

Development Permit Panel

Council Chambers, City Hall 6911 No. 3 Road

Wednesday, September 15, 2021 3:30 p.m.

MINUTES

Motion to adopt the minutes of the Development Permit Panel meeting held on August 25, 2021.

1. **DEVELOPMENT PERMIT 19-862430**

(REDMS No. 6561344)

APPLICANT: CSC Interior Services

PROPERTY LOCATION: 8011 Leslie Road

Director's Recommendations

That a Development Permit be issued which would:

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

ITEM

- 2. New Business
- 3. Date of Next Meeting: September 29, 2021

ADJOURNMENT

Minutes



Development Permit Panel Wednesday, August 25, 2021

Time: 3:30 p.m.

Place: Remote (Zoom) Meeting

Present: John Irving, General Manager, Engineering and Public Works, Chair

Milton Chan, Director, Engineering

Peter Russell, Director, Sustainability and District Energy

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

Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on August 11, 2021 be adopted.

CARRIED

1. DEVELOPMENT PERMIT 18-829233

(REDMS No. 6710093 v. 1A)

APPLICANT: 1085948 BC Ltd.

PROPERTY LOCATION: 10671, 10691, and 10751 Bridgeport Road

INTENT OF PERMIT:

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

Applicant's Comments

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

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

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

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

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

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

Staff Comments

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

Gallery Comments

None.

Correspondence

Si Sun, 10811 Bridgeport Road (Schedule 1)

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

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

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

Panel Discussion

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

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

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

CARRIED

2. **DEVELOPMENT PERMIT 19-862430**

(REDMS No. 6561344 v. 3)

APPLICANT:

CSC Interior Services

PROPERTY LOCATION:

8011 Leslie Road

INTENT OF PERMIT:

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

Applicant's Comments

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

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

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

Staff Comments

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

Gallery Comments

None.

Correspondence

None.

Panel Discussion

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

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

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

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

It was moved and seconded

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

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

3. DEVELOPMENT PERMIT 19-878817

(REDMS No. 6723324 v. 4)

APPLICANT: 1176782 BC Ltd.

PROPERTY LOCATION: 8100, 8120 & 8180 Westminster Highway

INTENT OF PERMIT:

- 1. Permit the construction of a high-rise mixed use development containing approximately 880.6 m² (9,475 ft²) of commercial space and 130 dwellings (including 16 affordable housing units) at 8100, 8120 & 8180 Westminster Highway on a site zoned "Downtown Commercial (CDT1)"; and
- 2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) reduce the front yard setback to Westminster Hwy. from 3.0 m to 0.0 m (10 ft to 0 ft) inclusive of buildings and canopies; and
 - (b) apply the City Centre parking rate to the subject site.

Applicant's Comments

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

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

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

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

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

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

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

Staff Comments

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

Gallery Comments

None.

Correspondence

None.

Panel Discussion

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

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

- 1. permit the construction of a high-rise mixed use development containing approximately 880.6 m² (9,475 ft²) of commercial space and 130 dwellings (including 16 affordable housing units) at 8100, 8120 & 8180 Westminster Highway on a site zoned "Downtown Commercial (CDT1)"; and
- 2. vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) reduce the front yard setback to Westminster Hwy. from 3.0 m to 0.0 m (10 ft to 0 ft) inclusive of buildings and canopies; and
 - (b) apply the City Centre parking rate to the subject site.

CARRIED

4. DEVELOPMENT VARIANCE 21-934707

(REDMS No. 6705767 v. 2A)

APPLICANT: Maybog Farms Ltd.

PROPERTY LOCATION: PID 013-082-434

INTENT OF PERMIT:

Issuance of a Development Variance Permit would vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum cumulative lot coverage for agricultural buildings with an impermeable surface floor at or below the natural grade of the site from 750 m² to 2,842 m² to permit the construction of a cranberry processing facility at PID 013-082-434 on a site zoned "Agriculture (AG1)".

Applicant's Comments

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

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

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

Staff Comments

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

Gallery Comments

None.

Correspondence

None.

Panel Decision

It was moved and seconded

That a Development Variance Permit be issued which would vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum cumulative lot coverage for agricultural buildings with an impermeable surface floor at or below the natural grade of the site from 750 m² to 2,842 m² to permit the construction of a cranberry processing facility at PID 013-082-434 on a site zoned "Agriculture (AG1)".

CARRIED

- Date of Next Meeting: September 15, 2021
- 6. Adjournment

It was moved and seconded That the meeting be adjourned at 5:10 p.m.

CARRIED

	Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, August 25, 2021.
John Irving Chair	Rustico Agawin Committee Clerk

Schedule 1 to the Minutes of the Development Permit Panel meeting held on Wednesday, August 25, 2021.

From: Sent: SUN SI <cissy410@163.com> August 25, 2021 12:19 PM

To:

CityClerk

Subject:

Development permit panel meeting

To Development Permit Panel
Date: AUGUST 25, 2021
Item # 1
Re: DP 18 - 82 9 2 3 3
e City. Please do not click or open

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

Hi officer,

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

- 1. Regarding the noise We are aware that the approved construction time starts at 7:00 a.m. from Monday to Friday. We feel that is much too early. We are a young family and have an 18 months old baby. She needs lots of sleep and we are worried the construction noises at 7:00 a.m. would negatively impact her rest and sleep schedule. My husband and I also work late shifts, so we need our rest in the morning as well. We cannot accept waking up to construction noises at 7:00 a.m. every morning. We would like the start time to be extended to 9:00 a.m instead.
- 2. Air quality concerns As mentioned before, we have an 18 months old baby and a golden retriever at home. We are concerned with the amount of debris and dust the construction could make. Please let us know how they will be managed to an acceptable level.
- 3. Damage to our property This is another major concern. I have included lots of photos as evidence for my claims. We believe the demolition at the development property, has caused damage to our fences, driveways, and foundation.
- A. There is a serious imbalance in the foundation, the house, the land and the door are tilted to the left, because of the digging that has occurred, where our property meets the development property.
- B. The whole fence is not supported, so it's leaning out, leaning to the left, and almost falling down. This is very dangerous but it is not our responsibility.
- C. Because there is no support on the other side, the bricks in our front yard are all leaning to the left side and they are getting worse and worse. The cracks are getting bigger and bigger, which has caused damage to our property.

