



City Council

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

**Monday, September 23, 2024
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- CNCL-10** (1) *adopt the **minutes** of the Regular Council meeting held on Monday, September 9, 2024; and*
- CNCL-21** (2) *adopt the **minutes** of the Special Council meeting held on Monday, July 22 2024.*



AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

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



3. Delegations from the floor on Agenda items.

PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 17.

4. *Motion to rise and report.*



RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

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

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Early Review of Rezoning Applications Involving a Major OCP Amendment
- Proposed Amendments to the Richmond Seniors Advisory Committee Membership Composition
- Land use applications for first, second and third reading:
 - 9951, 9991 Blundell Road and 7951 No. 4 Road – Rezone from the "Small-Scale Multi-Unit Housing (RSM/X1)" Zone to the "Medium Density Townhouses (RTM2)" Zone (DF Architecture Inc. – applicant)
 - 9311/9331 Ferndale Road – Rezone from Small-Scale Multi-Unit Housing (RSM/X1)" Zone to the "Town Housing (ZT104) - North McLennan (City Centre)" Zone (Wayne Fougere Inc. – applicant)
- Bicycle Parking Review
- Rescindment of Highway Rail Use By-Law (C.P.R. Relocation) Bylaw No. 2636

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- Local Government Climate Action Program (LGCAP) Year 3 Survey Report And 2023 Corporate Emission Inventory
- Amendment to Underpinning Works and Construction Fence Encroachment Bylaw No. 9833 - Addition of Crane Swing Provisions

5. *Motion to adopt Items No. 6 through No. 14 by general consent.*

☐

Consent
Agenda
Item

6. COMMITTEE MINUTES

That the minutes of:

- CNCL-28 (1) the **Community Safety Committee** meeting held on September 10, 2024;
- CNCL-33 (2) the **Planning Committee** meeting held on September 11, 2024;
- CNCL-38 (3) the **Public Works and Transportation Committee** meeting held on September 11, 2024; and
- CNCL-42 (4) the **General Purposes Committee** meeting held on September 16, 2024; be received for information.

☐

Consent
Agenda
Item

7. **EARLY REVIEW OF REZONING APPLICATIONS INVOLVING A MAJOR OCP AMENDMENT**

(File Ref. No. 08-4105-00) (REDMS No. 7695134)

CNCL-46

See Page CNCL-46 for full report

PLANNING COMMITTEE RECOMMENDATION

That staff bring forward all new rezoning applications involving a major amendment to the City's Official Community Plan for early review by Planning Committee and Council, as described in the report titled "Early Review of Rezoning Applications Involving a Major OCP Amendment", dated August 22, 2024 from the Director, Development.

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Consent
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Item

8. **PROPOSED AMENDMENTS TO THE RICHMOND SENIORS ADVISORY COMMITTEE MEMBERSHIP COMPOSITION**

(File Ref. No. 08-4055-01) (REDMS No. 7744309)

CNCL-52

[See Page CNCL-52 for full report](#)

PLANNING COMMITTEE RECOMMENDATION

That the Richmond Seniors Advisory Committee Terms of Reference be updated as described in the report titled "Proposed Amendments to the Richmond Seniors Advisory Committee Membership Composition", dated August 22, 2024, from the Director, Community Social Development.



Consent
Agenda
Item

ADDITIONAL MOTION

PLANNING COMMITTEE RECOMMENDATION

- (1) *That the Richmond Seniors Advisory Committee membership composition be amended from 15 to 16 voting members; and*
- (2) *That the 11 citizen appointees on the Richmond Seniors Advisory Committee be maintained.*



Consent
Agenda
Item

9. **APPLICATION BY DF ARCHITECTURE INC. FOR REZONING AT 9951, 9991 BLUNDELL ROAD AND 7951 NO. 4 ROAD FROM THE "SMALL-SCALE MULTI-UNIT HOUSING (RSM/XL)" ZONE TO THE "MEDIUM DENSITY TOWNHOUSES (RTM2)" ZONE**

(File Ref. No. RZ 19-856171) (REDMS No. 7650741)

CNCL-65

[See Page CNCL-65 for full report](#)

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10596, for the rezoning of 9951, 9991 Blundell Road and 7951 No. 4 Road from the "Small-Scale Multi-Unit Housing (RSM/XL)" zone to the "Medium Density Townhouses (RTM2)" zone, be introduced and given first, second and third reading.



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Consent
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10. **APPLICATION BY WAYNE FOUGERE INC. FOR REZONING AT 9311/9331 FERNDAL ROAD FROM “SMALL-SCALE MULTI-UNIT HOUSING (RSM/XL)” ZONE TO THE “TOWN HOUSING (ZT104) - NORTH MCLENNAN (CITY CENTRE)” ZONE**

(File Ref. No. RZ 22-023114) (REDMS No. 7725364)

CNCL-108

See Page CNCL-108 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10586 to create the “Town Housing (ZT104) – North McLennan (City Centre)” zone, and to rezone 9311/9331 Ferndale Road from “Small-Scale Multi-Unit Housing (RSM/XL)” zone to the “Town Housing (ZT104) – North McLennan (City Centre)” zone, be introduced and given first, second and third reading.



Consent
Agenda
Item

11. **BICYCLE PARKING REVIEW**

(File Ref. No. 10-6490-00) (REDMS No. 7751326)

CNCL-139

See Page CNCL-139 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10576, To Update On-Site Bicycle Parking Requirements, Be Introduced And Given First Reading.



Consent
Agenda
Item

12. **RESCINDMENT OF HIGHWAY RAIL USE BY-LAW (C.P.R. RELOCATION) BYLAW NO. 2636**

(File Ref. No. 10-6510-03-01) (REDMS No. 7695021)

CNCL-145

See Page CNCL-145 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

That the Highway Rail Use By-law (C.P.R. Relocation) Bylaw No. 2636 be rescinded.



Council Agenda – Monday, September 23, 2024

Pg. # ITEM

Consent
Agenda
Item

13. **LOCAL GOVERNMENT CLIMATE ACTION PROGRAM (LGCAP)
YEAR 3 SURVEY REPORT AND 2023 CORPORATE EMISSION
INVENTORY**

(File Ref. No. 10-6125-01) (REDMS No. 7756343)

CNCL-162

[See Page CNCL-162 for full report](#)

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION**

That as described in the report titled ‘Local Government Climate Action Program (LGCAP) Year 3 Survey Report and 2023 Corporate Emission Inventory’ from the Acting Director, Climate and Environment, dated August 22, 2024, the LGCAP Year 3 Survey Report and Attestation Form be endorsed and posted on the City’s website for public information, in accordance with Provincial requirements.



Consent
Agenda
Item

14. **AMENDMENT TO UNDERPINNING WORKS AND CONSTRUCTION
FENCE ENCROACHMENT BYLAW NO. 9833 - ADDITION OF
CRANE SWING PROVISIONS**

(File Ref. No. 10-6050-01) (REDMS No. 7738805)

CNCL-187

[See Page CNCL-187 for full report](#)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) That Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, Amendment Bylaw No. 10599, be introduced and given first, second and third readings;*
- (2) That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10601, be introduced and given first, second and third readings; and*
- (3) That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10600 be introduced and given first, second, and third readings.*



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

NON-CONSENT AGENDA ITEMS

PLANNING COMMITTEE

Councillor Bill McNulty, Chair

15 **REFERRAL RESPONSE – HERITAGE ALTERATION PERMIT FOR
12111 3RD AVENUE (STEVESTON HOTEL)**

(File Ref. No. HA 23-035279) (REDMS No. 7760433)

CNCL-204

[See Page CNCL-204 for full report](#)

PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. McNulty

That a Heritage Alteration Permit which would permit exterior alterations on the identified heritage building, and associated landscaping, at 12111 3rd Avenue be issued.



GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

16. **APPLICATION TO AMEND FOOD PRIMARY LIQUOR LICENCE #
308160 HAI DI LAO CANADA RESTAURANTS GROUP LTD., DBA
HAIDILAO HOT POT AT 5890 NO 3 ROAD UNIT 200**

(File Ref. No. 7775284) (REDMS No. 12-8275-30-001)

CNCL-246

[See Page CNCL-246 for full report](#)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Wolfe

- (1) *That the application from Hai Di Lao Canada Restaurants Group Ltd., doing business as Haidilao Hot Pot, for an amendment to Food Primary Licence #308160, requesting an increase to their hours of liquor service from Sunday to Saturday, 10:00AM to Midnight, to Sunday to Saturday, 9:00AM to 2:00AM, be supported; and*

- (2) *That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information as set out in Attachment 1 to this report, advising that Council recommends the approval of the liquor licence amendment.*



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAW FOR ADOPTION

- CNCL-256** Richmond Zoning Bylaw 8500, Amendment **Bylaw No. 10510**
11831/11833 Seabrook Crescent, RZ 22-010976)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

NOTE: *With the implementation of Bylaw No. 10573 (SSMUH) Bylaw, Bylaw No. 10510 is now rezoning from RS2/B to RSM/M zone.*



DEVELOPMENT PERMIT PANEL

17. RECOMMENDATION

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

- CNCL-258**
- (1) *That the **Chair's report** for the Development Permit Panel meetings held on August 21, 2024, be received for information; and*
- (2) *That the recommendations of the Panel to authorize the issuance of a Development Permit (DP 24-037979) for the property at 6551 No. 3 Road, be endorsed and the Permit so issued.*



PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

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

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- (1) Sheldon Starrett to delegate on the Cambie and Sexsmith Permanent Supportive Housing;
- (2) Kevin Lai to delegate on the Cambie and Sexsmith Permanent Supportive Housing;
- (3) Eric Poon to delegate on the Cambie and Sexsmith Permanent Supportive Housing; and
- (4) Mahdi Torabi to delegate on the Cambie and Sexsmith Permanent Supportive Housing.

19. *Motion to rise and report.*

☐

ADJOURNMENT

☐



Regular Council

Monday, September 9, 2024

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Chak Au
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

Corporate Officer – Claudia Jesson

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

RES NO. ITEM

MINUTES

- R24/15-1 1. It was moved and seconded
That:
- (1) *the minutes of the Regular Council meeting held on July 22, 2024, be adopted as circulated;*
 - (2) *the minutes of the Special Council meeting held on July 23, 2024, be adopted as circulated; and*
 - (3) *the minutes of the Regular Council meeting for Public Hearings held on September 3, 2024, be adopted as circulated.*

CARRIED



Regular Council
Monday, September 9, 2024

PRESENTATION

Mayor Brodie congratulated Camryn Rogers, Evan Dunfee, and Nicholas Zhang, on their Olympic Achievements at the 2024 Paris Olympics.

COMMITTEE OF THE WHOLE

- R24/15-2 2. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on agenda items (7:14 p.m.).

CARRIED

3. Delegations from the floor on Agenda items – None.

- R24/15-3 4. It was moved and seconded
That Committee rise and report (7:15 p.m.).

CARRIED

CONSENT AGENDA

- R24/15-4 5. It was moved and seconded
That Items No. 6 through No. 10 and No. 12 through No. 14 be adopted by general consent.

CARRIED



Regular Council
Monday, September 9, 2024

6. COMMITTEE MINUTES

That the minutes of:

- (1) the Finance Committee meeting held on September 3, 2024;*
- (2) the General Purposes Committee meeting held on September 3, 2024;
and*
- (3) the Planning Committee meeting held on September 4, 2024;
be received for information.*

ADOPTED ON CONSENT

**7. AWARD OF CONTRACT 8334P – SUPPLY AND DELIVERY OF
APPLE PRODUCTS**

(File Ref. No. 03-1000-20-8334P) (REDMS No. 7763977)

- (1) That Contract 8334P – Supply and Delivery of Apple Products be awarded to Island Key Computer Ltd. for a three-year term for an estimated value of \$594,714.00, excluding taxes, as described in the report titled “Award of Contract 8334P – Supply and Delivery of Apple Products”, dated August 1, 2024, from the Director, Information Technology;*
- (2) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services, be authorized to extend the initial three-year term up to the maximum total term of six years for an estimated total value of \$1,189,428.00, excluding taxes; and*
- (3) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services, be authorized to execute the contracts and all related documentation with Island Key Computer Ltd.*

ADOPTED ON CONSENT



Regular Council
Monday, September 9, 2024

8. BUSINESS LICENCE APPLICATION ELIGIBILITY

(File Ref. No. 12-8060-20-010597; 12-8060-20-010598) (REDMS No. 7755518, 7736715, 7739112)

- (1) *That Business Licence Bylaw No. 7360, Amendment Bylaw No. 10597, be introduced and given first, second and third readings; and*
- (2) *That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10598, be introduced and given first, second and third readings.*

ADOPTED ON CONSENT

9. PROVINCIAL ORDER – TRANSIT-ORIENTED AREA FOR ABERDEEN STATION (BURKEVILLE)

(File Ref. No. 08-4045-30-02; 12-8060-20-010603; 01-0035-20-HSTO1; 08-4045-20-01) (REDMS No. 7772802, 7776437, 7776770)

- (1) *That a letter be prepared for the Mayor's signature addressed to the Minister of Transportation and Infrastructure and the Minister of Housing, advising that the area in Burkeville to be included in the Aberdeen Station Transit-Oriented Area is not suitable for inclusion for reasons identified in this report and requesting that the TOA area for Aberdeen Station be adjusted accordingly, with copies of this letter sent to the Premier of BC, Members of the Legislative Assembly and Members of Parliament for Richmond, the YVR Board Chair, in addition to the Federal Minister of Transport and the Sea Island Community Association;*
- (2) *That Council seek discussions with the Minister of Housing and the Minister of Transportation and Infrastructure at UBCM or as otherwise possible to discuss the outstanding issues relating to Burkeville.*
- (3) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10603, to add policy indicating Burkeville is not suitable for denser forms of residential development, be introduced and given first reading;*



Regular Council
Monday, September 9, 2024

- (4) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10603, having been considered in conjunction with:*
- (a) *the City's Financial Plan and Capital Program; and*
 - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*
- is hereby found to be consistent with said programs and plans, in accordance with Section 477(3)(a) of the Local Government Act; and*
- (5) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10603, having been considered in accordance with Section 475 of the Local Government Act and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation.*

ADOPTED ON CONSENT

10. SUNSHINE LIST FOR CITY OF RICHMOND-OWNED CORPORATION EMPLOYEES

(File Ref. No. 01-0060-20-ROVA1; 01-0060-20-LIEC1; 01-0155-04-01; 03-1200-03) (REDMS No. 7800577)

That Council direct the General Manager of Finance and Corporate Services to require each City-owned corporation through their respective Boards to compile a sunshine list for employees who earn \$75,000 or more. Following each year-end, this list must be submitted to the City's Finance Committee for public release. This covers employees from entities such as the Richmond Olympic Oval Corporation, Lulu Island Energy Company, and Richmond Public Library.

ADOPTED ON CONSENT

11. APPLICATION BY 1142327 B.C. LTD. FOR REZONING AT 8171/8175 CALDER ROAD FROM THE "TWO-UNIT DWELLINGS (RD1)" ZONE TO THE "SMALL-SCALE MULTI-UNIT HOUSING (RSM/M)" ZONE

(File Ref. No. 12-8060-20-010581, RZ 23-024173) (REDMS No. 7450444, 1081046, 7716784)

See Page 8 for action on this item.



Regular Council
Monday, September 9, 2024

12. **APPLICATION BY 1096255 B.C. LTD. FOR REZONING AT 12071 2ND AVENUE FROM “STEVESTON COMMERCIAL (CS3)” ZONE TO “COMMERCIAL MIXED USE (ZMU58) – 2ND AVENUE (STEVESTON VILLAGE)” ZONE**

(File Ref. No. 12-8060-20-010571, RZ 20-919115) (REDMS No. 7417938, 7696299)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10571 to create the “Commercial Mixed Use (ZMU58) – 2nd Avenue (Steveston Village)” zone, and to rezone 12071 2nd Avenue from “Steveston Commercial (CS3)” to “Commercial Mixed Use (ZMU58) – 2nd Avenue (Steveston Village)” zone, be introduced and given first, second and third reading.

ADOPTED ON CONSENT

13. **APPLICATION BY WAYNE FOUGERE FOR REZONING AT 9511 GRANVILLE AVENUE FROM THE “SMALL-SCALE MULTI-UNIT HOUSING (RSM/XL)” ZONE TO THE “TOWN HOUSING (ZT105) – NORTH MCLENNAN (CITY CENTRE)” ZONE AND THE “SCHOOL & INSTITUTIONAL USE (SI)” ZONE**

(File Ref. No. 12-8060-20-010587; 12-8060-20-010588, RZ 22-023116) (REDMS No. 7743441, 2443152, 7743951, 7743947)

- (1) *That Official Community Plan Bylaw 9000 and Bylaw 7100, Amendment Bylaw 10587, which proposes amendments to the northern portion of 9511 Granville Avenue, including to amend:*

- (a) *Schedule 1 of Official Community Plan Bylaw 9000 (City of Richmond 2041 OCP Land Use Map), including amending the land use designation of the northern portion of 9511 Granville Avenue (area marked as “A” on Schedule A attached to and forming part of this Bylaw) from “Neighbourhood Residential” to “School”; and*



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- (b) *Schedule 2.10 (City Centre Area Plan) of Official Community Plan Bylaw 7100, including amending the land use designations of the northern portion of 9511 Granville Avenue (area marked as "A" on Schedule A attached to and forming part of this Bylaw) in the Generalized Land Use Map (2031), Specific Land Use Map: McLennan North Sub-Area Plan and reference maps throughout the plan;*

be introduced and given first reading;

- (2) *That Bylaw 10587, having been considered in conjunction with:*
- (a) *the City's Financial Plan and Capital Program; and*
- (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans; is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;*
- (3) *That Bylaw 10587, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation; and*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10588, to create the "Town Housing (ZT105) – North McLennan (City Centre)" zone and to rezone 9511 Granville Avenue from the "Small-Scale Multi-Unit Housing (RSM/XL)" to the "Town Housing (ZT105) – North McLennan (City Centre)" zone and the "School & Institutional Use (SI)" zone, be introduced and given first reading.*

ADOPTED ON CONSENT

**14. OFFICIAL COMMUNITY PLAN TARGETED UPDATE — PHASE 1
PUBLIC ENGAGEMENT OVERVIEW**

(File Ref. No. 08-4045-30-08) (REDMS No. 7741224)

- (1) *That the proposed Phase 1 public engagement framework for the Official Community Plan targeted update, as outlined in the staff report dated August 12, 2024, titled "Official Community Plan Targeted Update — Phase 1 Public Engagement Overview" from the Director, Policy Planning, be approved; and*



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- (2) *That staff report back with a public engagement summary with next steps in the Official Community Plan targeted update.*

ADOPTED ON CONSENT

CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

11. **APPLICATION BY 1142327 B.C. LTD. FOR REZONING AT 8171/8175 CALDER ROAD FROM THE “TWO-UNIT DWELLINGS (RD1)” ZONE TO THE “SMALL-SCALE MULTI-UNIT HOUSING (RSM/M)” ZONE**

(File Ref. No. 12-8060-20-010581, RZ 23-024173) (REDMS No. 7450444, 1081046, 7716784)

R24/15-5

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10581, for the rezoning of 8171/8175 Calder Road from the “Two-Unit Dwellings (RD1)” zone to the “Small-Scale Multi-Unit Housing (RSM/M)” zone, be introduced and given first, second and third reading.

The question on the motion was not called as in response to queries from Council, staff advised that registering legal covenants on properties requires the agreement of the owners and a specific reason.

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



Regular Council
Monday, September 9, 2024

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

**15. APPLICATION TO AMEND FOOD PRIMARY LIQUOR LICENCE
#304698 CHINA PRO ENTERPRISES LTD., DBA KUNG FU NOODLE
AT 4380 NO 3 ROAD UNIT 1150**

(File Ref. No. 12-8275-05) (REDMS No. 7723624, 7725400)

R24/15-6

It was moved and seconded

- (1) *That the application from China Pro Enterprises Ltd., doing business as Kung Fu Noodle, for an amendment to Food Primary Licence #304698, requesting an increase to their hours of liquor service from Sunday to Saturday, 11:00AM to Midnight, to Sunday to Saturday, 11:00AM to 2:00AM, be supported; and*
- (2) *That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information set out in Attachment 1 to this report, advising that Council recommends the approval of the liquor licence amendment.*

CARRIED

Opposed: Cllr. Wolfe

BYLAWS FOR ADOPTION

R24/15-7

It was moved and seconded

That the following bylaws be adopted:

Traffic Bylaw No. 5870, Amendment Bylaw No. 10585

Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10567

CARRIED



Regular Council
Monday, September 9, 2024

R24/15-8

It was moved and seconded

That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw No. 10407 be adopted.

CARRIED

Opposed: Cllrs. Au
Day
Wolfe

R24/15-9

It was moved and seconded

That Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10406 be adopted.

CARRIED

Opposed: Cllrs. Au
Day
Wolfe

DEVELOPMENT PERMIT PANEL

R24/15-10 16. It was moved and seconded

(1) *That the minutes of the Development Permit Panel meeting held on August 21, 2024 and the Chair's reports for the Development Permit Panel meetings held on April 24, 2024 and June 12, 2024, be received for information; and*

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

(a) *Development Permit (DP 23-023854) for the property at 6071 Azure Road; and*

(b) *Development Permit (DP 23-035339) for the property at 18399 Blundell Road,*

be endorsed, and the Permits so issued.

CARRIED



Regular Council
Monday, September 9, 2024

ADJOURNMENT

R24/15-11

It was moved and seconded
That the meeting adjourn (7:54 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, September 9, 2024.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)



**Special Council
Monday, July 22, 2024**

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Chak Au
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

Corporate Officer – Claudia Jesson

Absent: Councillor Carol Day
Councillor Laura Gillanders

Call to Order: Mayor Brodie called the meeting to order at 4:01 p.m.

RES NO. ITEM

COMMUNITY SAFETY COMMITTEE

1. **10100 SEVERN DRIVE - APPEAL OF ORDER TO COMPLY**
(File No. 12-8375-02) (REDMS No. 7704413)

Based on the contents of the July 19, 2024 memorandum to the Mayor and Councillors titled “Inspection Update on 10100 Severn Drive – Appeal of Order to Comply” from the Director, Community Bylaws and Licencing (attached to and forming part of these minutes as Schedule 1), the hearing of the Appeal is now moot and was removed from the Council Agenda.



Special Council
Monday, July 22, 2024

RES NO. ITEM

ADJOURNMENT

SP24/5-1

It was moved and seconded
That the meeting adjourn (4:02 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the Special meeting of the
Council of the City of Richmond held on
Monday, July 22, 2024.

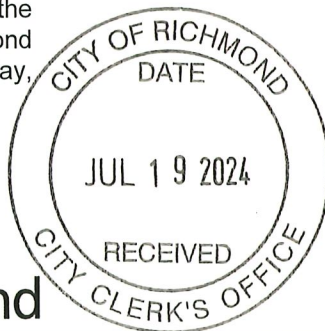
Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

Schedule 1 to the Minutes of the Special meeting of Richmond City Council held on Monday, July 22, 2024.



**City of
Richmond**



To: Mayor & Each Councillor
From: City Clerk's Office

Materials Relating to an Agenda Item
Meeting: Special Open Council
Date: July 22/24 Item#: 1

Memorandum
Community Safety Division
Community Bylaws

To: Mayor and Councillors
From: Mark Corrado
Director, Community Bylaws and Licencing
Date: July 19, 2024
File: 09-5355-00/Vol 01
Re: **Inspection Update on 10100 Severn Drive - Appeal of Order to Comply**

At the Special Council meeting on July 22, 2024, Council will be considering the appeal of an order to comply (the "Order") issued to the property owner of 10100 Severn Drive for contraventions of Unsightly Premises Regulation Bylaw No. 7162 (Unsightly Bylaw). This memorandum provides updated information on the site conditions and provides pictures from the most recent inspection of the property on July 18, 2024.

The staff report reviewed by Council on June 24, 2024 recommends that the appeal be denied and that the Order issued for contraventions of the Unsightly Bylaw be confirmed. Between the inspections conducted on June 24, 2024 and July 18, 2024, the unsightly conditions of the backyard have improved incrementally. The original Order issued on August 22, 2023 that precipitated the staff report specified two directions to the appellant:

- a) Removal of all newsprint/cardboard/paper products throughout the property including the carport; and
- b) Removal of all materials placed under tarps or being concealed by tarps.

Based on the latest inspection on Thursday, July 18, 2024, significant progress was made by the appellant and staff have determined that the above conditions set out in the Order have been met. The property is now in compliance with the Order and the Unsightly Bylaw.

Staff from Community Bylaws will be present at the Special Council meeting to answer further questions on this matter.

Photos of the most recent inspection are included as Attachment 1 of this memo.

Mark Corrado
Director, Community Bylaws and Licencing

Att. 1: Pictures from July 18, 2024 Inspection

pc: SMT
Clay Adams - Director, Corporate Communications and Marketing

PHOTOCOPIED

JUL 19 2024



Photo A: Back yard
10100 Severn Drive – Photos taken July 18, 2024



Photo B: Back yard
10100 Severn Drive – Photos taken July 18, 2024



Photo C: back yard
10100 Severn Drive – Photos taken July 18, 2024



Photo D: Front yard
10100 Severn Drive – Photos taken July 18, 2024





Community Safety Committee

Date: Tuesday, September 10, 2024

Place: Anderson Room
Richmond City Hall

Present: Councillor Alexa Loo, Chair
Councillor Andy Hobbs
Councillor Laura Gillanders
Councillor Kash Heed

Absent: Councillor Bill McNulty

Also Present: Councillor Carol Day (entered the meeting 4:01 p.m.)
Councillor Michael Wolfe

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Community Safety Committee held on July 9, 2024, be adopted.

CARRIED

COMMUNITY SAFETY DIVISION

1. **BUSINESS LICENCE ACTIVITY REPORT – SECOND QUARTER 2024**

(File Ref. No. 2-8375-02) (REDMS No. 7744850)

In response to queries from the Committee, staff noted (i) the increase in Business License revenue is the result of an additional temporary full time resource hired to identify and garner compliance from those businesses found to be operating without a license, and (ii) through an upgraded system, greater accuracy on data is achieved in identifying outstanding expired licenses and followed up for renewal in a timely manner.

Community Safety Committee
Tuesday, September 10, 2024

It was moved and seconded

That the staff report titled “Business Licence Activity Report – Second Quarter 2024”, dated August 22, 2024, from the Director, Community Bylaws & Licencing, be received for information.

CARRIED

In response to further discussion with respect to ride hailing, staff noted there has been a significant increase in activity in the contribution and revenue for all the participating inter municipal (business licensed) cities.

2. COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – JUNE AND JULY 2024

(File Ref. No. 12-8375-02) (REDMS No. 7779066)

In response to queries from the Committee, staff noted (i) at this time, the City does not have any bylaws that dictate a restriction for the form(s) of payment a business is permitted to impose (e.g., cash only), (ii) it is typical in the warmer months to see an increase in stop work and/or removal orders for non-compliance related to unauthorized fill, and not aware of any single person facilitating an increase in that activity, (iii) with respect to complaints received regarding unsightly premises, the complainant is not identified and the preferred option is to obtain resolution through education, (iv) those who are subject to a complaint can come forward during the appeal adjudication period, not doing so is interpreted as acceptance of the violation, (v) as there is a definite correlation for some complaints related to seasonal growth, staff will work with corporate communications to remind homeowners of their responsibilities throughout the growing season, and (vi) sandwich board advertising is not permitted in Richmond, however there is an exception for a short period of time when a business is new.

It was moved and seconded

That the staff report titled “Community Bylaws Monthly Activity Report – June and July 2024”, dated August 22, 2024, from the Director, Community Bylaws & Business Licencing, be received for information.

CARRIED

3. RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – JUNE AND JULY 2024

(File Ref. No. 09-5140-01) (REDMS No. 7754399)

An edit to Table 1, page CS-24, Incident Totals June (2023) was noted and amended to reflect the total of 1,080.

Community Safety Committee

Tuesday, September 10, 2024

In response to queries from the Committee, Chief Wishlove noted (i) there were no activations for an extreme heat warning, however there were a number of times throughout the summer where public works, the libraries and the community centres were engaged to open their doors for an extended time, informing people through the website, social media, and public messaging about the coming heat to be warmer than expected, (ii) a number of training activities are undertaken, including for events where a vehicle may end up in a river or a large deep ditch, in which case the auto extraction and surface water rescue capacities would be combined, (iii) RFR annually sponsors and hosts various events for “Camp Ignite”, a week long summer youth firefighting mentorship program for grade 11 and 12 girls, (iv) with respect to the cause of the recent trestle fire reported as undetermined, the Office of the Fire Commissioner has accepted that determination and closed the file, however should any other evidence arise, that is not found to be contaminated, it could be reviewed, (v) RFR staff are armed with the best quality personal protective equipment (PPE) available, as well as a rescue gear PPE that has been procured to be worn by staff deployed to respond to events that do not involve interior structural fire fighting, and (vi) there are a number RFR staff trained to include some of the very technical aspects for performing urban search and rescue should there be an unfortunate disaster isolating Richmond from the mainland (no bridges/tunnel), and all fire halls have food and water stored for all staff to operate for days on end.

It was moved and seconded

That the staff report titled “Richmond Fire-Rescue Monthly Activity Report – June and July 2024”, dated August 22, 2024, from the Fire Chief, be received for information.

CARRIED

4. **FIRE CHIEF BRIEFING**

(Verbal Report)

(i) RFR Community Outreach & Education Program

- (a) October 6 - 12 is National Fire Prevention Week, with the main topic being smoke alarms in the home and at work. RFR outreach squad has a full week ready to release, including informative videos and information available on Instagram and Facebook; and
- (b) RFR has a strategy prepared to release with a public education and outreach campaign regarding lithium-ion battery storage and charging. The campaign will be released early December leading into mid December to resonate with consumers through peak holiday shopping periods providing information on the purchasing of appropriate batteries, storage and charging.

3.

Community Safety Committee
Tuesday, September 10, 2024

5. RCMP MONTHLY ACTIVITY REPORT – JUNE AND JULY 2024

(File Ref. No. 09-5000-01/) (REDMS No. 7739858)

In response to queries from the Committee, Chief Supt. Chauhan noted (i) an increase in fraud related files has been noted, including romance scams, identity fraud or other type of business frauds (e.g., fraud generated through social media platforms); the Richmond RCMP media unit and fraud unit continue to send public advisory notifications through social media and RCMP media releases to warn the public to be cautious, (ii) the recent e-scooter training program received considerable community participation with approximately 100 participants in attendance, and additional e-scooter training opportunities will be hosted in the future, (iii) various enforcement measures have been taken to combat the escalation in retail theft since the beginning of the year, through several boost and bust operations, the property crime unit, front line officers, bike patrols, business outreach and volunteer community engagement teams, 50 individuals were arrested with \$25,000 - \$30,000 of merchandise recovered and recently Crown Council has approved eight counts of theft charges to one individual who was targeting another retail business; ongoing proactive and reactive measures taken will result in the continued success in reducing retail theft, and (iv) there has been a reduction from 2023 in drug related offences through combined efforts working with partners in Richmond and YVR.

A brief discussion ensued with respect to incident investigations related to mental health, noting that generally there are no serious concerns experienced which may partially be attributed to the FOX80 approach, with officers and nurses working together providing a relationship of trust and reduction in tension when approaching those individuals that may be experiencing any mental health concerns.

It was moved and seconded

That the report titled “RCMP Monthly Activity Report – May 2024”, dated June 13, 2024, from the Officer in Charge, Richmond RCMP Detachment, be received for information.

CARRIED

Community Safety Committee

Tuesday, September 10, 2024

6. RCMP/OIC BRIEFING

(Verbal Report)

(i) *August 22, 2024 Incident Involving RFR, Police & EHS*

Chief Supt. Chauhan briefed the Committee on the recent police incident resulting in an officer being stabbed, treated for non-life threatening injuries at Vancouver General Hospital and currently recovering at home with family. Gratitude was expressed for the swift response of the other members of the team and the support received from RFR colleagues, BC Ambulance, Transit Police and the Vancouver Police Department who assisted in the very dynamic, serious and unfolding situation.

(ii) *Richmond RCMP 3rd Annual Youth Academy*

The 3rd Annual Youth Academy was held August 19–23, 2024 with the support and assistance of members from different units coming together and volunteering, City staff and previous participant students, providing a unique opportunity for youth to receive first hand experience in policing in various scenarios in a safe and controlled environment. A total of 28 young men and woman from grades 10 to 12 students participated in the five day camp, learning about police duties, criminal justice, fitness, teamwork, organization, public speaking, self reliance and discipline.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:11 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Community Safety Committee of the Council of the City of Richmond held on Tuesday, September 10, 2024.

Councillor Alexa Loo
Chair

Lorraine Anderson
Legislative Services Associate



Planning Committee

Date: Wednesday, September 11, 2024

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Alexa Loo
Councillor Chak Au
Councillor Carol Day
Councillor Andy Hobbs

Also Present: Mayor Malcolm D. Brodie (entered the meeting at 4:09 p.m.)
Councillor Kash Heed
Councillor Michael Wolfe

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on September 4, 2024, be adopted as circulated.

CARRIED

The Chair noted that the next Planning Committee meeting will be held on October 16, 2024.

PLANNING AND DEVELOPMENT DIVISION

1. **REFERRAL RESPONSE – HERITAGE ALTERATION PERMIT FOR 12111 3RD AVENUE (STEVESTON HOTEL)**
(File Ref. No. HA 23-035279) (REDMS No. 7760433)

Staff provided an overview of the application.

Planning Committee
Wednesday, September 11, 2024

In response to queries from Committee, staff advised that (i) discussions have taken place with Heritage and Cultural services staff regarding the potential of commemorating the site by capturing and recording the history of the pub, (ii) currently the café is established as a food primary establishment and the owner is considering extending the café hours, (iii) the proposed application is to make exterior alterations to the heritage building, and (iv) each of the 17 heritage protected buildings in Steveston have a statement of significance which identify the resource's heritage elements.

Mayor Malcolm Brodie entered the meeting (4:09 p.m.)

Linda Barnes and Jacqueline Newton, Board of Directors of Steveston Historical Society, spoke about the heritage significance of the existing pub being that of a gathering place for Steveston. They advised that the Historical Society has unanimously voted not to support the proposed Heritage application, noting that as a Society they are prepared to work with the City to help gather stories to capture the long standing history of the pub.

Sadru Ramji, owner of 12111 3rd Avenue (Steveston Hotel), spoke to his concerns regarding the economic viability and low occupancy of the pub, and shared his thoughts about consumer preferences and trends favoring food service.

In response to queries from Committee, the owner advised that (i) he will continue to work with community and stakeholders to capture the history and preserve the historic photographs of the building, and (ii) he intends to open the cafe for longer hours to provide hospitality and a continued gathering place within the historic building.

In response to further queries from Committee, staff advised that (i) the building is one of the 17 protected heritage properties within the Steveston Village Heritage Conservation Area, (ii) the applicant is proposing five suites on the ground floor of the building, and (iii) the applicant has provided a written email and verbal confirmation that he will work with the City to preserve any items to commemorate the long history of the pub in the community.

It was moved and seconded

Planning Committee
Wednesday, September 11, 2024

That a Heritage Alteration Permit which would permit exterior alterations on the identified heritage building, and associated landscaping, at 12111 3rd Avenue be issued.

The question on the motion was not called as discussion ensued with respect to (i) the pub being a historical gathering place and landmark, (ii) the historical value of the building itself, (iii) a large pub space already existing in Steveston, (iv) the café still being a gathering place and (v) the importance of gathering the stories and history from the people that frequented the pub.

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

2. EARLY REVIEW OF REZONING APPLICATIONS INVOLVING A MAJOR OCP AMENDMENT

(File Ref. No. 08-4105-00) (REDMS No. 7695134)

Staff provided a brief overview of the report.

In response to queries from Committee, staff advised that (i) the early review of new rezoning applications will pertain only to rezonings involving major amendments to the Official Community Plan (OCP), and (ii) this review process is not a vetting of inquiries, this is an early review of legitimate applications intended to be forwarded to Council for consideration.

It was moved and seconded

That staff bring forward all new rezoning applications involving a major amendment to the City's Official Community Plan for early review by Planning Committee and Council, as described in the report titled "Early Review of Rezoning Applications Involving a Major OCP Amendment", dated August 22, 2024 from the Director, Development.

CARRIED

3. PROPOSED AMENDMENTS TO THE RICHMOND SENIORS ADVISORY COMMITTEE MEMBERSHIP COMPOSITION

(File Ref. No. 08-4055-01) (REDMS No. 7744309)

It was moved and seconded

That the Richmond Seniors Advisory Committee Terms of Reference be updated as described in the report titled "Proposed Amendments to the Richmond Seniors Advisory Committee Membership Composition", dated August 22, 2024, from the Director, Community Social Development.

CARRIED

Discussion ensued with respect to concerns from the Richmond Seniors Advisory Committee regarding membership composition and number of citizen appointees.

3.

Planning Committee
Wednesday, September 11, 2024

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

It was moved and seconded

- (1) *That the Richmond Seniors Advisory Committee membership composition be amended from 15 to 16 voting members; and*
- (2) *That the 11 citizen appointees on the Richmond Seniors Advisory Committee be maintained.*

CARRIED

4. MANAGER'S REPORT

(i) 11771 Fentiman Plan (Former Lyons Manor Site)

Staff advised Committee of their meeting with Vancouver Coastal Health regarding a proposal at 11771 Fentiman Plan for an eight-storey care facility. Prior to making an application to the City, the applicant has advised that they will be sending out a letter to area residents to seek input on the project.

(ii) Official Community Plan (OCP) Engagement Strategy.

Staff noted that the OCP Phase 1 Engagement Strategy press release and Let's Talk Richmond notification was sent out on September 9, advising residents that the City is updating the OCP and indicating a number of engagement strategies. Staff advised that there will be pop up booths occurring throughout the city over the next couple of weeks to bring awareness of the OCP review. Staff will also be meeting with Advisory Committees, organized neighborhood associations and other stakeholders to raise awareness of the OCP update. Public Open Houses at various locations will be held in November requesting public input on high level goals and objectives. Staff will distribute a memorandum to Council once all the dates have been finalized for the pop ups and open houses.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:57 p.m.).

CARRIED

Planning Committee
Wednesday, September 11, 2024

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 11, 2024.

Councillor Bill McNulty
Chair

Raman Grewal
Legislative Services Associate



Public Works and Transportation Committee

Date: Wednesday, September 11, 2024

Place: Anderson Room
Richmond City Hall

Present: Councillor Carol Day, Chair
Councillor Michael Wolfe
Councillor Chak Au
Councillor Kash Heed
Councillor Alexa Loo

Also Present: Councillor Andy Hobbs
Councillor Bill McNulty

Call to Order: The Chair called the meeting to order at 5:24 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Public Works and Transportation Committee held on July 17, 2024, be adopted as circulated.

CARRIED

AGENDA ADDITIONS

It was moved and seconded

- (1) *That Steveston Area Parking Study – Project Plan be added to the agenda as Item No. 3A;*
- (2) *That Traffic Calming on Westminster Highway in Hamilton be added to the agenda as Item No. 3B; and*
- (3) *That City Requirements for the Use of Bollards be added to the agenda as Item No. 3C.*

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

1. BICYCLE PARKING REVIEW

(File Ref. No. 10-6490-00) (REDMS No. 7751326)

In response to queries from Committee, staff advised that there is an outstanding referral for staff to investigate secure public bicycle parking, and recommendations will be brought forward as part of the 2025 Capital budget process.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10576, to update on-site bicycle parking requirements, be introduced and given first reading.

CARRIED

2. RESCINDMENT OF HIGHWAY RAIL USE BY-LAW (C.P.R. RELOCATION) BYLAW NO. 2636

(File Ref. No. 10-6510-03-01) (REDMS No. 7695021)

It was moved and seconded

That the Highway Rail Use By-law (C.P.R. Relocation) Bylaw No. 2636 be rescinded.

CARRIED

3. LOCAL GOVERNMENT CLIMATE ACTION PROGRAM (LGCAP) YEAR 3 SURVEY REPORT AND 2023 CORPORATE EMISSION INVENTORY

(File Ref. No. 10-6125-01) (REDMS No. 7756343)

Discussion ensued regarding groups that are most vulnerable to the impacts of climate hazards and impacts as identified in reports by Vancouver Coastal Health and Fraser Health.

It was moved and seconded

That as described in the report titled 'Local Government Climate Action Program (LGCAP) Year 3 Survey Report and 2023 Corporate Emission Inventory' from the Acting Director, Climate and Environment, dated August 22, 2024, the LGCAP Year 3 Survey Report and Attestation Form be endorsed and posted on the City's website for public information, in accordance with Provincial requirements.

CARRIED

Public Works & Transportation Committee
Wednesday, September 11, 2024

3A. STEVESTON AREA PARKING STUDY – PROJECT PLAN
(File Ref. No.) (REDMS No.)

Staff provided a brief overview of the Steveston area parking study as outlined in the staff memorandum dated August 23, 2024, highlighting that (i) there are approximately 2000 spaces located within the study area and (ii) the scope of the study will be to examine the inventory, operation and utilization of the public parking spaces and identify any parking surplus or deficiencies.

Staff advised that public engagement regarding recommended long-term streetscape visions for Steveston is underway and a report is forthcoming.

3B. TRAFFIC CALMING ON WESTMINSTER HIGHWAY IN HAMILTON
(File Ref. No.) (REDMS No.)

Discussion ensued regarding (i) traffic calming measures on Westminister Highway in Hamilton and potential consequences if implemented, (ii) automated enforcement through ICBC's Intersection Safety Camera program, and (iii) bicycle lanes and variable speeds for large vehicles and buses.

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

It was moved and seconded

That staff provide options for traffic calming measures on Westminister Highway in Hamilton, including financial impacts, and report back.

CARRIED

3C. CITY REQUIREMENTS FOR THE USE OF BOLLARDS
(File Ref. No.) (REDMS No.)

Discussion ensued regarding (i) parking lots on private property and the financial impacts of requiring the installation of bollards and (ii) possible restrictions for permanent structures in parking lots due to fire and police access issues.

4. MANAGER'S REPORT

(i) Odour in West Richmond

Staff noted that they are working with Metro Vancouver to investigate possible causes of a foul odour reported in Richmond. Metro Vancouver air quality regulation staff have not yet identified the source and will continue to assess the situation.

Public Works & Transportation Committee
Wednesday, September 11, 2024

(ii) *Installation of Speed Humps*

Staff advised that speed humps have recently been installed on Second Avenue in Steveston and in front of Choice School, Bridge Elementary School, and McKinney Elementary School.

(iii) *Steveston Highway Projects Updates*

Staff advised that the Steveston Highway Multi-Use Pathway project and Metro Vancouver's Gilbert Road Sewer Upgrade project are on schedule to be completed by the end of 2024.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:58 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works and Transportation Committee of the Council of the City of Richmond held on Wednesday, September 11, 2024.

Councillor Carol Day
Chair

Shannon Unrau
Legislative Services Associate



General Purposes Committee

Date: Monday, September 16, 2024

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on September 3, 2024, be adopted as circulated.

CARRIED

DELEGATION

1. Diana Stephenson, Senior Vice-President, Customer and Corporate Affairs
Ajay Kumar, Vice President, Asset Planning, with the aid of a PowerPoint presentation (copy on file, City Clerk's Office) provided information on:
 - population growth;
 - future needs;
 - new energy efficient programs;

General Purposes Committee
Monday, September 16, 2024

- capacity concerns; and
- partnerships with municipalities and communities.

Discussion ensued regarding (i) cost projections, (ii) exporting and importing power, (iii) power interruptions and durations, (iv) liability during planned and unplanned outages, and (v) future projections.

LAW AND COMMUNITY SAFETY DIVISION

2. APPLICATION TO AMEND FOOD PRIMARY LIQUOR LICENCE # 308160 HAI DI LAO CANADA RESTAURANTS GROUP LTD., DBA HAIDILAO HOT POT AT 5890 NO 3 ROAD UNIT 200

(File Ref. No. 7775284) (REDMS No. 12-8275-30-001)

It was moved and seconded

- (1) That the application from Hai Di Lao Canada Restaurants Group Ltd., doing business as Haidilao Hot Pot, for an amendment to Food Primary Licence #308160, requesting an increase to their hours of liquor service from Sunday to Saturday, 10:00AM to Midnight, to Sunday to Saturday, 9:00AM to 2:00AM, be supported; and*
- (2) That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information as set out in Attachment 1 to this report, advising that Council recommends the approval of the liquor licence amendment.*

The question on the motion was not called as in reply to queries from Committee, staff advised that (i) the referral regarding extending operating hours is underway, (ii) no noise complaints or traffic complaints have been noted for the property, (iii) there appears to be a consumer demand for extended hours, (iv) the Noise Bylaw continues to be in effect, and (v) should ownership change then due diligence checks will be done.

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

ENGINEERING AND PUBLIC WORKS DIVISION

3. AMENDMENT TO UNDERPINNING WORKS AND CONSTRUCTION FENCE ENCROACHMENT BYLAW NO. 9833 - ADDITION OF CRANE SWING PROVISIONS

(File Ref. No. 10-6050-01) (REDMS No. 7738805)

General Purposes Committee
Monday, September 16, 2024

It was moved and seconded

- (1) *That Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, Amendment Bylaw No. 10599, be introduced and given first, second and third readings;*
- (2) *That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10601, be introduced and given first, second and third readings; and*
- (3) *That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10600 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) it is the City's intention to renew permits after expiration, (ii) the City does not monitor mobile cranes, and (iii) the City does not manage complaints on private property.

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

RICHMOND PUBLIC LIBRARY

4. **YOUR LIBRARY, OUR FUTURE: RICHMOND PUBLIC LIBRARY STRATEGIC PLAN 2024-2028**
(File Ref. No. 97-RPLGENERAL) (REDMS No. 7785785)

It was moved and seconded

That the staff report titled, "Your Library, Our Future: Richmond Public Library Strategic Plan 2024-2028", dated August 29, 2024, from the Chief Librarian of Richmond Public Library, be received for information.

The question on the motion was not called as in response to queries from Committee, staff advised that the report addresses removing barriers, accessibility of the libraries and sustainability initiatives.

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

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:03 p.m.).

CARRIED

General Purposes Committee
Monday, September 16, 2024

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, September 16, 2024.

Mayor Malcolm D. Brodie
Chair

Sarah Goddard
Legislative Services Associate



City of Richmond

Report to Committee

To: Planning Committee
From: Joshua Reis
Director, Development
Date: August 22, 2024
File: 08-4105-00/Vol 01
Re: Early Review of Rezoning Applications Involving a Major OCP Amendment

Staff Recommendation

That staff bring forward all new rezoning applications involving a major amendment to the City's Official Community Plan for early review by Planning Committee and Council, as described in the report titled "Early Review of Rezoning Applications Involving a Major OCP Amendment", dated August 22, 2024 from the Director, Development.

Joshua Reis, MCIP, RPP, AICP
Director, Development
(604-247-4625)

JR:sb

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

Staff Report

Origin

On May 16, 2023, Planning Committee passed the following resolution:

That staff review how Council can review projects early in the process to allow for Council input on initial concepts prior to final development of a project, and report back.

This report responds to the above referral and recommends that Planning Committee and Council be engaged in the early review of new rezoning applications that have an associated major amendment to the City's Official Community Plan (OCP).

This report supports Council's Strategic Plan 2022-2026 Focus Area #2 Strategic and Sustainable Community Growth:

Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.

Analysis

Rezoning Application Technical Review Process

Prior to securing a development site and pursuing a development project, including submitting a rezoning application, developers assess the economic feasibility of their development projects, including reviewing the OCP, Area Plans, City Council policies, strategies and requirements. In addition, developers may engage staff in informal pre-application meetings to discuss the potential redevelopment of a site, which may include the review of concept plans and associated material.

When a formal rezoning application is submitted to the City, staff promote public awareness of the application by mailing early notification postcards to owners and occupants of neighbouring properties and requiring applicants to install informational signage onsite. Staff regularly maintain and publish a list of current development applications received throughout the year on the City website (www.richmond.ca/business-development/devzoning/currentdevapps.htm).

Rezoning applications are brought forward to Planning Committee for consideration as quickly as possible upon resolution of a broad range of technical matters. The timing of the technical review process is dependent on the applicant submitting the information needed for review and for achieving resolution of any identified issues. Each rezoning application undergoes a thorough technical review and analysis by staff, including land use, density, site planning, project design, as well as parking, existing tree management and accommodations for firefighting, bicycle and vehicle parking and loading. Road network and servicing needs of each site and proposal are reviewed, including coordination of works with other City departments such as transportation, engineering and public works and Richmond Fire Rescue. This process includes a review of technical studies, which may include Transportation Impact Analysis reports, Arborist Tree Management reports, Qualified Environmental Professional reports and Engineering studies.

Applications are reviewed for compliance with the City's Official Community Plan, Area Plans, Sub-Area Plans and associated policies and strategies, and the City's Zoning Bylaw and other bylaws.

Rezoning application proposals often change through the rezoning application review process as a result of responding to the City's technical review, changes in scope initiated by the developer, or changes in ownership and may include changes to building height, massing, orientation, access, distribution of land uses, onsite project design and off-site City infrastructure and servicing design. The technical analysis and review must be complete prior to Council's consideration of a rezoning application as it defines the items secured through the zoning bylaw and corresponding rezoning considerations, both of which must be agreed to in advance by the applicant.

Staff reports regarding rezoning applications are brought forward to Planning Committee as soon as possible upon completion of this technical review, completion of proposal details and preparation of a staff report including all rezoning considerations and conditions. In addition, the subsequent Development Permit application provides further opportunity for design development in response to any direction provided by Council at the time of the rezoning.

When all rezoning documents are complete, the application is forwarded to Planning Committee for consideration and may subsequently be forwarded to a Council meeting and a Public Hearing, as required, where members of Council and the public may provide input.

The rezoning application review and approval process is the same for applications that comply with the OCP or propose to amend the OCP.

Effects of Provincial Housing Legislation (Bill 44) on the Rezoning Process

The Province, through Bill 44, now prohibits Council from holding a Public Hearing when an application for rezoning involves 50 per cent or more residential use and is consistent with the OCP. This legislation is aimed at streamlining the process and reducing timelines for approvals.

Municipal Scan

Staff conducted a scan of processes for rezoning application early review by Council or Council-appointed committees in a number of other local governments in the region. Based on this scan, staff have discovered that the early review of rezoning applications by Council is not the norm, and of those municipalities where there is an early review process, the review is limited to those applications where there is a major or significant amendment to the OCP.

Two of the local governments provide opportunities for early review by Council of major applications only (City of New Westminster and City of Port Moody) and a third local government (City of Coquitlam) provides staff with discretion to seek early review by Council.

Rezoning Application Referral History

Since January 1, 2021, approximately 106 rezoning staff reports have been reviewed by General Purposes Committee and Planning Committee and only five rezoning applications, representing less than five per cent, were referred back to staff.

The five applications referred back to staff either included a major OCP amendment or the referrals were limited to site-specific issues that would not have been identified until after staff had completed their detailed technical review of the applications.

The five rezoning applications were generally referred for the following reasons:

- Consideration of additional affordable housing and market rental housing provisions.
- Further heritage design development and consideration.
- Additional information from the applicant and economic analysis.
- Consideration of public comments received at a Public Hearing respecting site access.
- Consideration of changes requested by the applicant at the Public Hearing.

Legal Limitations

There are legal limitations on Council's early review of a rezoning application so that it does not conflict with, or fetter, Council's discretion when making formal decisions regarding the subsequent rezoning staff report and the associated zoning and OCP amendment bylaws.

Accordingly, the direction provided by Council to staff through an early review process must avoid approving or denying the rezoning application so that: (a) Council's future discretion to approve or deny the application is maintained; and (b) Council's formal approval or denial of an application occurs within the official legal process for consideration of the application.

Proposed Early Review by Planning Committee and Council of New Rezoning Applications Involving a Major OCP Amendment

Based on staff's review and analysis, there is value in obtaining early input from Council where a major OCP amendment would be required as part of a rezoning application.

Staff recommend that new rezoning applications, received after Council's approval of this report, and that include a major OCP amendment be forwarded to Planning Committee and Council for early informal review. Major OCP amendments would be limited to those amendments that increase the permitted land use prescribed in the OCP or change the location of lands designated for park purposes. Examples include, but are not limited to requests to amend the OCP to:

- change land use designation from industrial to commercial or residential use;
- change the form of development from townhouses to apartments; or
- change the location of lands designated as Park (e.g., move lands designated as park from one location on a subject site to another).

The purpose of this early review process would be for City staff to receive, and the applicant to consider, preliminary comments provided by Planning Committee and Council pertaining to the request for a major OCP amendment.

These comments would then be used to help inform the technical and comprehensive review of the rezoning application, which would be brought to Planning Committee and Council for consideration as part of a future staff report together with bylaws for consideration. The future staff report and bylaws would, if endorsed by Council, be forwarded to a Public Hearing where members of Council would have the opportunity to hear from the community.

This new process is recommended to provide an opportunity for Planning Committee and Council to provide preliminary informal comments regarding new rezoning applications that seek to deviate from established Policy. This would involve an additional step in the review process for rezoning applications involving a major OCP amendment, which would require additional staff time to complete. However, if the applicant addresses the preliminary informal comments, efficiencies could be gained to save time overall. Given the number of applications involving a major OCP amendment that the City receives (approximately one to three applications per year), this new process is not anticipated to result in significant application processing timeline impacts for the affected OCP amendment applications or other development applications already under review.

Limits on the amount of detail and Council's decisions

While the early review process would provide Planning Committee and Council with an opportunity to provide informal review comments on a request for a major OCP amendment early in the application process, the early input staff report would be limited to a high-level overview of the areas of non-compliance with the existing Official Community Plan (OCP), along with the initial concept site plan and land uses. Detailed information, including but not limited to technical engineering requirements, compliance with Council approved City policies and bylaws, amenity contributions, tree assessment and retention, site grading and the proposed zoning and OCP amendment bylaws, would not yet be available at this stage.

Under this early review process, Planning Committee and Council could make one of two decisions without fettering their discretion and future consideration of the rezoning report and associated bylaws:

1. That staff work with the applicant to consider the provided preliminary review comments as part of the comprehensive review of the rezoning application; or,
2. That staff work with the applicant to revise their proposal to comply with existing OCP policy.

Minor OCP Amendments and In-Stream Applications

This process would not apply to new rezoning applications that comply with the OCP or rezoning applications that include minor OCP amendments, such as housekeeping text amendments, minor clarifications, or changes to the location of roads and pedestrian or cycling routes.

Rezoning applications meeting this general criteria would continue to be reviewed and brought forward to Planning Committee and Council upon completion of a comprehensive and technical review of the proposal, consistent with staff's current practices. Staff do not recommend seeking early input on these applications, as it would result in an increase in the application processing time and divert staff resources away from other applications.

The early review process would apply to new rezoning applications received on a go-forward basis, as comprehensive technical review has already commenced on those applications that are already in-stream. In-stream rezoning applications will proceed to proposal finalization, staff report preparation and Planning Committee review as soon as possible.

Financial Impact

The proposed early review by Council of rezoning applications with a major OCP amendment can be accommodated within the existing budget and staff resources. Further, staff do not recommend any change in application fees as a result of the implementation of this new process.

Conclusion

In response to the referral from Planning Committee, staff investigated opportunities for Council's early review and comments regarding rezoning applications early in the process.

Staff recommend implementing an early review process for new rezoning applications involving a major OCP amendment, limited to those OCP amendments that increase the permitted land use prescribed in the OCP or change the location of lands designated for parks purposes.



Sara Badyal
Planner 3
(604-276-4282)

SB:js



City of Richmond

Report to Committee

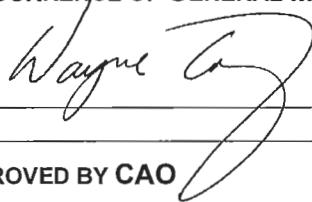


To: Planning Committee
From: Kim Somerville
Director, Community Social Development
Date: August 22, 2024
File: 08-4055-01/2024-Vol 01
Re: **Proposed Amendments to the Richmond Seniors Advisory Committee Membership Composition**

Staff Recommendations

That the Richmond Seniors Advisory Committee Terms of Reference be updated as described in the report titled "Proposed Amendments to the Richmond Seniors Advisory Committee Membership Composition", dated August 22, 2024, from the Director, Community Social Development.

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

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Recreation & Sport Services City Clerk	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Origin

The Richmond Seniors Advisory Committee (RSAC) was established in 1991 to act as a resource and provide advice to Council in order to support and enhance the health and well-being of the 55+ population living in Richmond. The RSAC operates in accordance with its Terms of Reference, which outlines the role, composition, responsibilities, resource and expected conduct of the committee.

This report supports Council's Strategic Plan 2022–2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.

This report also supports the Seniors Strategy 2022–2032 Strategic Direction #5 Planning for a Growing Seniors Population.

Analysis

Current RSAC Membership Composition

The RSAC is comprised of 15 voting members consisting of 11 citizen appointees and four representatives of seniors-serving organizations in Richmond; including Richmond Cares, Richmond Gives; Richmond Centre for Disability; S.U.C.C.E.S.S. and Vancouver Coastal Health. The RSAC also includes three non-voting members: a City Council Liaison, a City Staff Liaison and a Minute Taker. A City staff representative from the Seniors Centre at the Minoru Centre for Active Living also attends meetings informally to provide updates on programs and activities offered at the Seniors Centre.

The current membership composition provides a diverse range of perspectives and expertise related to the evolving needs of seniors in Richmond. Organizational representatives that work with and oversee seniors-related policy in the fields of health, wellness, social programs and accessibility have been helpful in clarifying questions and concerns that arise during RSAC meetings and has improved direct lines of communication between seniors in the community and seniors-serving organizations.

Proposed RSAC Membership Composition and Terms of Reference Amendments

In spring 2024, a Board Member from Minoru Seniors Society (MSS) contacted the RSAC's Staff Liaison about the RSAC and its membership composition. Subsequently, MSS provided a letter to the Staff Liaison formally requesting to have an organizational representative on the committee (Attachment 1). In alignment with the City's relationship-based approach for the provision of recreation programs and services, MSS provides city-wide programs and services from the Seniors Centre at Minoru Centre for Active Living. In addition, other Community Associations and Societies provide recreation programming for all ages, including dedicated seniors programming at each of the community centres in Richmond. Because of the role MSS plays in specifically serving Richmond's seniors population, it is envisioned that there would be benefits achieved by establishing a formal role for MSS on the RSAC.

