will be considered by staff as part of ongoing planning for network improvements. Metro Vancouver's new air quality management plan, the *Clean Air Plan*, has identified the need for the network to be reviewed every five to 10 years.

## **Metro Vancouver Housing Corporation**

### **E1.1 Mortgage renewal at 4151 Regent Street, Richmond (Minato West) and Payout of mortgage at 95 St. Andrews Avenue, North Vancouver (St. Andrews Place)**

**APPROVED**

There are two MVHC-owned properties with mortgages up for renewal on October 1, 2021: Minato West, located at 4151 Regent St., Richmond, in the amount of \$2,635,728; and St. Andrews Place, located at 95 St. Andrews Ave., North Vancouver, in the amount of \$283,431. Canada Life, the current lender for both mortgages, is not investing in CMHC-backed mortgages at this time, therefore a new lender will be needed to refinance the existing mortgages. Prospective refinancing rates are 1.8 to 2.1 per cent on a five-year term and 2.5 to 2.9 per cent for a 10-year term.

The Board:

- authorized the MVHC to renew the mortgage for Minato West project located at 4151 Regent St., Richmond, through an external lender with the best overall terms;
- authorized the MVHC to extinguish the mortgage for St. Andrews Place project located at 95 St. Andrews Ave., North Vancouver, using reserves to pay out the remaining balance owing at the end of the mortgage term on October 1, 2021; and
- directed any two officers or directors, or any one director together with any one officer of the MVHC, for and on behalf of the MVHC be and are hereby authorized to execute and deliver under the seal of the MVHC or otherwise, all such deeds, documents and other writings and to do such acts and things in connection with the mortgage assignment, renewal, amendment and repayment of the mortgage as they, in their discretion, may consider to be necessary or desirable for giving effect to this resolution and for the purpose of fulfilling the requirements of the lender of the monies.



## **E1.2 Evaluation Criteria — Expression of Interest (Round 2) to Identify Member Lands for Metro Vancouver Housing Development** **APPROVED**

The Metro Vancouver Housing 10-Year Plan sets a target for Metro Vancouver Housing to develop at least 1,350 new and redeveloped units over the next decade, at least 500 of which are targeted through partnerships on member lands.

In February 2020, Metro Vancouver Housing issued its first Expression of Interest (EOI) for member jurisdictions to submit municipally-owned land to lease or transfer to MVH at a nominal cost to develop affordable rental housing. Metro Vancouver Housing is planning to issue a second round EOI planned for fall 2021. This report presents slightly modified evaluation criteria for Committee and Board review and endorsement. Criteria have been modified to emphasize development readiness (i.e., pre-zoning) to support projects that can move forward quickly in a cost-effective manner and position projects well for provincial and/or federal funding support.

The Board endorsed the evaluation criteria as presented in the report.

## **E1.3 Award of Contract Resulting from Request for Proposal (RFP) No. 18-081:** **RECEIVED**

### **Construction Management for Services and Construction (At-Risk) for Kingston Gardens Complex** **APPROVED**

The Kingston Gardens Phase 1 Redevelopment is an 85-unit affordable rental development located at 15245 99 Ave. in Surrey. RFP No. 18-081 consisted of pre-construction and construction management at-risk services. The pre-construction services were awarded to Yellowridge Construction Ltd. (Yellowridge) in July 31, 2018. Following the completion of the detailed design, Yellowridge tendered the construction services with a total construction price of \$30,758,950. This fixed amount represents the construction management at-risk fee and the tendered construction costs.

The proposed construction price is within the project budget approved by the MVHC Board in May 2021. The recommended award is to the highest ranked proponent based on technical and financial components.

The Board:

- approved the award of a contract for an amount of \$30,758,950 (exclusive of taxes) to Yellowridge Construction Ltd. resulting from Request for Proposal (RFP) No. 18-081: Construction Management for Services and Construction (At-Risk) for Kingston Gardens Complex, subject to final review by the Chief Administrative Officer; and
- authorized the Chief Administrative Officer and Corporate Officer to execute the required documentation once the Chief Administrative Officer is satisfied that the award should proceed.

## **E1.4 Constructing a Metro Vancouver Housing Amenity Space to Support Food Security for Vulnerable Tenants Affected by the COVID-19 Pandemic** **RECEIVED**

Metro Vancouver Housing, in partnership with Immigrant Link Centre Society, runs a free food program to support Metro Vancouver Housing's most vulnerable tenants. The program has positively contributed

to tenant well-being and overall household affordability throughout the pandemic by considerably reducing food costs. To support the expansion of this program, Metro Vancouver Housing will construct an amenity building on one of its housing sites where there is a need and demand for this service, but no space from which to safely operate. Metro Vancouver Housing will fund this construction through funding provided to Metro Vancouver through the provincial “COVID-19 Safe Restart Grants for Local Government.”

The Board received the report for information.

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

**RECEIVED**

The Board received information items from Standing Committees.

### **Housing Committee – July 7, 2021**

Information Items:

#### **5.2 Draft Metro Vancouver Housing 2022-2026 Capital Development & Capital Maintenance Plans**

The draft 2022-2026 Metro Vancouver Housing Capital Development and Capital Maintenance Plans have been prepared following direction received at the April 8, 2021 Metro Vancouver Board budget workshop and as part of Metro Vancouver’s focus on enhancing transparency and governance over the capital plan. This is a new step in our budget process for this year and the intent is for the Housing Committee to provide feedback and input that will be incorporated into the fall budget presentations to the Committees and Boards.

The draft 2022 capital development cash flow is \$48.3 million with a total estimated spend of \$441 million over the five years. The draft 2022 capital maintenance cash flow is \$9.9 million with a total estimated spend of \$72.9 million over the five years. The budget cycle-over-cycle development plan has increased by \$48.4 million (15.4 per cent) and the five-year capital maintenance plan has increased by \$14.1 million (32.4 per cent) from the corresponding years in the prior year capital plans.

#### **5.3 Exploring Modular Housing Construction**

The Metro Vancouver Housing 10-Year Plan seeks to strategically expand the Metro Vancouver Housing portfolio to create more affordable housing in the region. The Housing Committee requested that staff investigate and compare modular construction to more conventional on-site construction methods. This report explores the benefits and drawbacks of modular compared to conventional construction.

The analysis found that modular construction has a number of benefits including quality control, reduction in waste and the potential for a shorter construction schedule. Cost comparisons suggested higher hard costs, caused by a redundancy in the amount of material used to construct modules, as well as additional transportation of modules to site. However, this could potentially be offset by a shorter construction phase, which would result in less interest accrued in construction financing and faster renting. Modular construction is another viable construction option for MVH and will be explored as a preferred alternative during the feasibility stage of project development.

## Greater Vancouver Water District

### **E1.1 Award of Contract Resulting from Request for Proposal (RFP) No. 20-054: Construction of Douglas Road Main No. 2 — Still Creek Section — Microtunnel**

**APPROVED**

Metro Vancouver is constructing Douglas Road Main No. 2 – Still Creek Section along Douglas Road, between Lougheed Highway and Canada Way, in the City of Burnaby. This new 1.5-metre-diameter, 2.2-kilometre-long water main will replace the existing Douglas Road Main No. 1, which has reached the end of its service life. The project is being delivered in three phases: the north section, the microtunnel section, and the south section.

As a result of Request for Qualifications No. 20-023, four experienced trenchless construction firms were shortlisted and invited to respond to Request for Proposal No. 20-054 for the 660 metre-long microtunnel section of the project. Ward & Burke Microtunnelling Ltd. was identified as offering the technically strongest and lowest cost proposal.

The Board approved awarding a contract in the amount of \$13,495,049 (exclusive of taxes) to Ward & Burke Microtunnelling Ltd. resulting from Request for Proposal No. 20-054: Construction of Douglas Road Main No.2: Still Creek Section — Microtunnel, subject to final review by the Commissioner; and authorized the Commissioner and the Corporate Officer to execute the required documentation once the Commissioner is satisfied that the award should proceed.

### **E1.2 Coquitlam Lake Water Supply — Project Update**

**WITHDRAWN**

### **E2.1 Proposed Updates to the Sustainability Innovation Fund Policies**

**APPROVED**

The Sustainability Innovation Fund (SIF) program allows the Metro Vancouver organization to address critical climate challenges, meet strategic objectives and pilot innovative ideas. SIF projects touch on areas such as the circular economy, resource recovery, emissions reduction and environmental protection.

Following direction from the Climate Action Committee, staff are bringing forward proposed updates to the Sustainability Innovation Fund policies to strengthen and amplify the positive outcomes of the program. To address the stagnant annual contribution to the fund, Financial Services will develop and annually update a contribution schedule to ensure the fund is able to support future projects.

Starting in 2024, staff propose that Financial Services gradually phase in an increase in the contribution amount to each of the SIF reserves. Annual contributions will not exceed one per cent of the respective legal entity's operating budget and a maximum amount in the fund will be set at \$25 million, indexed to inflation.

The Board approved the proposed updates to the Water Sustainability Innovation Fund with an amendment to make it subject to the annual budget approval

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

The Board received information items from Standing Committees.

**Water Committee – July 15, 2021**

Information Items:

**5.1 Draft Water Services 2022-2026 Capital Plan**

The draft 2022-2026 Water Services Capital Plan has been prepared based on direction received at the April 8, 2021 Metro Vancouver Board budget workshop. As part of Metro Vancouver's focus on enhancing transparency and governance of the capital plan, this report represents a new step in the capital budgeting process for this year. The intent is for the Water Committee to provide comments on the draft capital plan, which will then be incorporated into the fall budget presentations to the Water Committee and GVWD Board. The estimated 2022 capital cash flow is \$492.7 million with a total estimated spend of \$2.6 billion over the five years (2022-2026). With respect to the common four years compared to the prior cycle's capital plan, the estimated spend has increased by \$21.3 million, or 1.1 per cent.

**5.2 Water Services Capital Program Expenditure Update to April 30, 2021**

The capital expenditure reporting process as approved by the Board provides for regular status reports on capital expenditures three times per year. This is the first report for 2021, which includes both the overall capital program for Water Services with a multi-year view of capital projects and the actual capital spending for the 2021 fiscal year to April 30, 2021 in comparison to the prorated annual budget. In 2021, the annual capital expenditures for Water Services are \$62.4 million to date compared to a prorated annual capital budget of \$144.5 million. Forecasted expenditures for the current Water Services capital program remain within the approved budgets through to completion.

**5.4 Regional Water Conservation Impacts on Capital Planning**

Metro Vancouver has some of the highest per-capita water use when compared to other cities in Canada. From 2000 to 2019, the service population of the GVWD has grown by 642,000 with per-capita water consumption steadily declining. However, it is expected that over the next 20 years overall water consumption will begin to steadily increase as the limits of reductions from improvements in plumbing efficiencies, public awareness, and increased density are being reached. If Metro Vancouver is able to drive increased conservation measures, it may be possible to delay the construction of the Coquitlam Lake Water Supply Project and potentially other capital projects. To achieve that, per-capita consumption will need to drop below 200 litres per person, per day. This could be achieved through a strengthened *Drinking Water Conservation Plan*, increased awareness and enforcement of water conservation bylaws, conservation-oriented pricing structures and water metering, supported by behaviour change campaigns.

## 5.7 Residential Water Metering — Overview of Local Experience

Water metering is recognized as a best management practice strategy to achieve water conservation goals. Metro Vancouver continues to have low uptake of universal residential water metering amongst member jurisdictions, which has contributed to some of the highest per-capita residential water consumption in the country. Metro Vancouver has provided tools to member jurisdictions following a comprehensive regional assessment completed in 2019 to support them with the implementation of residential water metering programs.

## I 2 Update on Water Supply, Conservation and Wildfire Response

**RECEIVED**

The Board received a verbal update from the Commissioner.

## Greater Vancouver Sewage and Drainage District

### E1.1 Award of a Contract Resulting from Request for Proposal No. 20-103: Construction Services for Golden Ears Forcemain and River Crossing

**APPROVED**

Request for Proposal No. 20-103 was issued in January 2021 for Construction Services for the Golden Ears Forcemain and River Crossing. Three compliant proposals were received on April 21, 2021 from Michels Canada Co., Pomerleau Inc. and Peter Kiewit Sons ULC. The proposal submitted by Pomerleau was the highest ranked submission on technical merits, and the financial submission with the lowest price.

The Board:

- approved a contract in the amount of up to \$83,628,768 (exclusive of taxes) to Pomerleau Inc., resulting from Request for Proposal 20-103: Construction Services for Golden Ears Forcemain and River Crossing, subject to final review by the Commissioner;
- directed staff to prepare a budget amendment to increase the Northwest Langley Wastewater Treatment Plant Expansion Program by \$39 million;
- directed staff to provide detailed options of potential budget reductions to offset, along with related risks, through the completion of the 2022 budget process; and
- authorized the Commissioner and the Corporate Officer to execute the required documentation once the Commissioner is satisfied that the award should proceed.

### E1.2 Iona Island Wastewater Treatment Plant Projects – Project Definition Update

**RECEIVED**

At its July 31, 2020 meeting, the GVS&DD Board endorsed the design concept for the Iona Island Wastewater Treatment Plant Project — one of Canada's most dynamic and transformative urban sustainability projects. Since then, a number of challenges have been identified related to constructability and schedule constraints, all contributing to higher estimated costs. In advancing the design concept, the preliminary project schedule indicates secondary wastewater treatment is anticipated to be operational by 2034, four years after the regulatory deadline of December 31, 2030.

Applying Metro Vancouver's new cost estimating framework, total project costs for the design concept are estimated at a present value of \$6.7 billion. When escalation and a risk reserve are included, the estimated total cost is \$10.4 billion.

Next steps will focus on addressing the challenges, and will include a revised structured decision-making process for alternate design concepts that will consider technology, layout, implementation and other aspects of the projects identified through an independent value engineering exercise.

Metro Vancouver will also re-engage member jurisdictions, key stakeholders, the public and First Nations on any revised aspects of the projects. Staff plan to report back with a recommended revised design concept in November 2021. Following Board endorsement of the recommended revised design concept, staff will target finalizing the project definition report and indicative design in early 2022, including a recommended schedule, budget and delivery strategy.

The Board received the report for information.

#### **E2.1 Iona Island Wastewater Treatment Plant Projects – Project Definition Update**

**RECEIVED**

At its July 31, 2020 meeting, the GVS&DD Board endorsed the design concept for the Iona Island Wastewater Treatment Plant Project — one of Canada's most dynamic and transformative urban sustainability projects. Since then, a number of challenges have been identified related to constructability and schedule constraints, all contributing to higher estimated costs. In advancing the design concept, the preliminary project schedule indicates secondary wastewater treatment is anticipated to be operational by 2034, four years after the regulatory deadline of December 31, 2030.

Applying Metro Vancouver's new cost estimating framework, total project costs for the design concept are estimated at a present value of \$6.7 billion. When escalation and a risk reserve are included, the estimated total cost is \$10.4 billion.

Next steps will focus on addressing the challenges, and will include a revised structured decision-making process for alternate design concepts that will consider technology, layout, implementation and other aspects of the projects identified through an independent value engineering exercise.

Metro Vancouver will also re-engage member jurisdictions, key stakeholders, the public and First Nations on any revised aspects of the projects. Staff plan to report back with a recommended revised design concept in November 2021. Following Board endorsement of the recommended revised design concept, staff will target finalizing the project definition report and indicative design in early 2022, including a recommended schedule, budget and delivery strategy.

The Board received the report for information.

#### **E2.2 Engagement Plan for Liquid Waste Development Cost Charge Program Update**

**APPROVED**

As part of a plan to update the liquid waste development cost charge (DCC) program every three to five years, a program review was initiated in 2020. An internal cross-departmental DCC steering committee has been leading this review concurrently with planning the implementation of a new water DCC program.



Work to date has involved initial engagement, including meetings with relevant advisory committees, industry capacity analysis, and rate modelling, now resulting in a set of draft DCC rates in principle. Following Board review of the rates in principle and engagement plan in this report, there will be further engagement with relevant levels of government, First Nations, stakeholders and the public, before finalizing the update for Board approval.

The Board directed staff to proceed with engagement on the proposed update to the liquid waste development cost charge program.

**E2.3 Award of Contract Resulting from Request for Proposal No. 21-019: Annacis Island Wastewater Treatment Plant Trickling Filters No. 2 & 4 — Trickling Filter Media, Rotary Distributor and Foul Air Ducting Replacement** **APPROVED**

A Request for Proposal (RFP) No. 21-019 was issued to five pre-qualified contractors for construction of the Annacis Island Wastewater Treatment (AIWWTP) Trickling Filter (TF) No. 2 & 4 — Trickling Filter Media, Rotary Distributor, and Foul Air (FOA) Ducting Replacement and closed on April 15, 2021. Pomerleau Inc. was ranked highest overall and offered the lowest proposed fee.

The AIWWTP trickling filter main components — plastic media, rotary distributors and FOA ducting — are experiencing varying degrees of degradation and reaching the end of their service life. Their replacement is critical to the operation of the AIWWTP secondary treatment system and the operational certificate compliance of the treatment plant.

The Board:

- approved the award of a contract for an amount of up to \$37,477,304 (exclusive of taxes) to Pomerleau Inc., resulting from Request for Proposal No. 21-019: Annacis Island Wastewater Treatment Plant Trickling Filters No. 2 & 4 – Trickling Filter Media, Rotary Distributor and Foul Air Ducting Replacement subject to final review by the Commissioner; and
- authorized the Commissioner and the Corporate Officer to execute the required documentation once the Commissioner is satisfied that the award should proceed.

**E2.4 Award of Contract Resulting from Request for Proposal No. 20-002: Annacis Island Wastewater Treatment Plant Stage 5 Expansion — Phase 2, A506 Contract – Gravity Thickener Expansion** **APPROVED**

A Request for Proposal was issued for the construction of the Annacis Island Wastewater Treatment Plant (AIWWTP) Stage 5, Phase 2, A506 Contract to four prequalified entities and closed on March 25, 2021. Maple Reinders Constructors Ltd. was ranked with the highest overall score following evaluation of the proposals.

The purpose of the Stage 5 expansion at AIWWTP is to increase the overall treatment capacity to serve a population of up to 1.5 million people (from a previous capacity of 1.2 million). Contract A506 is an integral component project within the Stage 5 expansion, and will increase the capacity of two areas within the plant, namely the gravity thickeners and the solids contact tanks.

**The Board:**

- approved the award of a contract for an amount of up to \$36,335,060 (exclusive of taxes), to Maple Reinders Constructors Ltd. resulting from Request for Proposal No. 20-002: Annacis Island Wastewater Treatment Plant Stage 5 Expansion — Phase 2, A506 Contract – Gravity Thickener Expansion, subject to final review by the Commissioner; and
- authorized the Commissioner and the Corporate Officer to execute the required documentation once the Commissioner is satisfied that the award should proceed.

**E3.1 Solid Waste and Recycling Industry Advisory Committee Draft Terms of Reference****RECEIVED**

The Ministry of Environment and Climate Change Strategy has initiated a process with the Waste Management Association of BC and Metro Vancouver to address challenges and find opportunity areas to improve solid waste management in the region. An initial outcome of this effort is the formation of a Waste and Recycling Industry Advisory Committee, to act as a forum for industry contribution and advice on planning, operations and policy related to solid waste and recycling in Metro Vancouver. A draft terms of reference has been developed and will be circulated to recycling and waste industry stakeholders to seek any additional feedback. If the terms of reference are revised substantially following feedback, an updated version will be provided to the Zero Waste Committee.

The Board received the report for information.

**E3.2 Sea to Sky Soils Organics Management Contract****RECEIVED**

On April 30, 2021, the GVS&DD Board approved the award of a contract to Arrow Transportation Systems Inc. for the management of organics at the North Shore Recycling and Waste Centre. Metro Vancouver has subsequently entered into a contract with Sea to Sky Soils and Compacting Inc. (Sea to Sky Soils) to process approximately 6,000 tonnes per year of yard trimmings from the Langley and Maple Ridge Recycling and Waste Centres, and between 1,000 and 6,000 tonnes per year of single-family organic material from the North Shore Recycling and Waste Centre, to December 31, 2025.

The contract will be cost neutral with an overall value over its 4.5-year duration of up to \$4.167 million (exclusive of taxes). Entering into a contract with Sea to Sky Soils increases the resiliency of the regional organics management system by increasing the number of businesses providing organics management services to Metro Vancouver.

The Board received the report for information.

**E4.1 Proposed Updates to the Sustainability Innovation Fund Policies****APPROVED**

The Sustainability Innovation Fund (SIF) program allows the Metro Vancouver organization to address critical climate challenges, meet strategic objectives and pilot innovative ideas. SIF projects touch on areas such as the circular economy, resource recovery, emissions reduction and environmental protection.



Following direction from the Climate Action Committee, staff are bringing forward proposed updates to the Sustainability Innovation Fund policies to strengthen and amplify the positive outcomes of the program. To address the stagnant annual contribution to the fund, Financial Services will develop and annually update a contribution schedule to ensure the fund is able to support future projects.

Starting in 2024, staff propose that Financial Services gradually phase in an increase in the contribution amount to each of the SIF reserves. Annual contributions will not exceed one per cent of the respective legal entity's operating budget and a maximum amount in the fund will be set at \$25 million, indexed to inflation.

The Board approved the proposed updates to the Liquid Waste Sustainability Innovation Fund with an amendment to make it subject to the annual budget approval.

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

**RECEIVED**

The Board received information items from Standing Committees.

### **Liquid Waste Committee – July 15, 2021**

Information Items:

#### **5.2 Draft Liquid Waste Services 2022-2026 Capital Plan**

The draft 2022-2026 Liquid Waste Services Capital Plan has been prepared following direction received at the April 8, 2021 Metro Vancouver Board budget workshop and as part of Metro Vancouver's focus on enhancing transparency and governance over the capital plan. This is a new step in our budget process for this year and the intent is that the Liquid Waste Committee provide feedback and input, which will then be incorporated into the fall budget presentations to the Committees and the Boards.

The estimated 2022 capital cash flow is \$675.8 million with a total estimated spend of \$4.6 billion over the five years. The 2022 capital cash flow is \$17.1 million, or 2.5-per-cent, less than last year's projection for 2022. With respect to the common four years compared to the prior cycle's capital plan, the estimated spend has increased by \$480.1 million or 15 per cent.

#### **5.3 Wet Weather Surcharge for Inflow and Infiltration Action**

GVS&DD and its member jurisdictions have made a commitment to eliminate sanitary sewer overflows, which are caused by inflow and infiltration (I&I) of rainwater and groundwater in the sanitary sewer systems in the region, which is largely occurring in privately owned sewer connections. Management of I&I is most effective when done at the source (sewer piping owned by residents) and efforts to promote action on I&I have been challenging and the frequency of overflows is increasing.

Metro Vancouver is considering implementing a wet weather surcharge, which will be in the order of approximately 1 per cent of the GVS&DD levy. Funds raised will contribute to a reserve fund that will be accessible to municipalities, on a cost-sharing basis, for I&I and fats, oil and grease (FOG) management programs or projects targeted at addressing I&I or FOG at source, and reducing sanitary sewer

overflows. An overview and general principles of the proposed wet weather surcharge are provided in this report.

### **5.5 Liquid Waste Services Capital Program Expenditures Update as at April 30, 2021**

The capital expenditure reporting process as approved by the GVS&DD Board provides for regular status reports on capital expenditures three times per year. This is the first report for 2021, which includes the overall capital program for Liquid Waste Services with a multi-year view of capital projects, and the actual capital spending for the 2021 fiscal year to April 30, 2021 in comparison to the prorated annual budget. As of April 30, the 2021 capital expenditures for Liquid Waste Services are \$73 million, compared to a prorated annual capital budget of \$311.5 million. This shortfall is primarily due to payments expected later in the year and some project delays related to the timing of tenders, construction delays, and issues relating to COVID-19. Forecasted expenditures for the current Liquid Waste Services capital program generally remain within the approved budgets through to completion.

### **Zero Waste Committee – July 16, 2021**

Delegation Summaries:

#### **3.1 Tom Land, President & CEO and Christian Dietrich, General Manager, Ecowaste Industries Ltd.**

Action Arising from the Delegation:

*The Zero Waste Committee requested staff report back to the Committee with information, including Metro Vancouver's jurisdiction, in response to the July 16, 2021 delegation from Tom Land, President & CEO and Christian Dietrich, General Manager, Ecowaste Industries Ltd. requesting Metro Vancouver express support for a change to the Agricultural Land Reserve (ALR) regulation exempting provincially-permitted landfills from the prohibition to accept construction and demolition waste on lands in the ALR.*

Information Items:

### **5.1 Pre-Engagement Results – Solid Waste Management Plan Update**

Public engagement is critical in the development of an updated solid waste management plan. To deliver a robust engagement process that goes beyond Metro Vancouver's typical process, exceeds provincial requirements, and addresses previous concerns about engagement, a pre-engagement phase was held to help shape the engagement process. In addition, an Independent Consultation and Engagement Panel was formed to guide development and implementation of engagement, and Metro Vancouver will be engaging on the development of provincially required public and technical advisory committee(s).

Metro Vancouver received feedback from more than 350 individuals via questionnaire responses, presentations, written submissions, meetings with staff, and presentations to the Solid Waste Management Plan Independent Consultation and Engagement Panel. Two entities that presented to the panel expressed concern about the presentation process, and a second opportunity to present to the panel was provided. Feedback indicated support for online and in-person engagement opportunities including sector-specific discussions and early, continuous, and iterative opportunities to provide

feedback. Staff will report back later in the year with a proposed engagement program as well as the proposed structure and selection criteria for the public and technical advisory committee(s).

### **5.3 Solid Waste Services Capital Program Expenditure Update as of April 30, 2021**

The capital expenditure reporting process, as approved by the GVS&DD Board, provides for regular status reports on capital expenditures three times per year. This is the first report for 2021, and includes the overall capital program for Solid Waste Services with a multi-year view of capital projects and the actual capital spending compared to the prorated budget to April 2021. For the first four months of 2021, the capital expenditures for Solid Waste Services were \$16.7 million compared to a 2021 prorated capital budget of \$32.6 million. The underspend is primarily due to longer than expected pre-construction phases for Waste-to-Energy Facility projects, and the property purchase timing for the North Surrey Recycling and Waste Centre depot development. Projects underway are expected to be completed within approved budgets.

### **5.4 Draft Solid Waste Services 2022 – 2026 Capital Plan**

The draft 2022-2026 Solid Waste Services Capital Plan has been prepared following direction received at the April 8, 2021 Metro Vancouver Board budget workshop and as part of Metro Vancouver's focus on enhancing transparency and governance over the capital plan. This is a new step in our budget process for this year and the intent is that the Zero Waste Committee provide feedback and input, which will then be incorporated into the fall budget presentations to the Committees and the Boards.

The estimated 2022 Capital Cash Flow is \$52.1 million with a total estimated spend of \$283 million over the five years. The 2022 Capital Cash Flow is \$24.2 million (31.7 per cent) less than last year's projection for 2022, primarily because the Acid Gas Reduction project spending was deferred as a result of an amendment to the Waste-to-Energy Facility operational certificate. With respect to the common four years compared to the prior cycle's capital plan, the estimated spend has increased by \$30.4 million, or 15 per cent. Changes in overall capital are primarily due to carry-forward of budgets for projects not completed in 2021. Actual budget increases were offset by deferrals of projects out of the capital planning window.

### **5.6 Waste-to-Energy Facility 2020 Financial Update**

The Metro Vancouver Waste-to-Energy Facility continues to be an environmentally sound, low-cost regional disposal option. In 2020, the Waste-to-Energy Facility processed 244,362 tonnes of municipal solid waste, at a net unit cost of \$69.84 per tonne for operation and maintenance. The Waste-to-Energy Facility costs increased as compared to 2018 and 2019 primarily due to the decrease in processed tonnage, an increase in bottom ash disposal costs, and reduced electrical revenue due to scheduled maintenance. In 2018 and 2019 more than 75,000 tonnes of bottom ash were beneficially used in the construction of the United Boulevard Recycling and Waste Centre. In 2020, all bottom ash was disposed of at the Vancouver Landfill. A procurement process for long-term beneficial use of bottom ash is underway.