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

Best Regards,

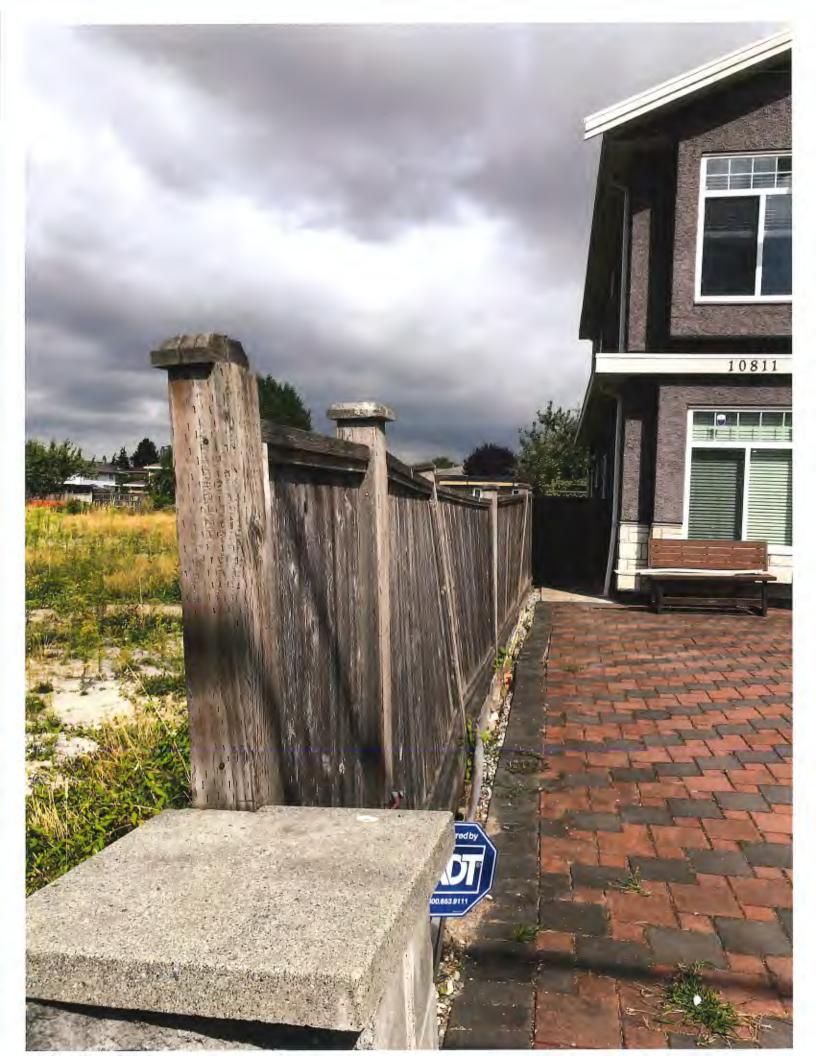
Si Sun

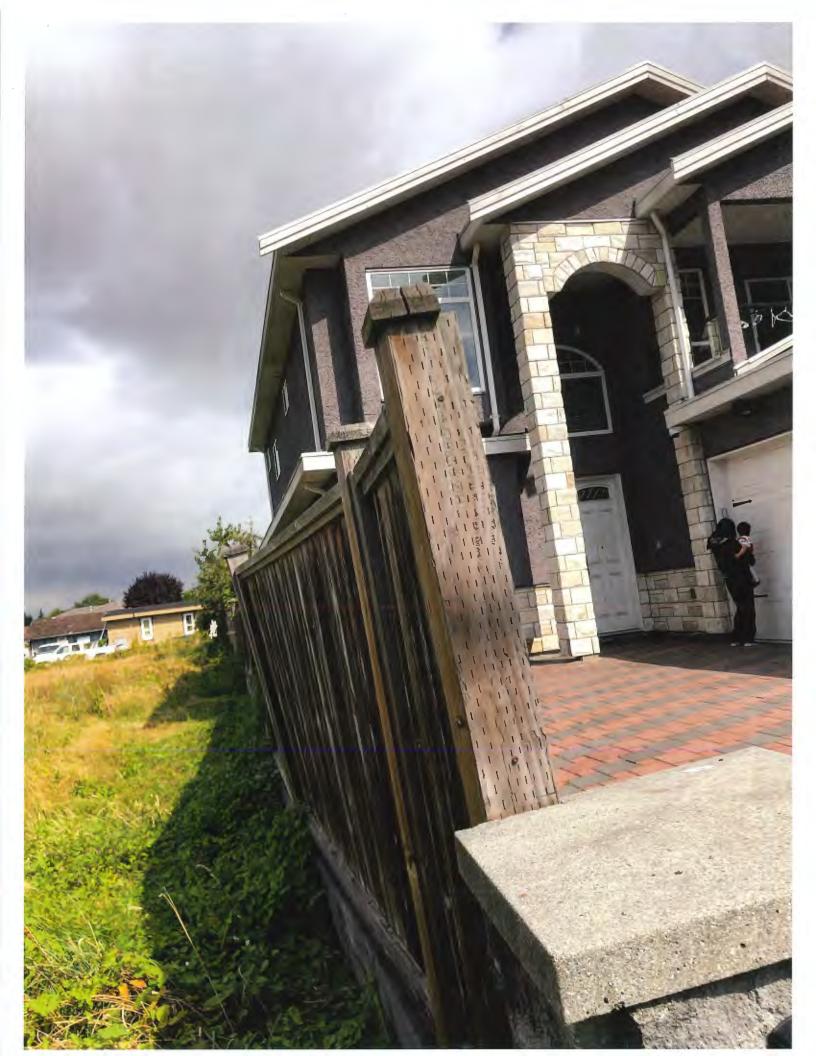
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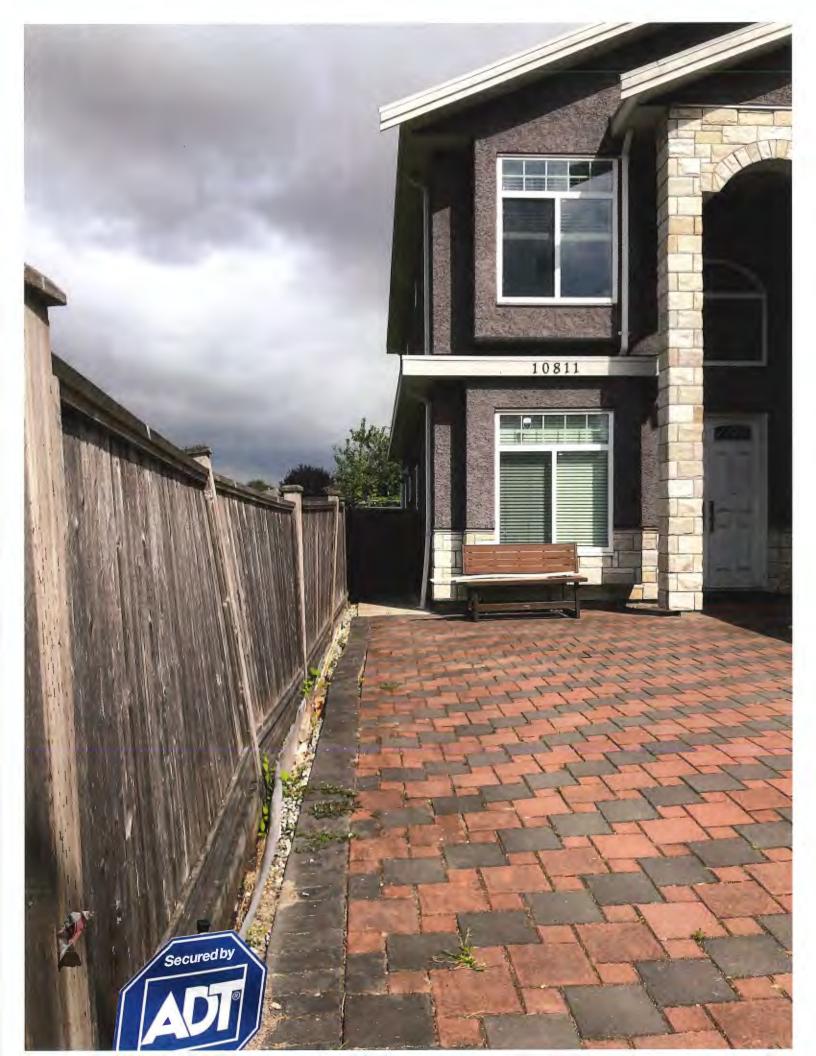