Updating the membership composition to formalize an organizational representative from MSS as a voting member of the RSAC is recommended. The City benefits from the participation of organizational representatives that provide a diverse range of services to seniors across the city. The inclusion of MSS would provide a perspective on recreation service delivery for seniors that is not currently represented on the committee. Furthermore, organizational representatives on the RSAC benefit from hearing first-hand about the challenges and opportunities related to the 55+ population in Richmond that both the citizen appointees and other organizational representatives bring forward. As such, having a representative from MSS would provide their organization with access to a broader range of seniors-related matters and supports, enabling them to continue improving service delivery and information sharing to seniors in Richmond. RSAC members would similarly benefit from receiving updates from MSS on trends and concerns voiced by participants of seniors-focused recreation programs and services.

Additionally, having an MSS representative on the RSAC could be a catalyst to facilitate information sharing with Community Associations and Societies in order to further strengthen their understanding of seniors-related matters and supports. Should Council approve the recommended amendment to the RSAC membership composition, staff would communicate this to MSS as an opportunity for them to recommend a representative as part of the 2025 advisory committee appointment process and to further demonstrate leadership in service provision for seniors in Richmond.

Proposed amendments to the RSAC Terms of Reference are outlined in a red-lined version of the Terms of Reference (Attachment 2). These changes include revising the membership composition to consist of 10 citizen appointees and five organizational representatives. This is consistent with other advisory committees to Council, such as the new Youth Advisory Committee. Additional revisions to the RSAC Terms of Reference are proposed to ensure the Terms of Reference reflects recent amendments to City policy which limits appointments of citizens to Council-established advisory bodies to three consecutive terms, or six consecutive years, whichever is shorter. Council may, at its discretion, rescind or make appointments despite the term limit policy.

Advisory Body Appointment Process and Impact on Current Members

Each year, the City Clerks office advertises the opportunity for citizens to apply to the RSAC, as per City policy. Organizations nominate representatives from their respective organizations that are most suited to the role. All applications and nominations are reviewed by City staff and presented to Council, who appoints each member to a two-year term on the committee. Of the current 11 citizen representatives on the RSAC, eight members have terms expiring in December 2024, and three of these members will be retiring, having served a maximum number of consecutive terms. Should Council approve the recommendation to update the membership composition from 11 citizen appointees and four organizational representatives to 10 citizen appointees and five organizational representatives, no current members that wish to re-apply for appointment in 2025 will be displaced.

One of the current RSAC citizen representatives with a term expiring in December 2024 is also a MSS Board Member. Should this member be nominated by MSS to be their organizational representative on the RSAC, she would continue to serve on the RSAC in the organizational representative capacity. If she is not nominated by MSS, she will have the opportunity to re-apply and serve as a citizen representative.

Should Council approve the recommended amendment to the RSAC Terms of Reference, naming MSS as an organizational representative with a voting membership role on the RSAC, staff will request a nomination from MSS for this position and provide a recommendation for appointment to Council as part of the 2025 advisory body appointment process. Upon approval, the updated RSAC Terms of Reference (Attachment 3) would be published on the City website related to advisory bodies to Council.

Financial Impact

None.

Conclusion

The Richmond Seniors Advisory Committee is a long-serving advisory body to Council that acts as a resource and provides advice to Council and staff to support and enhance the health and well-being of seniors living in Richmond. Minoru Seniors Society, through a relationship-based approach with the City, offers a wide-range of seniors-focused programs and services.

Three citizen representative vacancies are anticipated on the RSAC at the end of this year with an additional five citizen representative members that have terms that are up for renewal. Should Council approve the recommendation to amend the RSAC Terms of Reference to include the MSS as an organization represented on the membership, no current voting members will be displaced. Recommendations for appointment to the RSAC for the 2025 term, including an organizational representative from MSS would be presented to Council as part of the advisory body appointment process at the end of this year.



Claire Adamson
Manager, Community Social Development
(604-247-4482)

- Att. 1: Letter from Minoru Seniors Society (dated August 15, 2024)
2: Proposed Revisions to the Richmond Seniors Advisory Committee Terms of Reference (Redlined Version)
3: Proposed Richmond Seniors Advisory Committee Terms of Reference



August 15, 2024

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

Dear Claire:

Re: Minoru Seniors Society request to join Richmond Seniors Advisory Committee

I am writing to confirm that Minoru Seniors Society (MSS) would like to be included in the membership of the Richmond Seniors Advisory Committee (RSAC).

The Minoru Seniors Society works with the City of Richmond through a service agreement to deliver programs and services for seniors at the Seniors Centre for Minoru Centre for Active Living. The Society is very interested in information concerning seniors in Richmond.

Richmond has a growing seniors population with an anticipated 39% of Richmond's population being 55+ years by 2036. MSS is uniquely positioned to deliver necessary programs and services to meet the population's needs. In order to be effective in this role, MSS would like to learn from RSAC membership about issues impacting seniors in the community and consider their ability to respond to emerging issues. In addition, MSS could use this as a means of educating other RSAC members on their program and service offerings serving the Richmond community.

We feel that having MSS participate in the RSAC will add value to the committee and its ability to provide meaningful advice to City Council on matters related to seniors in Richmond.

Thank you for your consideration.

Yours truly,

A handwritten signature in blue ink, appearing to read "Jim Kojima".

Jim Kojima
President, Minoru Seniors Society

Proposed Revisions to the Richmond Seniors Advisory Committee Terms of Reference (Redlined Version)

1. Purpose

These terms of reference shall apply to the “Richmond Seniors Advisory Committee” (RSAC).

2. Mandate

The purpose of the Richmond Seniors Advisory Committee is to act as a resource and provide advice to City Council to support and enhance the health and well-being of the 55+ population living in Richmond.

3. Role

The role of the RSAC is to carry out the following functions:

3.1 Act as a resource and provide advice to City Council by providing information and recommendations regarding issues and opportunities of the 55+ population referred to the RSAC.

3.2 Provide input to the City on the development and update of strategies and plans that support and enhance the health and well-being of the 55+ population.

3.3 Encourage public awareness, participation and involvement of the Richmond community in the identification and development of solutions to the needs and issues of those aged 55+ years.

4. Composition

4.1 Voting Members

RSAC shall be comprised of up to 15 Council appointed members consisting of:

4.1.1 ~~eleven (11)~~ **ten (10)** citizens interested in enhancing the lives of those aged 55+ years

4.1.2 ~~four (4)~~ **five (5)** representatives, one from each of the following statutory organizations:

4.1.2.1 **Minoru Seniors Society**

4.1.2.2 ~~12~~ Richmond Cares, Richmond Gives

4.1.2.3 ~~23~~ Richmond Centre for Disability

4.1.2.4 ~~34~~ S.U.C.C.E.S.S.

4.1.2.5 ~~45~~ Vancouver Coastal Health

4.2 Council Liaison

There shall be one Council Liaison appointed to the RSAC.

4.3 City Staff Liaison

There shall be one Staff Liaison assigned to the RSAC.

4.4 Recording Secretary

There shall be one Recording Secretary assigned to the RSAC.

5. Recruitment, Selection and Appointment

5.1 Recruitment

- 5.1.1 Recruitment of citizen appointees shall be according to Council policy and procedures (e.g. the City Clerk's office will place appropriate public advertisements in the media to ask for volunteers).
- 5.1.2 Organizations shall recruit and nominate their own representatives.

5.2 Selection

All members of RSAC shall be selected based on the following criteria:

- 5.2.1 Be a Richmond resident or non-resident who has demonstrated an interest in and commitment to improving the lives of the 55+ population in Richmond.
- 5.2.2 Be a representative of one of the organizations listed in 4.1.2.
- 5.2.3 Represents the diversity of the community.

5.3 Appointment

All members shall be appointed by Council.

6. Term

6.1 Members shall be appointed for a term of two (2) years.

6.2 At the end of a term, members may re-apply to serve for a subsequent term.

6.3 ~~Members may serve for a maximum of four (4) consecutive terms, or eight (8) consecutive years. Appointment is limited to three (3) consecutive terms, or six (6) consecutive years, whichever is shorter.~~

6.4 Council may, at its discretion, rescind or make appointments despite the term limit policy.

7. Membership Responsibilities

7.1 Members are expected to:

- 7.1.1 Be familiar with the goals of the RSAC.
- 7.1.2 Attend monthly meetings with regularity and punctuality.
- 7.1.3 Thoroughly familiarize themselves with all agenda materials in preparation for active participation in discussions.
- 7.1.4 Raise any issues or concerns that impact the 55+ population which they have observed or which have been brought to their attention by community members or clients.

7.2 The Chair shall:

- 7.2.1 In consultation with the Staff Liaison, prepare the agenda and any necessary supporting material in time for preparation and distribution by City staff.
- 7.2.2 Assume responsibility of signing or authorizing all correspondence arising from committee or subcommittee activities.
- 7.2.3 Ensure decisions made by the RSAC are acted upon in a timely manner.
- 7.2.4 Chair meetings according to Robert's Rules of Order, while demonstrating knowledge of the work at hand, and facilitate discussions and decision-making

processes in such a way as to ensure all members a full and equal opportunity to participate.

- 7.2.5 Accurately present the views and work of the RSAC to City Council as and when required.

7.3 The Vice-Chair shall assume the duties of the Chair in the absence of the latter and shall perform and assume such other responsibilities and duties as are assigned by the Chair.

8. Operation and Process

8.1 Operation

- 8.1.1 Each year, in January, RSAC shall appoint a Chair and Vice-Chair.
- 8.1.2 Meetings shall be held a minimum of six times a year either in-person or via digital platform (e.g. Zoom) as called by the Chair.
- 8.1.3 Sub-committees may be appointed by the RSAC as necessary.
- 8.1.4 The sub-committees will be chaired by a RSAC member in accordance with Robert's Rules of Order and report to and take direction from the RSAC.

8.2 Communication

- 8.2.1 The RSAC shall report to Council through the Staff Liaison to Planning Committee.
- 8.2.2 RSAC meetings shall be open to the public, in accordance with the Local Government Act.

8.3 Decision-Making Process

- 8.3.1 Members of RSAC shall:
 - 8.3.1.1 Follow Council decision-making policy and procedures;
 - 8.3.1.2 Strive for consensus; and
 - 8.3.1.3 In the absence of consensus, a quorum shall be a simple majority of members present.
 - 8.3.1.4 Each voting member is entitled to one vote.

9. Code of Conduct

9.1 Conflict of Interest

- 9.1.1 A conflict of interest exists if a committee member is a director, member or employee of an organization seeking to benefit from the City or if the committee member has a direct or indirect pecuniary (financial) interest in the outcome of committee deliberations.
- 9.1.2 Committee members who have a conflict of interest with a topic being discussed shall declare the conflict, describe the nature of the conflict, leave the room prior to any discussions and shall refrain from voting.
- 9.1.3 Committee members are not permitted to directly or indirectly benefit from their participation on the committee during their tenure and for a period of twelve (12) months following their term(s).

9.2 Professionalism

- 9.2.1 Committee members are expected to act in accordance with the City's Respectful Workplace Policy (Policy 6800), including being respectful towards other members.

9.2.2 Committee members must devote the necessary time and effort to prepare for meetings, arrive at meetings on time and provide feedback consistent with the committee's mandate. Any committee member who is absent for three (3) meetings of the committee without reason satisfactory to the committee may be removed from the committee.

9.2.3 Committee members should inform the Chair if they cannot attend a meeting. Any committee member who is absent for three (3) of the committee meetings without a satisfactory reason, the committee member may be removed from the committee.

9.3 Reporting and Social Media

9.3.1 The committee members may not represent themselves as having any authority beyond that delegated in the Terms of Reference approved by Council. Items will be presented to the committee if referred by Council or staff and the standard process of communication is through City staff to Council. Committee members may communicate directly to Council or the media, if the committee members identify themselves as an individual, and not as representatives of the Committee.

9.3.2 Any use of social media must, as with all other forms of communication, meet principles of integrity, professionalism and privacy.

9.3.3 Should a committee member violate the Code of Conduct or act outside the Terms of Reference, the committee member may be removed from the committee.

10. Resources

10.1 There shall be one Staff Liaison appointed to the RSAC. The Staff Liaison's role is to: update the RSAC on City initiatives that relate to seniors; refer issues for advice and options; relay feedback from the RSAC to City Council and to City Departments as appropriate; provide an orientation to new committee members; and provide administrative support as necessary.

10.2 RSAC shall prepare and submit:

10.2.1 For the Year Completed

10.2.1.1 an annual report, and

10.2.1.2 a financial statement

10.2.2 For the Upcoming Year

10.2.2.1 a proposed work plan, and

10.2.2.2 a proposed budget.

10.3 Richmond City Council will review the RSAC annual budget submission and may provide funding subject to City budgetary priorities.

10.4 RSAC may incur expenses only for Council authorized items, and City policy and procedures shall be followed.

10.5 City Staff Liaison and Recording Secretary shall be coordinated through the Community Social Development Department.

Proposed Richmond Seniors Advisory Committee Terms of Reference

1. Purpose

These terms of reference shall apply to the “Richmond Seniors Advisory Committee” (RSAC).

2. Mandate

The purpose of the Richmond Seniors Advisory Committee is to act as a resource and provide advice to City Council to support and enhance the health and well-being of the 55+ population living in Richmond.

3. Role

The role of the RSAC is to carry out the following functions:

3.1 Act as a resource and provide advice to City Council by providing information and recommendations regarding issues and opportunities of the 55+ population referred to the RSAC.

3.2 Provide input to the City on the development and update of strategies and plans that support and enhance the health and well-being of the 55+ population.

3.3 Encourage public awareness, participation and involvement of the Richmond community in the identification and development of solutions to the needs and issues of those aged 55+ years.

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4.1 Voting Members

RSAC shall be comprised of up to 15 Council appointed members consisting of:

4.1.1 ten (10) citizens interested in enhancing the lives of those aged 55+ years

4.1.2 five (5) representatives, one from each of the following statutory organizations:

4.1.2.1 Minoru Seniors Society

4.1.2.2 Richmond Cares, Richmond Gives

4.1.2.3 Richmond Centre for Disability

4.1.2.4 S.U.C.C.E.S.S.

4.1.2.5 Vancouver Coastal Health

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5.1.2 Organizations shall recruit and nominate their own representatives.

5.2 Selection

All members of RSAC shall be selected based on the following criteria:

5.2.1 Be a Richmond resident or non-resident who has demonstrated an interest in and commitment to improving the lives of the 55+ population in Richmond.

5.2.2 Be a representative of one of the organizations listed in 4.1.2.

5.2.3 Represents the diversity of the community.

5.3 Appointment

All members shall be appointed by Council.

6. Term

6.1 Members shall be appointed for a term of two (2) years.

6.2 At the end of a term, members may re-apply to serve for a subsequent term.

6.3 Appointment is limited to three (3) consecutive terms, or six (6) consecutive years, whichever is shorter.

6.4 Council may, at its discretion, rescind or make appointments despite the term limit policy.

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7.1 Members are expected to:

7.1.1 Be familiar with the goals of the RSAC.

7.1.2 Attend monthly meetings with regularity and punctuality.

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7.1.4 Raise any issues or concerns that impact the 55+ population which they have observed or which have been brought to their attention by community members or clients.

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7.2.1 In consultation with the Staff Liaison, prepare the agenda and any necessary supporting material in time for preparation and distribution by City staff.

7.2.2 Assume responsibility of signing or authorizing all correspondence arising from committee or subcommittee activities.

7.2.3 Ensure decisions made by the RSAC are acted upon in a timely manner.

7.2.4 Chair meetings according to Robert's Rules of Order, while demonstrating knowledge of the work at hand, and facilitate discussions and decision-making processes in such a way as to ensure all members a full and equal opportunity to participate.

7.2.5 Accurately present the views and work of the RSAC to City Council as and when required.

7.3 The Vice-Chair shall assume the duties of the Chair in the absence of the latter and shall perform and assume such other responsibilities and duties as are assigned by the Chair.

8. Operation and Process

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- 8.1.1 Each year, in January, RSAC shall appoint a Chair and Vice-Chair.
- 8.1.2 Meetings shall be held a minimum of six times a year either in-person or via digital platform (e.g. Zoom) as called by the Chair.
- 8.1.3 Sub-committees may be appointed by the RSAC as necessary.
- 8.1.4 The sub-committees will be chaired by a RSAC member in accordance with Robert's Rules of Order and report to and take direction from the RSAC.

8.2 Communication

- 8.2.1 The RSAC shall report to Council through the Staff Liaison to Planning Committee.
- 8.2.2 RSAC meetings shall be open to the public, in accordance with the Local Government Act.

8.3 Decision-Making Process

- 8.3.1 Members of RSAC shall:
 - 8.3.1.1 Follow Council decision-making policy and procedures;
 - 8.3.1.2 Strive for consensus; and
 - 8.3.1.3 In the absence of consensus, a quorum shall be a simple majority of members present.
 - 8.3.1.4 Each voting member is entitled to one vote.

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- 9.1.2 Committee members who have a conflict of interest with a topic being discussed shall declare the conflict, describe the nature of the conflict, leave the room prior to any discussions and shall refrain from voting.
- 9.1.3 Committee members are not permitted to directly or indirectly benefit from their participation on the committee during their tenure and for a period of twelve (12) months following their term(s).

9.2 Professionalism

- 9.2.1 Committee members are expected to act in accordance with the City's Respectful Workplace Policy (Policy 6800), including being respectful towards other members.
- 9.2.2 Committee members must devote the necessary time and effort to prepare for meetings, arrive at meetings on time and provide feedback consistent with the committee's mandate. Any committee member who is absent for three (3) meetings of the committee without reason satisfactory to the committee may be removed from the committee.
- 9.2.3 Committee members should inform the Chair if they cannot attend a meeting. Any committee member who is absent for three (3) of the committee meetings

without a satisfactory reason, the committee member may be removed from the committee.

9.3 Reporting and Social Media

- 9.3.1 The committee members may not represent themselves as having any authority beyond that delegated in the Terms of Reference approved by Council. Items will be presented to the committee if referred by Council or staff and the standard process of communication is through City staff to Council. Committee members may communicate directly to Council or the media, if the committee members identify themselves as an individual, and not as representatives of the Committee.
- 9.3.2 Any use of social media must, as with all other forms of communication, meet principles of integrity, professionalism and privacy.
- 9.3.3 Should a committee member violate the Code of Conduct or act outside the Terms of Reference, the committee member may be removed from the committee.

10. Resources

- 10.1 There shall be one Staff Liaison appointed to the RSAC. The Staff Liaison's role is to: update the RSAC on City initiatives that relate to seniors; refer issues for advice and options; relay feedback from the RSAC to City Council and to City Departments as appropriate; provide an orientation to new committee members; and provide administrative support as necessary.
- 10.2 RSAC shall prepare and submit:
 - 10.2.1 For the Year Completed
 - 10.2.1.1 an annual report, and
 - 10.2.1.2 a financial statement
 - 10.2.2 For the Upcoming Year
 - 10.2.2.1 a proposed work plan, and
 - 10.2.2.2 a proposed budget.
- 10.3 Richmond City Council will review the RSAC annual budget submission and may provide funding subject to City budgetary priorities.
- 10.4 RSAC may incur expenses only for Council authorized items, and City policy and procedures shall be followed.
- 10.5 City Staff Liaison and Recording Secretary shall be coordinated through the Community Social Development Department.



City of Richmond

Report to Committee

To: Planning Committee
From: Joshua Reis
Director, Development

Date: August 19, 2024
File: RZ 19-856171

Re: Application by DF Architecture Inc. for Rezoning at 9951, 9991 Blundell Road and 7951 No. 4 Road from the "Small-Scale Multi-Unit Housing (RSM/XL)" Zone to the "Medium Density Townhouses (RTM2)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10596, for the rezoning of 9951, 9991 Blundell Road and 7951 No. 4 Road from the "Small-Scale Multi-Unit Housing (RSM/XL)" zone to the "Medium Density Townhouses (RTM2)" zone, be introduced and given first, second and third reading.

Joshua Reis, MCIP, RPP, AICP
Director, Development
(604-247-4625)

JR:el
Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Housing Office	✓	

Staff Report

Origin

DF Architecture Inc. on behalf of West Karagon Properties Inc. (Incorporation number: BC1016240; Director: Rupinder Kaur Garcha), has applied to the City of Richmond for permission to rezone 9951, 9991 Blundell Road and 7951 No. 4 Road (Attachment 1) from the “Small-Scale Multi-Unit Housing (RSM/XL)” zone to the “Medium Density Townhouses (RTM2)” zone in order to permit the development of 14 townhouse units with two convertible units. Vehicle access is proposed from Keefer Avenue through an easement registered on Title of the adjacent property to the north at 9888 Keefer Avenue and through a Public Rights-of-Passage (PROP) Statutory Right-of-Way (SRW) registered on Title of the adjacent property to the west at 9733 Blundell Road. A preliminary site plan, building elevations and landscape plan are contained in Attachment 2.

A Servicing Agreement will be required for this development prior to rezoning bylaw adoption to design and construct frontage beautification along the site frontages, a new concrete sidewalk and landscaped boulevard and a new fire hydrant; to remove an existing sanitary sewer along the Blundell Road frontage and to provide new service connections.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

Subject Site Existing Housing Profile

The subject site currently contains three single-family homes. The applicant advised that there are no existing secondary suites on these properties and all homes are currently tenanted.

Surrounding Development

Existing development immediately surrounding the subject site is as follows:

To the North: An existing 12-unit townhouse complex fronting Keefer Avenue, on a lot zoned “Low Density Townhouses (RTL3)”.

To the South: Across Blundell Road, are two single-family homes on lots zoned “Small-Scale Multi-Unit Housing (RSM/L)” and an existing 13-unit townhouse complex on a lot zoned “Low Density Townhouses (RTL1)”.

To the East: Across No. 4 Road and located within the Agricultural Land Reserve, are a Montessori school on a lot zoned “Neighbourhood Commercial (CN)” and single-family homes on lots zoned “Agriculture (AG1)”.

To the West: An existing 25-unit townhouse complex with access from Keefer Avenue, on a lot zoned “Town Housing (ZT60) – North McLennan (City Centre)”.

Related Policies & Studies**Official Community Plan and City Centre Area Plan (CCAP)**

The 2041 Official Community Plan (OCP) Land Use Map designation for the subject development site is “Neighbourhood Residential” which includes areas where the principal uses are single-family, two-family and multiple-family housing (specifically townhouses). The subject proposal is consistent with this land use designation.

Under the Development Permit Guidelines in the City Centre Area Plan (CCAP), the subject development site is located within “Sub-Area B.1: Mixed Use – Low-Rise Residential & Limited Commercial”, which is intended for lower-density conventional and stacked townhouses (i.e., typically with individual garages). The preliminary design of the proposal featuring conventional townhouses with individual garages generally complies with the CCAP Guidelines in terms of land use, density and overall neighbourhood character. Further consideration of the Development Guidelines and form and character will take place at the Development Permit stage of the process.

Registration of a legal agreement on Title is required before final adoption of the rezoning bylaw, stipulating that the residential development is subject to potential impacts due to other developments that may be approved within the City Centre and requiring this information be provided through signage in the sales centre and through the disclosure statement to all initial purchasers.

The proposed rezoning is subject to a community planning implementation strategy contribution for future community planning initiatives. The applicant proposes to make a cash contribution at the current rate of \$0.34 per buildable square foot, for a total contribution of \$5,730.59 prior to final adoption of the rezoning bylaw.

McLennan South Sub-Area Plan

The subject site is located within the McLennan South Sub-Area Plan of the CCAP (Attachment 4), and which designates the subject development site for “Residential, 2 ½ storeys typical (3-storey maximum) Townhouse, Triplex, Duplex, Single-Family” with the base density of 0.55 FAR. The subject development proposal is generally consistent with these land use designations.

The Area Plan provides allowances for additional density in order to achieve community amenities and affordable housing. The proposed rezoning to “Medium Density Townhouses (RTM2)” zone would allow a maximum density of 0.65 FAR, which is a 0.1 FAR increase above the Sub-Area Plan designated base density. This density would be in keeping with the range of densities of other projects within the “C1” and “C2” Character Areas in the McLennan South Sub-Area Plan.

Staff support the proposed density based on the following:

- The subject development is considered an extension of the adjacent townhouse developments at 9888 Keefer Avenue (DP 09-500638, issued on February 8, 2010) and 9733 Blundell Road (DP 11-592270, issued on March 25, 2013). The proposed density for the subject site is the same as the density permitted on 9733 Blundell Road (at 0.65 FAR).
- The Area Plan supports the use of additional density to promote childcare facility development and the applicant has agreed to provide a voluntary cash contribution in the amount of \$45,902.35 to the City's Child Care Fund. This cash contribution is calculated based on the equivalent to construction value of \$928.00 per square foot on five per cent of the bonus floor area.
- The Area Plan supports the use of additional density to promote the development of barrier-free housing and two convertible housing units are included in the proposal.
- The City's Affordable Housing Strategy supports the use of additional density to achieve the objectives of the Strategy. The applicant has agreed to provide a voluntary cash contribution in the amount of \$303,384.04 (\$18.00 per buildable square foot) to the City's Affordable Housing Reserve Fund in keeping with the Affordable Housing Strategy requirements for townhouse developments.
- The applicant is required to provide a 2.42 m wide road dedication across the entire No. 4 Road development frontage and a 3.0 m wide road dedication across the entire Blundell Road development frontage, with a 4 m x 4 m corner cut at the No. 4 Road/Blundell Road intersection.
- The applicant is required to provide the following frontage improvements as part of the Servicing Agreement:
 - a new 2.0 m wide concrete sidewalk and a 3.55 m wide grass boulevard with street trees along No. 4 Road;
 - a new 2.0 m wide concrete sidewalk and a 3.5 m wide grass boulevard with street trees along Blundell Road; and
 - relocation/upgrade/replacement of the traffic signal infrastructure at the northwest corner of the Blundell Road/No. 4 Road intersection affected by the abovementioned frontage improvement works (including junction boxes (for traffic loop, communications and traffic signal), eastbound traffic loop detectors, and traffic signal pole/base), that are beyond those required as a result of the impact of frontage improvements.

Floodplain Management Implementation Strategy

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

Public Consultation

The applicant has forwarded confirmation that a development sign has been posted on the site. Staff did not receive any written correspondence expressing concerns in association with the subject application.

The Province has granted Royal Assent to Bill 44, Housing Statutes (Residential Development) Amendment Act, 2023. Bill 44 prohibits a Local Government from holding a Public Hearing on a residential rezoning bylaw that is consistent with the OCP. The proposed rezoning meets the conditions established in Bill 44 and is consistent with the OCP. Accordingly, City Council may not hold a Public Hearing on the proposed rezoning.

Analysis**Existing Legal Encumbrances**

There is an existing 3.0 m wide Statutory Right-of-Way BM295022 (Plan LMP39900) along a portion of the site's Blundell Road frontage. This existing Statutory Right-of-Way for utilities can be discharged as the proposed development will have a new sanitary sewer connection along the site's No. 4 Road frontage and the existing sanitary sewer along the Blundell Road frontage of the site will be removed as part of the servicing agreement design.

Built Form and Architectural Character

The applicant proposes to consolidate the three properties into one development parcel, with a total net site area of 2,409.0 m². The proposal consists of 14 townhouses, in a mix of two-storey and three-storey townhouse units in three clusters.

The layout of the townhouse units is oriented around a single driveway providing access to the site through an easement registered on Title of the adjacent property to the north at 9888 Keefer Avenue and through a PROP SRW registered on Title of the adjacent property to the west at 9733 Blundell Road. An outdoor amenity area will be situated in a central open courtyard along the internal drive aisle.

The proposed development achieves a scale, massing and pedestrian-oriented townhouse streetscapes, which is consistent with developments in the neighbourhood. The proposed massing steps down in building height from three-storey to two-storey at the edges of the two streetscape buildings and incorporates traditional design elements such as gable end pitch roof, gable end dormers and horizontal siding. These elements work towards achieving the "country-estate" character objective for the Character Area. The proposal will be presented to the Advisory Design Panel through the future Development Permit application review process.

Housing Type and Tenure

The proposed development is a market townhouse development. Consistent with OCP respecting townhouse and multiple-family housing development projects and in order to maximize potential rental and housing opportunities throughout the City, the applicant has agreed to register a restrictive covenant on Title prior to rezoning bylaw adoption prohibiting

(a) the imposition of any strata bylaw that would prohibit any residential dwelling unit from being rented; and (b) the imposition of any strata bylaw that would place age-based restrictions on occupants of any residential dwelling unit.

Affordable Housing Strategy

The City of Richmond's Affordable Housing Strategy (AHS) identifies cash-in-lieu contributions to the City's Affordable Housing Reserve Fund when considering rezoning applications with 60 or fewer dwelling units; the contributions are sought in lieu of built low-end-of-market (LEMR) housing units. In this case, the application proposes a 14-unit townhouse development.

Consistent with Richmond Zoning Bylaw 8500, the applicant proposes to submit a contribution of \$18.00 per buildable square foot (for sites within City Centre). For this proposal, the contribution requirement is \$303,384.04 and must be provided to the City prior to final adoption of the rezoning bylaw.

Market Rental Housing Policy

The City of Richmond's Official Community Plan establishes a policy framework for the provision of market rental housing. Smaller-scale projects including townhome proposals with more than five units are not required to provide purpose-built market rental units so long as a cash-in-lieu (CIL) contribution is made to the City's Affordable Housing Reserve Fund. The CIL contribution amount for townhouse developments is \$2.65 per buildable square foot. Consistent with the OCP, the CIL contribution applicable to this proposal is \$44,664.87 and must be provided to the City prior to final adoption of the rezoning bylaw.

Transportation and Site Access

Prior to final adoption of the rezoning bylaw, the developers are required to dedicate an approximately 2.42 m wide road across the entire No. 4 Road frontage and approximately 3.0 m wide road across the entire Blundell Road frontage; with a 4 m x 4 m corner cut to accommodate frontage improvements including a new sidewalk and grass and treed boulevard, as well as the required future road widening. In addition, the developers are required to enter into the City's standard Servicing Agreement to design and construct frontage beautification along the site frontage, relocation/upgrades/replacement of the traffic signal infrastructure at the northwest corner of the Blundell Road/No. 4 Road intersection.

Site Access

Vehicle access is proposed through an existing access easement registered on Title of the adjacent property to the north at 9888 Keefer Avenue over that site's eastern driveway, and a PROP SRW registered on Title of the adjacent property to the west at 9733 Blundell Road. The proposed internal drive aisle layout on the subject site completes the horseshoe drive aisle pattern and transportation network established through the associated rezoning applications for the adjacent townhouse developments to the north and west connecting the eastern driveway at 9888 Keefer Avenue to the southeastern end of the internal drive aisle at 9733 Blundell Road.

Staff requested that the applicant discuss use of the easement and SRW with the adjacent strata, in order to address any concerns with the shared use of the driveway, as well as day-to-day issues such as maintenance and wayfinding signage. The applicant has submitted two letters of intent to enter into a repair and maintenance agreement, signed by both adjacent stratas (on file), in support of this rezoning application.

A legal opinion prepared by the applicant's lawyer confirms that the City can rely on the access easement over the eastern driveway of 9888 Keefer Avenue and the PROP SRW at 9733 Blundell Road. This legal opinion has also been reviewed by the City's Law Department. Staff have requested that the applicant discuss an opportunity to secure a new easement/SRW over the western driveway at 9888 Keefer Avenue; otherwise, on-site turnaround capability must be demonstrated at Development Permit stage. The applicant advised that additional access easement/SRW over the western driveway at 9888 Keefer Avenue will be arranged as part of the shared repair and maintenance agreement among the three stratas.

The Developer is required to register on Title a reciprocal SRW PROP to permit the shared use of the subject site's internal drive aisles by vehicular traffic generated by the subject site, 9888 Keefer Avenue and 9733 Blundell Road.

Prior to final adoption of the Rezoning Bylaw, the Developer must register legal agreements related to the cross-access (shared) driveway, including:

- No vehicular access off Blundell Road or No. 4 Road will be allowed.
- Acknowledgement that the Developer wishes to make use of the SRW/PROP that are registered at 9888 Keefer Avenue and 9733 Blundell Road for vehicular access to the subject site.
- Acknowledge that the use of the driveway and drive aisles at 9888 Keefer Avenue and 9733 Blundell Road are subject to the terms and conditions of the existing SRW/PROP.
- An indemnity/release agreement with the City indemnifying and releasing the City from any problems/damages resulting from the reliance on the registered SRW/PROP at 9888 Keefer Avenue and 9733 Blundell Road for vehicular access and egress to/from the subject site.
- Identification of the cross-access arrangement in the disclosure statement to future unit buyers of the subject development.

On-site Parking

The parking rate for townhouses located in Zone 3 of the City Centre is 1.4 residential spaces and 0.2 visitor spaces per dwelling unit. The proposal will feature 14 units with a total of 28 resident parking spaces and three visitor parking spaces, which exceeds the minimum bylaw requirements for this neighbourhood.

Bicycle parking is provided, according to Richmond Zoning Bylaw 8500, inside the garage of each unit and a bike rack is provided for visitors by the outdoor amenity area.

Agricultural Land Reserve (ALR) Buffer Zone

A landscape buffer is required within the subject site along the site's No. 4 Road frontage. The buffer is intended to mitigate land use conflicts between the residential uses on the subject site and any agricultural land uses east of No. 4 Road. The project Landscape Architect confirms that the proposed 4.5 m wide landscaped buffer is consistent with the Ministry of Agriculture's Guide to Edge Planning.

In addition to the landscaping requirements of the buffer, a restrictive covenant will be registered on Title, indicating that the landscaping implemented along the eastern side of the development site's No. 4 Road frontage cannot be removed or modified without the City's approval. The covenant would identify that the landscape planting is intended to be a buffer to mitigate the impacts of noise, dust and odour generated from typical farm activities.

Amenity Space

The applicant is proposing a cash contribution in lieu of providing the required indoor amenity space on site, as per the OCP. Based on the rate identified in the OCP (i.e., \$2,066.00 per unit for the first 19 units), the total cash contribution required for the nine-unit townhouse development is \$28,924.00.

Outdoor amenity spaces will be provided on-site. Based on the preliminary design, the total area of the proposed outdoor amenity spaces at 84 m² meets the minimum requirements under the Official Community Plan (OCP) of 6 m² of outdoor space per unit. Staff will work with the applicant at the Development Permit stage to ensure the configurations and the design of the outdoor amenity spaces meet the Development Permit Guidelines in the OCP.

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 19 bylaw-sized trees and four rows of hedges on the subject property, eleven trees and one row of hedges on neighbouring properties and six street trees on City property.

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

On-site Trees:

- A 60 cm caliper Western red cedar tree (tag #835) is in excellent condition and should be retained and protected with a 4 m tree protection zone out from the base of the tree. Alignment of the new sidewalk along No. 4 Road should be designed to minimize impact to this protected tree.
- Three cedar trees (tag# 9, #10 & #11) are in good condition and should be retained and protected.

- A 70 cm caliper Red oak tree (tag# 8789) is in moderate condition with some broken branches in the crown. This tree is still recovering from root zone encroachment due to construction on the property to the west. In addition, the required internal driveway connection to the adjacent development to the west would be in conflict with a substantial portion of the tree's critical root zone. This tree is not a good candidate for retention and should be replaced.
- Two Red oak trees, specifically tag# 8793 (43 cm caliper) and tag# 8794 (66 cm caliper), and a 67 cm caliper maple tree (tag# 837) are all in moderate condition, located in the middle of the site and in conflict with vehicle access and/or proposed townhouse units. These trees are not a good candidate for retention and should be replaced.
- 11 trees (tag #833, 834, 836, 838, 8786, 8787, 8788, 8790, 8791, 8792, 8795) located on-site exhibit either significant lean, historically topped, cavities, significant structural defects or sparse foliage and are not good candidates for retention. These trees should be removed and replaced.
- Four rows of hedges (tag # hedge 01-04) located along the site's frontages, are in poor to moderate condition; and are proposed to be removed. Removal of these hedges would provide for better CPTED and casual surveillance opportunity.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

Off-site Trees:

- Five City trees (tag # 01, 02, 03, 04, 05) located on City property are proposed to be retained and protected.
- A cedar tree (tag # Shared1) located in the road dedication area is in moderate condition and conflict with frontage improvement works. A \$768.00 tree compensation is required for the removal of this tree.
- 11 off-site trees (tag # OS01-OS08 & OS12-OS14) and a row of hedges (tag # OSHedge01), all located on the adjacent properties to the north and west, are identified to be retained and protected. Provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.

Tree Replacement

The applicant wishes to remove 15 on-site trees; the 2:1 replacement ratio would require a total of 30 replacement trees. According to the Preliminary Landscape Plan provided by the applicant (Attachment 2), the applicant proposes to plant 26 new trees on-site.

Staff will work with the applicant to explore the opportunity to include additional replacement trees on-site at the Development Permit stage. The size and species of replacement trees will also be reviewed in detail through Development Permit and overall landscape design. The developer will be required to provide \$768.00 to the City's Tree Compensation Fund for each and any number of trees short of the required 30 replacement trees included within the Development Permit landscape plans.

Tree Protection

The applicant has also committed to retain and protect four trees on-site, 11 trees and one row of hedges on neighbouring properties and five street trees on City property. The applicant has submitted a Tree Management 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 final adoption of the rezoning bylaw, submission to the City of a Tree Survival Security in the amount of \$40,960.00 to ensure that the four on-site trees (specifically tag #9, #10, #11 & #835) identified for retention, will be protected. No Tree Survival Security will be returned until the post-construction assessment report, confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by staff.
- Prior to final adoption of the rezoning bylaw, submission to the City of a Tree Survival Security in the amount of \$25,600.00 to ensure that the five City trees (specifically tag #01, #02, #03, #04, #05) identified for retention, will be protected. No Tree Survival Security will be returned until the post-construction assessment report, confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by Parks.
- 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 are completed.

Public Art

In response to the City's Public Art Program (Policy 8703), the applicant will provide a voluntary contribution at a rate of \$1.02 per buildable square foot (2024 rate) to the City's Public Art Reserve fund, for a total contribution in the amount of \$17,191.76.

BC Energy and Zero Carbon Step Codes

Consistent with Provincial Energy Step Code and Zero Carbon Step Code requirements, the project architect has confirmed that the applicable Energy Step Code performance targets are being followed through development design phase. Under Richmond's Building Regulation Bylaw 7230 (Amendment Bylaw No. 10467), this development would also be expected to achieve one of the following sets of options for energy and carbon performance: Step 5 with maximum Emission Level 2, or Step 4 with maximum Emission Level 3, or Step 3 with

maximum Emission Level 4. Further details on how the proposal will meet this commitment will be reviewed as part of the Development Permit (DP) and Building Permit (BP) application review processes.

Variance Requested

The proposed development is generally in compliance with the “Low Density Townhouses (RTM2)” zone other than the variances noted below. Based on the review of the current plans for the project, the following variances are being requested:

1. Reduce the front yard and exterior side yard setbacks for Building 3 from 6.0 m to 4.8 m and 5.1 m respectively.
 - The proposed reduction in the front yard (Blundell Road) setbacks is a result of the alignment of the internal drive aisle, which must be designed to complete the horseshoe drive aisle pattern envisioned when the neighbouring townhouse complexes were developed and to connect to the internal drive aisle of the townhouse complex to the west of the site. The resulting building setback to Blundell Road is consistent with the same setback at the adjacent townhouse development to the west.
 - The proposed reduction in the exterior side yard setback (from No. 4 Road) facilitates a larger west side yard setback to provide a protection buffer to the existing trees located along the west property line on the adjacent property to the west, which are identified for retention as part of the development.
 - The resulting distance from the back of the curb to the building face would be approximately 10.38 m. To protect the future dwelling units at the subject site from potential noise impacts generated by traffic on Blundell Road and No. 4 Road, a restrictive covenant will be registered on Title prior to final adoption of the rezoning bylaw to ensure that noise attenuation is to be incorporated into dwelling unit design and construction. Prior to a Development Permit application being considered by the Development Permit Panel, the applicant is required to submit an acoustical and thermal report and recommendations, prepared by a registered professional, to comply with the requirements of the restrictive covenant.
 - Staff support the requested variance recognizing that road dedications along both No. 4 Road (approximately 2.42 m) and Blundell Road (approximately 3.0 m) are required.
2. Increase the ratio of residential parking spaces in tandem arrangement from 50 per cent to 58 per cent.
 - The applicant has requested a variance to allow a tandem parking arrangement in eight of the 14 units, representing 16 spaces in total.
 - Based on the City Centre location, 20 residential parking spaces are required for this 14-unit development, where six of these units could have their required parking spaces in tandem arrangement.
 - By permitting an extra two units to have their residential parking spaces in a tandem arrangement, the applicant is able to provide eight extra residential parking spaces

on-site. With the extra residential parking spaces provided on-site, and on-street parking available on both sides of both Blundell Road and No. 4 Road during off-peak hours, staff do not envision any noticeable impact to parking in the immediate neighbourhood due to the proposed tandem parking variance. This is also supported by Transportation Department staff.

- A restrictive covenant to prohibit the conversion of the tandem garage area into habitable space is required prior to final adoption. Formal details and consideration of the variance will be provided in the report to Development Permit Panel in the future.

These variances will be reviewed in the context of the overall detailed design of the project, including architectural form, site design and landscaping at the Development Permit stage.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the applicant is required to enter into the City's standard Servicing Agreement to remove the existing driveways and let-downs; design and construct frontage beautification along the site frontages, including a new concrete sidewalk and landscaped boulevard and a new fire hydrant; to remove an existing sanitary sewer along the Blundell Road frontage and to provide new service connections. (Attachment 6).

The developer is also required to pay Development Cost Charges (DCC's) (City & GVS & DD), School Site Acquisition Charges and Address Assignment Fees.

Development Permit

A Development Permit processed to a satisfactory level is a requirement of rezoning approval. Through the Development Permit, the following issues are to be further examined:

- Compliance with Development Permit Guidelines for multiple-family projects in the 2041 Official Community Plan (OCP).
- Refinement of the proposed site grading to ensure survival of all proposed protected trees and appropriate transition between the proposed development and the adjacent existing developments.
- Confirm use of western driveway at 9888 Keefer Avenue for through traffic over the horseshoe patterned drive aisle across the three developments or demonstrate on-site turnaround capability.
- Design the internal drive aisle to include wayfinding signage and visual cues to indicate ownership.
- Refinement of the proposed building form to demonstrate individuality of dwelling units and to achieve sufficient variety in design to create a cohesive yet interesting streetscape along the fronting streets and internal drive aisle.
- Refinement of landscape design to optimize planting areas along internal drive aisles, maximize permeable surface areas and better articulate hard surface treatments on-site.

- Review of number, sizes and species of on-site replacement trees to ensure bylaw compliance and to achieve an acceptable mix of conifer and deciduous trees on-site.
- Refinement of the outdoor amenity area design, including the choice of play equipment, to create a safe and vibrant environment for children's play and social interaction.
- Review of the sustainability strategy for the development proposal.

Additional issues may be identified as part of the Development Permit application review process.

Financial Impact or Economic Impact

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

Conclusion

The proposed 14-unit townhouse development is generally consistent with the Official Community Plan (OCP) and the City Centre Area Plan (CCAP). Further review of the project design is required to ensure a high-quality project and design consistent with the existing neighbourhood context and this will be completed as part of the Development Permit application review process. The list of rezoning considerations is included in Attachment 6, which has been agreed to by the applicants (signed concurrence on file). On this basis, staff recommend support of the application.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10596 be introduced and given first, second and third reading.



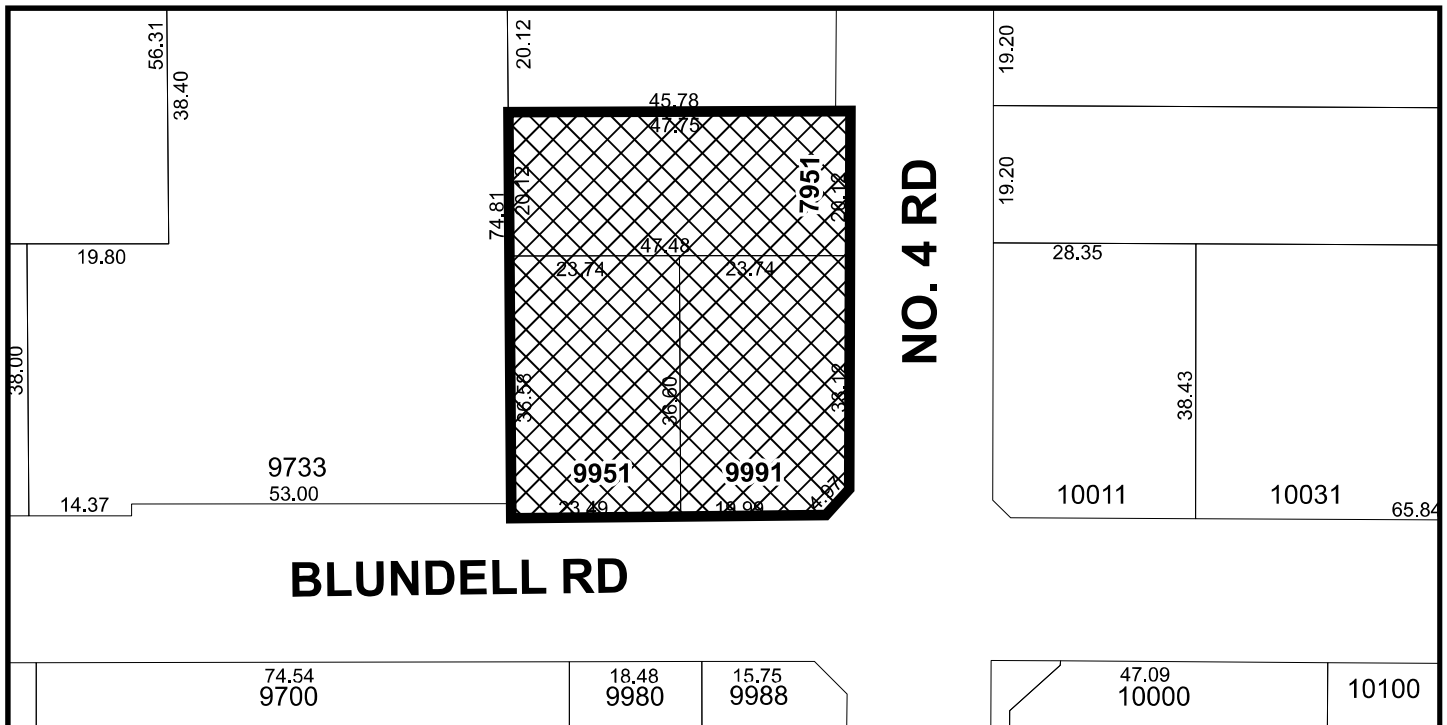
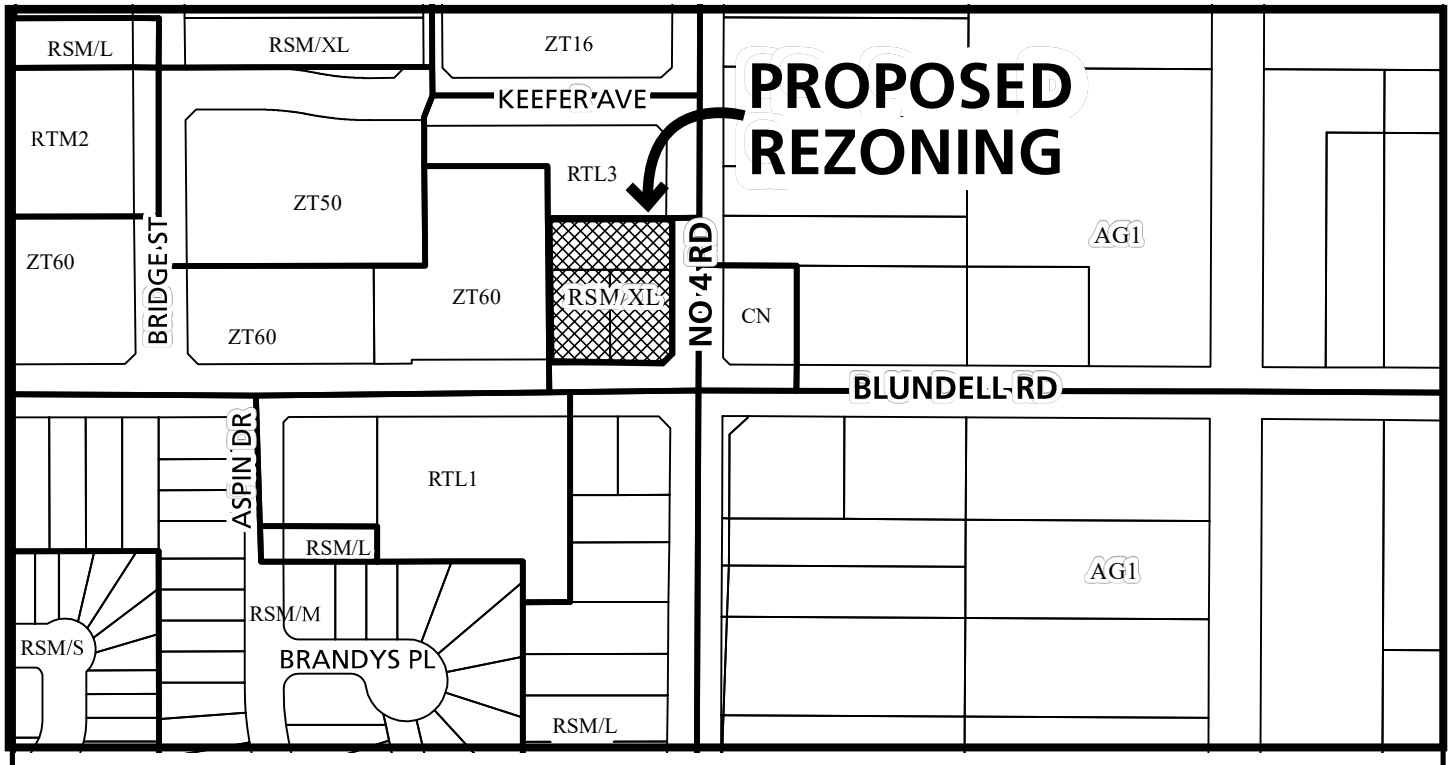
Edwin Lee
Planner 2
(604-276-4121)

EL:he

- Att.
- 1: Location Map
 - 2: Conceptual Development Plans
 - 3: Development Application Data Sheet
 - 4: McLennan South Sub-Area Plan
 - 5: Tree Management Plan
 - 6: Rezoning Considerations



City of Richmond



RZ 19-856171

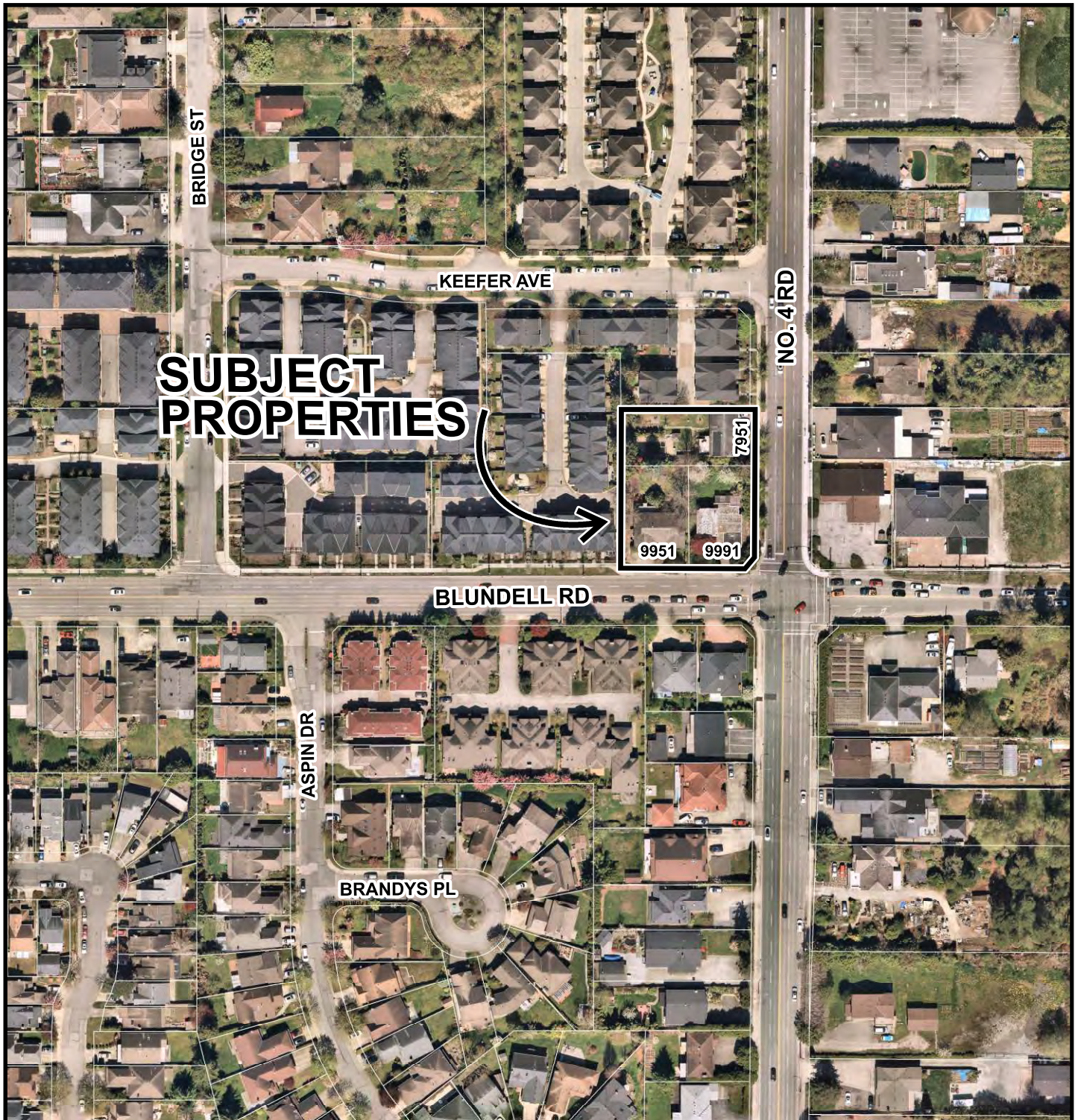
Original Date: 04/08/19

Revision Date: 07/25/24

Note: Dimensions are in METRES



City of Richmond



RZ 19-856171

Original Date: 04/08/19

Revision Date: 04/16/24

Note: Dimensions are in METRES

2024-07-02	1	DPF RE BURMISTERSION
2024-04-01	1	DPF RE BURMISTERSION
2024-03-01	1	DPF RE BURMISTERSION
2024-01-01	1	DPF RE BURMISTERSION
2023-11-01	0	DPF RE BURMISTERSION
2023-10-11	1	DPF RE BURMISTERSION
2023-03-28	1	DPF RE BURMISTERSION
2021-10-10	1	DPF RE BURMISTERSION
2021-08-12	0	DPF BURMISTERSION
2021-08-01	1	CONTRACT & FUEL SUPPLYARY DPF BURMISTERSION
2019-03-01	1	CONTRACT & FUEL SUPPLYARY DPF BURMISTERSION

CRUP 161

WEST KARAGON PROPERTIES

DRAWN: PS	<p> COPYRIGHT RESERVED. THIS PLANNING DESIGN ARE AN ARCHITECTURE INC AND CANNOT BE USED OR REPRODUCED WITHOUT THE ARCHITECTS WRITTEN CONSENT. </p>
CHECKED: YA	
SCALE: 1/16" = 1'-0"	
JOB NO: RCH-029	
DATE: JULY 2024	
SHEET TITLE:	

DRAWING No.	A-001	J	ACH

[illegible]

ARBORIST :
DIAMOND HEAD CONSULTING LTD.
13559 COMMERCIAL STREET,
VANCOUVER, BC V5N 4E8
T 604-733-4886
CONTACT: JOEY BANH
joey@diamondheadconsulting.com

A-001	COVER PAGE
A-002	DEVELOPMENT DATA
A-003	SURVEY PLAN
A-004	BASE PLAN
A-005	CONTEXT PLAN
A-100	SITE PLAN
A-101	FIRE SAFETY PLAN
A-102	SWEEP PATH ANALYSIS
A-103	SITE COVERAGE CALCULATIONS
A-104	SHADOW ANALYSIS
A-105	PRIVATE OUTDOOR AREA OVERLAYS
A-201-215	BUILDING FLOOR PLANS
A-301-306	BUILDING ELEVATIONS
A-401-403	SECTIONS
A-501-511	UNIT PLANS
A-520	SCALE & CHARACTER COMPATIBILITY



NOTES:

PROJECT DATA		
CIVIC ADDRESS:	9991 BLUNDELL RD & 7951 NO.4 ROAD, RICHMOND, BC	
LEGAL DESCRIPTION:	LOT 59 SEC 15 BLK 4N1 RG 6W PL NW240538D LOT 60 SEC 15 BLK 4N1 RG 6W PL NW240538D EX PCL & BYLAW 64705 LOT 61 SEC 15 BLK 4N1 RG 6W PL NW240538D	
LOT INFO		
GROSS SITE	25,846.1 SQFT	2,878.9 SQM
DEDICATIONS	2,915.9 SQFT	270.9 SQM
NET AREA	22,930.2 SQFT	2,607.9 SQM
ZONING	RS1/F	
EXISTING PROPOSED	SITE SPECIFIC BASED ON PTM2	
SETBACKS	REQUIRED	PROPOSED
NORTH	3.00 M	3.45 M
SOUTH (FROM BLUNDELL RD)	4.50 M	4.80 M
EAST - BLOC 2 (NO. 4 ROAD)	6.00 M	6.25 M
EAST - BLOC 3 (NO. 4 ROAD)	4.50 M	5.20 M
EAST - BLOC 3 (ROOT FROM NO. 4 ROAD)	4.50 M	4.81 M
WEST	3.00 M	4.04 M
HEIGHT	2 STOREY/3 STOREY	
PROPOSED		
SITE COVERAGE		
ALLOWED	10372.1 SQFT	40.0%
PROPOSED (ON NET AREA)	10,406.8 SQFT	40.1%
FLOOR AREA RATIO (FAR)		
ALLOWED	16854.6 SQFT	0.85
PROPOSED (ON NET AREA)	16,857.1 SQFT	0.85

PRIVATE OUTDOOR SPACE

UNIT TYPE	REQUIRED PER UNIT	PROVIDED (LVL1)	PROVIDED (LVL2)	TOTAL PROVIDED
UNIT A1 (2 STOREY ELEC)	37 SQM	42.73 SQM	11.35 SQM	54.08 SQM
UNIT A1 (2 STOREY CONVERTIBLE)	37 SQM	34.67 SQM	13.37 SQM	48.04 SQM
UNIT A2 (2 STOREY CONVERTIBLE)	37 SQM	38.56 SQM	52.93 SQM	91.49 SQM
UNIT B	37 SQM	34.23 SQM	6.08 SQM	40.31 SQM
UNIT B2	37 SQM	37.79 SQM		37.79 SQM
UNIT C	37 SQM	29.27 SQM	11.62 SQM	40.89 SQM
UNIT C1	37 SQM	26.41 SQM	11.81 SQM	38.22 SQM
UNIT C2	37 SQM	26.88 SQM	12.36 SQM	39.24 SQM
UNIT C3	37 SQM	29.46 SQM	12.36 SQM	41.82 SQM
UNIT C4 & C5	37 SQM	24.14 SQM	12.86 SQM	37.00 SQM

OFF STREET PARKING				
REQUIRED PARKING	NO. OF UNITS	REQUIRED CARS PER D.U	NO. OF CARS	REQUIRED CARS
RESIDENTIAL REQUIRED (AS PER ZONE 3 CITY CENTRE)	14	1.4	19.6	20
VISITORS CAR PARK REQUIRED	14	0.2	2.8	3
TOTAL NO. OF PARKING REQUIRED				23
REQUIRED ACCESSIBLE PARKING		2% OF TOTAL REQUIRED	0.5	1
DETAIL OF PROPOSED PARKING				
PROPOSED TANDDEM RESIDENT PARKING				8
PROPOSED SIDE BY SIDE RESIDENT PARKING (STANDARD)				6
PROPOSED SIDE BY SIDE RESIDENT PARKING (SMALL CAR)				1
PROPOSED VISITORS PARKING		VAN ACCESSIBLE		2
PROPOSED ADDITIONAL PARKING (TANDDEM UNITS)		STANDARD VISITOR		8
TOTAL PROPOSED PARKING				31

NOTE: All resident parking spaces to be equipped with level 2 ev charging outlets as per Bylaw requirements.

