



**Finance Committee
Electronic Meeting**

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

**Tuesday, October 3, 2023
Immediately following the Open General Purposes Committee
meeting**

Pg. # ITEM

MINUTES

FIN-3 *Motion to adopt the **minutes** of the meeting of the Finance Committee held on September 5, 2023.*



FINANCE AND CORPORATE SERVICES DIVISION

1. **CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 10486**

(File Ref. No. 03-0925-02-04) (REDMS No. 7330871)

FIN-6

See Page FIN-6 for full report

Designated Speaker: Mike Ching & Angela Zanardo

STAFF RECOMMENDATION

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486 be introduced and given first, second and third readings.



Finance Committee Agenda – Tuesday, October 3, 2023

Pg. #

ITEM

2. **PERMISSIVE PROPERTY TAX EXEMPTION (2024) BYLAW NO. 10476**

(File Ref. No. 03-0925-02-01) (REDMS No. 7257817)

FIN-63

See Page FIN-63 for full report

Designated Speaker: Mike Ching & Angela Zanardo

STAFF RECOMMENDATION

That Permissive Property Tax Exemption (2024) Bylaw No. 10476 be introduced and given first, second and third readings.

☐

3. **AMENDMENTS TO THE CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027) BYLAW NO. 10429**

(File Ref. No. 03-0975-01) (REDMS No. 7318574)

FIN-101

See Page FIN-101 for full report

Designated Speaker: Mike Ching & Melissa Shiau

STAFF RECOMMENDATION

That the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, Amendment Bylaw No. 10492, which incorporates and puts into effect the changes as outlined in the staff report titled “Amendments to the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429” dated September 15, 2023, from the General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.

☐

ADJOURNMENT

☐



Finance Committee

Date: Tuesday, September 5, 2023

Place: Council Chambers
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 4:09 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Finance Committee held on June 5, 2023, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **ACTIVE CAPITAL PROJECTS FINANCIAL UPDATE - 2ND QUARTER JUNE 30, 2023**
(File Ref. No. 03-0975-01) (REDMS No. 7295455)

A brief discussion ensued with a respect to fire equipment replacement and it was requested that a follow-up memo with respect to the anticipated new fire vehicle be provided by staff.

Finance Committee
Tuesday, September 5, 2023

It was moved and seconded

That the staff report titled, "Active Capital Projects Financial Update – 2nd Quarter June 30, 2023", dated August 10, 2023 from the Director, Finance, be received for information.

CARRIED

2. FINANCIAL INFORMATION – 2ND QUARTER JUNE 30, 2023

(File Ref. No. 03-0905-01) (REDMS No. 7294888)

Discussion ensued with respect to the 2023 distribution of gaming revenue allocation and as a result, staff were directed to provide a memorandum on the budget allocation rationale of the four RCMP officers.

Further discussion ensued with respect to vacant positions noted and it was requested that staff provide a memorandum to clarify vacancies and opportunities to fulfill, including fire and police services.

A brief discussion ensued regarding the volatility of building statistics, housing starts and the vacancy rate of office space in Richmond. With respect to office space, staff noted that areas outside the Vancouver downtown core, outside areas cater to specific industries, attracting the right industry for the right space.

It was moved and seconded

That the staff report titled, "Financial Information – 2nd Quarter June 30, 2023", dated August 4, 2023 from the Director, Finance, be received for information.

CARRIED

LULU ISLAND ENERGY COMPANY

3. 2023 Q2 FINANCIAL INFORMATION FOR THE LULU ISLAND ENERGY COMPANY

(File Ref. No. 03-1200-08) (REDMS No. 7282752)

It was moved and seconded

That the Lulu Island Energy Company report titled "Lulu Island Energy Company – 2023 2nd Quarter Financial Information", dated July 24, 2023, from the Chief Executive Officer and Chief Financial Officer, be received for information.

CARRIED

Finance Committee
Tuesday, September 5, 2023

RICHMOND OLYMPIC OVAL CORPORATION

4. **RICHMOND OLYMPIC OVAL CORPORATION - 2ND QUARTER
2023 FINANCIAL INFORMATION**

(File Ref. No. 03-1200-09/) (REDMS No. 7334032)

It was moved and seconded

*That the Richmond Olympic Oval Corporation - 2nd Quarter 2023
Financial Information report from the Director, Finance, Innovation &
Technology, Richmond Olympic Oval Corporation be received for
information.*

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:23 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the Finance
Committee of the Council of the City of
Richmond held on Tuesday, September 5,
2023.

Mayor Malcolm D. Brodie
Chair

Lorraine Anderson
Legislative Services Associate



City of Richmond

Report to Committee

To: Finance Committee

Date: September 5, 2023

From: Mike Ching
Director, Finance

File: 03-0925-02-04/2023-
Vol 01



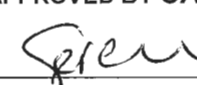
Re: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486

Staff Recommendation

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486 be introduced and given first, second and third readings.


Mike Ching
Director, Finance
(604-276-4137)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
City Clerk	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
Business Licences	<input checked="" type="checkbox"/>	
Business Services	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

In 2011, Council adopted the Consolidated Fees Bylaw No. 8636 to combine the majority of the City's fees and charges into one bylaw for ease of review and adjustment for Consumer Price Index (CPI) increases. As part of the City's Long Term Financial Management Strategy Policy 3707, fees and charges are adjusted annually based on projected Vancouver CPI increases.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.1 Ensure effective financial planning to support a sustainable future for the City.

4.2 Seek improvements and efficiencies in all aspects of City business.

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

The most recent forecast, prepared by the Conference Board of Canada, indicates that Vancouver's CPI will increase by 2.40% from 2023 to 2024. The forecast CPI increase may change and staff will continue to monitor for any changes.

As in prior years, all adjusted fees greater than \$100 are rounded up to the nearest \$1, adjusted fees less than \$100 are rounded up to the nearest \$0.25, and adjusted fees less than \$1 are rounded up to the nearest \$0.05.