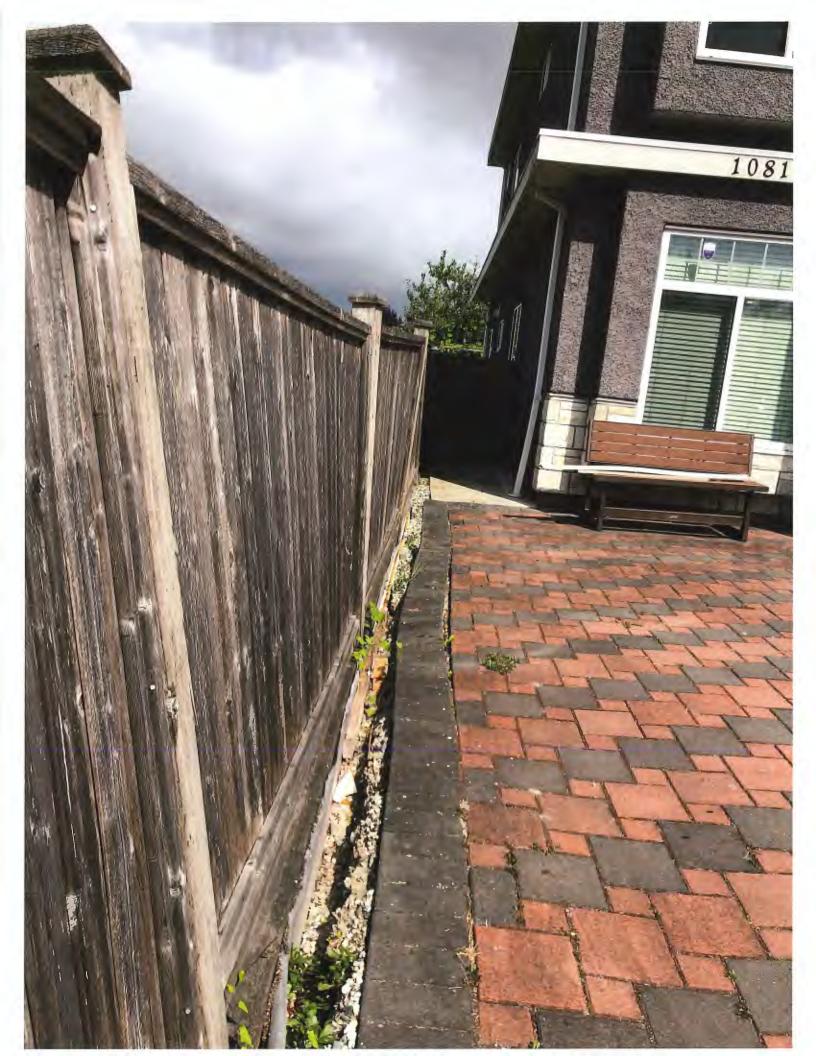
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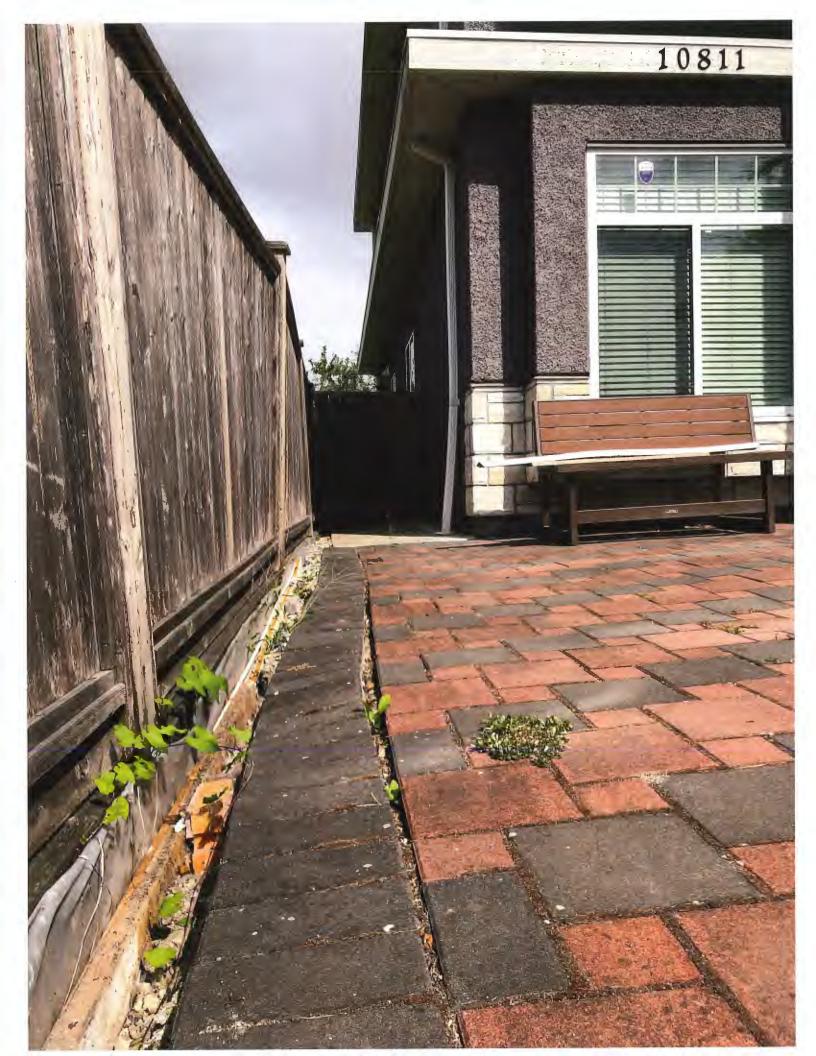