BICYCLE PARKING

REQUIRED BIKE PARKING	NO. OF UNITS	REQUIRED BIKES PER D.U	NO. OF BIKES	REQUIRED BIKES
CLASS 1 BIKE PARKING	14	1.25	17.5	18
CLASS 2 BIKE PARKING	14	0.2	2.8	3
PROPOSED BIKE PARKING				
PROPOSED BIKE PARKING:		CLASS 1		22
		CLASS 2		3

AMENITY CALCULATION

OUTDOOR AMENITY	NO. OF UNITS	AREA PER UNIT	AREA
REQUIRED	14	6 SQM	84 SQM
PROVIDED			16.32 SQM

FAR CALCULATION

GROSS AREA									
UNIT TYPE	MOS	LVL 1	LVL 2	LVL 3	UNIT AREA	GROSS AREA	EXCLUSIONS	STAIRS DEDUCTION	NET AREA
A1 (2 STOREY ELEC)	10 U.L	946.02 SFT	880.67 SFT	0.00 SFT	1,826.69 SFT	1,826.69 SFT	GARAGE DEDUCTION	UPPER FLOOR	NET AREA
A1 (2 STOREY CONVERTIBLE)	10 U.L	953.04 SFT	879.61 SFT	0.00 SFT	1,832.65 SFT	1,832.65 SFT	461.65 SFT	43.78 SFT	1,217.61 SFT
A2 (2 STOREY CONVERTIBLE)	10 U.L	953.04 SFT	879.61 SFT	0.00 SFT	1,832.65 SFT	1,832.65 SFT	466.48 SFT	48.05 SFT	1,210.61 SFT
B	20 U.L	570.92 SFT	589.04 SFT	606.46 SFT	1,766.42 SFT	3,332.84 SFT	106.98 SFT	48.05 SFT	1,210.54 SFT
B2 CORNER	10 U.L	576.06 SFT	586.22 SFT	629.09 SFT	1,791.37 SFT	3,420.54 SFT	90.99 SFT	37.06 SFT	1,288.56 SFT
C1 (3 BEDRM. TANDDEM)	10 U.L	656.33 SFT	552.11 SFT	674.59 SFT	1,883.03 SFT	1,883.03 SFT	421.94 SFT	37.11 SFT	1,288.56 SFT
C1 (3 BEDRM. TANDDEM)	10 U.L	656.33 SFT	552.11 SFT	674.59 SFT	1,883.03 SFT	1,883.03 SFT	421.94 SFT	37.11 SFT	1,288.56 SFT
C2 (CORNER)	10 U.L	662.83 SFT	566.91 SFT	692.97 SFT	1,922.75 SFT	1,922.75 SFT	464.48 SFT	44.48 SFT	1,217.22 SFT
C3 (ELEC. CLOSET)	10 U.L	656.00 SFT	549.33 SFT	679.39 SFT	1,884.72 SFT	1,884.72 SFT	464.48 SFT	44.48 SFT	1,217.22 SFT
C4	20 U.L	656.00 SFT	549.33 SFT	679.39 SFT	1,884.72 SFT	3,769.44 SFT	565.09 SFT	39.55 SFT	1,215.58 SFT
C5	20 U.L	656.00 SFT	549.33 SFT	679.39 SFT	1,884.72 SFT	3,769.44 SFT	565.09 SFT	39.55 SFT	1,215.58 SFT
TOTAL	14 D.U.	10,406.8 SFT	10,406.8 SFT	10,406.8 SFT	25,936.47 SFT	25,936.47 SFT	16,859.45 SFT	1,685.94 SFT	15,666.53 SFT

DEVELOPMENT DATA

DEVELOPER	J
PROJECT NO.	A-002

DATE	2024.07.10
BY	2024.07.10
CHKD	2024.07.10
APPD	2024.07.10
DATE	2024.07.10
BY	2024.07.10
CHKD	2024.07.10
APPD	2024.07.10
DATE	2024.07.10
BY	2024.07.10
CHKD	2024.07.10
APPD	2024.07.10
DATE	2024.07.10
BY	2024.07.10
CHKD	2024.07.10
APPD	2024.07.10

DF ARCHITECTURE INC.



PROPOSED TOWNHOUSE DEVELOPMENT
9991 & 7951 BLUNDELL ROAD & 7951 NO. 4 ROAD, RICHMOND, B.C.

WEST KARAGON PROPERTIES

DRAWN	PS
CHECKED	VA
DATE	
APPD	PCVA/DB
DATE	JULY 2024
SHEET TITLE	



NOTES:



NO. 1	NO. 2	NO. 3	NO. 4	NO. 5	NO. 6	NO. 7	NO. 8	NO. 9	NO. 10	NO. 11	NO. 12	NO. 13	NO. 14	NO. 15	NO. 16	NO. 17	NO. 18	NO. 19	NO. 20	NO. 21	NO. 22	NO. 23	NO. 24	NO. 25	NO. 26	NO. 27	NO. 28	NO. 29	NO. 30	NO. 31	NO. 32	NO. 33	NO. 34	NO. 35	NO. 36	NO. 37	NO. 38	NO. 39	NO. 40	NO. 41	NO. 42	NO. 43	NO. 44	NO. 45	NO. 46	NO. 47	NO. 48	NO. 49	NO. 50	NO. 51	NO. 52	NO. 53	NO. 54	NO. 55	NO. 56	NO. 57	NO. 58	NO. 59	NO. 60	NO. 61	NO. 62	NO. 63	NO. 64	NO. 65	NO. 66	NO. 67	NO. 68	NO. 69	NO. 70	NO. 71	NO. 72	NO. 73	NO. 74	NO. 75	NO. 76	NO. 77	NO. 78	NO. 79	NO. 80	NO. 81	NO. 82	NO. 83	NO. 84	NO. 85	NO. 86	NO. 87	NO. 88	NO. 89	NO. 90	NO. 91	NO. 92	NO. 93	NO. 94	NO. 95	NO. 96	NO. 97	NO. 98	NO. 99	NO. 100
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DE ARCHITECTURE INC.



PROPOSED TOWNHOUSE
DEVELOPMENT
9891 & 9891 BLUNDELL
ROAD & 7951 NO. 4 ROAD,
RICHMOND, B.C.

CUSTOMER

WEST KARAGON PROPERTIES

DATE: JULY 2024	SHEET TITLE:
DRAWN: PS	CHECKED: VA
SCALE: 1/8" = 1'-0"	DATE: 1/24/24
APP'D: RCP/GB	

CONTEXT PLAN

NO. 1	NO. 2	NO. 3	NO. 4	NO. 5	NO. 6	NO. 7	NO. 8	NO. 9	NO. 10	NO. 11	NO. 12	NO. 13	NO. 14	NO. 15	NO. 16	NO. 17	NO. 18	NO. 19	NO. 20	NO. 21	NO. 22	NO. 23	NO. 24	NO. 25	NO. 26	NO. 27	NO. 28	NO. 29	NO. 30	NO. 31	NO. 32	NO. 33	NO. 34	NO. 35	NO. 36	NO. 37	NO. 38	NO. 39	NO. 40	NO. 41	NO. 42	NO. 43	NO. 44	NO. 45	NO. 46	NO. 47	NO. 48	NO. 49	NO. 50	NO. 51	NO. 52	NO. 53	NO. 54	NO. 55	NO. 56	NO. 57	NO. 58	NO. 59	NO. 60	NO. 61	NO. 62	NO. 63	NO. 64	NO. 65	NO. 66	NO. 67	NO. 68	NO. 69	NO. 70	NO. 71	NO. 72	NO. 73	NO. 74	NO. 75	NO. 76	NO. 77	NO. 78	NO. 79	NO. 80	NO. 81	NO. 82	NO. 83	NO. 84	NO. 85	NO. 86	NO. 87	NO. 88	NO. 89	NO. 90	NO. 91	NO. 92	NO. 93	NO. 94	NO. 95	NO. 96	NO. 97	NO. 98	NO. 99	NO. 100
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CHARACTER AND COLOR OF CONCRETE
PLAYERS REF. TO LANDSCAPE DRAWINGS.
ALL PLANTING MATERIAL AND LANDSCAPE
DESIGN AREA REF. TO LANDSCAPE
DRAWINGS.
ALL GRADING, LOCATION OF CATCH
BASINS, CURB & GUTTER, PEDESTRIAN
CROSSING REF. TO CIVIL DRAWINGS.
TO ALL RESIDENT CAR PARKING SPACES TO
BE EQUIPPED WITH LEVEL 2 EV CHARGING
OUTLETS AS PER BYLAW REQUIREMENTS.
EXCAVATION TO BE CARRIED OUT UNDER
THE SUPERVISION OF THE ARCHITECT.

LEGEND:

- PL - PROPERTY LINE
- LA - LANDSCAPING
- BR - BIKE RACK
- BL - BOLLARD LIGHT
- CC - CONCRETE CURB
- ROC - ROLL OVER CURB
- SC - SMALL CAR
- LD - LETDOWN
- CR - CATCH BASIN

[illegible]

OF ARCHITECTURE INC.

GRUP 161

PROJECT:
PROPOSED TOWNHOUSE

DEVELOPMENT
9991 & 9951 BLUNDELL
ROAD & 7951 NO. 4 ROAD,
RICHMOND, B.C.

CLIENT

WEST KARAGON PROPERTIES

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DRAWN: PS	
CHECKED: YA	
SCALE: 3/32" = 1'-0"	
JOB NO. RCH-029	
DATE: JULY 2024	

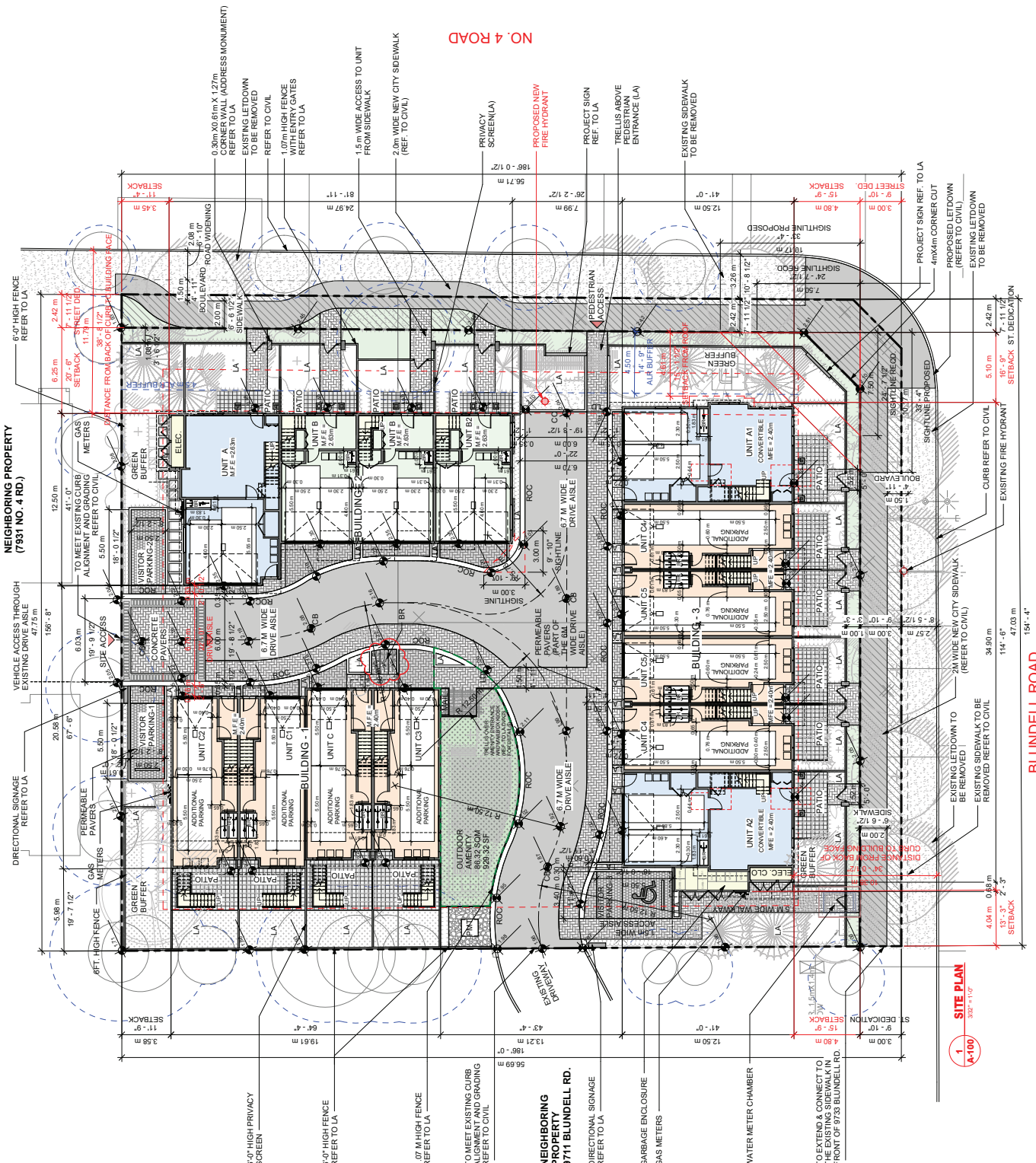
SHEET TITLE:

SITE PLAN

CONCLUSIONS

A-100

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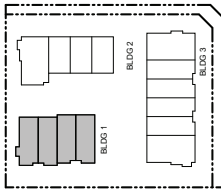


CNCL - 83

NOTES:

SCHEDULE OF FINISHES

1. SMOOTH FINISH HARDFEEL AP -
SIDING COLOR TO MATCH -
JAMES HARDIE FARMHOUSE WHITE.
2. BRICK - INTERMEDIATE BRICK
COLOR ALMOND
3. HARDFEEL SIDING AND BATTEN -
COLOR TO MATCH -
JAMES HARDIE FARMHOUSE WHITE.
4. PAINTED VINYL WINDOWS
COLOR: STANDARD BLACK.
5. COLOR: BM 800 GRAPHITE
- PAINTED FASCIA AND GUTTER
- DOORS -
- TRIM -
- PRIMAVERA GREEN.
6. ASPHALT SHINGLES -
COLOR: TAYLOR GREY.
7. GARAGE DOOR COLOR TO MATCH:
BM 210 AD CEMENT TAYLOR.
8. SMOOTH VENTED HARDFEEL SHUTTLE TO
WATCH - JAMES HARDIE FARMHOUSE
WHITE.



KEY PLAN

NO.	DATE	DESCRIPTION
1	10/11/2024	ISSUED FOR PERMIT
2	10/11/2024	ISSUED FOR PERMIT
3	10/11/2024	ISSUED FOR PERMIT
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97	10/11/2024	ISSUED FOR PERMIT
98	10/11/2024	ISSUED FOR PERMIT
99	10/11/2024	ISSUED FOR PERMIT
100	10/11/2024	ISSUED FOR PERMIT

DF ARCHITECTURE INC.

2500 WEST 10TH AVENUE, SUITE 100, RICHMOND, B.C. V6V 1K1
1-800-467-7777
www.dfarchitecture.com

GROUP 161

PROPOSED TOWNHOUSE DEVELOPMENT
9951 & 9951 BLUNDELL
ROAD & 7951 NO. 4 ROAD,
RICHMOND, B.C.

CURT

WEST KARAGON PROPERTIES

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DRAWN BY	RS
CHECKED BY	VA
SCALE	As Indicated
APP'D BY	PCP/GB
DATE	JULY 2024
SHEET TITLE	

BUILDING 1
ELEVATIONS

CONTINUING

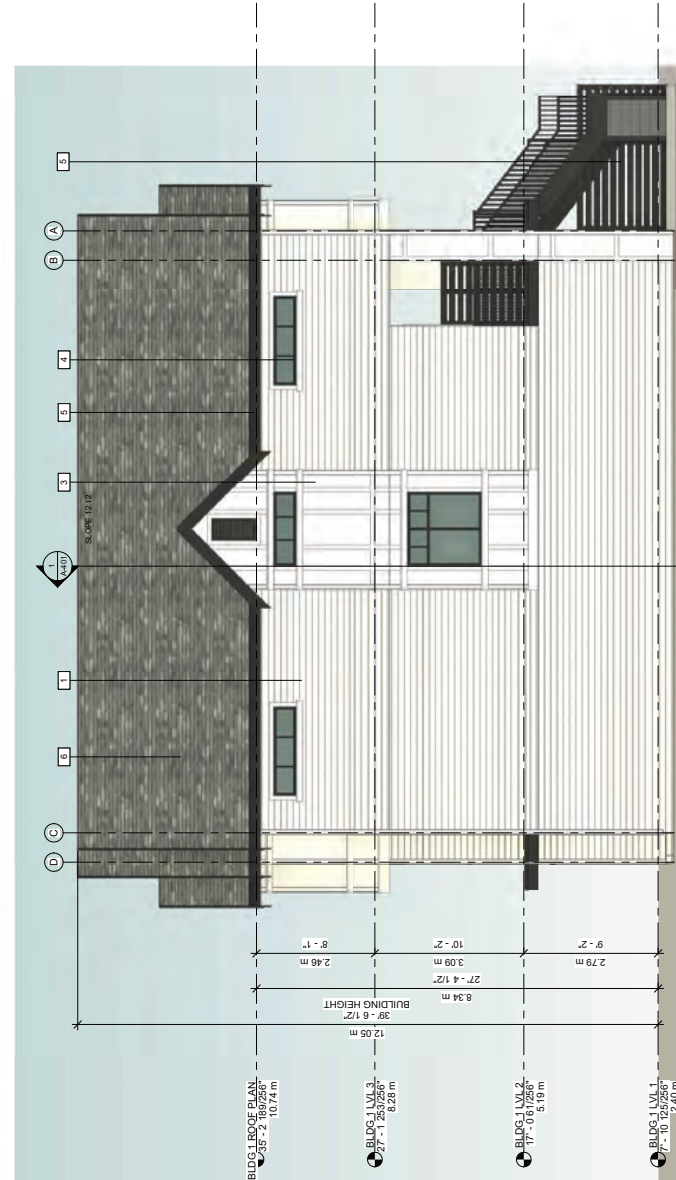
A-301

J



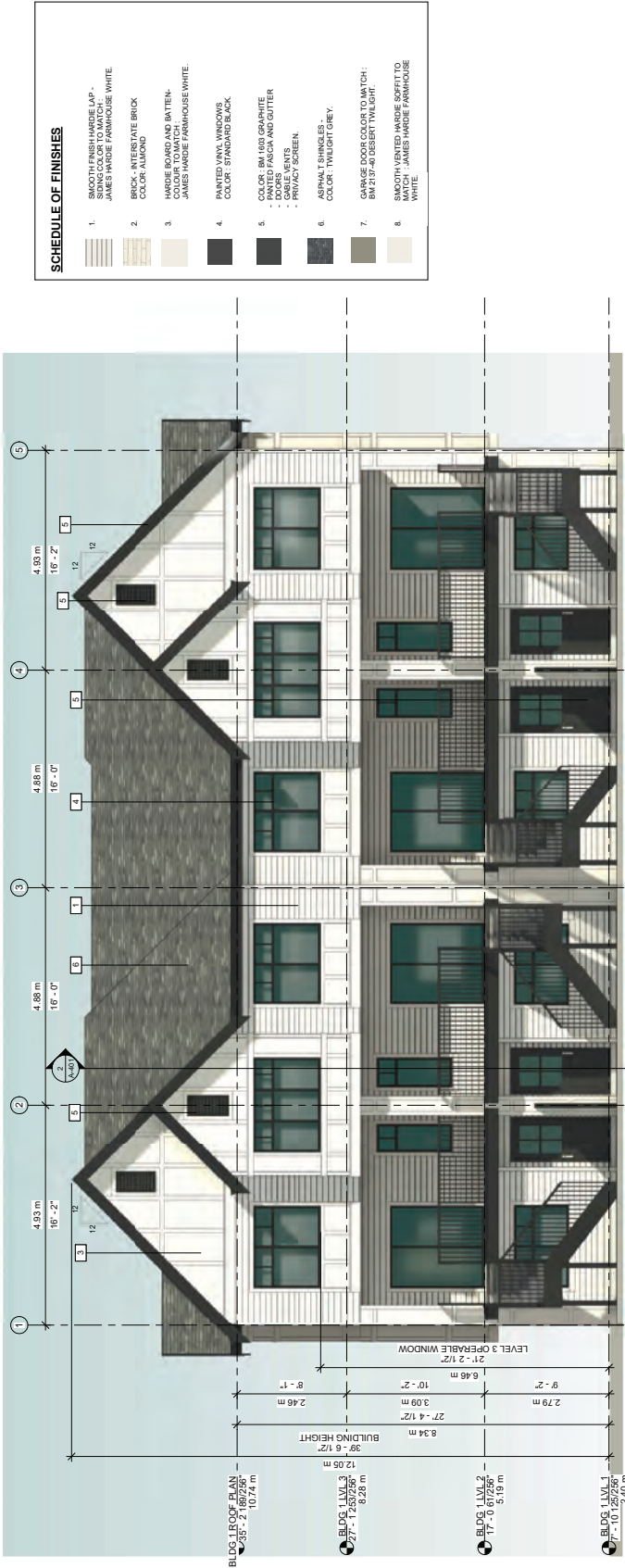
1 BUILDING 1 EAST ELEV.
1/4" = 1'-0"

A-301



2 BUILDING 1 NORTH ELEV.
1/4" = 1'-0"

A-301



SCHEDULE OF FINISHES

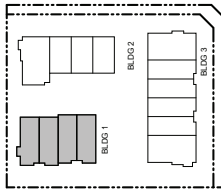
- 1. SMOOTH FINISH HARDE PLANK - SIDING COLOR TO MATCH: JAMES HARDE FARMHOUSE WHITE
- 2. BRICK - INTERSTATE BRICK COLOR: AMMOND
- 3. HARDE PLANK AND BATTEN - COLOR TO MATCH: JAMES HARDE FARMHOUSE WHITE
- 4. PAINTED VINYL WINDOWS COLOR: STANDARD BLACK
- 5. COLOR: BM 1603 GRAPHITE - DOORS - PAINTED VINYL WINDOWS - COLOR: TWILIGHT GREY
- 6. ASPHALT SHINGLES - COLOR: TWILIGHT GREY
- 7. GARAGE DOOR COLOR TO MATCH: BM 2137 AD DESERT TWILIGHT
- 8. SMOOTH VENTED HARDE SOFFIT TO MATCH - JAMES HARDE FARMHOUSE WHITE

2 BUILDING 1 WEST ELEV. 1/4" = 1'-0"



1 BUILDING 1 SOUTH ELEV. 1/4" = 1'-0"

NOTES:



KEY PLAN

NO.	DATE	DESCRIPTION
1	10/15/2024	ISSUED FOR PERMIT
2	10/15/2024	ISSUED FOR PERMIT
3	10/15/2024	ISSUED FOR PERMIT
4	10/15/2024	ISSUED FOR PERMIT
5	10/15/2024	ISSUED FOR PERMIT
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7	10/15/2024	ISSUED FOR PERMIT
8	10/15/2024	ISSUED FOR PERMIT
9	10/15/2024	ISSUED FOR PERMIT
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DF ARCHITECTURE INC.

GROUP 161

PROPOSED TOWNHOUSE DEVELOPMENT

9991 & 9991 BLUNDELL ROAD & 7951 NO. 4 ROAD, RICHMOND, B.C.

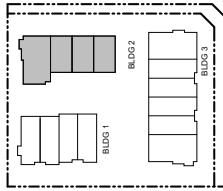
WEST KARAGON PROPERTIES

DATE: JULY 2024

BUILDING 1 ELEVATIONS

A-302 J

SCHEDULE OF FINISHES



KEY PLAN

Year	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
2024-07-01	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100

DF ARCHITECTURE INC.
350 WEST SHELBRIDGE AVE. RICHMOND B.C.
CANADA V6V 2Y9
TEL: 604-273-4111 FAX: 604-273-4111

GRUP 161

OF AMERICA, with editorial assistance from the American Academy of Management, 1980. Pp. 115. \$1.95. ISBN 0-02-030000-0.

PROJECT:
**PROPOSED TOWNHOUSE
DEVELOPMENT**
**9991 & 9951 BLUNDELL
ROAD & 7951 NO. 4 ROAD,
RICHMOND, B.C**

CLIENT

WEST KARAGON PROPERTIES

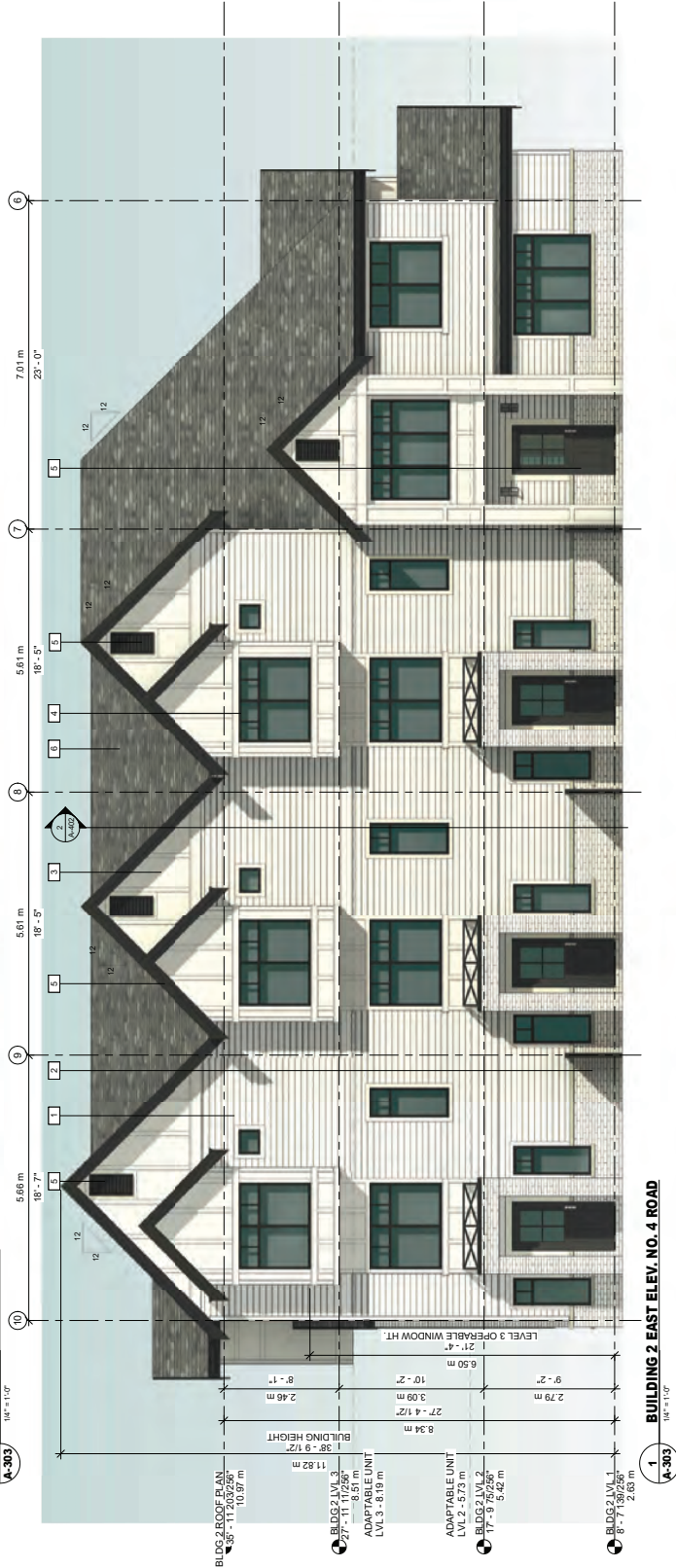
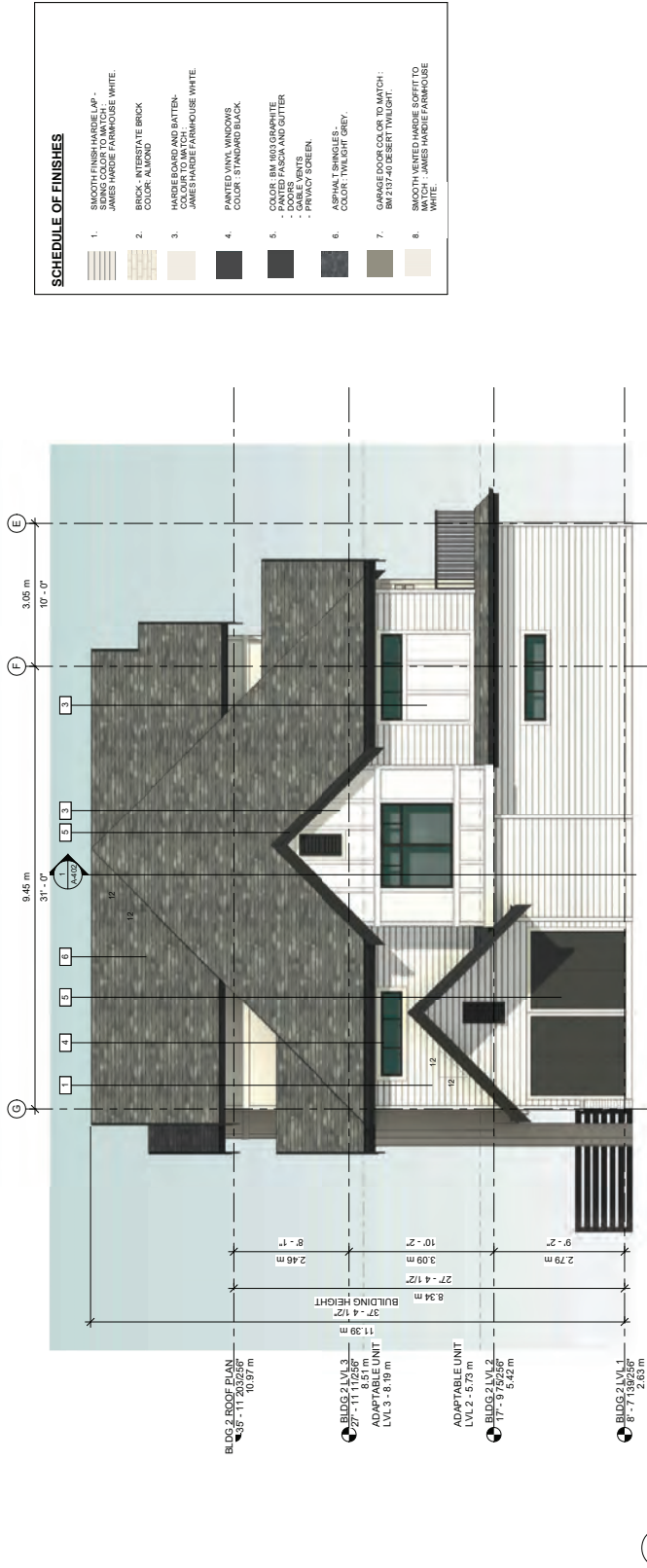
DRAWN: PS	
CHECKED: YA	
SCALE: As Indicated	
JOB NO: RCH-029	
DATE: JULY 2024	

BUILDING 2
ELEVATIONS

DRAWING No.

A-303

ר



1. SMOOTH FINISH HARDIE LAP.
SUNING COLOR TO MATCH:
JAMES HARDIE FARMHOUSE WHITE
2. BRICK, INTERESTING BRICK
COLOR ALMOND
3. HARDIE BOARD AND BATTEN.
SUNING COLOR TO MATCH:
JAMES HARDIE FARMHOUSE WHITE.
4. PAINTED VINYL WINDOWS
COLOR: STANDING BLACK.
5. COLOR: BM 1603 GRAPHITE
- DOORS
- DOORS
- GABLE VENTS
- PORCH SCREEN
6. ASPHALT SHINGLES -
COLOR: TWILIGHT GREY.
7. GARAGE DOOR COLOR TO MATCH:
BM 213-40 DESERT TWILIGHT.
8. SMOOTH VENTED HARDIE SOFFIT TO

 $1.4^{\circ} = 1.0^{\circ}$

KEY PLAN

2024-07-02	1	DP PRE TRAIN MISSION
2024-04-01	1	DP PRE TRAIN MISSION
2024-01-15	1	DP PRE TRAIN MISSION
2022-11-01	1	DP PRE TRAIN MISSION
2022-10-15	1	DP PRE TRAIN MISSION
2022-03-20	1	DP PRE TRAIN MISSION
2021-11-01	1	DP PRE TRAIN MISSION
2021-08-15	1	DP PRE TRAIN MISSION
2021-06-01	1	DP PRE TRAIN MISSION
2019-03-15	1	CONDUCT & PRELIMINARY DP TRAINING

DF ARCHITECTURE INC.

GRUP 161

PROJECT:
**PROPOSED TOWNHOUSE
DEVELOPMENT**
9951 & 9951 BLUNDELL
ROAD & 7951 NO. 4 ROAD,
RICHMOND, B.C.

USENT:

WEST KARAGON PROPERTIES

PREPARED BY: PS	
CHECKED BY:	
SCALE: As indicated	
JOB NO. RCH-029	
DATE: JULY 2024	

BUILDING 3
ELEVATIONS

TRAINING

A-306

NOTES:

2024-07-02	J	DP PRE BUDGETS/ICN
2024-04-01	I	DP PRE BUDGETS/ICN
2024-04-01	I	DP PRE BUDGETS/ICN
2024-03-15	I	DP PRE BUDGETS/ICN
2022-11-01	C	DP PRE BUDGETS/ICN
2022-10-11	I	DP PRE BUDGETS/ICN
2022-03-28	I	DP PRE BUDGETS/ICN
2021-10-11	C	DP PRE BUDGETS/ICN
2021-08-17	C	DP BUDGET/ICN
2021-06-11	I	CONG & PREL BUDGET/ICN
2021-06-11	I	CONG & PREL BUDGET/ICN

DF ARCHITECTURE INC.
350 WEST BELLEROSUE AVE. RICHMOND, B.C.
CANADA V6V 2B9
TEL: (604) 278-4433
FAX: (604) 278-4433



PROJECT:
**PROPOSED TOWNHOUSE
DEVELOPMENT**
**9951 & 9951 BLUNDELL
ROAD & 7951 NO. 4 ROAD,
RICHMOND, B.C**

CLIENT

WEST KARAGON PROPERTIES

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DRAWN: PS
CHECKED: YA
SCALE: 1/8" = 1'-0"
JOB NO.: RCH-029
DATE: JULY 2024

SHEET TITLE

SCALE & CHARACTER COMPATIBILITY

DRAWING No.	A-520	J
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CNCL - 90



2 SCALE COMPATIBILITY - BLUNDELL RD.
A-520 1/8"= 1'-0"

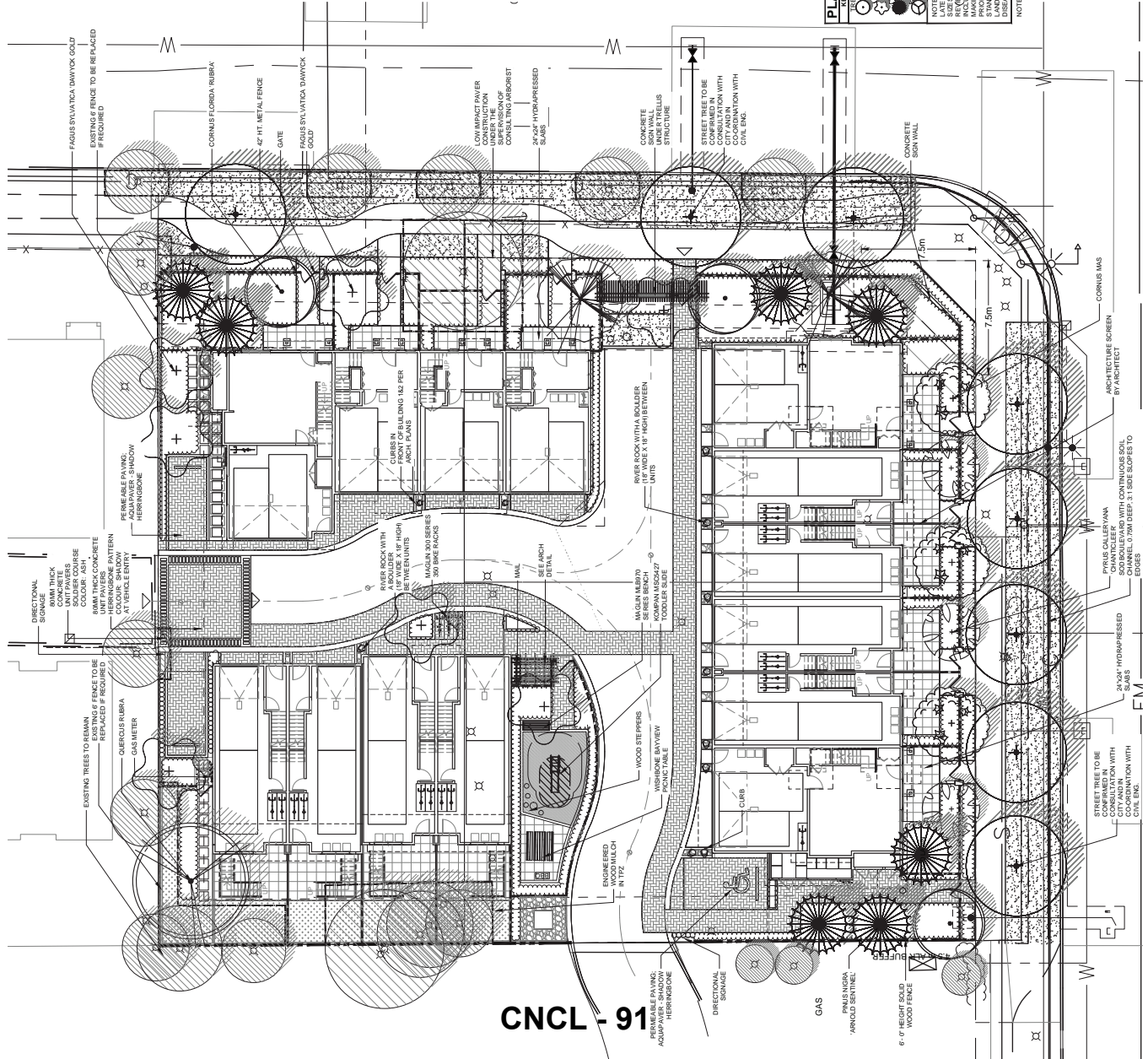
SCALE
1/8" = 1'-0"

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pmg
LANDSCAPE
ARCHITECTS
Suite C100 - 4188 8th Creek Drive
Richmond, BC V6X 2C6
P: 604-294-0911 F: 604-294-0222

SEAL

CNCL - 91



PLANT SCHEDULE		PLANT PROJECT NUMBER: 16-140
SYMBOL	COMMON NAME	PLANTED SIZE / TREES
1	CORNUS FLORIDA RUBRA	800 CAL. 800
2	FAGUS SYLVATICA DAWYCK GOLD	800 CAL. 800
3	PRUNUS NIGRA	800 CAL. 800
4	QUERCUS RUBRA	800 CAL. 800
5	PRUNUS SP.	800 CAL. 800
6	PRUNUS SP.	800 CAL. 800
7	PRUNUS SP.	800 CAL. 800
8	PRUNUS SP.	800 CAL. 800
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100	PRUNUS SP.	800 CAL. 800

NOTES: TREE REPLACEMENT REQUIRED TO: TREE REPLACEMENT PROVIDED BY: 9 DEPT 4.



DATE: 18 AUG 10
SCALE: 3/32" = 1'-0"
DRAWN: B/M/A
DESIGN: B/I
CHKD: M/C
PMG PROJECT NUMBER: 16-140

16-UNIT TOWNHOUSE
DEVELOPMENT
9991 & 9951 BLUNDELL
ROAD & 7951 NO 4 ROAD,
RICHMOND, BC
DRAWING TITLE:
LANDSCAPE
PLAN
DRAWING NUMBER:
L1
OF 5
18-160

PLANT SCHEDULE			PMS PROJECT NUMBER: 14-00	
SERIAL	SYMBOL	COMMON NAME	PLANTED	SIZE / REMARKS
1	4	STRAWBERRY TREE	# POT	30CM
2	5	ARECUNASUNO	# POT	30CM
3	6	BUJANG MACROPHYLLA WINTER GEM	# POT	30CM
4	7	LITTLE LEAF BOX	# POT	30CM
5	8	RETIVING DOORWOOD	# POT	30CM
6	9	BIGLEAF HYDRANGEA	# POT	30CM
7	10	WIGWAG MOUNTAIN LAUREL	# POT	30CM
8	11	KALAMIA ATTILIA E.L.P	# POT	30CM
9	12	POWER POWER	# POT	30CM
10	13	PRUNUS LAUCOCERAS LAMBOO	# POT	30CM
11	14	OTTO LUPEN LAUREL	# POT	30CM
12	15	RHOXODENDRON LIGHT PURPLE E MAY	# POT	30CM
13	16	RHOXODENDRON P.J.M.I	# POT	30CM
14	17	SPRINKLE DOUGLASS	# POT	30CM
15	18	HELIX YEW	# POT	30CM
16	19	POUNCE BLUEBERRY	1.2M B&B	# POT
17	20	FEATHER REED GRASS	# POT	30CM
18	21	MEADOWS WOOD	# POT	30CM
19	22	MEADOW FEATHER GRASS	# POT	30CM
20	23	ENGLISH LAVENDER	# POT	1.2 F&M
21	24	COMPACT VIOLET BLUE	# POT	30CM
22	25	SALAL	# POT	30CM
23	26	GAULTHERIA SHALLOON	# POT	30CM
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[illegible]

DATE	DESCRIPTION	AMOUNT	CHECK NO.	DEBIT	CREDIT	BALANCE
20 JAN 26	NEW SITE PLAN					0.00
23 NOV 03	QTY COMAR R70S & NEW SITE PLAN					0.00
23 JAN 03	QTY COMAR R70S & NEW SITE PLAN					0.00
22 MAR 01	NEW SITE PLAN/ANALYST REPORT					0.00
21 OCT 04	DRIVE WAY UPDATED					0.00
21 AUG 23	NEW SITE PLAN/DOOR/ANALYSIS BID					0.00
21 AUG 23	NEW SITE PLAN					0.00
19 MAR 06	RE-ZONING/ANALYST SUBMISSION					0.00

CLIENT:

PROJECT:

**16-UNIT TOWNHOUSE
DEVELOPMENT**
9991 & 9951 BLUNDELL
ROAD & 7951 NO.4 ROAD,
RICHMOND, BC

DRAWING TITLE:
LANDSCAPE SHRUB
PLAN

DATE: 10/10/2010

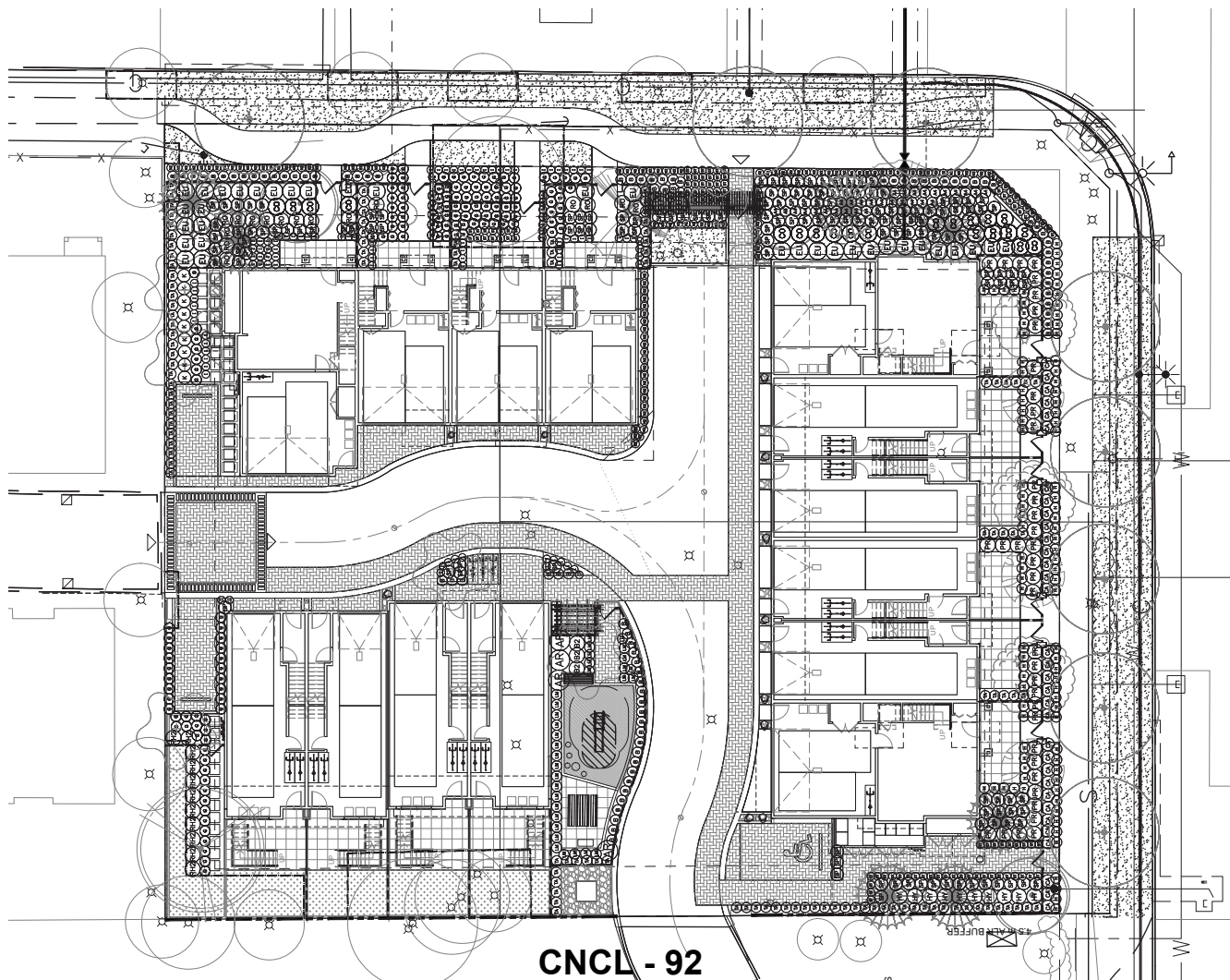
SCALE: 3/3 2 1 1 0 0

DRAWN: RJ/MM

DESIGN: RJ

...AND FOR ALL.

1001 CO. 11 718



CNCL - 92



RZ 19-856171

Attachment 3

Address: 9951, 9991 Blundell Road and 7951 No. 4 Road

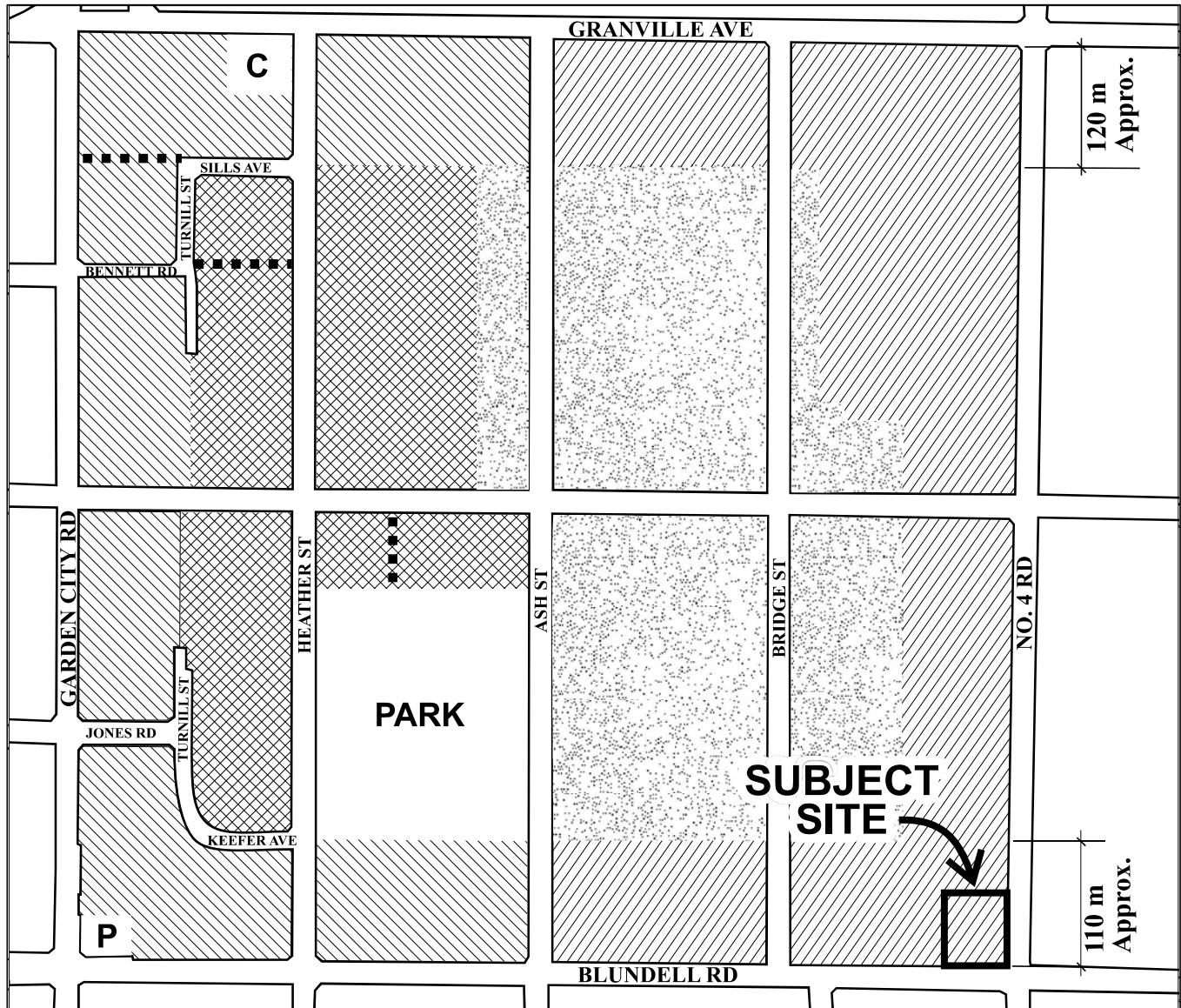
Applicant: DF Architecture Inc.


Planning Area(s): North McLennan (City Centre)


	Existing	Proposed
Owner:	West Karagon Properties Inc.	No Change
Site Size (m²):	2,679.9 m ²	2,409.0 m ²
Land Uses:	Single-Family	Multiple-Family Residential
OCP Designation:	Low-Density Residential	No Change
Area Plan Designation:	Residential, 2 ½ storeys typical (3-storey maximum)	No Change
702 Policy Designation:	N/A	No Change
Zoning:	Small-Scale Multi-Unit Housing (RSM/XL)	Medium Density Townhouses (RTM2)
Number of Units:	3	14 townhouses
Other Designations:	N/A	No Change


On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.65	0.65 Max.	none permitted
Lot Coverage – Building:	Max. 40%	40% Max.	none
Lot Coverage – Non-porous Surfaces:	Max. 65%	65% Max.	none
Lot Coverage – Landscaping:	Min. 25%	25% Min.	none
Setback – Front (South) Yard (Blundell) (m):	Min. 6.0 m	4.8 m Min.	Variance Requested
Setback – Exterior (East) Side Yard (No. 4 Road) (m):	Min. 6.0 m	5.1 m Min.	Variance Requested
Setback – Interior (West) Side Yard (m):	Min. 3.0 m	3.0 m Min.	none
Setback – Rear Yard (north) (m):	Min. 3.0 m	3.0 m Min.	none
Height (m):	Max. 12.0 m (3 storeys)	12.0 m (3 storeys) Max.	none
Lot Width:	Min. 30.0 m	43.4 m	none
Lot Depth:	Min. 35.0 m	53.2 m	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	1.4 (R) and 0.2 (V) per unit	2 (R) and 0.2 (V)	none


On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Off-street Parking Spaces – Total:	20 (R) and 3 (V)	28 (R) and 3 (V)	none
Tandem Parking Spaces:	Max. 50% of proposed residential spaces in enclosed garages (28 x Max. 50% = 14)	16	Variance Requested
Small Car Parking Spaces	Max. 50% when 31 or more spaces are provided on-site (31 x Max. 50% = 15)	6	none
Accessible Parking Spaces:	Min. 2% when 11 or more spaces are required (23 x 2% = 1 space)	1	none
Bicycle Parking Spaces – Class 1 / Class 2:	1.25 (Class 1) and 0.2 (Class 2) per unit	1.5 (Class 1) and 0.2 (Class 2) per unit	none
Off-street Parking Spaces – Total:	18 (Class 1) and 3 (Class 2)	22 (Class 1) and 3 (Class 2)	none
Amenity Space – Indoor:	Min. 70 m ² or Cash-in-lieu	Cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m ² x 14 units = 84 m ²	Min. 84 m ²	none



 **Residential, Townhouse up to 3 storeys** over 1 parking level, Triplex, Duplex, Single-Family **0.75 base F.A.R.**

 **Residential, 2 ½ storeys** typical (3 storeys maximum) Townhouse, Triplex, Duplex, Single-Family **0.60 base F.A.R.**

 **Residential, 2 ½ storeys** typical (3 storeys maximum), predominantly Triplex, Duplex, Single-Family **0.55 base F.A.R.**

 **Residential, Historic Single-Family, 2 ½ storeys** maximum **0.55 base F.A.R.**, Lot size along Bridge and Ash Streets:

- Large-sized lots (e.g. 18 m/59 ft. min. frontage and 550 m²/ 5,920 ft² min. area)

Elsewhere:

- Medium-sized lots (e.g. 11.3 m/ 37 ft. min. frontage and 320 m²/ 3,444 ft² min. area), with access from new roads and General Currie Road;

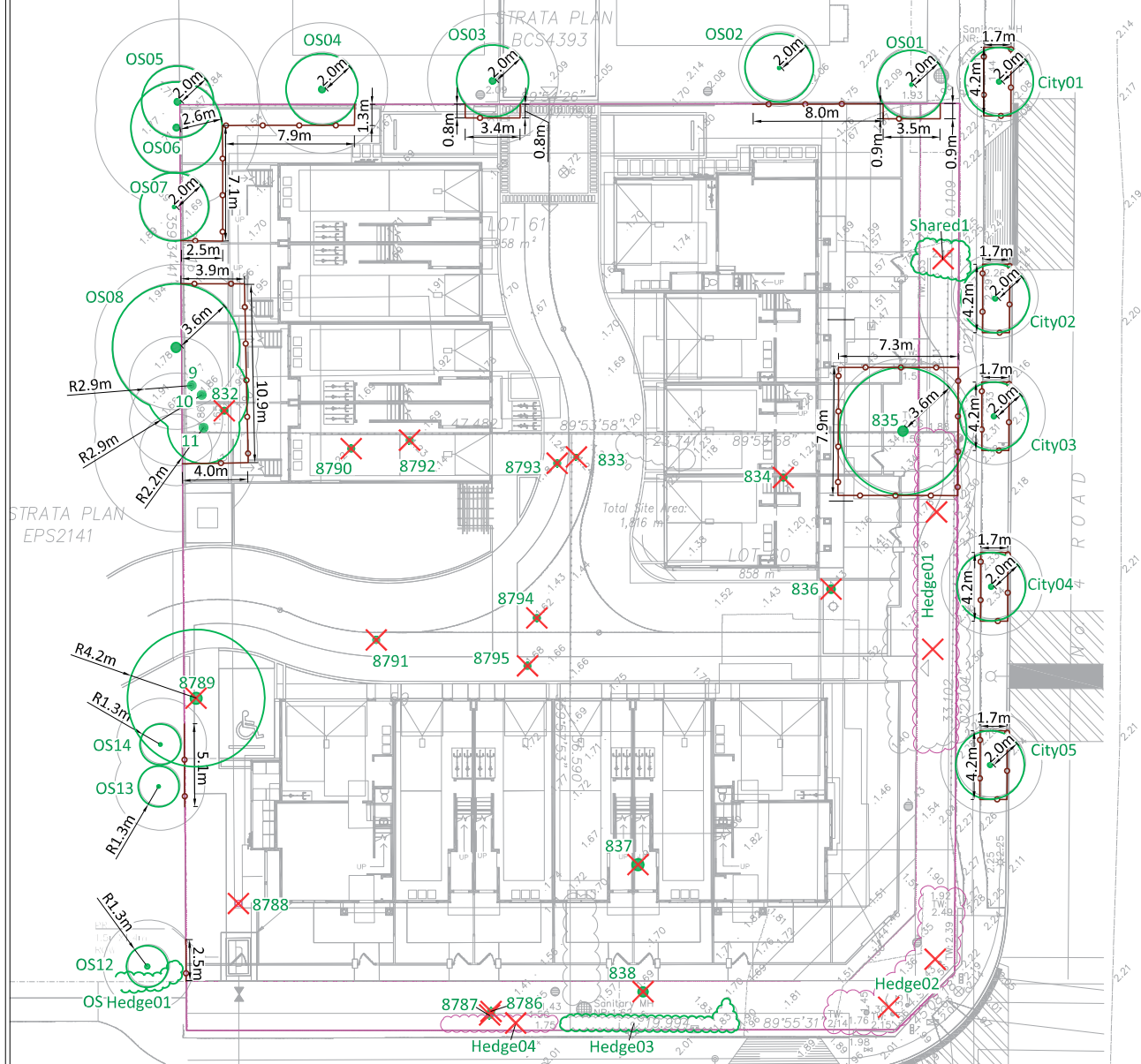
Provided that the corner lot shall be considered to front the shorter of its two boundaries regardless of the orientation of the dwelling.