### **5.7 2021 Regional Clothing Waste Reduction Campaign Results**

Now in its third year, Metro Vancouver’s “Think Thrice About Your Clothes” (“Think Thrice”) behaviour-change campaign, performed strongly in terms of engagement and the number of Metro Vancouver residents reached. The campaign’s goal is to increase diversion of textiles from the waste stream by raising awareness of the textile waste problem and empowering residents to take action. The creative platform included updates to key messaging and ad creative based on post-2020 campaign research and focus group testing. The strategy included both broad reach and targeted digital tactics and delivered more than 69 million impressions. Overcoming barriers and effecting long-lasting behaviour change can take several years to achieve and requires a long term commitment. However, a range of indicators can be employed to measure campaign efficacy over time, including engagement, public attitudes research, and changes in clothing disposal identified through annual solid waste composition studies.

### **5.8 Update on Metro Vancouver’s Engagement with the Love Food Hate Waste Canada Campaign**

As part of its commitment to preventing waste, Metro Vancouver is a campaign partner in Love Food Hate Waste Canada (LFHW). An initiative of the National Zero Waste Council (NZWC), LFHW inspires and empowers people to prevent household food waste. There are 11 campaign partners, including two provincial agencies, seven local governments (including Metro Vancouver), and two grocery chains (Walmart and Sobeys). As a partner, Metro Vancouver receives creative for regional activations, and benefits from national media buys and access to influencers and celebrity chefs. Research about the impact of COVID-19 on consumer behaviours and food waste found 24 per cent were wasting less than usual and 94 per cent were motivated to reduce their household’s avoidable food waste. In response, LFHW activations in 2020 and 2021 had a theme of “We’re Here to Help.” The regional campaign delivered 14.5 million total impressions and reached 320,000 people; the national campaign delivered more than seven million impressions.



# Annual Report

## 2020



**Richmond**  
Public Library

## Greetings From The Mayor

Richmond Public Library's 2020 Annual Report reflects the innovation and responsiveness that the community has come to expect from the library. 2020 was an unprecedented year of global uncertainty and the City of Richmond and the library adapted quickly to respond to the changing impacts of COVID-19. As businesses and organizations temporarily reduced the services they

could offer to the public, the library swiftly shifted gears and found new and innovative ways to serve and support the community.

Richmond is a city of curious readers. The library's focus on increasing the ebook collection, expanding digital resources, and launching the Curbside Holds Pickup service ensured that residents of all ages could continue to fulfill their reading and learning needs. Homebound and isolated residents received regular deliveries of materials to keep them engaged and connected. The library also provided the community with new ways to participate in virtual programs, ranging from storytimes to important community conversations.

Library services continue to be restored and expanded as the pandemic eases; over the coming summer, residents can look forward to participating in a variety of programs, creating opportunities for much needed in-person connections with other community members.

I invite you to browse through the pages of this report and read about all the many important services that your library offers.



**Malcolm D. Brodie**  
Mayor





# Message From The Board Chair And Chief Librarian

2020 was not the year anyone imagined it would be. We sincerely thank you for your patience and support as we found new ways to help you learn and connect. When our branches closed, the library shifted virtually overnight to providing online service and program delivery until we returned to launch Curbside Holds Pickup and process thousands of holds, checkouts and returns to keep you connected with the library as we gradually reopened our doors.

We are immensely proud of the services and supports that the library was able to offer in 2020. We'll share more details in the coming pages of the Annual Report, but some of the year's service highlights include:

- ✓ Connecting with you online through unique and engaging virtual programs, including continuing the longstanding tradition of offering Summer Reading @ RPL.
- ✓ Introducing an eServices library card to ensure you could apply online to access our digital resources.
- ✓ Supporting our local health care workers by activating our 3D printers to create personal protective equipment.

- ✓ Pausing fines and fees to ensure that everyone in our community could borrow materials and access library services.
- ✓ While we were closed, tagging our entire physical collection so that when we fully reopen, new technology will support quicker checkouts and more efficient returns of borrowed material.

We look forward to continuing to restore branch hours and re-introduce services and programs. Come and see what your library has in store for you!



A handwritten signature in black ink.

Jordan Oye  
Board Chair



A handwritten signature in black ink.

Susan Walters  
Chief Librarian



# Community

Build And Grow Our Community



Over **4,500** students reached in 2020 with **620** new library cards issued

Richmond Public Library is committed to promoting equality, inclusion and diversity and we have a rich history of connecting with the community to celebrate and acknowledge events that are culturally significant to our residents.

In 2020, the library honoured Black History Month, Ramadan, Asian Heritage Month, National Indigenous Peoples' Day, Pride Week, Orange Shirt Day, Hanukkah, and the winter holidays. RPL supports Truth and Reconciliation with the continued growth of the library's

Indigenous Perspectives Collection as well as informative and engaging programming designed for all ages.

## Every Child A Library Card

The Inspire Curiosity campaign continued in 2020. The library partnered with the Richmond School District as well as both independent and private schools to put library cards in the hands of grade 1, 4 and 8 students.

*\*some photos taken pre-pandemic*



Printed  
**1,200** face  
shields and  
ear savers

## Drag Queen Storytime



## Supporting Our Local Health Care Workers

The library responded to community needs by participating in a 3D printing partnership initiative; face shields and ear savers were donated to local healthcare providers.

40 new to BC residents participated in the Library Champions project in 2020. Champions reached out to 1,067 newcomers, informing them about public library services and supporting 53 newcomers in applying for a library card.

## Monique Gray Smith Event



Thank you to  
Indigenous  
author Monique  
Gray Smith! Over  
**165** children  
reached



# Core Services

Expand Access To Programs, Services And Collections



Fulfilled over  
**35,000** hold  
requests from  
May-Aug

## Curbside Holds Pickup

In response to the pandemic, personalized, low and no-contact services including Curbside Holds Pickup and the eServices card were introduced. The library issued over 2,400 eServices cards, giving new customers access to thousands of digital resources. To support residents, late fines were paused at the onset of the pandemic and while temporarily fine free, over 72,000 holds were fulfilled and over 230,000 items were returned.

## Support For Local Seniors

Home Services Delivery customers received a three-month supply of reading materials followed by ongoing regular deliveries of reading materials, including newly added titles, and friendly follow-up calls from library staff.

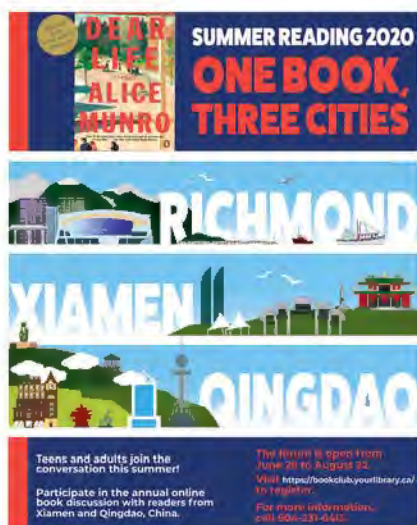


## Library Programs From Home

With the restoration of services, customers were offered quick drop-in services which included access to the public computer labs, holds pickup, outdoor book returns, popular collection browsing and 1-on-1 help from library staff.

We also introduced a variety of engaging and informative online programs for all age groups. These included Facebook Storytimes and Babytimes, English Conversation Circles, Book Clubs and exciting author events. The library provided many different opportunities for library customers to learn, connect and belong.

880 online programs offered with over 42,000 participants



## Summer Reading @ RPL

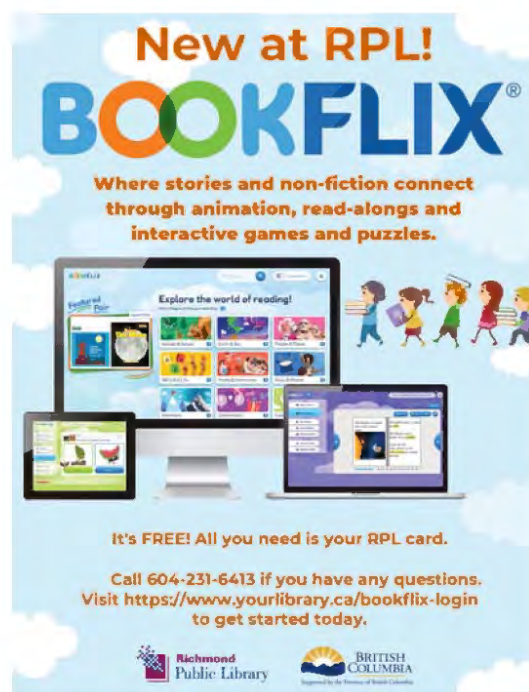
Free online programs and activities were available during Summer Reading @ RPL with over 2,000 children, teens and adults participating. For adults, this included the return of the One Book, Three Cities community reading project, a partnership with the Sister City Advisory Committee. Participants read and chatted online with readers in Qingdao and Xiamen, China about the short story collection **Dear Life** by Canadian author Alice Munro.



## Online Databases

The library's long-term eLearning service Lynda.com migrated to LinkedIn Learning. Customers have access to over 16,000 courses, available in multiple languages, including English, French, German, Japanese, Spanish, Mandarin and Portuguese. Topics covered range from business, to computer technology, to creative skills in the areas of graphic design, architecture, animation, photography, video production and audio recording.

In December 2020, we introduced BookFlix, funded by the 2020 Library Technology Grant from the Province of BC. This innovative digital literacy resource, powered by Scholastic, connects stories and non-fiction books with emerging readers through animation, read-alongs and interactive games and puzzles.



**New at RPL!**

# BOOKFLIX®

Where stories and non-fiction connect through animation, read-alongs and interactive games and puzzles.

Explore the world of reading!

It's FREE! All you need is your RPL card.

Call 604-231-6413 if you have any questions.  
Visit <https://www.yourlibrary.ca/bookflix-login> to get started today.

Richmond Public Library  
BRITISH COLUMBIA  
Supported by the Province of British Columbia



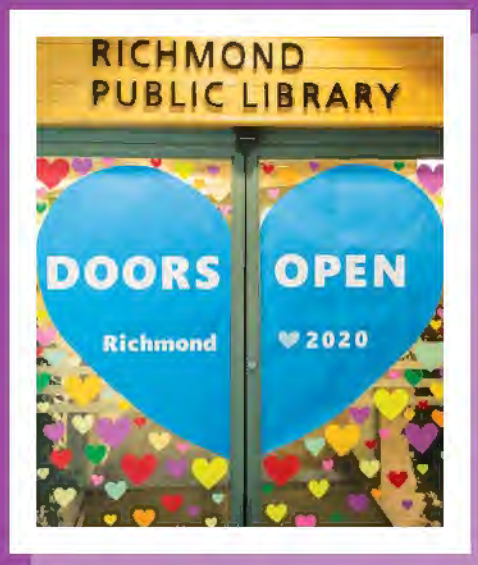
# Marketing

Communicate Who We Are And What We Do

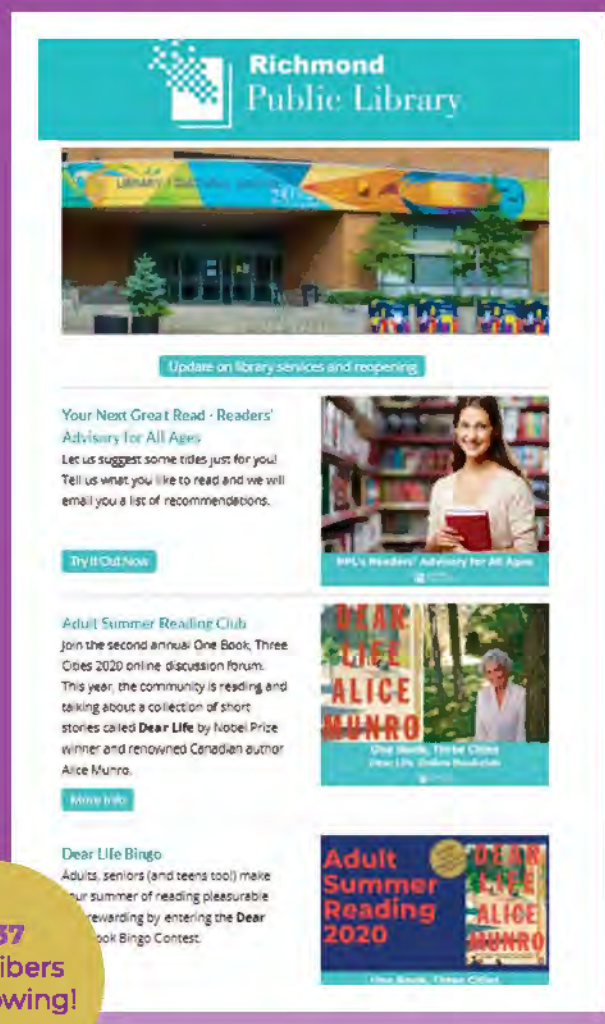
The library collaborated on City projects to engage, delight and inform the community, including participating in Doors Open Richmond and #RichmondHasHeart.

Connecting with our community on our social media channels was especially important in 2020; the library's Facebook following grew by 34%.

And have you signed up for the library's eNewsletter? Each month you will get a sneak peek of what's coming up in the way of new programming and services. Visit [https://bit.ly/enews\\_ar](https://bit.ly/enews_ar) to sign up today.



4,637  
subscribers  
and growing!





# Resources

Develop And Leverage Our Resources



## New Website

To support customers in quickly and easily finding library information online, as well as to simplify virtual interactions with library services and staff, a new user-friendly website launched in June 2020. Visitors can register for programs, search for book lists and recommendations, and find out about current library services. Check it out here - [www.yourlibrary.ca](http://www.yourlibrary.ca)

## Second Book Dispenser

In February 2020, the library launched its second book dispenser at the Seniors Centre at the Minoru Centre for Active Living, making it easy for seniors to access popular library collections while connecting with other seniors in the new facility.





## Investing In Staff, Investing In Community

Richmond's homeless count in March 2020 identified that the number of homeless residents had risen to 85 individuals, a 21% increase since the last count in 2017. To support vulnerable populations, library staff participated in a six month Empathy-Driven Enforcement virtual training series presented by Ryan Dowd. Staff further developed skills which prioritize empathy and compassion when working with community.

**477**  
Staff  
training  
hours

## GivingTuesday

In 2019, our GivingTuesday campaign raised funds to purchase DAISY readers, which are easy-to-use talking books that enable customers with low vision, blindness and a wide variety of other print disabilities to independently experience reading a book. In 2020, new Daisy readers were added to the library's collection, supporting low vision readers with improved access to devices and library materials.



# Spaces

Reimagine Space For Our Community



In June, the library partnered with the Richmond Emergency Response Centre to provide staff and residents training and access to technology, including two computer terminals, eight iPads and eServices library cards. We also developed learning materials to connect residents to essential digital learning resources, including Niche Academy for extended learning. Reimagining space means taking services outside of our four walls.

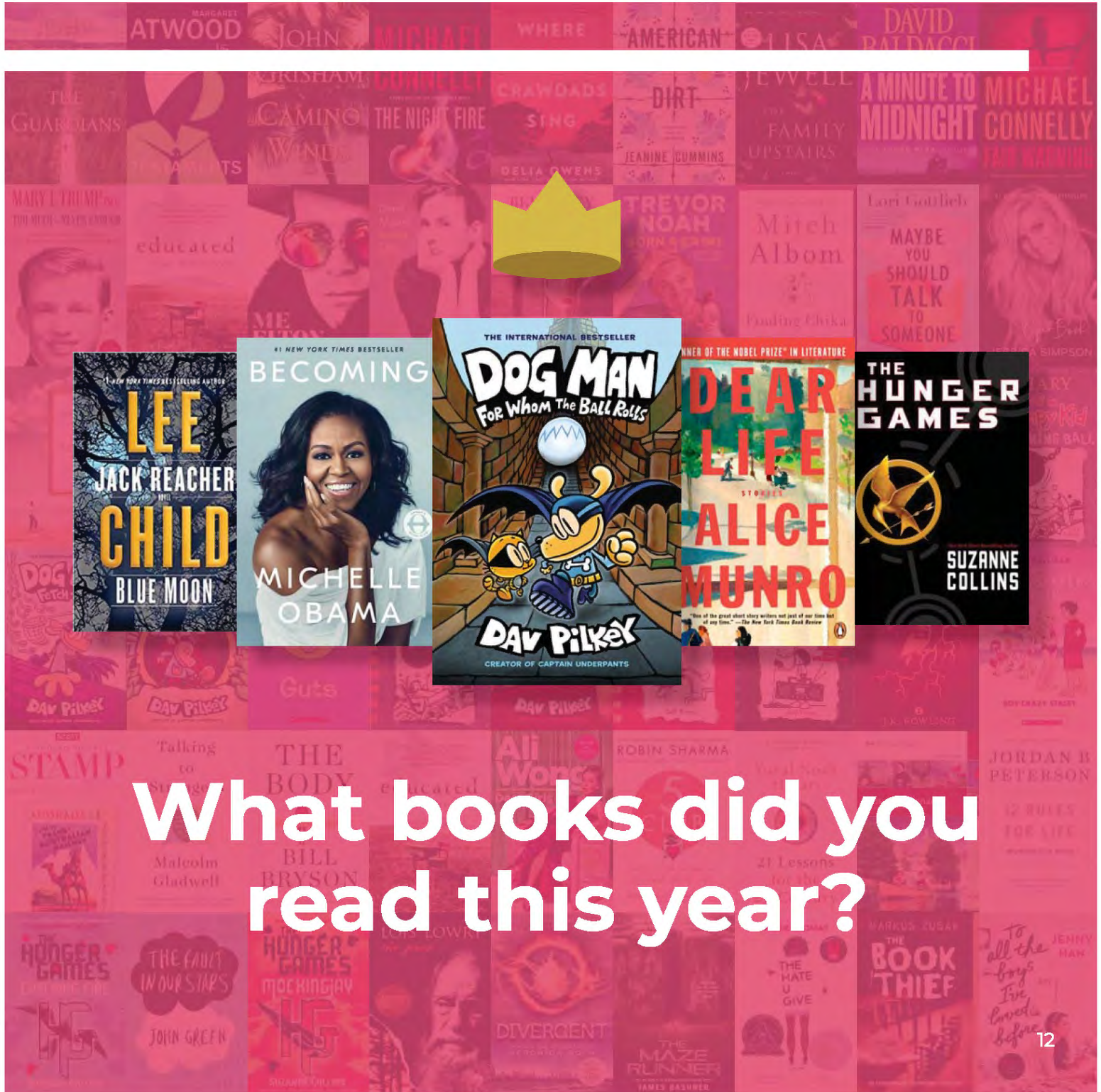
## Computer Workstations

The library refreshed and modernized furniture and technology including new, more spacious workstations in the public computer labs at the Brighthouse branch.

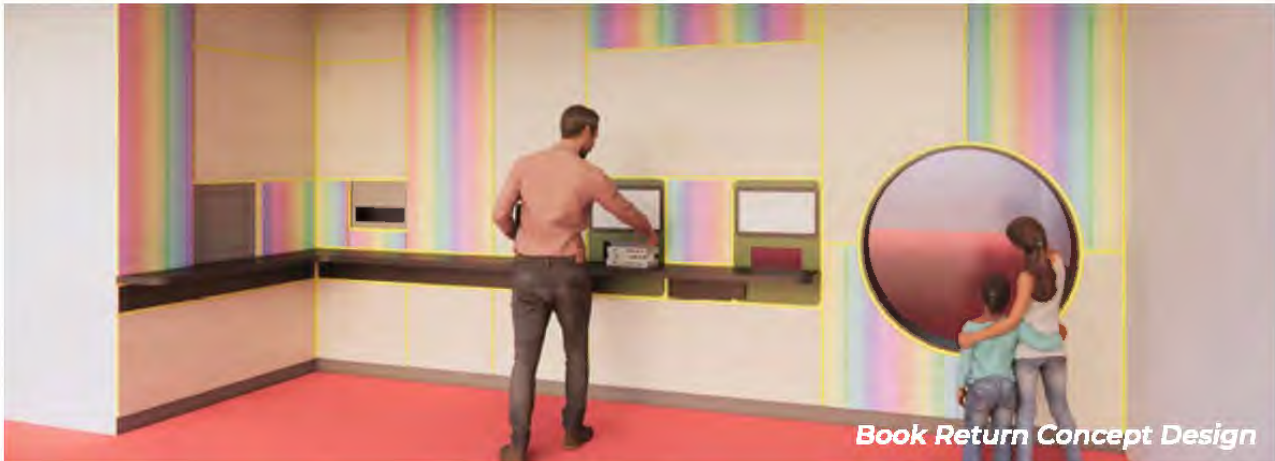


**32**  
workstations  
improve  
customer  
experience





# Coming In 2021



## Brighthouse Self Checkout And Returns

In fall 2021, the library will have upgraded to RFID technology, which avoids the limitations of barcode scanning so that multiple items can be checked in or out simultaneously, increasing efficiency and saving time. To prepare for the migration, staff tagged over 345,000 items in 2020! Customers will enjoy faster check-ins and checkouts when visiting the library.





## New Programs

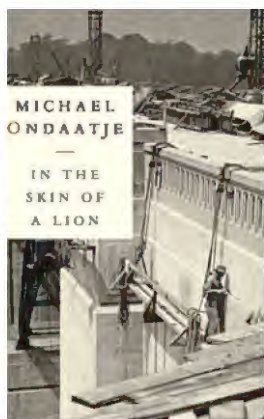
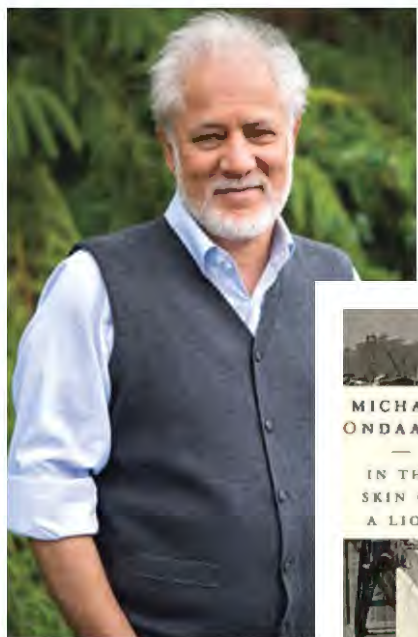
We are introducing new and innovative programs and building on popular programs such as StoryWalk®, Storytimes on Zoom and Virtual Playdates. Film screenings and panel discussions will support mental health and wellness, with a focus on education, awareness and building resilience; strengthening connections within our community.



## Cool Technology

Laser cutter technology is coming to the Launchpad! This high-performance resource will support the thriving local maker community. This precision machine will allow for cutting and engraving on everything from acrylic and plywood to leather, glass and cloth.





# ONE BOOK, FOUR CITIES

For summer 2021, the library, together with the Sister City Advisory Committee, is excited to be hosting One Book, Four Cities.

This year, participants from Richmond, BC, Qingdao and Xiamen, China and Wakayama, Japan will enjoy reading and discussing the award-winning book **In the Skin of a Lion** by Canadian author Michael Ondaatje. We look forward to welcoming the author, who will be joining us live in late August for a virtual interview!



QINGDAO • XIAMEN • WAKAYAMA • RICHMOND



# Thank You To Our Donors

## Friends Of The Richmond Public Library (FOL)

In 2020, the library gratefully received a \$32,000 donation from the FOL. New book collections were purchased in areas such as BC travel and history, chronic health, junior books on countries and culture and a rainbow collection supporting LGBTQIA2S+ topics.

The FOL set aside funds for a new program for local Musqueam Siems to lead conversations with community, sharing stories, history, culture and personal experiences.

## Ben And Esther Dayson Judaica Collection

With a \$5,000 donation funded by the Ben & Esther Dayson Charitable Foundation and the support of individual donors, this collection continues to grow and bring value to our community.

In 2020, the library was able to purchase a large selection of print and ebook titles by Jewish authors and engage in programming with Jewish themes for children, families and adults. View the Dayson Judaica ebook collection here: <https://bit.ly/ebookdayson>.



## A Gift For Young Readers

To honour the memory of former Library Board member Barbara Eso, a lifelong advocate of literacy and an avid reader, donors Corisande Percival-Smith and the Buss family made a significant contribution to the library. This donation was used to purchase almost 200 new children's fiction and picture books for the library's collection.



# 2020 Donations

Thank you to the many generous donors who helped us improve and expand access to essential programs, collections and services.

To donate, please visit any Richmond Public Library branch or go to [yourlibrary.ca/donations](https://yourlibrary.ca/donations).

## **DONATIONS \$20,000+**

Province of BC; Friends of the Richmond Library Society

## **DONATIONS \$5,000 - \$19,999**

Ben & Esther Dayson Charitable Foundation

## **DONATIONS \$1,000 - \$4,999**

Alan Burns; Corisande Percival Smith

## **DONATIONS \$500 - \$999**

Kwong Wai Jan; Anar Shariff & Afzal Mangalji; Paypal Donation

## **DONATIONS \$300 - \$499**

Susan Walters

## **DONATIONS \$200 - \$299**

Priscilla Bollo - CFUW Richmond Afternoon Book Club; Greg Buss; Linda & Terry McPhail; Sharon Riggs

## **DONATIONS \$100 - \$199**

Brenda Burtnick - Thompson Community Centre Book Club; Laina Chen; Mia Chen; Rudy Chiang; Sharon Doucelin; Mark Ellis; Vivian Garfinkel - Allsorts Book Club; Denise Hui; Susan Johnsen - United Readers Book Club; Pak Lim Ko; Robin Leung; Jingyuan Liu; Cindy McPherson - Finn Road Book Club; Municipal Pension Retiree's Association; Virginia Nelson; Suzie Ong; Elise Roaf; Marilyn Sakiyama; Sammy Tsai

## **DONATIONS \$50 - \$99**

Anonymous; Jeff Bechard; Canadian Online Giving Foundation; Jacinta Chan; Kehui Chen; Sarah Henriques; Frances Mens; Debbie Pawluk; Shawn Smolensky; Stephanie Somerville; Pony Tang; Work Safe BC

## **DONATIONS UP TO \$50**

Anonymous; Charities Aid Foundation of Canada; Sannie Chie; Ranier Clement; Joan Court; Michelle Jackson; Patricia LaPointe; Robin Percival Smith

Get a  
tax receipt  
with your  
donations!





## 2020 Statement Of Revenue & Expenses

<b>OPERATING REVENUE</b>	
Municipal Contribution	\$9,173,910
Donations	\$24,577
Grants	\$376,528
Fines & Miscellaneous	\$70,772
Investment Income <sup>1</sup>	\$20,531

<b>Total</b>	<b>\$9,666,318</b>
--------------	--------------------

<b>CAPITAL</b>	
Municipal Contribution	\$892,400
Gain on Sale of Assets	\$6,432

<b>Total Revenue</b>	<b>\$10,565,150</b>
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<b>OPERATING EXPENSES</b>	
Salaries & Employee Benefits	\$6,334,633
Supplies & Equipment Services	\$198,002
General & Administration	\$364,696
Building, Lease & Maintenance	\$328,426
Utilities	\$117,741
Library Subscriptions & Databases	\$640,162
Contribution for Capital Improvements	\$0

<b>Total</b>	<b>\$7,983,660</b>
--------------	--------------------

<b>CAPITAL</b>	
Amortization <sup>2</sup>	\$1,061,803

<b>Total Expenses</b>	<b>\$9,045,463</b>
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<b>Annual Surplus (Deficit)</b>	<b>\$1,519,687</b>
---------------------------------	--------------------




<sup>1</sup> Investment income is generated from endowment funds administered by the Vancouver Foundation and the Richmond Community Foundation.

<sup>2</sup> The cost of an asset, such as a book, is spread over the estimated useful life of the asset or the book and this annual expense is referred to as "amortization".





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## General Purposes Committee

Date: Tuesday, September 7, 2021

Place: Council Chambers  
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 4:02 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on July 19, 2021, be adopted as circulated.*

**CARRIED**

### DELEGATION

1. Tamara Vrooman, President and CEO, Vancouver International Airport, and Dan Nomura, City Representative to the YVR Board, provided background information on YVR's Strategic Plan (Copy on File, City Clerk's Office), and highlighted the following:
  - YVR will be a two runway airport for the foreseeable future;
  - options are being explored for uses of the South Terminal;

## General Purposes Committee

Tuesday, September 7, 2021

---

- Burkeville residents have been consulted and continue to be included in the discussions to accommodate their needs;
- preliminary upgrades to Ferguson Road for cyclists have commenced and further improvements are in the works;
- options to extend north runway hours are being examined;
- potential for drones carrying cargo, and examining options for vegetation to address the environmental impacts; and
- the digital twin copy of YVR and Sea Island, to aid in increasing efficiencies and logistics.