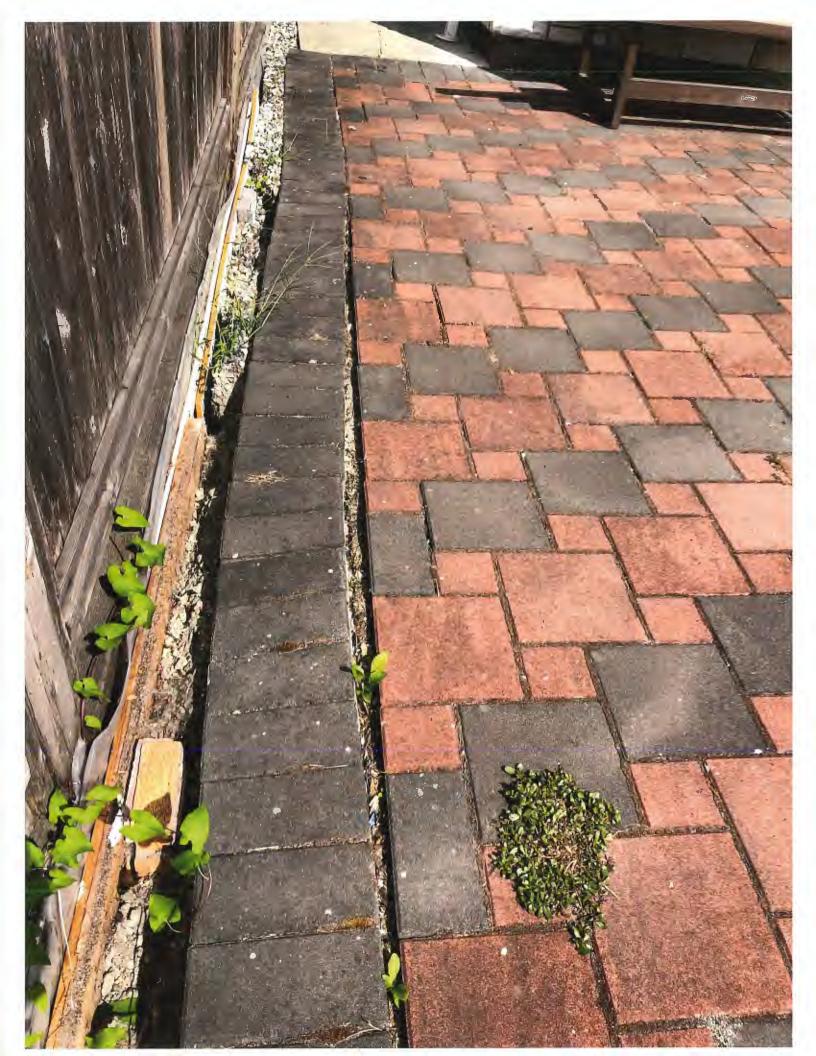


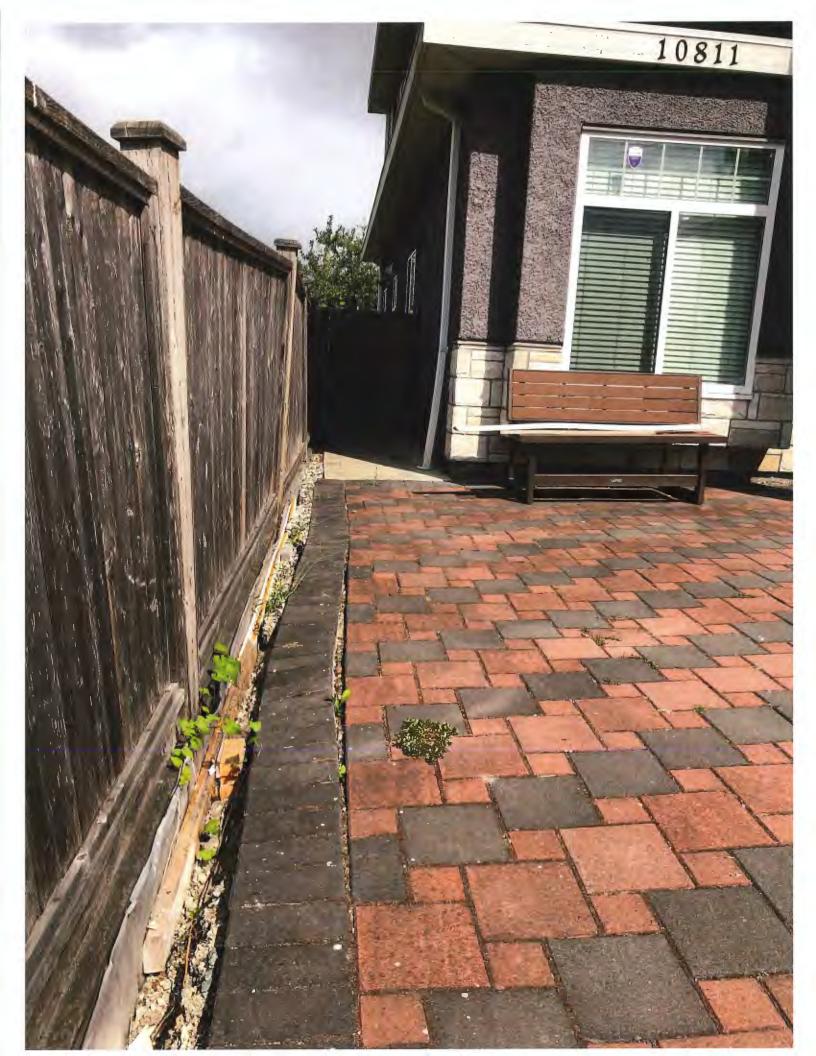


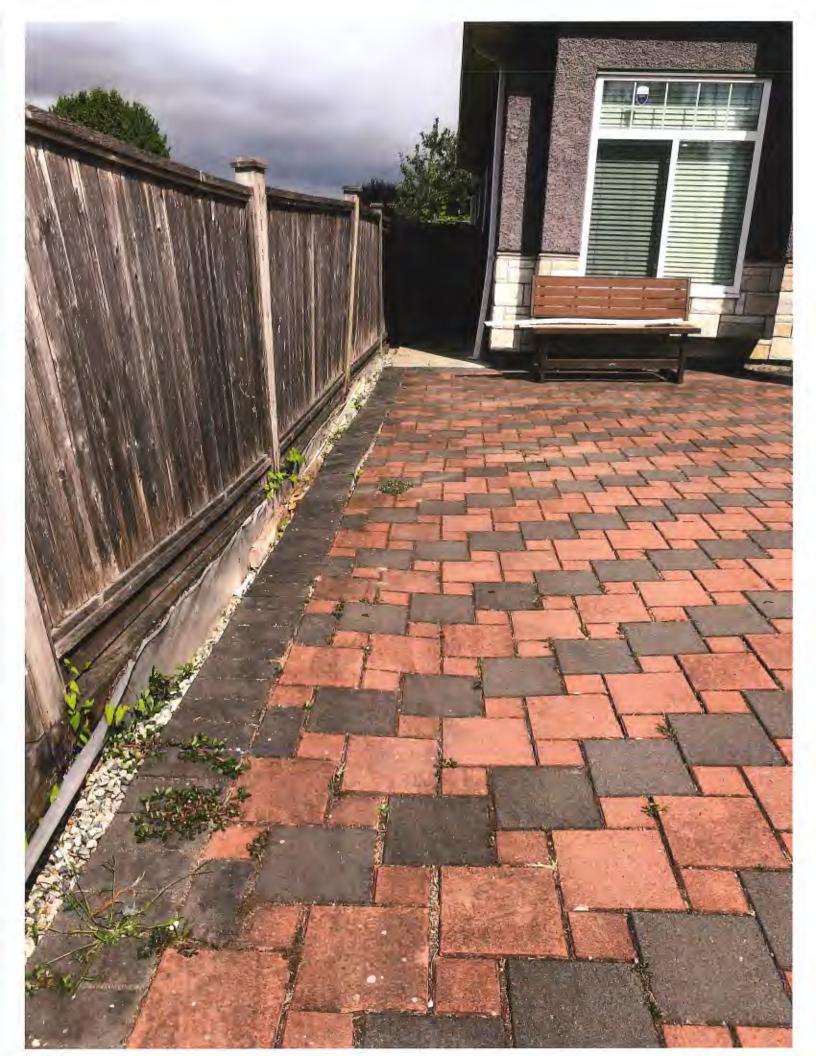


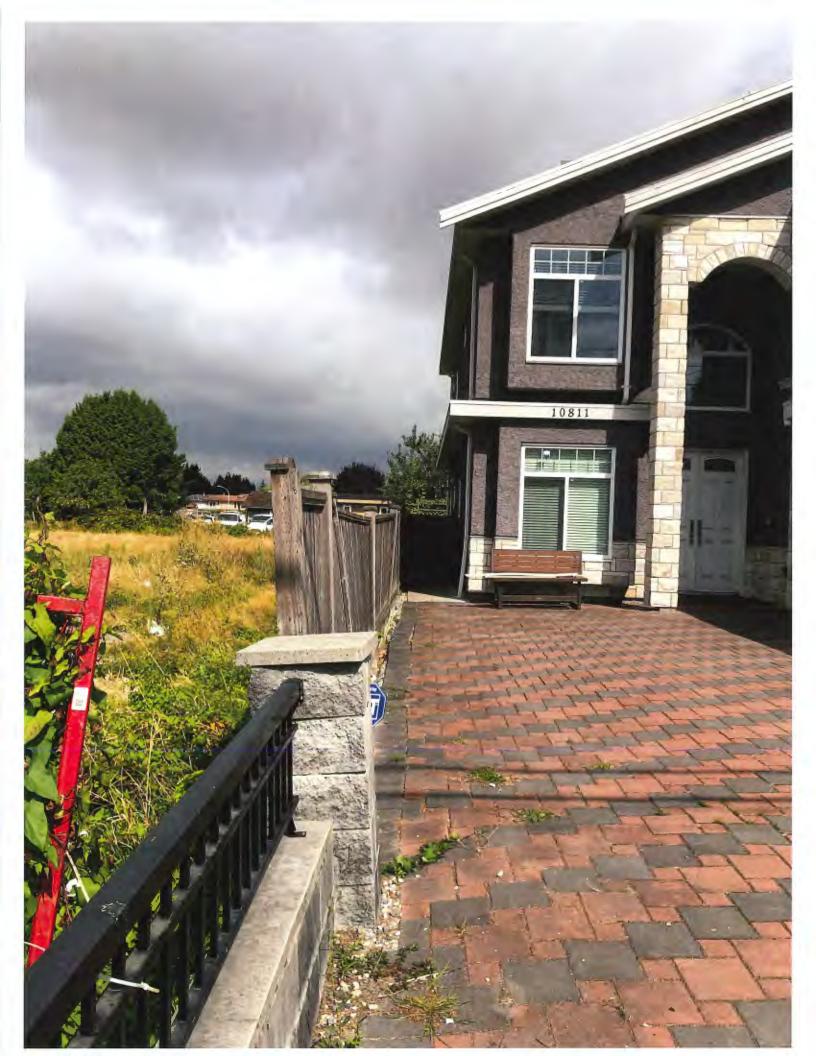


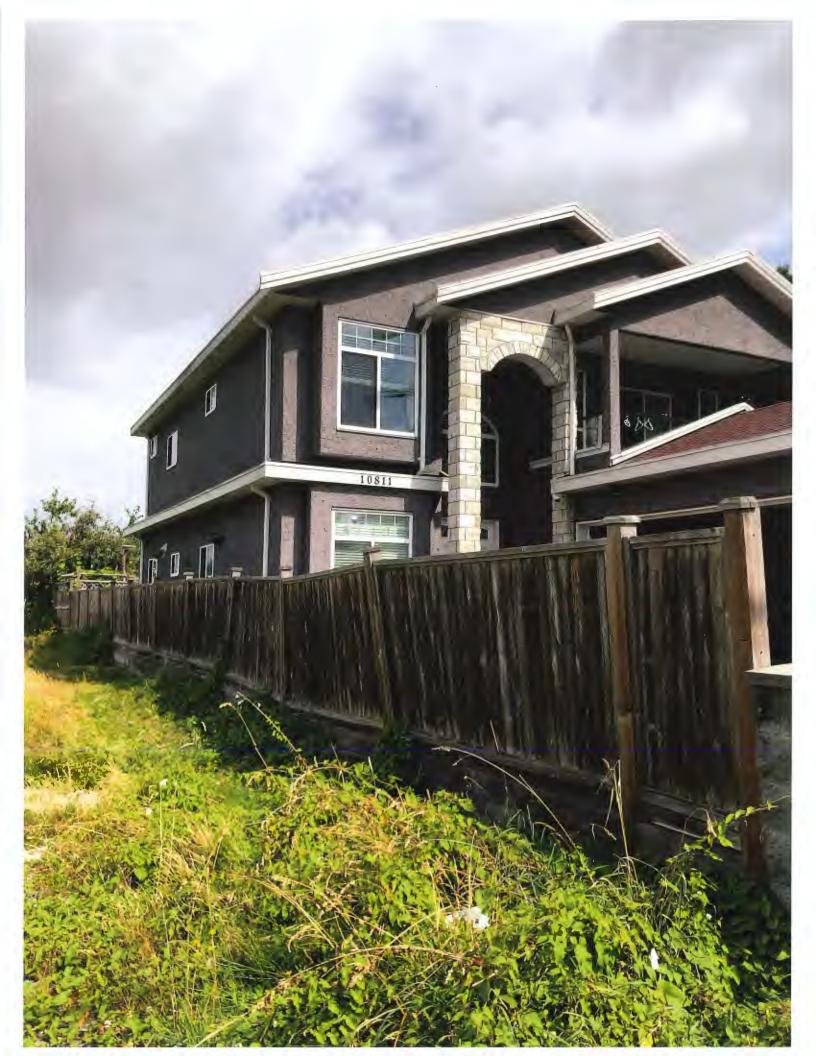


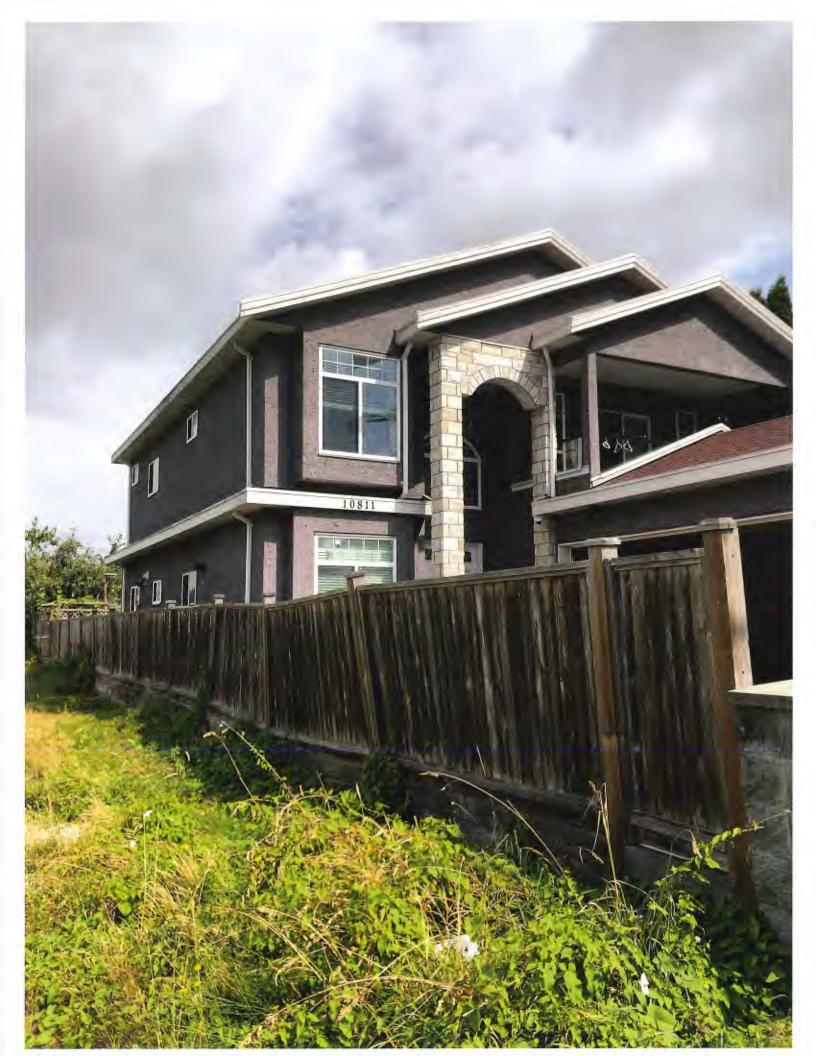














Memorandum

Planning and Development Division
Development Applications

To: Development Permit Panel Date: September 9, 2021

From: Wayne Craig File: DP 19-862430

Director, Development

Re: Application by CSC Interior Services for a Development Permit at 8011 Leslie Road

At the August 25, 2021 meeting of the Development Permit Panel, the following referral motion was passed on the subject application:

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

The applicant has prepared colour elevations showing the proposed building modifications, which have been added to the revised Development Permit accompanying this memo. Staff understand that the applicant will provide a more detailed presentation to the Panel, including reference images of the existing building condition.

The original staff report is provided in Attachment A. Subsequent to the Development Permit Panel meeting, the applicant decided they would like to alter the originally proposed exterior colour scheme. The revised plans show brown painted siding instead of the previously proposed blue painted siding. The proposed change is to provide a more neutral and natural colour scheme. All other information contained in the staff report remains accurate.

Please let me know if there are any additional questions about the subject application.

Wayne Craig

Director, Development

(604-247-4625)

WC/JR:blg

Att. 1





Report to Development Permit Panel

To:

Development Permit Panel

Date:

August 4, 2021

From:

Wayne Craig

File:

DP 19-862430

vvayrie oraig

Director, Development

Re:

Application by CSC Interior Services for a Development Permit at

8011 Leslie Road

Staff Recommendation

That a Development Permit be issued which would:

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

for

Wayne Craig

Director, Development

Jan Hor

(604-247-4625)

WC:ir

Att. 3

Staff Report

Origin

CSC Interior Services has applied to the City of Richmond on behalf of owner, Canada Mei Fu Jin Investment Ltd. (Director Jiang Fu), for permission to undertake renovations to the existing building at 8011 Leslie Road on a site zoned "Auto-oriented Commercial (CA)." The proposed renovations are to facilitate the use of the building as a hotel. A location map is provided in Attachment 1. The site currently contains a three-storey building.

There is no rezoning application associated with this Development Permit application.

Development Information

Please refer to the Development Application Data Sheet in Attachment 2 for a comparison of the proposed development data with the relevant bylaw requirements.

Background

The subject site is an 829 m² (8,923 ft²) property containing a three-storey building, which was built as offices but is currently vacant. The site is located in the Aberdeen Village area of the City Centre Area Plan (CCAP). The CCAP land use designation for the subject site is "General Urban T5," which supports a variety of commercial uses.