All fees in the attached Amendment Bylaw No. 10486 are effective January 1, 2024 and were adjusted to the proposed 2.40% increase, with the following exceptions at the request of the respective stakeholders:

1. Schedule – Archives & Record

Photocopying and printing fees to remain unchanged at \$0.35 per page for black and white copies and \$0.50 per page for colour copies. Scanned electronic copies of a paper record to remain unchanged at \$0.50 per page for both black and white and colour copies.

This ensures that the reproduction of records do not become unaffordable to the general public and keeps the fee within the industry standard.

2. Schedule – Building Regulation

Currently, input costs for inspections and plan processing and reviews are higher than the fees being charged. A one-time increase to obtain cost recovery would not be practical to implement, therefore the fee has been amended to reflect a 15% increase for building permit fees on construction values less than \$100,000. While costs will remain below break-even, this increase will bring these fees in line with other municipalities.

3. Schedule – Development Application Fees

Temporary use permits for Seasonal Outdoor Patio to remain unchanged at \$300 for the permit and the permit renewal. Fee increases will be considered for the 2025 year after existing customers who hold temporary permits related to the COVID-era patio program have been fully on-boarded.

4. Schedule – Filming Applications and Fees

City Parks & Heritage Sites section

The Gateway Theatre section to be removed completely from the bylaw. The Gateway Theatre team oversees filming activity at the facility and charges production companies directly.

5. Schedule – Fire Protection and Life Safety

Attendance – False alarm section updated from 15.5.5 to 15.5.1, and phrase update:

From: “No false alarm reduction program in place”

To: “No false alarm reduction program in place, second or each subsequent false alarm occurring in any calendar year”

6. Schedule – Parking (Off-Street) Regulations

McDonald Beach trailer parking fee to remain unchanged at \$110 for Richmond residents and \$165 for Non-Richmond residents. In 2023, two tiers were created in addition to increasing the permit fee by 10% and 60%, respectively. The current fee is in line with the market for similar types of facilities.

7. Schedule – Property Tax Fees

Property Tax Sale registration fee to remain unchanged at \$180. This fee is in place to reduce crowds attending the tax sale and to restrict attendance to serious bidders.

8. Schedule – Public Space Patio Regulation

Public Space and Small Sidewalk Patio permit fees to remain unchanged at \$300 and \$100, respectively. Fee increases will be considered for the 2025 year after existing customers who hold temporary permits related to the COVID-era patio program have been fully on-boarded.

9. Schedule – RCMP Document Fees

The volunteer criminal record checks fee for volunteering outside of the City remains unchanged at \$25 to keep the fee in line with other municipalities.

10. Schedule – Soil Deposit and Removal

All soil fees based on volume measurements in cubic metre to increase by only \$0.02 rather than \$0.25 as volumes can be in the tens of thousands of metres.

11. Schedule – Traffic

A new \$100 annual parking permit fee for registered vehicles related to the Alta Court resident parking permit pilot project. Alta Court is within the City Centre Parking Management Zone, as displayed on Schedule K to Traffic Bylaw No. 5870.

12. Schedule – Use of City Streets

EV Charging rates to remain unchanged to keep the fees in line with other municipalities.

13. Schedule – Watercourse Protection and Crossing

The roles and responsibilities of staff have become more complex when dealing with environmental protection requirements due to legislation changes and increased community awareness of environmental issues. Therefore, it is proposed that the following fees be introduced to support staff's work associated with the protection of the City's open drainage system:

- a. Culvert application fee: current fee of \$484.00 plus CPI adjustment plus \$100.00 increases the new fee to \$596.00.
- b. Culvert design option: current fee of \$1,362.00 plus CPI adjustment plus \$100.00 increases the new fee to \$1,495.00.

Financial Impact


Fee increases assist in offsetting the increased costs associated with each respective service. It is estimated that a rate increase of 2.40% for 2024 will generate approximately \$304,000 in additional revenue.

September 5, 2023

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Conclusion

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486 be introduced and given first, second and third readings.



Angela Zanardo
Manager, Revenue
(604-276-4392)

AZ:az

Att. 1: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486



Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486

The Council of the City of Richmond enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended:
 - a) by deleting, in their entirety, the schedules attached to Bylaw No. 8636, as amended, and substituting the schedules attached to and forming part of this Bylaw.
2. This Bylaw comes into force and effect on January 1, 2024.
3. This Bylaw is cited as **“Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486”**.

FIRST READING



SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

SCHEDULE – ANIMAL CONTROL REGULATION**Animal Control Regulation Bylaw No. 7932****Cat Breeding Permit Fee**

Section 2.2

Description	Fee
Cat breeding permit for three years	\$47.25

Animal Control Regulation Bylaw No. 7932**Impoundment Fees**

Section 8

Description	Fee
1st time in any calendar year	
Neutered male or spayed female dog	\$54.00
Non-neutered male or unspayed female dog	\$162.00
Dangerous Dog*	\$662.00
2nd time in any calendar year	
Neutered male or spayed female dog	\$107.00
Non-neutered male or unspayed female dog	\$335.00
Dangerous Dog*	\$1,314.00
3rd time and subsequent times in any calendar year	
Neutered male or spayed female dog	\$335.00
Non-neutered male or unspayed female dog	\$662.00
Dangerous Dog*	\$1,314.00
Bird	\$8.25
Domestic farm animal	\$80.25
<i>Impoundment fee also subject to transportation costs</i>	
Other animal	\$40.50
<i>Impoundment fee also subject to transportation costs</i>	

**Subject always to the power set out in Section 8.3.12 of Animal Control Regulation Bylaw No. 7932 to apply for an order that a dog be destroyed.*

Note: In addition to the fees payable above (if applicable), a licence fee will be charged where a dog is not currently licenced.