It was requested that additional information with regards to the digital twin copy be provided to Council and staff.

### COMMUNITY SAFETY DIVISION

#### 2. **SOIL REMOVAL & FILL DEPOSIT REGULATION BYLAW NO. 8094, AMENDMENT BYLAW 10293**

(File Ref. No. 12-8080-12-01) (REDMS No. 723930 v. 3)

It was moved and seconded

*That Soil Removal & Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw 10293 be introduced and given first, second, and third readings.*

The question on the motion was not called as in reply to queries from Committee, staff noted that (i) a memo will be provided with a summary of feedback received from the consultation on the new soil bylaw, (ii) regular discussions take place with the Agricultural Land Commission to ensure alignment between the City's bylaws and legislation, (iii) staff will report back on the new soil bylaw in two years, and (iv) the new soil bylaw has definitions of riparian areas and environmental sensitive areas which were not part of the old bylaw.

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

### ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (4:50 p.m.).*

**CARRIED**

**General Purposes Committee**  
**Tuesday, September 7, 2021**

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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 7, 2021.

---

Mayor Malcolm D. Brodie  
Chair

---

Sarah Goddard  
Legislative Services Associate



## Finance Committee

Date: Tuesday, September 7, 2021

Place: Council Chambers  
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 4:51 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Finance Committee held on July 5, 2021, be adopted as circulated.*

**CARRIED**

### FINANCE AND CORPORATE SERVICES DIVISION

1. **FINANCIAL INFORMATION – 2ND QUARTER JUNE 30, 2021**

(File Ref. No.) (REDMS No. 6713116)

It was moved and seconded

*That the staff report titled, “Financial Information – 2nd Quarter June 30, 2021”, dated August 6, 2021 from the Acting Director, Finance be received for information.*

**CARRIED**



**Finance Committee**  
**Tuesday, September 7, 2021**

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2. **ACTIVE CAPITAL PROJECTS INFORMATION - 2ND QUARTER JUNE 30, 2021**

(File Ref. No. 03-0975-01) (REDMS No. 6713219)

It was moved and seconded

*That the staff report titled, "Active Capital Projects Information – 2nd Quarter June 30, 2021", dated August 4, 2021 from the Acting Director, Finance be received for information.*

The question on the motion was not called as in reply to queries from Committee regarding the Phoenix Net Loft, staff noted that prior to demolition the contractor assesses the values of the materials, and great efforts are made to salvage as much materials as possible for repurposing.

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

**LULU ISLAND ENERGY COMPANY**

3. **LULU ISLAND ENERGY COMPANY – 2ND QUARTER JUNE 30, 2021 FINANCIAL INFORMATION**

(File Ref. No. 01-0060-20-LIEC) (REDMS No. 6726602)

It was moved and seconded

*That the Lulu Island Energy Company report titled "Lulu Island Energy Company – 2nd Quarter June 30, 2021 Financial Information", dated August 10, 2021 from the Chief Executive Officer and Chief Financial Officer, be received for information.*

**CARRIED**

**RICHMOND OLYMPIC OVAL CORPORATION**

4. **RICHMOND OLYMPIC OVAL CORPORATION - 2ND QUARTER 2021 FINANCIAL INFORMATION**

(REDMS No. 6730969)

It was moved and seconded

*That the report on Financial Information for the Richmond Olympic Oval Corporation for the second quarter ended June 30, 2021 from the Director, Finance of the Richmond Olympic Oval Corporation be received for information.*

**CARRIED**

**Finance Committee**  
**Tuesday, September 7, 2021**

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**ADJOURNMENT**

It was moved and seconded  
*That the meeting adjourn (5:00 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 7,  
2021.

---

Mayor Malcolm D. Brodie  
Chair

---

Sarah Goddard  
Legislative Services Associate



## Planning Committee

Date: Wednesday, September 8, 2021

Place: Council Chambers  
Richmond City Hall

Present: Councillor Linda McPhail, Chair  
Councillor Alexa Loo (by teleconference)  
Councillor Carol Day  
Councillor Bill McNulty (by teleconference)  
Councillor Harold Steves (by teleconference)

Also Present: Councillor Chak Au  
Councillor Andy Hobbs (by teleconference)  
Councillor Michael Wolfe (by teleconference)

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

## MINUTES

It was noted that the July 21, 2021 Planning Committee minutes will be revised to note Cllr. Wolfe's attendance.

It was moved and seconded

*That the minutes of the meeting of the Planning Committee held on July 21, 2021, be adopted as revised.*

**CARRIED**

## NEXT COMMITTEE MEETING DATE

September 22, 2021, (tentative date) at 4:00 p.m. in the Council Chambers

**Planning Committee**  
**Wednesday, September 8, 2021**

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**PLANNING AND DEVELOPMENT DIVISION**

1. **HOUSING AGREEMENT BYLAW NO. 10252 TO PERMIT THE COR TO SECURE AH UNITS AT 9700, 9720 AND 9800 WILLIAMS ROAD**  
(File Ref. No. 12-8060-20-010252; 08-4057-05) (REDMS No. 6692776)

It was moved and seconded

*That Housing Agreement (9700, 9720 and 9800 Williams Road) Bylaw No. 10252, 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 Rezoning Application RZ 15-700431, be introduced and given first, second and third readings.*

**CARRIED**

2. **APPLICATION BY PAUL ATWAL FOR REZONING AT 9631 PATTERSON ROAD FROM SINGLE DETACHED (RS1/E) TO SITE SPECIFIC SINGLE DETACHED (ZS30) - PATTERSON ROAD**  
(File Ref. No. 12-8060-20-010287; RZ 20-906575) (REDMS No. 6722488 V. 3C)

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10287 to create the “Single Detached (ZS30) – Patterson Road” zone, and to rezone 9631 Patterson Road from the “Single Detached (RS1/E)” zone to the “Single Detached (ZS30) - Patterson Road” zone, be introduced and given first reading.*

**CARRIED**

3. **MANAGER’S REPORT**

*(i) Planning Staff*

It was announced that the following staff were promoted to the following positions:

- Diana Nikolic – Program Manager, Policy Planning
- Kevin Eng – Planner 3
- Sara Badyal – Senior Planner

*(ii) City Snapshot Update*

Staff noted that community engagement will be initiated through Let’s Talk Richmond in early October 2021. Staff will circulate a memorandum to Council on the matter.

**Planning Committee**  
**Wednesday, September 8, 2021**

---

*(iii) New House Development and Lot Size*

Discussion ensued with regard to demolition of houses and rebuilding of new houses on the existing site. Staff noted that the 702 Single Family Lot Size Policy will be reviewed as part of the Official Community Plan review.

**ADJOURNMENT**

It was moved and seconded  
*That the meeting adjourn (4:11 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Wednesday, September 8, 2021.

---

Councillor Linda McPhail  
Chair

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Evangel Biason  
Legislative Services Associate



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Cecilia Achiam  
General Manager, Community Safety  
**Date:** August 4, 2021  
**File:** 12-8080-12-01/Vol 01  
**Re:** **Soil Removal & Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw 10293**

### Staff Recommendation

That Soil Removal & Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw 10293 be introduced and given first, second, and third readings.

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

Att. 1

REPORT CONCURRENCE	
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>
City Clerk	<input checked="" type="checkbox"/>
Law	<input checked="" type="checkbox"/>
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 
<b>APPROVED BY CAO</b> 	



## Staff Report

### Origin

On July 26, 2021, City Council adopted Soil Deposit and Removal Bylaw No. 10200 (“Bylaw 10200”). With the adoption of Bylaw 10200, it is unnecessary for the City to retain Soil Removal and Fill Deposit Regulation Bylaw No. 8094 (“Bylaw 8094”).

The purpose of this report is to recommend that Council repeal Bylaw 8094 through the adoption of Soil Removal & Fill Deposit Regulation Bylaw 8094, Amendment Bylaw 10293 (Attachment 1).

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

*Environmentally conscious decision-making that demonstrates leadership in implementing innovative, sustainable practices and supports the City's unique biodiversity and island ecology.*

*2.1 Continued leadership in addressing climate change and promoting circular economic principles.*

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

*2.3 Increase emphasis on local food systems, urban agriculture and organic farming.*

### Analysis

At the February 8, 2021, Council meeting, staff presented the report “Draft New Soil Deposit and Removal Bylaw”, dated January 11, 2021. Following discussion, Council provided a referral to staff to consult with the Food Security and Agricultural Advisory Committee (FSAAC) and other stakeholders, to reconsider recommendations for security bonds and bring forward a new bylaw for adoption. In response to this, and following consultation with FSAAC, staff finalized Bylaw 10200 which is intended to replace Bylaw 8094.

At the April 26, 2021, Council meeting, Council provided first, second and third readings for Bylaw 10200. Subsequent to Council’s decision, staff forwarded Bylaw 10200 to the Minister of Environment and Climate Change Strategy requesting approval or direction that approval was not required. On July 19, 2021, the Minister’s office confirmed that the Minister’s approval was not required (Attachment 2).

On July 26, 2021, Council provided final adoption of Bylaw 10200. The adoption of Bylaw 10200 has removed the necessity to retain Bylaw 8094 and as such staff confirm that Bylaw 8094 should be repealed.

Staff have consulted with FSAAC, B.C. Cranberry Growers Association and staff from the Agricultural Land Commission, Ministry of Agriculture, Food and Fisheries, Ministry of Energy, Mines and Low Carbon Innovation, and the Ministry of Environment and Climate Change Strategy.

As a replacement to Bylaw 8094, Bylaw 10200 strengthens the regulatory framework encompassing all lands in the City. Regulations and requirements within Bylaw 10200 will support and enhance protection for Council endorsed strategies such as the Ecological Network Management Strategy, Farming First Strategy, Flood Protection Management Strategy 2019 and the Invasive Species Action Plan.

**Financial Impact**

None.

**Conclusion**

This report introduces Amendment Bylaw 10293 to repeal Soil Removal & Fill Deposit Regulation Bylaw No. 8094 following the decision from the Ministry of Environment and Climate Change Strategy on July 19, 2021 that the Minister's approval was not required and Council's subsequent adoption of Soil Deposit and Removal Bylaw No. 10200 on July 26, 2021.



Mike Morin  
Soil Bylaw Officer  
(604-204-8625)

CA:mm

Att. 1: Ministry of Environment and Climate Change Strategy letter to COR re. Soil Bylaw No. 10200 (19 July 2021)



Reference: 377199

*July 19, 2021*

His Worship Mayor Malcolm D. Brodie  
and Councillors  
City of Richmond  
6911 No. 3 Road  
Richmond BC V6Y 2C1

Sent via email: [mayorandcouncillors@richmond.ca](mailto:mayorandcouncillors@richmond.ca)

Dear Mayor Brodie and Council:

Thank you for forwarding a copy of the proposed City of Richmond Soil Deposit and Removal Bylaw No. 10200 to the Ministry of Environment and Climate Change Strategy.

The *Community Charter* gives local governments broad powers to regulate activities within their communities, subject to compliance with provincial laws. Section 9 of the *Community Charter* introduces this concept of “concurrent regulatory authority.” The legislation recognizes that in four areas or “spheres” both local governments and the Province have a shared interest in regulating activities. Concurrent regulatory authority applies to the following local government bylaws:

- Public health;
- Protection of the natural environment;
- Wildlife; and
- The prohibition of soil removal, or the prohibition of the deposit of soil or other material making reference to quality of the soil or material or to contamination.

The Minister of Environment and Climate Change Strategy has been designated as the minister responsible for dealing with bylaws that prohibit soil deposit. This means that a bylaw that prohibits the deposit of soil or other material, and that makes reference to the quality of the soil or material or to contamination, cannot be adopted unless approved by the Minister or by regulation or agreement with the local government. To date, no regulations or agreements address soil deposit, soil quality, and contamination.

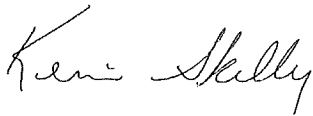
...2

- 2 -

Staff have reviewed the bylaw and do not believe that it requires approval by the Minister of Environment and Climate Change Strategy. As always, we advise you to confirm with your lawyers your course of action regarding bylaw development.

Thank you again for contacting our ministry.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Skelly". The signature is fluid and cursive, with the first name "Ken" and last name "Skelly" clearly distinguishable.

for Alan W. McCammon  
Manager, Remediation Assurance & Brownfields  
Environmental Protection Division

cc: Mike Morin, Soil Bylaw Officer, City of Richmond



**Soil Removal & Fill Deposit Regulation Bylaw 8094, Amendment  
Bylaw 10293**

The Council of the City of Richmond enacts as follows:

1. Soil Deposit and Fill Deposit Regulation Bylaw No. 8094 is hereby repealed.
2. This Bylaw is cited as “**Soil Removal & Fill Deposit Regulation Bylaw 8094, Amendment Bylaw 10293**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

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

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



# City of Richmond

## Report to Committee

**To:** Planning Committee

**Date:** July 28, 2021

**From:** Kim Somerville  
Director, Community Social Development

**File:** 08-4057-05/2021-Vol 01

**Re:** **Housing Agreement Bylaw No. 10252 to Permit the City of Richmond to Secure Affordable Housing Units at 9700, 9720 and 9800 Williams Road**

### Staff Recommendation

That Housing Agreement (9700, 9720 and 9800 Williams Road) Bylaw No. 10252, 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 Rezoning Application RZ 15-700431, be introduced and given first, second and third readings.

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

Att. 1

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



## **Staff Report**

### **Origin**

The purpose of this report is to recommend that City Council adopt Housing Agreement Bylaw No. 10252 to secure at least 15 per cent of the total residential building area or three affordable housing units in the proposed development located at 9700, 9720, and 9800 Williams Road (Attachment 1).

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

*6.5 Ensure diverse housing options are available and accessible across the housing continuum.*

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

*Strategic Direction #1: Expand Housing Choices*

This report is also consistent with the City of Richmond Affordable Housing Strategy 2017–2027, adopted on March 12, 2018, which specifies the creation of affordable rental housing units as a key housing priority for the City.

Rezoning Application RZ 15-700431 was given second and third reading at the Public Hearing on February 20, 2017 for the redevelopment of 9700, 9720 and 9800 Williams Road. While the City's Affordable Housing Strategy typically requires a cash-in-lieu contribution for townhouse developments, the Official Community Plan (OCP) enables Council to consider additional density for the provision of Low End Market Rental Units instead of a cash-in-lieu contribution.

As directed by the Arterial Road Policy, the City secures any additional density in townhouse developments on certain arterial roads as affordable housing. This direction applies when the development proposes to provide built units rather than a cash-in-lieu contribution. On occasion, the Arterial Road Policy results in a LEMR contribution greater than the current 10 per cent contribution rate outlined in the Affordable Housing Strategy. Consistent with the Arterial Road Policy, this application provides three LEMR units, which represent 15 per cent of the total residential floor area. The registration of a Housing Agreement and Housing Covenant are conditions of the Rezoning Application, which secures 15 per cent of the total residential floor area as affordable housing units with maximum rental rates and household income as established by the City's Affordable Housing Strategy.

It is recommended that the proposed Housing Agreement Bylaw for the subject development (Bylaw No. 10252) be introduced and given first, second and third reading. 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 the development of approximately 18 residential units including three affordable rental housing units. The three proposed affordable housing units represent 15 per cent of the total residential floor area.

All three affordable housing units will be family-friendly, three-bedroom units. The three units will have aging-in-place features and each unit will have a private front yard. The affordable housing units will be located in one three-storey high building on the north side of the development.

The affordable housing units anticipated to be delivered are described in Table 1.

Table 1: Proposed Unit Specifics

Unit Type	Affordable Housing Strategy Requirements			Project Targets
	Min. Unit Area	Max. Monthly Unit Rent*	Total Max. Household Income*	# of Units
3-BR	91 m <sup>2</sup> (980 ft <sup>2</sup> )	\$1,480	\$58,050 or less	3
<b>TOTAL</b>	<b>345.3 m<sup>2</sup> (3,717 ft<sup>2</sup>)</b>	<b>Varies</b>	<b>Varies</b>	<b>3</b>

\*To be adjusted annually based on the terms of the Housing Agreement.

The Housing Agreement restricts the annual household incomes and maximum rents for eligible occupants and specifies that the units must be made available at affordable rental housing rates in perpetuity. The agreement includes provisions for annual adjustment of the maximum annual household incomes and rental rates in accordance with City requirements. In addition, the agreement restricts the owner from imposing any age-based restrictions on the tenants of the affordable housing units.

The Housing Agreement specifies that occupants of the affordable rental housing units shall have unlimited access to all required residential outdoor amenity spaces as well as all associated shared facilities (e.g. visitor parking) in the development. Affordable housing tenants will not be charged any additional costs over and above their rent (e.g. move in/move out fees). In order to ensure that the owner is managing the affordable housing units according to the terms outlined in the Housing Agreement, the agreement permits the City to conduct a statutory declaration process no more than once a year. Should the owner choose to sell the affordable housing units, the Housing Agreement requires that all three units be sold to a single owner.

The applicant has agreed to the terms and conditions of the Housing Agreement and to register notice of the Housing Agreement on title to secure the three affordable rental units.

## Financial Impact

None.

July 28, 2021

- 4 -

## **Conclusion**

In accordance with the *Local Government Act* (Section 483), adoption of Bylaw No. 10252 is required to permit the City to enter into a Housing Agreement. Together with the Housing Covenant, this will act to secure three affordable rental units that are proposed in association with Rezoning Application RZ 15-700431.

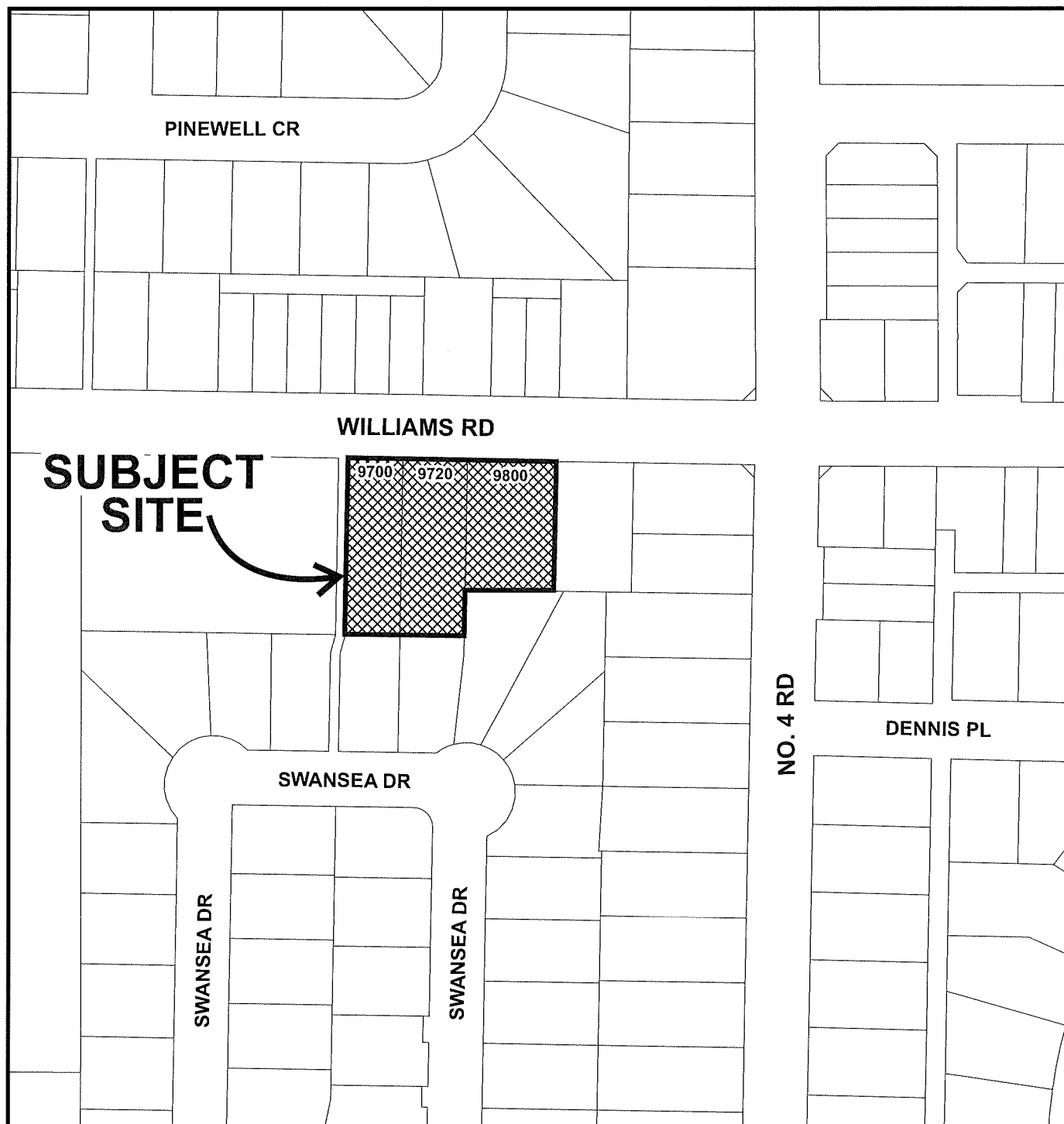
A handwritten signature in black ink, appearing to read "Cody Spencer", with a long horizontal flourish extending to the right.

Cody Spencer  
Program Manager, Affordable Housing  
(604-247-4916)

Att. 1: Map of 9700, 9720 and 9800 Williams Road



# City of Richmond



9700, 9720 &  
9800 Williams Road

Original Date: 05/31/21

Revision Date:

Note: Dimensions are in METRES



**Housing Agreement (9700, 9720 and 9800 Williams Road)  
Bylaw No. 10252**

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: 003-606-333      Lot 8 Except: Part Subdivided By Plan 44427, Section 34 Block 4  
North Range 6 West New Westminster District Plan 11454

PID: 004-870-620      Lot 9 Except: Part Subdivided By Plan 45409, Section 34 Block 4  
North Range 6 West New Westminster District Plan 11454

PID: 003-798-798      Lot 170 Section 34 Block 4 North Range 6 West New Westminster  
District Plan 36305

2. This Bylaw is cited as **Housing Agreement (9700, 9720 and 9800 Williams Road) Bylaw No. 10252.**

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

CITY OF RICHMOND
APPROVED for content by originating dept. <i>Cody Sp...</i>
APPROVED for legality by Solicitor <i>[Signature]</i>

\_\_\_\_\_  
MAYOR

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



Schedule A

To Housing Agreement (9700, 9720 and 9800 Williams Road) Bylaw No. 10252.

HOUSING AGREEMENT BETWEEN URBAN ERA BUILDERS & DEVELOPERS  
LIMITED AND THE CITY OF RICHMOND

**HOUSING AGREEMENT – AFFORDABLE HOUSING**  
**(Section 483, *Local Government Act*)**

**THIS AGREEMENT** is dated for reference the \_\_\_\_\_ of \_\_\_\_\_, 2021

**BETWEEN:**

**URBAN ERA BUILDERS & DEVELOPERS LIMITED**  
(Inc. No. BC0715259), 308 – 8171 Cook Road, Richmond,  
BC V6Y 3T8

(the “**Owner**”)

**AND:**

**CITY OF RICHMOND**, a municipal corporation pursuant to the  
*Local Government Act* and having its offices at 6911 No. 3 Road,  
Richmond, BC V6Y 2C1

(the “**City**” as more fully described 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 registered and beneficial owner of the Lands (defined below); and
- C. The Owner and the City wish to enter into this Agreement (defined below) 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 March 12, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be updated, 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”** means any building constructed, or to be constructed, on the Lands, or a portion thereof, including each air space parcel into which the Lands may be Subdivided from time to time. For greater certainty, each air space parcel will be a Building for the purpose of this Agreement;
- (e) **“Building Permit”** means the building permit authorizing construction on the Lands, or any portion(s) thereof;
- (f) **“City”** means the City of Richmond;
- (g) **“City Solicitor”** means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
- (h) **“Common Amenities”** means all outdoor areas and amenities that are designated for common use of all residential occupants of the Development, or all Tenants of Affordable Housing Units in the Development, through the Development Permit process, including without limitation visitor parking, the required affordable housing parking and related access routes;
- (i) **“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;
- (j) **“Daily Amount”** means \$100.00 per day as of January 1, 2021 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2021, 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 will be final and conclusive;
- (k) **“Development”** means the residential development to be constructed on the Lands;
- (l) **“Development Permit”** means the development permit authorizing development on the Lands, or any portion(s) thereof;
- (m) **“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;
- (n) **“Eligible Tenant”** means a Family having a cumulative gross annual income of:
  - (i) in respect to a studio unit, \$34,650.00 or less;
  - (ii) in respect to a one-bedroom unit, \$38,250.00 or less;

- (iii) in respect to a two-bedroom unit, \$46,800.00 or less; and
- (iv) in respect to a three or more bedroom unit, \$58,050.00 or less,

provided that, commencing January 1, 2021, the annual incomes set out above will be adjusted annually on January 1<sup>st</sup> 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 will 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 will be final and conclusive;

- (o) **"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;
- (p) **"GST"** means the Goods and Services Tax levied pursuant to the Excise Tax Act, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;
- (q) **"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 from time to time, in respect to the use and transfer of the Affordable Housing Units;
- (r) **"Interpretation Act"** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (s) **"Land Title Act"** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (t) **"Lands"** means certain lands and premises legally described as:
  - (i) PID: 003-606-333, Lot 8 Except: Part Subdivided By Plan 44427, Section 34 Block 4 North Range 6 West New Westminster District Plan 11454;
  - (ii) PID: 004-870-620, Lot 9 Except: Part Subdivided By Plan 45409, Section 34 Block 4 North Range 6 West New Westminster District Plan 11454;
  - (iii) PID: 003-798-798, Lot 170 Section 34 Block 4 North Range 6 West New Westminster District Plan 36305,

as may be Subdivided from time to time, and including a Building or a portion of a Building;
- (u) **"Local Government Act"** means the *Local Government Act*, R.S.B.C. 2015, Chapter 1,

together with all amendments thereto and replacements thereof;

- (v) **“LTO”** means the New Westminster Land Title Office or its successor;
- (w) **“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;
- (x) **“Permitted Rent”** means no greater than:
  - (i) \$811.00 (exclusive of GST) a month for a studio unit;
  - (ii) \$975.00 (exclusive of GST) a month for a one-bedroom unit;
  - (iii) \$1,218.00 (exclusive of GST) a month for a two-bedroom unit; and
  - (iv) \$1,480.00 (exclusive of GST) a month for a three (or more) bedroom unit,

provided that, commencing January 1, 2021, the rents set-out above will be adjusted annually on January 1<sup>st</sup> 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 will 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 will be final and conclusive;

- (y) **“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;
- (z) **“Residential Tenancy Act”** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (aa) **“Strata Property Act”** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (bb) **“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*;
- (cc) **“Tenancy Agreement”** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and



- (dd) “**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 at Permitted Rent. 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 will, 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 Schedule A, sworn by the Owner (or in the case of a corporate owner the director, officer or authorized signatory of 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 will 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 discretion, 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 and includes the design for the Common Amenities and the Building, to the satisfaction of the City;
  - (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 any portion of any Building constructed on the Lands until all of the following conditions are satisfied:
    - (i) all of the Affordable Housing Units, Common Amenities, 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 not 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 to be subleased or an Affordable Housing Unit Tenancy Agreement to be assigned, except as required under the *Residential Tenancy Act*.
- 3.2 The Owner will not permit an Affordable Housing Unit to be used for short term rental purposes (being rentals for periods shorter than 30 days), or any other purposes that do not constitute a "permanent residence" of a Tenant or an Eligible Tenant.