■ ■ ■ ■ Trail/Walkway

C Church

P Neighbourhood Pub

Note: Sills Avenue, Le Chow Street, Keefer Avenue, and Turnill Street are commonly referred to as the “ring road”.

**Arborist's Notes:**

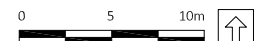
- No changes to existing grades are allowed within a tree protection zone without prior project arborist consultation.
- Tree protection fencing cannot be moved without prior project arborist consultation.
- Any patio or landscape construction within the TPZ of any protected trees must be done above grade without any excavation.
- Any demolition, excavation or construction within 2 m of a tree protection zone will require on-site project arborist supervision.
- Trees OS03 to OS8, 9-11: Minor branch pruning may be required for building envelope clearance. To be determined at time of construction and supervised by project arborist.
- Any pruning must be conducted by an ISA-certified arborist.
- Finished surface of yard space beneath any tree drip lines should only be turf or 15 cm depth of composted organic mulch.
- Footings for stairs within the TPZ of OS08, 9-11 must be dug using low-impact methods such as hand digging. Adjustment of the footing may be required to accommodate the roots of the trees. Root zone may be impacted, and long-term retention suitability to be determined the day of the works proposed.

Regarding Tree 835:

- Supervision by the project arborist of excavation within 2 m of the tree protection zone, and root pruning at the edge of the proposed tree protection zone will be required.
- Any patio or landscape construction within the TPZ must be done above grade without any excavation.
- The brick pathway will have to be built over a clear crush laid on top of a geotextile layer, on top of the existing grade, and without excavation within the TPZ. Arborist supervision is required.
- Drip irrigation throughout the tree protection zone of tree #835 and beneath the mulch layer is prescribed during hot dry weather for the duration of on-site construction.
- Minor branch pruning may be required for building envelope clearance. To be determined at time of construction and supervised by project arborist.
- The proposed sidewalk within the TPZ of tree #835 must be built under arborist supervision, using low-impact methods, above existing grade and without excavation.
- Footings for fencing within the TPZ must be dug using low-impact methods such as hand digging. Adjustment of the footing may be required to accommodate the roots of the trees. Arborist supervision required. Root zone may be impacted, and long-term retention suitability to be determined the day of the works proposed.

Regarding OS03:

- Hard paving is already installed on lane alignment adjacent to tree OS03.
- Proposed concrete pavers and visitor parking must be built using low-impact, zero excavation methods.



LEGEND	CRITICAL ROOT ZONE	TREE PROTECTION ZONE AND FENCING	UN-SURVEYED TREE
	TREE TO BE RETAINED	TREE TO BE REMOVED	

REFERENCE DRAWINGS

- Base Survey from client, dated January 6th, 2021.

NOTES

- The location of un-surveyed trees on this plan is approximate. Their location and ownership must be confirmed without being surveyed by a Registered BC Land Surveyor.
- All tree protection fencing must be built to the relevant municipal bylaw specifications. The dimensions shown are from the outer edge of the stem of the tree.
- The tree protection zone shown is a graphical representation of the critical root zone, measured from the outer edge of the stem of the tree. (If the tree's diameter was added to the graphical tree protection circles to accommodate the survey point being in the center of the tree)
- Any construction activities or grade changes within the Root Protection Zone must be approved by the project arborist.
- This plan is based on a topographic and tree location survey provided by the owners' Registered British Columbia Land Surveyor (BCLS) and layout drawings provide by the owners' Engineer (P Eng).
- This plan is provided for context only, and is not certified as to the accuracy of the location of features or dimensions that are shown on this plan. Please refer to the original survey plan and engineering plans.



3559 COMMERCIAL STREET
VANCOUVER BC | V5N 4E8
T 604.733.4886 | F 604.733.4879

Drawing title: Tree Management Plan
Project address: 7951 Blenheim Road and 7951 No.4 Road, Richmond
Client: West Karagon Properties Inc.

Drawing No: 005
Date: 2024/03/19
Drawn by: JB
Page Size: TABLOID 11"x17"

Page #
1 of 1



Address: 9951, 9991 Blundell Road and 7951 No. 4 Road

File No.: RZ 19-856171

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10596, the developer is required to complete the following:

1. **(Development Permit)** The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
2. **(Road Dedication)** Approximately 2.42 m wide road across the entire No. 4 Road frontage and approximately 3.0 m wide road across the entire Blundell Road frontage; with a 4 m x 4 m corner cut. Note: this may require an overlay of the proposed functional plan with the dedication plan to confirm that the required improvements can be accommodated within the dedication area.
3. **(Lot Consolidation)** Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings).
4. **(Site Access)** Registration of a legal agreement on title ensuring:
 - No vehicular access off Blundell Road or No. 4 Road will be allowed.
 - Acknowledgement that the Developer wishes to make use of the SRW/PROP that are registered at 9888 Keefer Avenue and 9733 Blunder Road for vehicular access to the subject site.
 - Acknowledge that the use of the driveway and drive aisles at 9888 Keefer Avenue and 9733 Blundell Road are subject to the terms and conditions of the SRW/PROP.
 - An indemnity/release agreement with the City indemnifying and releasing the City from any problems/damages resulting from the reliance on the registered SRW/PROP at 9888 Keefer Avenue and 9733 Blunder Road for vehicular access and egress to/from the subject site.
 - Identification of the cross access arrangement in the disclosure statement to future unit buyers of the subject development.
5. **(Access to Adjacent Residential Developments)** Registration of a cross-access easement, statutory right-of-way, and/or other legal agreements or measures, as determined to the satisfaction of the Director of Development, over the internal drive-aisle in favour of the adjacent sites (including 9888 Keefer Avenue and 9733 Blundell Road) including the installation of way-finding and other appropriate signage on the subject property, and requiring a covenant that the owner provide written notification of this through the disclosure statement to all initial purchasers, provide an acknowledgement of the same in all purchase and sale agreements, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
6. **(Interior Noise – Residential)** Registration of a legal agreement on title identifying that the proposed development must be designed and constructed in a manner that mitigates potential traffic to the proposed dwelling units. Dwelling units must be designed and constructed to achieve:
 - a) CMHC guidelines for interior noise levels as indicated in the chart below:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels
 - b) the ASHRAE 55-2004 “Thermal Environmental Conditions for Human Occupancy” standard for interior living spaces.
7. **(Tandem Parking – No Conversion)** Registration of a legal agreement on title prohibiting the conversion of the tandem parking area into habitable space.
8. **(ALR Buffer)** Registration of a legal agreement on Title to identify the Agriculture Land Reserve (ALR) buffer area (4.5 m wide, measured from the new property line along No. 4 Road), to

- Ensure that the landscape buffer is designed and to be maintained in accordance to the Ministry of Agriculture's Guide to Edge Planning
- Ensure that landscaping planted within this buffer will not be abandoned or removed,
- Identify that the landscape planting is intended to be a buffer to mitigate the impacts of noise, dust and odour generated from typical farm activities
- Indicate that the subject property is located adjacent to active agricultural operations and subject to impacts of noise, dust and odour.

9. **(City Centre Future Development Impacts)** Registration of a legal agreement on title stipulating that the development is subject to potential impacts due to other development that may be approved within the City Centre including without limitation, loss of views in any direction, increased shading, increased overlook and reduced privacy, increased ambient noise and increased levels of night-time ambient light, and requiring that the owner provide written notification of this through the disclosure statement to all initial purchasers, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
10. **(Flood Indemnity Covenant)** Registration of a flood indemnity covenant on title.
11. **(No Rental and Age Restrictions)** Registration of a restrictive covenant prohibiting (a) the imposition of any strata bylaw that would prohibit any residential dwelling unit from being rented; and (b) the imposition of any strata bylaw that would place age-based restrictions on occupants of any residential dwelling unit.
12. **(CCAP Community Planning)** City acceptance of the developer's voluntary contribution to future City community planning studies (as set out in the City Centre Area Plan) and as indicated in the table below.

	Site Area for Density Purposes	Maximum FAR	Maximum Permitted Floor Area	CCAP Community Planning Rate	Minimum Voluntary Developer Contribution
TOTAL	2,409 m ²	0.65	16,854.67 ft ²	\$0.34/ft ²	\$5,730.59

Note: In the event the developer contribution is not provided (cash) within one year of the Rezoning Bylaw receiving third reading of Council (Public Hearing), the contribution rate shall be changed to the Council-approved rate in effect at the time the contribution is provided and the value of the contribution shall be changed accordingly, where the change is positive.

13. **(Contribution - Child Care)** City acceptance of the developer's offer to voluntarily contribute \$45,902.35 to the City's child care fund.
14. **(Contribution – Affordable Housing)** City acceptance of the developer's offer to voluntarily contribute \$18.00 per buildable square foot (e.g. \$303,384.04) to the City's affordable housing fund.
15. **(Contribution – Market Rental)** City acceptance of the developer's offer to voluntarily contribute \$2.65 per buildable square foot (e.g. \$ 44,664.87) to the City's affordable housing fund.
16. **(Public Art – Cash Contribution)** City acceptance of the developer's offer to make a voluntary cash contribution towards the City's Public Art Fund, the terms of which shall include the following:

- a) The value of the developer's voluntary public art contribution shall be based on the Council-approved rates for residential and non-residential uses and the maximum buildable floor area permitted under the subject site's proposed zoning, excluding floor area associated with affordable housing and market rental, as indicated in the table below.

Building Type	Rate	Maximum Permitted Floor Area (after exemptions)	Minimum Voluntary Cash Contribution
Residential	\$1.02 per buildable square foot	16,854.67 ft ²	\$17,191.76

- b) In the event that the contribution is not provided within one year of the application receiving third reading of Council (i.e. Public Hearing), the contribution rate (as indicated in the table in item a) above) shall be increased annually thereafter based on the Statistics Canada Consumer Price Index (All Items) – Vancouver yearly quarter-to-quarter change, where the change is positive.

17. **(Contribution – Indoor Amenity)** Contribution of \$2,066 per dwelling unit (e.g. \$28,924.00) in-lieu of on-site indoor amenity space.

18. **(Tree Survival Security – Onsite Trees)** Submission of a Tree Survival Security to the City in the amount of \$40,960.00 for four on-site trees (specifically tag# 9, #10, #11 & #835) to be retained. No Tree Survival Security will be returned until the post-construction assessment report, confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by staff.
19. **(Tree Survival Security – City’s Tree)** Submission of a Tree Survival Security to the City in the amount of \$25,600.00 for five City’s trees (specifically tag # 01, 02, 03, 04, 05) to be retained. No Tree Survival Security will be returned until the post-construction assessment report, confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by staff.
20. **(Arborists Contract)** Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
21. **(Tree Protection Fencing)** Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
22. **(Servicing Agreement)** Enter into a Servicing Agreement* for the design and construction of frontage improvements along the site frontages. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to:

Water Works:

- a) Using the OCP Model, there is 739 L/s of water available at a 20 psi residual at the Blundell Road frontage, and 719 L/s of water available at a 20 psi residual at the No 4 Road frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b) At Developer’s cost, the Developer is required to:
 - i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
 - ii) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use. At minimum, one additional hydrant on the No 4 Road frontage is required.
 - iii) Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2o-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized via the servicing agreement process.
- c) At Developer’s cost, the City will:
 - i) Install one new water service connection for the proposed site.
 - ii) Cut, cap, and remove all existing water connections and meters serving the development site.

Storm Sewer Works:

- a) At Developer’s cost, the Developer is required to:
 - i) Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
- b) At Developer’s cost, the City will:
 - i) Install one new storm connection, complete with inspection chamber, off of the existing storm sewer on the Blundell Road frontage. If feasible, the storm connection shall be tied in to the existing manhole.
 - ii) Cut, cap, and remove all existing storm connections and inspection chambers serving the development site.

Sanitary Sewer Works:

- a) At Developer's cost, the Developer is required to:
 - i) Remove the sanitary sewer along the Blundell Road frontage of the site, and fill and abandon the sanitary sewer west of the site up to the proposed manhole.
 - ii) Discharge the sanitary sewer Right-of-Way BM295022 (Plan LMP39900) along the Blundell Road frontage following removal of the sanitary sewer.
 - iii) Remove all existing sanitary connections and inspection chambers serving the development site.
 - iv) Video inspect the sanitary sewer along the frontage of 9733 Blundell Road prior to filling and abandoning, to confirm there are no undocumented connections to the pipe in the area to be filled and abandoned.
- b) At Developer's cost, the City will:
 - i) Install one new sanitary connection, complete with inspection chamber, off of the existing sanitary sewer on the No 4 Road frontage.
 - ii) Install a new manhole on the sanitary sewer on Blundell Road at the tie-in point of 9733 Blundell Road's sanitary connection (i.e. to facilitate abandonment/removal of the sanitary sewer east of the connection).

Frontage Improvements (General):

- a) At Developer's cost, the Developer is required to:
 - i) Coordinate with BC Hydro, Telus and other private communication service providers:
 - (1) To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - (2) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - (3) To underground overhead service lines.
 - ii) Locate/relocate all above ground utility cabinets and kiosks required to service the proposed development, and all above ground utility cabinets and kiosks located along the development's frontages, within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown on the architectural plans/functional plan, the servicing agreement drawings, and registered prior to SA design approval:
 - BC Hydro PMT – 4.0 x 5.0 m
 - BC Hydro LPT – 3.5 x 3.5 m
 - Street light kiosk – 1.5 x 1.5 m
 - Traffic signal kiosk – 2.0 x 1.5 m
 - Traffic signal UPS – 1.0 x 1.0 m
 - Shaw cable kiosk – 1.0 x 1.0 m
 - Telus FDH cabinet – 1.1 x 1.0 m
 - iii) Review street lighting levels along all road frontages, and upgrade as required. In areas where the existing streetlight conduit is under the sidewalk but will become under the boulevard as part of the frontage improvements, the streetlight conduit must be lowered in order to provide adequate depth of cover.
 - iv) Complete other frontage improvements as per Transportation requirements:

Frontage Improvements (No. 4 Road)

- a) Frontage improvements (cross-section): Across the subject site's entire No. 4 Road frontage, the Developer is required to provide the following frontage improvements (measured west to east):

- New east property line of the subject site. (Note: a 2.42 m wide dedication is required to meet minimum frontage improvement standards).
- 2.0 m wide concrete sidewalk. (Arterial Road Sidewalk Policy).
- 1.55 m wide landscaped boulevard with street trees.
- 2.0 m landscaped boulevard with no new tree planting. (Future road widening area).
- 0.15 m wide west curb of site fronting section of No. 4 Road.

b) Comments on proposed sidewalk/boulevard alignment:

- The proposed sidewalk is shown transitioned (towards the north) at roughly mid-section of the site frontage from next to the property line to 1.7 m from the curb. The realigned section of the sidewalk will encroach into the future road widening area. The new sidewalk around the eastern limit of the TPZ is to be kept 2.0 m from the fronting curb.
- The requirement for protecting Tree #835 is recognized. The sidewalk is to be realigned around the Tree #835 TPZ. Beyond the TPZ, the sidewalk is to be transitioned back immediately to stay next to the new property line.

- c) Frontage improvements (sidewalk connection): The subject site's new sidewalk is to connect directly to the existing sidewalk at the immediate north neighbouring development at the common property line. A sidewalk transition section is required. The transition is to be constructed based on a reverse curve design (e.g. 3 m x 3 m).
- d) Driveway closures/backfill: All existing driveways along the subject site's No. 4 Road frontage are to be closed permanently. Site vehicular access is to be provided via the SRW/PROP cross access title registrations at 9733 Blundell Road and 9888 Keefer Avenue. The Developer is responsible for the removal of all existing driveway let-downs and the replacement with barrier curb/gutter, boulevard with street trees and concrete sidewalk per standards described above.
- e) Parks/Tree Bylaw requirements: Consult Parks/Tree Bylaw on the requirements for tree protection/placement including tree species and spacing as part of the frontage works. Note that the above frontage improvements may have to be realigned to meet tree protection requirements.
- f) Engineering requirements: Consult Engineering on lighting and other utility requirements as part of the frontage works. These requirements include but are not limited to: relocation of hydro poles, relocation of existing or placement of new hydrants, and streetlights. All such installations are to have setbacks from sidewalk/driveway/road curb per City Engineering Design Specifications.

Frontage Improvements (Blundell Road)

- a) Frontage improvements (cross-section): Across the subject site's entire Blundell Road frontage, the Developer is required to provide the following frontage improvements (measured north to south):
- New north property line of the subject site. (Note: a 3.0 m wide dedication is required to meet minimum frontage improvement standards).
 - 2.0 m wide concrete sidewalk. (Arterial Road Sidewalk Policy).
 - 1.5 m wide landscaped boulevard with street trees.
 - 2.0 m landscaped boulevard with no new tree planting. (Future road widening area).
 - 0.15 m wide north curb of site fronting section of Blundell Road.
- b) Tree Planting: New tree planting is to be contained within the 1.5 m wide boulevard between the new sidewalk and the 2.0 m wide future road widening space. Refer to the notes immediately above for frontage improvement cross-section details.
- c) Frontage improvements (sidewalk connection): The subject site's new sidewalk is to be extended for a short distance beyond the west common property line to connect directly to the existing sidewalk at 9733 Blundell Road. The existing sidewalk transition section at 9733 Blundell Road is to be removed and backfilled with grass

boulevard. The finished sidewalk is to have a straight alignment next to the property line across the two neighbouring sites.

- d) Driveway closures/backfill: All existing driveways along the subject site's Blundell Road frontage are to be closed permanently. Site vehicular access is to be provided via the SRW/PROP cross access title registrations at 9733 Blundell Road and 9888 Keefer Avenue. The Developer is responsible for the removal of all existing driveway let-downs and the replacement with barrier curb/gutter, boulevard with street trees and concrete sidewalk per standards described above.
- e) Parks/Tree Bylaw requirements: Consult Parks/Tree Bylaw on the requirements for tree protection/placement including tree species and spacing as part of the frontage works. Note that the above frontage improvements may have to be realigned to meet tree protection requirements.
- f) Engineering requirements: Consult Engineering on lighting and other utility requirements as part of the frontage works. These requirements include but are not limited to: relocation of hydro poles, relocation of existing or placement of new hydrants, and streetlights. All such installations are to have setbacks from sidewalk/driveway/road curb per City Engineering Design Specifications.

Frontage Improvements (Northwest corner of No. 4 Road/Blundell Road Intersection)

- a) Traffic signal infrastructure
 - The frontage improvements at the northwest corner of the Blundell Road/No. 4 Road intersection will have impacts on the following existing traffic signal infrastructure: junction boxes (for traffic loop, communications and traffic signal); eastbound traffic loop detectors; and traffic signal pole/base. The Developer is responsible for the cost of relocation/upgrading/replacement of the aforementioned traffic signal items. As part of the SA detailed design, the Developer is required to prepare design drawings for the required traffic signal works and submit such design to the City Traffic Signal Group for approval.
- b) Wheelchair ramps and crosswalks
 - The proposed dual ramps are to be replaced by a single ramp (Engineering Design Specifications Drawing R-15-SD).
 - Angled design of the E-W and N-S sidewalks are not acceptable. The crosswalks are to be aligned so that they are perpendicular to each other.

Road Dedication and SRW Requirements

- a) Dedications: The following dedications are required. (The exact road dedications are to be determined as part of the functional road design process and legal surveys).
 - No. 4 Road frontage: The frontage improvement standards are 2.0 m wide sidewalk, 1.5 m wide boulevard and 2.0 m wide future road widening strip. The existing frontage width is not adequate for supporting these standards. A 2.42 m wide dedication across the subject site's entire No. 4 Road frontage is required.
 - Blundell Road frontage: The minimum frontage improvement standards are 2.0 m wide sidewalk, 1.5 m wide boulevard and 2.0 m wide future road widening strip. The existing frontage width is not adequate for supporting these standards. A 3.0 m wide dedication across the subject site's entire Blundell Road frontage is required.
 - Corner cut: A 4.0 m x 4.0 m corner cut dedication is required at the southeast corner of the subject site (measured from the intersecting points of the two new property lines).
- b) Utility SRW requirements: All above ground hydro/telephone kiosks and other third party equipment must not be placed within any frontage works area including sidewalk and boulevard. On-site SRW is to be secured for the placement of this equipment.

Functional Plan

- a) Functional plan requirements: The Developer is required to submit functional road plans, prepared by a Registered Professional Engineer, for approval by the City. The purpose of the functional plans is to establish the extent of frontage improvements and to determine, in conjunction with legal surveys, road dedication requirements. TAC and City Engineering Design Specifications are to be followed. The completed plan is to contain this information:
- Frontage improvements described above.
 - Typical road cross-sections and cross-section at TPZ.
 - Road dedications required to support the required frontage improvements.
 - Pavement marking and traffic signage plans.
- b) General Items:
- At Developer's cost, the Developer is required to:
 - Provide, prior to start of site preparation works or within the first servicing agreement submission, whichever comes first, a preload plan and geotechnical assessment of preload, dewatering, and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations.
 - Provide a video inspection report of the existing storm sewer and sanitary sewers along the road frontages prior to start of site preparation works or within the first servicing agreement submission, whichever comes first. A follow-up video inspection, complete with a civil engineer's signed and sealed recommendation letter, is required after site preparation works are complete (i.e. pre-load removal, completion of dewatering, etc.) to assess the condition of the existing utilities and provide recommendations to retain, replace, or repair. Any utilities damaged by the pre-load, de-watering, or other ground preparation shall be replaced or repaired at the Developer's cost.
 - Conduct pre- and post-preload elevation surveys of all surrounding roads, utilities, and structures. Any damage, nuisance, or other impact to be repaired at the developer's cost. The post-preload elevation survey shall be incorporated within the servicing agreement design.
 - Monitor the settlement at the adjacent utilities and structures during pre-loading, dewatering, and soil preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to the City for approval.
 - Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures.
 - Coordinate the servicing agreement design for this development with the servicing agreement(s) for the adjacent development(s), both existing and in-stream. The developer's civil engineer shall submit a signed and sealed letter with each servicing agreement submission confirming that they have coordinated with civil engineer(s) of the adjacent project(s) and that the servicing agreement designs are consistent. The City will not accept the 1st submission if it is not coordinated with the adjacent developments. The coordination letter should cover, but not be limited to, the following:
 - Corridors for City utilities (existing and proposed water, storm sewer, sanitary and DEU) and private utilities.
 - Pipe sizes, material and slopes.
 - Location of manholes and fire hydrants.
 - Road grades, high points and low points.
 - Alignment of ultimate and interim curbs.
 - Proposed street lights design.
 - 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.

23. **(Fees - Notices)** Payment of all fees in full for the cost associated with the Public Hearing Notices, consistent with the City's Consolidated Fees Bylaw No 8636, as amended.

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

1. Complete an acoustical and thermal report with recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and noise mitigation standards comply with the City's Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards 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

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
4. 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.
- If the development will be constructed in phases and stratified, a [Phased Strata Subdivision Application](#) is required. Each phase of a phased strata plan should be treated as a separate parcel, each phase to comply with the Richmond Zoning Bylaw 8500 in terms of minimum lot area, building setback and parking requirements. Please arrange to have the City's Approving Officer review the

proposed phased boundaries in the early DP stages. To allow sufficient time for staff review and preparation of legal agreements, the application should be submitted at least 12 months prior to the expected occupancy of development.

- If the development intends to create one or more air space parcels, an [Air Space Parcel Subdivision Application](#) is required. To allow sufficient time for staff review and preparation of legal agreements, the application should be submitted at least 12 months prior to the expected occupancy of development.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10596 (RZ 19-856171)
9951, 9991 Blundell Road and 7951 No. 4 Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **“Medium Density Townhouses (RTM2)”**.

P.I.D. 005-371-945

Lot 59 Section 15 Block 4 North Range 6 West New Westminster District Plan 40580

P.I.D. 004-193-491

Lot 60 Except: Parcel “B” (Bylaw Plan 64705), Section 15 Block 4 North Range 6 West New Westminster District Plan 40580

P.I.D. 002-795-817

Lot 61 Section 15 Block 4 North Range 6 West New Westminster District Plan 40580

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10596”**.

FIRST READING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

_____ CITY OF RICHMOND
_____ APPROVED by EL
_____ APPROVED by Director or Solicitor
_____ _____ _____

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Planning Committee

Date: August 19, 2024

From: Joshua Reis
Director, Development

File: RZ 22-023114

Re: Application by Wayne Fougere Inc. for Rezoning at 9311/9331 Ferndale Road from "Small-Scale Multi-Unit Housing (RSM/XL)" Zone to the "Town Housing (ZT104) - North McLennan (City Centre)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10586 to create the "Town Housing (ZT104) – North McLennan (City Centre)" zone, and to rezone 9311/9331 Ferndale Road from "Small-Scale Multi-Unit Housing (RSM/XL)" zone to the "Town Housing (ZT104) - North McLennan (City Centre)" zone, be introduced and given first, second and third reading.

Joshua Reis, MCIP, RPP, AICP
Director, Development
(604-247-4625)

JR:ak
Att. 7

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

Staff Report

Origin

Fougere Architecture Inc., on behalf of Western Ferndale Garden 4 Holdings Ltd. (Director: Thomas C. Leung), has applied to the City of Richmond for permission to rezone 9311/9331 Ferndale Road (Attachment 1) from the “Small-Scale Multi-Unit Housing (RSM/XL)” zone to the “Town Housing (ZT104) – North McLennan (City Centre)” zone in order to permit the development of eight townhouse units with vehicle access from 9333 Ferndale Road.

A Development Permit application is required to further address the form and character of the proposed townhouse development. Conceptual development plans are provided for reference in Attachment 2.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached. (Attachment 3).

Subject Site Existing Housing Profile

The subject site currently contains a non-conforming two-unit dwelling that is tenant occupied. The applicant has notified the tenants of the proposed development and have not received any concerns to date. The applicant is committed to providing notice in keeping with the Residential Tenancy Act. The existing dwelling is proposed to be demolished.

Surrounding Development

Existing development immediately surround the subject site is as follows:

To the North and West: Richmond Pentecostal Church on property zoned “Small-Scale Multi-Unit Housing (RSM/XL)” and “Assembly (ASY)”.

To the South: Across Ferndale Road, the Katsura Neighbourhood Park on property zoned “School & Institutional Use (SI)”.

To the East: A 30-unit townhouse complex zoned “Town Housing (ZT63) – North McLennan (City Centre)”, with vehicle access from Ferndale Road and Alder Street. This property will provide shared vehicle access for the subject site through an easement along a portion of the Ferndale driveway access.

Related Policies & Studies

Official Community Plan/McLennan North Sub-Area Plan

The subject site is designated as “Apartment Residential” in the Official Community Plan (OCP) and is located in the City Centre Area Plan (CCAP).

The City Centre Area Plan designates the subject site as “General Urban T4” and the McLennan North Sub-Area Plan (Schedule 2.10C of the City Centre Area Plan, OCP Bylaw 7100) designates the subject site as “Residential Area 2”, which permits two to four-storey townhouses and low-rise apartments (four-storeys maximum) and a base density of 0.95 FAR (Attachment 4). The proposed development provides similar form to the adjacent development to the east and the preliminary design complies with the Sub-Area Plan. The application is generally consistent with the OCP and CCAP.

The proposed rezoning is subject to a community planning implementation strategy contribution for future community planning initiatives. The applicant proposes to provide a contribution at the current rate of \$0.34 per buildable square foot, for a total of \$3,618.52 prior to the final adoption of the rezoning bylaw.

Registration of a legal agreement on Title is required prior to final adoption of the rezoning bylaw, stipulating that the residential development is subject to potential impacts due to other developments that may be approved within the City Centre and requiring this information be provided through signage in the sales centre and through the disclosure statement to all initial purchasers.

Aircraft Noise Sensitive Development Policy

The subject site is located within the Aircraft Noise Sensitive Development (ANSD) Policy “Area 4”. All new aircraft sensitive noise uses may be considered in this area, in accordance with the ANSD policies contained within the OCP. Prior to rezoning bylaw adoption, a Noise Indemnity Covenant on is required to be registered on Title.

Prior to a Development Permit application being considered by the Development Permit Panel, the applicant is required to submit an acoustical and thermal report and recommendations, prepared by a registered professional, to demonstrate that the interior noise levels and noise mitigation standards comply with the City’s OCP for both aircraft and traffic noise.

Floodplain Management Implementation Strategy

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

Public Consultation

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

The Province has granted Royal Assent to Bill 44, Housing Statues (Residential Development) Amendment Act, 2023. Bill 44 prohibits a Local Government from holding a Public Hearing on a residential rezoning bylaw that is consistent with the OCP. The proposed rezoning meets the conditions established in Bill 44 and is consistent with the OCP. Accordingly, City Council may not hold a Public Hearing on the proposed rezoning.

Analysis

Built Form and Architectural Character

The proposal consists of eight three-storey townhouses arranged into two clusters and generally complies with the property's designation in the North McLennan Sub-Area Plan. The townhouse units are oriented around an east-west driveway with access to the site from Ferndale Road through an easement, through the east abutting property at 9333 Ferndale Road. A building containing four units (including a convertible unit) will front Ferndale Road and another building with four units will be located in the rear. The proposed conceptual development plans are included in Attachment 2.

The proposed three-storey form is consistent with adjacent townhouse developments, keeping with the park-like setting envisioned in the Sub-Area Plan. Detailed design will be reviewed through the Development Permit process.

Proposed Site-Specific Zone

The applicant proposes to create a new "Town Housing (ZT104) – North McLennan (City Centre)" zone, which permits a maximum density of "0.90" and reduced setbacks along portions of the front yard and east side yard. The proposed zone is consistent with the Sub-Area Plan and its objective to redevelop the area from a predominantly single-family neighbourhood to a higher density neighbourhood with varied housing clusters. This proposed townhouse building type and density is also consistent with the density approved for the surrounding townhouse developments.

Staff support the proposed density, building height and setbacks of this new zone based on the following:

- A 0.65 m wide road dedication along Ferndale Road will be provided prior to rezoning adoption to facilitate frontage improvements to be secured through a subsequent Servicing Agreement as part of the future Building Permit.
- Applicant's voluntary contribution of \$78,670.00 towards the McLennan North Road Implementation Strategy Fund, which helped facilitate the acquisition of land and construction of the road network in the North-McLennan Area.
- The proposed setbacks respond to the proposed development while balancing tree retention. The setbacks also respond to the location of the easement area on the neighbouring property that is providing access to the subject site.
- The proposal to construct three-storey townhouse units is generally consistent with existing development in the area and what was envisioned at the time the neighbouring property to the east (9333 Ferndale Road) was developed.

Housing Type and Tenure

The proposed development is a market townhouse development. Consistent with OCP policy respecting townhouse and multiple family housing development projects, and in order to maximize potential rental and housing opportunities throughout the City, the applicant has agreed to register a restrictive covenant on Title prior to rezoning bylaw adoption, prohibiting

(a) the imposition of any strata bylaw that would prohibit any residential dwelling unit from being rented; and (b) the imposition of any strata bylaw that would place age-based restrictions on occupants of any residential dwelling unit.

Amenity Space

The outdoor amenity space is proposed to be situated at the northwest corner of the site. Based on the preliminary design, the total area of the proposed outdoor amenity space is 107 m² which is generally consistent with the OCP and CCAP amenity space guidelines which require 48 m². Staff will work with the applicant at Development Permit stage to ensure that the design of the outdoor amenity space meets Development Permit Guidelines.

The applicant is proposing to provide a cash contribution in lieu of providing the required indoor amenity space on site. The total cash contribution required for the eight-unit townhouse development is \$16,528.00 based on \$2,066.00 per unit based on the current OCP rate and must be provided prior to rezoning adoption.

Transportation and Site Access

Access to Ferndale Road is proposed to be provided through an easement located on the neighbouring townhouse development at 9333 Ferndale Road which was registered over a portion of the drive aisle. The easement was registered at the time of the rezoning of 9333 Ferndale Road, at which time that development had anticipated providing vehicle access to the adjacent property. It was also envisioned that the subject site would redevelop as townhouses. A legal opinion from the applicant's lawyer confirming they have the legal right to use the easement area for access has been provided on file. The legal opinion has also been reviewed by the City's law department.

The developer has also worked closely with the adjacent strata on the driveway access design including the removal of fencing on the neighbour's site, to be completed at the developer's cost. Costing sharing arrangements for repair and maintenance of the shared driveways and fire hydrant have been negotiated between the developer and the strata at 9333 Ferndale Road. A letter from the strata confirming their agreement is on file.

Pedestrian access to each unit is proposed via individual pathways from the public sidewalks and interior pathways within the site.

Consistent with Richmond Zoning Bylaw 8500, a total of 12 resident vehicle parking spaces are provided within the eight individual garages in addition to two visitor parking spaces located at the west end of the drive aisle. Four parking spaces are arranged in two tandem garages. Prior to rezoning adoption, an agreement prohibiting the conversion of tandem parking area into habitable space will be registered on Title. Also consistent with the parking requirements, 11 resident (Class 1) bicycle parking spaces and 2 visitor (Class 2) bicycle parking spaces are proposed on site.

A 0.65 m wide road dedication is required across the entire Ferndale Road frontage in order to accommodate the City's standard sidewalk and boulevard widths. Road dedication is required prior to final adoption of the rezoning bylaw.

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 three bylaw-sized trees on the subject property and 14 trees on neighbouring properties.

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

- One tree located on site, specifically tag# 181 (41 cm cal English oak) is in fair condition and is identified for removal due to grade change impacts, conflict with the proposed utility kiosk location and the required frontage improvements.
- One tree located on site, specifically tag# 182 (31 cm cal Honey locust) is identified to be in good condition and to be protected and retained.
- One tree located on site, specifically tag# 183 (multi-stem cedar) is identified to have sustained historical damage on all stems and sections of bark have been stripped. As a result, this tree is not a good candidate for retention and should be removed and replaced.
- Two trees located on the adjacent north property, specifically tag# OS2 & OS8 (19 and 18 cm cal hemlocks) are dead. These trees are not in conflict with the proposed development but the application has voluntarily agreed to remove the trees with the neighbour's approval.
- One tree located on the adjacent east property, specifically tag# OS13 (16 cm cal spruce) is an undersized tree proposed to be removed to facilitate on-site driveway works. The applicant has acquired the neighbour's approval for the removal. 11 trees (tag# OS1, OS3, OS4, OS5, OS6, OS7, OS9, OS10, OS11, OS12, OS14) located on adjacent neighbouring properties are identified to be retained and protected.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

Tree Replacement

The applicant wishes to remove two on-site trees (tag# 181 and 183). The 2:1 replacement ratio requires a total of four replacement trees. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

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

The applicant's preliminary Landscape Plan (Attachment 5) proposes to plant eight trees on-site. As part of the Development Permit application review process, the number and species of proposed replacement trees is to be refined and additional planting opportunities are to be further examined where appropriate. To ensure that the replacement trees are planted and maintained on-site, the applicant is required to submit a Landscape Security prior to DP issuance in the amount of 100 per cent of a cost estimate prepared by the Registered Landscape Architect (including installation and 10 per cent contingency).

Tree Protection

The applicant is committed to retain and protect one on-site tree (tag# 182) and 11 off-site trees (tag# OS1, OS3, OS4, OS5, OS6, OS7, OS9, OS10, OS11, OS12, OS14). The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 6). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to final adoption of the rezoning bylaw, submission to the City of a Tree Survival Security in the amount of \$10,240.00 to ensure that the on-site tree (tag# 182) identified for retention, will be protected.
- 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. No Tree Survival Security will be returned until the post-construction assessment report, confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by staff.

Affordable Housing Strategy

The City of Richmond's Affordable Housing Strategy (AHS) seeks cash-in-lieu (CIL) contributions to the City's Affordable Housing Reserve Fund when considering rezoning applications with 60 or fewer dwelling units; the contributions are sought in lieu of built low-end-of-market (LEMR) housing units. In this case, the application proposes an eight-unit townhouse development.

Section 5.15 of Richmond Zoning Bylaw No. 8500 outlines the CIL rates for townhome developments within the City Centre. In this case, the rate is \$18.00 per buildable square foot. Accordingly, for this proposal, the contribution amount is \$191,568.78 and must be provided to the City prior to final adoption of the rezoning bylaw.

Market Rental Housing Policy

The OCP establishes a policy framework for the provision of market rental housing. Smaller-scale projects including townhome proposals with more than five units are not required to provide purpose-built market rental units so long as a cash-in-lieu (CIL) contribution is made to the City's Affordable Housing Reserve Fund.

The CIL contribution amount for townhouse developments is \$2.65 per buildable square foot. Consistent with the OCP, the CIL contribution applicable to this proposal is \$28,203.18 and must be provided to the City prior to final adoption of the rezoning bylaw.

Energy Efficiency

Consistent with the City's Energy Step Code requirements, the applicant has confirmed that the applicable Energy Step Code performance targets have been considered in the proposed design. The proposed development is anticipated to achieve Step 3 of the Energy Step Code with EL-4. A confirmation letter has been provided on file. Further details on how the proposal will meet this commitment will be reviewed as part of the Development Permit and Building Permit application review process.

Development Permit Application

Prior to final adoption of the rezoning bylaw, a Development Permit application is required to be processed to a satisfactory level. Through the Development Permit, the following items are to be further examined:

- Compliance with Development Permit Guidelines for multiple-family projects in the OCP.
- Further review of the environmental sustainability features (i.e. EV charging) to be incorporated into the project and confirmation of compliance with the applicable Energy Step Code.
- Confirmation that all aging-in-place and convertible unit feature have been incorporated into the dwelling design.
- Review of the proposed exterior building material and colour palette.
- Review of acoustical and thermal reports and recommendations prepared by an appropriate registered professional, demonstrating that the interior noise levels and noise mitigation standards comply with the OCP and Noise Bylaw requirements.
- Refinement of the outdoor amenity area design, including the choice of play equipment, to create a safe and vibrant environment for children's play and social interaction.

Site Servicing and Frontage Improvements

Prior to Building Permit issuance, the applicant is required to enter into a Servicing Agreement for the design and construction of the following, including but not limited to:

- Frontage improvements including the installation of a 2.0 m sidewalk and 1.5 m landscaped and treed boulevard.
- Installation of new water, storm and sanitary service connections.

Completed details on the scope of the frontage improvements and site servicing are included in Attachment 7.

Financial Impact or Economic Impact

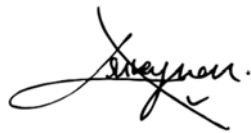
The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

This application is to rezone the property at 9311/9331 Ferndale Road from the “Small-Scale Multi-Unit Housing (RSM/XL)” zone to the “Town Housing (ZT104) – North McLennan (City Centre)” zone in order to permit the development of eight townhouse units with vehicle access from 9333 Ferndale Road.

This rezoning application generally complies with the land use designation and applicable policies for the subject site contained with the OCP and McLennan North Sub-Area Plan. Further design review will be undertaken as part of the associated Development Permit application review process. Road and engineering improvement works required with respect to the subject development will be secured through the City’s standard Servicing Agreement. The list of rezoning considerations is included in Attachment 7, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10586 be introduced and given first, second, and third reading.



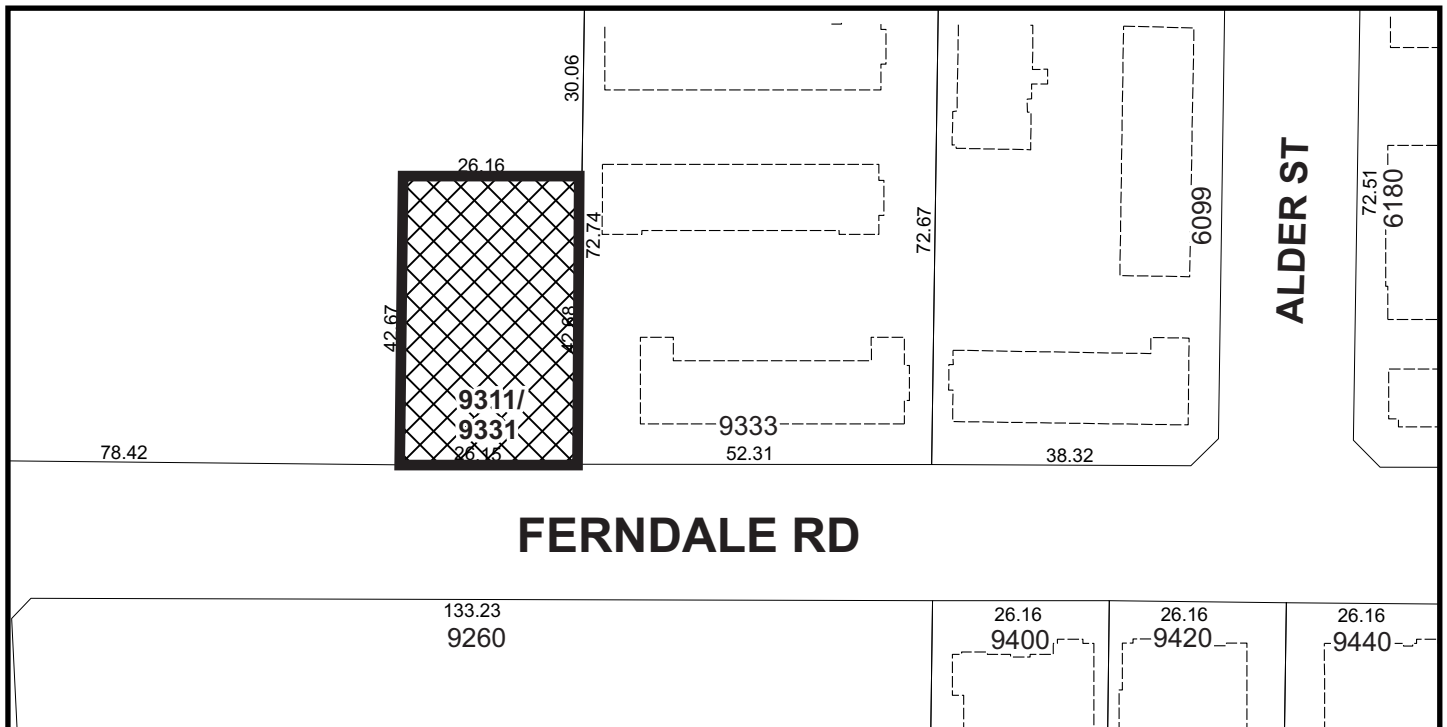
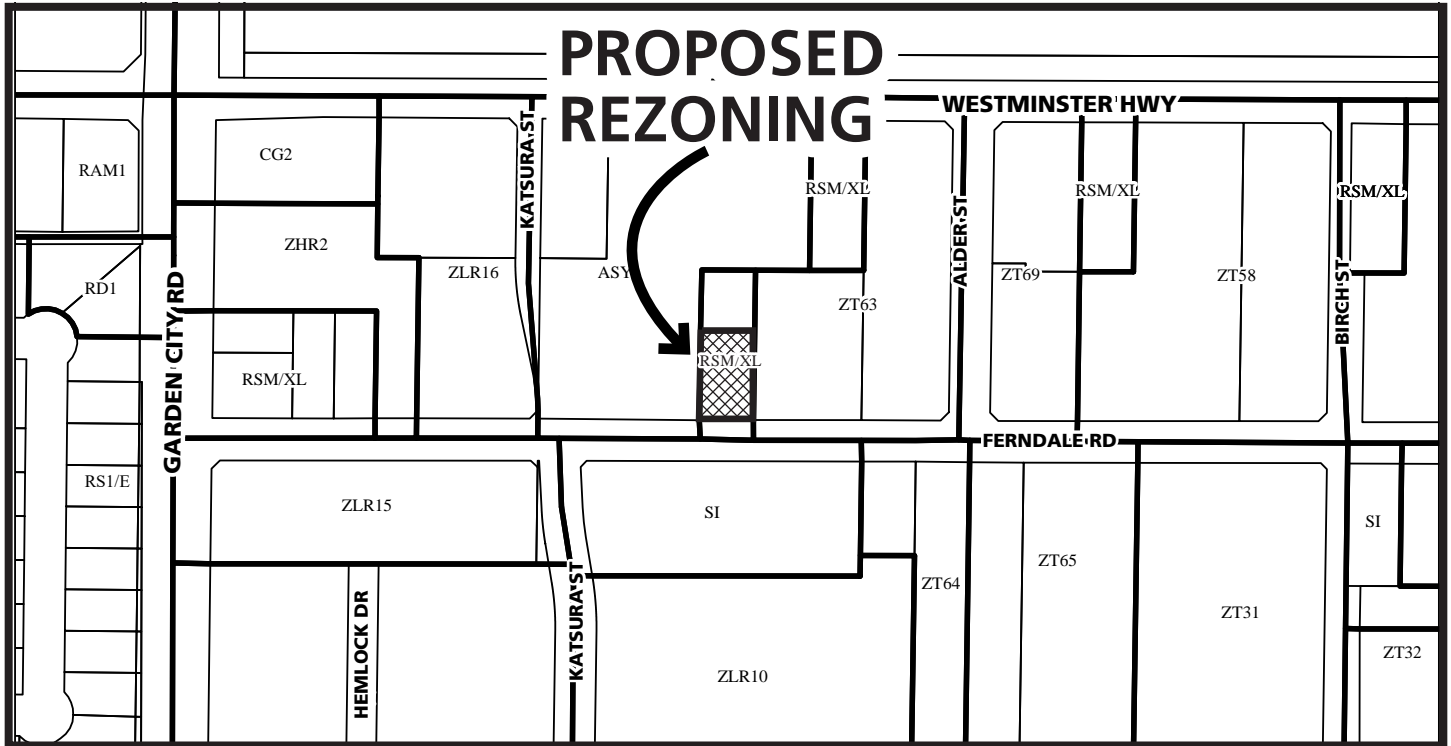
Ashley Kwan
Planner I
(604-276-4173)

AK:he

- Att. 1: Location Map
 2: Conceptual Development Plans
 3: Development Application Data Sheet
 4: McLennan North Sub-Area Plan
 5: Preliminary Landscape Plan
 6: Tree Management Plan
 7: Rezoning Considerations



City of Richmond



RZ 22-023114

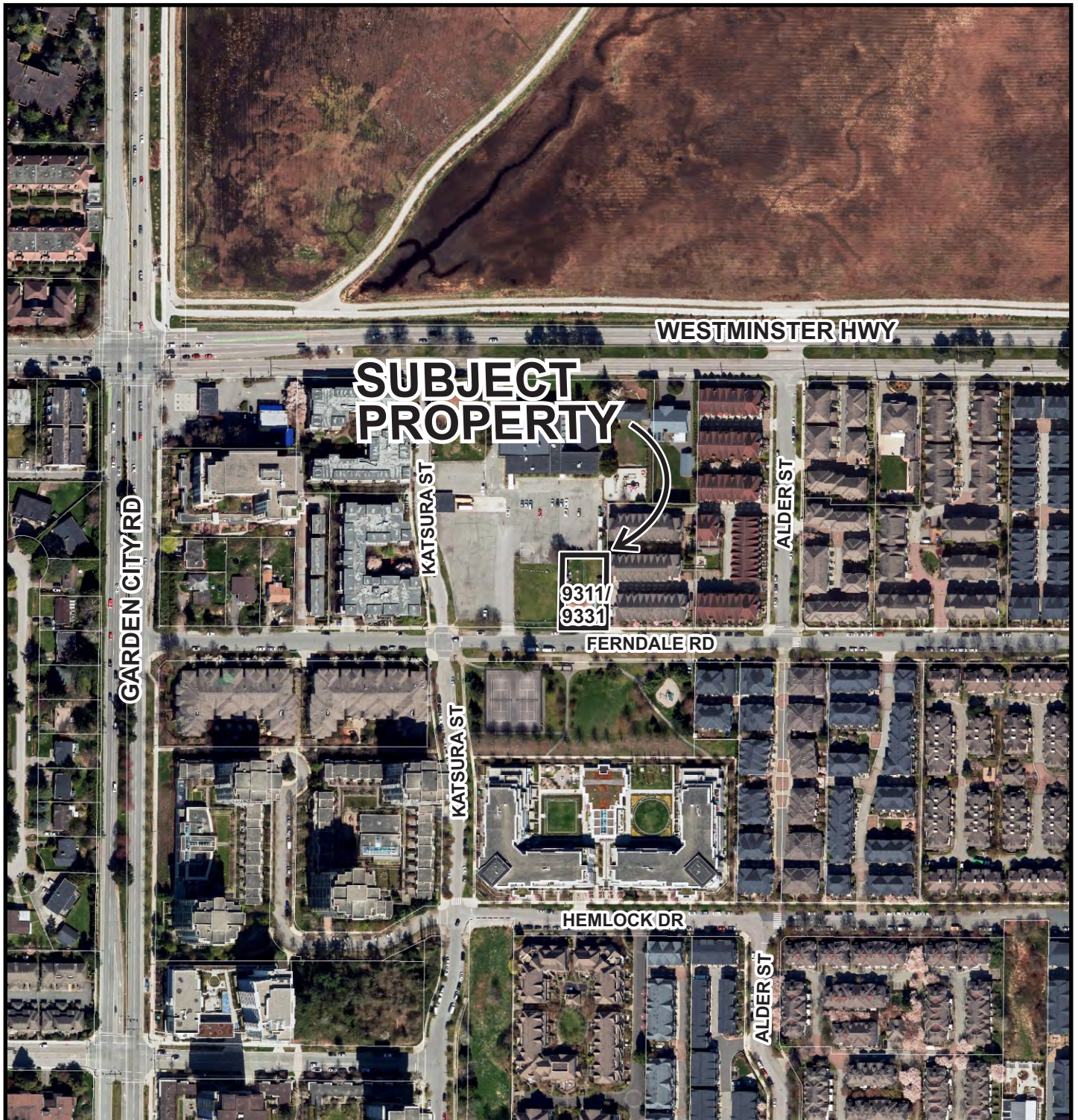
Original Date: 10/12/22

Revision Date: 08/08/24

Note: Dimensions are in METRES



City of
Richmond



RZ 22-023114

Original Date: 10/12/22

Revision Date: 10/19/22

Note: Dimensions are in METRES

REZONING & DP RESUBMISSION
JULY 30, 2024

FERDALE IV
9331 Ferndale Road
for
Western Construction

THIS DOCUMENT IS THE PROPERTY OF THE ARCHITECT AND IS NOT TO BE REPRODUCED OR USED IN ANY MANNER WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT. THE ARCHITECT'S LIABILITY IS LIMITED TO THE DESIGN AND CONSTRUCTION OF THE PROJECT AND DOES NOT EXTEND TO ANY OTHER MATTER. THE ARCHITECT'S DESIGN IS BASED ON THE INFORMATION PROVIDED BY THE CLIENT AND DOES NOT GUARANTEE THE ACCURACY OF THE INFORMATION. THE ARCHITECT'S DESIGN IS NOT A GUARANTEE OF PERFORMANCE AND DOES NOT CONSTITUTE A WARRANTY. THE ARCHITECT'S DESIGN IS NOT A GUARANTEE OF PERFORMANCE AND DOES NOT CONSTITUTE A WARRANTY.