Animal Control Regulation Bylaw No. 7932**Maintenance Fees****Section 8**

Description	Fee
Dog	\$17.50
Cat	\$17.50
Bird	\$5.25
Domestic farm animal	\$40.50
Other animal	\$14.25

Note: For all of the Animal Control Regulation Maintenance Fees, a charge is issued for each day or portion of the day per animal.

SCHEDULE – ARCHIVES AND RECORDS**Archives and Records****Image Reproduction Fees**

Description	Fee	Units
<u>Copying Records</u> <i>Note: careful consideration will be given to requests for copying of fragile archival records. The City will not copy records if there is the possibility that an original record could be damaged during the copying process.</i>		
Photocopying and printing (First 4 pages free)	\$0.35 \$0.50	per b+w page per colour page
Scanned electronic copy of a paper record	\$0.50	per b+w or colour page
Digitization of audio recording	\$11.75	per audio file
<u>Photograph Reproductions</u> Scanned image (each)	\$21.25	

Archives and Records**Preliminary Site Investigation**

Description	Fee
Active Records Check Survey (per civic address searched)	\$268.00

**Archives
Mail Orders**

Description	Fee
Mail orders	\$8.25

**Archives
Research Service Fee**

Description	Fee	Unit
Commercial Research Service Fee	\$53.00	per hour

Note: Rush orders available at additional cost; discounts on reproduction fees available to students, seniors, and members of the Friends of the Richmond Archives.

**Archives
Tax Searches Fees**

Description	Fee
<u>Tax Searches and Printing of Tax Records</u>	
Searches ranging from 1 to 5 years	\$34.75
Each year greater than 5 years	\$8.25

SCHEDULE – BILLING AND RECEIVABLES

**Billing and Receivables
Receivables Fees**

Description	Fee
Administrative charges for cost recovery billings undertaken for arm's length third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$40.00

SCHEDULE – BOARD OF VARIANCE**Board of Variance Bylaw No. 9259****Application Fees**

Section 3.1.2(c), 3.2.3

Description	Fee
Application for order under section 540 of <i>Local Government Act</i> [Variance or exemption to relieve hardship]	\$760.00
Application for order under section 543 of <i>Local Government Act</i> [Exemption to relieve hardship from early termination of land use contract]	\$760.00
Application for order under section 544 of <i>Local Government Act</i> [Extent of damage preventing reconstruction as non-conforming use]	\$760.00
Fee for notice of new hearing due to adjournment by applicant	\$180.00
Board of Variance Meeting Notices- Board of Variance Applications (Section 3.1.6(a))	\$1.75 per address identified

SCHEDULE – BOULEVARD AND ROADWAY PROTECTION AND REGULATION**Boulevard and Roadway Protection and Regulation Bylaw No. 6366****Inspection Charges**

Section 12 (b), 14

Description	Fee
Additions & Accessory Buildings Single or Two Family Dwellings over 10 m ² in size; In-ground Swimming Pools & Demolitions	\$202.00
Move-Offs; Single or Two Family Dwelling Construction	\$202.00
Combined Demolition & Single or Two Family Dwelling Construction	\$202.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$268.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$268.00
Each Additional Inspection as Required	\$101.00

SCHEDULE – BUILDING REGULATION**Building Regulation Bylaw No. 7230****Plan Processing Fees****Section 5.4**

Description	Fee
For a new one family dwelling	\$728.00
For other than a new one family dwelling (a) <i>or (b) 50% to the nearest dollar of the estimated building permit fee specified in the applicable Building Permit Fees in Subsection 5.13.6 and other Building Types to a maximum of \$10,000.00</i> <i>-whichever is greater of (a) or (b)</i>	\$83.75
For a sewage holding tank	\$172.00

Building Regulation Bylaw No. 7230**Building Permit Fees for those buildings referred to in Subsection 5.13.6****Sections 5.2, 5.5, 5.6, 7.2**

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$94.25
Exceeding \$1,000.00 up to \$100,000.00	\$94.25
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$15.25
Exceeding \$100,000.00 to \$300,000.00	\$1,604.00
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$13.00
Exceeding \$300,000.00	\$4,204.00
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$10.25

Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$94.25
Exceeding \$1,000.00 up to \$100,000.00	\$94.25
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i>	<i>*Plus \$15.75</i>
Exceeding \$100,000.00 up to \$300,000.00	\$1,653.50
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i>	<i>**Plus \$13.25</i>
Exceeding \$300,000.00	\$4,303.50
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i>	<i>***Plus \$10.50</i>

Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.

Despite any other provision of the Building Regulation Bylaw No. 7230, the “construction value” of a:

- (a) one-family dwelling or two-family dwelling
- (b) garage, deck, porch, interior finishing or addition to a one-family dwelling or two-family dwelling is assessed by total floor area and deemed to be the following:

Description	Construction Value	Units
(i) new construction of first storey	\$1,390.00	per m ²
(ii) new construction of second storey	\$1,283.00	per m ²
(iii) garage	\$713.00	per m ²
(iv) decks or porches	\$588.00	per m ²
(v) interior finishing on existing buildings	\$659.00	per m ²
(vi) additions	\$1,390.00	per m ²

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types (cont.)**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
<u>Building Design Modification Fee</u>	
Plan Review (per hour or portion thereof)	\$151.00
Building Permit Fee for Temporary Building for Occupancy	\$662.00
<u>Re-inspection Fees</u>	
(a) for the third inspection	\$101.00
(b) for the fourth inspection	\$139.00
(c) for the fifth inspection	\$268.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
<u>Special Inspection Fees:</u>	
(a) during the City's normal business hours	\$151.00
(b) outside the City's normal business hours	\$582.00
*for each hour or part thereof after the first four hours	*Plus \$151.00
Building Permit Transfer or Assignment Fee (a) or (b) a fee of 10% to the nearest dollar of the original building permit fee - whichever is greater of (a) or (b)	\$83.75
Building Permit Extension Fee (a) or (b) a fee of 10% to the nearest dollar of the original building permit fee - whichever is greater of (a) or (b)	\$83.75
<u>Building Move Inspection Fee:</u>	
(a) within the City boundaries	\$151.00
(b) outside the City boundaries when travel is by City vehicle	\$151.00
** per km travelled	**Plus \$4.25

Note: Where the building inspector is required to use overnight accommodation, aircraft or ferry transportation in order to make a building move inspection, the actual costs of accommodation, meals and transportation are payable in addition to other applicable fees including salary cost greater than 1 hour.