The existing building is located above the parking at grade, with only elevator and stair lobbies occupying the ground floor. The proposed renovation would include replacement of all of the windows, replanting of the landscape areas, and two small additions to the ground floor in an area currently occupied by parking.

Development surrounding the subject site is as follows:

- To the north; a single-storey commercial centre on a property zoned "Auto-oriented Commercial (CA)".
- To the east; a two-storey commercial building on a property zoned "Auto-oriented Commercial (CA)".
- To the south, across Leslie Road; a paved parking lot on a property zoned "Auto-oriented Commercial (CA)".
- To the west; one- and two-storey commercial buildings on properties zoned "Auto-oriented Commercial (CA)".

Staff Comments

The proposal involves the conversion of the building from office to hotel uses. A total of 22 rooms are proposed. No cooking facilities are provided within the rooms although a communal dining area for hotel guests is provided. Consistent with previous applications involving hotels, the applicant will be required to register restrictive covenants on title prior to issuance of the Development Permit. These include a restriction against the strata subdivision of hotel rooms, limit on length of stay to a maximum of 30 consecutive days, and a restriction against providing kitchens in any hotel room.

The proposed exterior alterations are largely limited to the size and location of windows, parking layout, and small ground floor additions within the existing building footprint. The additional floor area is within the allowable floor area ratio (FAR) for hotel uses. The proposed alterations are generally in compliance with the "Auto-oriented Commercial (CA)" zone except for the zoning variances noted below.

Zoning Compliance/Variances (staff comments in bold italics)

The applicant requests to vary the provisions of Richmond Zoning Bylaw 8500 to:

1) Reduce the minimum side yard setback from 3.0 to 0 m.

Staff supports the proposed variance as the location of the existing building is an existing legal con-conforming condition and the project involves adaptive reuse of the existing building.

2) Permit two small vehicle parking spaces.

Staff supports the proposed variance as it applies only to the existing parking spaces located underneath the building, which cannot be enlarged due to the structural support pillars. The Zoning Bylaw would allow up to 50% small car spaces on properties with 31 or more parking spaces. These two small spaces represent 18% of total stalls. The parking arrangements have been reviewed and accepted by the City's Transportation Department.

3) Reduce the required medium on-site loading spaces from 1 to 0.

Staff supports the proposed variance as the location of the existing building and clearance height of the drive aisle restrict loading activities to the front yard only. Loading is accommodated along the west side of the site, and, although this area is not technically large enough to meet the size requirements for a medium-size loading area as defined in the Zoning Bylaw, the applicant has demonstrated that this area is functional for the needs of the proposed use. The loading arrangement was reviewed and accepted by the City's Transportation Department.