- 3.3 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 three (3) 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 three (3) Affordable Housing Units. Without limiting the foregoing, the Owner will not Subdivide the Lands in a manner that creates one or more Affordable Housing Units into a separate air space parcel without the prior written consent of the City.
- 3.4 Subject to the requirements of the *Residential Tenancy Act*, the Owner will ensure that each Tenancy Agreement:
- (a) includes the following provision:
 

“By entering into this Rental Agreement, as supplemented by this Addendum and as amended from time to time, the Tenant hereby consents and agrees, subject to the provisions of the *Residential Tenancy Act* (British Columbia) and applicable privacy laws, to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City of Richmond (the “City”) and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the owner(s), Tenant(s), and occupant(s) of the Affordable Housing Unit with the City’s strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality of the City of Richmond and for no other purpose, each month during the Tenant’s occupation of the Affordable Housing Unit:

    - (i) a statement of the total, gross annual income once per calendar year from all sources (including employment, disability, retirement, investment, and other) of all members of the Tenant’s household who are 18 years of age and over and who reside in the Affordable Housing Unit;
    - (ii) number of occupants of the Affordable Housing Unit;
    - (iii) number of occupants of the Affordable Housing Unit 18 years of age and under;
    - (iv) number of occupants of the Affordable Housing Unit 55 years of age and over.”;
  - (b) defines the term “Landlord” as the Owner of the Affordable Housing Unit; and
  - (c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement.
- 3.5 If the Owner sells or transfers the Affordable Housing Units (pursuant to Section 3.3), the Owner will notify the City Solicitor of the sale or transfer within three (3) days of the effective date of sale or transfer.
- 3.6 The Owner will 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 the Common Amenities in the Development and will not Subdivide the Lands unless all easements and rights of way are in place to secure such use;
- (d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:
  - (i) move-in/move-out fees;
  - (ii) strata fees;
  - (iii) strata property contingency reserve fees;
  - (iv) any fees and charges for the use of parking spaces assigned for the exclusive use of the Affordable Housing Unit;
  - (v) except as expressly set out in subsections 3.6(d)(viii) and (ix), any fees and charges for the use of any Common Amenities, common property, limited common property, or other common areas, facilities or amenities, including without limitation parking, bicycle storage, electric vehicle and/or bicycle charging stations (if applicable), and related facilities;
  - (vi) any fees and charges for the use of sanitary sewer, storm sewer, water; or
  - (vii) property or similar tax;

provided, however, that the Owner may charge the Tenant the Owner's cost of the following, unless included in strata fees (if applicable):

  - (viii) providing cable television, telephone, other telecommunications, or electricity fees (including electricity fees and charges associated with the Tenant's use of electrical vehicle and/or bicycle charging infrastructure); and
  - (ix) installing electric vehicle and/or bicycle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the Development) by or on behalf of the Tenant;
- (e) subject to any contrary provisions in the *Residential Tenancy Act*, 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 subsection 1.1(n) 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 (3) consecutive months or longer, notwithstanding the timely payment of rent; 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, subject to any contrary provisions in the *Residential Tenancy Act*, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for subsection 3.6(e)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(n) of this Agreement*], the notice of termination will provide that the termination of the tenancy will be effective two (2) months following the date of the notice of termination. In respect of subsection 3.6(e)(ii) of this Agreement, termination will be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (f) 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
- (g) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.

- 3.7 The Owner will not impose any age-based restrictions on Tenants of Affordable Housing Units, unless expressly permitted by the City in writing in advance.
- 3.8 The Owner will attach a copy of this Agreement to every Tenancy Agreement.
- 3.9 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.
- 3.10 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. This requirement will not lessen the Owner's obligations under this Agreement, or be deemed a delegation of the Owner's obligations under this Agreement.
- 3.11 If the Owner has terminated the Tenancy Agreement, then the Owner will use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit, as applicable, 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 the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that:
- (a) the Affordable Housing Unit 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, as applicable, is damaged or destroyed, to the extent of 40% or more of its value above its foundations,

and, in each case, a demolition permit for the Affordable Housing Unit, as applicable, has been issued by the City and the Affordable Housing Unit, as applicable, 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 affordable rental accommodation, imposes age-based restrictions on Tenants of Affordable Housing Units, or is otherwise inconsistent with this Agreement will have no force and effect, unless expressly approved by the City in writing in advance.
- 5.3 No strata corporation will pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as affordable rental accommodation in accordance with this Agreement.
- 5.4 No strata corporation will 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 Amenities, common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation contrary to subsection 3.6.
- 5.5 No strata corporation will 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 and/or bicycle charging stations or related facilities contrary to subsection 3.6(d). Notwithstanding the foregoing, 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. For greater certainty,

electricity fees and charges associated with the Owner or the Tenant's use of electrical vehicle and/or bicycle charging infrastructure are excluded from this provision.

- 5.6 The strata corporation will 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 Amenities, common property, limited common property or other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle and/or bicycle charging stations or related facilities, except on the same basis that governs the use and enjoyment of these facilities by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan.

## **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:

- (a) an Affordable Housing Unit is used or occupied in breach of this Agreement;
- (b) an Affordable Housing Unit is rented at a rate in excess of the Permitted Rent; or
- (c) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant,

then the Owner will pay the Daily Amount to the City for every day that the breach continues after 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 will 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 index of the common property of the strata corporation stored in the LTO and on title to all strata lots in the Development (including Affordable Housing Units and non-Affordable Housing Units); 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;
- (d) 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 will 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 will 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 plan, this Agreement will remain noted on title to each individual Affordable Housing Unit and on the index of the common property of the strata corporation stored in the LTO.

## 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, 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. At the request of the City in the City's sole discretion, the Owner will, at the Owner's expense, 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 subsection 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, except as outlined in Section 2.4 hereof, where the Housing Covenant prevails, this Agreement will, 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 will be joint and several.

**7.24 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.

**URBAN ERA BUILDERS & DEVELOPERS LTD.,**  
by its authorized signatory(ies):

Per: \_\_\_\_\_  
Name: \_\_\_\_\_

Per: \_\_\_\_\_  
Name: \_\_\_\_\_

**CITY OF RICHMOND,**  
by its authorized signatories:

Per: \_\_\_\_\_  
Malcolm D. Brodie, Mayor

Per: \_\_\_\_\_  
Claudia Jesson, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept.
Legal Advice
DATE OF COUNCIL APPROVAL (if applicable)

# **SCHEDULE A to Housing Agreement**

## **STATUTORY DECLARATION (Affordable Housing Units)**

CANADA	)	IN THE MATTER OF Unit Nos. _____ - _____
	)	(collectively, the “ <b>Affordable Housing Units</b> ”) located at
	)	_____
PROVINCE OF BRITISH COLUMBIA	)	( <i>street address</i> ), British Columbia, and Housing Agreement
	)	dated _____, 20____ (the “ <b>Housing</b>
TO WIT:	)	<b>Agreement</b> ”) between
	)	_____ and the
	)	City of Richmond (the “ <b>City</b> ”)

I, \_\_\_\_\_ (*full name*),

of \_\_\_\_\_ (*address*) in the Province

of British Columbia, DO SOLEMNLY DECLARE that:

1. ☐ I am the registered owner (the “**Owner**”) of the Affordable Housing Units;  

*or,*

☐ I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;
  
2. This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units for each of the 12 months for the period from January 1, 20\_\_\_\_ to December 31, 20\_\_\_\_ (the “**Period**”);
  
3. To the best of my knowledge, continuously throughout the Period:
  - a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and
  - b) the Owner of the Affordable Housing Units complied with the Owner’s obligations under the Housing Agreement and any housing covenant(s) registered against title to the Affordable Housing Units;

And 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 by virtue of the *Canada Evidence Act*.

DECLARED                      BEFORE                      ME                      at                      )  
 \_\_\_\_\_ in the )  
 Province of British Columbia, Canada, this )  
 \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ )  
 \_\_\_\_\_ )  
 \_\_\_\_\_ )  
 \_\_\_\_\_ )  
 \_\_\_\_\_ )  
 A Notary Public and a Commissioner for taking )  
 Affidavits in and for the Province of British )  
 Columbia )

(Signature of Declarant)

Name: \_\_\_\_\_

*Declarations should be signed, stamped, and dated and witnessed by a lawyer, notary public, or commissioner for taking affidavits.*

## APPENDIX A (to Statutory Declaration) Information Table

Building Name:	Building Address:	Property Manager Name:
Property Management Company:	Property Manager Email:	Property Manager Phone Number:

Note: All capitalized terms in the column headers of the table below have definitions as set out in the Glossary.

Row Number	Unit and Household Information							Income and Rent				Fees Collected				
	Unit #	Unit Type (Studio, 1 Bed, 2 Bed, 3 Bed)	Number of Occupants (#)	Related to Owner (Yes/No)	Number of Occupants 18 Years and Under (#)	Number of Occupants 55 Years and Over (#)	Starting Year of Tenancy	Before-tax Total Income(s) (If Occupant is 19+ Years)	Income Verification Received (Yes/No)	Before-tax Total Income of All Occupants 19+	Rent (\$/Month)	Parking fees	Move- in/Move-out fees	Storage fees	Amenity Usage Fees	Other Tenant Fees
1																
2																
3																
4																
5																



# City of Richmond

## Report to Committee

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

**Date:** August 23, 2021  
**File:** RZ 20-906575

**Re:** Application by Paul Atwal for Rezoning at 9631 Patterson Road from Single Detached (RS1/E) to Site Specific Single Detached (ZS30) - Patterson Road

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10287 to create the "Single Detached (ZS30) – Patterson Road" zone, and to rezone 9631 Patterson Road from the "Single Detached (RS1/E)" zone to the "Single Detached (ZS30) - Patterson Road" zone, be introduced and given first reading.

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

WC:na  
Att. 7

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

## **Staff Report**

### **Origin**

Paul Atwal has applied to the City of Richmond for permission to rezone 9631 Patterson Road from the “Single Detached (RS1/E)” zone to a new site specific “Single Detached (ZS30) – Patterson Road” zone in order to permit the property to be subdivided into two single-family residential lots each with access from Patterson Road. A location map and aerial photo are provided in Attachment 1. A survey showing the proposed subdivision and conceptual development plans are provided in Attachment 2.

### **Findings of Fact**

#### Background

A new single-family dwelling was recently built on the western half of the subject site (BP 19-870258). The eastern portion of the site is currently vacant. The existing house and the proposed subdivision layout conform to all zoning requirements under the proposed ZS30 zone including floor area ratio, lot coverage and setbacks.

A new site specific “Single Detached (ZS30) – Patterson Road” zone is proposed in response to the abutting provincial roadways on two sides of the property. The proposed zone includes setback requirements specified by the Ministry of Transportation and Infrastructure applicable to the rear and side yards adjacent to Highway 99 but is otherwise modeled on the City’s existing “Single Detached (RS2/B)” zone.

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 3.

#### Subject Site Existing Housing Profile

There is an existing single detached home with a secondary suite on the west side of the property, which would be retained on the proposed Lot 1.

### **Surrounding Development**

To the north: On-ramp to Highway 99.

To the east: Vacant land that forms part of the Highway 99 right of way. The highway on-ramp is approximate 60 m to the east of the subject site.

To the south: Across Patterson Road, existing non-conforming duplex and single-family dwellings on lots zoned “Single Detached (RS1/E and RS2/B).”

To the west: A duplex on a property zoned “Two-unit Dwellings (RD1).”



**Related Policies & Studies**Official Community Plan/West Cambie Area Plan

The 2041 OCP Land Use Map designation for the subject site is “Neighbourhood Residential” and the West Cambie Area Plan land use designation for the subject site is “Residential (Single Family)”. This redevelopment proposal is consistent with these designations.

Lot Size Policy 5446

The subject site is located within the area covered by Lot Size Policy 5446 (adopted by Council September 16, 1991, amended June 21, 1999) (Attachment 4). This Policy permits rezoning and subdivision of lots on the north side of Patterson Road in accordance with “Single Detached (RS2/B)”. This redevelopment proposal would enable the property to be subdivided into a maximum of two lots.

The proposed ZS30 zone maintains the same subdivision provisions/minimum lot size requirements as the “Single Detached (RS2/B)” zone and is therefore consistent with Lot Size Policy 5546. The applicant is proposing to create one larger lot on the west side with a 17.442 m frontage (665 m<sup>2</sup> in area) and a smaller lot on the east side with a 12.0 m frontage (444 m<sup>2</sup> in area).

Floodplain Management Implementation Strategy

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

OCP Aircraft Noise Sensitive Development (ANSD) Policy and Highway Noise

The subject site is located within the Aircraft Noise Sensitive Development (ANSD) Policy Area within a designation that permits new single-family development that is supported by an existing Lot Size Policy. Prior to final adoption of the rezoning bylaw the applicant is required to register a covenant on title to address public awareness and ensure noise mitigation is incorporated into the design and construction of buildings and additions, as required.

In addition to aircraft noise and given the subject site’s proximity to Highway 99, staff have expressed potential noise concerns from highway traffic. Accordingly, the developer will be required to register a legal agreement prior to final adoption of the rezoning bylaw to ensure that future construction incorporates noise mitigation measures to achieve the applicable standards for indoor noise quality. An acoustical report from a certified professional would be required at Building Permit stage.

**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 1<sup>st</sup> reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

## Analysis

### Site Specific “Single Detached (ZS30) – Patterson Road” Zone

The proposed “Single Detached (ZS30) – Patterson Road” zone is based on the City’s existing “Single Detached (RS2/B)” zone with the same subdivision standards of each new lot requiring a minimum 12.0 m width, 24.0 m depth, and 360 m<sup>2</sup> lot area. A site specific zone is proposed in order to ensure redevelopment reflects specific side and rear yard setbacks applicable to the site due to the Hwy 99 adjacency.

### Tree Retention and Replacement

The applicant has submitted a Certified Arborist’s Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses one bylaw-sized tree on the subject property and two bylaw-sized trees on the neighbouring property to the west. Staff note that since the time of the original tree assessment and Arborist’s Report, the applicant has planted four new trees on Lot 1.

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

- One multi-stem tree (tag# 400 (89 cm caliper Persian Silk tree)) is in poor condition due to damaged trunk and is recommended to be removed and replaced.
- Two trees (tag# os1 (25 cm caliper Smaragd cedar) and tag# os2 (20 cm caliper Smaragd cedar)) located on adjacent neighbouring property at 9611 Patterson Road are identified to be retained and protected. Provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

### *Tree Replacement*

The applicant wishes to remove one on-site tree (Tree tag# 400). The 2:1 replacement ratio would require a total of two replacement trees. The applicant has agreed to plant two replacement trees on proposed Lot 2. The required replacement trees are to be of the following minimum sizes, based on Tree Protection Bylaw No. 8057.

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

In addition to the two replacement trees, the applicant has agreed to plant three trees on proposed Lot 2 as part of a landscape buffer along the north property line. Additionally, four new trees

have already been planted on proposed Lot 1 as part of the landscaping for the recently constructed dwelling.

Prior to final adoption of the rezoning bylaw, the applicant is required to provide a \$1,500 Landscape Security to ensure that the two replacement trees are provided on proposed Lot 2.

#### *Tree Protection*

Two trees (tag# os1 and os2) on neighbouring property at 9611 Patterson Road are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 5). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

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

#### Landscape Plan and Buffer

The applicant has agreed to install a landscape buffer along the north property line of the subject site to provide noise dampening and an aesthetically pleasing edge along the Sea Island Way on-ramp to Highway 99 (Attachment 6). The buffer would be 1.5 m wide and includes a 1.8 m high solid cedar fence, three Maple trees, and a continuous hedge supplemented with additional shrub planting. The combination of the fencing and layered planting will screen the view of the highway from the proposed lots and partially mitigate noise generated by nearby traffic. Registration of a restrictive covenant to identify the entire 1.5 m rear yard space as a landscape buffer area is required to prevent the removal of the buffer landscaping.

A landscape buffer along the east property line of Lot 2 is not requested as tree planting in this area, would conflict with a required Statutory Right-of-Way for the existing City forcemain located to the east. The applicant is aware that no new trees are to be planted within the required 1.5 m wide SRW along the east property line.

A Landscape Security in the amount of \$8,871.50 is required prior to final adoption of the rezoning bylaw to ensure that the agreed upon landscape buffer to Highway 99 is installed.

### Ministry of Transportation and Infrastructure (MOTI) Approval

MOTI approval is a condition of final adoption of the rezoning bylaw. Preliminary Approval has been granted by MOTI for one year. No direct access to Highway 99 or the off-ramp is permitted.

### Transportation and Site Access

Vehicle access is proposed from separate driveway crossings to each new lot. Frontage improvements are not required, however the applicant is required to provide a cash-in-lieu contribution for the City to construct frontage improvements in the future. The cash-in-lieu contribution is required prior to subdivision approval.

### Site Servicing and Subdivision

Prior to final adoption of the rezoning bylaw, the applicant is required to register a 1.5 m wide Statutory Right-of-Way along the entire east property line of the site for the existing City sanitary sewer.

At future Subdivision stage, the applicant will be required to pay Development Cost Charges (City and GVS & DD), Engineering Improvement Charges for future road improvements, School Site Acquisition Charge, Address Assignment Fee, and Servicing Costs. Site servicing works are to be completed through a City work order, and are described in Attachment 7.

### Affordable Housing Strategy

The Affordable Housing Strategy for single-family rezoning applications requires a secondary suite on 100% of new lots created; a secondary suite on 50% of new lots created together with a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of \$4.00/ft<sup>2</sup> of the total buildable area of the remaining lots; or, where a secondary suite cannot be accommodated in the development, a cash-in-lieu contribution to the Affordable Housing Reserve Fund of \$4.00/ft<sup>2</sup> of the total buildable area of the development.

The applicant proposes to construct a secondary suite on each of the new lots. The existing dwelling on proposed Lot 1 has a 1-bedroom, 41.5 m<sup>2</sup> (447 ft<sup>2</sup>) secondary suite and the dwelling on proposed Lot 2 will provide a minimum 1-bedroom, 43.4 m<sup>2</sup> (468 ft<sup>2</sup>) secondary suite. To ensure that the secondary suites are built to the satisfaction of the City in accordance with the Strategy, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection on the proposed Lot 2 is to be granted until the secondary suite is constructed to the satisfaction of the City, in accordance with the BC Building Code and the City's Zoning Bylaw. This legal agreement is a condition of rezoning.

### **Financial Impact**

None.

**Conclusion**

The purpose of this application is to rezone 9631 Patterson Road from the “Single Detached (RS1/E)” zone to a new site specific zone to permit the property to be subdivided to create two single detached lots. The proposal is consistent with Single-Family Lot Size Policy 5446 and all applicable policies and land use designations contained within the Official Community Plan (OCP). The proposal is consistent with the direction of redevelopment in the surrounding area.

The list of rezoning considerations is included as Attachment 7, which has been agreed to by the applicants (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10287 be introduced and given first reading.

  
(for)

Nathan Andrews  
Planning Technician  
(604-247-4911)

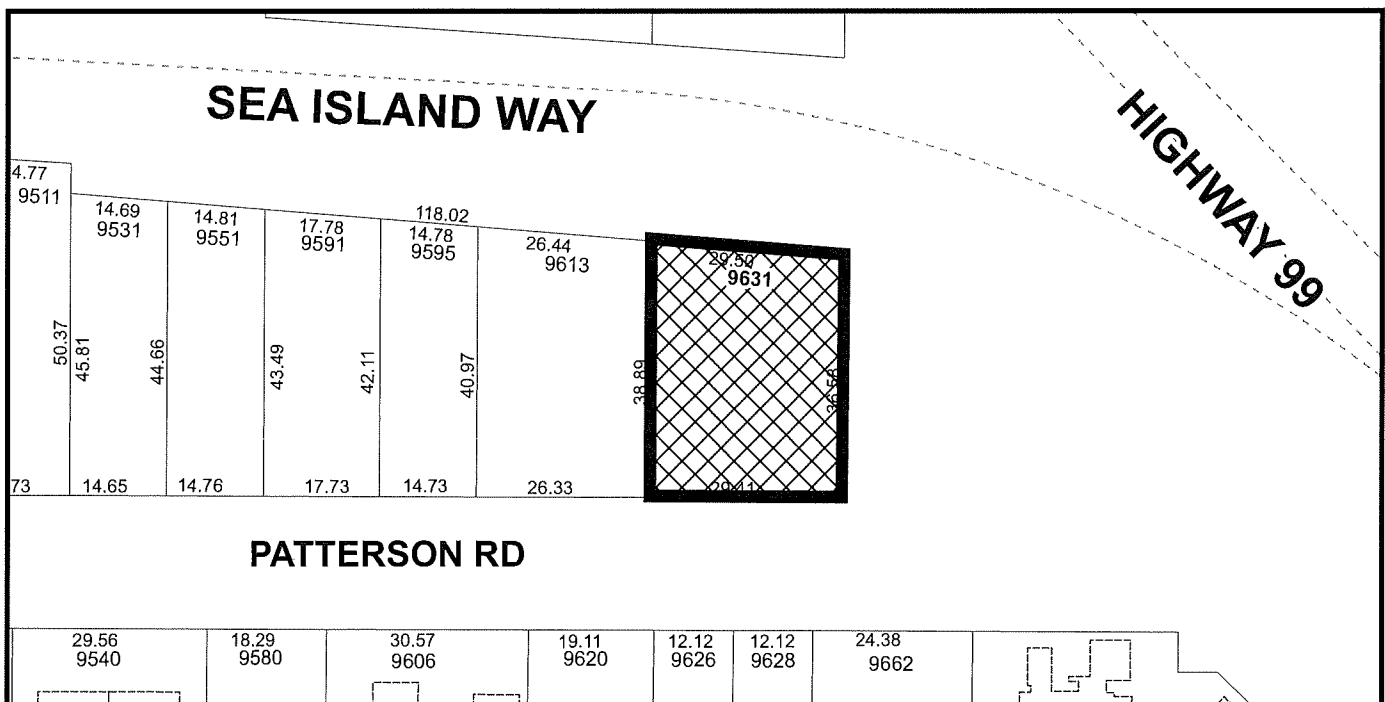
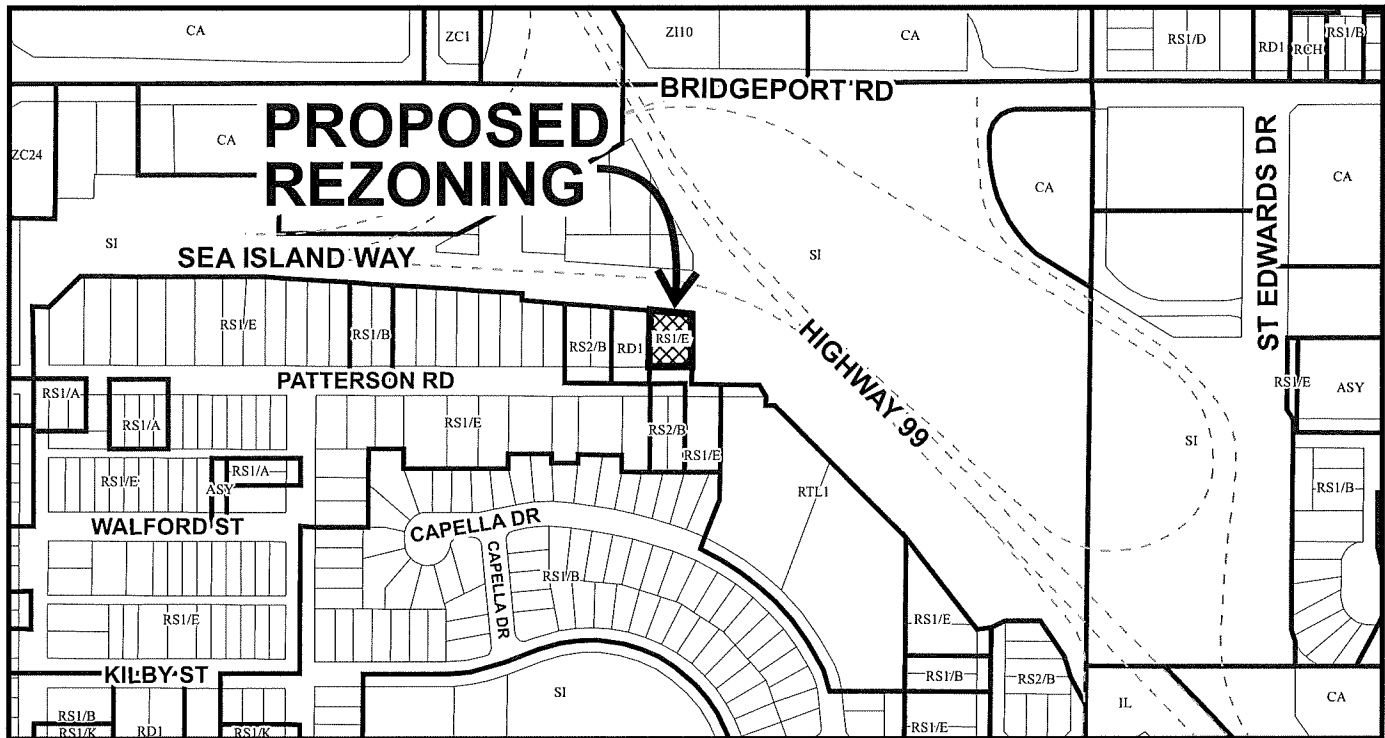
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**Attachments**

Attachment 1: Location Map  
Attachment 2: Survey and Subdivision Plan  
Attachment 3: Development Application Data Sheet  
Attachment 4: Lot Size Policy 5446  
Attachment 5: Tree Retention Plan  
Attachment 6: Preliminary Landscape Plan  
Attachment 7: Rezoning Considerations



# City of Richmond



## RZ 20-906575

Original Date: 11/05/20

Revision Date:

Note: Dimensions are in METRES





# City of Richmond



**RZ 20-906575**

Original Date: 11/05/20

Revision Date:

Note: Dimensions are in METRES



**TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF  
WEST HALF LOT 3 EXCEPT: FIRSTLY: PART ON STATUTORY  
RIGHT OF WAY PLAN 17236. SECONDLY PART ON STATUTORY  
RIGHT OF WAY PLAN LMP133. SECTION 27 BLOCK 5 NORTH  
RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 6112**

#9631 PATTERSON ROAD,  
RICHMOND, B.C.  
P.I.D. 004-194-454

SEA ISLAND WAY

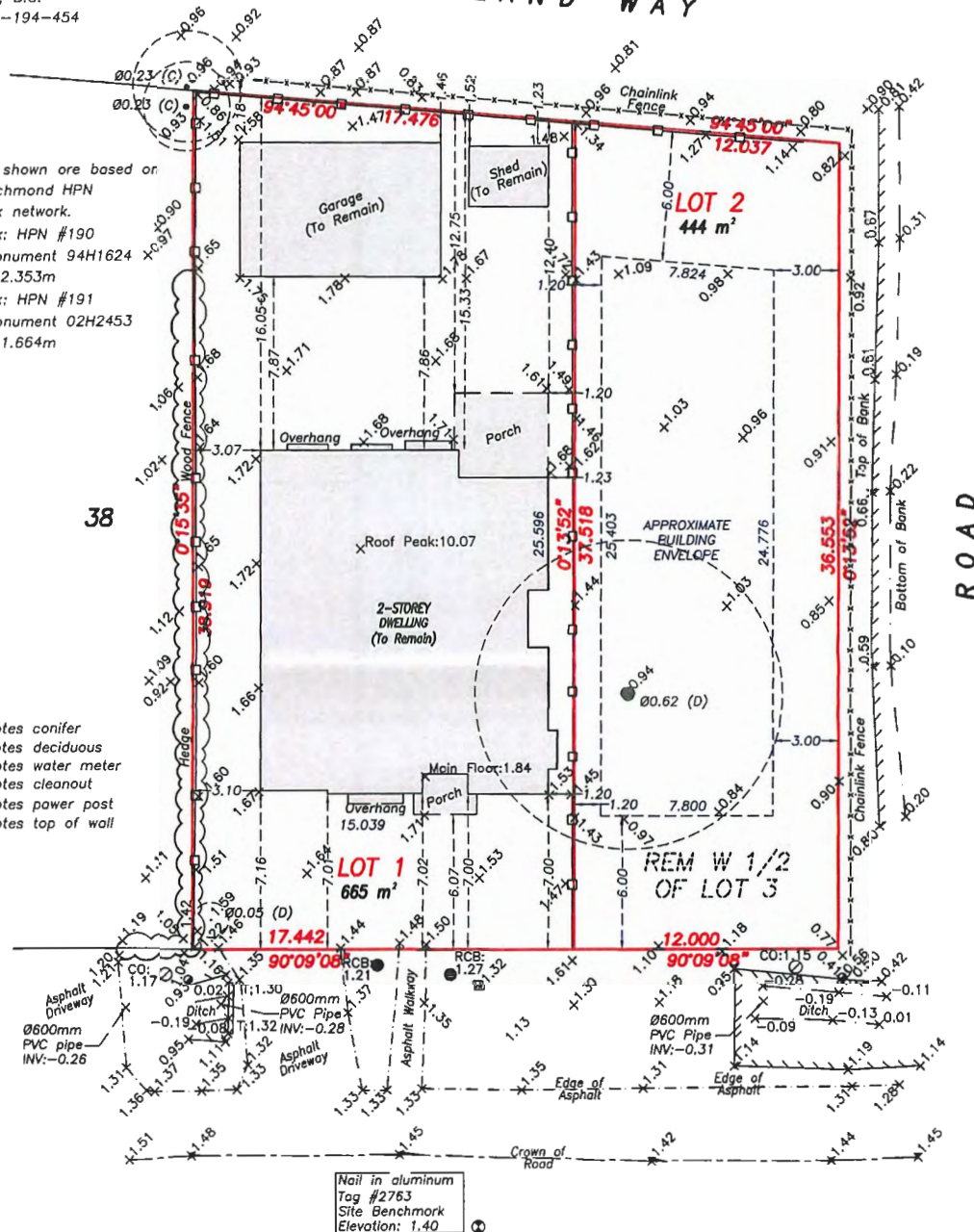


**NOTE:**

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

**LEGEND:**

- (C) denotes conifer
- (D) denotes deciduous
- ⊠ denotes water meter
- ⊙ denotes cleanout
- ⊕ denotes power post
- T: denotes top of wall