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types (cont.)**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$335.00
Provisional Occupancy Notice Extension Fee	\$530.00
Building Demolition Inspection Fee for each building over 50 m ² in floor area	\$522.00
Sewage Holding Tank Permit Fee	\$335.00
<u>Use of Equivalents Fees:</u>	
(a) each report containing a maximum of two separate equivalents	\$725.00
(b) for each equivalent greater than two contained in the same report	\$300.00
(c) for an amendment to an original report after the acceptance or rejection of the report	\$151.00
(d) for Air Space Parcels (treating buildings as one building)	\$2,581.00

Building Regulation Bylaw No. 7230**Gas Permit Fees**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.9, 12.10

Description	Fee	Units
Domestic Installation – one family dwelling (a)	\$83.75	per appliance
- <i>whichever is greater (a) or (b)</i> (b)	\$31.50	
Domestic/Commercial/Industrial Installations – two family dwellings , multiple unit residential buildings, including townhouse units)		
(a) appliance input up to 29 kW	\$83.75	
(b) appliance input exceeding 29 kW	\$139.00	
<u>Special Inspection Fees:</u>		
(a) during the City's normal business hours	\$151.00	
(b) outside the City's normal business hours	\$582.00	
<i>*for each hour or part thereof after the first four hours</i> *Plus	\$151.00	

Building Regulation Bylaw No. 7230**Gas Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.9, 12.10

Description	Fee
<u>Re-Inspection Fee:</u>	
(a) for the third inspection	\$101.00
(b) for the fourth inspection	\$139.00
(c) for the fifth inspection	\$268.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
For a vent and/or gas valve or furnace plenum (no appliance)	\$83.75
<u>Piping alteration – for existing appliances</u>	
First 30 metres of piping	\$83.75
Each additional 30 metres or part thereof	\$31.50
Gas permit transfer or assignment fee (a)	\$83.75
<i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i>	
<i>- whichever is greater of (a) or (b)</i>	
Gas permit extension fee (a)	\$83.75
<i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i>	
<i>- whichever is greater of (a) or (b)</i>	

Building Regulation Bylaw No. 7230**Plumbing Permit Fees**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
<u>Plumbing</u>		
(a) installation of each plumbing fixture	\$31.50	
(b) minimum plumbing fee	\$83.75	
(c) connection of City water supply to any hydraulic equipment	\$83.75	
<u>Sprinkler & Standpipes</u>		
(a) installation of any sprinkler system	\$83.75	
<i>*per additional head</i>	<i>*Plus \$4.75</i>	
(b) installation of each hydrant, standpipe, hose station,	(c) \$83.75	
hose valve, or hose cabinet used for fire fighting	(d) \$31.50	
<i>-whichever is greater of (c) or (d)</i>		per item

Building Regulation Bylaw No. 7230**Plumbing Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
<u>Water Service</u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$83.75	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$31.50	
<u>Sanitary & Storm Sewers: Building Drains & Water Distribution</u>		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$83.75	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$31.50	
(c) for the first 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$83.75	
(d) for each additional 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$31.50	
(e) for the installation of any neutralizing tank, catch basin, sump, or manhole	(f) \$83.75 (g) \$31.50	per item
- whichever is greater of (f) or (g)		
<u>Special Inspections</u>		
(a) during the City's normal business hours	\$151.00	
(b) outside the City's normal business hours or each hour	\$582.00	
*for part thereof exceeding the first four hours	*Plus \$151.00	
<u>Design Modification Fees</u>		
Plan review	\$151.00	per hour
<i>Applicable to Plumbing, Sprinkler & Standpipes, Water Service, and Sanitary & Storm Sewers; Building Drains & Water Distributions</i>		

Building Regulation Bylaw No. 7230**Plumbing Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee
<u>Plumbing Re-Inspection Fee</u>	
(a) for the third inspection	\$101.00
(b) for the fourth inspection	\$139.00
(c) for the fifth inspection	\$268.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
Plumbing Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$83.75
Plumbing Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$83.75
Provisional Plumbing Compliance Inspection Fee (per permit visit)	\$172.00
Provisional Plumbing Compliance Notice Extension Fee	\$268.00
Potable Water Backflow Preventer Test Report Decal	\$27.50

SCHEDULE – BUSINESS LICENCE**Business Licence Bylaw No. 7360****Assembly Use Group 1**

Group 1 – Business Licence Fee Assessed by Total Floor Area <i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1,000)	\$195.00
93.1 to 232.5	(1,001 to 2,500)	\$294.00
232.6 to 465.0	(2,501 to 5,000)	\$505.00
465.1 to 930.0	(5,001 to 10,000)	\$802.00
930.1 to 1,860.1	(10,001 to 20,000)	\$1,419.00
1,860.2 to 2,790.1	(20,001 to 30,000)	\$2,030.00
2,790.2 to 3,720.2	(30,001 to 40,000)	\$2,647.00
3,720.3 to 4,650.2	(40,001 to 50,000)	\$3,254.00
4,650.3 to 5,580.3	(50,001 to 60,000)	\$3,870.00
5,580.4 and over	(60,001 and over)	\$4,387.00
Food Primary Liquor Licence Fee		\$403.00
Mobile Vendors (Food) Fee (per vehicle)		\$93.75