SITE PLAN



SITE DATA

9331 FERDALE ROAD
PITCHMAN & CO.
P.L.D. 103-580-664

LOT 108 SECTION 10 BLOCK 4 NORTH RANGE 6 WEST
NEW WESTMINSTER DISTRICT PLAN 64615

GROSS SITE AREA 1115.6 sm
Road Dedication 17.1 sm
NET SITE AREA 1098.6 sm

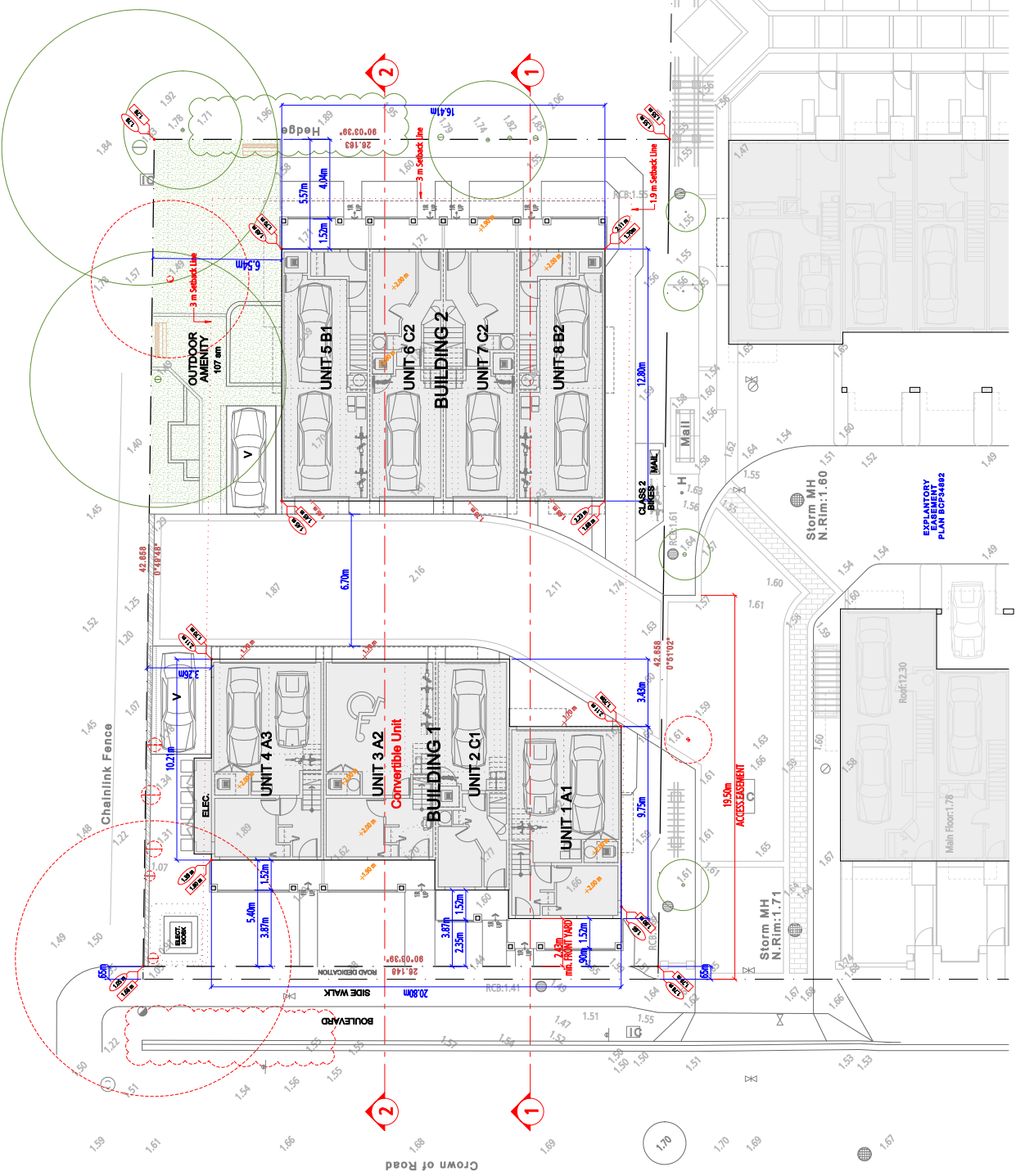
EXISTING ZONING RS1F
PROPOSED ZONING CD
PROPOSED UNITS 8

NET FLOOR AREA 976.0 sm
FAR 0.89 FSR
Max. Building HEIGHT 11.7m
Building FOOTPRINT 487 sm
LOT COVERAGE (Buildings) 44.3%

OUTDOOR AMENITY 106 sm (13.2 sm per home)
INDOOR AMENITY CASH IN LIEU
GARBAGE / RECYCLING DOOR TO DOOR PICK UP

LEGEND

- Existing Grade (0.00)
- Finished Grade (X 00.00)
- Removed Trees (Red dashed circle)
- Existing Trees (Green solid circle)
- PROPOSED Building Corner Grade (0.00)
- EXISTING Building Corner Grade (0.00)
- Civil Grades (+0.00, +0.01, +0.02)
- Design Grades (+0.00, +0.01, +0.02)



FERDALE ROAD
CNCL - 119

Storm MH
N.Rim:1.60

Storm MH
N.Rim:1.71

Storm MH
N.Rim:1.74

Storm MH
N.Rim:1.77

Storm MH
N.Rim:1.80

Storm MH
N.Rim:1.83

Storm MH
N.Rim:1.86

Storm MH
N.Rim:1.89

Storm MH
N.Rim:1.92

Storm MH
N.Rim:1.95

Storm MH
N.Rim:1.98

Storm MH
N.Rim:2.01

Storm MH
N.Rim:2.04

Storm MH
N.Rim:2.07

Storm MH
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Storm MH
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Storm MH
N.Rim:2.16

Storm MH
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Storm MH
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Storm MH
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Storm MH
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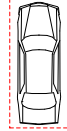
Storm MH
N.Rim:2.43

Storm MH
N.Rim:2.46

Storm MH
N.Rim:2.49

*DIMENSIONS IN METRIC
UNLESS OTHERWISE SPECIFIED

LEGEND



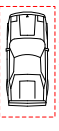
STANDARD CAR STALL
SIZE: 2.5m x 5.5m



CLASS 1 BIKE STALL
SIZE: 1.8m x 0.6m



CLASS 1 BIKE STALL (Vertical)
SIZE: 1.0m x 0.6m



SMALL CAR STALL
SIZE: 2.3m x 4.6m



LEVEL 2 Electric Vehicle Plug-ins
one for each parking space



AS PER CONVERTIBLE
STALL CONFORMANCE
SIZE: 4.0m x 5.5m
* +0.3m IF BESIDE WALL

PARKING DATA

VEHICLE PARKING

Bylaw reference	Unit Count	Required	Proposed
7.9.3 Residential use at City centre parking - Zone 3	1.4 per Unit	8	12
Visitor parking	0.2 per Unit	2	2
Total		14	14
7.5.6 Max. 50% tandem parking		max. 6	4(28.3%)
7.5.13 Small Spaces		0	2(16.6%)
7.5.14 Min. 2% Accessible Spaces		min. 1	1 (8.3%)

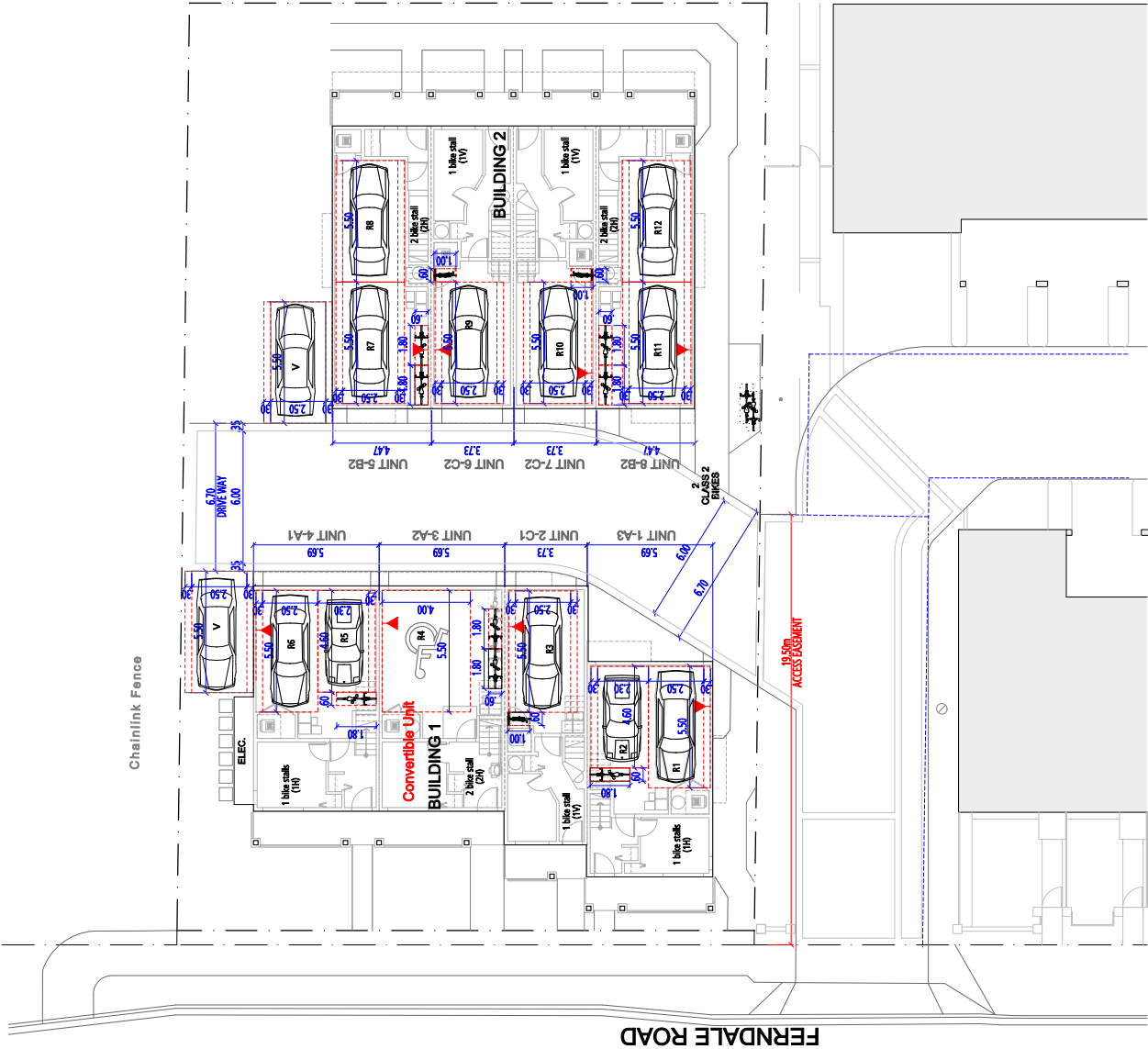
BIKE PARKING

Bylaw Reference	Unit Count	Required	Proposed
7.14.10 Class 1	1.25 per Unit	10	11
Horizontal Bikes Vertical Bikes			8 (30%)
Class 2	0.2 per Unit	2	2
Total		12	12

CNCL - 120

FERNDALE ROAD

Chainlink Fence



PARKING PLAN

SCALE 1/8" = 1'-0"



THE ARCHITECT HAS PREPARED THIS PLAN FOR THE CLIENT'S USE ONLY. IT IS NOT TO BE USED FOR ANY OTHER PURPOSE. THE ARCHITECT HAS NOT BEEN ADVISED OF ANY CHANGES TO THE SITE OR THE PROJECT SINCE THE DATE OF THE LAST MEETING. THE ARCHITECT HAS NOT BEEN ADVISED OF ANY CHANGES TO THE SITE OR THE PROJECT SINCE THE DATE OF THE LAST MEETING. THE ARCHITECT HAS NOT BEEN ADVISED OF ANY CHANGES TO THE SITE OR THE PROJECT SINCE THE DATE OF THE LAST MEETING.



FERNDALE IV

9331 Ferndale Road
for
Western Construction

REZONING & DP RESUBMISSION

MAY 22, 2024

FOUGERE

architecture inc.

200 - 2450 Oakridge Street

Calgary, Alberta T2C 1A9

604.473.2007

ferner@fougerarchitect.com

Western Construction

Western Construction

Western Construction

Western Construction

Western Construction

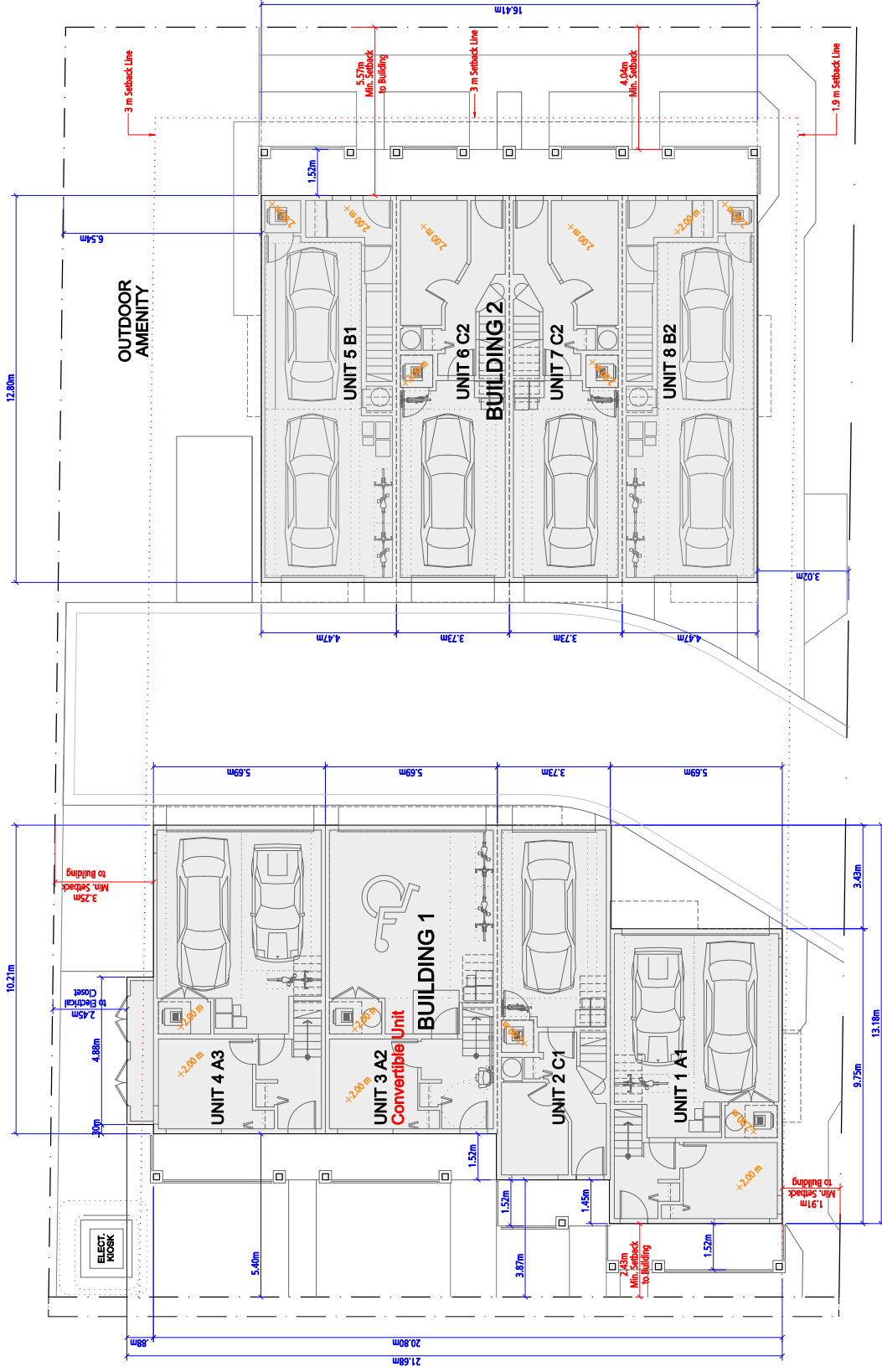
Western Construction

Western Construction

Western Construction

Western Construction

121 - 12ND
FERNDALE ROAD



BLOCK PLANS First floor

3/16" = 1'-0"
0 3' 6' 15'

THIS DOCUMENT, AND THE PLAN, SPECIFICATIONS, AND SCHEDULES HEREON, SHALL BE THE PROPERTY OF THE ARCHITECT AND SHALL REMAIN HIS OR HER PROPERTY. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT. THE ARCHITECT'S LIABILITY IS LIMITED TO THE DESIGN AND CONSTRUCTION OF THE PROJECT. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR ANY OTHER ASPECTS OF THE PROJECT, INCLUDING BUT NOT LIMITED TO, THE DESIGN AND CONSTRUCTION OF THE PROJECT. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR ANY OTHER ASPECTS OF THE PROJECT, INCLUDING BUT NOT LIMITED TO, THE DESIGN AND CONSTRUCTION OF THE PROJECT.



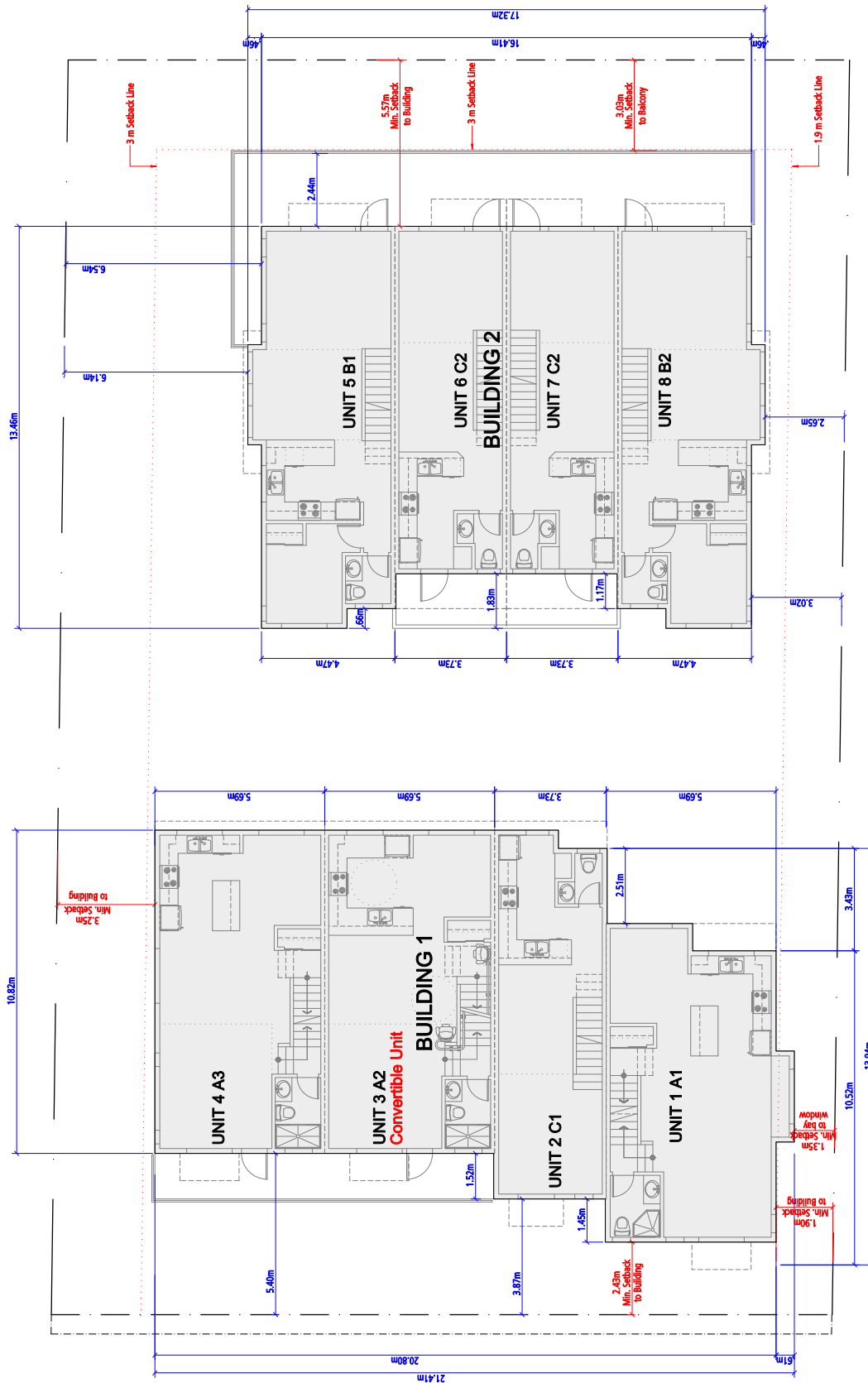
FERDALE IV

9331 Ferndale Road
for
Western Construction

REZONING & DP RESUBMISSION
JUNE 21, 2024



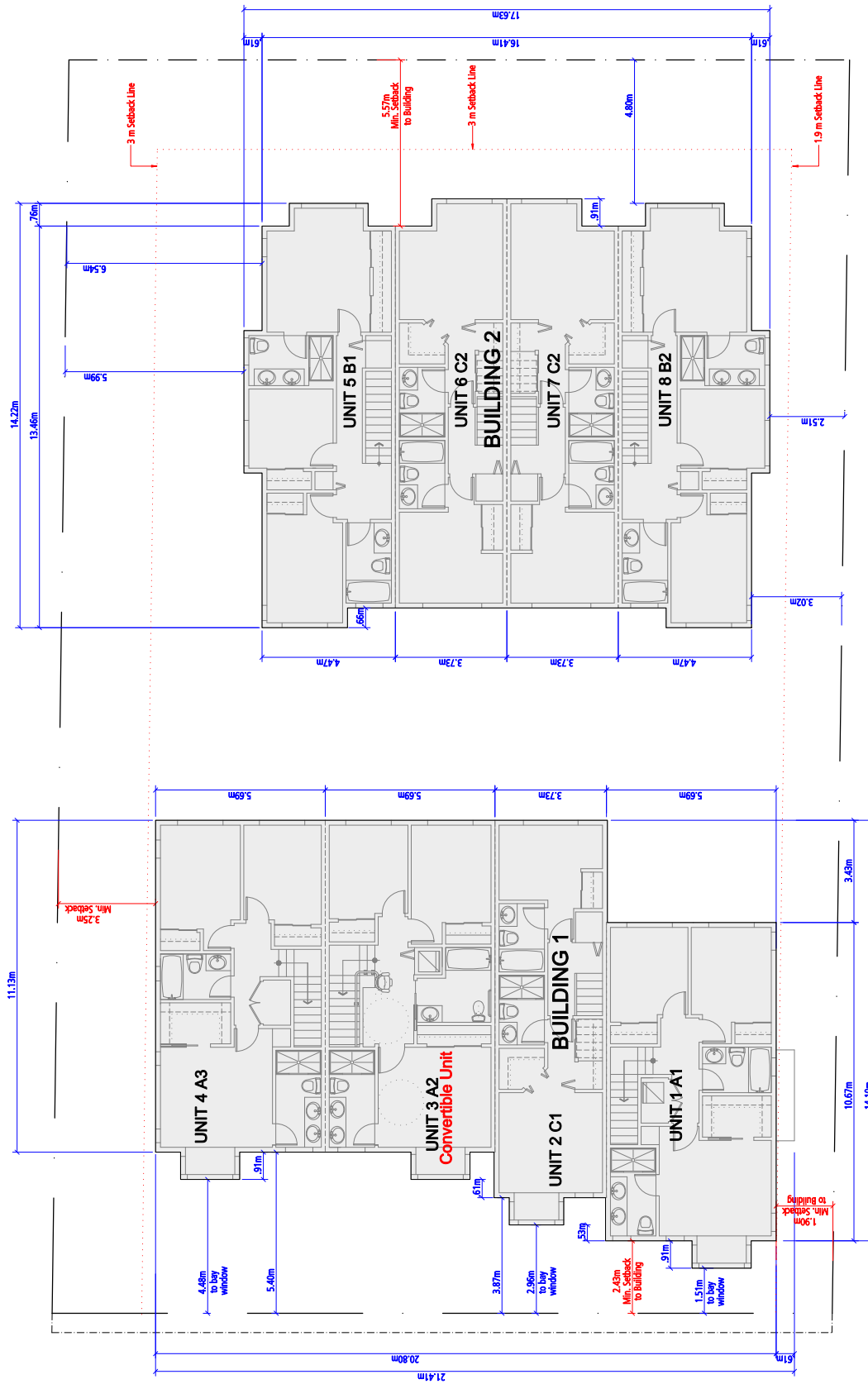
5 202 - 2425 Quebec Street
Vancouver, BC V5T 4L6
604.873.2907
fougerearchitecture.ca



!



6 202 - 2425 Quebec Street
Vancouver, BC V5T 4L6
604.873.2907
fougerearchitecture.ca



ELEVATIONS
Building 1



THE ARCHITECT'S RESPONSIBILITY IS TO DESIGN THE BUILDING TO MEET THE CITY OF CHICAGO'S ZONING AND ORDINANCE REQUIREMENTS. THE ARCHITECT'S DESIGN IS BASED ON THE INFORMATION PROVIDED BY THE CLIENT. THE ARCHITECT DOES NOT GUARANTEE THE ACCURACY OF THE INFORMATION PROVIDED BY THE CLIENT. THE ARCHITECT'S DESIGN IS NOT A GUARANTEE OF PERFORMANCE. THE ARCHITECT'S DESIGN IS NOT A GUARANTEE OF COMPLETION. THE ARCHITECT'S DESIGN IS NOT A GUARANTEE OF COST. THE ARCHITECT'S DESIGN IS NOT A GUARANTEE OF RISK. THE ARCHITECT'S DESIGN IS NOT A GUARANTEE OF LIABILITY. THE ARCHITECT'S DESIGN IS NOT A GUARANTEE OF ANY OTHER MATTER.

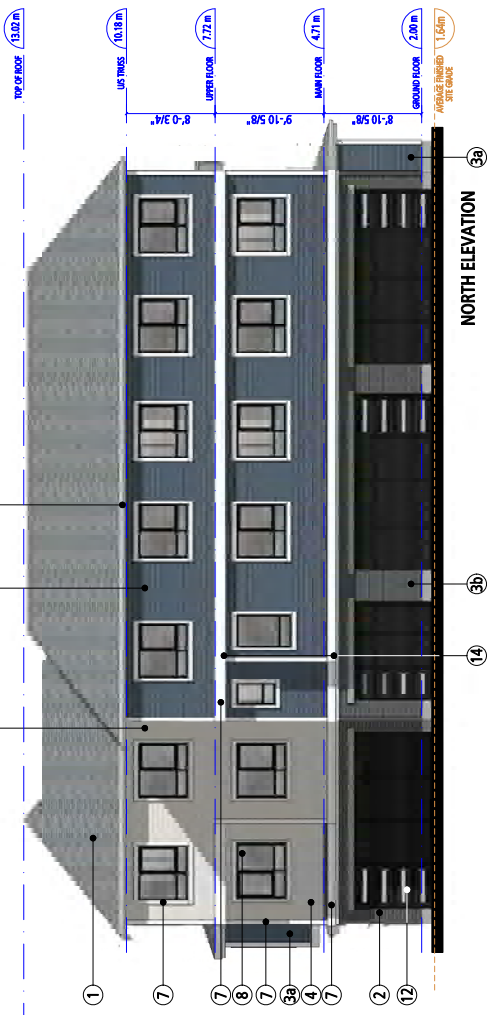


FERNDALE IV
9331 Ferndale Road
for
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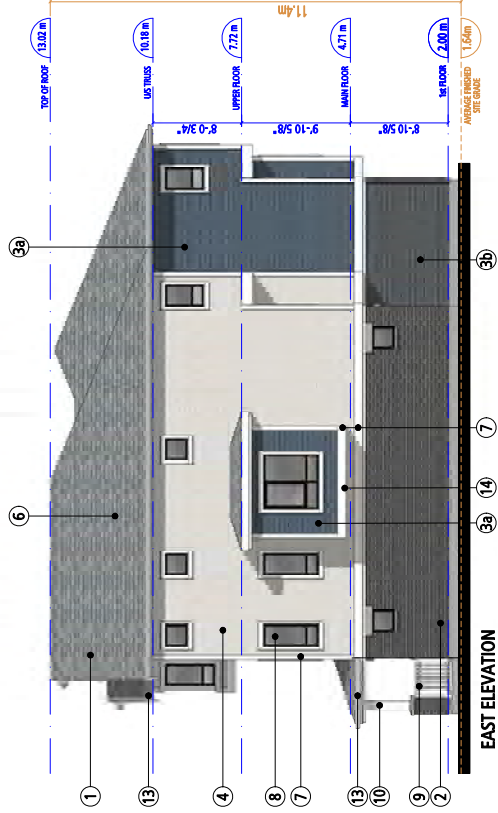
REZONING & DP RESUBMISSION
JUNE 21, 2024



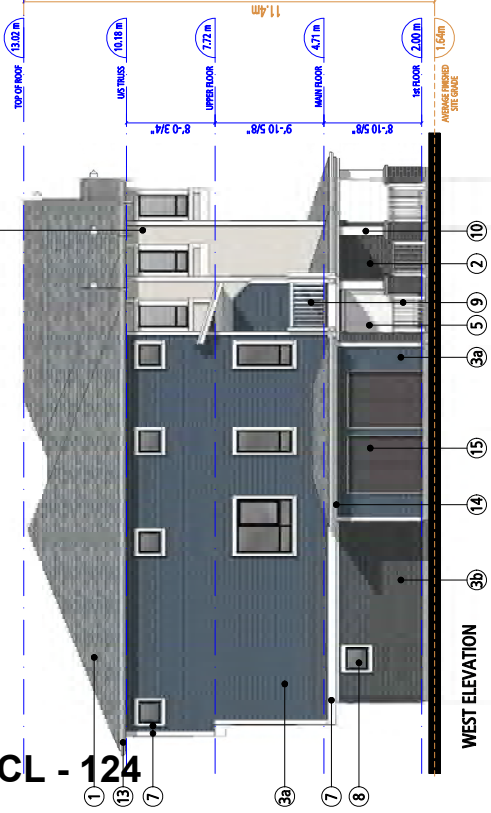
SOUTH ELEVATION



NORTH ELEVATION



EAST ELEVATION



WEST ELEVATION

CNCL - 124

EXTERIOR FINISHES SCHEDULE	
1. EXTERIOR WALLS	See Exterior Wall
2. ROOF	H.C. METAL ROOF - 2124 - 10 Wrought Iron
3a. HANDS HORIZONTAL SINKS	Deep Drain
3b. HANDS HORIZONTAL SINKS	Handmade Stone - 2124 - 10 Wrought Iron
4. HANDS SHINGLE - Straight Edge Panel	Cobble Stone
5. PRIVATE SCREEN	Refrigerator Stone - OC-68 Distinct Gray
6. PRIVATE SCREEN	Refrigerator Stone - OC-68 Distinct Gray
7. WOOD TRIMS	Black
8. VINYL WINDOWS	Refrigerator Stone - OC-68 Distinct Gray
9. WOOD POST	Refrigerator Stone - OC-68 Distinct Gray
10. WOOD POST	Refrigerator Stone - OC-68 Distinct Gray
11. SOLID-CORE EXTERIOR DOOR	Refrigerator Stone - OC-68 Distinct Gray
12. SOLID-CORE EXTERIOR DOOR	Refrigerator Stone - OC-68 Distinct Gray
13. GUTTERS AND DOWNSPOUT	White
14. VINYL SOFFIT	Refrigerator Stone - 2124-10 Wrought Iron
15. ELECTRICAL CLOSET DOOR	Refrigerator Stone - 2124-10 Wrought Iron

ELEVATIONS
Building 2

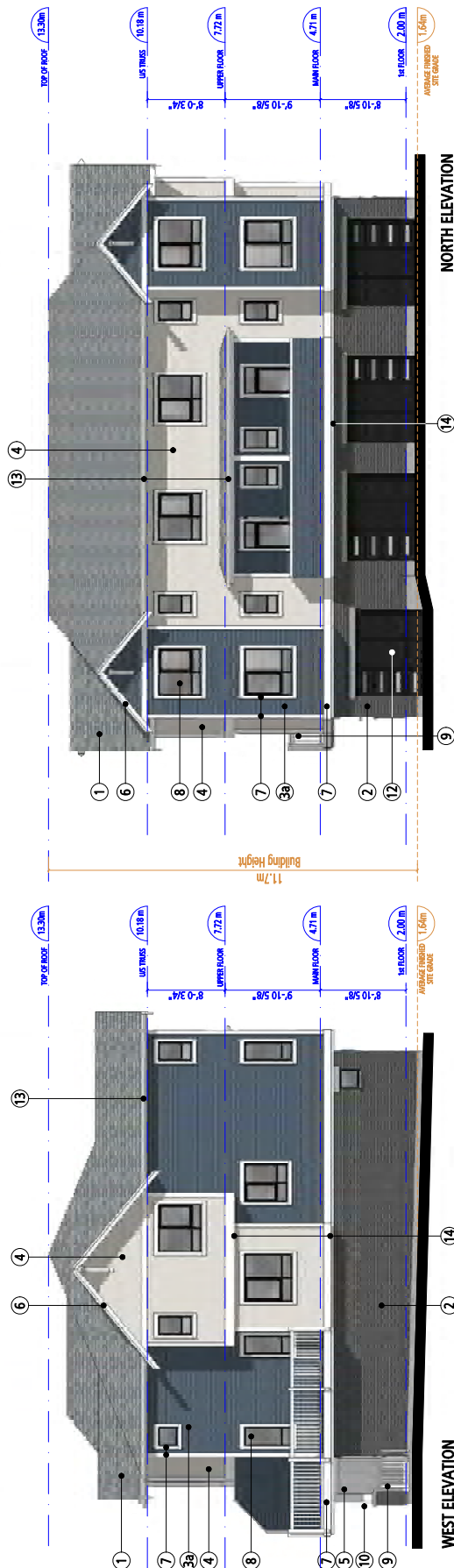
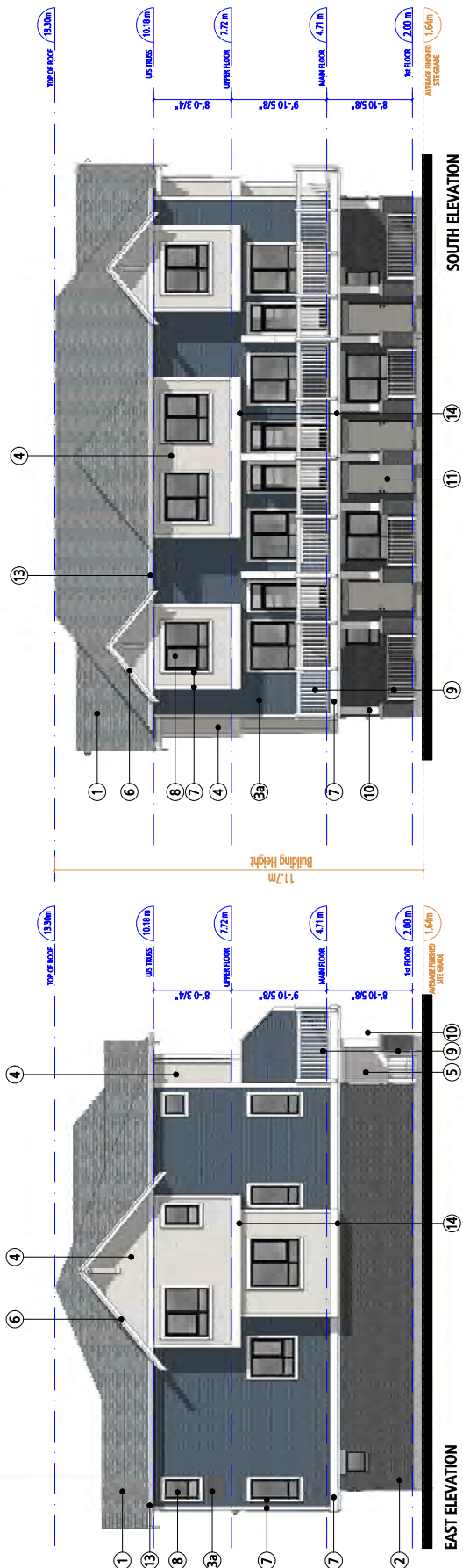
SCALE 3/16" = 1'0"

THE ARCHITECT'S WORK SHALL BE THE ONLY AUTHORITY FOR THE PROJECT. THE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE PROJECT. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE PROJECT. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE PROJECT.



FERNDALE IV
9331 Ferndale Road
for
Western Construction

REZONING & DP RESUBMISSION
JUNE 21, 2024



EXTERIOR FINISHES SCHEDULE	
1	PAINT FINISHES
2	BRICK
3a	HANDS HORIZONTAL SHINGLES
4	HANDS SHINGLES - Straight Edge Panel
5	PRIVATE SCREEN
6	WOOD TRIMS
7	WOOD TRIMS
8	WOOD TRIMS
9	WOOD TRIMS
10	WOOD TRIMS
11	SOLID-CORE EXTERIOR DOOR
12	WOOD TRIMS
13	WOOD TRIMS
14	WOOD TRIMS
15	ELECTRICAL CLOSET DOOR

1st FLOOR: Gray
2nd FLOOR: Gray
3rd FLOOR: Gray
4th FLOOR: Gray
5th FLOOR: Gray
6th FLOOR: Gray
7th FLOOR: Gray
8th FLOOR: Gray
9th FLOOR: Gray
10th FLOOR: Gray
11th FLOOR: Gray
12th FLOOR: Gray
13th FLOOR: Gray
14th FLOOR: Gray
15th FLOOR: Gray



RZ 22-023114

Attachment 3

Address: 9311/9331 Ferndale Road

Applicant: Wayne Fougere Inc.

Planning Area(s): McLennan North Sub-Area Plan

	Existing	Proposed
Owner:	Western Ferndale Garden 4 Holdings Ltd.	No Change
Site Size (m²):	1,115.6 m ²	1,098.6 m ²
Land Uses:	Two-family residential	Townhouse
OCP Designation:	Apartment Residential	No Change
Area Plan Designation:	Residential Area 2	No Change
Zoning:	Small-Scale Multi-Unit Housing (RSM/XL)	Town Housing (ZT104)- North McLennan (City Centre)
Number of Units:	2	8

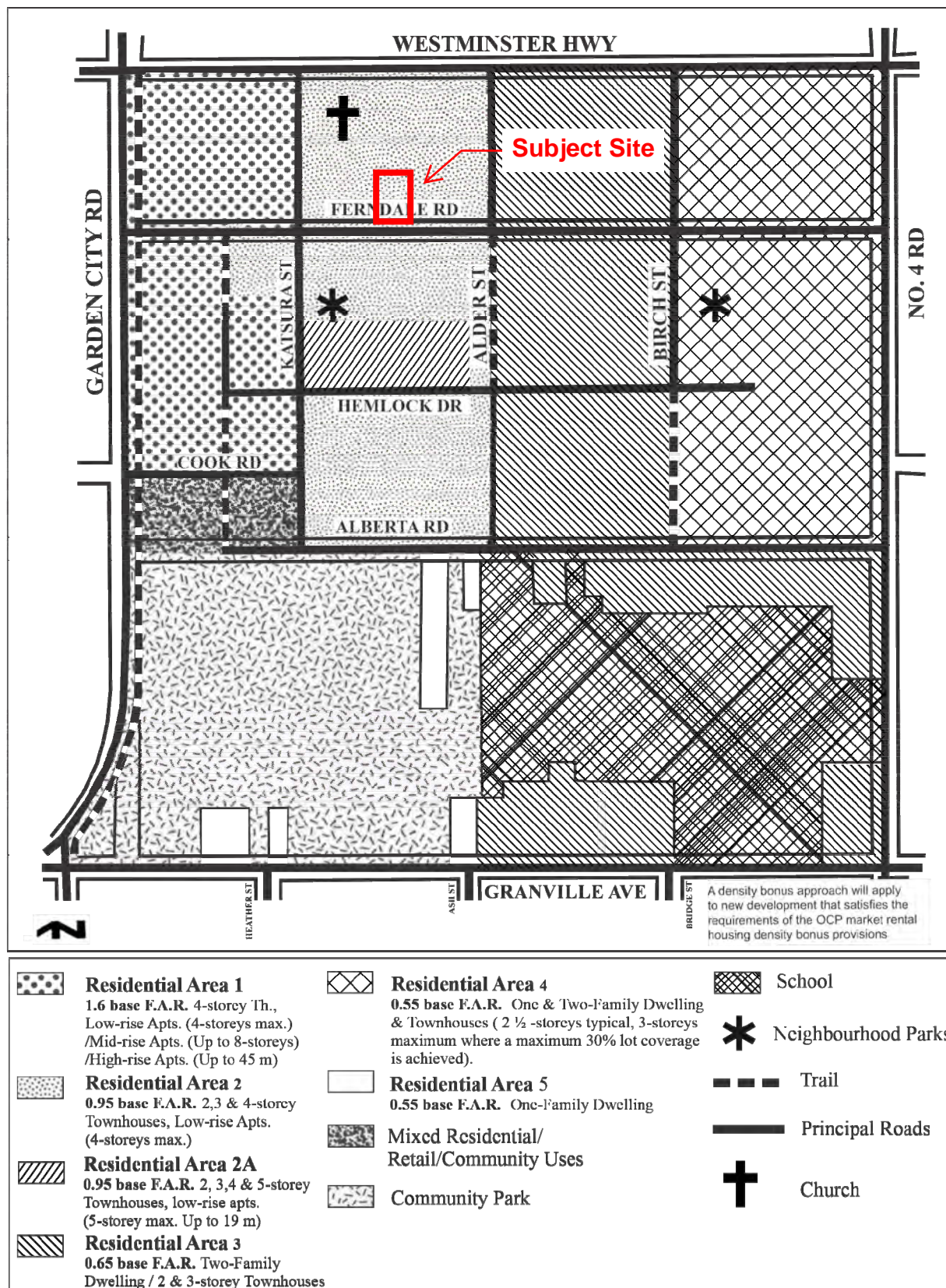
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	0.90	0.89	none permitted
Buildable Floor Area:	Max. 988.74 m ² (10,642.71 ft ²)	976.0 m ² (10,505.60 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 65% Live Landscaping: 17.5%	Building: 44.3% Non-porous Surfaces: 64.6% Live Landscaping: 17.7%	none
Lot Size:	Min, Area: 1,050 m ²	1,098 m ²	none
Lot Dimension:	Width: 26.0 m Depth: 42.0 m	Width: 26.15 m Depth: 42.65 m	none
Setback – Front Yard	Min. 5.40 m. May be reduced to 2.4 m as specified in a DP..	2.4 m	none
Setback – East Side Yard	Min. 3.0 m. May be reduced to 1.9 m as specified in a DP.	1.9 m	none
Setback – West Side Yard	Min. 3.0 m	3.0 m	none
Setback – Rear Yard	Min. 4.5 m	5.57 m	none
Height:	12.0 m	11.7 m	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	1.25 (R) and 0.2 (V) per unit	12 (R) and 2 (V)	none
Off-street Parking Spaces – Total:	14	14	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Tandem Parking Spaces:	Permitted – Maximum of 50% of required spaces	33.33% (4 spaces)	none
Amenity Space – Indoor:	Min. 50 m ² or cash in-lieu	Cash in-lieu	none
Amenity Space – Outdoor:	48 m ²	107 m ²	none

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

City of Richmond

Land Use Map

Bylaw 10375
2022/06/20



Address: 9311 & 9331 Ferndale Road

File No.: RZ 22-023114

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10586, the developer is required to complete the following:

1. **(Development Permit)** The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
2. **(Road Dedication)** 0.65 m road dedication along the entire south frontage.
3. **(Arborists Contract)** Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
4. **(Tree Survival Security)** Submission of a Tree Survival Security to the City in the amount of \$10,240.00 for the one on-site tree (tag# 182) to be retained. To accompany the tree survival securities, the applicant must enter into a legal agreement, which sets the terms for its use and release.
5. **(Tree Protection Fencing)** Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
6. **(Aircraft Noise – Sensitive Use)** Registration of an aircraft noise sensitive use covenant on Title.
7. **(Flood Indemnity Covenant)** Registration of a flood indemnity covenant on Title.
8. **(No Rental and Age Restrictions)** Registration of a restrictive covenant prohibiting (a) the imposition of any strata bylaw that would prohibit any residential dwelling unit from being rented; and (b) the imposition of any strata bylaw that would place age-based restrictions on occupants of any residential dwelling unit.
9. **(City Centre Future Development Impacts)** Registration of a legal agreement on Title stipulating that the development is subject to potential impacts due to other development that may be approved within the City Centre including without limitation, loss of views in any direction, increased shading, increased overlook and reduced privacy, increased ambient noise and increased levels of night-time ambient light, and requiring that the owner provide written notification of this through the disclosure statement to all initial purchasers, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
10. **(Contribution – CCAP Community Planning)** City acceptance of the developer's voluntary contribution to future City community planning studies (as set out in the City Centre Area Plan) and as indicated in the table below.

	Site Area for Density Purposes (ZT104)	Maximum FAR	Maximum Permitted Floor Area	CCAP Community Planning Rate	Minimum Voluntary Developer Contribution
TOTAL	1,098.6 m ² (11,825.23 ft ²)	0.90	10,642.71 ft ²	\$0.34/ft ²	\$3,618.52

Note: In the event the developer contribution is not provided (cash) within one year of the Rezoning Bylaw receiving third reading of Council (Public Hearing), the contribution rate shall be changed to the Council-approved rate in effect at the time the contribution is provided and the value of the contribution shall be changed accordingly, where the change is positive.

11. **(Contribution – Road)** City acceptance of the developer's offer to voluntarily contribute \$78,670.00 towards the McLennan North Road Implementation Strategy Fund. This non-refundable contribution applies during the 2024 calendar year and will be adjusted upward by 6% per annum to account for holding carrying costs if the full amount is not received during the 2024 calendar year or subsequent years.
12. **(Contribution – Indoor Amenity)** Contribution of \$16,528.00 per dwelling unit (e.g. \$2,066.00) in-lieu of on-site indoor amenity space. In the event that the contribution is not received within one year of the rezoning bylaw receiving third reading, the contribution shall be recalculated based on the rate in effect at the time of payment, as updated periodically by the City.

13. **(Contribution – Affordable Housing)** City acceptance of the developer's offer to voluntarily contribute \$18.00 per buildable square foot and \$ 2.65 per buildable square foot, (e.g. \$219,771.96) to the City's Affordable Housing Reserve Fund, consistent with the Affordable Housing Strategy and Market Rental Housing Policy respectively.
14. **(Tandem Parking – No Conversion)** Registration of a legal agreement on Title prohibiting the conversion of the tandem parking area into habitable space.
15. **(Fees - Notices)** Payment of all fees in full for the cost associated with the Public Hearing Notices, consistent with the City's Consolidated Fees Bylaw No 8636, as amended.

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

1. **(Landscape Plan and Security)** Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs and 10% contingency.
If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$768/tree to the City's Tree Compensation Fund for off-site planting is required.
2. **(Acoustic and Thermal Reports)** Complete an acoustical and thermal report and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and noise mitigation standards comply with the City's Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards 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
3. **(Energy Efficiency Report)** Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required townhouse energy efficiency standards (Step 3 of the Energy Step Code with EL-4 or better), in compliance with the City's Official Community Plan.

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

1. **(Construction Parking and Traffic Management Plan)** Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. **(Accessibility measure)** Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. **(Servicing Agreement)** Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to:
 - a) Frontage Improvements
 - (1) The Developer will be responsible for the following frontage upgrades, from north to south, along the full length of the proposed development's south frontage along Ferndale Road:
 - (a) Installing a 2.0 m wide concrete sidewalk along the entire south property line tying into existing sidewalk to the east of the proposed development, and a ramp on the west frontage down to existing grade. Design slopes are to conform to the latest Transportation Association of Canada guidelines.
 - (b) Installing a minimum 1.5 m wide landscaped boulevard with street trees between the sidewalk and new curb.

- (c) Installing a new 0.15 m wide concrete curb and gutter along the north side of Ferndale Road that aligns with the existing curb along 9333 Ferndale Road.
- (d) Extend road pavement from the new curb to tie into Ferndale Road.
- (e) Relocation, modification, upgrade, or installation of City-owned and third party assets along the southern frontage of the development site, including but not limited to bus stops, utility and light poles, pre-ducting, fire hydrants, railings and signage, to accommodate the frontage works outlined above.
- (f) Removal of the existing driveway letdown to support the above frontage works.

b) Water Works

- (1) Using the OCP Model, there is 488 L/s of water available at a 20 psi residual at the Ferndale Rd frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- (2) At Developer's cost, the Developer is required to:
 - (a) 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.
 - (b) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use.
 - (c) Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2o-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized via the servicing agreement process.
 - (d) Cut and cap all existing water service connections and remove all existing water meters.
 - (e) Install a new water service connection complete with water meter chamber as per City specifications for the proposed site. The location and size of the required storm sewer service connection shall be determined through the servicing agreement design process.
- (3) At Developer's cost, the City will complete all tie-ins for the proposed works to existing City infrastructure.

c) Storm Sewer Works

- (1) At Developer's cost, the Developer is required to:
 - (a) Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
 - (b) Cut and cap all existing storm sewer service connections and remove associated inspection chambers.
 - (c) Install a new storm service connection complete with inspection chamber as per City specifications for the proposed site. The location and size of the required storm sewer service connection shall be determined through the servicing agreement design process.
- (2) At Developer's cost, the City will complete all tie-ins for the proposed works to existing City infrastructure.

d) Sanitary Sewer Works

- (1) At Developer's cost, the Developer is required to:
 - (a) Cut and cap all existing sanitary sewer service connections and remove associated inspection chambers.
 - (b) Install a new sanitary service connection complete with inspection chamber as per City specifications for the proposed site. The location and size of the required storm sewer service connection shall be determined through the servicing agreement design process.
- (2) At Developer's cost, the City will complete all tie-ins for the proposed works to existing City infrastructure.

e) Street Lighting

- (1) At Developer's cost, the Developer is required to review street lighting levels along all road and lane frontages, and upgrade as required.

f) General Items

- (1) At Developer's cost, the Developer is required to:
 - (a) Complete other frontage improvements as per Transportation requirements.
 - (b) Coordinate with BC Hydro, Telus and other private communication service providers:
 - (i) To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - (ii) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - (iii) To underground overhead service lines.
 - (c) Locate/relocate all above ground utility cabinets and kiosks required to service the proposed development and proposed undergrounding works, and all above ground utility cabinets and kiosks located along the development's frontages, within the development's site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown on the architectural plans/functional plan, the servicing agreement drawings, and registered prior to SA design approval:
 - BC Hydro PMT – 4.0 x 5.0 m
 - BC Hydro LPT – 3.5 x 3.5 m
 - Street light kiosk – 1.5 x 1.5 m
 - Traffic signal kiosk – 2.0 x 1.5 m
 - Traffic signal UPS – 1.0 x 1.0 m
 - Shaw cable kiosk – 1.0 x 1.0 m
 - Telus FDH cabinet – 1.1 x 1.0 m
 - (d) Provide, prior to start of site preparation works or within the first servicing agreement submission, whichever comes first, a preload plan and geotechnical assessment of preload, dewatering, and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations.
 - (e) Provide a video inspection report of the existing UTILITIES along the ROAD frontages prior to start of site preparation works or within the first servicing agreement submission, whichever comes first. A follow-up video inspection, complete with a civil engineer's signed and sealed recommendation letter, is required after site preparation works are complete (i.e. pre-load removal, completion of dewatering, etc.) to assess the condition of the existing utilities and provide recommendations to retain, replace, or repair. Any utilities damaged by the pre-load, de-watering, or other ground preparation shall be replaced or repaired at the Developer's cost.
 - (f) Monitor the settlement at the adjacent utilities and structures during pre-loading, dewatering, and soil preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to the City for approval.
 - (g) 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.
 - (h) Coordinate the servicing agreement design for this development with the servicing agreement(s) for the adjacent development(s), both existing and in-stream. The developer's civil engineer shall submit a signed and sealed letter with each servicing agreement submission confirming that they have coordinated with civil engineer(s) of the adjacent project(s) and that the servicing agreement designs

are consistent. The City will not accept the 1st submission if it is not coordinated with the adjacent developments. The coordination letter should cover, but not be limited to, the following:

- (i) Corridors for City utilities (existing and proposed water, storm sewer, sanitary and DEU) and private utilities.
 - (i) Pipe sizes, material and slopes.
 - (ii) Location of manholes and fire hydrants.
 - (iii) Road grades, high points and low points.
 - (iv) Alignment of ultimate and interim curbs.
 - (v) Proposed street lights design.
- (j) 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.

4. **(Construction Hoarding)** 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.
- If the development will be constructed in phases and stratified, a [Phased Strata Subdivision Application](#) is required. Each phase of a phased strata plan should be treated as a separate parcel, each phase to comply with the Richmond Zoning Bylaw 8500 in terms of minimum lot area, building setback and parking requirements. Please arrange to have the City's Approving Officer review the proposed phased boundaries in the early DP stages. To allow sufficient time for staff review and preparation of legal agreements, the application should be submitted at least 12 months prior to the expected occupancy of development.
- If the development intends to create one or more air space parcels, an [Air Space Parcel Subdivision Application](#) is required. To allow sufficient time for staff review and preparation of legal agreements, the application should be submitted at least 12 months prior to the expected occupancy of development.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10586 (RZ 22-023114)
9311/ 9333 Ferndale Road**

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

1. Richmond Zoning Bylaw 8500 is amended by inserting the following into Section 17 Site Specific Residential (Town Houses) Zones, in numerical order:

17.104 Town Housing (ZT104) – North McLennan (City Centre)

17.104.1 Purpose

This zone provides for **town housing** and other compatible **uses**.

17.104.2 Permitted Uses

- **child care**
- **housing, town**

17.104.3 Secondary Uses

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

17.104.4 Permitted Density

1. The maximum **floor area ratio** (FAR) is 0.90, together with an additional 0.1 **floor area ratio** provided that it is entirely used to accommodate **amenity space**.

17.104.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 45% for **buildings**.
2. No more than 65% of a **lot** may be occupied by **buildings, structures** and **non-porous surfaces**.
3. 20% of the **lot area** is restricted to **landscaping** with live plant material. Reduction in live **landscaping** may be permitted through a development permit or development variance permit process to a minimum live **landscaping** coverage of 17.5%.

17.104.6 Yards & Setbacks

1. The minimum **front yard** is 5.40 m but may be reduced to 2.4 m if a proper interface is provided as specified in a Development Permit approved by the **City**.
2. The minimum east **side yard** is 3.0 m but may be reduced to 1.9 m for portions of the building abutting a drive isle and where a proper interface is provided as specified in a Development Permit approved by the **City**.
3. The minimum west **side yard** is 3.0 m.
4. The minimum **rear yard** is 4.5 m

17.104.7 Permitted Heights

1. The maximum **height** for **buildings** is 12.0 m (3 **storeys**)
2. The maximum **height** for **accessory buildings** is 5.0 m.
3. The maximum **height** for **accessory structures** is 9.0 m.

17.104.8 Minimum Lot Size

1. The minimum **lot width** is 26.0 m.
2. The minimum **lot depth** is 42.0 m.
3. The minimum **lot area** is 1,050.0 m².

17.104.9 Landscaping & Screening

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

17.104.10 On-Site Parking & Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to standards set out in Section 7.0, except that a maximum of 2 **parking spaces** can be small spaces.

17.104.11 Other Regulations

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

2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it “Town Housing (ZT104) – North McLennan (City Centre)”

P.I.D. 003-520-064

Lot 108 Section 10 Block 4 North Range 6 West New Westminster District Plan 64615

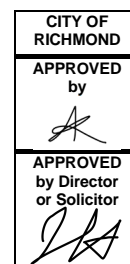
3. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10586”**.

FIRST, SECOND, AND THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR



CORPORATE OFFICER



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: August 22, 2024

From: Sonali Hingorani, P.Eng.
Acting Director, Transportation

File: 10-6490-00/Vol 01

Re: Bicycle Parking Review

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10576, to update on-site bicycle parking requirements, be introduced and given first reading.

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

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Facility Services & Project Development	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
Parks, Recreation & Culture	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the Planning Committee meeting of February 7, 2023, the following referral was moved and seconded.

That staff investigate a policy for new developments to provide covered and secured, public bike parking for various types of bicycles including e-bikes, scooters, and cargo bikes, and report back.

This report seeks Council endorsement regarding additional bicycle parking requirements for new developments.

This report supports Council's Strategic Plan 2022-2026 Strategy #4 A Vibrant, Resilient and Active Community:

Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.

6.1 Advance a variety of programs, services, and community amenities to support diverse needs and interests and activate the community.

This report supports Council's Strategic Plan 2022-2026 Strategy #6 Strategic and Well-Planned Growth:

Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous City.

2.1 Ensure that Richmond's targeted OCP update shapes the direction and character of the City.

Analysis

The provision of bicycle parking infrastructure supports and encourages bicycle ridership. The City implements bicycle parking amenities as part of new developments and through on-going public bike parking programs.

Bicycle Parking – New Developments

Bicycle parking located within a private development site provides convenience and security for cyclists at their destination. Richmond Zoning Bylaw 8500 identifies the requirements for on-site bicycle parking spaces for use by the development's occupants and visitors/public in the form of short-term and long-term facilities for new developments.

The two kinds of parking serve different needs. Short-term bicycle spaces provide quick access for use by the public visiting a building. The most common type of short-term bicycle parking are bike racks that are located in proximity of the building entrance for ease of use and natural surveillance.

Long-term bicycle parking, such as lockers or secured enclosures, provide security and shelter for use by the building's occupants (employees and/or residents) that are on-site for longer durations.

The City has also secured enhanced public bike parking at major developments that generate high demand for longer-term stays by visitors. Secure long-term public bike parking has been integrated into the designs of Richmond Centre, Lansdowne Mall, Minoru Centre for Active Living and Duck Island developments.

Proposed Amendments to Bike Parking Requirements for New Developments

The Zoning Bylaw specifies the standards for short and long-term bicycle parking facilities for new developments, land uses or additions to existing buildings.

Staff recommend amendments to the Zoning Bylaw to reflect new trends in bicycle technology including electrification and larger cargo bikes as follows:

- A minimum of five percent (5%) of the required long-term bicycle parking spaces must be oversized to accommodate larger, non-standard bicycles such as e-bikes and cargo-bikes.
- Provide unobstructed access to electrical outlet(s) in a long-term secure parking facility for charging of e-mobility devices.

Other Public Bike Parking Programs

The provision of public bicycle parking improves the experience for cyclists at many destinations in the City. A variety of bike parking facilities are implemented for both short and longer-term durations by the public:

Bike Racks: The most common type of public bike parking are bike racks. Bike racks provide quick, simple, and convenient places to lock bicycles at City facilities, parks and in road boulevards.

Bike Lockers: Bike lockers are located at Canada Line stations for rental from TransLink. The lockers provide protection from damage and inclement weather for commuters.

Bike Valet: The Steveston Bike Valet initiative is a partnership between the City of Richmond and Tourism Richmond during the summer. The bicycle valet provides a free, secure, coat-check style bike parking with professional valets.

Financial Impact

None.

Conclusion

The proposed Zoning Bylaw amendments reflect new trends in bicycle technology of larger and electrified bicycles.

August 22, 2024

- 4 -

The additional requirements for new developments are in alignment with the transportation-related goals, objectives and actions outlined in the Official Community Plan and Cycling Network Plan Update.

A handwritten signature in black ink, appearing to read 'Sonali Hingorani', with a stylized, cursive script.

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

SH:ck



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10576
(On-site Bicycle Parking Facilities)**

The Council of the City of Richmond enacts as follows:

- (1) Richmond Zoning Bylaw 8500, as amended, is amended further by deleting Section 7.14.5(a) in its entirety and replacing with the following:

7.14.5 On-site bicycle parking shall be provided as follows:

- a) Class 1: Long-term secured bicycle parking shall be at-**grade**, within sight of the **building** entry or security room. Bicycle parking shall be provided in the form of waterproof bicycle lockers, secured bicycle rooms, or secured compounds within a **building** complete with bicycle racks. A maximum of 40 bicycle spaces may be provided in each bicycle room or compound. Where **energized outlets** are required in a bike room or compound, one outlet must be maintained free and clear of any obstruction.

Bicycle rooms, compounds or bicycle locker areas shall be lighted with uniform 160 lux (min.) lighting which yields true colours.

All required Class 1 bicycle spaces shall have the minimum clear dimensions indicated in the following table:

Minimum Dimensions for Bicycle Parking			
Vertical Clearance	Width	Length if Placed Horizontally	Length if Placed Vertically
1.90 m	0.6 m	1.80 m	1.0 m

except that a minimum of 5% of the required spaces must be oversized spaces of 2.40 metres in length and 0.90 metres in width, and may not be vertical or stacked spaces.

A maximum of 33% of the required Class 1 spaces shall be vertical spaces that support the bicycle without the bicycle being suspended on the wheels or hung above ground.

Bicycle rooms shall have the following:

- i) solid opaque walls with a steel frame and door with the door hinged from the inside unless hinges are tamper-proof;
- ii) a security window constructed of a laminate of tempered glass and polycarbonate in a steel frame for permanent visual access; and
- iii) an entry door to the bicycle room with a separate lock and key or a programmed entry system.

Bicycle compounds shall extend from floor to ceiling and have industrial-grade (No. 7 gauge or higher) chain-link walls and door.

Bicycle lockers shall have lockable doors which open to the full height and width of each locker, be grouped together, not be located at the head of bicycle parking, and have the clear minimum dimensions indicated in the following table:

Minimum Dimensions for Bicycle Lockers			
Length	Height	End Width at Door	End Width Opposite Door
1.80 m	1.20 m	0.60 m	0.22 m

(2) This Bylaw is cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 10576.**”

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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



City of Richmond

Report to Committee

To: Public Works Transportation Committee
From: Sonali Hingorani, P.Eng.
Acting Director, Transportation
Date: August 22, 2024
File: 10-6510-03-01/2024-
Vol 01
Re: Rescindment of Highway Rail Use By-law (C.P.R. Relocation) Bylaw No. 2636

Staff Recommendation

That the Highway Rail Use By-law (C.P.R. Relocation) Bylaw No. 2636 be rescinded.

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

Att. 1

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

Staff Report

Origin

The Highway Rail Use By-law (C.P.R. Relocation) Bylaw No. 2636, (Bylaw 2636) designates that portions of road dedication on River Road and McCallan Road be closed to public passage and allows Canadian Pacific Railway (CPR) to construct and operate a rail line on those lands. The decommissioned rail corridor is no longer in use. Staff recommend rescinding Bylaw 2636 to permit public use and facilitate future roadway improvements in alignment with the City's Official Community Plan (OCP).

This report supports Council's Strategic Plan 2022-2026 Focus Area #2 Strategic and Sustainable Community Growth:

Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous City.