4) Reduce the minimum setback between parking spaces and side lot lines from 1.5 m to 0.8 m.

Staff supports the proposed variance as the proposed landscaped setbacks are an improvement from the existing condition. A 1.5 m landscape setback cannot be accommodated without a variance to the minimum driveway width, which is 7.5 m.

5) Reduce the minimum setback between parking spaces and the rear lot line from 1.5 m to 0 m.

Staff support the proposed variance as the rear yard interface is with the service lane of the neighbouring development. A landscaped area is instead provided at the base of the building to add separation between parked vehicles and the ground level hotel units.

Advisory Design Panel Comments

The proposed exterior alterations are limited in scope and will not impact the overall form, massing or site plan of the existing building. Therefore, it was not presented to the Advisory Design Panel for review and comment.

Analysis

Conditions of Adjacency

- The subject site is located within a vehicle-oriented commercial area. There is perimeter fencing around the site, which would be replaced with a new 1.8 m (6 foot) metal fence. As the proposal involves only minor additions to the existing building, no grade changes are proposed.
- The subject site is located in Area A of Richmond Flood Plain Designation and Protection Bylaw 8204. A Flood Indemnity covenant is required to be registered on title prior to issuance of the Development Permit.
- The subject site is located in Aircraft Noise Sensitive Development Area 1A of the Official Community Plan. A Noise Indemnity covenant is required to be registered on title prior to issuance of the Development Permit.

Urban Design and Site Planning

- Vehicle access to the site is from a driveway crossing in the middle of the Leslie Rd frontage. The drive aisle continues through the centre of the site with parking on both sides. The building is located over the parking and drive aisle.
- The proposed renovation would include two small additions under the building, which would replace some of the existing parking stalls. These additions are for a communal dining area, three guest rooms, and new mechanical and electrical rooms. The exterior cladding will be consistent with the exterior cladding on the ground floor of the building.
- A total of 11 parking spaces are provided including one accessible parking space in front of the building. Bicycle parking is provided under the building between two of the pillars.
- There is an existing waste collection area at the front of the site, which is currently not screened. A new garbage and recycling enclosure is proposed under the western side of the building, which would be accessible from an informal loading area on the west side of the site. There is insufficient overhead clearance for a garbage truck to pass under the building for the enclosure to be located at the rear of the site.
- No changes to the site layout or building massing are proposed, and the proposed building additions would be located within the existing footprint.

Architectural Form and Character

- The existing building is a three-storey structure, with the upper two stories located above an unenclosed parking area below.
- The proposed renovation would involve two ground floor additions in the parking area, replacing the existing windows, and reconfiguring the surface parking.
- The building is clad with horizontal metal siding. The siding is proposed to be retained, and new siding to match will be installed on the building additions. All siding would be painted a uniform shade of blue.
- Business signage shown on the plans does not form part of the Development Permit and is subject to additional review by staff through the sign permit application process.

Landscape Design and Open Space Design

• The majority of the site is paved to accommodate vehicle circulation and parking. There are landscaped areas in the front yard setback, which currently contain shrubs in poor condition.

- New landscaping would be planted as part of the proposed renovations. The proposal includes three Japanese Maple trees in the front yard setback with Sweet Woodruff as a groundcover. Sweet Woodruff is a shade tolerant perennial that is attractive to pollinator species includes bees and butterflies.
- A landscape security of \$18,249 is required prior to Development Permit issuance to ensure that the agreed upon landscaping works are installed and maintained.

Crime Prevention Through Environmental Design

- Pedestrian access is proposed via a marked pathway from the sidewalk to the front door. The painted pathway continues along the drive aisle under the building to provide a clear route from the parking area and ground floor guest rooms to the lobby and sidewalk.
- The existing wood perimeter fence is proposed to be removed and replaced with a metal fence.

Sustainability

• The proposal involves the adaptive reuse of an existing building, extending the functional life of the building and reducing demolition waste.

Off-site Works and Frontage Improvements

- A Servicing Agreement is required for off-site servicing works and frontage improvements.
- The property frontage is to be upgraded to the current standard for City Centre, including 2.0 m wide sidewalk and 1.5 m wide landscaped boulevard.

Conclusions

As the proposed development would meet applicable policies and Development Permit Guidelines, staff recommend that the Development Permit be endorsed, and issuance by Council be recommended.

Jordan Rockerbie

Planner 1 (604-276-4092)

JR:blg

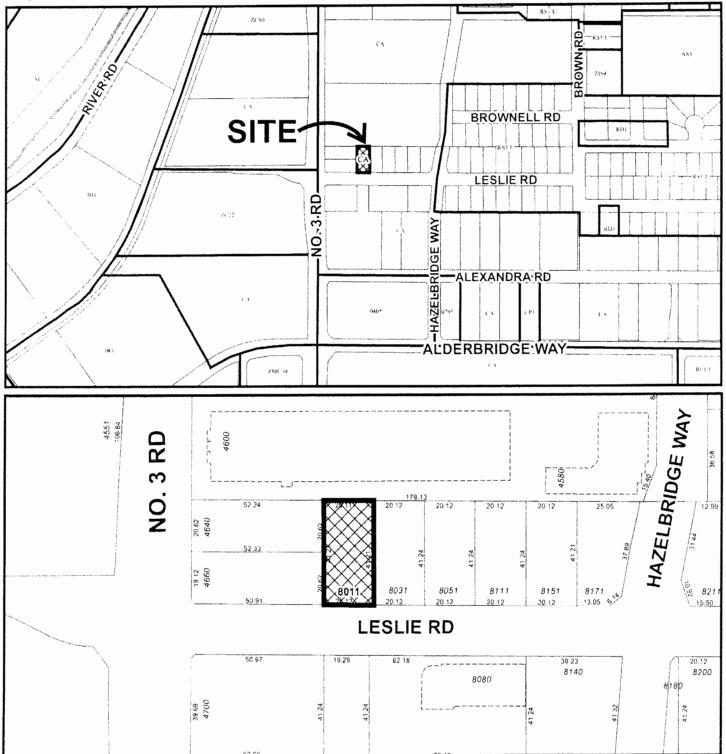
Attachments:

Attachment 1: Location Map

Attachment 2: Development Application Data Sheet Attachment 3: Development Permit Considerations



City of Richmond





DP 19-862430

Original Date: 06/05/19

Revision Date:

Note: Dimensions are in METRES



Development Application Data Sheet

Development Applications Department

DP 19-862430 Attachment 2

Address: 8011 Leslie Road

Applicant: CSC Interior Services Owner: Canada Mei Fu Jin Investment Ltd.

Planning Area(s): City Centre

Floor Area Gross: 833.4 m² (8,971 ft²) Floor Area Net: 833.4 m² (8,971 ft²)

photographic species	Existing	Proposed
Site Area:	829 m²	No change
Land Uses:	Commercial office	Commercial hotel
OCP Designation:	Commercial	No change
CCAP Designation:	General Urban T5	No change
Zoning:	Auto-oriented Commercial (CA)	No change

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	1.5 FAR for hotels	1.0 FAR	None permitted
Lot Coverage:	Max. 50%	41.1%	None
Setback - Front Yard:	Min. 3.0 m	8.07 m	None
Setback – West Side Yard:	Min. 3.0 m	3.04 m	None
Setback – East Side Yard:	Min. 3.0 m	0 m	Vary by 3.0 m
Setback – Rear Yard:	Min. 3.0 m	12.14 m	None
Height (m):	Max. 45 m for hotels	11.26 m	None
Lot Size:	N/A	829 m²	None
Off-street Parking Spaces:	Min. 10	11	None
Off-street Parking Spaces - Small:	Not permitted	2	Vary by 2
Off-street Parking Spaces – Accessible:	Min. 2%, i.e. 1	1	None
Off-street Loading Spaces - Medium:	Min. 1	0	Vary by 1
Off-street Loading Spaces - Large:	0	0	None



Development Permit Considerations

Development Applications Department 6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 8011 Leslie Road File No.: DP 19-862430

Prior to a Development Permit being forwarded to Council for issuance, the developer is required to:

- 1. Submission of a Landscape Security in the amount of \$18,249. A portion of the Landscape Security will be returned following a satisfactory Landscape Inspection by the City through the Building Permit process. The City may retain up to 10% of the Landscape Security for a one year holding period, to ensure that the agreed-upon landscaping survives.
- 2. Registration of an aircraft noise indemnity covenant on title (ANSD Area 1A).
- 3. Registration of a flood indemnity covenant on title (Area A).
- 4. Registration of a covenant on title:
 - a. Prohibiting stratification of individual or groups of hotel rooms;
 - b. Securing the owner's and owner's assignee's commitment to limit the length of stay of hotel guests to a maximum of thirty consecutive days; and
 - c. Prohibiting kitchens in any of the hotel rooms.