CIVIC ADDRESS:  
9631 - Patterson Road, Richmond BC  
PID: 004-194-454

LEGAL DESCRIPTION:

CALCULATIONS:  
ZONE RS2/B

### Lot 1

PER IMPERMEABLE COVERAGE = 70% OF 7158.0 S.F. ( 665.0 m<sup>2</sup> )  
= 5010.60 S.F. ( 465.484 m<sup>2</sup> )

PROPOSED IMPERMEABLE COVERAGE = 4784.00 S.F. ( 444.43 m<sup>2</sup> )

PER LANDSCAPE SURFACE = 30% OF 7158.0 S.F. ( 665.0 m<sup>2</sup> )  
= 2147.40 S.F. ( 199.49 m<sup>2</sup> )

PROPOSED LANDSCAPE SURFACE = 2374.00 SF ( 220.54 m<sup>2</sup> )

PER SITE COVERAGE = 45% OF 7158.0 S.F. ( 665.0 m<sup>2</sup> )  
= 3221.10 S.F. ( 299.24 m<sup>2</sup> )

PROPOSED SITE COVERAGE = 2911.0 S.F. ( 270.43 m<sup>2</sup> )

### Lot 2

PER IMPERMEABLE COVERAGE = 70% OF 4779.0 S.F. ( 444.0 m<sup>2</sup> )  
= 3345.00 S.F. ( 310.75 m<sup>2</sup> )

PROPOSED IMPERMEABLE COVERAGE = 2386.00 S.F. ( 221.66 m<sup>2</sup> )

PER LANDSCAPE SURFACE = 30% OF 4779.0 S.F. ( 444.0 m<sup>2</sup> )  
= 1434.0 S.F. ( 133.22 m<sup>2</sup> )

PROPOSED LANDSCAPE SURFACE = 1636.0 SF ( 151.98 m<sup>2</sup> )

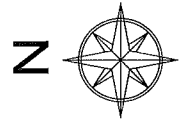
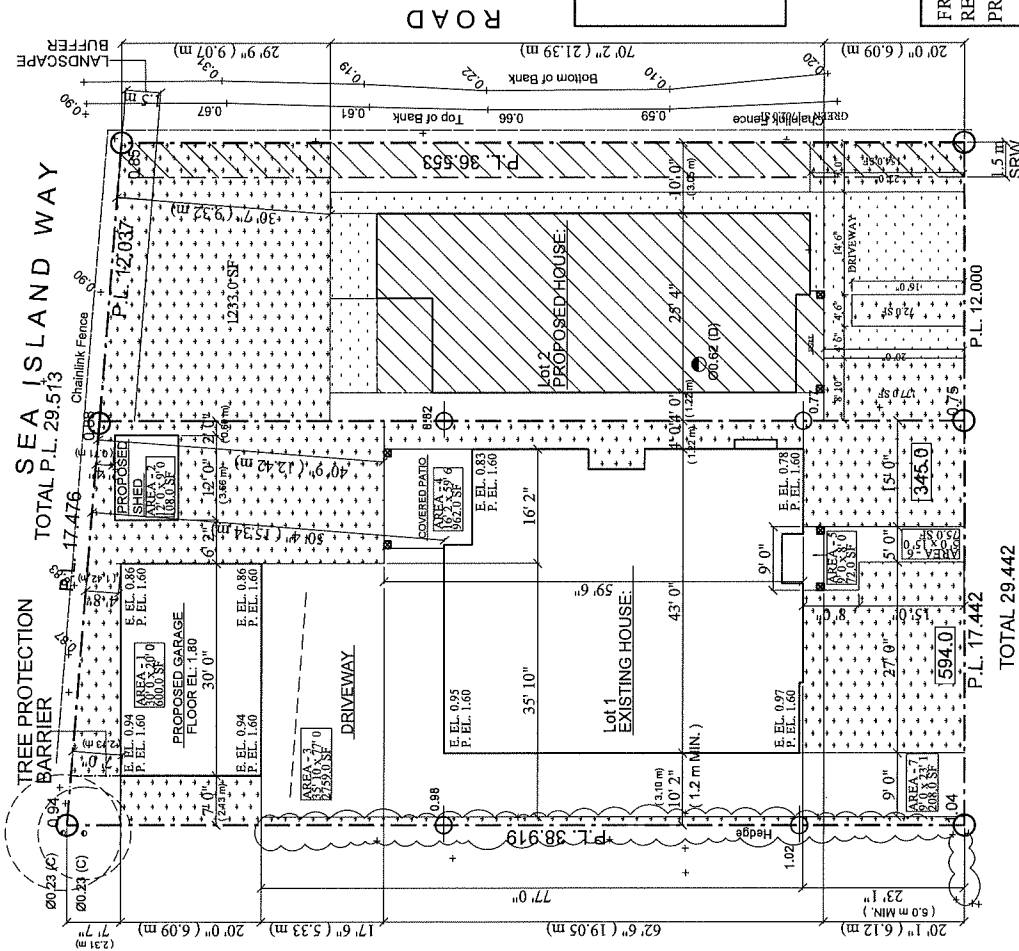
PER SITE COVERAGE = 45% OF 4779.0 S.F. ( 444.0 m<sup>2</sup> )  
= 2150.55 S.F. ( 199.79 m<sup>2</sup> )

PROPOSED SITE COVERAGE = 1667.0 S.F. ( 154.86 m<sup>2</sup> )

FRONT YARD = 774.0 SF ( 71.90 m<sup>2</sup> )

REQUIRED FRONT YARD LANDSCAPE SURFACE = 50% = 387.0 SF ( 35.95 m<sup>2</sup> )

PROPOSED FRONT YARD LANDSCAPE SURFACE = 177.0 + 72.0 + 154.0 = 403.0 SF ( 37.44 m<sup>2</sup> )



PATTERSON ROAD

## SITE PLAN

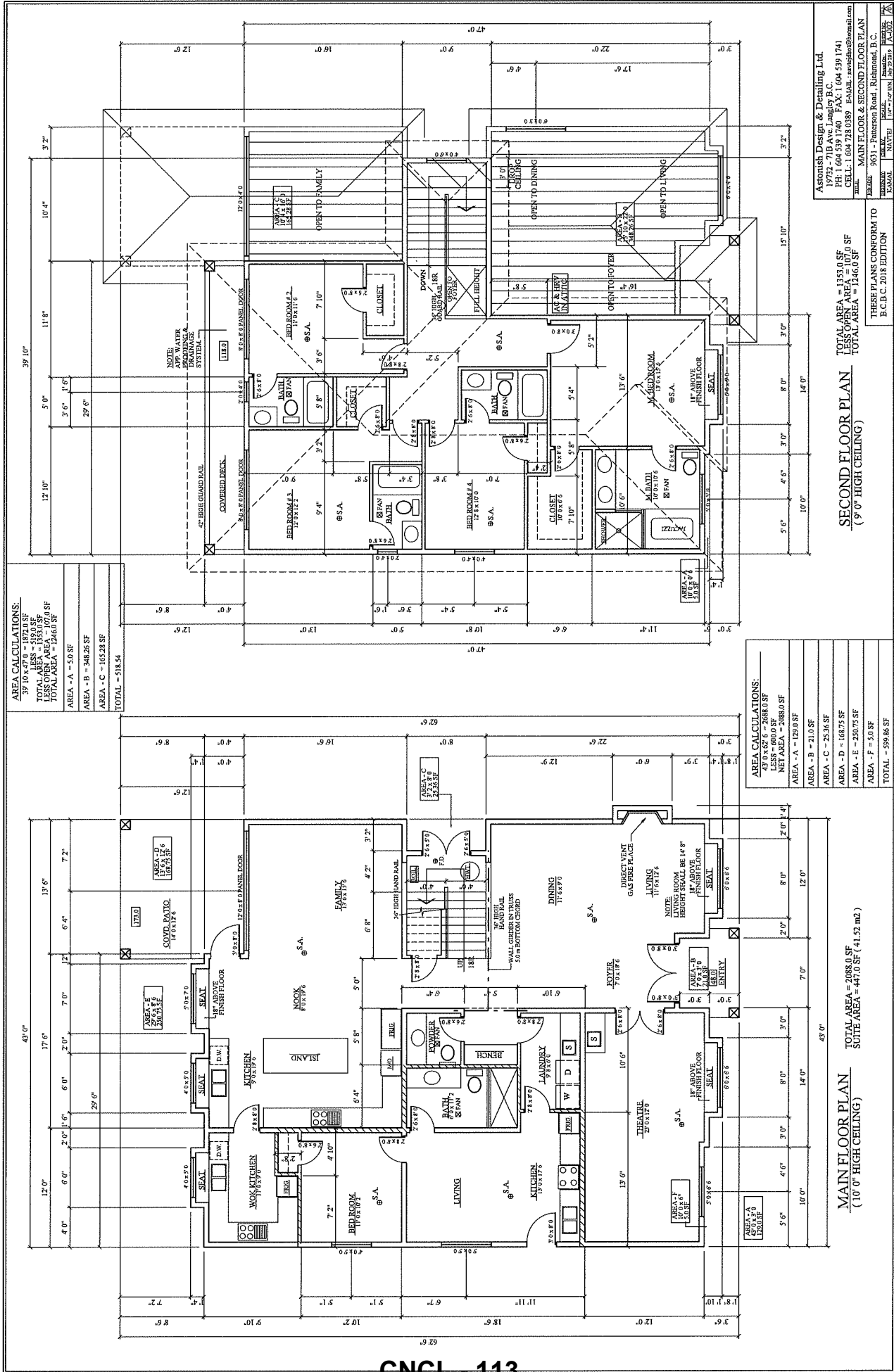
LEGEND:  
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P.E.L. = PROPOSED ELEVATION

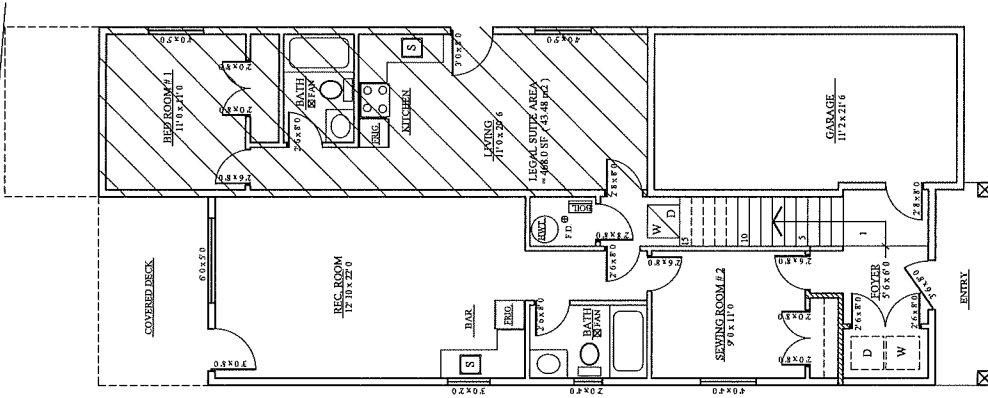
Astonish Design & Drafting Ltd.  
19732 - 7189 Ave. Langley B.C.  
PH: 1 604 539 1740 FAX: 1 604 539 1741  
CELL: 1 604 728 0389 EMAIL: [info@astonishdesign.com](mailto:info@astonishdesign.com)

SITE PLAN

DATE	BY	CHKD.	APPD.
2018.04.11	AV/TE	AV/TE	AV/TE

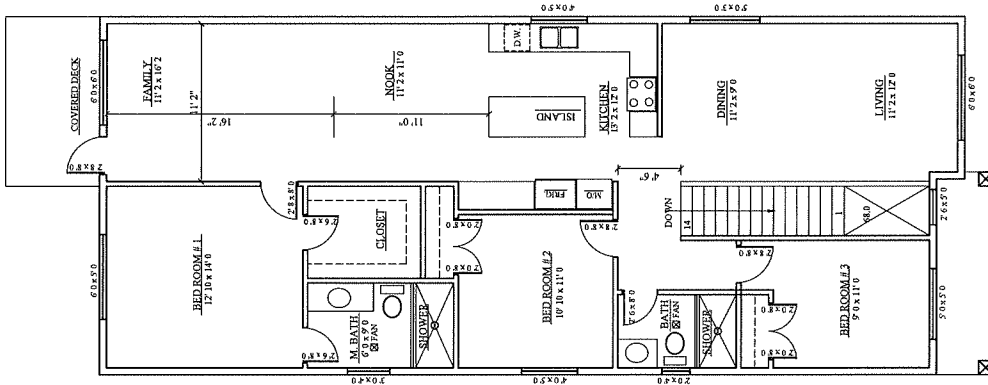
THESE PLANS CONFORM TO  
B.C.B.C. 2018 EDITION





MAIN FLOOR PLAN

TOTAL AREA = 1160.0 SF



SECOND FLOOR PLAN  
AREA = 1530 - 68 = 1462.0

July 16 2021

Astronish Design & Drafting Ltd.  
19732 - 7118 Ave. Lancelot B.C.  
PH: 1 604 539 1740 FAX: 1 604 539 1741  
CELL: 1 604 728 0389 EMAIL: [naveed@astronish.com](mailto:naveed@astronish.com)

PROJECT: 5631 - Pullerson Road, Richmond, B.C.

DATE: 16-07-2021  
DRAWN BY: NAVEED  
CHECKED BY: NAVEED  
DATE: 16-07-2021

THESE PLANS CONFORM TO  
B.C.C. 2018 EDITION



**RZ 20-906575**

**Attachment 3**

Address: 9631 Patterson Road

Applicant: Paul Atwal

Planning Area(s): West Cambie Area

	Existing	Proposed
<b>Owner:</b>	Amritpal Atwal Lakhwinder Atwal	No change
<b>Site Size (m<sup>2</sup>):</b>	1109 m <sup>2</sup>	Lot 1: 665 m <sup>2</sup> Lot 2: 444 m <sup>2</sup>
<b>Land Uses:</b>	One (1) single-family dwelling	Two (2) single-family dwellings
<b>OCP Designation:</b>	Neighbourhood Residential	No change
<b>Area Plan Designation:</b>	Residential (Single Family only)	No change
<b>702 Policy Designation:</b>	Policy 5446 permits subdivision to "Single Detached (RS2/B)"	No change
<b>Zoning:</b>	Single Detached (RS1/E)	Single Detached (ZS30) – Patterson Road (modelled after RS2/B zoning)
<b>Number of Units:</b>	1	2
<b>Other Designations:</b>	N/A	No change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	none
Buildable Floor Area (m <sup>2</sup> ):*	Lot 1: Max. 315.6 m <sup>2</sup> (3,397 ft <sup>2</sup> ) Lot 2: Max. 244.2 m <sup>2</sup> (2,628 ft <sup>2</sup> )	Lot 1: Max. 315.6 m <sup>2</sup> (3,397 ft <sup>2</sup> ) Lot 2: Max. 244.2 m <sup>2</sup> (2,628 ft <sup>2</sup> )	none
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Live Landscaping: Min. 25%	Lot 1: Building: Max. 41% Non-porous Surfaces: Max. 67% Live Landscaping: Min. 30%  Lot 2: Building: Max. 35% Non-porous Surfaces: Max. 50% Live Landscaping: Min. 34%	none
Lot Size:	Min. 360 m <sup>2</sup>	Lot 1: 665 m <sup>2</sup> Lot 2: 444 m <sup>2</sup>	none



On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Lot Width (m):	Min. Width: 12.0 m	Lot 1: 17.5 m Lot 2: 12.0 m	none
Lot Depth (m):	Min. Depth: 24.0 m	Lot 1: 38.2 m Lot 2: 37.0 m	none
Setback Front (m):	Min. 6.0 m	Min. 6.0 m	none
Setback Rear (m):	The greater of 6.0 m or 20% of the total lot depth, for a maximum width of 60% of the rear wall of the first storey; and 25% of the total lot depth, for the remaining 40% of the rear wall of the first storey and any second storey, or half (½) storey above, up to maximum required setback of 10.7m.	The greater of 6.0 m or 20% of the total lot depth, for a maximum width of 60% of the rear wall of the first storey; and 25% of the total lot depth, for the remaining 40% of the rear wall of the first storey and any second storey, or half (½) storey above, up to maximum required setback of 10.7 m.	none
Setback Side(m):	Min. 1.2 m	Min. 1.2 m	none
Setback Exterior Side (m):	Min. 3.0 m	Min. 3.0 m	none
Height (m):	Max. 2 storeys or 9.0 m	Max. 2 storeys or 9.0 m	none

Other: Tree replacement compensation required for loss of bylaw tree.

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



# City of Richmond

# Policy Manual

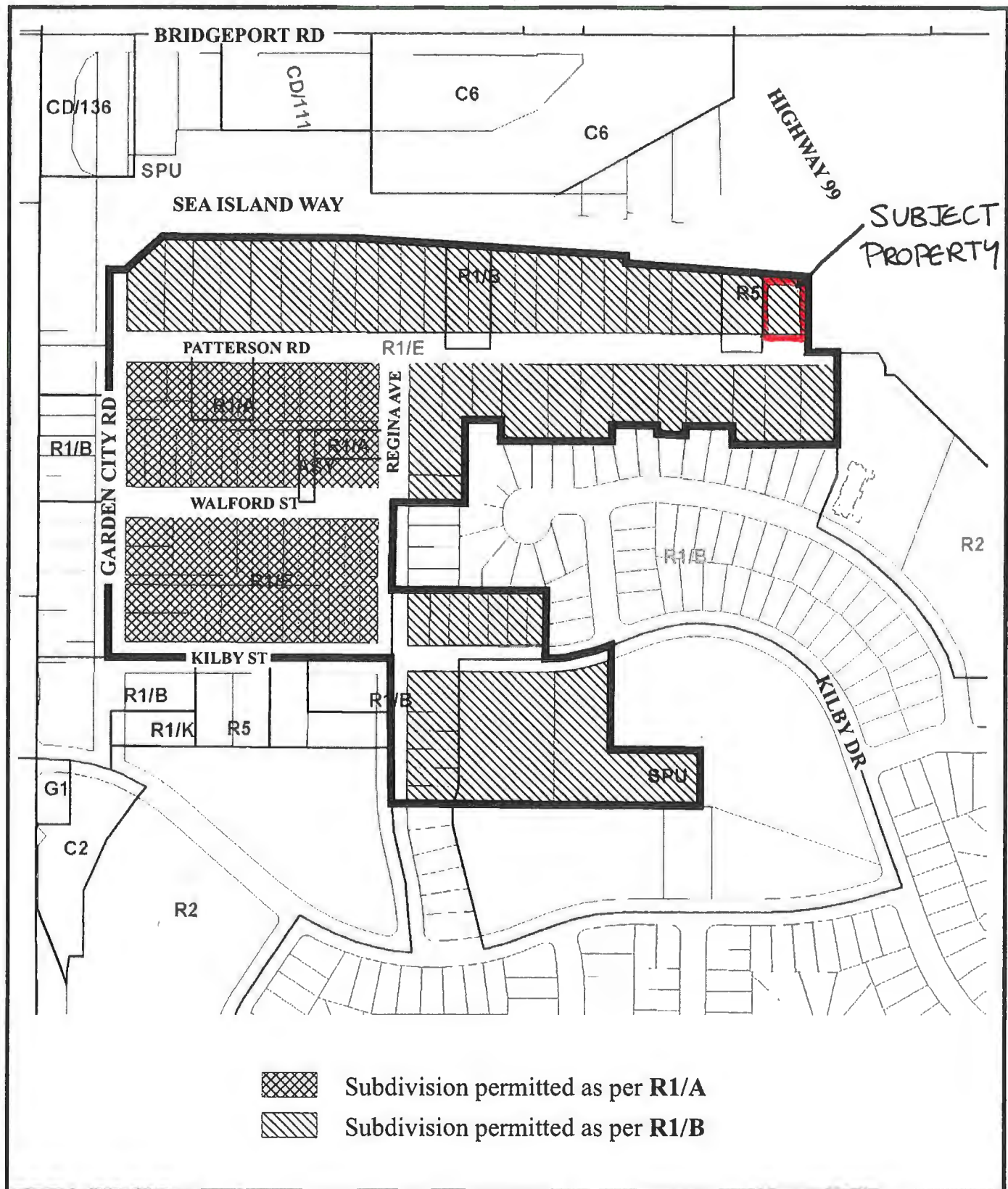
Page 1 of 2	Adopted by Council: September 16, 1991 Amended by Council: June 21, 1999	<b>POLICY 5446</b>
File Ref: 4430-00	SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 27-5-6	

## **POLICY 5446:**

The following policy establishes lot sizes in a portion of Section 27-5-6, bounded by **Sea Island Way, Highway 99, east side of Garden City Road, east side of Regina Avenue and north side of Kilby Street:**

That properties within the area bounded by Sea Island Way, Highway 99 and the east side of Regina Avenue, in a portion of Section 27-5-6, be permitted to subdivide in accordance with the provisions of Single-Family Housing District, Subdivision Area B (R1/B) and further that properties within the area bounded by the east side of Garden City Road, the south side of Patterson Road, the west side of Regina Avenue and the north side of Kilby Street be permitted to subdivide in accordance with the provisions of Single-Family Housing District, Subdivision Area A (R1/A) in Zoning and Development Bylaw 5300.

That this policy, as shown on the accompanying plan, be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.

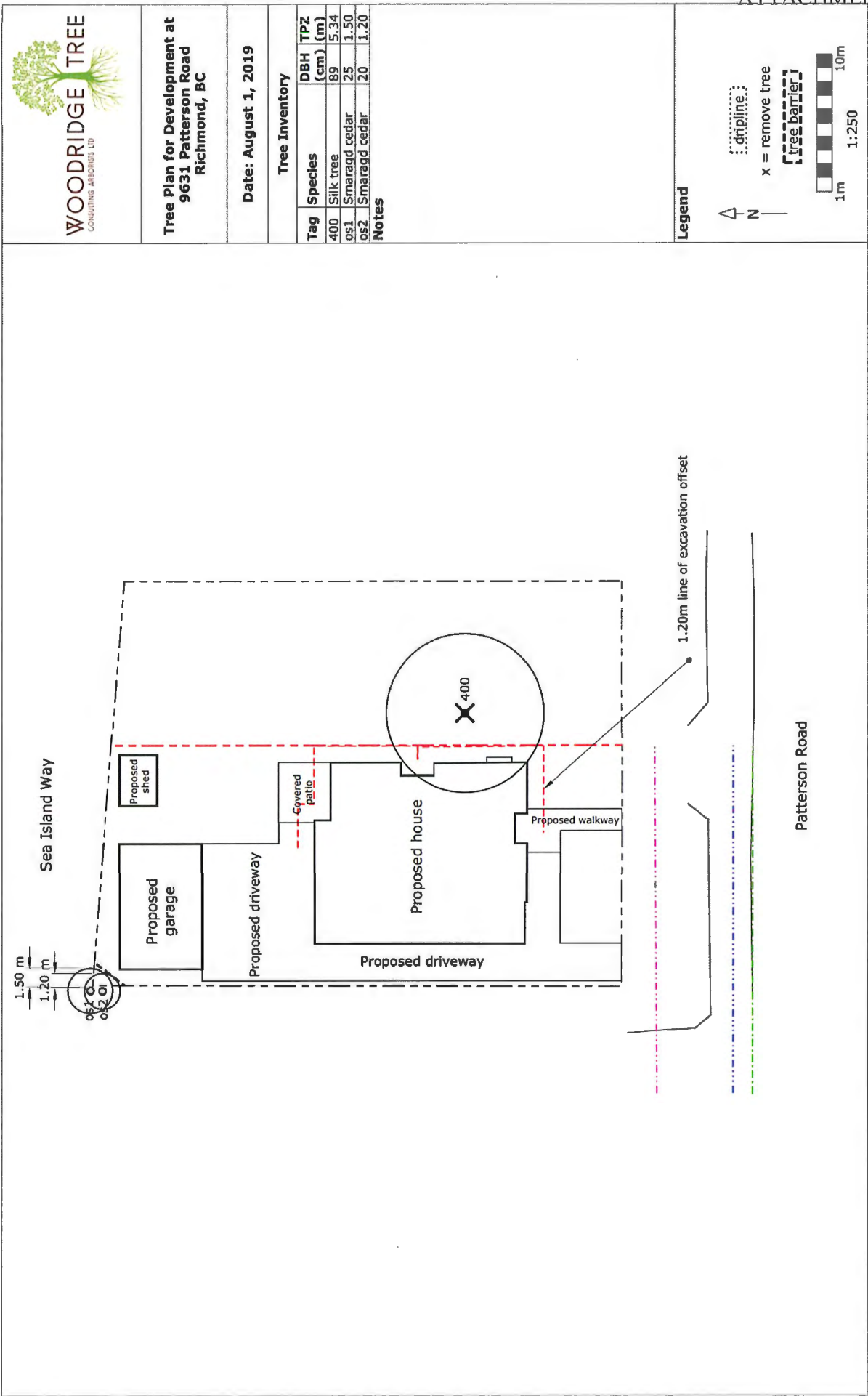


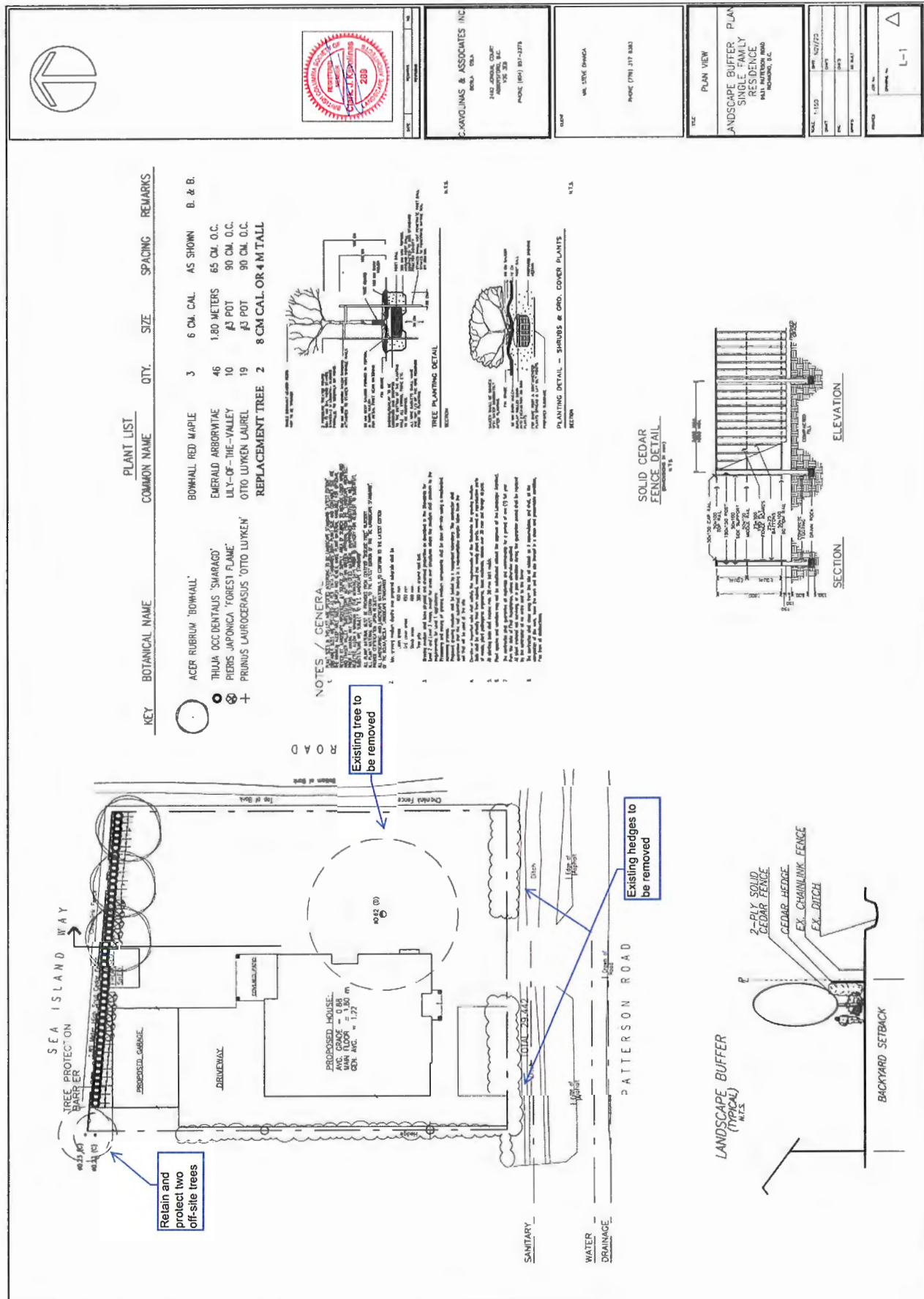
## Policy 5446 Section 27-5-6

Adopted Date: 09/16/91

Amended Date: 06/21/99

Note: Dimensions are in METRES







**Address:** 9631 Patterson Road

**File No.:** RZ 20-906575

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10287, the developer is required to complete the following:**

1. Provincial Ministry of Transportation & Infrastructure Approval.
2. Registration of an aircraft noise sensitive use covenant on title (ANSI Area 4).
3. Registration of a flood indemnity covenant on title (Area A).
4. Registration of a legal agreement on title to identify the entire 1.5 m rear yard space as a buffer area and to ensure that landscaping planted within this buffer is maintained and will not be abandoned or removed. Buffer is conceptually shown in the landscape plan prepared by C.Kavolinas & Associates Inc., dated November 2020.
5. Registration of a legal agreement on title for a new 1.5 m-wide Statutory Right-of-Way along the east property line of the site, for the purpose of providing access to the existing City forcemain.
6. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a 1-bedroom secondary suite of minimum 41.5 m<sup>2</sup> (447 ft<sup>2</sup>) in size is constructed on Lot 1 and a 1-bedroom secondary suite of minimum 43.4 m<sup>2</sup> (468 ft<sup>2</sup>) in size is constructed on Lot 2, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
7. Registration of a legal agreement on title to ensure that future construction is designed to achieve the applicable standards for indoor noise quality based on location in an Aircraft Noise Sensitive Use area and proximity to the highway. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards as follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

8. Submission of a Landscaping Security to the City of Richmond in the amount of \$10,371.50 to ensure that the agreed upon landscaping works are completed. This Security includes \$1,500 for the planting of two replacement trees on proposed Lot 2, and \$8,871.50 for the landscaping buffer works as per the landscape plan prepared by C.Kavolinas & Associates Inc., dated November 2020.