2.3 Ensure that both built and natural infrastructure supports sustainable development throughout the City.

2.4 Enhance Richmond's robust transportation network by balancing commercial, public, private and active transportation needs.

Analysis

Background

Historically, CPR operated a railway along the now decommissioned Van Horne Spur in Richmond, which extended from the Marpole Bridge to Steveston via Garden City Road, Granville Avenue and Railway Avenue. In the 1960s and into the 1970s, work was done to relocate a section of the rail corridor onto River Road and McCallan Road. The location of the rail corridors are illustrated in Figure 1.

The majority of the corridor was situated on CPR-owned property with the exception of two sections where the rail operated within City road dedication. These sections are identified in Figure 2 and includes an eastern portion of McCallan Road between Westminster Highway and Granville Avenue and a northern portion of River Road between Charles Street and Corvette Way. In October 1970, the City adopted the Highway Rail Use By-law (C.P.R Relocation) Bylaw No. 2636 to facilitate rail operation. The Bylaw closed the designated portions of road to traffic and authorized CPR to construct and operate a rail line on those lands. Roadways impacted by Bylaw 2636 are identified in Figure 2 and Attachment 1.



Figure 1: Decommissioned Canadian Pacific Railway – Van Horne Spur

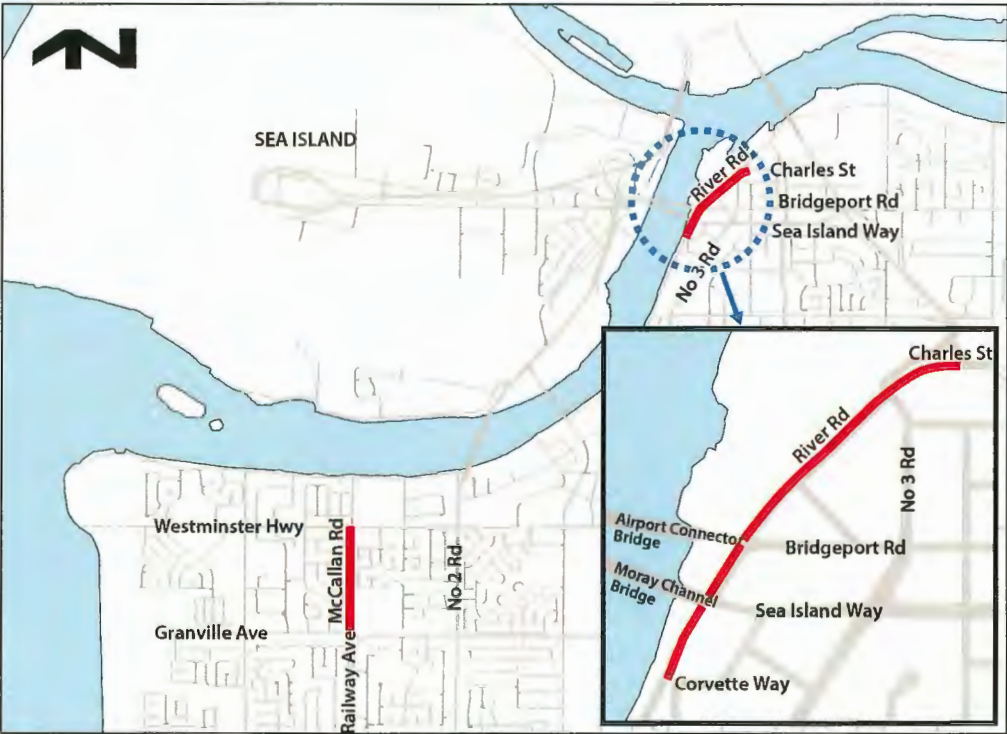


Figure 2: Location of Road Dedication Impacted by Bylaw 2636

Decommissioned Rail Corridor and Recommendation to Rescind Bylaw 2636

CPR has since decommissioned all rail corridors shown in Figure 1. The City of Richmond, South Coast British Columbia Transportation Authority and the Great Canadian Gaming Corporation have acquired lands previously owned by CPR along this corridor. Roadways and other transportation infrastructure have been constructed over these lands. As the rail corridor has been decommissioned and there are no plans for further rail use, staff recommend rescinding Bylaw 2636.

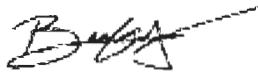
Rescinding Bylaw 2636 will permit public passage on the sections of McCallan Road and River Road identified within the bylaw, and will no longer permit CPR to construct and operate railway on these lands. There are no infrastructure improvements proposed at this time on the impacted corridors. The existing multi-use pathway on McCallan Road is outside of the former rail corridor. Rescinding Bylaw 2636 formally allows public passage on what currently functions as a landscaped boulevard. Future widening of River Road to accommodate pedestrian, cycling and vehicular infrastructure is envisioned within the City's Official Community Plan. The rezoning considerations associated with the rezoning application by Jingon Development Group LLP (RZ 20-915237) for Duck Island that was granted third reading following the May 21, 2024 Public Hearing, includes upgrades to a portion of River Road to facilitate access to the site and requires rescindment of Bylaw 2636 prior to rezoning adoption. There is no current or planned railway service within these corridors and there will be no impact to existing rail operations in Richmond.

Financial Impact

None.

Conclusion

The former CPR rail corridor is no longer operational, and no future rail use is anticipated. Bylaw 2636, originally established to facilitate rail operation, has become obsolete and no longer serves a purpose. Staff recommend that the Highway Rail Use By-law (C.P.R. Relocation) Bylaw No. 2636 be rescinded to remove permitted rail use, return the lands to public passage and allow for future infrastructure improvements.



Beata Ng, P. Eng.
Manager, Transportation Development and Design
(604-247-4627)



Justin Ng, P. Eng.
Transportation Engineer
(604-276-4126)

BN;jn

Att. 1: Highway Rail Use By-Law (C.P.R. Relocation) No. 2636

THE CORPORATION OF THE TOWNSHIP OF RICHMOND

BY-LAW NO. 2636

A By-law for the closing of a portion of certain roads and for permission to construct and operate a relocation of the Canadian Pacific Railway thereon.

- - - - -

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

1. This By-law may be cited for all purposes as the "Highway Rail Use By-law (C.P.R. Relocation) No. 2636".

2. Those portions of highway shown in red colour on the plan attached to and forming part of this By-law, marked as Schedule "A(1)" hereto, and described as follows:

All and singular that certain piece, parcel or tract of land and premises situate, lying and being a portion of River Road lying in Section 21, Block 5 north - Range 6 west in the New Westminster District, Province of British Columbia and which said part may be more particularly described as follows:

FIRSTLY:

Commencing at the north east corner of Lot 17 as shown on Registered Plan 782

thence South $38^{\circ} 50' 15''$ West and following the easterly boundary of said Lot 17, a distance of 271.80 feet more or less to an intersection with the northerly boundary of that portion of Bridgeport Road lying in said Section 21

thence North $89^{\circ} 14' 15''$ East, a distance of 28.55 feet

thence North $38^{\circ} 50' 15''$ East and parallel to the easterly boundary of said Lot 17, a distance of 253.8 feet

thence North $37^{\circ} 09' 00''$ East and parallel to the easterly boundary of Lot 87 as shown on Registered Plan 34592, a distance of 160.01 feet

thence North $44^{\circ} 59' 00''$ East and parallel to the easterly boundary of said Lot 87 and said easterly boundary produced, a distance of 674.00 feet more or less to the most easterly corner of Block 76 as shown on Registered Plan 1555

thence North $40^{\circ} 52' 50''$ West and following the north easterly boundary of said Block 76, a distance of 22.06 feet more or less to an intersection with the north eastwardly production of the easterly boundary of said Lot 87

thence South $44^{\circ} 59' 00''$ West and following the easterly boundary of said Lot 87 and said easterly boundary produced, a distance of 674.05 feet

thence South $37^{\circ} 09' 00''$ West and following the easterly boundary of said Lot 87, a distance of 161.20 feet more or less to the point of commencement and containing by estimation 0.554 Acres more or less as shown outlined in red on the plan attached hereto,

SECONDLY:

Commencing at the intersection of the south easterly boundary of said River Road and the northerly boundary of that portion of Charles Street lying in said Section 21

thence East and following the northerly boundary of said Charles Street, a distance of 50.30 feet

thence South westwardly on a circular curve to the left having a radius of 597.64 feet which center bears South $10^{\circ} 17' 20''$ East, an arc distance of 362.23 feet

thence South $44^{\circ} 59' 00''$ West, a distance of 18.82 feet

thence North westwardly on a circular curve to the right having a radius of 21.80 feet which center bears North $14^{\circ} 40' 50''$ East, an arc distance of 23.06 feet

thence North $44^{\circ} 59' 00''$ East, a distance of 18.82 feet

thence North eastwardly on a tangential circular curve to the right having a radius of 619.64 feet which center bears South $45^{\circ} 01' 00''$ East, an arc distance of 343.88 feet more or less to an intersection with the South easterly boundary of said River Road

thence South $45^{\circ} 15' 30''$ West and following the south easterly boundary of said River Road, a distance of 21.59 feet more or less to the point of commencement and containing by estimation 0.180 Acres more or less as shown outlined in red on the plan attached hereto,

AND:

All and singular that certain piece, parcel or tract of land and premises situate, lying and being a portion of River Road lying in Section 28, Block 5 north - Range 6 west, New Westminster District in the Province of British Columbia and which said part may be more particularly described as follows:

FIRSTLY:

Commencing at the south easterly corner of Lot "J" as shown on Registered Reference Plan 6953

thence North $27^{\circ} 29' 15''$ East and following the easterly boundary of said Lot "J", a distance of 232.81 feet more or less to an intersection with the southerly boundary of Sea Island Way as shown on Registered Plan 17236

thence South $17^{\circ} 25' 45''$ East and following the southerly boundary of said Sea Island Way, a distance of 31.16 feet

thence South $27^{\circ} 29' 15''$ West and parallel to the easterly boundary of said Lot "J", a distance of 210.74 feet

thence Southwardly on a circular curve to the left having a radius of 614.44 feet which center bears South $63^{\circ} 54' 40''$ East, an arc distance of 118.92 feet more or less to an intersection with the northwardly production of the easterly boundary of said River Road

thence South $27^{\circ} 29' 15''$ East and following the said northwardly production of the easterly boundary of said River Road, a distance of 79.57 feet

thence Northwardly along a circular curve to the right having a radius of 636.44 feet which center bears South $82^{\circ} 02' 05''$ East, an arc distance of 201.32 feet more or less to the point of commencement and containing by estimation 0.197 Acres more or less as shown outlined in red on the plan attached hereto,

SECONDLY:

Commencing at a point on the easterly boundary of said Lot "J", said point being South $36^{\circ} 35' 15''$ West, a distance of 31.45 feet from the north-east corner of said Lot "J",

thence South $36^{\circ} 35' 15''$ West and following the easterly boundary of said Lot "J", a distance of 24.15 feet

thence South $32^{\circ} 21' 15''$ West and following the easterly boundary of said Lot "J", a distance of 233.80 feet

thence South $27^{\circ} 29' 15''$ West and following the easterly boundary of said Lot "J", a distance of 12.23 feet more or less to an intersection with the northerly boundary of said Sea Island Way

thence South $86^{\circ} 15' 45''$ East and following the northerly boundary of said Sea Island Way, a distance of 24.04 feet

thence North $27^{\circ} 29' 15''$ East and parallel to the easterly boundary of said Lot "J", a distance of 1.61 feet

thence North $32^{\circ} 21' 15''$ East and parallel to the easterly boundary of said Lot "J", a distance of 232.05 feet

thence North $36^{\circ} 35' 15''$ East and parallel to the easterly boundary of said Lot "J", a distance of 40.16 feet

thence South $89^{\circ} 14' 15''$ West, a distance of 27.68 feet more or less to the point of commencement and containing by estimation 0.137 Acres more or less as shown outlined in red on the plan attached hereto,

be and the same are stopped up and closed to traffic.

3. Those portions of highway shown in red colour on the plan attached to and forming part of this By-law, marked as Schedule "A(2)" hereto, and described as follows:

All and singular that certain piece, parcel or tract of land and premises situate, lying and being a portion of Section 12, Block 4 North, Range 7 West, New Westminster District, Province of British Columbia and which said part may be more particularly described as follows:

Commencing at the south-west corner of Parcel 1, Section 12, Block 4 North, Range 7 West, Explanatory Plan 14611, New Westminster District

thence North $00^{\circ} 28' 00''$ East, along the easterly boundary of McCallan Road, a distance of 2382.90 feet to a point

thence South $15^{\circ} 50' 20''$ West, a distance of 83.90 feet to a point

thence South $00^{\circ} 28' 00''$ West, parallel to the easterly boundary of said McCallan Road, a distance of 2302.68 feet more or less to an intersection with the northerly boundary of Lot 162, Section 13, Block 4 North, Range 7 West, Plan 30615, New Westminster District

thence North $89^{\circ} 58' 00''$ East, along the said northerly boundary of Lot 162, a distance of 22.00 feet more or less to the point of commencement and containing by ad-measurement 1.18 Acres more or less as shown outlined in red on the plan attached hereto,

be and the same are stopped up and closed to traffic.

4. Canadian Pacific Railway Company is hereby authorized to construct and operate a railway on those portions of highway more particularly described in Section 2 of this By-law, and Section 3 of this By-law.

5. By-law No. 2616 is hereby repealed.

DONE AND PASSED by the Council on
SEP 28 1970

RECONSIDERED, FINALLY PASSED AND
ADOPTED by the Council, signed by
the Mayor and Municipal Clerk and
sealed with the Corporate Seal on
OCT 13 1970

W. H. ANDERSON

Mayor

T. M. YOUNGBERG

Municipal Clerk

I HEREBY CERTIFY the above to
be a true and correct copy of
By-law No. 2636 of the By-laws
of The Corporation of The Town-
ship of Richmond.

M. Youngberg

Municipal Clerk

- TO ACCOMPANY HIGHWAY-RAIL USE BY-LAW NO. 2636 -

Bearings are astronomic derived from
Plan 24665 (Charles St. - East -)



Deposited in the Land Registry
Office at New Westminster B.C.
This _____ day of _____ 19____

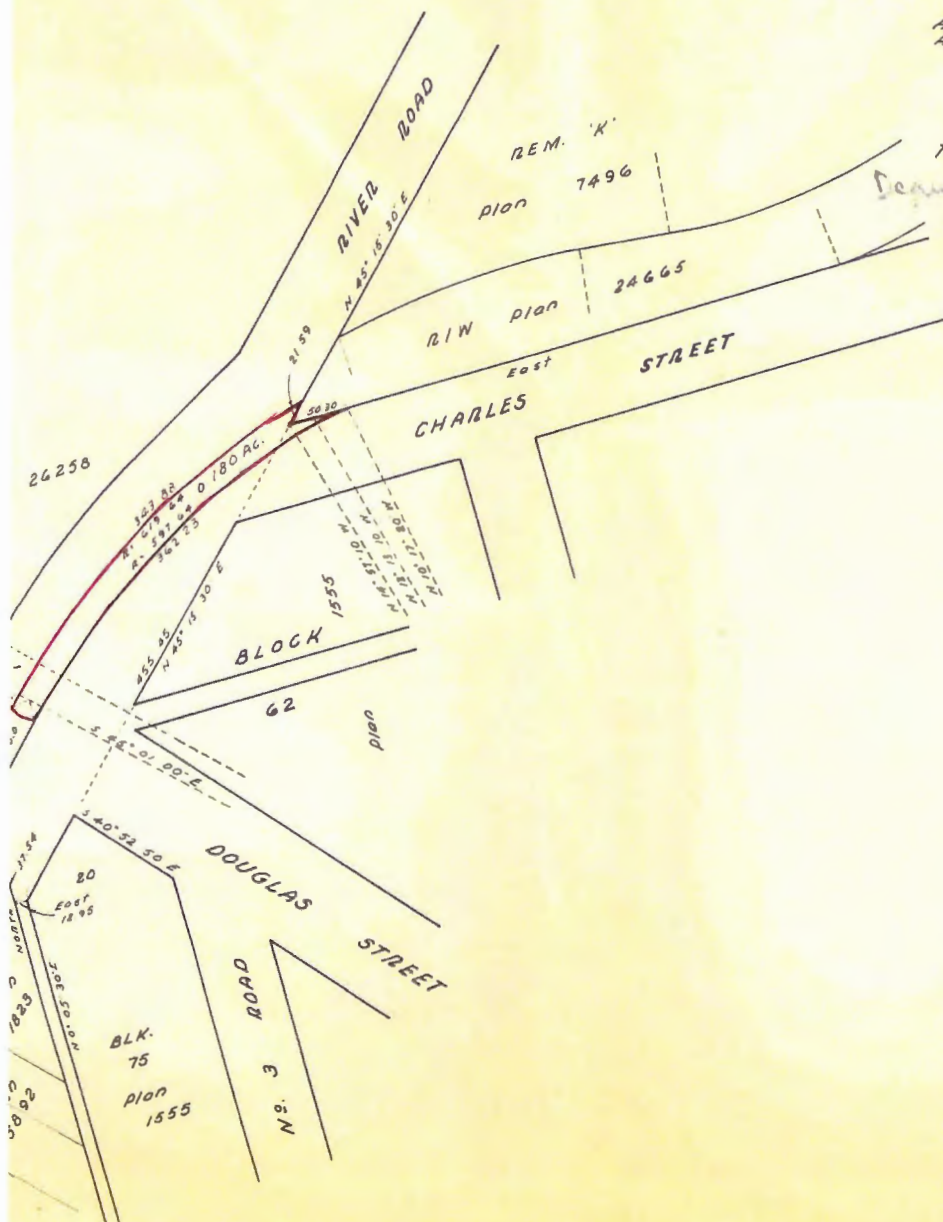
Registrar

Approved under the Land Registry
Act this 26 day of August 1970

W. L. Kame dx

Approving Officer

The Corporation of the Township
of Richmond
Director of Planning



Mr. Nathan
Mayor

J. J. Over.
Acting Municipal Clerk

The Corporation of the Township
of Richmond

SEC. 21
B 5 N B 6 W

PLAN OF A PORTION OF SECTION 12, BLOCK 4 NORTH, RANGE 7 WEST NEW WESTMINSTER DISTRICT.

- TO ACCOMPANY HIGHWAY-RAIL USE BY-LAW NO 2636 -

LEGEND -

Scale 1" = 100 feet

Boundaries are determined from
Plan 4282

SEC 2

B 4 N 27 W

B 4.

WESTMINSTER

2

1

PLAN 14897

ROAD

SEC 11
B4N R7W

MS CALLAM

3 B B
PLAN 17552 PLAN 16408

GRANVILLE AVENUE

SEC 14
B4N R7W

PL
SE

Submitted to the Land Registry
Office of New Westminster B.C.
this 20th day of April 1971

Testimony

Subscribed and sworn to and signed
and sealed this 20th day of April 1971

W. Kennedy
Applying Officer

The Commissioner of the Land Office
of British Columbia
Director of Surveying

A

PLAN 6282

SEC 1

B4N R7W

HIGHWAY

BIN PLAN 24865

B

PLAN 6282

SEC 12
B4N 127W

DCL I
EX PLAN 1461

Field Ar

PLAN 30615
142

SEC 13 BAN B7W

MATSON RECK & TOPLISS
Civil, Electrical and Mechanical Engineers
85 Park Road - Richmond
Phone - 278-2674



City of Richmond

Report to Committee

To: Public Works and Transportation Committee
From: Peter Russell
Acting Director, Climate and Environment
Date: August 22, 2024
File: 10-6125-01/2024-Vol 01
Re: **Local Government Climate Action Program (LGCAP) Year 3 Survey Report and 2023 Corporate Emission Inventory**

Staff Recommendation

That as described in the report titled 'Local Government Climate Action Program (LGCAP) Year 3 Survey Report and 2023 Corporate Emission Inventory' from the Acting Director, Climate and Environment, dated August 22, 2024, the LGCAP Year 3 Survey Report and Attestation Form be endorsed and posted on the City's website for public information, in accordance with Provincial requirements.

Peter Russell
Acting Director, Climate and Environment; Director, Housing Office
(604-276-4130)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Public Works Operations	<input checked="" type="checkbox"/>	
Facilities and Project Development	<input checked="" type="checkbox"/>	
Fire Administration – Emergency Programs	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Community Social Development	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Intergovernmental Relations	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The Government of British Columbia (the Province) announced the Local Government Climate Action Program (LGCAP) in May 2022 as a replacement to the previous Climate Action Revenue Incentive Program (CARIP), which was discontinued in 2021. LGCAP uses a revised approach for allocating funding to local governments and Modern Treaty First Nations. Through this revised approach, the City of Richmond receives \$566,082 annually from the Province for 5 fiscal years (2022 to 2026), with these proceeds received in September each year. The LGCAP provision that Richmond receives is approximately 2.5 times higher than the previous CARIP funding amount.

Per Council direction from November 14, 2022, LGCAP funding is being allocated strategically each year to accelerate progress in reducing emissions from existing buildings and vehicle transportation, noted as *Major Moves for 2030* in the Community Energy & Emissions Plan (CEEP) 2050. This funding is supporting staff to implement actions from the CEEP regarding zero emission mobility and retrofits to existing buildings, as well as related program development, demonstration projects and incentives, outreach and engagement activities.

This report updates Council on corporate energy and emission inventories for operating year 2023, and includes a summary report of both corporate and community actions undertaken in 2023 that align with the Province's CleanBC Roadmap to 2030, and the draft BC Climate Preparedness and Adaptation Strategy, as per LGCAP reporting requirements.

This report supports Council's Strategic Plan 2022-2026 Focus Area #2 Strategic and Sustainable Community Growth:

Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.

2.3 Ensure that both built and natural infrastructure supports sustainable development throughout the city.

This report supports Council's Strategic Plan 2022-2026 Focus Area #5 A Leader in Environmental Sustainability:

Leadership in environmental sustainability through innovative, sustainable and proactive solutions that mitigate climate change and other environmental impacts.

5.1 Continue to demonstrate leadership in proactive climate action and environmental sustainability.

Analysis

Annual Submission Requirements for LGCAP Funding

To be eligible for Year 3 LGCAP funding, local governments and Modern Treaty First Nations are required to:

1. Complete an online survey detailing actions undertaken by the City that align with the Province's CleanBC Roadmap and the draft Climate Preparedness and Adaptation Strategy;
2. Provide an Attestation Form signed by the Chief Financial Officer by July 31, 2024, stating that the funds received will be used for community climate action initiatives; and
3. Post a completed version of the LGCAP Year 3 Survey Report and Attestation Form publicly by September 30, 2024.

Items (1) and (2) were completed in July 2024 as part of the Provincial submission requirements (see Attachment 1). With Council endorsement of this report, Item (3) will be completed as the final step in the Year 3 LGCAP reporting process.

LGCAP Year 3 Survey Report and Attestation Form

The Province has revised the annual LGCAP Survey Report for the third reporting year to better capture local government and indigenous climate leadership, and incorporate feedback received from provincial workshops held earlier in 2024. The overall reporting objectives include:

- Reporting annual corporate energy use and greenhouse gas (GHG) emissions;
- Profiling actions taken at the community level to mitigate GHG emissions;
- Profiling actions taken to improve local resilience and adaptation to the effects of climate change; and
- Informing Provincial efforts to better support local communities on climate change.

The last page of the Survey Report includes a one-page form that has been signed by the General Manager, Finance and Corporate Services, attesting that LGCAP funds have been, or will be, allocated for climate action, and that funds held in reserve will be spent by the end of fiscal 2026.

The Survey Report also notes that \$566,082 in LGCAP Year 2 funding received in September 2023 was placed in the Carbon Tax Provision account, with \$104,200 spent in fiscal 2023, and remaining \$461,882 to be allocated in 2024. Per Council direction, LGCAP is fully funding new staff positions in the following strategic areas: supporting the city-wide transition to zero emission mobility, and retrofits to existing buildings¹. Remaining LGCAP funds are being allocated strategically to support program development, technical analysis and stakeholder engagement in these two areas, but also other strategic direction areas in the CEEP.

LGCAP Corporate Energy and Emissions for 2023 Reporting Year

This report includes the City's corporate emissions for reporting year 2023, which adheres to the BC Ministry of Environment and Climate Change guidance and methodology. Corporate reporting includes emissions associated with traditional municipal services, as well as municipal services that are contracted out, such as community recycling collection.

¹ Council approved two new Senior Climate Action Specialist positions in the 2023 Operating Budget, with a third Senior Climate Action Specialist position approved in the 2024 Operating Budget.

Overall, Corporate GHG emissions in 2023 were 9.1% lower than in baseline year 2012², as summarized in Table 1 below, and with further detail provided on both corporate and city-wide actions in Attachment 2.

Table 1: 2023 Corporate Emission Sources

Emission Sources and Credits	tonnes CO₂e	Quantification Method
Emissions from services delivered directly by the City	6,991	Derived from metered energy consumption and associated GHG emissions from stationary sources (buildings, lighting, and pumps, except energy use by police services) and Corporate mobile sources (fleet, except construction related fuel use) used directly by the City.
Emissions from contracted services delivering services on the City's behalf.	2,350	Uses the Province of BC's standard methodology and guidance for estimating contracted emissions in corporate inventories.
Total Corporate Emissions	9,341	
Household organic waste composting – Diverted from landfill	10,294	BC Government GHG Reduction Projects reporting method
Surplus GHG emission credits from 2022 Reporting Year	11,199	2022 reporting year
Total Carbon Credits (Offsets) *	21,493	
Net carry forward carbon credits for 2024 reporting year	12,152	Total Carbon Credits minus Corporate Emissions in 2023

* **NOTE** Last year, the City reported surplus emission credits of 11,199 tonnes of CO₂e that have been carried forward from 2022 to help offset emissions incurred in 2023. BC municipalities had the option to utilize carbon credits to offset annual corporate emissions under the BC government's former carbon neutral program, which was officially cancelled in early 2024.

Status of Community Buildings Retrofit Initiative – GHG Reduction Pathway Feasibility Study

In September 2023, the LGCAP Year 2 Survey Report and 2021 / 2022 Corporate emission inventories was endorsed, with Council also approving a funding application in the amount of \$200,000 be submitted to Federation of Canadian Municipalities (FCM), and the Consolidated 5 Year Financial Plan (2023-2027) be amended to include a GHG Reduction Pathway Feasibility Study in the amount of \$525,000. In spring 2024, FCM notified the City of Richmond that \$200,000 in funding had been approved. A funding agreement was subsequently signed with FCM to conduct a study of 12 civic facilities that together account for 54% of the City's annual building emissions. A procurement process is underway to select a lead proponent to carry out this work, with a final report anticipated in late 2025.

² In 2012, total GHG emissions from the City's corporate buildings and vehicle fleet were 10,275 tonnes CO₂e, and 9,341 tonnes CO₂e in 2023 as shown in Table 1.

This study aims to support informed planning and decision-making on low-carbon capital improvements in 12 City buildings, in alignment with GHG emission reduction objectives, and to consider measures that improve climate resilience in these buildings.

Financial Impact

None.

Conclusion

The City of Richmond is a leader in reducing community and corporate GHG emissions through innovative projects and programs. Provincial LGCAP funding is being used strategically to accelerate implementation of key actions from the Community Energy and Emission Plan (CEEP): supporting the transition to zero emission mobility in Richmond and advancing low-carbon retrofits to Richmond's existing building stock, but also opportunistically supporting other city-wide and corporate actions noted in the CEEP. Through implementation of these actions, the City is seeking to position itself for successful transition to a low carbon and climate-resilient community.



Thi Nguyen
Corporate Energy Manager
(604-244-1239)



Norm Connolly
Manager, Climate Action
(604-276-4676)

TN : NC

- Att. 1: LGCAP Year 3 Survey Report and Attestation Form
2: 2023 Corporate Energy and Emissions Inventory

Submitted date: 2024-07-31 15:49:36 Pacific Daylight Time

LGCAP Year 3 Survey Report

Introduction

Reaching [net-zero emissions](#) and adapting to a changing climate will require a whole-of-society approach. The Local Government Climate Action Program (the Program or LGCAP) aims to catalyze the efficient flow of financial resources, data and knowledge between Modern Treaty Nations, local governments, and the Provincial Government to allow for cost effective, impactful, locally implemented climate action. For more information about the Program you can refer to the [website](#).

What is climate action?

For the purposes of this program, a climate initiative or action is one that reduces greenhouse gas (GHG) emissions (mitigation) and/or strengthens resilience to the impacts of climate change (adaptation). This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

Information collected will:

- Highlight local government and Indigenous climate leadership;
- Profile action by including local government and Modern Treaty Nation emissions, resilience and climate action performance data in the annual [Climate Change Accountability Report](#);
- Help inform policy development and monitor progress on achieving provincial and local climate objectives; and
- Support provincial efforts to better collaborate with and support communities to advance climate action.

The survey was informed by:

- Feedback from local governments, Modern Treaty Nations and ministerial partners;
- National and international GHG reporting protocols; and
- The CDP (formerly [Carbon Disclosure Project](#), a global non-financial disclosure system).

Instructions

**Please do not provide any personal information (e.g. email, phone number) in the survey.*

Survey: Word Version

A survey template (i.e. a Word version) is available on the [Program webpage](#). The template can be used to gather information from staff across departments. Then simply cut and paste into the online version where you'll be submitting the survey.

Survey: Online Version

SimpleSurvey allows multiple users to access your survey, though two people **cannot** enter information at the same time.

- For other users to contribute to your survey, simply share the unique link with your team members.
- Users must select "Save and continue later" when they are done updating the survey but not ready to submit.

Required fields are indicated with a red asterisk (*). You will not be able to submit the survey and attestation form without completing these fields.

- Some fields have formatting considerations (i.e. numbers only). You will not be able to submit the survey and attestation form until all required fields are completed properly. The red text error message will indicate what is needed.

There is a 9,999 character limit for the open-ended questions.

Attestation Form

The attestation form is filled in after survey questions are completed. It is the second page of the SimpleSurvey submission.

- The attestation form is where the Chief Financial Officer, or equivalent position, attests to the following:
 - That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
 - That Local Government Climate Action Program funds for years 1 and 2 received in 2022 and 2023 will be spent by March 31, 2025.
 - That Local Government Climate Action Program funds for years 3-5 received in 2024 will be spent by March 31, 2028.
 - That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2024.

Requirements

1. Reporting

1. Report on **at least one** project linked to objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#). If your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. Funding for the project(s) does **not** need to come from this program.
 2. For communities with populations of 10,000+ (based on 2020 BC Census data figures), measuring and reporting local government's traditional services emissions is required.
 3. Attest that funds will be allocated to climate initiatives before submitting your survey.
- Open-ended questions asking for one or more initiatives related to climate action may be highlighted in Provincial materials to acknowledge innovative local climate solutions. A template to submit climate action success stories for publication can be found on the [Local Government Climate Action Program webpage](#).

2. Deadline to submit the survey & attestation form

- The deadline for submitting your survey and attestation form is 4 PM PDT on July 31, 2024.

3. Posting the survey & attestation form publicly

- The design / format of the form **can** be changed, however, all information from required questions must be included.
- Optional questions and answers can be omitted.
- The deadline to post the survey and attestation form publicly is September 30, 2024.

Download a copy for your records!

Once submitted, you can **download a copy of the completed survey** and attestation form (PDF, Excel, and Word options). If you close this window before the download link appears, please reach out for a copy of your submission.

Support

If the survey is accidentally submitted, a submitted survey needs to be revised, or if you have any questions, please reach out to us at LGCAP@gov.bc.ca. We will be happy to provide assistance.

Thank you!
The LGCAP Team

The Survey

Climate Action Planning

Climate Action Plans are strategic roadmaps that identify how an organization will reduce their greenhouse gas (GHG) emissions (mitigation), increase their resilience to the impacts of climate change (adaptation), or a combination of both.

To answer the following questions, consider staff that contribute to activities that reduce greenhouse gas (GHG) emissions and/or strengthen resilience and the ability to adapt to climate-induced impacts. This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

Question 1 a): How many staff in full time equivalents (FTEs) are dedicated to working specifically on climate action?

If a staff member is a climate action coordinator and works 100% on climate-related issues, add 1.0.

6.4

Question 1 b): How many staff in full time equivalents (FTEs) are dedicated to working on climate action in other departments such as transportation or engineering?

For example: Can include staff in engineering, emergency management, transportation, waste management, etc. related to climate work but whose primary role is not working on climate action. If a staff member works approximately 25% (please estimate) on climate-related issues, add 0.25. Working on climate-related issues does not need to be written into the staff member's job description to be counted here.

17.65

Question 2 a): Does your local government or Nation have a community-wide climate action plan or other guiding document(s)?

Yes

Please select the type of plan(s) from the list.

In the textbox, indicate the date the plan was adopted/approved in format YYYY-MM. If you don't remember the month, you can enter "01" for January.

Integrated climate plan (addressing mitigation and energy)
2022-02

Standalone adaptation plan
2019-06

Please include a link to the document or webpage if available.

Community Energy and Emissions Plan (CEEP) 2050:
www.richmond.ca/__shared/assets/ceepreport61163.pdf | *Flood Protection Management Strategy 2019:*
https://www.richmond.ca/__shared/assets/Flood_Protection_Management_Strategy57596.pdf

Question 2 b): Does your local government or Nation have a corporate climate action plan or other guiding document(s)?

Yes

Please select the type of plan(s) from the list.

In the textbox, indicate the date the plan was adopted/approved in format YYYY-MM. If you don't remember the month, you can enter "01" for January.

Standalone energy-related plan
2013-10

Please include a link to the document or webpage if available.

https://www.richmond.ca/__shared/assets/CarbonNeutrality_CNCL_11251337332.pdf

Question 3: Has your local government or Nation declared a climate emergency?

Yes

Question 4: Please select up to 3 challenges impeding the advancement of climate action in your community.

Lack of jurisdiction.
Lack of data or information.

Optional: Is local political support a challenge your local government faces that is impeding climate action?

No

Traditional Services Greenhouse Gas Emissions

Measuring traditional services emissions (defined in previous years as corporate emissions) is a Program requirement for all communities with a 2020 population of 10,000 and above ([see population statistics here](#)). Traditional services GHG emissions are those produced by the delivery of local government or Modern Treaty Nation “traditional services” including:

- Fire protection,
- Solid waste management,
- Recreational / cultural services,
- Road and traffic operations,
- Water and wastewater management, and
- Local government administration.

Please see the following resources for guidance:

- [LGCAP Traditional Services Boundaries and Scope Guidance](#),
- [Scope Summary Document](#),
- [Traditional Services Inventory Reporting Tool](#),
- [Contracted Services Emissions Guidance](#),
- [Contracted Emissions Calculator](#),
- [BC Best Practices Methodology for Quantifying GHG Emissions](#), and
- [Emission Factors Catalogue](#).

Question 5: For the 2023 calendar year, has your local government or Nation measured and reported associated traditional services GHG emissions?

Yes

If your local government or Nation measured 2023 traditional services GHG emissions, please report the GHG emissions from services delivered directly by your local government (in tonnes of carbon dioxide equivalent) from scope 1 and 2 sources.

6991

If your local government or Nation measured 2023 traditional services GHG emissions, please report the GHG emissions from contracted services (in tonnes of carbon dioxide equivalent) from scope 1 and scope 2 sources.

2350

If your local government or Nation measured 2023 traditional services GHG emissions, please report the total GHG emissions from both directly delivered and contracted services (in tonnes of carbon dioxide equivalent) from scope 1 and scope 2 sources.
This would be the sum of the two questions above.

9341

If your local government or Nation measured 2023 traditional services GHG emissions, please report what protocol you used to measure emissions.

Emissions were measured using the '2023 B.C. Best Practices Methodology for Quantifying Greenhouse Gas Emissions', the "Emission Factors Catalogue", and the "Traditional Services Emissions Inventory Reporting Tool".

Optional: Please indicate how many tonnes of CO2e are associated with facilities.

4350

Optional: Please indicate how many tonnes of CO2e are associated with mobile sources.

4991

Please provide the link to the public report if available.

Optional

A weblink will be provided when staff report is provided to Council in September.

Optional: Please provide any further comments you wish to share on traditional services emissions measurement and reporting here (e.g. system or approach used to measure traditional services emissions).

GHG emissions associated with diesel consumption may be revised as information from our supplier becomes available, as the actual GHG intensity of the fuel consumed in 2023 was lower than BC regulatory requirements.

Community-Wide Greenhouse Gas Emissions

B.C. [Climate Action Charter](#) signatories have committed to measuring and reporting their community-wide GHG emissions generated from all GHG sources (anthropogenic) within their community boundary.

The [Community Energy and Emissions Inventory](#) (CEEI) initiative provides a provincial framework for tracking and reporting energy and GHG emissions at a community-wide scale. It is published with a two-year lag, however, raw data can be requested by local governments that wish to measure and report their community-wide emissions for the buildings and solid waste sectors ahead of publication.

The Climate Action Secretariat (CAS) is aware that some local governments are developing their own community-wide GHG emissions inventories (separate from the provincial CEEI). A better understanding of community-wide emissions measurement across B.C. will help CAS as we upgrade CEEI.

Question 6: For the 2023 calendar year, have community-wide GHG emissions been measured for your local government or Nation?

No

If not, please select all that apply from the list.

No, community GHG emissions were not reported because the 2023 Provincial Community Energy and Emissions Inventory data has not been released.

No, we do not measure and report community-wide emissions annually. (Please indicate most recent year completed: YYYY)
2021

If not, has your community or Nation measured and reported community-wide emissions in the past?

Yes

When was the last year your community or Nation reported its community-wide emissions and what is the interval for reporting (ex. 2022, every 5 years)?

Richmond staff would like to report out annually on community-wide GHG emissions, but currently rely on the latest available provincial Community Energy and Emissions Inventory (CEEI) data. Because transportation sector CEEI data for 2013-2021 was not available until recently, the latest baseline year for which the City had a complete community-wide emissions inventory was 2017. A consultant was retained in 2019-2021 to assist staff in developing Richmond's 2017 emission inventory. This provided a more recent baseline year for quantifying the amount (tonnes) of GHG emissions required to meet Council-adopted 2030 and 2050 reduction targets.

Please report your community-wide transportation sector emissions in tonnes of CO₂e for the most recent year available.

397557

Please report your community-wide buildings sector emissions in tonnes of CO₂e for the most recent year available.

595086

Please report your community-wide solid waste sector emissions in tonnes of CO₂e for the most recent year available.

24827

If your local government or Nation measured your community-wide emissions, please report the protocol(s) you used to measure emissions.

GCoM Common Reporting Framework (CRF).

Regional specific methodology (CEEI).

Question 7: Currently, the Province's legislated GHG emission reduction targets are 40% by 2030, 60% by 2040 and 80% by 2050, relative to 2007. Please state your local government or Nation's target(s).

Please enter "0" if no targets or baseline are established for the years given in the table.

2030

Reduction Percentage (format: e.g., 40)

50

Baseline Year (format: e.g., 2007)

2007

2050

Reduction Percentage (format: e.g., 40)

100

Baseline Year (format: e.g., 2007)

2007

Question 8: Does your local government or Nation have net-zero or carbon-neutral emissions target(s)?

Please select all that apply.

Yes: Corporate carbon neutrality (Carbon neutral refers to an organization reducing emissions as much as practicable and then offsetting the remainder by purchasing offsets or other similar mechanisms)

Question 9: Please select up to three supporting indicators that would be most valuable to your local government or Nation to advance climate action (these indicators were previously reported through the Community Energy and Emissions Inventory initiative).

Housing type: Private dwellings by structural type

Commute by mode: Employed labour force by mode of commute

Optional: Please provide any further comments you wish to share on community-wide emissions measurement and reporting here.

The Province has an essential role in resourcing CEEI to provide robust transportation and building sector emission figures for municipalities. We encourage the Province to provide timely and complete CEEI datasets, with detailed transportation sector emissions, to help municipalities assess progress against climate plan targets. Disaggregation of emissions data is also suggested, particularly with regard to electricity and natural gas consumption. Disaggregated natural gas consumption data is important given that the majority of emissions within the building sector come from natural gas. At present, the only data available are community-wide totals for "residential" and "CSMI" accounts (the latter of which includes multi-unit residential buildings), and the number of natural gas connections within a community. This information indicates overall consumption, but no indication of consumption trends by building type, age or geographic sub-area. This information is helpful to inform emission reduction programs and policies for existing buildings. Staff commend the Province for now providing transportation data disaggregated by vehicle type, and request that the same step be pursued with building sector energy and emissions information.

Provincial Policy Alignment - Mitigation

The CleanBC Roadmap to 2030 is B.C's plan to meet provincial emissions reduction targets to be 40% below 2007 levels for 2030 and set us on course to reach net-zero emissions by 2050.

One requirement of this Program is that you must **report on a minimum of one project** linked to objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#) (CPAS). Funding does **not** need to come from this program. For questions 10-13, if your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. That said, please select all that apply.

Question 10: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2023 calendar year related to the buildings sector. This should not be limited to what your LGCAP funding supported.

Corporate
Community

Corporate buildings policies, programs and actions.

Efficiency upgrades/retrofits.

Community-wide buildings policies, programs and actions.

BC Energy Step Code adoption (Step 3 or higher).

Zero Carbon Step Code adoption.

Please enter the step for part 3 buildings (Energy Step Code).

Optional

(a) Hotels and Motels: Step 4 [+ EL-1], or Step 3 [+ EL-2], or Step 2 [+ EL-3]; (b) Residential (Concrete frame): Step 3 [+ EL-1], or Step 2 [+ EL-2]; (c) Residential (Wood frame): Step 4 [+ EL-1], or Step 3 [+ EL-2]; (d) Office and Retail: Step 3 [+ EL-1], or Step 2 [+ EL-2]

Please enter the step for part 9 buildings (Energy Step Code).

Optional

Step 5 [+ EL-2], or Step 4 [+ EL-3], or Step 3 [+ EL-4]

Please enter the step for part 3 buildings (Zero Carbon Step Code).

Optional

(a) Hotels and Motels: EL-1 [+ Step 4], or EL-2 [+ Step 3], or EL-3 [+ Step 2]; (b) Residential (Concrete frame): EL-1 [+ Step 3], or EL-2 [+ Step 2]; (c) Residential (Wood frame): EL-1 [+ Step 4], or EL-2 [+ Step 3]; (d) Office and Retail: EL-1 [+ Step 3], or EL-2 [+ Step 2]

Please enter the step for part 9 buildings (Zero Carbon Step Code).

Optional

EL-2 [+ Step 5], or EL-3 [+ Step 4], or EL-4 [+ Step 3]

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2023 calendar year related to buildings. Please enter NA if your community reported no buildings initiatives ongoing, completed or in-progress for 2023.

Richmond adopted the BC Zero Carbon Step Code (ZCSC) into local Building Bylaw regulation, effective October 31, 2023. With adoption of ZCSC, Richmond has set GHG requirements for all new buildings covered by the provincial Energy Step Code. Richmond provides at least two compliance options for each type of building covered by the Energy Step Code, where builders / developers can pair higher-stringency Step Code requirements with lower-stringency ZCSC requirements, and vice versa, providing flexibility for the design and construction community. City staff also hosted a Builders' Breakfast event in June 2023, attended by 90 local homebuilders, energy specialists and others to present draft recommendations on the proposed Bylaw changes noted above. Feedback from builders was overall positive on City's approach to ZCSC implementation, providing Part 9 builders with three sets of compliance options to meet the new requirements. District Energy: City of Richmond's Lulu Island Energy Company (LIEC) is one of Canada's largest municipally owned district energy utilities, providing energy services to 7.3 million ft² as of December 2023. In 2023, the City Centre District Energy Utility (CCDEU) system was extended to two new developments, adding over 608,000 ft² to the total floor space served by this system. Expansion of the CCDEU has been underway since the execution of a substantial \$175M financing deal with partners' Corix Utilities and Canada Infrastructure Bank in 2022. LIEC is in the early stages of development of the CCDEU system, which will swiftly become the largest district energy service area within its first few years of operation. LIEC currently serves customers by utilizing an interim servicing strategy to expand the customer base and enable immediate reduction of GHG emissions for upcoming developments throughout the City Centre area. This strategy requires developments in the City Centre area to utilize LIEC's onsite low-carbon energy plants to provide space heating, space cooling, and domestic hot water heating services to the customers. A future permanent energy centre with sewer heat recovery is planned to be completed by 2028 and will interconnect with CCDEU buildings. Over the next 30 years district energy infrastructure will continue to expand and the connected floor area will grow to approximately 52-million ft².

Question 11: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2023 calendar year related to the transportation sector. This should not be limited to what your LGCAP funding supported.

Corporate
Community

Corporate transportation policies, programs and actions.

Programs to increase high-occupancy (2 or more people) vehicle trips (i.e. carpooling).

Established commercial transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for energy efficient commercial transportation and zero-emission vehicles.

Implemented zero-emission vehicle first procurement policy for all local government on and off-road vehicles purchases.

Electric vehicle charging studies/planning.

Electric vehicle charging infrastructure investments.

Other.

Staff reported that the Green Fleet Action Plan 2020 met a reduction of 28% in Fleet related emissions from the 2011 baseline in the year 2020. The City has a carpool program using City vehicles. This is managed by our Transportation Department, which accepts participating employees and matches up 3-4 employees into carpools with an assigned vehicle. The program also works to match up participants using staff vehicles if City vehicles are not available. Richmond has bike lockers at City Hall.

Community-wide transportation policies, programs and actions.

Supporting improvements and expansion of public transportation.

Mode shift targets for passenger and/or commercial transportation (shifting from private vehicles to sustainable modes like walking, cycling and public transit) in Official Community Plan, Regional Growth Strategy or other guiding documents.

Active transportation planning.

Active transportation infrastructure investments.

Active transportation education and encouragement programs.

Expanded micromobility access, bylaws and/or infrastructure (e.g. introduced or expanded bike/e-bike/e-scooter sharing programs, built new bike/scooter lanes, updated bylaws for use of bikes/scooters).

Implement pedestrian plazas, car-free streets (temporary or permanent) or limited-access automobile streets.

Installation of public secure bike parking (i.e. bike valet).

Electric vehicle charging studies/planning.

Mandatory EV infrastructure in new construction.

Established electric vehicle charging ready bylaws.

Electric vehicle charging infrastructure investments.

Other.

Promotion and education regarding active transportation

Please highlight a community project(s) that was in-progress or completed in the 2023 calendar year related to transportation. Please enter NA if your community reported no transportation initiatives ongoing, completed or in-progress for 2023.

Infrastructure Investments: Expanded and enhanced active transportation network; delineators installed on Garden City Road bike lane; completed Westminster Highway Multi-Use Pathway (Smith Cr. to Fraserside Gate); completed walkway on north side of Westminster Hwy.). Promotion and education of active transportation: Bike-to-school education for students; Go by Bike Week; HUB Cycling Bike to Shop Week; 21st Island City by Bike Tour event; E-Scooter and E-Bike Share Pilot Project.

Question 12: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2023 calendar year related to community-wide and corporate action. This should not be limited to what your LGCAP funding supported.

Corporate

Community

Corporate climate policies, programs and actions

Circular economy or zero waste strategy.

Sustainable procurement policy.

Renewable energy investments (e.g. district energy, waste heat recovery, biomass).

Green/blue carbon sequestration.

Community-wide climate policies, programs and actions.

Complete, compact communities

Organics diversion

Circular economy or zero waste strategy

Renewable energy investments (e.g. district energy, waste heat recovery, biomass)

Complete, Compact Communities - Please select all that apply.

See Complete Communities Guide and Program for supports advancing identified community goals through the creation of more complete, compact and energy efficient communities.

Rezoning

Smaller lots

Density bonuses

Secondary suites and laneway homes

Infill development

Urban containment boundaries

Official Community Plans

Regional Growth Strategies

Community Development Plans

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2023 calendar year related to community-wide or corporate action. Please enter NA if your community reported no community-wide or corporate initiatives ongoing, completed or in-progress for 2023.

The City is currently undertaking a targeted update of the OCP to create a more robust policy framework for the provision of affordable housing. Integration of climate mitigation and adaptation through potential application of a 'climate lens' to inform OCP policy development may also be considered. The update will also include an action plan to guide the planning and development of the City's neighbourhood service centres to further the development of compact, complete communities in Richmond. The OCP update process began in 2022, with bylaw adoption scheduled for 2025. In April 2023, following an extensive stakeholder engagement process, Council endorsed the Richmond Circular City Strategy (RCCS). Richmond is one of Canada's leading cities in developing a comprehensive, integrated action plan to advance circularity. In 2023, the City secured funding from FCM to conduct a comprehensive community-wide Material Flow Analysis study for Richmond. This study will assess the current state of resource flows within Richmond to produce goods and services, and identify relationships between resource flows, social activities, economic development, and environmental changes. One of the intended outcomes of this work is to inform a review of the City's demolition bylaw.

Provincial Policy Alignment - Resilience and Adaptation

The goal of climate adaptation is to reduce risk and vulnerability associated with climate change impacts. To manage climate impacts, local governments and Nations are integrating climate adaptation principles into decisions and everyday activities.

One requirement of this Program is that you must report on **at least one or more** project(s) linked to one or more objectives from the [CleanBC Roadmap to 2030](#) and/or the [Climate Preparedness and Adaptation Strategy](#) (CPAS) in Questions 10-13. If your community reports one initiative related to one sector you have satisfied this requirement, but please select all that apply for Questions 10-13.

Question 13: Please indicate all initiatives your local government or Nation had completed, ongoing or in-progress in the 2023 calendar year to adapt to and build resilience to climate impacts. This should not be limited to what your LGCAP funding supported.

Corporate
Community

Corporate resilience and adaptation policies, programs and actions.

Undertaking or completing a risk assessment at the asset or project level.

Addressing current and future climate risks through plans, adaptation measure implementation, programs, service delivery, asset management and/or other functions.

Collaboration with other communities on resilience planning/initiatives.

Monitoring climate risks or impacts (floods, wildfire, etc.).

Providing training (adaptation and mitigation skills).

Creating data systems to support climate action.

Utilizing natural assets/nature-based solutions.

Developing emergency/hazard response plans.

Community-wide resilience and adaptation policies, programs and actions.

Addressing current and future climate risks through plans, adaptation measure implementation, programs, service delivery, asset management and/or other functions.

Collaboration with other communities on resilience planning/initiatives.

Monitoring climate risks or impacts (floods, wildfire, etc.).

Public engagement on climate risks and actions.

Please highlight one or more climate adaptation project(s) that were completed, ongoing or in-progress in the 2023 calendar year to reduce risk and increase resilience. Please enter NA if your community reported no community-wide or corporate initiatives ongoing, completed or in-progress for 2023.

Please note that highlights for resilience actions may be shared with the Ministry of Emergency Management and Climate Readiness (EMCR) for them to use on ClimateReadyBC as part of their work on sharing info on climate resilience in BC. EMCR may follow up for more details if needed.

Dike raising to 4.7 meters geodetic along Dyke Road, between 6080 Dyke Road to Gilbert Road – in design. | Dike raising to 4.7 meters geodetic along River Road, between Lynas Lane to No. 2 Road – in design. | Dike raising to 4.7 meters geodetic along Dyke Road between No. 4 Road to No. 5 Road – in design.

Question 14 a): Has a climate risk and vulnerability or similar assessment been undertaken for your local government or Nation?

Please select all that apply. In the textbox, please provide the link to the public assessment if available.

Yes at the community level

Staff from Emergency Programs department are working with a geospatial consultant through funding from UBCM, to conduct an extreme heat vulnerability assessment for the City, to be completed in 2024.

Question 14 b): Are you integrating climate risk into asset management, budgeting and climate action plans?

Yes, in asset management

Yes, in budgeting

Yes, in climate action plans

Question 15: What are the most significant climate hazards and impacts faced by your jurisdiction and what is the timeframe of their expected impact on your community?

For each selection, please indicate if the timeframe of their expected impact is short, medium, long or not sure. (short [current/by 2025]; medium [2026-2050]; long [beyond 2050])

Extreme heat and heat stress

short

Extreme cold, snow and ice

short

Wildfire smoke

short

Overland flooding

short

Coastal flooding, storm surge events and/or other coastal hazards

long

Wind, rain, and other storm events

short

Ecological impacts (examples of ecological impacts include biodiversity loss and erosion)

medium

Cultural impacts (examples of cultural impacts include threats to identities, languages, and livelihoods)

long

Human health impacts

short

Question 16: What information do you need to know to be able to plan effectively for the future of your community, with respect to the hazards and impacts identified in Question 15? Please select one or more of what you consider the most valuable types of information for planning.

Local knowledge

Localized climate modelling and projected scenarios

Assessment of potential community impacts

Assessment of community vulnerabilities

Risk assessment of hazards

Mapping of climate change impacts and hazards

Demographic information

Projected development

Technical expertise to implement solutions

Information on partnership opportunities

Examples of actions taken by other communities

Optional: What resilience indicators are of most value to your local government or Nation?

Regional climate impact modelling that factors in implemented adaptation measures.

Question 17: Based on the hazards and impacts you indicated as most significant in Question 15, which groups are most vulnerable to the impacts of those climate hazards and impacts?

Low-income households

Indigenous Peoples

Racialized communities

Newcomers to Canada (immigrants and refugees)

People experiencing homelessness

Seniors

Pregnant women and young children

Persons with disabilities

LGBTQIA2S+: Lesbian, Gay, Bisexual, Transgender, Queer or Questioning, Intersex, Asexual, Two-Spirit, and additional sexual orientations and gender identities

People living alone / socially isolated

Other

People with pre-existing illness, respiratory or cardiovascular disease | outdoor workers | neuro-diverse individuals | people with mental health disorders | individuals or households at risk of homelessness

Source: *Climate Change & Health Vulnerability & Capacity Assessment*, Vancouver Coastal Health and Fraser Health Report (Feb. 2022); *Protecting Population Health in a Climate Emergency*, Chief Medical Health Officer, Vancouver Coastal Health (2023)

Question 18: Of the hazards and impacts identified in Question 15, please specify the associated adaptation measures completed or in-progress in the 2023 calendar year, if any. If entering a hazard under "Other", please also write the hazard in the "Adaption measure" textbox.

Extreme heat and heat stress

Adaptation measure

Advocated for BCBC requirements for existing buildings; Extreme Heat and Poor AQ Emergency Ops Plan.

Extreme cold, snow and ice

Adaptation measure

City & partners provide Warming Centres; Snow Angels shovel walks for residents needing assistance.

Wildfire smoke

Adaptation measure

Revised Extreme Heat and Poor Air Quality Response Plan ready for activation.

Overland flooding

Adaptation measure

Localized drainage assessments and improvements throughout the City.

Coastal flooding, storm surge events and/or other coastal hazards

Adaptation measure

Perimeter dike raising design for 3 locations.

Wind, rain, and other storm events

Adaptation measure

Localized drainage assessments and improvements throughout the City.

Ecological impacts

Adaptation measure

Habitat enhancement and banking agreement; invasive species inventory and risk assessment.

Human health impacts

Adaptation measure

See "Extreme cold, snow and ice" above.

Equity

Taking an equity-informed approach to climate action is about enhancing climate resilience for everyone in B.C., regardless of where and how they live and requires a just approach that integrates equity considerations into climate planning and adaptation responses.

Question 19: How does your local government or Nation ensure equitable access to and distribution of climate action opportunities and benefits?

Please select all that apply.

By engaging with equity seeking groups/frontline communities most impacted by climate policy and change.

By designing and implementing climate actions that remove barriers to participation in planning and programs faced by equity seeking groups/frontline communities most impacted by climate change.

Optional: Please highlight a climate initiative completed or in-progress in the 2023 calendar year that promotes equity and inclusion.

(1) The Energize Richmond (initially called the "Energy Poverty Toolkit") pilot engaged stakeholders to work one-on-one with residents living with energy poverty. Participants gained training, skills, and a toolkit enabling them to act as community leaders, hosting unique local dialogues with their peers, catalyzing the creation of action plans to save money and energy, and encouraging residents to take action on climate change. (2) Through UBCM's Community Emergency Preparedness grant program, the City was awarded approximately \$30,000 to produce Extreme Temperature Risk Mapping, Assessment and Planning. The information from this analysis will inform the development of future initiatives to target identified at-risk populations and areas. (3) The City worked with the Canadian Red Cross to develop a community preparedness education program for seniors and newcomers. The resulting five events reached approximately 180 people and provided education in individual preparedness, hazard awareness, and provided tools for community building. (4) The Snow Angel program offered during the winter season helps to ensure residents who are older adults or have mobility challenges stay connected and have the ability to leave their homes during a snowfall event. Over Winter 2022/23 and 2023/24, the program had a total of 138 volunteers, who worked over 485 hours to ensure that 234 residents were successfully assisted with a cleared walkway around their homes.

LGCAP Year 2 Funding

The Program must be able to demonstrate the impact this funding has on greenhouse gas emissions reductions and resilience and adaptation in B.C. To substantiate the Program, we must develop a baseline understanding of where local governments and Nations are at with respect to climate action and track progress over time.

Please do your best to specify how much of your LGCAP funds was invested for each initiative undertaken without double counting.

Question 20: What did/will your local government or Nation spend its LGCAP funding on for year two of the Program (2023)? Please select all that apply and indicate the total dollar value associated with each initiative. For LGCAP 2023 funding, City of Richmond received 566082. Please ensure the amount(s) entered for Question 20 equal this amount in total.

Corporate

Funds on hold
461882.48

Corporate Initiatives

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Staffing
101399.52

Traditional service emissions reporting
2800.00

Please highlight the initiative(s) your local government or Nation's LGCAP year two funding will support.

Two new Senior Climate Action Specialists (3-year TFT staff) focused on advancing low-carbon retrofits to existing buildings and zero emission mobility in Richmond.

Question 21 a): How much additional funding for climate action were you able to invest by leveraging your LGCAP funds? This could include matching grants as well as private investment.

Format: no dollar sign and up to two decimal places

0.00

Question 21 b): Please list the funding programs leveraged and associated funders (i.e. Investing in Canada Infrastructure Program, Canada/Province).

Please enter "NA" if no funds were leveraged.