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

- 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. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to:

Water Works:

- a) Using the OCP Model, there is 303.0 L/s of water available at a 20 psi residual at the Leslie Road frontage. Based on your proposed development, your site requires a minimum fire flow of 200 L/s.
- b) The Developer is required to at the developer's cost:
 - 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
 - iii) Review and confirm if the existing 25mm water service connection is adequate to service the proposed development. In the case that a service connection is not considered acceptable, the service connection shall be replaced by the City, at the Developer's cost, as described below.

- iv) Provide a right-of-way for new water meter, if required. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances. Exact right-of-way dimensions to be finalized at the building permit stage.
- c) At Developer's cost, the City is to:
 - i) If required, upgrade the existing 25mm water service connection, complete with meter and meter box.

Storm Sewer Works:

- d) The Developer is required to at the developer's cost:
 - 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.
 - ii) Confirm the size, material and condition of the existing storm service connection through video inspection. Submit the findings for City review. If deemed acceptable by the City, the existing service connection may be retained. In the case that the service connection size is inadequate or it is not in a condition to be re-used, the service connection shall be replaced by the City, at the Developer's cost, as described below.
- e) At Developer's cost, the City is to:
 - i) If required, replace the existing storm service connection, inspection chamber, and storm lead servicing 8011 Leslie Road. The new connection shall be to the existing manhole.

Sanitary Sewer Works:

- f) At Developer's cost, the City is to:
 - i) Cut and cap, at main, the existing rear yard sanitary sewer service connection to the development site and remove its inspection chamber.
 - ii) Install a new sanitary service connection off of the 200mm collector pipe within Leslie Road, complete with a new inspection chamber.

Frontage Improvements:

- g) The Developer is required to at the developer's cost:
 - i) Coordinate with BC Hydro, Telus and other private communication service providers:
 - (a) To pre-duct for future hydro, telephone and cable utilities along the Leslie Road frontage.
 - (b) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages
 - (c) 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 $-1.0 \times 1.0 \text{ m}$
- Telus FDH cabinet 1.1 x 1.0 m
- ii) Provide roadway lighting at the back of curb at the Leslie Road frontage: Type 7 (LED) INCLUDING 1 street luminaire with a grey pole, but EXCLUDING any pedestrian luminaires, banner arms, flower basket holders, irrigation, or duplex receptacles.
- iii) Complete other frontage improvements as per Transportation requirements:
 - (a) New 2.0 m concrete sidewalk at the property line, min. 1.5 m wide landscaped boulevard, existing curb to remain in place.
 - (b) Reconstruct the existing driveway crossing to current design standards.

General Items:

- h) The Developer is required to at the developer's cost:
 - i) 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, dewatering, 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.
 - ii) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.
 - iii) 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:
 - (a) Corridors for City utilities (existing and proposed water, storm sewer, sanitary and DEU) and private utilities.
 - (b) Pipe sizes, material and slopes.
 - (c) Location of manholes and fire hydrants.
 - (d) Road grades, high points and low points.
 - (e) Alignment of ultimate and interim curbs.
 - (f) Proposed street lights design.

Note:

* This requires a separate application.

- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.
 - All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.
 - The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.
- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial Wildlife Act and Federal Migratory Birds Convention Act, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed	Date



Development Permit

No. DP 19-862430

To the Holder:

CSC INTERIOR SERVICES

Property Address:

8011 LESLIE ROAD

Address:

C/O 3216 SALTSPRING AVENUE

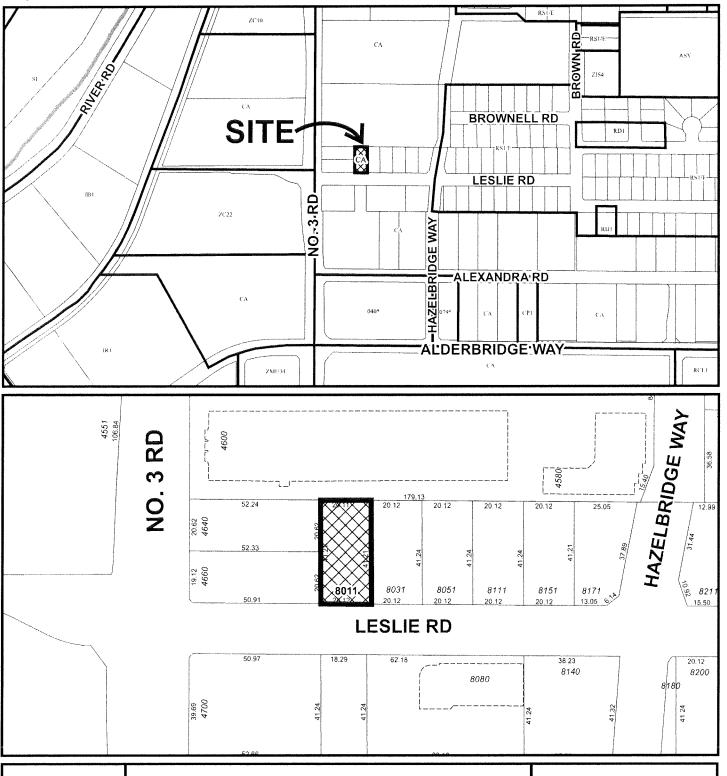
COQUITLAM, BC V3E 1E9

- 1. This Development Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
- 2. This Development Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A" and any and all buildings, structures and other development thereon.
- 3. The "Richmond Zoning Bylaw 8500" is hereby varied to:
 - a) Reduce the minimum side yard setback from 3.0 m to 0 m;
 - b) Permit two small vehicle parking spaces;
 - c) Reduce the required medium on-site loading spaces from 1 to 0;
 - d) Reduce the minimum setback between parking spaces and side lot lines from 1.5 m to 0.8 m; and
 - e) Reduce the minimum setback between parking spaces and the rear lot line from 1.5 m to 0 m.
- 4. Subject to Section 692 of the Local Government Act, R.S.B.C.: buildings and structures; off-street parking and loading facilities; roads and parking areas; and landscaping and screening shall be constructed generally in accordance with Plans # 1 to # 7 attached hereto.
- 5. Sanitary sewers, water, drainage, highways, street lighting, underground wiring, and sidewalks, shall be provided as required.
- 6. As a condition of the issuance of this Permit, the City is holding the security in the amount of \$18,249 to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Holder if the security is returned. The condition of the posting of the security is that should the Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Holder. Should the Holder carry out the development permitted by this permit within the time set out herein, the security shall be returned to the Holder. The City may retain the security for up to one year after inspection of the completed landscaping in order to ensure that plant material has survived.