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

1. At future Subdivision stage, the applicant will be required to pay Development Cost Charges (City and GVS & DD), Engineering Improvement Charges for future road improvements, School Site Acquisition Charge, Address Assignment Fee, and Servicing Costs.
2. Enter into a City Work Order for the construction of engineering infrastructure improvements. Works include, but may not be limited to:

**Water Works:**

- a) Using the OCP Model, there is 104 L/s of water available at a 20 psi residual at the Patterson Road frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- b) At Developer's cost, the Developer is required to:
  - i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.

Initial: \_\_\_\_\_



- c) At Developer's cost, the City will:
  - i) Retain the existing water connection to serve the proposed western lot.
  - ii) Install a new service connection for the proposed eastern lot, complete with water meter.

**Storm Sewer Works:**

- d) At Developer's cost, the Developer is required to:
  - i) Apply for a Watercourse Crossing Permit for any proposed crossing or infilling of the ditch along the south property line.
- e) At Developer's cost, the City will:
  - i) Install a new storm connection complete with inspection chamber for each lot.

**Sanitary Sewer Works:**

- f) At Developer's cost, the Developer is required to:
  - i) Provide a new 1.5 m-wide SRW along the east property line of the site, for the purpose of providing access to the existing City forcemain.
- g) At Developer's cost, the City will:
  - i) Cap and remove the existing sanitary connection.
  - ii) Install a new sanitary connection complete with inspection chamber and dual service leads.

**Frontage Improvements:**

- h) At Developer's cost, the Developer is required to:
  - i) Coordinate with BC Hydro, Telus and other private communication service providers:
    - (1) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
    - (2) To locate all above ground utility cabinets and kiosks required to service the proposed development within the development site.
  - ii) Pay, in keeping with the Subdivision and Development Bylaw No. 8751, a cash-in-lieu contribution for the design and construction of frontage improvements as set out below, with 2020 rates provided as reference:

Asphalt/Pavement Widening (EP.0643)	\$14,132 (2020 rate)
Storm Sewer (EP.0640)	\$47,107 (2020 rate)
Concrete Curb and Gutter (EP.0641)	\$7,066 (2020 rate)
Roadway Lighting (EP.0644)	\$4,858 (2020 rate)
Concrete Sidewalk (EP.0642)	\$7,066 (2020 rate)
Boulevard Landscape/Trees (EP.0647)	\$4,416 (2020 rate)

Note: Cash-in-lieu rates are updated yearly to adjust for inflation and fluctuations in actual construction costs. The City will re-assess the required contribution when the cash-in-lieu is paid, based on the cash-in-lieu rate that is in effect at that time.

- iii) Complete other frontage improvements as per Transportation requirements.

**General Items:**

- i) At Developer's cost, the Developer is required to:
  - i) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.
  - ii) Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of

Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

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

1. Submission of an acoustical report to confirm that the house on Lot 2 has been designed to achieve the applicable standards for indoor noise quality as part of this rezoning and at the time of building permit.
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. 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.

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Signed

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Date



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10287  
(Single Detached (ZS30) – Patterson Road)**

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

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

<b>Zone</b>	<b>Sum Per Buildable Square Foot of Permitted <b>Principal Building</b></b>
“ZS30	\$4.00”

2. Inserting the following into Section 15 (Site Specific Residential (Single Detached) Zones), in numerical order:

**15.30 Single Detached (ZS30) – Patterson Road**

**15.30.1 Purpose**

The **zone** provides for **single detached housing**.

**15.30.2 Permitted Uses**

- **housing, single detached**

**15.30.3 Secondary Uses**

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

**15.30.4 Permitted Density**

1. The maximum **density** is one **principal dwelling unit** per **lot**.
2. The maximum **floor area ratio** is 0.40 applied to a maximum of 464.5 m<sup>2</sup> of the **lot area**, together with 0.30 applied to the balance of the **lot area** in excess of 464.5 m<sup>2</sup>
3. Notwithstanding Section 15.30.4.2, the reference to “0.4” is increased to a higher **density** of “0.55” if:
  - a) the **building** contains a **secondary suite**; or

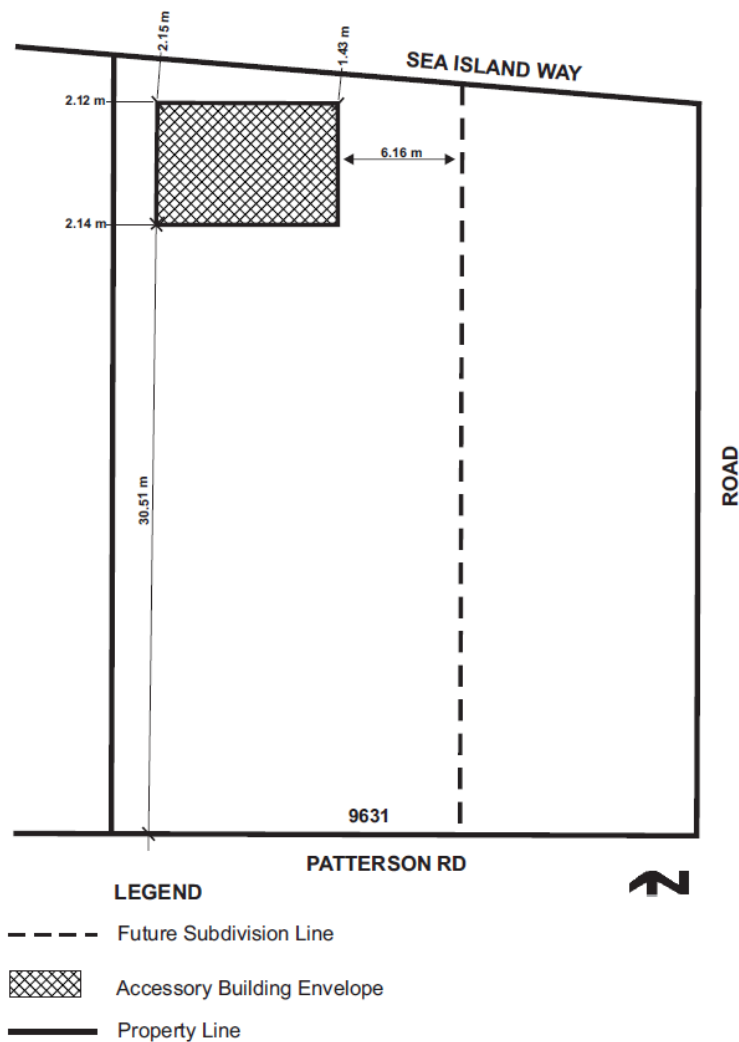
- b) the **owner**, at the time **Council** adopts a zoning amendment bylaw to include the **owner's lot** in the ZS30 **zone**, pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw.

#### 15.30.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 45% for **buildings**.
2. No more than 70% of a **lot** may be occupied by **buildings, structures** and **non-porous surface**.
3. A minimum of 25% of the **lot area** is restricted to **landscaping** with live plant material.
4. Any **side yard** area is excluded from the calculation of percentages of the **lot area** which is restricted to **landscaping** with live plant material.

#### 15.30.6 Yards & Setbacks

1. The minimum **front yard** is 6.0 m.
2. The minimum **interior side yard** is 1.2 m.
3. The minimum **exterior side yard** is 3.0 m.
4. The minimum **rear yard** is the greater of 6.0 m or 20% of the total **lot depth**, for a maximum width of 60% of the rear wall of the **first storey**; and 25% of the total **lot depth**, for the remaining 40% of the rear wall of the **first storey** and any second **storey**, or **half (½) storey** above, up to maximum required **setback** of 10.7 m.
5. A detached **accessory building** of more than 10.0 m<sup>2</sup> used exclusively as a **garage** for on-site parking purposes may be located in the **rear yard** as per "Accessory Building Envelope" in Diagram 1, Section 15.30.6.6.
6. Diagram 1



15.30.7 Permitted Heights

1. The maximum **height** for **principal buildings** is 2 **storeys**, but it shall not exceed the **residential vertical lot width envelope** and the **residential vertical lot depth envelope**. For a **principal building** with a flat roof, the maximum **height** is 7.5 m.
2. The maximum **height** for **accessory structures** is 9.0 m.

15.30.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot** dimensions and areas are as follows, except that **corner lots** are required to have an additional 2.0 m of **lot width**.

Minimum frontage	Minimum lot width	Minimum lot depth	Minimum lot area
6.0 m	12.0 m	24.0 m	360.0 m <sup>2</sup>

### 15.30.9 Landscaping & Screening

1. **Landscaping and screening** shall be provided according to the provisions of Section 6.0, except that in the ZS30 zone:
  - a) **fences**, when located within 6.0 m of a **front lot line abutting** a public **road**, shall not exceed 1.2 m in **height**; and
  - b) **fences**, when located elsewhere within a required **yard**, shall not exceed 1.8 m in **height**.
2. A private outdoor space with a minimum area of 20.0 m<sup>2</sup> and a minimum width and depth of 3.0 m shall be provided on the **lot**, outside of the **front yard** unoccupied and unobstructed by any **buildings, structures**, projections and on-site parking, except for **cantilevered roofs** and **balconies** which may project into the private outdoor space for a distance of not more than 0.6 m.

### 15.30.10 On-Site Parking and Loading

1. On-site **vehicle** parking shall be provided according to the standards set out in Section 7.0.

### 15.30.11 Other Regulations

1. No **single detached housing dwelling unit** shall have an exterior wall oriented to an **interior side yard** with a maximum length of **continuous wall** greater than 55% of the total **lot depth**.
2. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and Specific Use Regulations in Section 5.0 apply.
3. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it a "SINGLE DETACHED (ZS30) – PATTERSON ROAD" site specific zone.

P.I.D. 004-194-454

West Half Lot 3 Except: Firstly: Part on Statutory Right of Way Plan 17236 Secondly: Part on Statutory Right of Way Plan LMP133, Section 27 Block 5 North Range 6 West New Westminster District Plan 6112

4. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 10287**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

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

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 



THIRD READING

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OTHER CONDITIONS SATISFIED (MOTI)

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LEGAL REQUIREMENTS SATISFIED

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ADOPTED

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MAYOR

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CORPORATE OFFICER



**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,  
Amendment Bylaw No. 10192**

The Council of the City of Richmond enacts as follows:

1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended at Part One – Application by:
  - (a) deleting the reference to the “Soil Removal and Fill Deposit Regulation Bylaw 8094, as amended;” and
  - (b) adding the following to section 1.1 in alphabetical order:

**“Soil Deposit and Removal Bylaw No. 10200, as amended;”**
2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended at Schedule A by deleting Schedule – Soil Removal and Fill Deposit Regulation No. 8094, in its entirety.
3. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding the content of the table in Schedule A attached to and forming part of this bylaw as “Schedule - Soil Deposit and Removal Bylaw No. 10200” to Schedule A of Bylaw No. 8122, in alphabetical order.
4. This Bylaw is cited as “**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10192**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

APR 26 2021

APR 26 2021

APR 26 2021



\_\_\_\_\_  
MAYOR

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

**SCHEDULE A to BYLAW NO. 10192**

<b>Schedule – Soil Deposit and Removal Bylaw No. 10200</b>							
<b>Designated Bylaw Contraventions and Corresponding Penalties</b>							
<b>A1</b>	<b>A2</b>	<b>A3</b>	<b>A4</b>	<b>A5</b>	<b>A6</b>	<b>A7</b>	<b>A8</b>
<b>Bylaw</b>	<b>Description of Contravention</b>	<b>Section</b>	<b>Compliance Agreement Available</b>	<b>Penalty</b>	<b>Early Payment Option</b>	<b>Late Payment Amount</b>	<b>Compliance Agreement Discount</b>
<b>Soil Deposit and Removal Bylaw No. 10200</b>	<b>Period of Time from Receipt (inclusive)</b>	<b>n/a</b>	<b>n/a</b>	<b>29 to 60 days</b>	<b>1 to 28 days</b>	<b>61 days or more</b>	<b>n/a</b>
	Deposit or remove soil without a valid permit or approval	3.1.1	No	\$500.00	\$475.00	\$525.00	n/a
	Deposit other material without a valid permit or approval	3.2.1	No	\$500.00	\$475.00	\$525.00	n/a
	Failure to pay a security deposit deficiency	4.2.2	No	\$500.00	\$475.00	\$525.00	n/a
	Deposit or remove soil or other material within 3.0 metres of a property line	4.3.1 (f)	No	\$500.00	\$475.00	\$525.00	n/a
	Deposit soil or other material on or remove soil from City owned property or highway without authorization	4.3.1 (g)	No	\$500.00	\$475.00	\$525.00	n/a
	Deposit soil or other material within 3 metres of a utility, railway right-of-way or service	4.3.1 (h)	No	\$500.00	\$475.00	\$525.00	n/a

<b>Schedule – Soil Deposit and Removal Bylaw No. 10200</b> <b>Designated Bylaw Contraventions and Corresponding Penalties</b>							
A1	A2	A3	A4	A5	A6	A7	A8
Bylaw	Description of Contravention	Section	Compliance Agreement Available	Penalty	Early Payment Option	Late Payment Amount	Compliance Agreement Discount
Soil Deposit and Removal Bylaw No. 10200	Deposit soil or other material over well or private sewage disposal system	4.3.1 (i)	No	\$500.00	\$475.00	\$525.00	n/a
	Deposit or remove soil or other material between the hours of 7:00 p.m. and 7:00 a.m.	4.3.1 (j)	No	\$500.00	\$475.00	\$525.00	n/a
	Deposit or remove soil or other material on a Saturday, Sunday or any statutory holiday	4.3.1 (k)	No	\$500.00	\$475.00	\$525.00	n/a
	Deposit or remove soil or other material within an Environmentally Sensitive Area or Riparian Management Area	4.3.1 (l)	No	\$500.00	\$475.00	\$525.00	n/a
	Making a false statement	4.5.1	No	\$500.00	\$475.00	\$525.00	n/a
	Failing to repair damage to drainage facilities, watercourse, highway or a property	5.1.1 (a)	No	\$500.00	\$475.00	\$525.00	n/a
	Failing to keep drainage facilities or watercourse free of soil or other material	5.1.1 (b)	No	\$500.00	\$475.00	\$525.00	n/a
	Failure to remove a temporary structure	5.1.1 (c)	No	\$500.00	\$475.00	\$525.00	n/a

Schedule – Soil Deposit and Removal Bylaw No. 10200							
Designated Bylaw Contraventions and Corresponding Penalties							
A1	A2	A3	A4	A5	A6	A7	A8
Bylaw	Description of Contravention	Section	Compliance Agreement Available	Penalty	Early Payment Option	Late Payment Amount	Compliance Agreement Discount
Soil Deposit and Removal Bylaw No. 10200	Failure to adequately fence or protect hazards	5.1.1 (d)	No	\$500.00	\$475.00	\$525.00	n/a
	Failure to protect from erosion, collapse, or run-off water or mud	5.1.1 (e)	No	\$500.00	\$475.00	\$525.00	n/a
	Allow soil or other material to encroach, undermine, damage or endanger adjacent property or setback area	5.1.1 (f)	No	\$500.00	\$475.00	\$525.00	n/a
	Stockpiling soil or other material other than in the location as per the permit or approval	5.1.1 (g)	No	\$500.00	\$475.00	\$525.00	n/a
	Failure to post the permit placard	5.1.1 (h)	No	\$500.00	\$475.00	\$525.00	n/a
	Deposit or removal interferes with a hydrological function	5.1.1 (i)	No	\$500.00	\$475.00	\$525.00	n/a
	Prevent or obstruct entry by the General Manager	6.1.1	No	\$500.00	\$475.00	\$525.00	n/a
	Failure to maintain or provide records	6.1.2	No	\$500.00	\$475.00	\$525.00	n/a
	Failure to comply with a stop work order	7.1.1	No	\$500.00	\$475.00	\$525.00	n/a

<b>Schedule – Soil Deposit and Removal Bylaw No. 10200</b>								
<b>Designated Bylaw Contraventions and Corresponding Penalties</b>								
<b>A1</b>	<b>A2</b>	<b>A3</b>	<b>A4</b>	<b>A5</b>	<b>A6</b>	<b>A7</b>	<b>A8</b>	
<b>Bylaw</b>	<b>Description of Contravention</b>	<b>Section</b>	<b>Compliance Agreement Available</b>	<b>Penalty</b>	<b>Early Payment Option</b>	<b>Late Payment Amount</b>	<b>Compliance Agreement Discount</b>	
<b>Soil Deposit and Removal Bylaw No. 10200</b>	Failure to cease activities	7.1.1 (a)	No	\$500.00	\$475.00	\$525.00	n/a	
	Failure to correct a contravention	7.1.1 (b)	No	\$500.00	\$475.00	\$525.00	n/a	
	Failure to remove soil or other material	7.1.1 (c)	No	\$500.00	\$475.00	\$525.00	n/a	
	Failure to remediate	7.1.1 (d)	No	\$500.00	\$475.00	\$525.00	n/a	
	Failure to submit an application	7.1.1 (e)	No	\$500.00	\$475.00	\$525.00	n/a	
	Failure to repair damage	7.1.7	No	\$500.00	\$475.00	\$525.00	n/a	
	Failure to remove an obstruction	7.1.8	No	\$500.00	\$475.00	\$525.00	n/a	
	Failure to clean a highway	7.1.9	No	\$500.00	\$475.00	\$525.00	n/a	
	Failure to comply with a term or condition of a permit or Soil Deposit and Removal Bylaw No. 10200, as amended	9.1.1	No	\$500.00	\$475.00	\$525.00	n/a	





**Municipal Ticket Information Authorization Bylaw No. 7321,  
Amendment Bylaw No. 10193**

The Council of the City of Richmond enacts as follows:

1. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended by adding Schedule A attached to and forming part of this bylaw as a new Schedule B 11A of Bylaw No. 7321, in alphabetical order.
2. This Bylaw is cited as “**Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 10193**”.

FIRST READING

SECOND READING

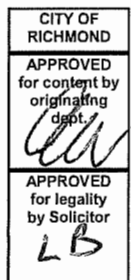
THIRD READING

ADOPTED

APR 26 2021

APR 26 2021

APR 26 2021



\_\_\_\_\_  
MAYOR

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

**SCHEDULE A to BYLAW NO. 10193**

<b>SCHEDULE B 11A</b>		
<b>Soil Deposit and Removal Bylaw No. 10200</b>		
Column 1	Column 2	Column 3
<b>Offence</b>	<b>Bylaw Section</b>	<b>Fine</b>
Deposit or remove soil without a valid permit or approval	3.1.1	\$1,000
Deposit other material without a valid permit or approval	3.2.1	\$1,000
Failure to pay a security deposit deficiency	4.2.2	\$1,000
Deposit or remove soil or other material within 3.0 metres of a property line	4.3.1 (f)	\$1,000
Deposit soil or other material on or remove soil from City owned property or highway without authorization	4.3.1 (g)	\$1,000
Deposit soil or other material within 3 metres of a utility, railway right-of-way or service	4.3.1 (h)	\$1,000
Deposit soil or other material over well or private sewage disposal system	4.3.1 (i)	\$1,000
Deposit or remove soil or other material between the hours of 7:00 pm and 7:00 am	4.3.1 (j)	\$1,000
Deposit or remove soil or other material on a Saturday, Sunday or any statutory holiday	4.3.1 (k)	\$1,000
Deposit or remove soil or other material within an Environmentally Sensitive Area or Riparian Management Area	4.3.1 (l)	\$1,000
Making a false statement	4.5.1	\$1,000
Failing to repair damage to drainage facilities, watercourse, highway or a property	5.1.1 (a)	\$1,000
Failing to keep drainage facilities or watercourse free of soil or other material	5.1.1 (b)	\$1,000
Failure to remove a temporary structure	5.1.1 (c)	\$1,000
Failure to adequately fence or protect hazards	5.1.1 (d)	\$1,000
Failure to protect from erosion, collapse, or run-off water or mud	5.1.1 (e)	\$1,000

<b>SCHEDULE B 11A</b>		
Column 1	Column 2	Column 3
<b>Offence</b>	<b>Bylaw Section</b>	<b>Fine</b>
Allow soil or other material to encroach, undermine, damage, or endanger adjacent property or setback area	5.1.1 (f)	\$1,000
Stockpiling soil or other material other than in the location as per the permit or approval	5.1.1 (g)	\$1,000
Failure to post the permit placard	5.1.1 (h)	\$1,000
Deposit or removal interferes with a hydrological function	5.1.1 (i)	\$1,000
Prevent or obstruct entry by the General Manager	6.1.1	\$1,000
Failure to maintain or provide records	6.1.2	\$1,000
Failure to comply with a stop work order	7.1.1	\$1,000
Failure to cease activities	7.1.1 (a)	\$1,000
Failure to correct a contravention	7.1.1 (b)	\$1,000
Failure to remove soil or other material	7.1.1 (c)	\$1,000
Failure to remediate	7.1.1 (d)	\$1,000
Failure to submit an application	7.1.1 (e)	\$1,000
Failure to repair damage	7.1.7	\$1,000
Failure to remove an obstruction	7.1.8	\$1,000
Failure to clean a highway	7.1.9	\$1,000
Failure to comply with a term or condition of a permit or Soil Deposit and Removal Bylaw No. 10200, as amended	9.1.1	\$1,000



**Consolidated Fees Bylaw No. 8636,  
Amendment Bylaw No. 10194**

The Council of the City of Richmond enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is amended by adding Schedule A attached to and forming part of this bylaw as a new schedule to Consolidated Fees Bylaw No. 8636, in alphabetical order.
2. This Bylaw is cited as **“Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10194.”**

FIRST READING

SECOND READING

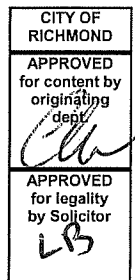
THIRD READING

ADOPTED

APR 26 2021

APR 26 2021

APR 26 2021



\_\_\_\_\_  
MAYOR

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

**SCHEDULE A to Bylaw No. 10194**

## Soil Deposit and Removal Bylaw No. 10200 Fees

<b>Section</b>	<b>Description</b>	<b>Fee</b>
Section 4.1.1 (d)	Soil and Other Material Deposit or Removal Application Fee (over 100 cubic metres to 600 cubic metres)	\$600.00
Section 4.1.1 (d)	Soil and Other Material Deposit or Removal Application Fee (over 600 cubic metres)	\$1,000.00
Section 4.2.1	Security Deposit	\$5.00 per cubic metre (\$15,000 minimum to a maximum of \$200,000)
Section 4.4.1 (d)	Volume Fee – Soil Removal	\$1.00 per cubic metre
Section 4.4.1 (d)	Volume Fee – Soil Deposit (Soil or Other Material imported from <u>within</u> the City)	\$1.00 per cubic metre
Section 4.4.1 (d)	Volume Fee – Soil Deposit (Soil or Other Material imported from <u>outside</u> the City)	\$2.00 per cubic metre
Section 4.7.1 (b)	Soil and Other Material Deposit or Soil Removal Permit Renewal Fee	\$300.00



**Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10202**

The Council of the City of Richmond enacts as follows:

1. "Council Procedure Bylaw No. 7560", as amended, is further amended as follows:

Delete Section 1.4 and replace it with a new Section 1.4 as follows:

**"1.4** In accordance with the provisions of *The Community Charter*,

- (a) Special Council Meetings may be conducted by means of electronic or other communication facilities;
- (b) Any one or more members of Council may participate in a Special Council Meeting by means of electronic or other communication facilities;
- (c) A member of Council or a Standing Committee who is unable to attend a Regular Council Meeting, Regular Council Meeting for Public Hearings or a Standing Committee Meeting, as applicable, may participate in the meeting by means of electronic or other communication facilities; and
- (d) The facilities used must permit the meeting's participants to hear, or watch and hear, each other and, except for any part of the meeting which is closed, permit the public to hear, or watch and hear, the participation of the members during the meeting."

2. This Bylaw is cited as "**Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10202**".

FIRST READING

JUL 26 2021

SECOND READING

JUL 26 2021

THIRD READING

JUL 26 2021

ADOPTED

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

\_\_\_\_\_  
MAYOR

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



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9044 (RZ 02-208277)  
18691 Westminster Highway**

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 **"ASSEMBLY (ASY)"**.

That area shown cross-hatched on "Schedule A attached to and forming part of Bylaw No. 9044"

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9044"**.