NA for Year 2. Note: Information on the above will be included in the City's Year 4 LGCAP Survey Report, where LGCAP proceeds in calendar years 2024 and 2025 will be used to leverage an \$175,000 FCM GMF funding application to explore financing options for energy retrofits to existing low-rise residential buildings. LGCAP proceeds will also be utilized for municipal 'top-up' incentives in 2024 to help drive local participation in CleanBC heat pump retrofit incentives for existing ground-oriented housing.

Question 22: What is your internal decision criteria for spending LGCAP dollars?

City Council direction for LGCAP funding to be used strategically to advance progress in reducing emissions from existing buildings and vehicle transportation, which are both noted as major moves for 2030 in Richmond's Community Energy and Emissions Plan 2050. The approved Staff Report from October 24, 2022 described how LGCAP funding would be used to support three new full-time staff (two in fiscal 2023, and the third in fiscal 2024), as well as related funding for pilot program development, and outreach and engagement activities. These three positions were also approved by Council through the annual Operating Budget process in 2023 and 2024.

Question 23: Does your local government or Nation use a formal framework to apply a climate lens on infrastructure planning and decision-making?

This could include the Provincial preliminary GHG assessment guidance, the Federal climate lens guidance, or another climate lens framework.

No

Question 24: What is the value in the Program's continuity for your community?

Optional

Meaningful progress toward City of Richmond's Council-adopted community GHG emissions targets requires ongoing policy, program and regulatory effort by the City, with most of these initiatives needing to be multi-year to have the desired emissions impact. The Province of BC's commitment to sustained funding through the LGCAP program has enabled the City to add three new Senior Climate Action Specialist TFT positions (two in Q4 2023, and one in Q3 2024) to develop and lead new initiatives targeting existing buildings and zero emission mobility.

Please note on posting the survey publicly:

- All information from required questions must be included.
- Optional questions and responses can be omitted.
 - The Province will use the information for internal purposes only.
- When posting the survey publicly, the design / format of the form can be changed.

Local Government Climate Action Program Attestation Form

Instructions for the Attestor (CFO or equivalent staff person):
Complete and sign this form by filling in the fields below.

I, the Chief Financial Officer, or equivalent position, attest to the following:

1. That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
2. That Local Government Climate Action Program funds for years 1 and 2 received in 2022 and 2023 will be spent by March 31, 2025.
3. That Local Government Climate Action Program funds for years 3-5 received in 2024 will be spent by March 31, 2028.
4. That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2024.

Attested by (first name, last name)

Jerry Chong

Professional title

General Manager, Finance and Corporate Services

Local government or Modern Treaty Nation

City of Richmond

Date

2024-07-30

Attestor signature

Please note: We did hear feedback to allow for file upload e-signatures and have looked into this. Unfortunately, uploaded files do not appear on the final report. If you require a redo for the digitally-drawn signature, please click the trash can. If that doesn't work, please submit your survey then contact us at LGCAP@gov.bc.ca.

Signature captured



2024-07-31 09:23:00 Pacific Daylight Time

2023 Corporate Energy and Emissions Inventory

Local Government Name:	The City of Richmond
Year:	2023
Contact Information:	
Name:	Jerry Chong
Position:	General Manager of Finance and Corporate Services
Telephone Number:	604-276-4064
Email address:	JChong@richmond.ca

Stationary Emission Sources:				4,350
Building Fuel	Units	Consumption	Emissions Factor	Emissions (tCO₂e)
01 - Fortis BC Natural Gas	GJ	77,819	0.049846500	3,879
Electricity - BC Hydro	kWh	41,695,937	0.000011300	471
Mobile Emission Sources:				2,641
Vehicle Class	Units	Consumption	Emissions Factor	Emissions (tCO₂e)
01 Light-duty Vehicle - Gasoline	L	34,755	0.002201676	77
02 Light-duty Vehicle - Diesel	L	127	0.002633008	0
07 Light-duty Truck - Gasoline	L	175,688	0.002201676	387
08 Light-duty Truck - Diesel	L	12,832	0.002633484	34
09 Light-duty Truck - Propane	L	2,965	0.001540340	5
13 Heavy Duty - Gasoline	L	362,795	0.002246839	815
14 Heavy Duty - Diesel	L	315,131	0.002616375	824
Heavy Duty Propane	L	96,014	0.001540340	148
18 Off-Road - Gasoline E5	L	20,994	0.002351258	49
19 Off-Road - Diesel	L	114,610	0.002635377	302
Total Directly Delivered Services Emissions				6,991
Contracted Mobile Emission Sources:				2,350
Vehicle Class	Units	Consumption	Emissions Factor	Emissions (tCO₂e)
14 Heavy Duty - Diesel	L	19,918	0.002616375	52
Heavy Duty - Diesel B5	L	439,648	0.002589570	1,138
Heavy Duty Propane	L	75,390	0.001540340	116
Heavy Duty Natural Gas	L	24,947	0.003115706	78
13 Heavy Duty - Gasoline	L	8,688	0.002246839	20
19 Off-Road - Diesel	L	359,058	0.002635377	946
Total Contracted Services Emissions				2,350
Total Traditional Services GHG Emissions				9,341



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** August 22, 2024
From: Milton Chan, P.Eng **File:** 10-6050-01/2024-Vol
Director, Engineering 01
Re: **Amendment to Underpinning Works and Construction Fence Encroachment
Bylaw No. 9833 - Addition of Crane Swing Provisions**

Staff Recommendations

1. That Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, Amendment Bylaw No. 10599, be introduced and given first, second and third readings;
2. That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10601, be introduced and given first, second and third readings; and
3. That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10600 be introduced and given first, second, and third readings.

Milton Chan, P.Eng
Director, Engineering
(604-276-4377)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Building Approvals	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO

Staff Report

Origin

Development in the City has led to a significant amount of construction activity requiring cranes. During their operation, these cranes regularly swing over City roadways. Currently, the City's bylaws do not require a permit for such activities, which potentially exposes the City to liabilities. The Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, Amendment Bylaw No. 10599 introduces a crane swing permit, which must be obtained prior to the construction or use of any fixed crane that will swing over City roadways.

Staff have also conducted a review of the Underpinning Works and Construction Fence Encroachment Bylaw No. 9833 and are proposing some housekeeping amendments to bring further clarity and make the bylaw consistent with current City bylaw best practices.

With this amendment, staff also recommend that the Underpinning Works and Construction Fence Encroachment Bylaw No. 9833 be renamed to Construction Encroachment Bylaw No. 9833 to better reflect the consolidation of various construction-related encroachments.

This report outlines the proposed amendments to the Underpinning Works and Construction Fence Encroachment Bylaw No. 9833 (the "Bylaw"), the Consolidated Fees Bylaw No. 8636 (the "Fees Bylaw"), and the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 (the "BVN Bylaw").

This report supports Council's Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.

Analysis

Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, Amendment Bylaw No. 10599

Construction activities involving crane operation often require cranes to swing over City roadways. Additionally, when not in operation, cranes are free to rotate with the wind to reduce sideways forces, also leading them to swing over City roadways.

The City is neither responsible for, nor involved in the permitting and approvals from other regulatory agencies. These responsibilities lie with the crane operators and employers, property owners and developers for approvals such as:

- Certification of crane operators and crane operations through WorkSafe BC; and
- Aeronautical related applications and approvals from NAV Canada and Transport Canada.

Additionally, when a tower crane is being erected, through the WorkSafeBC requirement of the operator and the B.C. Construction Safety Alliance, Richmond Fire-Rescue attend the site and conduct a site inspection to ensure access for emergency response in order to support the management of a medical or emergency event and attendance to crane operators and construction staff and to ensure proper access for any other emergent needs on-site during the construction phase.

Currently, if a fixed crane will swing over City owned fee simple property, the City will require developers or property owners to enter into a crane swing easement agreement. For crane swing over private property, parties using construction cranes should negotiate and enter into private crane swing agreements with the affected neighbouring properties.

If a tower crane is erected as a stand-alone structure, and not on any part of the future building's structure, it is not captured in the building permit process. As tower cranes are temporary equipment to facilitate construction, they are not regulated under the building permit process and therefore crane operators are not required to obtain a building permit.

To address the risks posed by cranes, other municipalities have implemented permitting processes for cranes that swing over their roadways. To allow the City to similarly address these concerns, it is proposed that an amendment be made to the Bylaw.

The Underpinning Works and Construction Fence Encroachment Bylaw was approved by Council in 2018 and requires developers to obtain permits for certain construction activities that encroach on City property. These permits require the submission of insurance, description of encroaching activities, and require the applicant to indemnify the City from and against all claims and damages. To avoid the complexity and potential confusion of introducing a separate bylaw, it is recommended that the new crane-swing requirements be integrated with the existing bylaw through this amendment. The proposed bylaw amendment will address the risk of cranes operating over City roads by requiring that insurance be provided and by indemnifying the City from liability with respect to their operation.

The following is a summary of the proposed key terms and regulations of the Bylaw amendment with regards to crane swing.

- No person shall erect, construct, install, maintain, use, or permit the use of a crane expected to swing over City roadway without first making an application for and obtaining a crane swing permit.
- The applicant must carry the necessary general liability insurance and indemnify the City from and against all claims and damages.
- Every permit issued under the Bylaw will expire 12 months following the date of issuance or upon such earlier date as may be specified in the permit.
- The City may suspend any permit where there is a contravention of, or non-compliance with, the terms and conditions of the permit or any City bylaw.
- If the applicant or property owner fails to comply with the Bylaw, the City may instruct the applicant or owner to correct the contravention. If they fail to do so, the City may carry out the necessary actions at the property owner's cost.

Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10601

To facilitate this new permitting process, staff also recommend an amendment to the Fees Bylaw that introduces fees to cover the staff time required to review, process, and administer the proposed Crane Swing Permit application.

Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10600

To enforce compliance with the newly amended bylaw, staff also recommend an amendment to the BVN Bylaw that would allow for new fines and late payment amounts to be established to enforce compliance with the newly amended bylaw. The proposed fines could be issued if underpinning works, a construction fence, or a crane swing occur without a permit, or in contravention of the term of a permit or the terms of the Bylaw.

Housekeeping Amendments

While preparing these bylaw amendments, staff reviewed the current bylaws and identified housekeeping amendments that will bring further clarity to the bylaws.

Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, Amendment Bylaw No. 10599

The following is a summary of the proposed housekeeping amendments to the bylaw.

- Currently, the bylaw requires a permit for any encroachment upon City Property. Staff are proposing extending of the requirements for obtaining an underpinning works permit or construction fence permit to encroachments on City statutory rights of way, in addition to City Property.
- Staff have added language regarding the Inspection Fee to the Underpinning Works and Construction Fence Encroachment Bylaw to match the Consolidated Fees Bylaw and further define the fee.
- Staff have added clearer language related to the various fees required. This language clarifies the timing of the payment of the application fee, encroachment fee, and inspection fee.

Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10601

Staff are proposing the addition of a defined “Permit Renewal Fee”. The existing Underpinning and Construction Fence Encroachment Bylaw requires the Permittee pay a renewal fee, however, such a fee is not clearly defined in the Fees Bylaw.

Staff will update the development community on the new crane swing requirements at an upcoming meeting with the Urban Development Institute and the City of Richmond.

Financial Impact

None. Revenues that will be generated from the proposed Crane Swing Permit fees will offset the associated cost required to review and process the applications.

Conclusion

When cranes are used in construction activities, there is the potential for their operation to encroach on City roadways. To address the potential liabilities presented by this, staff recommend that the Bylaw be amended to include the requirement for a permit prior to any crane operation. Staff also recommend that the Bylaw cited as Underpinning Works and Construction Fence Encroachment Bylaw No. 9833 be renamed to Construction Encroachment Bylaw No. 9833.

To facilitate the administrative time to review and process the application for a Crane Swing Permit, staff also recommend an amendment to the Fees Bylaw that introduces a permit fee.

To enforce compliance with the newly amended bylaw, staff also recommend an amendment to the BVN Bylaw that establishes fines and late payment amounts.



Eric Sparolin, P.Eng
Manager
Engineering Design and Construction
604-247-4915



Zach Jennejohn, EIT
Engineer-in-Training
Engineering Design and Construction
604-247-4686

ES:zj



**Underpinning Works and Construction Fence Encroachment Bylaw No.
9833,
Amendment Bylaw No. 10599**

The Council of the City of Richmond enacts as follows:

1. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended by renaming the bylaw the “Construction Encroachment Bylaw No. 9833”.
2. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at Part One: Underpinning Works and Construction Fence by:

- a) replacing the title of Part One with the following:

“PART ONE: UNDERPINNING WORKS, CONSTRUCTION FENCE AND CRANE SWINGS”

- b) inserting the words “or a City Statutory Right of Way” after the words “City Property” in section 1.1.1;
- c) inserting the words “or a City Statutory Right of Way” after the words “City Property” in section 1.2.1; and
- d) inserting the following after section 1.2.1:

“1.3 Crane Swing Permit

- 1.3.1 No person shall erect, construct, install, maintain, use, or permit the use of, a Crane in any manner that results in, or would reasonably be expected to result in, a Crane Swing without first making application for and obtaining a Crane Swing Permit and every such construction, use or maintenance shall be undertaken in all respects to the requirements and regulations of this Bylaw and the terms and conditions of the Crane Swing Permit.
- 1.3.2 Notwithstanding any other provision of this bylaw, no person shall erect, construct, install, maintain, use, or permit the use of, a Crane in any manner that would result in the boom or other parts of the Crane swinging over air space of City Property that is not City Highway, without first entering into an agreement with the City.”

3. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at Part Two: Underpinning Works Permit and Construction Fence Permit Application Process by replacing the title of Part Two with the following:

“PART TWO: UNDERPINNING WORKS, CONSTRUCTION FENCE AND CRANE SWING PERMIT APPLICATION PROCESS”
4. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at section 2.1 Application Requirements by:
 - (a) inserting the words “or using, allowing or maintaining a Crane Swing,” after the words “Construction Fence,” in section 2.1.1(a);
 - (b) deleting the words “Underpinning Works or Construction Fence” in section 2.1.1(c) and replacing them with the words “Underpinning Works, Construction Fence or Crane Swing”;
 - (c) deleting the words “Underpinning Works or Construction Fence” in section 2.1.1(e) and replacing them with the words “Underpinning Works, Construction Fence or Crane Swing”;
 - (d) deleting the words “applicable fees” in section 2.1.1(d) and replacing them with the words “applicable application fee”;
 - (e) deleting the words “Underpinning Works or a Construction Fence” in section 2.1.2 and replacing them with the words “Underpinning Works, a Construction Fence or a Crane Swing”; and
 - (f) deleting the words “constructed or a Construction Fence has been installed” in section 2.1.3 and replacing them with the words “constructed, a Construction Fence has been installed, or a Crane Swing has occurred”.
5. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at section 2.2 Security Deposit by deleting the words “issuance of a Permit” in section 2.2.1 and replacing them with the words “issuance of a Permit, or the renewal of a Permit,”.
6. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at section 2.3 Permit Issuance by:
 - (a) deleting the words “applicable fees” in section 2.3.1(d) and replacing them with the words “applicable encroachment fee and inspection fee”;
 - (b) inserting the words “or the City’s Risk Manager or their delegates” after the words “General Manager” in section 2.3.1(e); and
 - (c) inserting the following after section 2.3.2(f):

“2.3.3 Subject to section 2.3.4, the General Manager may issue a Crane Swing Permit upon being satisfied that:

- (a) the proposed Crane Swing complies with this Bylaw and all Applicable Laws;
- (b) the Crane Swing operation, as applicable, can be carried out safely, without undue nuisance or interference to the public, or damage or injury to persons or Property;
- (c) the Applicant has complied with the applicable requirements of section 2.1 [*Permit Application Requirements*]; and
- (d) the Applicant has provided proof of general liability insurance coverage in an amount and on terms satisfactory to the General Manager or the City’s Risk Manager or their delegates.

2.3.4 The General Manager may refuse to issue Crane Swing Permit if the requirements of section 2.3.3 have not been met or the General Manager is of the opinion that the proposed Crane Swing will or is reasonably likely to:

- (a) endanger, damage, or otherwise adversely affect any structure, Highway, easement, utility works and services or right-of-way, whether privately or publicly owned;
- (b) contravene any Applicable Laws;
- (c) threaten the health, safety, or welfare of the public or be otherwise contrary to the public interest; or
- (d) result in the use of the Subject Property in a manner inconsistent with the current zoning for the Subject Property.”

7. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at section 3.1.1 by:

- (a) deleting the words “Underpinning Works or install a Construction Fence” in the first paragraph, and replacing them with the words “Underpinning Works, install a Construction Fence, or allow a Crane Swing”;
- (b) inserting the word “partners,” before the words “directors, officers” in section 3.1.1(b);
- (c) deleting sections 3.1.1(c) and (d) and replacing them with the following:

“(c) the design, construction and installation of the Underpinning Works or the Construction Fence, or the use of the Crane Swing, as applicable, occurs at all times in accordance with sound engineering and construction practices and is

carried out in accordance with the terms of this Bylaw, the applicable Permit and all Applicable Laws;

- (d) the installation of the Underpinning Works or the Construction Fence, as applicable, will not interfere with or cause damage to any existing underground utilities or services, whether such utilities or services are owned by the City, by the Greater Vancouver Regional District or by any private or public utility. The use of the Crane Swing will not interfere with or cause damage to any existing utilities or services, whether such utilities or services are owned by the City, by the Greater Vancouver Regional District or by any private or public utility. The Owner shall be solely responsible for all costs of determining the location of any and all such relevant utilities and services;”
- (d) deleting the words “Underpinning Works or the installation of a Construction Fence” in section 3.1.1(g) and replacing them with the words “Underpinning Works, or the installation of a Construction Fence, or the installation, use, maintenance and operation of a Crane that is the subject of the Crane Swing”;
- (e) deleting the words “Underpinning Works or Construction Fence” in section 3.1.1(h) and replacing them with the words “Underpinning Works, the Construction Fence or the Crane Swing”;
- (f) deleting section 3.1.1(i) and replacing it with the following:
 - “(i) the Owner will be solely responsible throughout the construction of the Underpinning Works, the installation of the Construction Fence or the use of the Crane Swing to protect persons and property in the vicinity of the Underpinning Works, Construction Fence or Crane Swing from injury, loss or damage;”
- (g) deleting section 3.1.1(j) and replacing it with the following:
 - “(j) the Owner will be responsible for the prompt payment of all fees, permits and construction expenses of the Underpinning Works, Construction Fence or Crane Swing of any kind whatsoever including, without limitation, reasonable legal fees and disbursements incurred by the City in connection with or arising out of the preparation and interpretation of this Bylaw or a Permit and any dispute or enforcement in connection therewith;
 - (k) the Owner will call for such inspections by the City as are required pursuant to the terms of the Permit, and will pay the additional inspection fee as set out in the *Consolidated Fees Bylaw No. 8636* if an additional inspection is required as a result of there being deficiencies identified during a required inspection.”

8. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended by deleting section 3.3.1 and replacing it with the following:

“3.3.1 Every Permit issued under this Bylaw shall expire and cease to authorize any Underpinning Works, Construction Fence or Crane Swing 12 months following the

date of issue or upon such earlier date as may be specified in the Permit unless an expiry date for a different term is specified in the Permit or a renewal for the Permit has been issued in accordance with section 3.4.”

9. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended by deleting section 3.4.1 and replacing it with the following:

“3.4.1 If the Underpinning Works operations are not completed before the Underpinning Works Permit expires, or if a Construction Fence is still required at the time the Construction Fence Permit expires, or if a Crane Swing is still required at the time the Crane Swing Permit expires, then the General Manager may renew, extend, or modify the Permit upon written request of the Permittee, subject to the following:

- (a) there is no obligation on the City to renew any Permit;
- (b) the Permittee shall pay the appropriate non-refundable Permit renewal fee as specified in the *Consolidated Fees Bylaw No. 8636*;
- (c) if the renewal is for an Underpinning Works Permit or a Construction Fence Permit, and the encroachment fee specified in the *Consolidated Fees Bylaw No. 8636* has increased since such Permit was issued, the Permittee shall pay an amount equal to the difference between the current encroachment fee and the encroachment fee paid for the original Permit;
- (d) the application for a renewal, extension, or modification is received no later than 30 days before the expiry date of the existing Permit;
- (e) the General Manager may require that the Permittee provide additional information authorized by this Bylaw as a pre-condition to considering an application for a Permit renewal, extension or modification.”

10. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended by deleting section 4.1 and replacing it with the following:

“4.1 Suspension of a Permit.

4.1.1 The General Manager may suspend any Permit where, in the opinion of the General Manager there is a contravention of or non-compliance with the terms and conditions of the Permit, this Bylaw, or any other City bylaw relevant to Underpinning Works, Construction Fence or Crane Swing that is the subject of the Permit. The Permit shall remain suspended and will cease to authorize the Underpinning Works, Construction Fence or Crane Swing that is the subject of the Permit until, in the opinion of the General Manager, compliance is obtained. During a Permit suspension, the General Manager may require an Owner to remove the Construction Fence which the Owner will do within five days of notice.

4.1.2 Where a Permit is suspended, the General Manager will cause written notice of suspension to be delivered to the Owner of the Subject Property by registered mail and to be posted on the Subject Property where possible.

4.1.3 Sections 4.1.1 and 4.1.2 are without prejudice to any other remedies available to the City under this Bylaw, any other law, or in equity.”

11. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at section 4.2.1 by deleting the words “Underpinning Works or Construction Fence” and replacing them with the words “Underpinning Works, Construction Fence or Crane Swing”.
12. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at section 4.2.5 by deleting the words “Underpinning Works or Construction Fence” in sections 4.2.5(a) and (b) and replacing them with the words “Underpinning Works, Construction Fence or Crane Swing”.
13. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at section 4.2.6 by deleting the words “Underpinning Works or Construction Fence” and replacing them with the words “Underpinning Works, Construction Fence or Crane Swing”.
14. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at section 4.2.7 by deleting the words “Underpinning Works or Construction Fence” and replacing them with the words “Underpinning Works, Construction Fence or Crane Swing”.
15. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at section 5.1.1 by deleting the words “\$10,000” and replacing them with the words “\$50,000”.
16. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at section 6.1 by adding the following definitions in alphabetical order:

“CITY STATUTORY RIGHT OF WAY means any statutory right of way, as defined in the *Land Title Act*, [RSBC 1996] Ch. 250, granted in favour of the City.

CRANE means a fixed construction crane, including tower cranes, used to move materials vertically and/or horizontally, but does not include a wheel-mounted crane or crawler crane.

CRANE SWING means the swing of the boom or other parts of a Crane over air space of City Highway.

CRANE SWING PERMIT means an authorization by the City to allow a Crane Swing issued under this bylaw.”

17. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended at section 6.1 by deleting the definitions of “Owner”, “Permit” and “Subject Property” and replacing them with the following:

“OWNER means a person registered in the records of the Land Title Office as the fee simple owner of the Property to which the Underpinning Works, Construction Fence or Crane Swing, as applicable, relate.

PERMIT means, as applicable, any or all of an Underpinning Works Permit, a Construction Fence Permit or a Crane Swing Permit issued under this Bylaw.

SUBJECT PROPERTY means “Property” to which an Underpinning Works Permit, a Construction Fence Permit or a Crane Swing Permit relates.”

18. Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, as amended, is further amended by deleting section 7.2 and replacing it with the following:

“7.2 This Bylaw is cited as **“Construction Encroachment Bylaw No. 9833”**.”


19. This Bylaw is cited as **“Underpinning Works and Construction Fence Encroachment Bylaw No. 9833, Amendment Bylaw No. 10599”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

_____	CITY OF RICHMOND
_____	APPROVED for content by originating Division
_____	
_____	APPROVED for legality by Solicitor
	BRB

MAYOR

CORPORATE OFFICER



**Consolidated Fees Bylaw No. 8636,
Amendment Bylaw No. 10601**

The Council of the City of Richmond enacts as follows:

1. Consolidated Fees Bylaw No. 8636, as amended, is further amended by:
 - (a) deleting SCHEDULE – UNDERPINNING WORKS AND CONSTRUCTION FENCE ENCROACHMENT; and
 - (b) adding Schedule A attached to and forming part of this bylaw as a new “SCHEDULE – CONSTRUCTION ENCROACHMENT” to the Consolidated Fees Bylaw NO. 8636 in alphabetical order.
2. This Bylaw is cited as **“Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10601”**.

FIRST READING


SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division 
APPROVED for legality by Solicitor BRB

SCHEDULE A to BYLAW NO. 10601

**SCHEDULE – CONSTRUCTION ENCROACHMENT
to BYLAW NO. 8636**

SCHEDULE – CONSTRUCTION ENCROACHMENT

Construction Encroachment Bylaw No. 9833

Sections 2.1, 2.2 and 3.4

Description	Fee
Underpinning Works	
Application Fee	\$562.00 per Underpinning Works Permit application
Encroachment Fee	\$59.25 per square meter of excavation face that will be supported by the Underpinning Works
Inspection Fee	\$268.00
Additional Inspection Fees	\$101.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies
Security Deposit	\$5,593.00 plus such additional amounts set forth in section 2.2 of Bylaw No. 9833
Renewal Application Fee	\$562.00 per Underpinning Works Permit renewal application
Construction Fence	Fee
Application Fee	\$115.00 per Construction Fence Permit application
Encroachment Fee	\$11.75 per year per square meter of encroachment
Inspection Fee	\$268.00
Additional Inspection Fees	\$101.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies
Security Deposit	\$5,593.00
Renewal Application Fee	\$115.00 per Construction Fence Permit renewal application
Crane Swing	Fee
Application Fee	\$562.00 per Crane Swing Permit application

Renewal Application Fee	\$562.00 per Crane Swing Permit renewal application
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**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 10600**

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 by:
 - (a) adding the following to the list in section 1.1 in alphabetical order:



“Construction Encroachment Bylaw No. 9833, as amended;”
 - (b) adding the content of the table in Schedule A attached to and forming part of this bylaw to Schedule A of Bylaw No. 8122 as a new “Schedule – Construction Encroachment Bylaw No. 9833”.
2. This Bylaw is cited as “**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10600**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating Division 
APPROVED for legality by Solicitor 

MAYOR

CORPORATE OFFICER

SCHEDULE A to BYLAW NO. 10600

Schedule – Construction Encroachment Bylaw No. 9833 Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Construction Encroachment Bylaw No. 9833	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Underpinning works without a permit or in contravention of the terms of a permit or Bylaw No. 9833	1.1.1	No	\$ 450.00	\$ 400.00	\$ 500.00	n/a
	Construction fence without a permit or in contravention of the terms of a permit or Bylaw No. 9833	1.2.1	No	\$ 450.00	\$ 400.00	\$ 500.00	n/a
	Crane swing without a permit or in contravention of the terms of a permit or Bylaw No. 9833	1.3.1	No	\$ 450.00	\$ 400.00	\$ 500.00	n/a
	Crane swing over City Property that is not highway without agreement with the City	1.3.2	No	\$ 450.00	\$ 400.00	\$ 500.00	n/a



City of Richmond

Report to Committee

To: Planning Committee
From: Joshua Reis
Director, Development

Date: August 28, 2024
File: HA 23-035279

**Re: Referral Response – Heritage Alteration Permit for 12111 3rd Avenue
(Steveston Hotel)**

Staff Recommendation

That a Heritage Alteration Permit which would permit exterior alterations on the identified heritage building, and associated landscaping, at 12111 3rd Avenue be issued.

for
Joshua Reis, MCIP, RPP, AICP
Director, Development
(604-247-4625)

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture and Heritage Policy Planning	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	 _____

Staff Report

Origin

Kanaris Demetre Lazos has applied for a Heritage Alteration Permit (HAP) on behalf of the Owner, 525 W. Georgia Street Ltd., Sadru Ramji (Director), to make exterior alterations to the identified heritage building known as the Steveston Hotel, located at 12111 3rd Avenue in the Steveston Village Heritage Conservation Area. The application was considered by Council at its meeting of July 8, 2024 where Council made the following referral:

That the “Heritage Alteration Permit for 12111 3rd Avenue (Steveston Hotel)” report be referred back to staff to have further discussions with the applicant to review further heritage protections such as the signage, name, and discussing the matter with the Steveston Historical Society.

The purpose of this report is to respond to the Council referral and present information in response to the concerns raised.

Findings of Fact

The original staff report entitled “Heritage Alteration Permit for 12111 3rd Avenue (Steveston Hotel)” dated June 19, 2024 from the General Manager, Planning and Development, and accompanying attachments provided information about the proposed exterior alterations and associated landscaping. That report is contained in Attachment A and remains applicable, except where noted in this report.

The proposal is to make exterior changes to the main floor façades of the north wing (the “pub” portion) in order to convert the existing pub to additional hotel suites, which are permitted under the current “Steveston Commercial (CS2)” zone. No changes are proposed on the second floor or to the south portion of the building (the “hotel” portion) and there is no additional floor area proposed. The proposal includes minor landscaping improvements along the front of the proposed new hotel suites.

Requirement for a Heritage Alteration Permit

The building is one of 17 protected heritage properties within the Steveston Village Heritage Conservation Area. The heritage protection applies to the exterior of the building only. A Heritage Alteration Permit (HAP) is required if exterior alterations are proposed to ensure the proposed changes do not negatively impact the overall heritage value of the heritage resource and the Heritage Conservation Area. The HAP can require the retention of exterior elements if they are considered to contribute to the heritage character and heritage value of the building.

The proposed use of the building for hotel suites is permitted within the current “Steveston Commercial (CS2)” zone applicable to the subject site.

Correspondence Received

Correspondence received from the public regarding the Heritage Alteration Permit application is included in Attachment B. All have been previously circulated to the Mayor and Councillors.

Prior to the July 8, 2024 Council meeting, the City received:

- A letter from Steveston Historical Society to the applicant, sent to Mayor and Councillors, expressing concern at the proposed change of use of the pub into hotel suites, noting its historical importance to the community, and proposing the retention of some elements such as the bar, signage and historical artifacts.

Since the July 8, 2024 Council meeting, the City received:

- A letter from the applicant noting the decision to close the pub for business reasons and the owner's entitlement to operate any business they wish to as long as it is permitted within the zoning;
- A letter from the applicant to Steveston Historical Society, copied to Mayor and Councillors, noting the business reasons for closing the pub; and
- An email from an individual identifying themselves as a staff member from The Buck & Ear Bar and Grill regarding the business reasons for closing the pub.

Analysis

The following sections provide information on follow-up action in response to the referral from the July 8, 2024 Council Meeting.

Heritage Protection

The scope of the HAP only addresses exterior alterations to the building. The interior of the pub, including architectural elements, does not have heritage protection. Furthermore, the interior of the pub was extensively renovated in approximately 2000. The current exterior signage referencing the Buck & Ear was also installed after that time.

Name and Signage

Staff undertook further research, with assistance from the City of Richmond Archives and external resources, to identify the recent history of the name and signage on the exterior of the pub, with the following findings:

- Photographs of the pub addition in the early 1950s show neon signage above the entrances and central window of the pub though a specific pub name has not been identified.
- In the 1970s and 1980s, pub signage used the name "Buccaneer Room". For some time, an image of a pirate featured on the front wall of the original hotel on the upper floor, until it was covered by siding.
- For some time in the 1990s, the pub name was "3rd Avenue Pub".

- The pub was renovated and renamed as “The Buck & Ear Bar and Grill” in approximately 2000. The fascia sign lettering, logos on the hotel awnings, wood hanging sign at the pub entrance, and the glass canopies with associated signage, were added after the change in name and reflect the name of the pub currently operating. The fascia signs have since been further replaced.
 - o The interior of the pub was fully renovated and refitted in a traditional style. Stained glass elements with the pub name were installed at that time.

Historical photographs are included in Attachment C for reference purposes.

The owner has communicated to staff that they do not wish to keep the Buck & Ear name on the front fascia of the building, along 3rd Avenue, if the pub is no longer operating as it might create confusion. They are willing to retain the name on the rear of the building and to retain the wood hanging sign on the 3rd Avenue frontage. The HAP includes retention of both of these signs. The proposed new fascia sign facing 3rd Avenue would be “Steveston Suites”, as shown on the design drawings included in the HAP.

Discussion with the Steveston Historical Society

Staff met with the Steveston Historical Society (Society) on July 17, 2024 to obtain further information on the specific concerns expressed and any elements on the interior or exterior of the pub that the Society has identified as having heritage value and should be retained.

The primary concern from the Society as expressed in their comments and delegation to the July 8, 2024 Council Meeting, and in discussion with staff, is the loss of the pub as a long-standing community gathering place. The Society has identified some memorabilia currently displayed within the pub (photographs including those of sponsored sports teams), the pub bell and stained glass with the pub name as items that could be retained and relocated or donated to the City’s collection. The Society would like to see the name and fascia sign retained on the exterior, though possibly in a smaller format. The Society also expressed a desire that the pub’s stories should be collected and shared. Staff from Museum and Heritage Services have advised they will work with the Steveston Historical Society to preserve and share the stories of the Steveston Hotel’s pub. This could include interpretation at the Steveston Museum or through programs such as the walking tours offered by the Society.

City staff discussed the Society’s concerns with the owner and applicant. In addition, City staff visited the building with the owner on July 29, 2024 and August 2, 2024 to view the interior and exterior, and discussed items that could be retained or that would be suitable for donation to the City’s artifact collection. Staff were also able to confirm that no original elements of the interior were evident, with the current fittings, such as the bar, appearing to date to the extensive renovation completed in 2000. This aligns with information in historical permit application records and design drawings for the building.

The City’s Curator of Collections identified a few items that would be of interest for addition to the City’s artifact collection if the owner does not wish to retain them. All date from the 2000 refit of the pub or more recently and reflect the current name of the pub.

These are a semi-circular stained glass panel with the pub's name, a stained glass panel with the buck's head motif and the wood hanging sign on the exterior at the front entrance.

The owner has confirmed that they intend to relocate some items to the café or other spaces in the hotel, to be determined when work begins, and that they will otherwise offer items to the City at that time. This includes photographs, two stained glass panels, and the pub bell. The exterior wood hanging sign will be retained at the entrance and the fascia sign "Buck & Ear" will remain on the rear of the building to commemorate the long history of the pub in the community (Attachment D). The owner intends to open the hotel's restaurant for longer hours (currently open for breakfast and lunch) to continue to provide hospitality and a gathering place within the historic building. Should the hours extend beyond midnight this would require Council approval. The current historic building will remain, including the two distinct phases of development from 1894 and 1948.

Conclusion

This report responds to the July 8, 2024 Council Meeting referral regarding signage, name, and discussion with the Steveston Historical Society. Staff can confirm the Heritage Alteration Permit relates to exterior alterations only. The proposed change from pub to hotel use of the pub space is permitted within the current zone.

It is recommended that the Heritage Alteration Permit (HA 23-035279) for 12111 3rd Avenue be issued to permit the proposed exterior alterations and landscaping.



Judith Mosley
Planner 2 (Policy Planning) - Heritage Planner
(604-276-4170)

JM:he

- Att. A: Report "Heritage Alteration Permit for 12111 3rd Avenue (Steveston Hotel)" (dated June 19, 2024)
 B: Correspondence Received from the Public
 C: Historical Images – Steveston Hotel and Pub
 D: Confirmation – Items to be retained

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

1. Submission of the landscape security in the amount of \$5,742. A legal agreement is required to accompany the Landscape Security to set the terms for the use and release of the security.

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:

- 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.



City of Richmond

Report to Committee

To: Planning Committee

Date: June 19, 2024

From: Wayne Craig
General Manager, Planning and Development

File: HA 23-035279

Re: Heritage Alteration Permit for 12111 3rd Avenue (Steveston Hotel)

Staff Recommendation

That a Heritage Alteration Permit which would permit exterior alterations on the identified heritage building, and associated landscaping, at 12111 3rd Avenue be issued.

Wayne Craig
General Manager,
Planning and Development

Att. 4

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

Staff Report

Origin

Kanaris Demetre Lazos has applied for a Heritage Alteration Permit (HAP) to make exterior alterations to the identified heritage building known as the Steveston Hotel, located at 12111 3rd Avenue in the Steveston Village Heritage Conservation Area.

The proposal is to make exterior changes to the main floor façades of the north wing (the pub portion) in order to convert the existing pub to additional hotel suites, which are permitted under the current “Steveston Commercial (CS2)” zone. No changes are proposed on the second floor or to the south portion of the building and there is no additional floor area proposed.

A location map and an aerial photograph are provided in Attachment 1.

Background

Heritage Value

The Steveston Hotel at 12111 3rd Avenue is one of 17 identified heritage buildings in the Steveston Village Heritage Conservation Area. The hotel was constructed in 1894 and served the population of Steveston during the boom years of the fishing and canning industries. It provided a refuge following the 1918 fire and housed the post office during the rebuilding.

The addition to the north was built in 1948 which included a pub on the main floor and additional hotel units on the second floor. At the same time, the exterior of the original 1894 portion of the building was significantly altered at that time to match the new addition. The building has undergone further alterations since then, including replacement and reconfiguration of the ground floor windows and doors, and recladding with stucco and aluminum siding. The building has continued in its original hospitality use as hotel, restaurant and pub.

The heritage value of the Steveston Hotel lies in its historic association with the development of the Steveston townsite and its social and cultural value as a community gathering place. The character-defining elements of the Steveston Hotel include its landmark status and prominent location, its role as a social gathering place, and surviving elements of its two stages of construction including the flat-roof form, simple lines and upper floor window pattern.

Historic photographs of the building are included in Attachment 2. The Statement of Significance for the Steveston Hotel is included in Attachment 3.

The Steveston Hotel has seen substantial alterations to the exterior over its 130-year history. The current pub portion of the building was added 74 years ago. Since 2017 the hotel has seen the issuance of a number of minor Heritage Alteration Permits for windows, doors and exterior finishes; however the building retains the overall form, massing and upper floor window pattern of this heritage resource.

Surrounding Development

To the North: The Steveston Courthouse, a protected heritage building, as well as a non-heritage building at 12011 3rd Avenue, zoned “Steveston Commercial (CS2)”. The property is the subject of a rezoning application, currently under staff review, to permit a three-storey mixed-use building (RZ 17-794156) to be processed under separate report.

To the South and West: The Gulf of Georgia Cannery National Historic Site on a property zoned “Light Industrial (IL)”.

To the East: Across 3rd Avenue is a mixed-use building known as the Roderick, ranging one to three storeys on a property zoned “Commercial Mixed Use (ZMU33) – Steveston Village”.

Related Policies & Studies**Official Community Plan & Steveston Area Plan**

Section four of the City’s Official Community Plan (OCP) provides city-wide direction and policy to preserve, promote and celebrate community heritage. The subject site is designated “Neighbourhood Service Centre” in the OCP and “Heritage Mixed-Use (Commercial-Industrial with Residential & Office Above) in the Steveston Area Plan. The proposed expansion of hotel use is consistent with the plan and the current zoning of “Steveston Commercial (CS2)”.

Steveston Village Heritage Conservation Area

Steveston Village is also designated as a Heritage Conservation Area (HCA). In the HCA, 17 buildings and some landscape features are identified as heritage resources. The subject building is one of the 17 protected heritage properties.

The Steveston Area Plan seeks to conserve significant heritage resources throughout the Steveston area and conserve the identified heritage resources within the Steveston Village Node as outlined in the Steveston Village Conservation Strategy. A Heritage Alteration Permit is required if exterior alterations are proposed to a protected heritage property within the Heritage Conservation Area to ensure the proposed changes do not negatively impact the overall heritage value. Conservation of protected heritage properties is to be guided by the Steveston Village Conservation Strategy (2009) and the *Standards and Guidelines for the Conservation of Historic Places in Canada* (2nd edition, 2010, Parks Canada). Any new construction or addition on a site where there is a protected heritage building is to be consistent with the Development Permit guidelines in the Steveston Area Plan in addition to the above noted guidelines. The proposed changes to the facades are limited to retain the existing form and character of the building. The proposed landscaping is in keeping with the design guidelines for Steveston Village.

Public Consultation

A Heritage Alteration Permit notification sign has been installed on the subject property. Also, early notification has been mailed to residents and property owners within 100 metres of the subject site. Staff have received one phone inquiry from the public to obtain further information on the proposed scope of work.

Richmond Heritage Commission

The Heritage Alteration Permit application was presented to the Richmond Heritage Commission on May 15, 2024. The Commission supported the application subject to landscaping improvements for the area in front of the building fronting 3rd Avenue. An excerpt from the Commission meeting minutes is included in Attachment 4.

In response to the Commission's comments, updates have been made to the proposed design:

- The main floor window type has been updated to more closely coordinate with the upper floor window type, with vertical orientation and awning openings (push-out windows).
- Landscaping has been further developed to improve the interface with the public edge along 3rd Avenue and to increase privacy for hotel guests and contribute to the character of the streetscape. Planters have been increased in number and moved to the front edge of the property. The planter material has been updated to black powder-coated metal instead of concrete, the proposed plants have been specified, and irrigation has been added.

Analysis

The current proposal is to convert the existing pub to additional hotel suites without adding any additional area to the existing building, which are permitted under the current "Steveston Commercial (CS2)" zone, and make exterior changes to the main floor façades of the north wing (the pub portion) in order to accommodate the new use. No changes are proposed on the second floor or to the south portion of the building containing the original part of the hotel.

The proposed exterior alterations are limited to those required to maintain the current structure and façade, and achieve the change in internal layout to create hotel suites. The proposed arrangement of doors and windows corresponds to the interior layout proposed by the applicant to achieve five new suites, replacing the current pub use.

Details of the proposed scope of work are:

- East (front) elevation:
 - Replace the existing four fixed windows with new openable windows (fixed lower portion with awning openings above) in the same locations and dimensions;
 - Add one new window of the same size and type at south end of the façade;
 - Retain the existing wood entry doors and hardware and change glazing to clear glass;
 - Remove the metal and glass canopy over the south entry doors, and extend the railing across the opening;

- Add eleven fixed planters with plant materials at the patio edge; and,
- Replace the wording on the fascia signage, removing “Est. 1895”, “Buck & Ear” and “Bar And Grill” to replace with “Steveston Suites”.
- North (side) elevation:
 - Remove an existing exit door and install four new windows, style to match the east elevation; and,
 - Add stucco over existing concrete block walls and paint to match existing stucco.
- West (rear) elevation:
 - Replace one set of existing double doors with new glazed double doors with aluminum frame;
 - Replace one set of existing double doors with larger, glazed patio doors with a transom window;
 - Remove an existing exit door;
 - Replace one existing window, remove one existing window, and add five new windows of varying sizes, style to match east elevation; and,
 - Add stucco over existing concrete block walls and paint to match existing stucco.
- The proposed new window and door frames will match the building’s existing aluminum frames (colour and style). Wood trim is proposed to be added to frame the main floor windows.

The proposal includes some landscaping treatment along the front of the proposed new hotel suites. The Steveston Village General Guidelines (9.3.2.1) in the Steveston Area Plan provide guidance on Landscape Elements including encouraging the provision of planters, window boxes and/or other types of container gardens to provide an abundance of year-round seasonal colour. The Design Criteria for the Steveston Revitalization Area (Sakamoto Guidelines, prepared in 1987, and included in the Steveston Area Plan) also indicates the addition of landscaping in containers where space allows, such as in the front setback of a building.

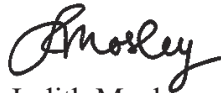
The proposed landscape plan for the patio area fronting 3rd Avenue has been refined in response to comments received from the Richmond Heritage Commission. The existing railings and paving are proposed to be retained. Planters and plant materials will be added to provide a buffer between the public sidewalk and the hotel frontage, increase privacy of hotel guests, and contribute to the streetscape character. While street trees were historically at this site, the planter program option proposed by the Commission was considered to be more closely aligned with the design guidelines for Steveston Village.

To ensure the provision of landscaping, a legal agreement and associated landscape security in the amount of \$5,742 is required prior to Building Permit issuance.

Given the limited scope of work on the exterior, heritage restoration of the building is not proposed at this time. The applicant has worked with staff to minimize changes to the facades and retain the existing form and character. The addition of landscaping in planters is in keeping with the design guidelines for Steveston Village.

Conclusion

It is recommended that the Heritage Alteration Permit (HA23-035279) for 12111 3rd Avenue be issued to permit the proposed exterior alterations and landscaping.



Judith Mosley

Planner 2 (Policy Planning) - Heritage Planner

JM:cas

- Att. 1: Location Map and Aerial Photograph
 2: Historic photographs (1948 and 1951)
 3: Statement of Significance
 4: Excerpt from the May 15, 2024 Richmond Heritage Commission Minutes

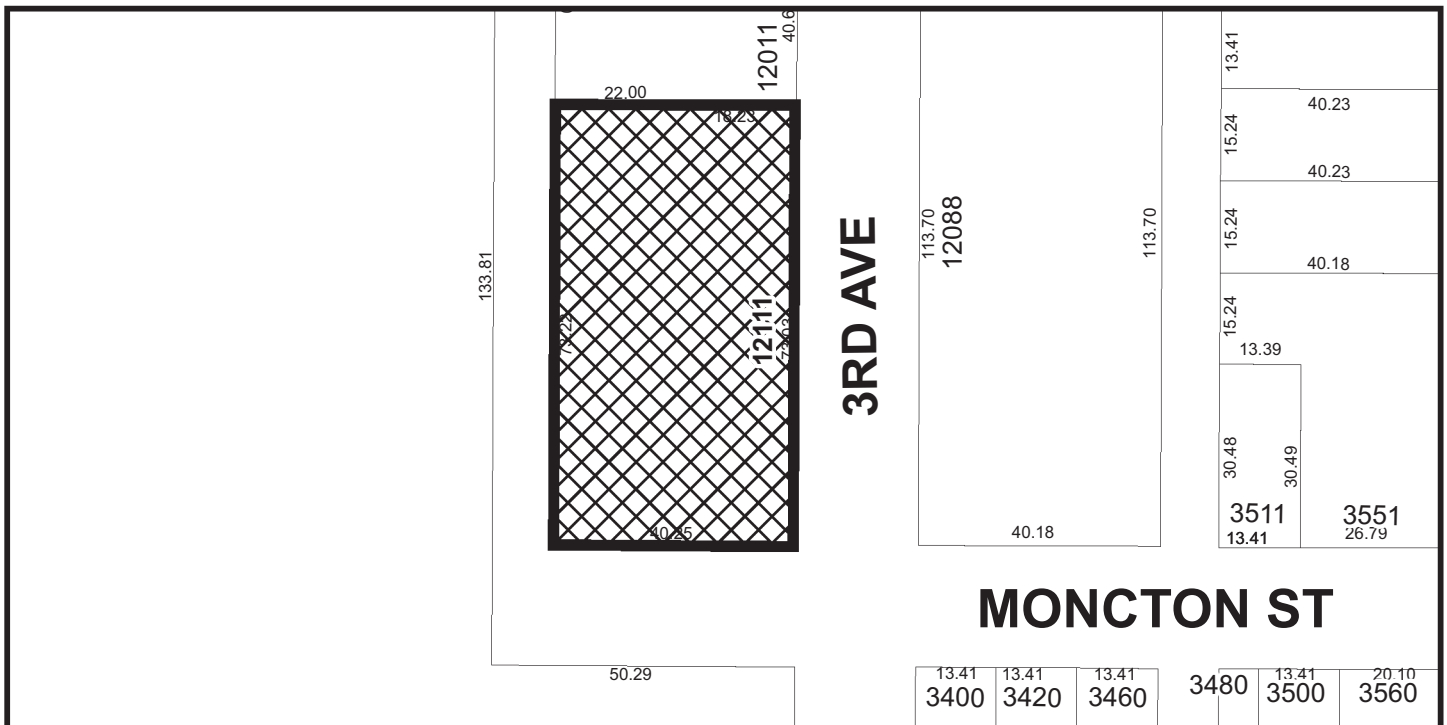
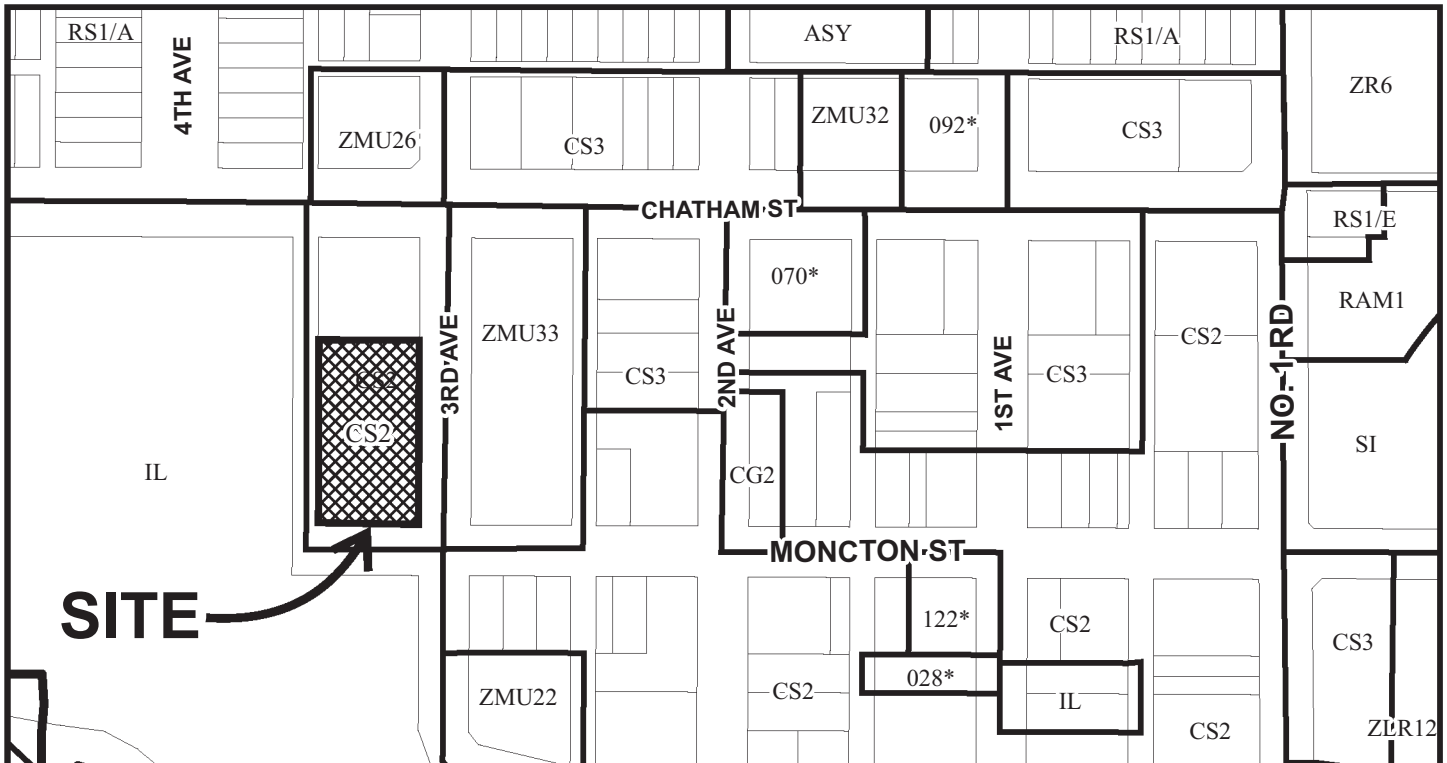
Prior to Building Permit Issuance, the developer must complete the following requirements:

1. Submission of the landscape security in the amount of \$5,742. A legal agreement is required to accompany the Landscape Security to set the terms for the use and release of the security.
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:

- 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.

City of
Richmond



HA 23-035279

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



HA 23-035279

Original Date: 01/03/24

Revision Date:

Note: Dimensions are in METRES

Historic Photographs (1948 and 1951)
12111 3rd Avenue (Steveston Hotel)



Steveston Hotel addition under construction, 1948

City of Richmond Archives, Photograph 1986 58 3.



Steveston Hotel after construction of addition and exterior alterations to original facade, 1951
BC Archives, I-32961.

Steveston Village Conservation Program

Moncton Street resources

22. 12111 3rd Avenue Steveston Hotel/Sockeye Hotel



Description

The Steveston Hotel (Sockeye Hotel) takes up the west side of a full block along Third Avenue. The historic place is a two-storey, utilitarian structure with a flat, unarticulated façade and a flat roof. It directly fronts the street, without transition or landscaping.

Values

The Steveston Hotel is valued for its historic association with the development of the Steveston townsite and its social and cultural value as a community gathering place and local business. Constructed in 1894, the hotel represents the economic infrastructure which supported the local fishing and canning industries historically, and the tourism industry today. As an historic and longstanding fixture in the community, it is significant that this historic place has had continuing use as a gathering place for the town's citizens, and continues to operate in its original function today.

Architecturally, the Steveston Hotel is an excellent example of a building which predates the fire of 1918. A significant landmark building in the commercial downtown of the village, it represents the growth of Steveston as a prosperous frontier town in the late nineteenth and early twentieth centuries. It is also important to note the role of this building as a refuge for many after the fire, and its contribution to rebuilding the town seen in its temporary housing of the Steveston Post Office for a time.

Character-Defining Elements

The character-defining elements of the Steveston Hotel include:

- The hotel's landmark status at the terminus of Steveston's main street
- Its prominent location at the corner of Moncton Street and 3rd Avenue
- The liveliness and diversity the establishment lends to the street edge along 3rd Avenue
- Surviving elements of its two stages of construction, seen in such elements as its flat-roofed form and simple lines

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain historical process, function and style
- Criterion 3: The level of importance of associations with an era in Steveston's history and development
- Criterion 4: The intactness and evocative qualities

**Excerpt of the Minutes to
the Richmond Heritage Commission meeting**

**Wednesday, May 15, 2024 - 7:00 pm
Cisco Webex**

Heritage Alteration Permit for 12111 3rd Avenue (HA23-035279)

Minhee Park, Planner 3, from Policy Planning provided a presentation about the application including the heritage status of the site, a brief history of the building's construction and alterations, and an overview of the proposed exterior changes. This included the following information:

- The Steveston Hotel is a protected heritage property in the Steveston Village Heritage Conservation Area.
- It was constructed in 1894. The pub addition was built in 1948. The hotel was significantly altered at that time and there have been further alterations to the facades since then. While many of the original features have been lost, the flat roof form, overall massing and second floor window pattern remain.
- Five large hotel suites are proposed. Hotel use is permitted under the current zone. Exterior changes proposed to accommodate the new use require a Heritage Alteration Permit.
- The proposed work includes the following:

On the east (street) elevation:

- Replace the existing four fixed windows with new openable windows in the same locations and dimensions, and add a new window of same size at the south end of the façade;
- Add wood trim to frame windows;
- Retain the existing wooden entry doors in same locations and change glazing to clear glass;
- Remove the metal and glass canopy over the south entry doors;
- Add fixed planters and plant materials; and
- Replace the current wording on signage.

On the north elevation:

- Remove an existing exit door and install four new sliding windows.

On the west (rear) elevation:

- Replace one set of existing double doors with new glazed doors with aluminum frame;
- Replace one set of existing double doors with larger patio doors with transom;
- Remove existing exit door;
- Replace one existing window and remove one existing window; and
- Add five new sliding windows of varying sizes.
- Staff have requested that the windows on the north and west elevations be consistent with the quality of those proposed on the east elevation. Sliding windows are discouraged.
- The exterior changes are limited to accommodate the proposed interior layout for hotel suites. No landscape changes are proposed, except for addition of concrete planters.

In response to the Commission's questions Ms Park provided the following additional information:

- The proposed planters would be located against the building, beneath the main floor windows.
- The existing railing would remain in place.
- The applicant is to provide details of the plants proposed for the planters.
- The proposed units would be short-term rental hotel units, not apartments.

In response to the Commission's questions and comments the owner provided the following additional information:

- Due to business challenges, the owner wishes to convert the existing pub to apartment suites.
- Only the main floor windows will be changed. The new windows will be double-glazed, operable, with metal frames to match the others on the building.
- The owner wants to have larger windows on the main floor than those on the upper floor, so keeping existing window dimensions.

The Commission provided the following comments:

- It was suggested that the new windows on the main floor look like a family of windows with those on the upper floor such as having a smaller lite at the top that opens.
- The minor changes proposed to the building look acceptable.
- The historic photographs of the hotel show trees at the front. Reintroducing three or four trees could connect to the history of the site.
- The change to hotel use changes the patio area facing 3rd Avenue from a public space to a private space. The space between the railing and the building needs to be addressed to make it more of a contributor to the heritage character of the street and to provide privacy for the hotel guests. Consider removing the concrete paving and planting trees or positioning planters close to the railing to provide separation from the street.
- Instead of concrete, the materials of the planters should be more in keeping with Steveston Village. The interface with the street edge is important and should be pedestrian-friendly in design and materials. There may be modular planters that can be purchased with visual interest and detailing.
- There is opportunity in future for a larger renovation to recapture the heritage character of the building. The scope of this project is small at this time but that may be different in future.
- The applicant should work with planning staff to develop a landscaping scheme for the patio area.

It was moved and seconded:

That the Richmond Heritage Commission support the Heritage Alteration Permit application for 12111 3rd Avenue (HA23-035279) with a condition that the applicant works with staff to address the issue related to the public edge along 3rd Avenue, to improve the quality and character of the streetscape and enhance privacy of the hotel

guests, and consider the following options to improve the buffer between the sidewalk and the building façade.

- 1) Provide a comprehensive landscaping scheme including trees and planting materials; or*
- 2) Provide a more robust planter program including planter design and materials, and planting materials that are in keeping with the heritage character of Steveston Village.*

CARRIED



Steveston Historical Society, 3811 Moncton Street, Richmond, B.C., Canada V7E 3A7
 Historicsteveston.ca

July 2, 2024
Via E-Mail

Dear Kanaris Demetre,

RE: Heritage Alteration Permit Application #HA23-035279

I am writing on behalf of the Steveston Historical Society to express our deep concern regarding the potential redevelopment of The Buck & Ear Bar & Grill, a historic pub and local watering hole located in Steveston, BC. We kindly request your consideration in preserving a significant component of this establishment due to its rich historical importance to the community.

The Buck & Ear has been an integral part of Steveston's cultural fabric since its establishment in 1885, making it one of the oldest in the province. It has served as a social gathering place, offering live music, entertainment, and a sense of community spanning three centuries. While the building itself has witnessed the evolution of our town, the Buck & Ear pub is the public face and is essential to maintain a tangible connection to our past.