Development Permit No. DP 19-862430

To the Holder:		CSC INTERIOR SERVICES		
Pro	operty Address:	8011 LESLIE ROAD		
Address:		C/O 3216 SALTSPRING AVENUE COQUITLAM, BC V3E 1E9		
	of the date of this Permit,	this Permit shall lapse	on permitted by this Permit within 24 months and the security shall be returned in full.	
٥.		in shall be developed generally in accordance with the terms and ms of this Permit and any plans and specifications attached to this a part hereof.		
This Permit is not a Building Permit.				
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DE	ELIVERED THIS D	AY OF ,	•	
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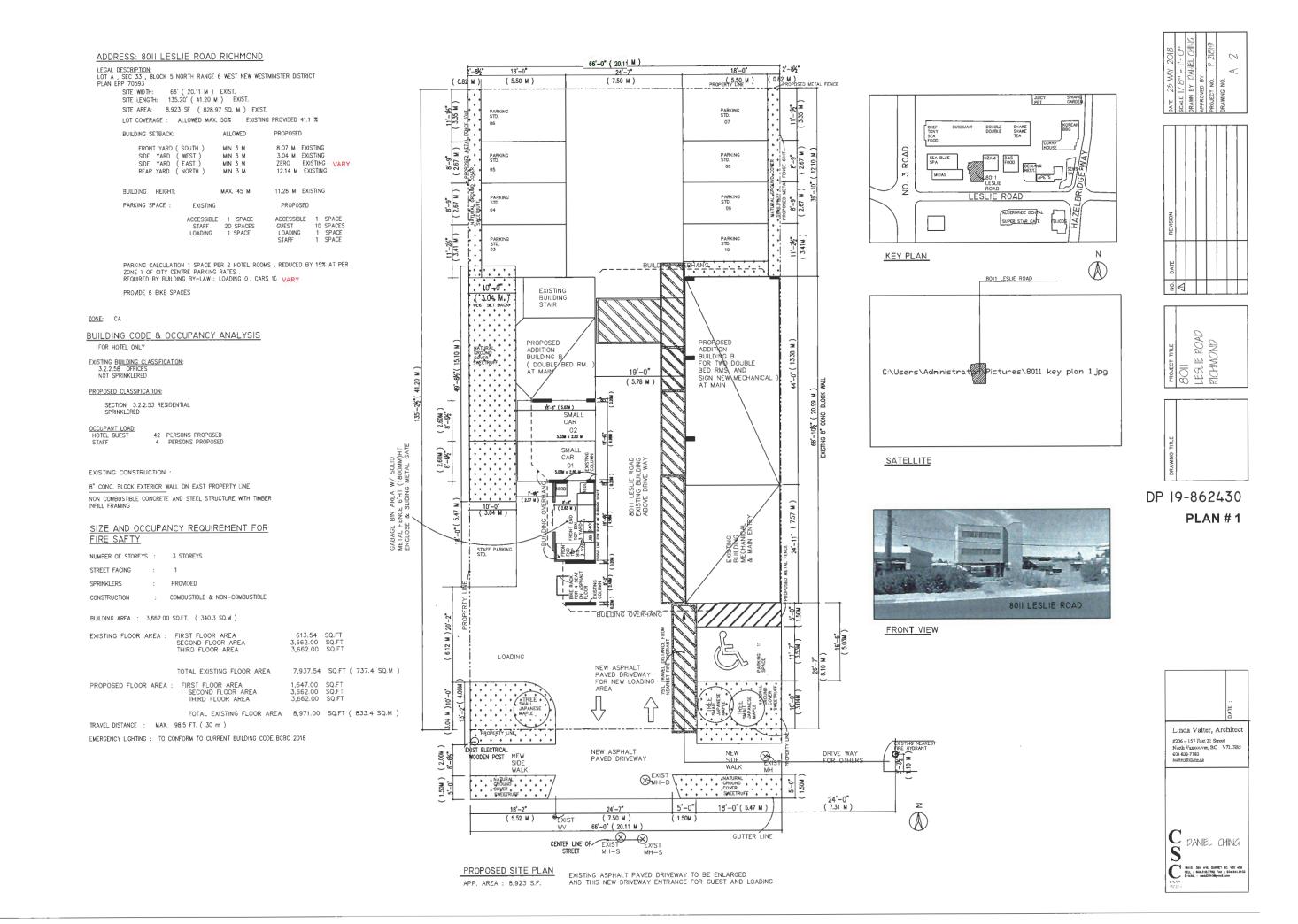


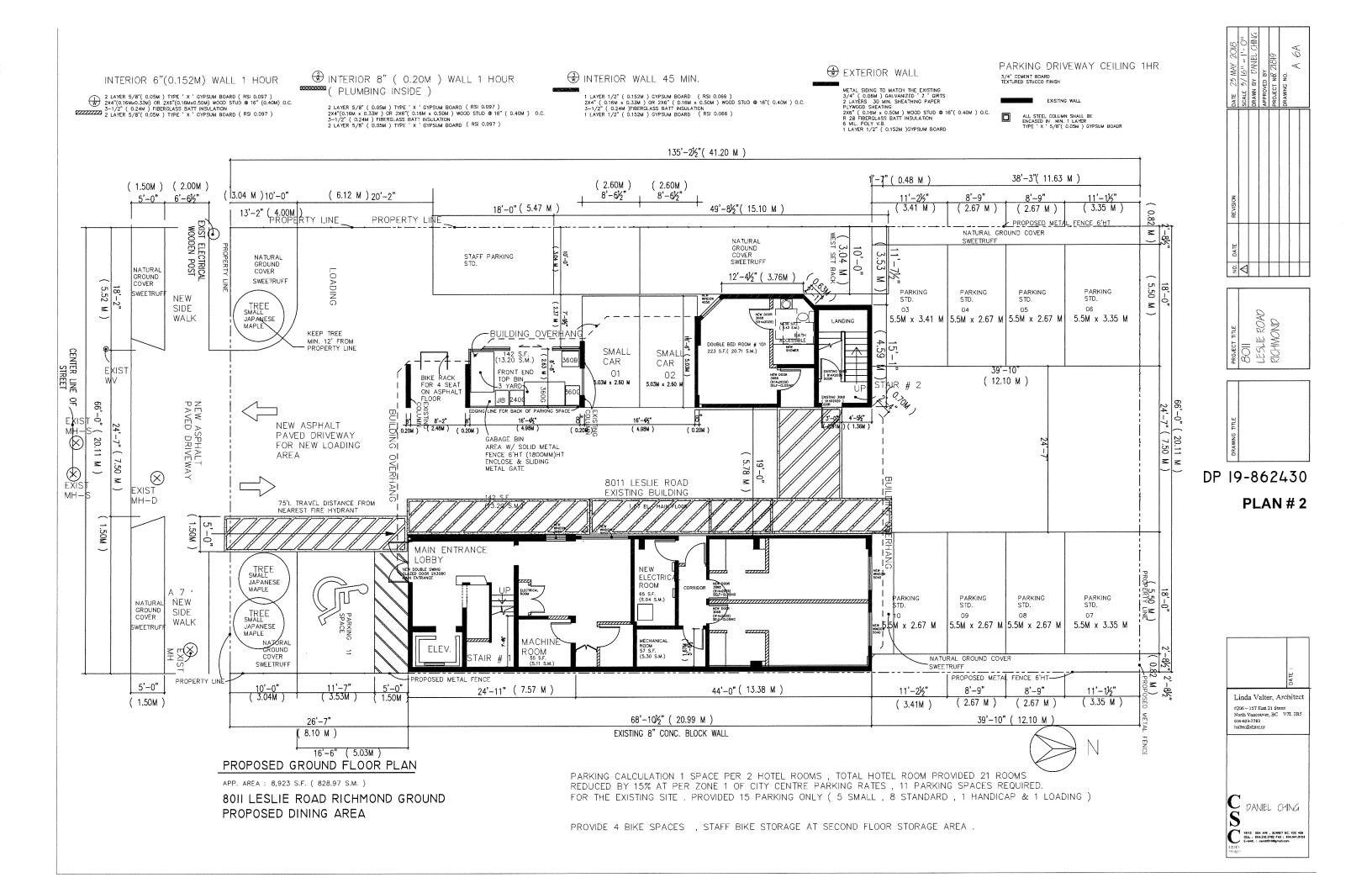
DP 19-862430 SCHEDULE "A"

Original Date: 06/05/19

Revision Date:

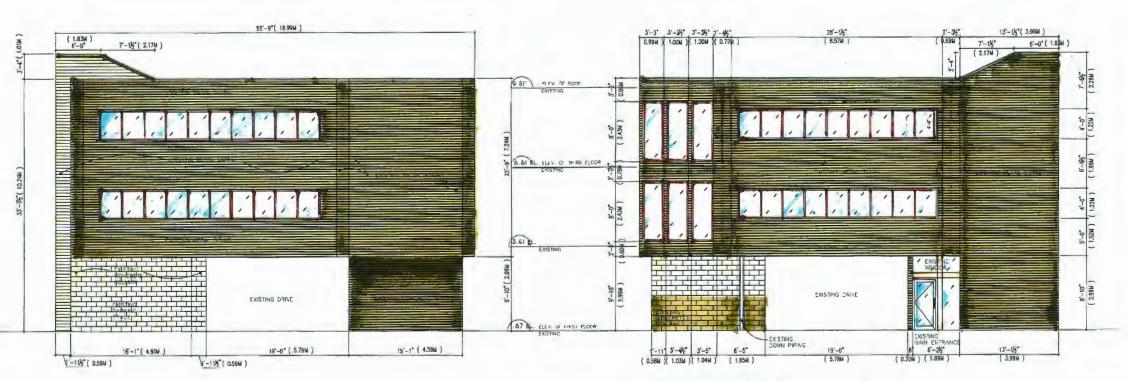
Note: Dimensions are in METRES











EXISTING NORTH SIDE ELEVATION

EXISTING SOUTH SIDE ELEVATION A

EXISTING EAST SIDE ELEVATION



DP 19-862430 PLAN#3