FIRST READING

JAN 26 2015

A PUBLIC HEARING WAS HELD ON

FEB 16 2015

SECOND READING

FEB 16 2015

THIRD READING

FEB 16 2015

OTHER REQUIREMENTS SATISFIED

AUG 20 2021

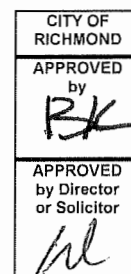
MINISTRY OF TRANSPORTATION AND  
INFRASTRUCTURE APPROVAL

FEB 19 2015

ADOPTED

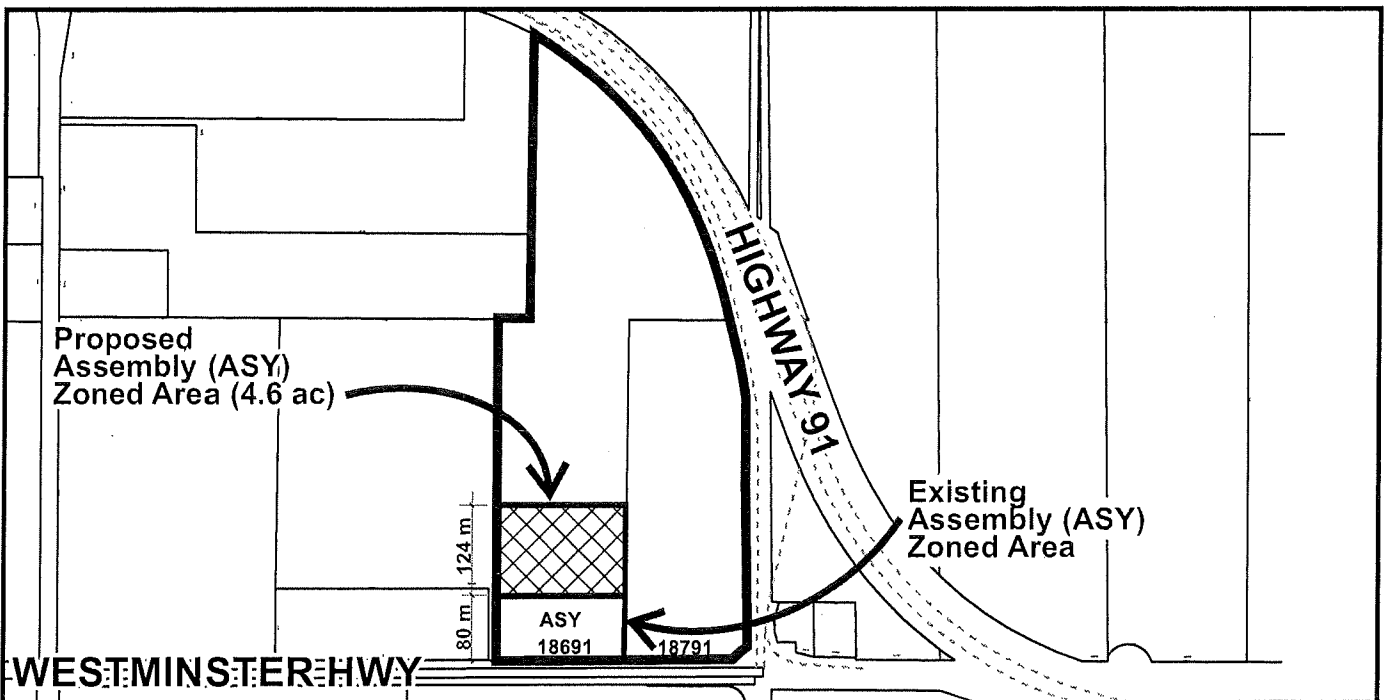
\_\_\_\_\_  
MAYOR

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





City of  
Richmond



RZ 02-208277

Revision Date: 01/14/15

Note: Dimensions are in METRES



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9974 (RZ 17-768762)  
5751 Francis Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"ARTERIAL ROAD THREE-UNIT DWELLINGS (RTA)"**.

P.I.D. 004-030-427

Lot "d" Section 24 Block 4 North Range 7 West New Westminster District Plan 17358

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9974"**.

FIRST READING

JAN 28 2019

A PUBLIC HEARING WAS HELD ON

FEB 19 2019

SECOND READING

FEB 19 2019

THIRD READING

FEB 19 2019

OTHER CONDITIONS SATISFIED

SEP 01 2021

ADOPTED

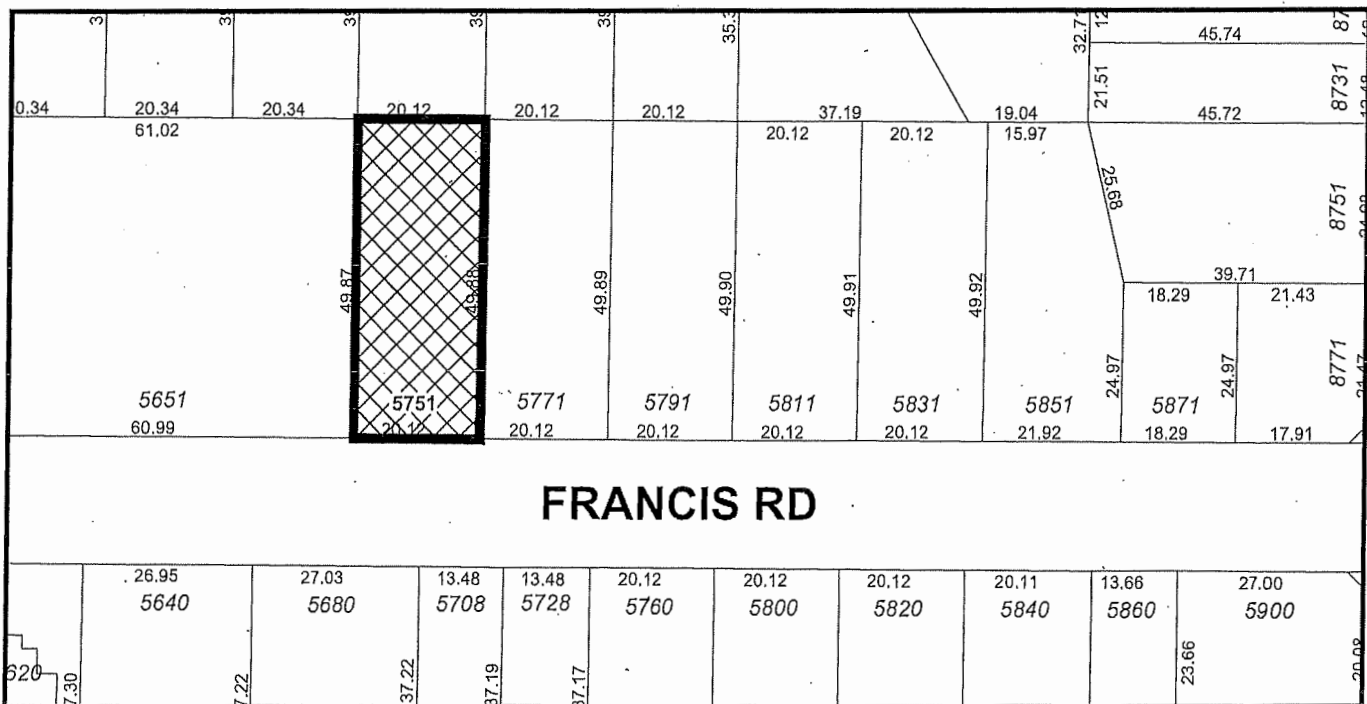
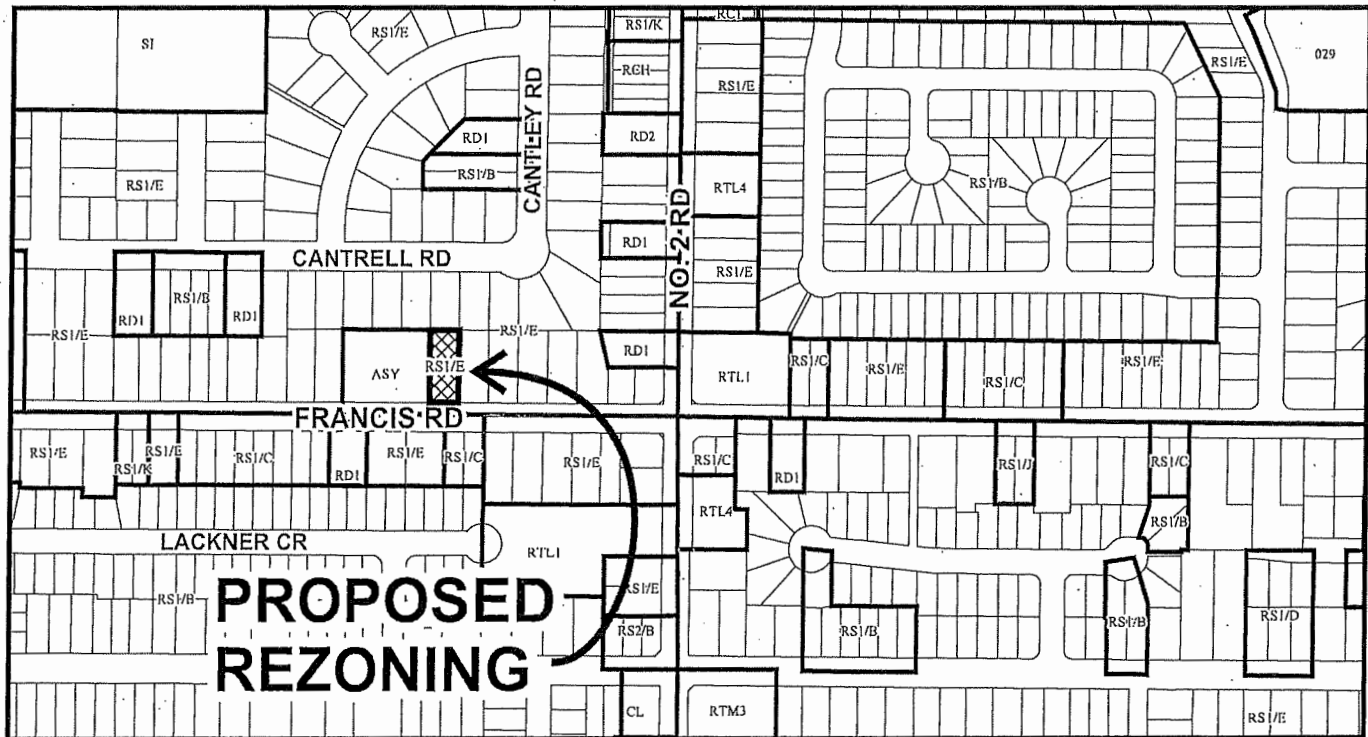
CITY OF RICHMOND
APPROVED by <i>E.L.</i>
APPROVED by Director or Solicitor <i>[Signature]</i>

\_\_\_\_\_  
MAYOR

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



# City of Richmond



## RZ 17-768762

Original Date: 05/10/17

Revision Date:

Note: Dimensions are in METRES



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10035 (RZ 17-784927)  
10200/10220 Railway Avenue**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"COACH HOUSES (RCH1)"**.

P.I.D. 000-702-536

Strata Lot 1 Section 36 Block 4 North Range 7 West New Westminster District Strata Plan NW2029 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. 000-702-552

Strata Lot 2 Section 36 Block 4 North Range 7 West New Westminster District Strata Plan NW2029 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 10035"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

JUN 10 2019  
JUL 15 2019 FEB 16 2021  
FEB 16 2021  
FEB 16 2021  
SEP 01 2021

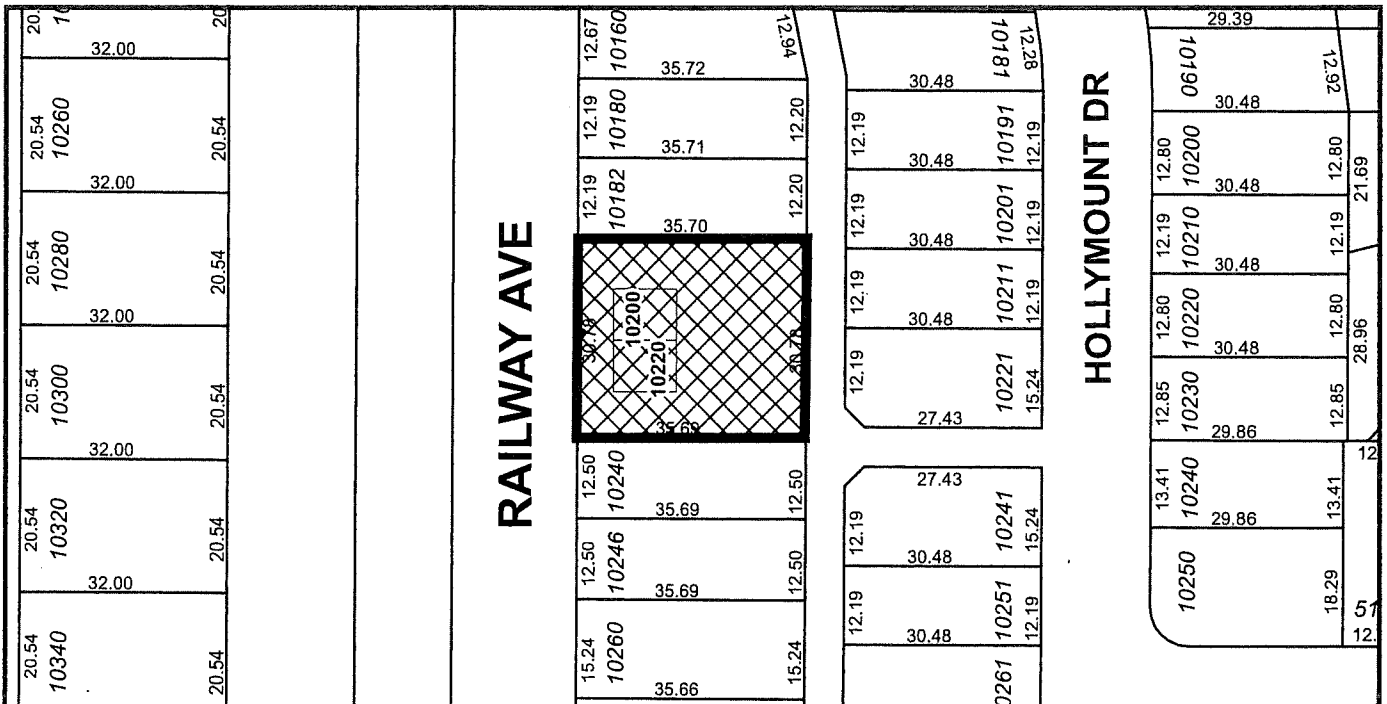
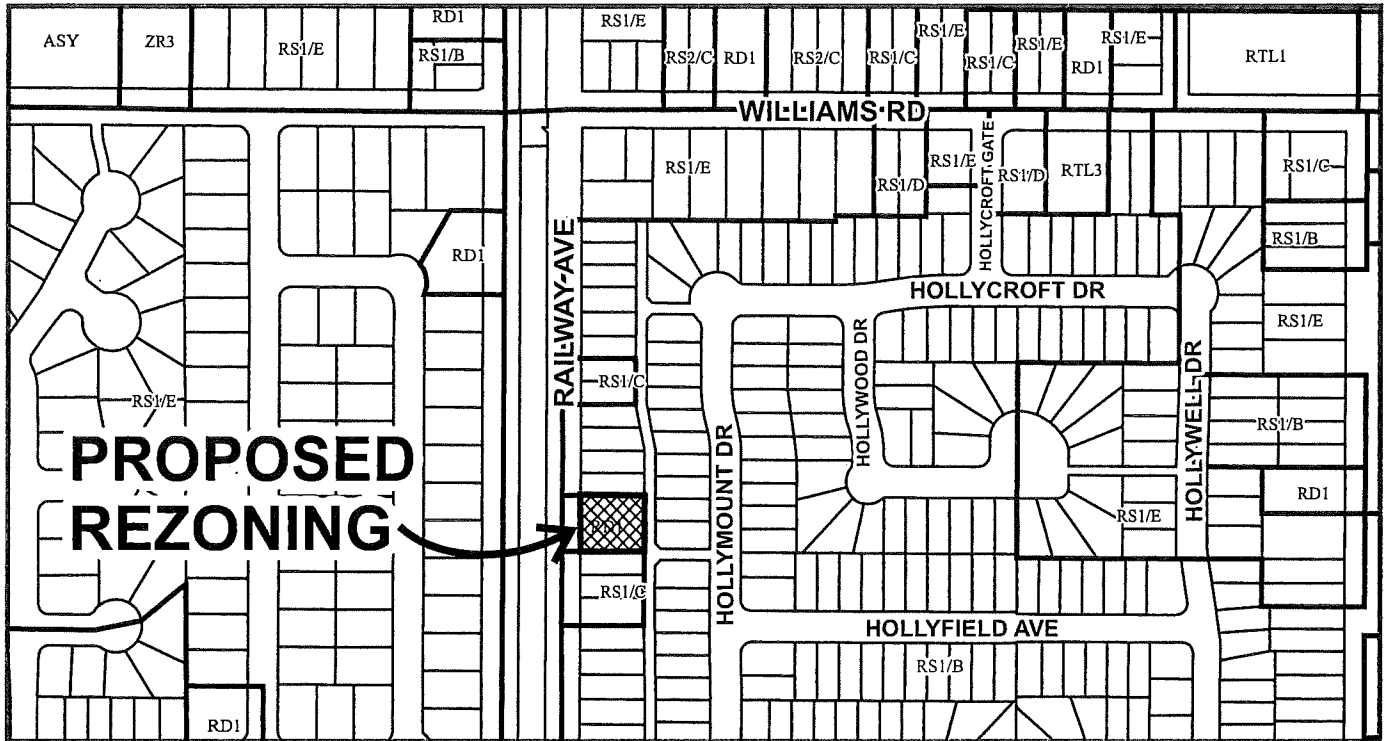


MAYOR

CORPORATE OFFICER



# City of Richmond



## RZ 17-784927

Original Date: 09/28/17

Revision Date:

Note: Dimensions are in METRES



**Development Permit Panel  
Wednesday, August 11, 2021**

Time: 3:30 p.m.

Place: Remote (Zoom) Meeting

Present: Cecilia Achiam, General Manager, Community Safety, Chair  
Milton Chan, Director, Engineering  
James Cooper, Director, Building Approvals

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 28, 2021 be adopted.*

**CARRIED**

**1. DEVELOPMENT PERMIT 17-768135  
(REDMS No. 6697340)**

APPLICANT: 1244013 BC Ltd. (Khalid Hasan)

PROPERTY LOCATION: 4226 Williams Road

**INTENT OF PERMIT:**

Permit the construction of two duplexes at 4226 Williams Road on a site zoned “Arterial Road Two-Unit Dwellings (RDA)”.

## **Development Permit Panel**

### **Wednesday, August 11, 2021**

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#### **Applicant's Comments**

Bradley Doré, Brad Doré Residential Design, with the aid of a visual presentation (copy on file, City Clerk's office), provided background information on the proposed development, highlighting the following:

- a shared internal drive aisle is located in the middle of the two duplex buildings;
- the form and character of the duplexes fits well with the predominantly single-family neighbourhood;
- the massing between the front and rear units of each duplex building has been minimized to enhance sunlight access to adjacent properties;
- the two rear units are convertible units and the two front units are provided with aging-in-place features;
- the shadow study indicates that adjacent properties will not be impacted by shadowing;
- all duplex units will be provided with either a front or rear yard; and
- a significant amount of permeable pavers is proposed for the subject development.

#### **Staff Comments**

Mr. Craig noted that (i) there is a Servicing Agreement associated with the project for frontage works along Williams Road, (ii) the project is required to achieve Step 3 of BC Energy Step Code, and (iii) one visitor parking stall is proposed for shared use of all duplex units.

In reply to queries from the Panel, Mr. Craig acknowledged that (i) on-site tree retention and removal were determined at rezoning, (ii) there are landing areas for garbage and recycling pick up in the front of the property, and (iii) the waste bins will be stored in the garages of duplex units during non-collection days.

#### **Panel Discussion**

In reply to queries from the Panel, Mr. Doré noted that (i) permeable pavers and concrete curb are proposed for the drive aisle, (ii) permeable pavers will also be installed on the auto court, visitor parking stall and along the west and east side yards of the subject site, (iii) soffit lighting is not proposed on the east and west elevations of the duplex buildings to avoid light pollution on adjacent properties, and (iv) the side yards on either side of the subject site are not accessible to the public.

Discussion then ensued regarding potential schemes to break up the massing along the west façade of the west duplex building including introducing different colour tones and slightly pushing the garage inward into the auto court.

As a result of the discussion, staff was directed to work with the applicant to provide articulation to the west façade of the duplex building either through architectural detailing and/or introducing different colour schemes and materials.



**Development Permit Panel**  
**Wednesday, August 11, 2021**

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**Gallery Comments**

None.

**Correspondence**

None.

**Panel Discussion**

The Panel expressed support for the project, noting that its proposed architecture provides a good example for future duplex developments in the City.

**Panel Decision**

It was moved and seconded

*That a Development Permit be issued which would permit the construction of two duplexes at 4226 Williams Road on a site zoned "Arterial Road Two-Unit Dwellings (RDA)".*

**CARRIED**

**2. DEVELOPMENT VARIANCE PERMIT DV 19-873160**  
(REDMS No. 6547553)

APPLICANT: Open Road Auto Group Ltd.

PROPERTY LOCATION: 13251 Smallwood Place

**INTENT OF PERMIT:**

Vary the provisions of Richmond Zoning Bylaw 8500 to reduce the required minimum setback from the west property line from 3.0 m to 0.96 m. This would permit the retention of an existing detached car wash building at 13251 Smallwood Place on a site zoned "Vehicle Sales (CV)".

**Applicant's Comments**

Aziz Bootwala, Kasian Architecture, with the aid of a visual presentation (copy on file, City Clerk's Office), provided background information on the proposed development variance permit application, noting that the approved zoning text amendment and development permit application associated with the ongoing construction of a new dealership on the adjacent property to the west (13171 Smallwood Place) of the subject site (13251 Smallwood Place) required a lot line adjustment.

## Development Permit Panel

### Wednesday, August 11, 2021

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Mr. Bootwala added that as a result of the new shared lot line for the two adjacent properties, part of the existing car wash building on the subject site would encroach on the required three-meter side yard setback from the west property line, therefore the applicant is requesting a setback variance in order to retain the existing car wash building.

#### Staff Comments

Mr. Craig noted that prior to forwarding the subject development variance permit application for Council consideration, the applicant is required to confirm that the existing exterior wall on the west side of the car wash building will meet all applicable BC Building Code requirements in fire separation.

#### Gallery Comments

None.

#### Correspondence

None.

#### Panel Decision

It was moved and seconded

*That a Development Variance Permit be issued which would vary the provisions of Richmond Zoning Bylaw 8500 to reduce the required minimum setback from the west property line from 3.0 m to 0.96 m. This would permit the retention of an existing detached car wash building at 13251 Smallwood Place on a site zoned "Vehicle Sales (CV)".*

**CARRIED**

### 3. **DEVELOPMENT PERMIT 19-881156** (REDMS No. 6706400)

APPLICANT: Minoru View Homes Ltd.

PROPERTY LOCATION: 5740, 5760, and 5800 Minoru Boulevard

4.

## Development Permit Panel

### Wednesday, August 11, 2021

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#### INTENT OF PERMIT:

1. Permit the construction of high-rise mixed use development, comprising an office tower, ground floor retail, non-profit social service replacement space, and 429 dwellings including 88 low-end-of-market-rental (LEMR) units at 5740, 5760, and 5800 Minoru Boulevard, on a site zoned “High Density Mixed Use and Affordable Rental Housing (ZMU46) – Lansdowne Village (City Centre)”; and
2. Vary the provisions of Richmond Zoning Bylaw 8500, as amended by zoning amendment Bylaw 10138, to reduce the minimum balcony setback from 2.0 m to 1.5 m above the second storey along the Minoru Boulevard frontage of the southwest residential tower and the east street frontage of the affordable housing building.

#### Applicant's Comments

Gwen Vose and Tony Wai, IBI Group Architects, with the aid of a visual presentation (copy on file, City Clerk's office), provided background information on the proposed development, including among others, its site context, parking plan, entries to towers, indoor and outdoor amenity spaces, building elevations, floor and roof plans, façade treatments, proposed exterior building materials, and signage plan, highlighting the following:

- the proposed development consists of four towers on a podium and four midrise elements;
- entrances to the towers have been designed to provide interest;
- the combined habitable unit area for the proposed 88 affordable housing rental units is 20 percent of the project's total residential area, which is higher than the 10 percent minimum requirement for affordable housing;
- market strata and affordable housing residents will have access to the common outdoor amenity areas on Level 3 podium rooftop;
- an indoor amenity space is provided for shared use of market strata and affordable housing residents as well as separate indoor amenity spaces dedicated for the exclusive use of each group of residents;
- the exposed podium wall along the south side will be articulated to provide visual interest; and
- mechanical screening will be installed on the southeast residential tower rooftop for the low-carbon energy plant equipment.

## **Development Permit Panel**

### **Wednesday, August 11, 2021**

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Peter Kreuk, Durante Kreuk Ltd. Landscape Architecture, provided an overview of the main landscape features of the project, noting that (i) street frontages include bicycle lanes, boulevards, street trees and sidewalks, (ii) a new linear park will be installed for the Lansdowne Road frontage, (iii) the common outdoor amenity area on Level 3 podium rooftop is accessible from the indoor amenity spaces and has multiple uses, including social and recreational, and (iv) plantings, extensive green roofs and outdoor amenity spaces are proposed to be installed on some upper levels of the building.

In reply to queries from the Panel, the applicant's design team noted that (i) the affordable housing units consist of 43 percent studio and one-bedroom units and 57 percent two to three-bedroom units, (ii) commercial tenants will be involved in the design of exterior business signage, (iii) the existing lane on the east side will become a new street and is treated as a street frontage, (iv) the south and north children's outdoor play areas on Level 3 have been designed for younger and older children, respectively, (v) irrigation will be provided for street trees and in all planted areas on-site, (vi) the applicant will provide voluntary cash-in-lieu contribution to the Public Art Program Reserve, (vii) an art structure at the corner of Lansdowne Road and the new street will provide an opportunity for temporary displays of public art, (viii) there will be no on-street loading area along the new street, and (ix) the project meets the City's Zoning Bylaw parking requirements.

In reply to a further query from the Panel, Mr. Kreuk reviewed the scheme to separate the private patios of townhouse units along Minoru Boulevard from the public realm which includes installation of raised patios, retaining walls, hedges, guardrails, stairs and entry gates.

Discussion ensued regarding the limited articulation on the top floors of the residential towers and whether further improvement to differentiate them from the lower floors was possible given the limited variation of materials for soffits on the uppermost balconies.

As a result of the discussion, staff was directed to work with the applicant to investigate opportunities for further articulating the top floors of the three residential towers.

## **Development Permit Panel**

### **Wednesday, August 11, 2021**

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#### **Staff Comments**

Mr. Craig noted that (i) there is a substantial Servicing Agreement associated with the project for frontage improvements along the three roads as well as for the construction of the new linear park along Lansdowne Road, (ii) the stand-alone affordable housing building was approved through the rezoning process and is consistent with the City's Affordable Housing Strategy, (iii) a non-profit operator based on-site will manage the affordable housing building, (v) extensive green roofs will be installed on several levels, (vi) non-profit social service replacement space will be provided for two former non-profit tenants on the subject site, (vii) the two non-profits will be granted the first right of refusal for the replacement space and there will be legal agreements to limit rents to 50 percent of market rates, (viii) the office tower will be subject to a legal agreement limiting the subdivision of the office space to a maximum of one strata lot or air space parcel per storey, (ix) there is a significant package of Transportation Demand Management (TDM) measures associated with the project, and (x) the project has been designed to achieve the City's aircraft noise sensitive development requirements and the Canada Mortgage and Housing Corporation (CMHC) internal noise standards.

#### **Gallery Comments**

None.

#### **Correspondence**

None.

#### **Panel Discussion**

The Panel expressed support for the project, noting that the project is consistent with the City's Affordable Housing Strategy. In addition, the Panel expressed appreciation for the provision of replacement space for two non-profit agencies.

## Development Permit Panel

### Wednesday, August 11, 2021

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#### Panel Decision

It was moved and seconded

*That a Development Permit be issued which would permit the construction of a:*

1. *high-rise mixed use development, comprising an office tower, ground floor retail, non-profit social service replacement space, and 429 dwellings including 88 low-end-of-market-rental (LEMR) units at 5740, 5760, and 5800 Minoru Boulevard, on a site zoned "High Density Mixed Use and Affordable Rental Housing (ZMU46) – Lansdowne Village (City Centre)"; and*
2. *vary the provisions of Richmond Zoning Bylaw 8500, as amended by zoning amendment Bylaw 10138, to reduce the minimum balcony setback from 2.0 m to 1.5 m above the second storey along the Minoru Boulevard frontage of the southwest residential tower and the east street frontage of the affordable housing building.*

**CARRIED**

4. **Date of Next Meeting: August 25, 2021**

5. **Adjournment**

It was moved and seconded

*That the meeting be adjourned at 4:33 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 11, 2021.