Business Licence Bylaw No. 7360**Assembly Use Group 2**

Group 2 – Business Licence Fee Assessed by Number of Seats	
Seats	Fee
0 to 30	\$607.00
31 to 60	\$1,204.00
61 to 90	\$1,805.00
91 to 120	\$2,407.00
121 to 150	\$3,000.00
151 to 180	\$3,600.00
181 to 210	\$4,195.00
211 and over	\$4,387.00

Business Licence Bylaw No. 7360
Assembly Use Group 3

Group 3 – Business Licence Fee Assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$158.00
6 to 10	\$262.00
11 to 15	\$375.00
16 to 25	\$556.00
26 to 50	\$802.00
51 to 100	\$1,158.00
101 to 200	\$1,631.00
201 to 500	\$2,352.00
501 to 1,000	\$3,551.00
1,001 and over	\$4,387.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.*

Business Licence Bylaw No. 7360
Adult Orientated Uses

Description	Fee
Adult entertainment establishment licence	\$4,387.00
Casino	\$6,937.00
<u>Body-Painting Studio</u>	
Studio licence	\$4,387.00
Each body-painting employee	\$158.00
<u>Body-Rub Studio</u>	
Studio licence	\$4,387.00
Each body-rub employee	\$158.00
<u>Escort Service</u>	
Escort service licence	\$4,387.00
Each escort employee	\$158.00

Business Licence Bylaw No. 7360
Bed & Breakfast Use

Description	Fee
Bed & Breakfast Business License	\$189.00

Business Licence Bylaw No. 7360
Farmer's Market

Description	Fee
Farmer's market licence	\$158.00

Business Licence Bylaw No. 7360
Industrial/Manufacturing Use

Industrial/Manufacturing Use – Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$189.00
6 to 10	\$309.00
11 to 15	\$429.00
16 to 25	\$607.00
26 to 50	\$851.00
51 to 100	\$1,204.00
101 to 200	\$1,685.00
201 to 500	\$2,399.00
501 to 1,000	\$3,594.00
1,001 and over	\$4,387.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.*

Business Licence Bylaw No. 7360
Licence Transfers, Changes and Reprints

Description	Fee
Requests for comfort letters (per address/business)	\$85.00
Transferring a licence from one person to another, or for issuing a new licence because of a change in information on the face of such licence, except a change between licence categories or subcategories	\$54.25
Changing the category or subcategory of a licence (a) or (b) the difference between the existing licence fee and the fee for the proposed category or subcategory - whichever is greater of (a) or (b)	\$54.25
Licence reprint	\$14.00

Business Licence Bylaw No. 7360
Mercantile Use

Mercantile Use – Business Licence Fee Assessed by Total Floor Area		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1,000)	\$158.00
93.1 to 232.5	(1,001 to 2,500)	\$248.00
232.6 to 465.0	(2,501 to 5,000)	\$453.00
465.1 to 930.0	(5,001 to 10,000)	\$758.00
930.1 to 1,860.1	(10,001 to 20,000)	\$1,370.00
1,860.2 to 2,790.1	(20,001 to 30,000)	\$1,988.00
2,790.2 to 3,720.2	(30,001 to 40,000)	\$2,594.00
3,720.3 to 4,650.2	(40,001 to 50,000)	\$3,204.00
4,650.3 to 5,580.3	(50,001 to 60,000)	\$3,818.00
5,580.4 and over	(60,001 and over)	\$4,387.00

Business Licence Bylaw No. 7360
Off-Leash Permits

Description	Fee
Annual permit	\$136.00

Business Licence Bylaw No. 7360
Residential Use

Residential Use – Business Licence Fee Assessed by Number of Rental Units	
Units	Fee
0 to 5	\$189.00
6 to 10	\$289.00
11 to 25	\$488.00
26 to 50	\$791.00
51 to 100	\$1,389.00
101 to 200	\$1,987.00
201 to 300	\$2,586.00
301 to 400	\$3,180.00
401 to 500	\$3,771.00
501 and over	\$4,387.00

Business Licence Bylaw No. 7360
Service Use

Service Use – Business Licence Fee Assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$158.00
6 to 10	\$269.00
11 to 15	\$392.00
16 to 25	\$575.00
26 to 50	\$820.00
51 to 100	\$1,189.00
101 to 200	\$1,667.00
201 to 500	\$2,413.00
501 to 1,000	\$3,630.00
1,001 and over	\$4,387.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.*

Business Licence Bylaw No. 7360
Short Term Boarding and Lodging Use

Description	Fee
Short Term Boarding and Lodging Business Licence	\$158.00

Business Licence Bylaw No. 7360
Vehicle for Hire Businesses

Description	Fee
<u>Vehicle for Hire Business Fee</u> Each vehicle for hire applicant must pay (1) and (2)*: (1) Vehicle for hire office fee (2) Per vehicle licence fee* <i>based on the number of vehicles</i>	\$158.00
CLASS "A" Taxicab	\$147.00
CLASS "B" Limousine	\$93.75
CLASS "C" Sightseeing Taxicab	\$147.00
CLASS "D" Airport Taxicab	\$147.00
CLASS "E" Private Bus	\$147.00
CLASS "T" Charter Minibus	\$147.00
CLASS "J" Rental Vehicle	
Group 1	\$19.00
Group 2	\$93.75
CLASS "K" Driver Training Vehicle	\$70.50
CLASS "M" Tow-Truck	\$147.00
CLASS "N" Taxicab for Persons with Disabilities	\$147.00
CLASS "P" Pedicab	\$147.00
<i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	\$4,387.00
Transferring a vehicle for hire licence within any calendar year	\$54.25
Replacing a vehicle for hire licence plate or decal	\$22.75

Business Licence Bylaw No. 7360
Vending Machine Uses

Description	Fee
<u>Vending Machine Business Licence Fee</u>	
Group 1 (per machine)	\$35.75
Group 2 (per machine)	\$49.25
Group 3 (per machine)	\$11.50
Banking machine licence fee (per machine)	\$152.00
Amusement machine licence fee (per machine)	\$35.75