We are confident that numerous members of the local community and heritage groups share our concern for the preservation of The Buck & Ear with widespread support for maintaining this historical landmark and ensuring its significance is not lost to future generations is of deep concern to all of us.

Moreover, The Buck & Ear has been instrumental in supporting community events and fundraisers for non-profit organizations and local sports teams. It has consistently opened its doors to host charity events, benefit concerts, and community gatherings, providing a platform for these organizations to raise funds and awareness. The loss of The Buck & Ear would mean the loss of a vital resource for these groups, making it even more imperative to preserve this historical component.

While we understand the need for development and progress, we urge you to consider the possibility of preserving, if not the total space at least a small component of The Buck & Ear for nostalgic purposes in a smaller venue snug-like pub. This could include elements such as the original bar, signage, or other historical artifacts that would allow the public to experience a glimpse of the past while still accommodating the requirements of the redevelopment project.

By incorporating a preserved component, you would not only honour the history of The Buck but also demonstrate your commitment to the community's values and heritage. It would serve as a testament to the importance of preserving our shared history and would undoubtedly contribute to the overall appeal and uniqueness of the redevelopment project.

We kindly request the opportunity to discuss this matter further with you and explore potential solutions that align with both the development plans and the preservation of The Buck's historical significance. We believe that a collaborative approach can lead to a mutually beneficial outcome that respects the interests of all stakeholders involved. Thank you for your attention to this matter. We look forward to hearing from you soon and working together to ensure the preservation of The Buck for the benefit of present and future generations.

Sincerely,

Linda Barnes & Joanne Teraguchi
 Co-chairs
 Steveston Historical Society
 cc, City or Richmond - Mayor & Council

Kanaris Demetre Lazos
1310 Sinclair street
West Vancouver BC. 236 8588187
(Authorized owner's agent)

DATE July 11 2024

RE Steveston Hotel

Dear honorable Mayor **Malcolm Brodie & all councilors of Richmond City.**

I would like to thank you for your services that we have been providing to Richmond and also to thank you for your time you will spend to read this important letter. I promise that I will be brief and to the point.

I have been dealing with the city of Richmond since 1981 when the city was located in a much smaller building. Those were the good days as we used to get permits very fast. I could get building permits within two weeks back then. I am wondering how come it takes so long (sometimes into years) to get permits even with the advanced technology that we have. Is it the technology??? Is it that working habits of the city workers has changed?? BTW I do have in my records hundred of automated replies saying sorry we are out of our office until so and so day. I have a habit of not deleting my emails. I believe that there is a huge room for improvements needed and I have offered numerous times in the past that I could be available to offer you my input.

I am writing to you today regarding the most recent applications I have submitted for the Proposed Steveston Hotel suites. I am very sure you are aware of this application.

We started this journey at the end of 2022 and we are still dancing and running and jumping. I have records to prove that we have been following the recommendations and the guidance we receive which recommendations keep changing each time the files goes to a different desk. So many Chiefs and so many different ideas and opinions. So many different desks it feels like we are creating jobs to torture the owners and the applicants. I believe all city workers including you should public servants rendering good results for the benefit of your tax payers.

The owner of the building MR Ramji has purchased this building to make profits .

The existing building has been designated as a historic designated building by those who love history and those who have chose it to be designated. No Need to get into specific details but this building is exactly the same as we bought it.

The most recent delays that we are facing with sadness are the ONGOING HERITAGE MEETINGS and then more meeting and after these more meetings (which happens something like once every moth) delaying then delaying and spending tax payers monies cost in us more monies and wasting more time.

I have a very simple question to all of you. Is it not true that MR Ramji is the owner of this Building? It is not also true that is up to the owner's discretion and choice to operate any business that he chooses in his own building as long as it is conforming with the zoning by laws.

PAGE # 2.

Mr Ramji until now got a few HAP to make a few necessary maintenance improvements and repairs/upgrades which benefited the operating business. They also took very very very longtime to get but this time has taken the longest. Like I said too many Chiefs!

At this time a new delay has been created because the heritage historic society are claiming that this PUB is their meeting place . IS IT????? IS IT their meeting place? In the last ten years they met there twice . Do you believe we should stay open just because they may come to have a meeting an a few years from now? Please think about it! In ten years they spend approximately \$ 6,000.00 . Please divide the \$6,000.00 into 10 years . Let me point out that these \$ 6,000.00 is gross not net profits. Profits are way less. Much less.

I personally would say that we should not make decisions and create ideas causing damages to others . The Pub like many other Pubs are suffering and eventually are closing down.

The Buck & Ear Pub will close down We regretfully say that we must close it down. It makes no profits .

The restaurant will remain open , It is fully licensed and if the historic society wants to use this space and facilities for their meeting they are welcome to do so.

LAST POINTS:

We do not appreciate at all all these obstacles created due to the fact that others have designated this building as heritage . I have read the history too. More than 50% of what I have read are bad comments regarding the sailors and their life style then.

The yellow small house next door which we sold to our neighbor used to be the city hall if I m not mistaken. WHY DID you move out and upgraded to a larger and better place. The reason is simple . We are growing things are changing life is changing and we must also change.

PUB businesses are not good . We have plenty of requests from visiting families that need to rent a suite. Providing suites for families to visit Steveston village is much cleaner & better business that what was happening at the then bar and the Then brothel of those days.

I hope and I believe that you will assist so we can get over with this ordeal getting the HAP we have suffered enough.

Please remind to yourself that MR Ramji is the owner and he is entitled to use his building to operate any business he desires as long as the business is as per the zoning by laws. The heritage committee has approved the proposed exterior changes. No one should tell the owner what business he should operate . THIS IS SIMPLY NOT FAIR.

Thank you for your time.

Best regards Demetre Lazos

KANARIS DEMETRE LAZOS
1310 SINCLAIR STREET
WEST VANCOUVER B C

DATE July 11 2024

RE: The Steveston hotel suites

DEAR: Steveston Historical Society

We noted your concern that the pub will have to be closed down due to lack of business. I would like to point out to you that:

Businesses opens and closes according to the economy of the time. The present pub was opened in 1952 and **not 1885 as you have indicated**

In your letter. There is no need for downsizing the pub as we have on site Steveston Cafe, which is fully licensed to serve liquor with food.

In addition it has a capacity that can cater for the present business. We appreciate your support to the pub business by holding fund raising events at the Buck & Ear,

However, we checked the records for the last ten year and found that your Society had two events in the last ten years, each event had 120 guests at \$25 per person for a burger and wine/beer. **These kinds of events cannot sustain a pub with a huge capacity.**

Most of our present patrons are seniors and that segment is declining, very few young people reside in Steveston as the housing cost is very high.

I regret to say but you will see a lot businesses will close down just like two restaurants that closed on Moncton and No.1 Road, recently.

We must repeat that there is no way that we will keep the pub. We simply cannot afford to keep it open. Most pub businesses in Vancouver and surrounding areas are almost not existing. We have decided to close down this business, which makes no money.

PLEASE allow me to remind to you that we purchased this building solely for business purposes. The existing pub makes no profits . **Every owner has the right to choose the type of business that suites his/her needs or desires.**

I must also point out that you have designated this building as it has historic value . BUT IT IS the building that has the historic value not the pub.

Demetre Lazos.

c.cCity of Richmond-Mayor and Council

From: Alanna Ogryzlo <alannawatkins@telus.net>
Sent: July 12, 2024 10:10 AM
To: MayorandCouncillors; Park, Minhee
Subject: Staff from the Buck and Ear pub

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.

To whom it may concern,

My name is Alanna Ogryzlo and I am a staff member at the Buck and Ear pub in Richmond. I've been trying to keep up with the council meetings regarding the redevelopment of the building.

I would first like to start off with Sudru (spelling? The owner of the building). He has not once spoken to any staff member regarding the business. If he had, then he would have heard the truth: we are a busy pub with both a young crowd and older crowd. We do \$30,000+ in sales per week. If there are big events on, that number could be much higher.

We have events such as; Club Buck on the first Friday of every month, where we get so busy, there can be a lineup out the door of young people waiting to come in and dance and mingle. We also have theme nights on weekends, such as, 80s night, 90s night, Emo night, patio parties etc. We have Jam night every Wednesday at 7pm with a local band that brings in a large crowd. This night is loved by many. We also have bands one or 2 Saturdays a month that bring in crowds of all ages as well.

We host celebrations of life, fundraisers, after wedding parties, and large reservations. The Buck and Ear is a staple of Steveston.

I'm not sure why Sudru has any input on the business side of things as he is just the owner of the building and parking lot. Joseph Richard Group is the only party involved in the business side. Sudru is a huge factor in our business slowing down as rumors have flourished that we are already closed. The parking lot that he owns gives no lenience to patrons who are literally 1 minute late. It's very aggressive behavior when we just want this business to thrive.

I have also heard from regular guests that he has yelled at and threatened them that if they continue to delay his plans, he will "shut the Buck down this week". These regulars are ladies in their 70s. His behavior is completely unacceptable and does not deserve to be rewarded.

He has come into the pub and personally told me and another staff member that his plans to turn the pub into a hotel are his backup plan; clearly a lie.

The Buck and Ear is 100% a place of community and gathering and the idea of shutting it down should not be taken lightly.

I would happy to discuss further, as well as many other staff.

Thanks for your time,
Alanna Ogryzlo

6048374085

**Historical Images
Steveston Hotel and Pub**



Steveston Hotel after completion of the pub addition and remodelling of original hotel. 1951.
[BC Archives I-32961]



Steveston Hotel and Buccaneer Room. 1977. [Richmond News, June 10, 2015]



Steveston Hotel and Buccaneer Room. Circa late 1970s / 1980s.
[City of Richmond Archives 2016-19-15066]



Buccaneer Room at the Steveston Hotel. 1983. [City of Richmond Archives 2008-39-1-147]



Steveston Hotel. February 2000. [City of Richmond Heritage Inventory]



Steveston Hotel. 2004.



Steveston Hotel. July 26, 2024.



Steveston Hotel. July 26, 2024.



The Buck & Ear Bar and Grill. April 16, 2024.

Mosley, Judith

From: Telus New <sramji@telus.net>
Sent: August 22, 2024 12:52 PM
To: Mosley, Judith
Cc: Kanaris Lazos
Subject: Re: Please confirm: Agreement regarding items to retain

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.

We confirm this as per our agreement.

Regards.

Sadru

Sent from my iPad

On Aug 22, 2024, at 1:01 PM, Mosley, Judith <JMosley@richmond.ca> wrote:

Dear Sadru,

We intend to include the statement below in the staff report regarding your Heritage Alteration Permit application, HA 23-035279. I believe this reflects our discussion and email correspondence to date.

Please confirm your agreement. A simple email response to confirm your agreement with this statement would be sufficient:

“The owner has confirmed that they intend to relocate some items to the café or other spaces in the hotel, to be determined when work begins, and that they will otherwise offer items to the City at that time. This includes photographs, two stained glass panels, and the pub bell. The exterior wood hanging sign will be retained at the entrance and the fascia sign “Buck & Ear” will remain on the rear of the building to commemorate the long history of the pub in the community.”

The specific items referred to are:

1. A number of photographs in frames or on plaques of local sports teams that have been sponsored by the pub or hotel.
2. Two stained glass panels: (1) semi-circular panel with the pub name, currently beside the bar; (2) rectangular panel with image of a buck’s head.
3. The brass pub bell with anchor design.

If confirmed, your response is likely to be included as an attachment to the report. Please respond at your earliest convenience so we can move forward on this. If you have any questions, please let me know.

Kind regards,

Judith

Judith Mosley, CAHP, IHBC

Heritage Planner | Planning and Development

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

T: (604) 276-4170

E: jmosley@richmond.ca



City of Richmond

Heritage Alteration Permit

Development Applications Department
6911 No. 3 Road, Richmond, BC V6Y 2C1

File No.: HA 23-035279

To the Holder: Kanaris Demetre Lazos
Property Address: 12111 3rd Avenue
Legal Description: Lot 2 Section 10 Block 3 North Range 7 West New Westminster District
Plan EPP65456

(s.617, *Local Government Act*)

1. (Reason for Permit)
 - ☐ Designated Heritage Property (s.611)
 - ☐ Property Subject to Temporary Protection (s.609)
 - ☐ Property Subject to Heritage Revitalization Agreement (s.610)
 - ☒ Property in Heritage Conservation Area (s.615)
 - ☐ Property Subject to s.219 Heritage Covenant (Land Titles Act)
2. This Heritage Alteration Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A", and any and all buildings, structures and other development thereon.
3. This Heritage Alteration Permit is issued to authorize the proposed exterior alterations and landscaping as shown in the attached Plan #1 to Plan #4, and Attachment 1, and in accordance with the specifications and maintenance plans outlined in the letter dated June 11, 2024 included in Attachment 2.
4. As a condition of the issuance of this Permit, the applicant agrees to provide a Landscape Security in the amount of \$5,742 prior to issuance of the associated Building Permit to ensure that landscaping work is carried out in accordance with this Permit.
5. This Heritage Alteration Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
6. If the alterations authorized by this Heritage Alteration Permit are not completed within 24 months of the date of this Permit, this Permit lapses.
7. This is not a Building Permit.

AUTHORIZING RESOLUTION NO. <Resolution No.> ISSUED BY THE COUNCIL THE DAY OF
<Date>

DELIVERED THIS <Day> DAY OF <Month>, <Year>

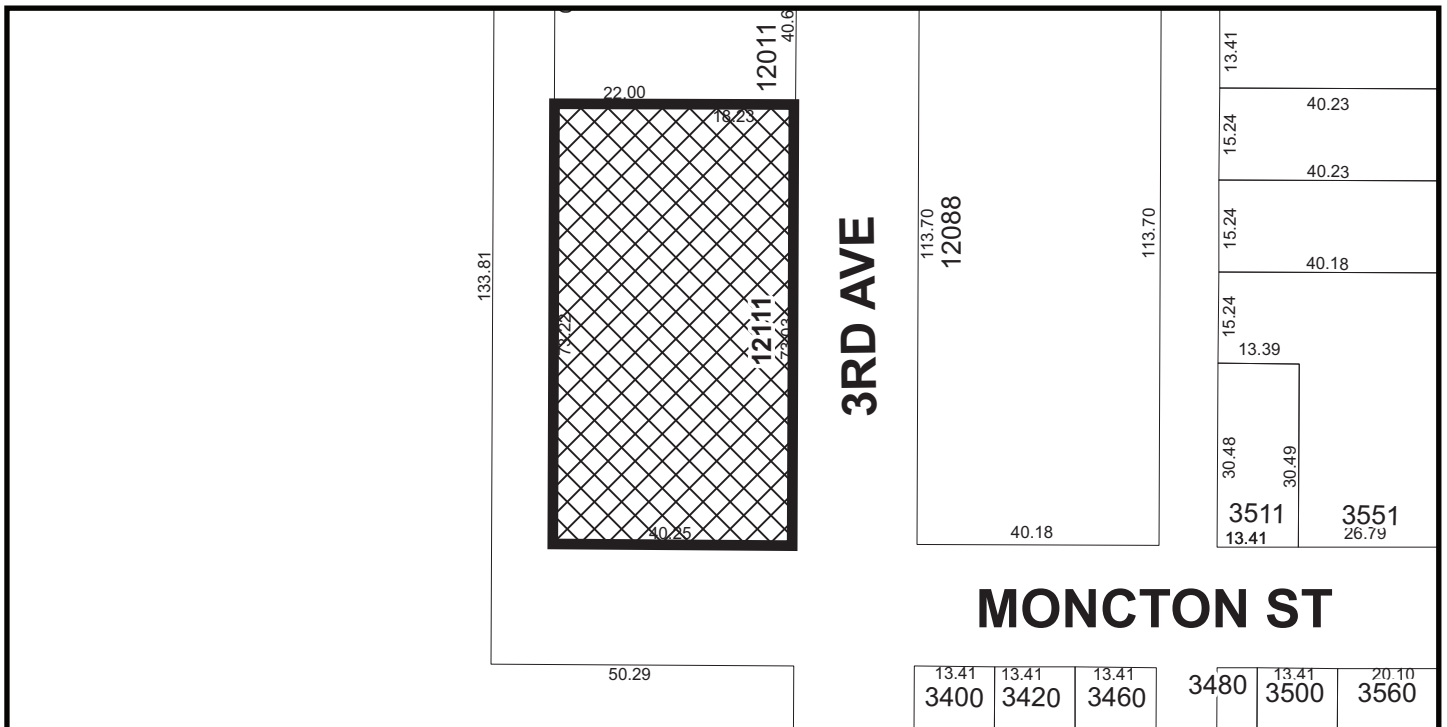
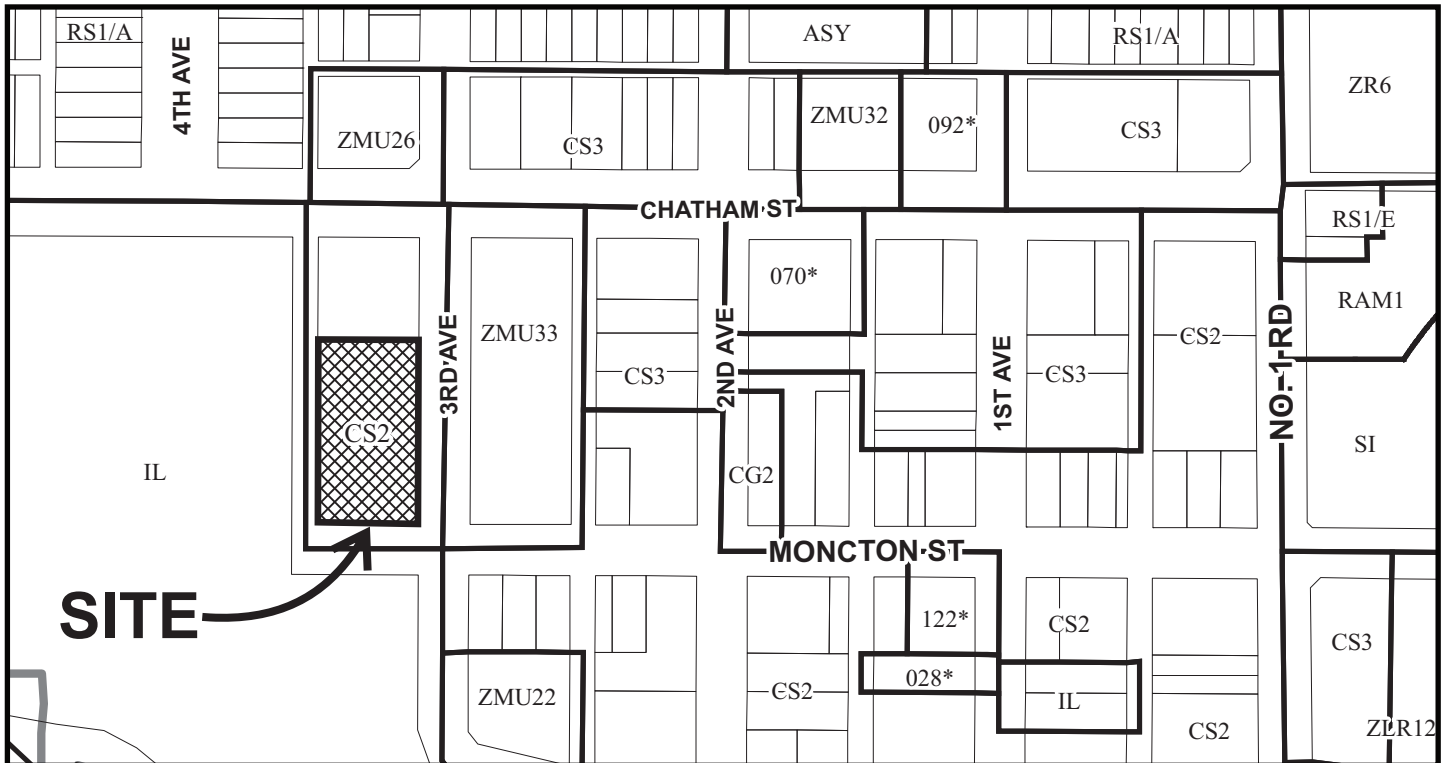
MAYOR

CORPORATE OFFICER

IT IS AN OFFENCE UNDER THE *LOCAL GOVERNMENT ACT*, PUNISHABLE BY A FINE OF UP TO \$50,000 IN THE CASE OF AN INDIVIDUAL AND \$1,000,000 IN THE CASE OF A CORPORATION, FOR THE HOLDER OF THIS PERMIT TO FAIL TO COMPLY WITH THE REQUIREMENTS AND CONDITIONS OF THE PERMIT.



City of Richmond



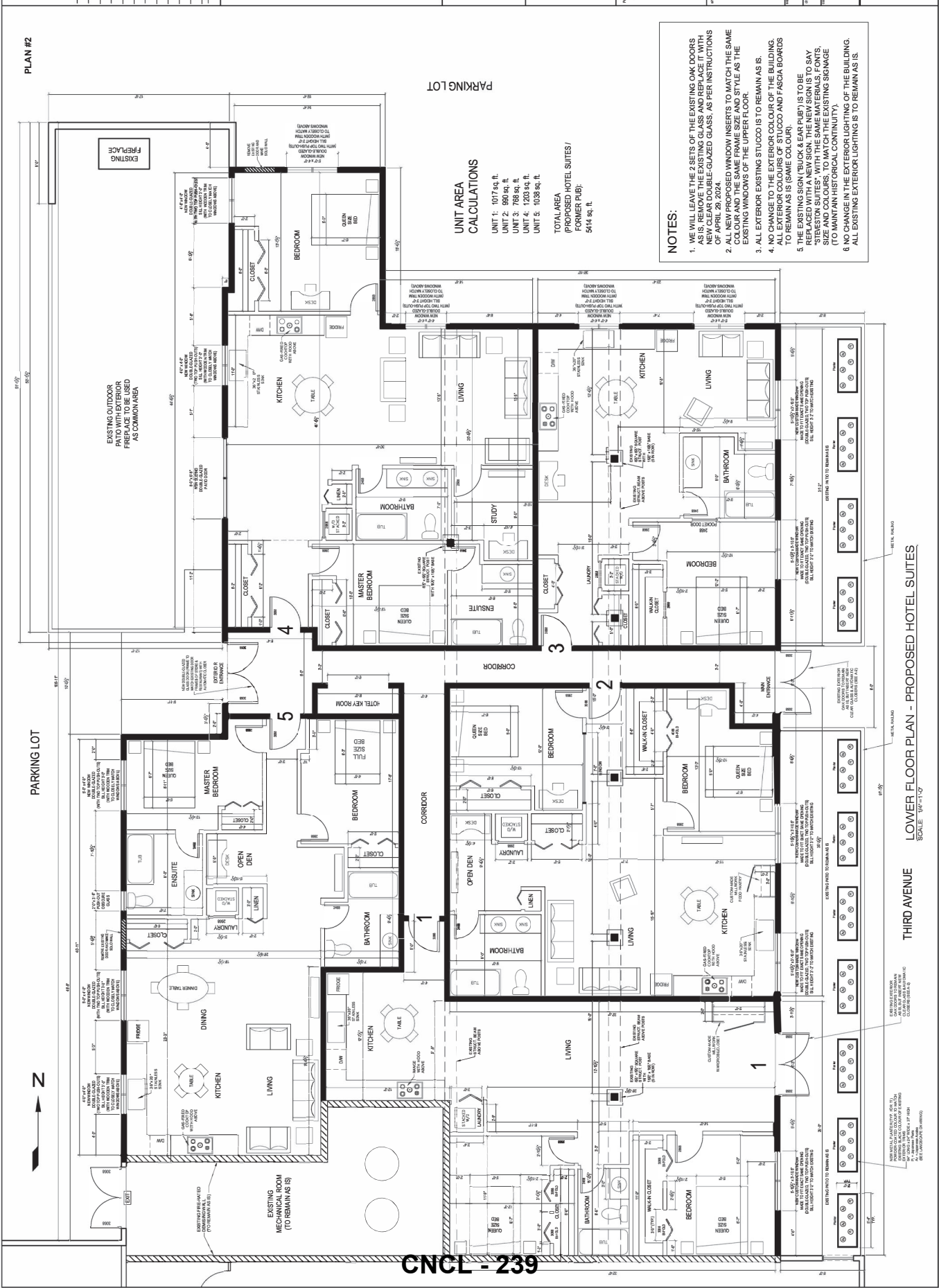
HA 23-035279
SCHEDULE "A"

Original Date: 01/03/24

Revision Date:

Note: Dimensions are in METRES

CNCL - 237



PLAN #2

PARKING LOT

N

EXISTING OUTDOOR
PATIO WITH EXTERIOR
FRAMING TO BE REMOVED
AS COMMON AREA

EXISTING
PRELACE

CNCL - 239

PARKING LOT

UNIT AREA
CALCULATIONS

UNIT 1: 107 sq. ft.
UNIT 2: 99 sq. ft.
UNIT 3: 708 sq. ft.
UNIT 4: 1203 sq. ft.
UNIT 5: 1038 sq. ft.

TOTAL AREA
(PROPOSED HOTEL SUITES /
FORMER PUB):
5414 sq. ft.

NOTES:

1. WE WILL LEAVE THE 2 SETS OF THE EXISTING OAK DOORS AS IS. REMOVE THE EXISTING GLASS AND REPLACE IT WITH NEW CLEAR DOUBLE-GLAZED GLASS, AS PER INSTRUCTIONS OF APRIL 29, 2024.
2. ALL NEW PROPOSED WINDOW INSERTS TO MATCH THE SAME EXISTING WINDOW SIZES AND STYLES AS THE EXISTING WINDOWS OF THE UPPER FLOOR.
3. ALL EXTERIOR EXISTING STUCCO IS TO REMAIN AS IS.
4. NO CHANGE TO THE EXTERIOR COLOUR OF THE BUILDING. TO REMAIN AS IS (SAME COLOUR).
5. THE EXISTING SIGN ('BUCK & EAR PUB') IS TO BE REPLACED WITH A NEW SIGN. THE NEW SIGN IS TO SAY 'STEVESTON SUITES' WITH THE SAME MATERIALS, FONTS, (TO MAINTAIN HISTORICAL CONTINUITY).
6. NO CHANGE IN THE EXTERIOR LIGHTING OF THE BUILDING. ALL EXISTING EXTERIOR LIGHTING IS TO REMAIN AS IS.

THIRD AVENUE
SCALE: 1/4"=1'-0"

LOWER FLOOR PLAN - PROPOSED HOTEL SUITES

DLZ ARCHITECTURAL
www.dlzar.com
7200 Steveston Hwy. Suite 101
DIVISION OF CONSTRUCTION INC.
BC A17 2602

12111 3rd AVE.
RICHMOND, BC

LEGAL DESCRIPTION:
ALL OF SECTION 16, BLOCK 3 NORTH,
ALICE WEST GROUP 1, WIND,
PLAN B9833

STEVESTON HOTEL

CIVIL ADDRESS:
RICHMOND BC

PROPOSED CHANGE OF USE:
(PUB INTO HOTEL SUITES)

PROPOSED
LOWER FLOOR PLAN

DATE: Oct. 2023
DRAWN BY: NJJ
CHECKED BY: KDJ
PROJECT NO: 239

K.D. JAZOS
BC A17 2602

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12111 3rd AVE.
RICHMOND, BC

LEGAL DESCRIPTION:
ALL OF SECTION 10, BLOCK 3 NORTH,
RANGE 7 WEST, GROUP 1, NWD,
PLAN 68835

STEVESTON HOTEL

Preparation

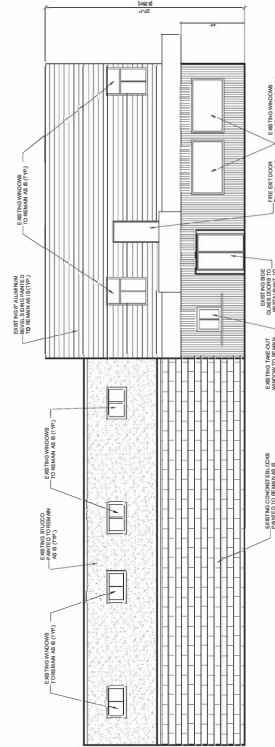
CIVIL ADDRESS:
12111 3rd AVE.
RICHMOND, BC

PROPOSED 'CHANGE OF USE'
(PUB INTO HOTEL SUITES)

GRADE	1/8" = 1'-0"	DATE	OCT. 2023
DESIGNED BY	MJJ	DATE REVISION	-
CHECKED BY / IN CHARGE	K.D. LAZOS 804-401-8902	DATE	10/26/23
		A-4	

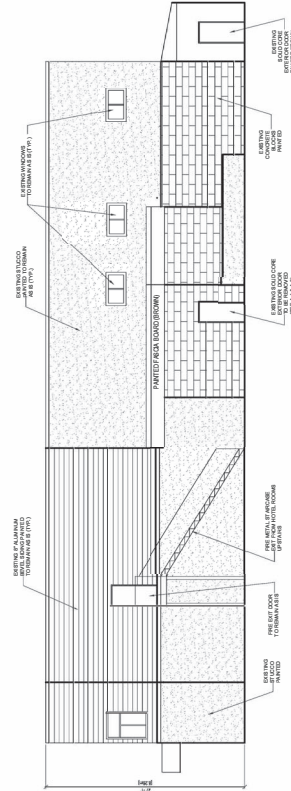
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EXISTING SOUTH ELEVATION (MONCTON ST. VIEW)

THIS ENTIRE ELEVATION TO REMAIN AS IS



EXISTING NORTH ELEVATION (RIGHT SIDE VIEW)

ELEVATIONS - EXISTING
SCALE: 1/8" = 1'-0"

ATTACHMENT 1

Wood hanging sign to be retained in current location on 3rd Avenue frontage:



Fascia sign for “Buck & Ear” to be retained on rear of building:





28415 Haverman Rd, Abbotsford BC V4X 2P2

June, 11 2024

Dear City of Richmond,

I am writing to confirm that our project will meet the specified technical requirements for the planters. Below are the detailed specifications and maintenance plan that will be adhered to:

1. Planter Dimensions:

- Minimum planter height: 3'-0"
- Minimum planter width: 18"-24"
- Minimum soil depth in each planter: 24"

2. Plant Specifications:

- Minimum plant pot size: #2
- Recommended plant spacing and number of plants per planter: approximately 18" – 24" on center 6 plants per planter

3. Watering and Drainage:

- Planters will include a drip irrigation system or be self-watering to ensure consistent moisture levels.
- Planters will be equipped with drainage holes and trays to prevent waterlogging and ensure proper drainage.

4. Mulching:

- A 2" depth of organic mulch will be included to help retain soil moisture and regulate soil temperature.

5. Maintenance Plan:

- As per Maintenance plan Below

We are committed to ensuring that all planters not only meet but exceed these technical requirements to achieve the desired aesthetic and functional outcomes. Should you have any further questions or require additional information, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

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

Prubh Dosanjh, B.eng

Maintenance Plans- June,11 2024

Japanese Azalea Maintenance Plan

General Care:

- **Watering:** Keep soil consistently moist but not waterlogged. Azaleas prefer well-drained, acidic soil.
- **Fertilizing:** Fertilize in early spring with a slow-release, acid-forming fertilizer specifically formulated for azaleas and rhododendrons.
- **Mulching:** Apply a 2-3 inch layer of mulch (pine bark, pine needles, or wood chips) around the base to conserve moisture and maintain soil acidity.

Trimming:

- **Frequency:** Trim annually after blooming, typically in late spring to early summer.
- **Technique:** Remove dead or diseased branches first. Then, prune to shape the plant, cutting back to a healthy lateral branch or bud. Avoid cutting into old wood as azaleas don't regenerate well from it.
- **Purpose:** This encourages fuller growth, maintains a compact form, and ensures the plant remains healthy.

Replacement:

- **Frequency:** Replace plants that show signs of decline (e.g., significant dieback, disease, or lack of vigor) after careful assessment, typically every 10-15 years or as needed.

Japanese Pieris Maintenance Plan

General Care:

- **Watering:** Ensure soil is evenly moist, especially during dry periods. Pieris prefer well-drained, slightly acidic soil.
- **Fertilizing:** Feed in early spring with a balanced, slow-release fertilizer or one formulated for acid-loving plants.
- **Mulching:** Use a 2-3 inch layer of mulch around the base to help retain moisture and regulate soil temperature.

Trimming:

- **Frequency:** Trim annually after flowering, typically in late spring.
- **Technique:** Prune out dead or damaged wood first. Then, lightly shape the plant by cutting back to a lateral bud or branch. For rejuvenation pruning, cut back one-third of the oldest stems to the base to encourage new growth.
- **Purpose:** Promotes a denser form, controls size, and encourages healthy new growth.

Replacement:

- **Frequency:** Assess plants for health and vigor regularly, replacing those that are diseased, damaged, or no longer thriving every 10-20 years or as needed.

Additional Tips for Both Plants**Pest and Disease Control:**

- **Monitoring:** Regularly check for signs of pests such as lace bugs, spider mites, and scale insects. Also, watch for fungal diseases like powdery mildew and root rot.
- **Management:** Use appropriate organic or chemical controls as needed, and ensure good air circulation around the plants to reduce disease risk.

Winter Protection:

- **Mulching:** Ensure a good mulch layer to protect the roots from extreme temperatures.
- **Shelter:** In particularly harsh winters, consider windbreaks or burlap wraps for young or exposed plants.

By following this maintenance plan, your Japanese Azaleas and Japanese Pieris should thrive, maintaining fullness and an overall even form throughout their life span.



City of Richmond

Report to Committee

To: General Purposes Committee
From: Mark Corrado
Director, Community Bylaws and Licencing
Date: August 29, 2024
File: 12-8275-30-001/2024-Vol 01
Re: Application to Amend Food Primary Liquor Licence # 308160
Hai Di Lao Canada Restaurants Group Ltd., dba Haidilao Hot Pot at 5890 No 3
Road Unit 200

Staff Recommendations

1. That the application from Hai Di Lao Canada Restaurants Group Ltd., doing business as Haidilao Hot Pot, for an amendment to Food Primary Licence #308160, requesting an increase to their hours of liquor service from Sunday to Saturday, 10:00AM to Midnight, to Sunday to Saturday, 9:00AM to 2:00AM, be supported; and
2. That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information as set out in Attachment 1 to this report, advising that Council recommends the approval of the liquor licence amendment.

Mark Corrado
Director, Community Bylaws and Licencing
(604-204-8673)
Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Fire Rescue	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The Provincial Liquor and Cannabis Regulation Branch (LCRB) issues licenses in accordance with the *Liquor Control and Licensing Act* (Act) and the Regulations made pursuant to the Act.

This report pertains to an application to the LCRB and the City of Richmond by Hai Di Lao Canada Restaurants Group Ltd., doing business as and hereinafter referred to as Haidilao Hot Pot, for an amendment to the Food Primary Liquor Licence #308160, proposing an increase to liquor service hours from 10:00AM to Midnight, Sunday to Saturday, to the proposed hours of 9:00AM to 2:00AM Sunday to Saturday.

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

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

This report supports Council's Strategic Plan 2022-2026 Strategy #2 Strategic and Sustainable Community Growth:

Work collaboratively and proactively to attract and retain businesses to support a diversified economic base.

Analysis

Haidilao Hot Pot is situated at 5890 No 3 Road Unit 200, the location map is appended as Attachment 2. The property is zoned Downtown Commercial (CDT1). This zone provides for a broad range of commercial, service, business, entertainment and residential needs typical of a City Centre. There are a number of permitted uses in this property such as service, personal; office; health service, minor; retail, general; and restaurant. The operator took over the premises in 2018 which had a similar business in operation prior to 2018. Haidilao Hot Pot currently operates six locations in British Columbia, Ontario and Quebec. There have been no noted issues with the operation of this business since it commenced in the City.

The applicant's request for an increase in later service hours is to better serve their clients and the community. Haidilao Hot Pot currently operates until 5AM each day. The increase in liquor service hours to 2AM would add greater flexibility to their clients and yield higher customer flow and revenue and provide a more equitable opportunity to better serve the public in competing with other food venues in the area who have already received the later service hours. Appended as Attachment 3 is the applicant's Letter of Intent.

Impact of Noise on the Community

The location of this establishment is such that there should be no anticipated increase in the noise impact on the community. The extended hours of liquor service under the Food Primary Liquor Licence should not change the nature of the establishment as a food primary establishment.

Impact on the Community

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

- 1.8.1 Every applicant seeking approval from the City in connection with:
 - (a) a licence to serve liquor under the *Liquor Control and Licensing Act and Regulations*;
must proceed in accordance with subsection 1.8.2.
- 1.8.2 Pursuant to an application under subsection 1.8.1, every applicant must:
 - (b) post and maintain on the subject property a clearly visible sign which indicates:
 - (i) type of licence or amendment application;
 - (ii) proposed person capacity;
 - (iii) type of entertainment (if application is for patron participation entertainment); and
 - (iv) proposed hours of liquor service; and
 - (c) publish a notice in at least three consecutive editions of a newspaper that is distributed at least weekly in the area affected by the application, providing the same information required in subsection 1.8.2(b) above.

The required signage was posted on June 18, 2024 and three advertisements were published in the Vancouver Sun newspaper on June 18, 2024, June 19, 2024 and June 20, 2024.

In addition to the advertised signage and public notice requirements, staff sent letters to businesses, residents and property owners within a 50 meter radius of the establishment. On June 20, 2024, 838 letters were sent to residents, businesses and property owners. The letter provided information on the proposed liquor licence amendment application and contained instructions to comment on the application. The period for commenting for all public notifications ended July 20, 2024.

As a result of the community consultation process described, the City has received one response opposed to this liquor application and one anonymous response, which did not provide a name or telephone number as required by the consultation process criteria. As this individual cannot be identified to confirm submission in opposition, this was not included in the count. The public input letters are appended as Attachment 4.

Other Department and Agency Comments

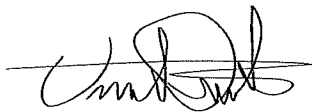
As part of the review process, staff requested comments from other departments and agencies such as Business Licence Department, Building Approvals Department, Richmond Fire-Rescue (RFR), Richmond RCMP, and Vancouver Coastal Health (VCH). These agencies and departments generally provide due diligence regarding the applicant's operations and premises. None of the departments and agencies contacted have identified issues of concern as part of their due diligence process.

Financial Impact

None.

Conclusion

The results of the community consultation process for Haidilao Hot Pot's application for extended service hours was reviewed based on the LCRB criteria. The analysis concluded there should be no noticeable potential impact from noise, no significant impact to the community and no comments or ongoing concerns were raised from the regulatory agencies. Based on the culmination of these factors, staff recommend that the application to amend the Food Primary Liquor Licence with no change to person capacity be supported.



Victor Duarte
Supervisor, Business Licences
(604-276-4389)

VMD:vmd

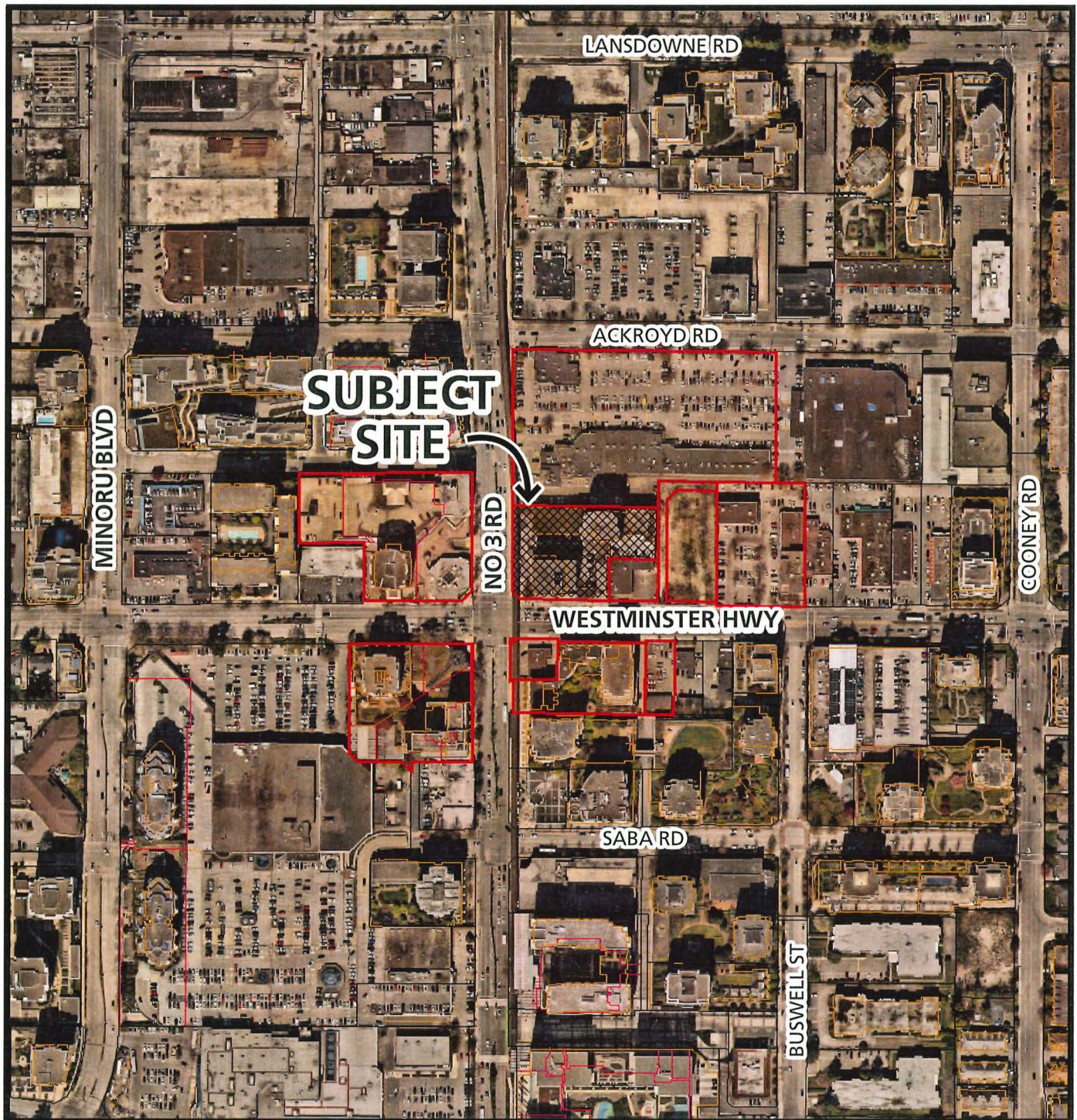
- Att. 1: Particulars of Application and City Comments
2: Aerial Map with 50 Metre Buffer Area
3: Letter of Intent
4: Opposed Responses

Re: Application to Amend Food Primary Liquor Licence # 308160 - Extended Service Hours – Hai Di Lao Canada Restaurants Group Ltd. – 200 – 5890 No. 3 Rd., Richmond B.C.

1. That the application from Hai Di Lao Canada Restaurants Group Ltd., doing business as: Haidilao Hot Pot, operating at, 200 – 5890 No. 3 Rd., requesting an increase to hours of liquor service to the Food Primary Liquor Licence # 308160, be supported for:
 - a) A permanent change to hours of liquor service;
 - i) **From**, Monday to Saturday, 10:00 AM to Midnight;
 - ii) **To**, Monday to Sunday, 9:00 AM to 2:00 AM;
 - b) Total person capacity will remain the same at 260 persons;
2. That a letter be sent to Liquor and Cannabis Regulation Branch advising that Council supports the amendment for a permanent change to hours of liquor service to the Food Primary Liquor Licence # 308160, with the hours as listed above, and;
3. Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licencing Regulations) are as follows:
 - a) The impact of additional noise and traffic in the area of the establishment was considered;
 - b) The potential impact on the community was assessed through a community consultation process; and
 - c) Given that there has been no noted issues with this operation since its inception in 2018, the amendment to change hours of liquor service to the Food Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;
 - d) As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the City gathered the views of the community through a community consultation process as follows:
 - i) Residents, businesses and property owners within a 50 meter radius of the establishment were notified by letter. The letter provided information on the application with instructions on how to submit comments or concerns; and
 - ii) Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and public notice provided

information on the application with instructions on how to submit comments and concerns.

- e) Council's comments on the general impact of the views of residents, businesses and property owners are as follows:
 - i) The community consultation process was completed within 90 days of the application process; and
 - ii) The community consultation process generated only one comment opposed to this application and one anonymous complaint which was not considered.
- f) Council recommends the approval of the amendment to the Food Primary Liquor Licence with extended hours of liquor service to 9:00 AM to 2 AM, Monday to Sunday, for reasons that the addition of the extended hours proposed is acceptable to the majority of the residents, businesses and property owners in the area and the community.



#200 - 5890 No 3 Rd
50 Metre Map

Original date: 07/25/24

Revision Date:

Note: Dimensions are in METRES



April 29th, 2024

Hai Di Lao Canada Restaurants Group Ltd.
5890 No. 3 Road #200
Richmond, BC V6X 3P6

To Whom It May Concern,

Founded in 1994, Haidilao is a direct-sale catering chain enterprise focusing on Sichuan-style hot pot, which has grown to an international brand and a listed company with over 1400 locations and 100,000 employees worldwide today. Haidilao Canada's first location in Richmond, BC had opened since December 2018. In total, Haidilao Canada currently operates six locations in British Columbia, Ontario and Quebec.

Our founding location in the City of Richmond is looking to extend our liquor service hours to 2am. We currently have food service until 5am every day of the week. Extending our liquor service hours has been a high demand from our customers and will yield higher customer flow and revenue. As one of the most recognized restaurant brands in the world, we attract many consumers to the City of Richmond, which in turns benefits other businesses in the city and tourism.

On behalf of Haidilao, we hope that the much-needed application for extending our liquor service hours will be granted. Haidilao sincerely appreciates your time and consideration. If you require any additional information, please do not hesitate to contact us at jack@haidilaocanada.com or 778-288-8806.

Regards,

Jack Jane, CPHR, SHRM-SCP
Director, Human Resources & Legal



I do NOT agree.

It will lead to worse overnight
traffic and ^{more} worse noise.

Shuming Liu

1511-8068 Westminste Hwy

Richmond BC.

778 999 2959

CITY OF RICHMOND

JUNE 24, 2024

JUN 21 2024

RECEIVED

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

LADIES & GENTLEMEN:-

RE: NOTICE FOR AN AMENDMENT TO EXISTING LIQUOR LICENCE
(HOURS OF SERVICE) HAIDILAO HOT POT - 5890 NO. 3 ROAD,
UNIT 200

I AM STRONGLY OPPOSED THE EXTENSION OF THEIR BUSINESS
UNTIL 2AM

- 1) THE AREA WHERE HAIDILAO HOT POT IS SURROUNDING
RESIDENTIAL BUILDING, WE NEED TO HAVE QUIET
ENVIRONMENT FOR CHILDREN, SENIOR, ADULT TO SLEEP
WELL TO MAINTAIN HEALTHY BODY AS THEIR CUSTOMERS
NEED TO GO OUT TO THE STREET BEFORE GO HOME
- 2) IT WILL BE WASTING ALL TAXPAYERS MONEY IF IT IS
TOO LOUD AFTER 11PM TO CALL POLICE TO SOLVE THE
PROBLEM
- 3) ~~HAIDILAO~~ HAIDILAO HOT POT CUSTOMERS CAN GET DRUNK AND
MAY LOSING MIND AND CONTROL AND AFFECT SAFETY ESPECIALLY
IN THE MIDDLE OF NIGHT.

FROM: RESIDENT OWNER OF 304-7995 WESTMINSTER ~~HWY~~ HWY., RICHMOND,
BC. CANADA V6X 3Y5 CNCL - 255



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10510 (RZ 22-010976)
11831/ 11833 Seabrook Crescent**

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

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

P.I.D. 007-179-405

Lot 292 Section 36 Block 4 North Range 6 West New Westminster District Plan 35777

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10510"**.

FIRST READING

NOV 14 2023

A PUBLIC HEARING WAS HELD ON

DEC 18 2023

SECOND READING

DEC 18 2023

THIRD READING

DEC 18 2023

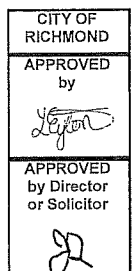
OTHER CONDITIONS SATISFIED

AUG 28 2024

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

JAN 09 2024

ADOPTED

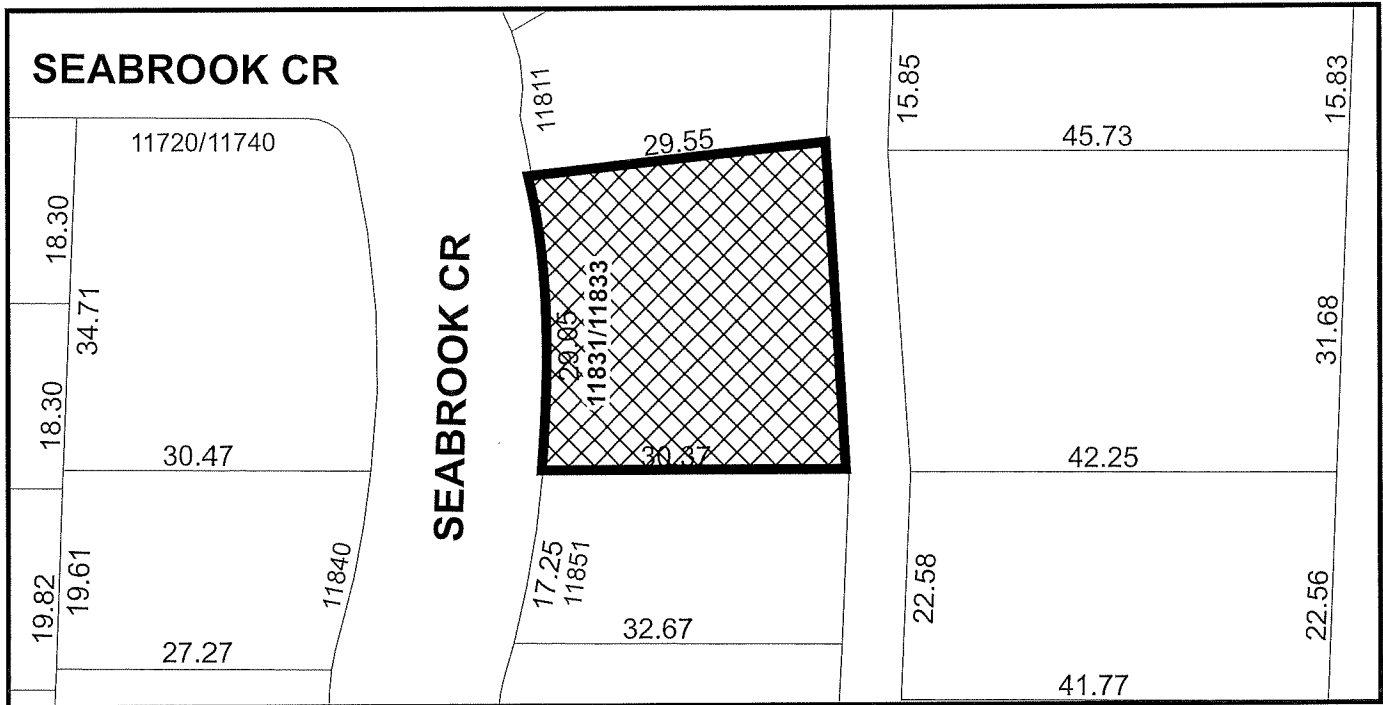
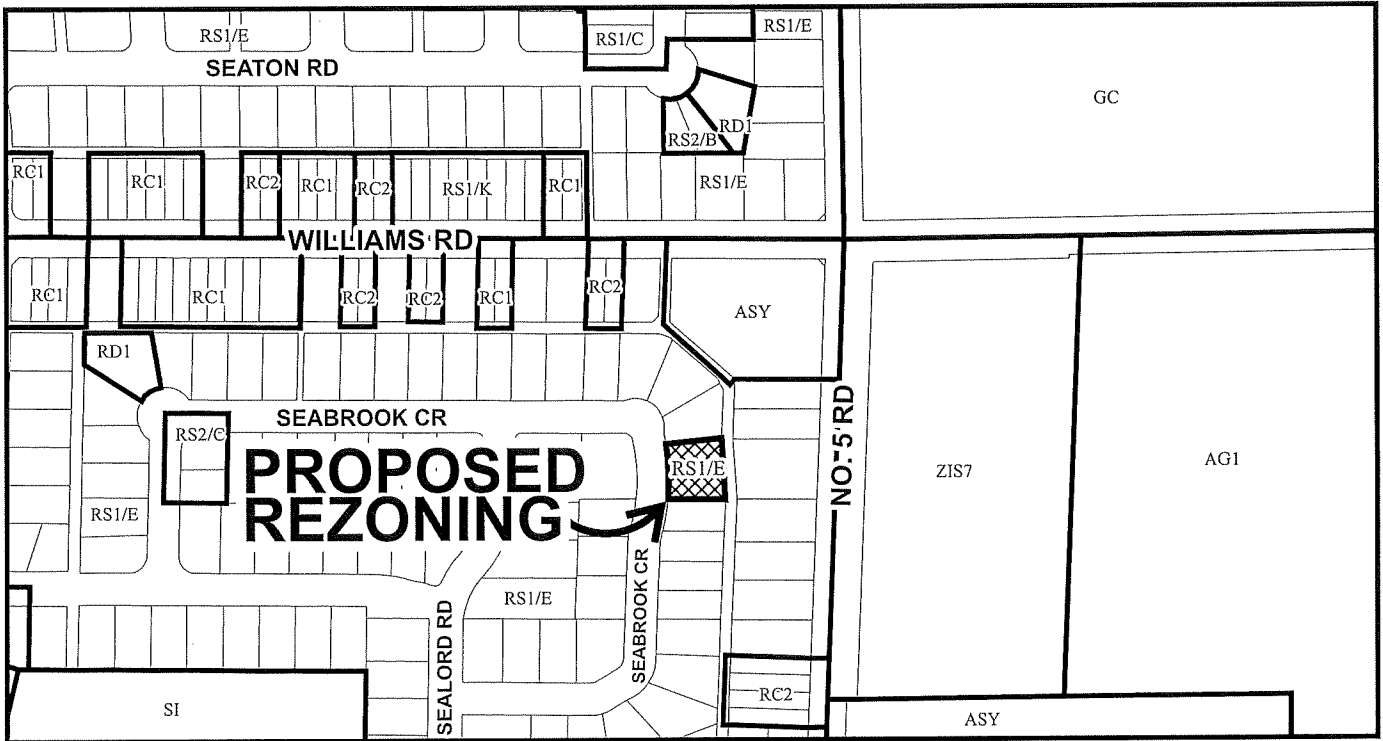


MAYOR

CORPORATE OFFICER



City of Richmond



RZ 22-010976

Original Date: 05/06/22

Revision Date

Note: Dimensions are in METRES



City of Richmond

Report to Council

To: Richmond City Council

Date: September 9, 2024

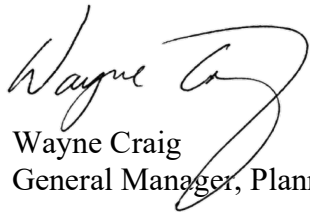
From: Wayne Craig
Chair, Development Permit Panel

File: DP 24-037979

Re: **Development Permit Panel Meeting Held on August 21, 2024**

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 24-037979) for the property at 6551 No. 3 Road, be endorsed and the Permit so issued.



Wayne Craig
General Manager, Planning and Development

Panel Report

The Development Permit Panel considered the following item at its meeting held on August 21, 2024.

DP 24-037979 – ZEIDLER ARCHITECTURE. – 6551 No. 3 ROAD
(August 21, 2024)

The Panel considered a Development Permit (DP) application to permit exterior upgrades to the main East and West mall entrance of the existing building at 6551 No. 3 Road on a site zoned “Downtown Commercial (CDT1)”.

The applicant and Architect, Eric Aslan, of Zeidler Architecture, provided a brief visual presentation highlighting:

- The project is located at the CF Richmond Centre Mall and primarily intends to upgrade the exterior of the east and west entries of the galleria at the mall.
- The existing exterior cladding materials will be replaced primarily with curtain glazing with a vertical frit pattern and solid metal panel cladding.
- Existing doors at the entrances will be replaced to provide wider egress and new vestibules will be added to enhance the building’s energy efficiency.
- New canopies will be added over the main entrances to provide weather protection to pedestrians.
- An integrated water management system is proposed for the three roof levels at the main building entries.
- Lighting will be incorporated into the new building entry façade and the applicant is working with a lighting consultant to mitigate potential light pollution.
- The modern design of the revised entries to the galleria is consistent with the overall design of the future Richmond Centre mixed-use redevelopments.

In reply to a query from the Panel, Staff noted that (i) as part of the Official Community Plan (OCP) amendment associated with the overall redevelopment of the CF Richmond Centre Mall, staff secured a Statutory Right-of-Way (SRW)/Public Right of Passage (PROP) over the galleria entries and interior space, (ii) the SRW/PROP will ensure future public access through the site between Minoru Boulevard and the Brighthouse Canada Line Station on No. 3 Road throughout the transit operating hours, and (iii) the future public access should be in place upon occupancy of the first building in Phase Two of the overall redevelopment.

In reply to queries from the Panel, the applicant confirmed that (i) only LED fixtures will be installed for lighting at the entrances to the galleria and will be focused on areas where they are needed, (ii) the proposed lighting will be reviewed by a lighting consultant and is not expected to spill out into the mall’s parking lot and neighbouring residential developments, (iii) dimmable lighting is an option, and (iv) lighting levels are intended to highlight the mall entries and provide visual interest to residents of future residential developments near the entrances to the galleria.

As a result of the discussion on the proposed lighting, the Chair directed staff to work with the applicant prior to the application moving forward to Council in order to ensure there will be no light spillover into future residential developments near the entrances to the galleria and investigate opportunities to install dimmable lighting should a lighting issue arise in the future.

In response to direction from the Panel, the applicant has submitted a signed letter from their lighting consultant confirming that the proposed lighting will not result in spillover into future residential units. The letter also confirms the decorative lighting fixtures will operate on a daily schedule with lights dimming to a low setting when the shopping mall closes and completely off when transit service stops.

The Panel recommends the Permit be issued.