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Cecilia Achiam  
Chair

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Rustico Agawin  
Committee Clerk



**Development Permit Panel  
Wednesday, August 25, 2021**

Time: 3:30 p.m.  
Place: Remote (Zoom) Meeting  
Present: John Irving, General Manager, Engineering and Public Works, Chair  
Milton Chan, Director, Engineering  
Peter Russell, Director, Sustainability and District Energy

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

**Minutes**

It was moved and seconded  
*That the minutes of the meeting of the Development Permit Panel held on August 11, 2021 be adopted.*

**CARRIED**

**1. DEVELOPMENT PERMIT 18-829233**  
(REDMS No. 6710093 v. 1A)

APPLICANT: 1085948 BC Ltd.

PROPERTY LOCATION: 10671, 10691, and 10751 Bridgeport Road

**INTENT OF PERMIT:**

1. Permit the construction of 24 townhouses at 10671, 10691, and 10751 Bridgeport Road on a site zoned “Low Density Townhouses (RTL4)”; and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum front yard along Bridgeport Road from 6.0 m to 5.2 m.



## Development Permit Panel

### Wednesday, August 25, 2021

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#### **Applicant's Comments**

Ken Chow, Interface Architecture, with the aid of a visual presentation (copy on file, City Clerk's office), provided background information on the proposed development, including among others, its site context, site layout, floor plans, building elevations, architectural form and character, façade treatments, building materials and colours, highlighting the following:

- the proposed development consists of 24 townhouse units;
- a north-south pedestrian walkway is proposed through the center of the site which is intended to provide a future public pedestrian connection between Bridgeport Road and McKessock Place; and
- the pedestrian walkway will be secured through SRW for public-right-of passage.

Denitsa Dimitrova, PMG Landscape Architects, provided an overview of the landscaping for the project, noting that (i) a large existing tree at the southwest corner of the site will be retained and protected, (ii) each unit is provided with a private yard with a shade tree, (iii) perimeter fencing with varied heights is proposed due to changes in elevation, (iv) low fencing and landscaping are proposed between front and back yard of units for privacy, (v) a common outdoor amenity area is proposed in the middle of the site which includes a children's play area, (vi) two additional passive outdoor amenity areas are also proposed which include seating areas and spaces for semi-active uses, and (vii) different paving treatments are proposed on-site to differentiate vehicle and pedestrian circulation areas.

In reply to queries from the Panel, the applicant acknowledged that (i) the condenser units for heat pumps for the three-storey townhouse units are located on the second floor balconies, (ii) a rubber surface in different colours is proposed on the children's play area, (iii) lighting will not be installed along the east and west sides of the subject site to avoid light pollution on adjacent properties, (iv) bollard and wall-mounted lighting are proposed along the north-south central pedestrian pathway, (v) no trees are proposed to be planted along the existing statutory right-of-way corridor for City utilities along the eastern side of the north property line, and (vi) the front yards of middle units are not fully covered by the balconies above.

Discussion ensued regarding the potential for planting of small trees along the eastern side of the north property line to provide screening should the adjacent properties to the north develop in the future.

As a result of the discussion, staff was directed to work with the applicant to investigate opportunities for planting along the statutory right-of-way corridor on the eastern side of the north property line prior to the application moving forward for Council consideration.

## **Development Permit Panel**

### **Wednesday, August 25, 2021**

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#### **Staff Comments**

Wayne Craig, Director, Development, noted that (i) the proposed front yard setback variance was identified at rezoning stage and has been reduced in scale since the rezoning advanced through the public hearing, (ii) the proposed variance is driven by the road dedication being provided along Bridgeport Road, (iii) the applicant has provided an acoustic report indicating that the townhouse units will achieve Canada Housing and Mortgage Corporation (CHMC) noise standards when considering aircraft noise and traffic noise along Bridgeport Road, (iv) a Servicing Agreement is associated with the project for frontage works and site service connections, (v) the Servicing Agreement includes the installation of a raised barrier curb island to restrict vehicle access to right-in/right-out movements only, (vi) a Statutory Right-of-Way (SRW) will be secured for the internal drive aisle to provide vehicles access to future townhouse developments to the east and west, (vii) the applicant's efforts to retain the large Douglas Fir tree at the southwest corner of the site is appreciated, and the (viii) the project includes two convertible units.

#### **Gallery Comments**

None.

#### **Correspondence**

Si Sun, 10811 Bridgeport Road (Schedule 1)

Mr. Craig noted that Ms. Si Sun's property is located immediately to the east of the subject site and she expressed concerns regarding construction on the proposed development such as permitted construction hours, potential air quality during construction, and actual and potential damage to their property prior to and during construction.

Mr. Craig further noted that (i) staff had communicated with the applicant regarding the concerns expressed in the letter, and (ii) the applicant had committed to reach out to the adjacent property owner to discuss issues related to construction on the site and property damage.

Forrest Lam, Applicant, advised that (i) they will schedule a meeting with the owner of the adjacent property to the east to discuss and address their concerns, and (ii) they will remain engaged with staff to address potential issues during construction.

#### **Panel Discussion**

The Panel expressed support for the project, noting that the project design is interesting and well thought out.

## Development Permit Panel

### Wednesday, August 25, 2021

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#### Panel Decision

It was moved and seconded

*That a Development Permit be issued which would:*

1. *permit the construction of 24 townhouses at 10671, 10691, and 10751 Bridgeport Road on a site zoned "Low Density Townhouses (RTL4)"; and*
2. *vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum front yard along Bridgeport Road from 6.0 m to 5.2 m.*

**CARRIED**

#### 2. **DEVELOPMENT PERMIT 19-862430**

(REDMS No. 6561344 v. 3)

APPLICANT: CSC Interior Services

PROPERTY LOCATION: 8011 Leslie Road

#### INTENT OF PERMIT:

1. Permit renovations to the existing building at 8011 Leslie Road on a site zoned "Auto Oriented Commercial (CA);" and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
  - (a) reduce the minimum side yard setback from 3.0 m to 0 m;
  - (b) permit two small vehicle parking spaces;
  - (c) reduce the required medium on-site loading spaces from 1 to 0;
  - (d) reduce the minimum setback between parking spaces and side lot lines from 1.5 m to 0.8 m; and
  - (e) reduce the minimum setback between parking spaces and the rear lot line from 1.5 m to 0 m.

#### Applicant's Comments

Linda Valter, Architect, with the aid of a visual presentation (copy on file, City Clerk's office), provided background information on the proposed development, highlighting the following:

- the subject application is for the conversion of an existing three-storey office building into a hotel;
- the existing form and character of the building will not be significantly changed;
- the main proposed exterior changes to the building include the size, type and location of windows, small ground floor additions, and parking layout;

## **Development Permit Panel**

### **Wednesday, August 25, 2021**

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- the existing strip windows will be replaced with punched windows to provide better privacy to the hotel rooms;
- additional awning on the main entry of the building is proposed to provide weather protection;
- a new garbage and recycling enclosure is proposed; and
- business signage will be installed on the hotel building.

#### **Staff Comments**

Mr. Craig noted that (i) a number of variances are proposed for the project due to the repurposing of the existing building, (ii) staff support the proposed variances as they reflect current conditions or will result in an improvement to the existing conditions, (iii) there will be a legal agreement prohibiting the strata subdivision of individual hotel rooms, limiting the maximum length of stay, and restriction against adding a kitchen to any hotel room, and (iv) a Servicing Agreement is associated with the project for frontage improvements and off-site servicing works prior to Building Permit issuance.

#### **Gallery Comments**

None.

#### **Correspondence**

None.

#### **Panel Discussion**

The Panel noted the lack of full colour building elevation drawings in the applicant's presentation and advised that the applicant could have better explained the project if those drawings were included in their presentation.

In response to the Panel comment, Daniel Ching, Applicant, presented photos of the existing building from his cellular phone, noting the proposed changes. In addition, Ms. Valter presented the black and white existing and proposed elevation drawings included in the meeting's agenda package.

In reply to queries from the Panel, Ms. Valter acknowledged that (i) the existing building is clad with metal siding, (ii) the new siding to be installed on the building additions would match the existing cladding, and (iii) the proposed awning will be installed over an aluminum frame.

## Development Permit Panel

### Wednesday, August 25, 2021

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Discussion ensued regarding the need for the applicant to provide a higher quality of renderings, and as a result of the discussion, the following **referral motion** was introduced:

It was moved and seconded

*That DP 19-862430 be referred back to staff to enable the applicant to provide full colour renderings of existing and proposed building elevations and brought back for consideration at the Panel's Wednesday, September 15, 2021 meeting.*

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

### 3. DEVELOPMENT PERMIT 19-878817

(REDMS No. 6723324 v. 4)

APPLICANT: 1176782 BC Ltd.

PROPERTY LOCATION: 8100, 8120 & 8180 Westminster Highway

#### INTENT OF PERMIT:

1. Permit the construction of a high-rise mixed use development containing approximately 880.6 m<sup>2</sup> (9,475 ft<sup>2</sup>) of commercial space and 130 dwellings (including 16 affordable housing units) at 8100, 8120 & 8180 Westminster Highway on a site zoned "Downtown Commercial (CDT1)"; and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
  - (a) reduce the front yard setback to Westminster Hwy. from 3.0 m to 0.0 m (10 ft to 0 ft) inclusive of buildings and canopies; and
  - (b) apply the City Centre parking rate to the subject site.

#### Applicant's Comments

Wing Leung, W.T. Leung Architects, Inc., with the aid of a visual presentation (copy on file, City Clerk's office), provided background information on the proposed development, including among others, its site context, architectural form and character, and building materials and colours, highlighting the following:

- the proposed 15-storey tower includes commercial spaces, 114 market condominium units, 16 affordable housing units, and a four-storey parking podium;
- the existing lane to the west of the subject site will be widened;
- there will be a road dedication along Westminster Highway;
- the red terracotta panels that wrap the parking podium on the front elevation and part of the west elevation of the building provide an opportunity for a backdrop for future public art;

## **Development Permit Panel**

### **Wednesday, August 25, 2021**

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- the project's proposed sustainability features include, among others, its low window-to-wall ratio, which will enable the project to achieve Step 3 of the BC Building Step Code;
- most of the affordable housing units meet Basic Universal Housing standards;
- proposed lighting for the project has been designed to avoid light pollution on adjacent developments;
- the top of the podium on Level 5 will be landscaped; and
- all common outdoor and indoor amenity areas will be available for the use of all building residents, including affordable housing tenants.

Jocelle Smith, ETA Landscape Architecture, provided an overview of the main landscape features of the project, highlighting the following:

- the sidewalk along Westminster Highway will be widened and the off-site trees and hardscaping that will be installed along the frontage will be consistent with the City's standards;
- hard and soft landscaping are proposed for the main building entry at Westminster Highway which include basalt pavers and ornamental planting on aluminum planters;
- a gated dog run with artificial turf on the Statutory-Right-of-Way area is proposed on the rear of the subject site;
- a common outdoor amenity area is proposed on top of the podium on Level 5 which includes, among others, a custom rubberized play mound on the children's play area, a water feature, trees and shrubs, dining area, accessible urban agriculture, landscaped walking loop, and dog relief area; and
- inaccessible green roofs are proposed on top of the podium on Level 5 and on Level 8.

In reply to queries from the Panel, the project's design team noted that (i) the rear yard is open to the sky but is fenced on the south, east and west sides and landscaped with low groundcover and hedges to prevent hiding opportunities, (ii) the proposed dog run area on the rear yard is intended to activate the area and provide natural surveillance, (iii) the children's play area on top of the podium on Level 5 provides play opportunities for younger and older children, (iv) the terracotta panel on the northwest corner would be an appropriate place to install public art as it would be visible from Westminster Highway and No. 3 Road, and (v) the eastern podium top on the subject development that abuts the lower podium on the property immediately adjacent to the east will be landscaped to provide screening and visual interest.

## **Development Permit Panel**

### **Wednesday, August 25, 2021**

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In reply to a further query from the Panel, Mr. Craig advised that the choice of tree species to be planted off-site and their spacing will be determined through the City's Servicing Agreement in consultation with Parks and Engineering. He added that staff will be looking for opportunities to maximize off-site tree planting.

#### **Staff Comments**

Mr. Craig noted that (i) the Servicing Agreement associated with the project includes frontage improvements along Westminster Highway, widening of the lane to the west, and site service connections, (ii) the proposed front yard setback variance is largely a function of the road dedication provided along Westminster Highway, (iii) the actual building setback on the subject site is consistent with adjacent buildings to the east and west, (iv) staff support the proposed parking variance, i.e., applying City Centre parking rates to the project, as the development is providing affordable housing units as identified in the City's Affordable Housing Strategy, (v) the CDT1 zone was excluded from automatically qualifying for the City Centre Parking rates in order to incentivize the provision of affordable housing on CDT1 sites, (vi) the project has been designed to achieve the City's aircraft noise standards and CHMC interior noise standards, and (vii) the project has been designed to be ready for future connection to a District Energy Utility facility.

#### **Gallery Comments**

None.

#### **Correspondence**

None.

#### **Panel Discussion**

The Panel expressed support for the project, noting that (i) the applicant's high-quality presentation makes the project easy to understand, (ii) the design of the project is well thought out, (iii) the design of the rear yard, including the proposed dog run area, is appreciated, and (iv) the building massing and the usability of the proposed common outdoor amenity areas are appreciated.



## Development Permit Panel

### Wednesday, August 25, 2021

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#### Panel Decision

It was moved and seconded

*That a Development Permit be issued which would:*

1. *permit the construction of a high-rise mixed use development containing approximately 880.6 m<sup>2</sup> (9,475 ft<sup>2</sup>) of commercial space and 130 dwellings (including 16 affordable housing units) at 8100, 8120 & 8180 Westminster Highway on a site zoned "Downtown Commercial (CDT1)"; and*
2. *vary the provisions of Richmond Zoning Bylaw 8500 to:*
  - (a) *reduce the front yard setback to Westminster Hwy. from 3.0 m to 0.0 m (10 ft to 0 ft) inclusive of buildings and canopies; and*
  - (b) *apply the City Centre parking rate to the subject site.*

**CARRIED**

#### 4. DEVELOPMENT VARIANCE 21-934707

(REDMS No. 6705767 v. 2A)

APPLICANT: Maybog Farms Ltd.

PROPERTY LOCATION: PID 013-082-434

#### INTENT OF PERMIT:

Issuance of a Development Variance Permit would vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum cumulative lot coverage for agricultural buildings with an impermeable surface floor at or below the natural grade of the site from 750 m<sup>2</sup> to 2,842 m<sup>2</sup> to permit the construction of a cranberry processing facility at PID 013-082-434 on a site zoned "Agriculture (AG1)".

#### Applicant's Comments

Todd May, Maybog Farms, with the aid of a visual presentation (copy on file, City Clerk's office), provided background information on the subject Development Variance Permit application, highlighting the following:

- the proposal is for the construction of a cranberry production facility to process fresh cranberries locally and vary the maximum lot coverage for agricultural buildings with concrete floor construction;
- the applicant is a fifth generation farmer in the City and their existing farm is focused on cranberry production; and
- the applicant intends to increase their supply of high quality fresh cranberries to the local market and communities which could be achieved through the proposed production facility.

## Development Permit Panel

### Wednesday, August 25, 2021

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In addition, Mr. May reviewed the siting of the proposed production facility, its site context, and proposed vehicle access to the facility.

#### Staff Comments

Mr. Craig noted that (i) the proposal was reviewed and endorsed by the City's Food Security and Agricultural Advisory Committee (FSAAC), (ii) the associated soil fill application was endorsed and referred by the Richmond City Council to the Agricultural Land Commission (ALC) for the ALC's review and decision, and (iii) a confirmation of the soil permit application approval from the ALC is required prior to the subject Development Variance Permit application moving forward for Council consideration.

#### Gallery Comments

None.

#### Correspondence

None.

#### Panel Decision

It was moved and seconded

*That a Development Variance Permit be issued which would vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum cumulative lot coverage for agricultural buildings with an impermeable surface floor at or below the natural grade of the site from 750 m<sup>2</sup> to 2,842 m<sup>2</sup> to permit the construction of a cranberry processing facility at PID 013-082-434 on a site zoned "Agriculture (AG1)".*

**CARRIED**

5. **Date of Next Meeting: September 15, 2021**

6. **Adjournment**

It was moved and seconded

*That the meeting be adjourned at 5:10 p.m.*

**CARRIED**

**Development Permit Panel**  
**Wednesday, August 25, 2021**

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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 25, 2021.

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John Irving  
Chair

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Rustico Agawin  
Committee Clerk

**From:** SUN SI <cissy410@163.com>  
**Sent:** August 25, 2021 12:19 PM  
**To:** CityClerk  
**Subject:** Development permit panel meeting

<b>To Development Permit Panel</b>	
Date:	<u>AUGUST 25, 2021</u>
Item #:	<u>1</u>
Re:	<u>PP 18-829233</u>

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

Hi officer,

My name is Si Sun. I am the property owner of 10811 Bridgeport Rd, Richmond, BC V6X 1T1. Addressing the remote Development Permit Panel meeting for 24 townhouses at 10671, 10691, and 10751 Bridgeport Road. My property is closest to the development and I want my comments to be recorded in the meeting because the development would have a significant impact on my family's daily routines. The problems I have are listed as below:

1. Regarding the noise - We are aware that the approved construction time starts at 7:00 a.m. from Monday to Friday. We feel that is much too early. We are a young family and have an 18 months old baby. She needs lots of sleep and we are worried the construction noises at 7:00 a.m. would negatively impact her rest and sleep schedule. My husband and I also work late shifts, so we need our rest in the morning as well. We cannot accept waking up to construction noises at 7:00 a.m. every morning. We would like the start time to be extended to 9:00 a.m. instead.

2. Air quality concerns - As mentioned before, we have an 18 months old baby and a golden retriever at home. We are concerned with the amount of debris and dust the construction could make. Please let us know how they will be managed to an acceptable level.

3. Damage to our property - This is another major concern. I have included lots of photos as evidence for my claims. We believe the demolition at the development property, has caused damage to our fences, driveways, and foundation.

A. There is a serious imbalance in the foundation, the house, the land and the door are tilted to the left, because of the digging that has occurred, where our property meets the development property.

B. The whole fence is not supported, so it's leaning out, leaning to the left, and almost falling down. This is very dangerous but it is not our responsibility.

C. Because there is no support on the other side, the bricks in our front yard are all leaning to the left side and they are getting worse and worse. The cracks are getting bigger and bigger, which has caused damage to our property.

I hope you could bring up and address these concerns and provide appropriate solutions at the meeting. Otherwise we strongly oppose the construction, thank you for your understanding.

Best Regards,  
Si Sun

从网易 163 邮箱发来的超大附件



10811 Bridgeport Rd pic.rar (83.76M, 2021 年 9 月 10 日 3:02 到期)

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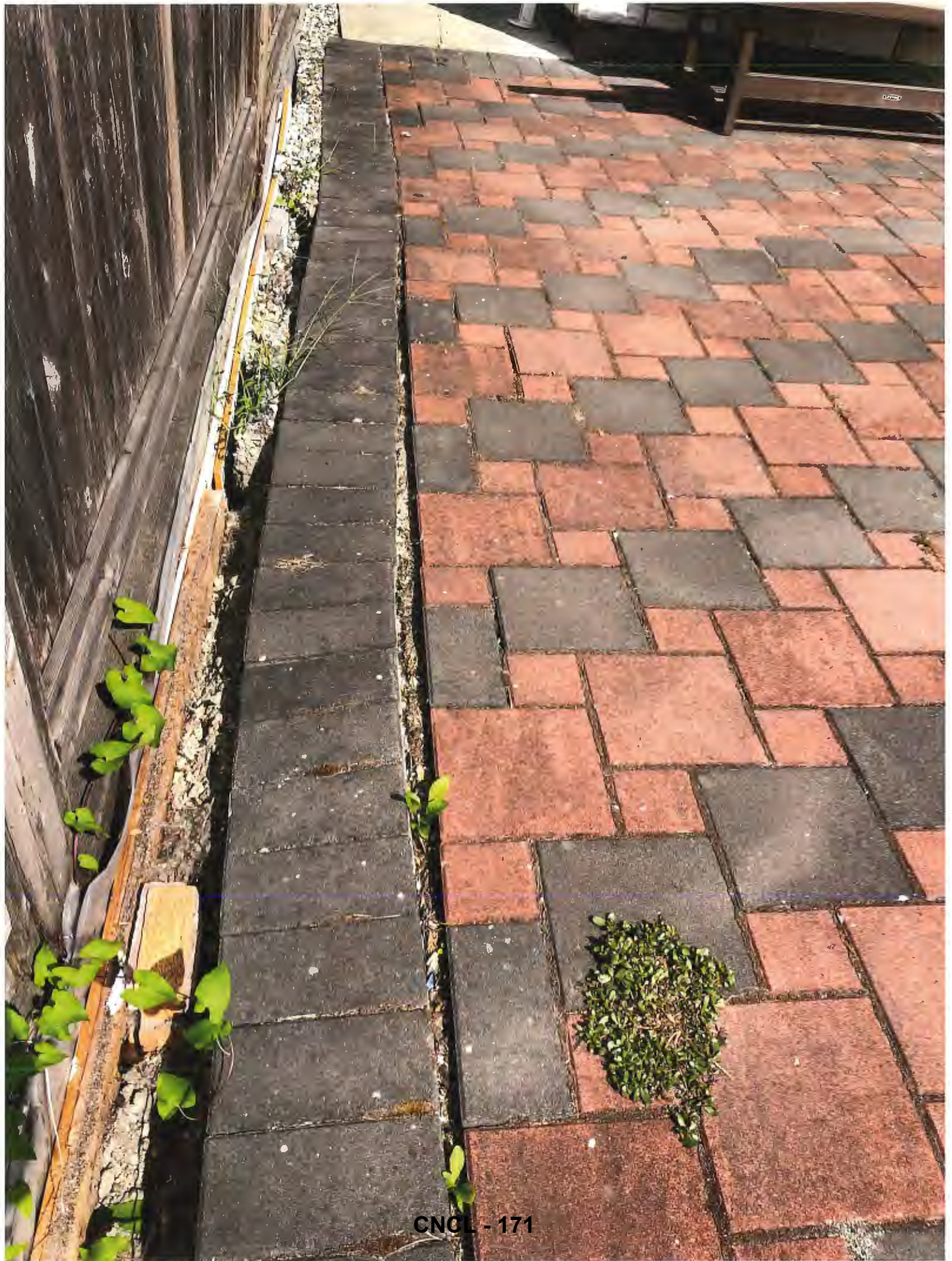












CNCL - 171









CNCL - 173









CNCL - 175





CNCL-176



# City of Richmond

## Report to Council

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<b>To:</b>	Richmond City Council	<b>Date:</b>	August 31, 2021
<b>From:</b>	Joe Erceg Chair, Development Permit Panel	<b>File:</b>	DV 19-872522 DP 21-768763
<b>Re:</b>	<b>Development Permit Panel Meetings Held on October 15, 2020 and March 10, 2021</b>		

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### Staff Recommendation

1. That the recommendation of the Panel to authorize the issuance of:
  - a) a Development Variance Permit (DV 19-872522) for the property located at 8240 No. 5 Road; and
  - b) a Development Permit (DP 21-768763) for the property located at 5751 Francis Road;be endorsed and the Permit so issued.

Joe Erceg  
Chair, Development Permit Panel  
(604-276-4083)

WC/SB:blg

### **Panel Report**

The Development Permit Panel considered the following items at its meetings held on October 15, 2020 and March 10, 2021.

DV 19-872522 – THE ANDREWS ARCHITECTS INC. – 8240 NO. 5 ROAD  
(October 15, 2020)

The Panel considered a Development Variance Permit (DV) application to vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum rear yard setback from 7.5 m to 0 m to permit the construction of an addition to the existing dormitory building on a site zoned “Assembly (ASY)”.

Architect, Greg Andrews, of The Andrews Architects, Inc., provided a brief presentation, including:

- The east edge of the existing two-storey dormitory building sits on the boundary between the “Assembly (ASY)” and “Agriculture (AG1)” zones of the split-zoned property.
- The proposed addition to the existing dormitory building is located on two wings of the west side of the building and will increase the total number of bedrooms from four to six in order to accommodate additional resident nuns.
- The proposed addition is consistent with the form and character of the existing dormitory building.

In reply to a Panel query, Greg Andrews acknowledged that: (i) the proposed addition will not increase the requested variance as the addition is located on the west side of the existing building; (ii) there are currently three existing trees in the courtyard and the tree on the northern edge of the courtyard will be removed as it will be impacted by the addition to the dormitory building; and (iii) as much as possible, the other two existing trees in the courtyard will be retained.

Staff noted that: (i) the proposed addition to the existing dormitory building is consistent with the existing “Assembly (ASY)” zoning of the split-zoned property except for the proposed rear yard setback variance; (ii) the subject application is also consistent with the previous Agricultural Land Commission (ALC) non-farm use approval for the subject site; (iii) the “Agriculture (AG1)” zoned portion of the site is currently being farmed by the congregation; (iv) the property owners of the subject site have agreed to register a 4 m wide Statutory Right of-Way (SRW) along the eastern edge of the property to provide for a future north-south farm access across the Backlands, as per City policy in the area; and (v) minor landscape changes are proposed by the applicant to improve pedestrian access to the subject site and are secured through the Development Permit process.

In reply to a Panel query, staff confirmed that the SRW to be registered is located along the eastern edge of the property.

No correspondence was submitted to the Development Permit Panel regarding the application.

The Panel recommends the Permit be issued.

DP 21-768763 – LANDCRAFT HOMES LTD. – 5751 FRANCIS ROAD  
(March 10, 2021)

The Panel considered a Development Permit (DP) application to permit the construction of a triplex on a site zoned “Arterial Road Three-Unit Dwellings (RTA)”. No variances are included in the proposal.

Architect, Gordon Yiu, of DF Architecture Inc., and landscape designer, Denitsa Dimitrova, of PMG Landscape Architects, provided a brief presentation, including:

- One of the units in the triplex (Unit C) is a convertible unit.
- Each unit is provided with a garage with two side-by-side parking spaces that could accommodate waste carts and a staging area for waste carts for garbage collection is proposed along the drive aisle.
- One visitor parking space is proposed for the triplex.
- The façades of the triplex units are distinct, but related, and the proposed materials are consistent with neighbouring single-family homes.
- Wall-mounted sconces with downward focused lights and bollard lighting are proposed to enhance security and mitigate light pollution.
- Windows will be installed along the internal driveway to provide more surveillance opportunities.
- Proposed sustainability measures include, among others, high performance windows and enhanced air tightness.
- There is a Statutory Right-of-Way (SRW) over the driveway to provide vehicle access to the neighbouring property to the east should it redevelop into a triplex in the future.
- All yards for the triplex units are accessible, with low transparent fencing and soft landscaping is proposed along the streetscape.
- A 6 ft. high wood perimeter fence and landscaping provide privacy to neighbouring properties.
- Different patterns and colours are proposed for the permeable pavers on the internal driveway and the pedestrian sidewalk.

Staff noted that: (i) there is a Servicing Agreement associated with the proposed development for frontage works along Francis Road; (ii) the project will achieve Step Code 3 of the BC Energy Step Code; (iii) there will signage installed on the fence to indicate that the internal drive aisle would connect to the adjacent property to the east in the future; and (iv) the signage will be inspected as part of the landscape inspection process.

In reply Panel queries, the project's design team including Gordon Yui, Denitsa Dimitrova and Zubin Billimoria, of DF Architecture, acknowledged that: (i) the waste carts will only be moved from the garages and temporarily stationed at the garbage staging area on garbage collection days; (ii) a Right-of-Way (ROW) for water meter is located in front of Unit C facing Francis Road; (iii) there is adequate maneuvering space for vehicles entering and leaving the garages of Unit A and Unit B in forward gear; (iv) the number of wall-mounted sconce lights in the proposed development has been reduced as recommended by the Advisory Design Panel and the downward focused lights will avoid light pollution; and (v) the garages with two vehicles parked could still accommodate the waste carts.

No correspondence was submitted to the Development Permit Panel regarding the application.

Discussion ensued with regard to the adequacy of space in the garages to accommodate the waste bins and staff was directed to confirm if the garage could accommodate the waste bins when the garage is occupied by two vehicles.

Subsequent to the meeting, the applicant provided a detailed drawing of the garages, and staff are satisfied that they have been designed to accommodate the required vehicle parking, bicycle parking, and waste bins.

The Panel recommends the Permit be issued.