SCHEDULE – COMMUNITY BYLAWS DOCUMENTATION FEES

Community Bylaws Documentation Fees

Description	Fee
Requests for Comfort Letters (per civic address & per unit)	\$85.00

SCHEDULE – DEMOLITION WASTE AND RECYCLABLE MATERIALS**Demolition Waste and Recyclable Materials Bylaw No. 9516**

Section 4.1

Description	Fee
Application Fee	\$295.00 per waste disposal and recycling services plan submission
Waste Disposal and Recycling Service Fee	\$3.50 per square feet of structure to be demolished

SCHEDULE – DEVELOPMENT APPLICATION FEES**Zoning Amendments No. 8951**

Section	Application Type	Base Fee	Incremental Fee
Section 1.2.1(a)	Zoning Bylaw Text Amendment	\$2,034.00	Not Applicable
Section 1.2.1(b)	Zoning Bylaw Designation Amendment for Single Detached (RS) No lot size policy applicable Requiring a new or amended lot size policy *plus all associated public notification costs	\$2,585.00 \$3,228.00	Not Applicable Not Applicable
Section 1.2.1	Zoning Bylaw Designation Amendment for 'site specific zones'	\$3,871.00	For residential portion of development: - \$49.75 per dwelling unit for first 20 dwelling units and \$25.25 per dwelling unit for each subsequent dwelling unit For non-residential building area: - \$32.00 per 100 m ² of building area for the first 1,000 m ² and \$20.00 per 100 m ² thereafter
	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,585.00	For residential portion of development: - \$25.75 per dwelling unit for first 20 dwelling units and \$13.75 per dwelling unit for each subsequent dwelling unit For non-residential building area: - \$20.00 per 100 m ² of building area for the first 1,000 m ² and \$8.00 per 100 m ² thereafter
Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$975.00	\$930.00 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,297.00	Not Applicable

Section 1.2.6	Early Public Notices – Zoning Amendments	\$1.75 per address identified	Not Applicable
Section 1.2.7	Public Hearing Notices – Zoning Amendments	\$1.75 per address identified	Not Applicable

Official Community Plan Amendments No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.3.1	Official Community Plan Amendment without an associated Zoning Bylaw Amendment	\$3,871.00	Not Applicable
Section 1.3.2	Additional Public Hearing for Official Community Plan Amendment <i>for second public hearing</i>	\$975.00	\$975.00 for each subsequent Public Hearing required
Section 1.3.3	Early Public Notices – Official Community Plan Amendments	\$1.75 per address identified	Not Applicable
Section 1.3.4	Public Hearing Notices – Official Community Plan Amendments	\$1.75 per address identified	Not Applicable

Development Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.4.1	Development Permit for other than a Development Permit referred to in Sections 1.4.2 and 1.4.3 of the Development Application Fees No. 8951	\$1,941.00	\$646.00 for the first 464.5 m ² of gross floor area plus: - \$136.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$26.75 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.4.2	Development Permit for Coach House or Granny Flat	\$1,242.00	Not Applicable
Section 1.4.3	Development Permit, which includes property: (a) designated as an Environmentally Sensitive Area (ESA); or	\$1,941.00	Not Applicable

	(b) located within, or adjacent to the Agricultural Land Reserve (ALR)		
Section 1.4.4	General Compliance Ruling for an issued Development Permit	\$653.00	Not Applicable
Section 1.4.5	Expedited Timetable for a Development Permit (Fast Track Development Permit)	\$1,297.00	Not Applicable
Section 1.4.6	Early Public Notices – Development Permits	\$1.75 per address identified	Not Applicable
Section 1.4.7	Development Permit Panel Meeting Notices – Development Permits	\$1.75 per address identified	Not Applicable

Development Variance Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.5.1	Development Variance Permit	\$1,941.00	Not Applicable
Section 1.5.2	Early Public Notices – Development Variance Permits	\$1.75 per address identified	Not Applicable
Section 1.5.3	Development Permit Panel Meeting Notices – Development Variance Permits	\$1.75 per address identified	Not Applicable

Temporary Use Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.6.1	Temporary Use Permit	\$2,585.00	Not Applicable
	Temporary Use Permit Renewal	\$1,297.00	Not Applicable
	Temporary Use Permits for Seasonal Outdoor Patio	\$300.00	Not Applicable
	Temporary Use Permit Renewal for Seasonal Outdoor Patio	\$300.00	Not Applicable
	Temporary Use Permit for Mobile Food Vendor	\$106.00	Not Applicable
	Temporary Use Permit Renewal for Mobile Food Vendor	\$106.00	Not Applicable

Land Use Contract Amendments No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.7.1	Land Use Contract Amendment	\$1,242.00	Not Applicable

Liquor-Related Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.8.2(a)	Licence to serve liquor under the Liquor Control and Licensing Act and Regulations; or change to existing license to serve liquor	\$653.00	Not Applicable
Section 1.8.5(b)	Temporary changes to existing liquor licence	\$347.00	Not Applicable

Subdivision and Consolidation of Property No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.9.1	Subdivision of property that does not include an air space subdivision or the consolidation of property	\$975.00	\$136.00 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$334.00	\$334.00 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$975.00	(In addition to the application fee for the subdivision)
Section 1.9.4	Air space subdivision	\$7,582.00	\$190.00 for each air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$136.00	Not Applicable

Strata Title Conversion of Existing Building No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.10.1(a)	Strata Title Conversion of existing two-family dwelling	\$2,585.00	Not Applicable
Section 1.10.1(b)	Strata Title Conversion of existing multi-family dwelling, commercial buildings and industrial buildings	\$3,871.00	Not Applicable

Phased Strata Title Subdivisions No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.11.1	Phased Strata Title	\$653.00 for first phase	\$653.00 for each additional phase

Servicing Agreements and Latecomer Fees No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.12.1	Servicing Agreement	Processing fee of \$1,297.00	Subject to Section 1.12.2 of Development Application Fees Bylaw No.8951, an inspection fee of 4% of the approved off-site works and services
Section 1.12.3	Latecomer Agreement	\$6,190.00	Not Applicable

Civic Address Changes No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.13.1	Civic Address change associated with the subdivision or consolidation of property	\$334.00	Not Applicable
	Civic Address change associated with a new building constructed on a corner lot	\$334.00	Not Applicable
	Civic Address change due to personal preference	\$1,297.00	Not Applicable

Telecommunication Antenna Consultation and Siting Protocol No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.14.1	Telecommunication Antenna Consultation and Siting	\$2,585.00	Not Applicable

Heritage Applications No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.15.1(a)	Heritage Alteration Permit with a variance to the Zoning Bylaw or additional floor area	\$1941.00	<p>\$646.00 for the first 464.5 m² of gross floor area plus:</p> <ul style="list-style-type: none"> - \$136.00 for each additional 92.9 m² or portion of 92.9 m² of gross floor area up to 9,290 m², plus - \$26.75 for each additional 92.9 m² or portion of 92.9 m² of gross floor area over 9,290 m²

Section 1.15.1(b)	Heritage Alteration Permit without a variance of additional floor area	\$286.00	Not Applicable
Section 1.15.1(c)	Heritage Alteration Permit (issued by delegated authority referred to in Section 7.1.2 of the <i>Heritage Procedures Bylaw No. 8400</i>)	\$286.00	Not Applicable
Section 1.15.1(d)	Heritage Alteration Permit For patios to be considered by the Director of Development with the City of Richmond Patio Permit Application	No Fee	Not Applicable
Section 1.15.2(a)	Heritage Revitalization Agreement where use or density is varied	\$2,585.00	For residential portion of development: - \$25.75 per dwelling unit for first 20 dwelling units and \$13.75 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$20.00 per 100 m ² of building area for the first 1,000 m ² and \$8.00 per 100 m ² thereafter
Section 1.15.2(b)	Heritage Revitalization Agreement where use or density is not varied	\$1941.00	\$646.00 for the first 464.5 m ² of gross floor area plus: - \$136.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$26.75 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.15.3	Early Public Notices - Heritage Alteration Permit that cannot be delegated to the Director of Development for issuance, or Heritage Revitalization Agreement	\$1.75 per address identified	Not Applicable
Section 1.15.4	Public Hearing Notices - Heritage Revitalization Agreement (where use or density is varied)	\$1.75 per address identified	Not Applicable

Section 1.15.5	Meeting Notices for Heritage Alteration Permit that involves a variance to the Zoning Bylaw or additional floor area, or Heritage Revitalization Agreement that is not subject to the Public Hearing requirement	\$1.75 per address identified	Not Applicable
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Administrative Fees No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.16.1	Change in property ownership or authorized agent	\$334.00	Not Applicable
Section 1.16.2	Change in mailing address of owner, applicant or authorized agent	\$62.75	Not Applicable
Section 1.16.3	Submission of new information that results in any of the following changes: (a) increase in proposed density; or (b) addition or deletion of any property associated with the application	\$334.00	Not Applicable
Section 1.16.4	Approving Officer legal plan signing or re-signing fee	\$69.75 per legal plan	Not Applicable
Section 1.16.5	Site Disclosure Statement submission	\$69.75 per Site Disclosure Statement	Not Applicable
Section 1.16.6	Amendment to or discharge of legal agreement that does not require City Council approval	\$334.00 per legal agreement	Not Applicable
Section 1.16.7	Amendment to or discharge of legal agreement that requires City Council approval	\$1,297.00 per legal agreement	Not Applicable
Section 1.16.8	Additional landscape inspection because of failure to comply with City requirements	\$143.00 for second inspection	\$143.00 for each additional inspection required
Section 1.16.9	Preparation of information letter (comfort letter) for general land use	\$81.25 per property	Not Applicable
Section 1.16.10	Preparation of information letter (comfort letter) for building issues	\$81.25 per property	Not Applicable

SCHEDULE – DOG LICENCING**Dog Licencing Bylaw No. 7138**

Sections 2.1, 2.3

Description	Fee
<u>Dog – Not neutered or spayed</u>	
Normal Fee	\$91.50
Prior to March 1 st of the year for which the application is made	\$65.75
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$40.00
Prior to March 1 st of the year for which the application is made	\$27.00
For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made	\$14.00
<u>Dangerous Dog – Not neutered or spayed</u>	
Normal Fee	\$326.00
Prior to March 1 st of the year for which the application is made	\$263.00
<u>Dangerous Dog – Neutered or spayed</u>	
Normal Fee	\$263.00
Prior to March 1 st of the year for which the application is made	\$199.00
For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made	\$99.00
Replacement tag* *Fee for a replacement tag for each dog tag lost or stolen; or for each dog licence to replace a valid dog licence from another jurisdiction	\$8.00

SCHEDULE – DONATION BIN REGULATION**Donation Bin Regulation Bylaw No. 9502**

Section 2.1.3

Description	Fee
Annual Permit Fee	\$121.00 per donation Bin
Damage Deposit Fee	\$1,144.00 per donation bin location to a maximum of \$3,000 per permittee

Donation Bin Regulation Bylaw No. 9502

Section 2.2.7

Description	Fee
Clean-up Fee	Actual Cost

Donation Bin Regulation Bylaw No. 9502

Section 2.4

Description	Fee
Bin Removal Fee	\$121.00 per donation bin
Bin Retrieval Fee	\$238.00 per donation bin
Storage Fee	\$18.50 per day per donation bin
Disposal Fee	\$94.00 per donation bin disposal

SCHEDULE – EMPLOYMENT AND PAYROLL RECORDS

Description	Fee
Fee per request	\$121.00
Photocopying fees additional	\$2.00 per page \$2.25 per page (double sided)

Note: Employment and/or payroll record requests from Solicitors where such disclosure is authorized.

SCHEDULE – FILMING APPLICATION AND FEES**Filming Application and Fees Bylaw No. 8708****Administration Fees**

Section 2.1.1 and 2.1.2

Description	Fee
Application for Filming Agreement	\$227.00
Film Production Business Licence	\$158.00
Street Use Fee (100 feet/day)	\$62.50

Filming Application and Fees Bylaw No. 8708**City Parks & Heritage Sites**

Section 2.1.1 and 2.1.2

Description	Fee	Units
Major Park		
<i>Per day</i>	\$931.00	
<i>Per ½ day</i>	\$623.00	
Neighbourhood Park		
<i>Per day</i>	\$623.00	
<i>Per ½ day</i>	\$373.00	
<u>Britannia Shipyard</u>		
Filming	\$2,471.00	per day
Preparation & Wrap	\$1,239.00	per day
Per Holding Day	\$623.00	per day
City Employee		
<i>Per regular working hour</i>	\$45.00	
<i>Per hour after 8 hours</i>	\$65.75	
<u>Minoru Chapel</u>		
Filming		
<i>October through June</i>	\$3,087.00	per day
<i>July through September</i>	\$3,705.00	per day
Preparation & Wrap	\$1,239.00	per day
Per Holding Day	\$623.00	per day
City Employee		
<i>Per regular working hour</i>	\$45.00	
<i>Per hour after 8 hours</i>	\$65.75	

Filming Application and Fees Bylaw No. 8708**City Parks & Heritage Sites (cont.)**

Section 2.1.1 and 2.1.2

Description	Fee	Units
<u>Nature Park</u>		
Filming	\$1,239.00	per day
Preparation & Wrap	\$623.00	per day
City Employee		
<i>Per regular working hour</i>	\$45.00	
<i>Per hour after 8 hours</i>	\$65.75	
<u>City Hall</u>		
Filming on regular business days	\$2,471.00	per day
Filming on weekends or statutory holidays	\$1,239.00	per day
Preparation & Wrap	\$1,239.00	per day
City Employee		
<i>Per regular working hour</i>	\$45.00	
<i>Per hour after 8 hours</i>	\$65.75	

Filming Application and Fees Bylaw No. 8708**Other Fees**

Section 2.1.1 and 2.1.2

Description	Fee	Units
<u>RCMP (4-hour minimum)</u>		
Per person	\$131.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$161.00	per hour
Fire Captain	\$113.00	per hour
Firefighter (minimum 3 firefighters)	\$91.00	per hour, per person

SCHEDULE – FIRE PROTECTION AND LIFE SAFETY**Fire Protection and Life Safety Bylaw No. 8306
Fees & Cost Recovery**

Description	Section	Fee	Units
Permit	4.3	\$27.50	
Permit Inspection, first hour	4.3	\$108.00	
Permit Inspection, subsequent hours or part thereof	4.3	\$67.00	
Attendance – open air burning without permit <i>first hour</i>	4.5.1	\$553.00	per vehicle
Attendance – open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$282.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$553.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$282.00	per vehicle
Attendance – false alarm – by Fire-Rescue - standby fee – contact person not arriving within 30 minutes after alarm <i>per hour or portion of hour Fire Dept standing by</i>	6.1.4 (b)	\$553.00	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Vacant premises – Richmond Fire-Rescue response	9.7.5 (a)	\$553.00	per vehicle
Vacant premises – additional personnel, consumables and damage to equipment	9.7.5 (b)	Actual cost	
Vacant premises – demolition, clean-up, etc.	9.7.5 (c)	Actual cost	
Damaged building – securing premises	9.8.1	Actual cost	
Display permit application fee, fireworks	9.14.6	\$139.00	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	
Fire Extinguisher Training	15.1.1 (h)	\$31.00	per person for profit groups
Fire Records (Research, Copying or Letter)	15.1.1 (i)	\$80.00	per address

Fire Protection and Life Safety Bylaw No. 8306
Fees & Cost Recovery (cont.)

Description	Section	Fee
Review – Fire Safety Plan any building	15.1.1 (b)	
Any building < 600 m ² area		\$139.00
Any building > 600 m ² area		\$202.00
High building, institutional		\$268.00
Revisions (per occurrence)		\$67.00
Inspection	15.2.1 (a)	
4 stories or less and less than 914 m ² per floor		\$268.00
4 stories or less and between 914 and 1,524 m ² per floor		\$401.00
5 stories or more and between 914 and 1,524 m ² per floor		\$662.00
5 stories or more and over 1,524 m ² per floor		\$921.00
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$108.00
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1 (b)	\$67.00
Nuisance investigation, response & abatement	15.4.1	Actual cost
Mitigation, clean-up, transport, disposal of dangerous goods	15.4.2	Actual cost
<u>Attendance – False alarm</u>		
No false alarm reduction program in place, second or each subsequent false alarm occurring in any calendar year	15.5.1	\$401.00
False alarm reduction program in place and participation	15.5.5	No charge
Attendance – false alarm – by bylaw, police or health officers where the intentional or unintentional activation of a security alarm system causes the unnecessary response of an inspector	15.5.10	\$136.00
Caused by security alarm system	15.6.1	\$268.00
Monitoring agency not notified	15.7.1	\$268.00
Alternate solution report or application review	General	\$202.00

SCHEDULE – FLOOD PROTECTION**Flood Protection Bylaw No. 10426**

Description	Fee
<u>Design Plan Prepared by City [s.1.2.1(d)]</u> a) Design plan prepared by City for One-Family Dwelling or Two- Family Dwelling	\$1,049.00 each
<u>Service Requests [s.2.4.1]</u> For responses by the City in connection with a request for maintenance or emergency services	\$316.00 each

SCHEDULE – GARDEN CITY LANDS SOILS DEPOSIT FEES**Garden City Lands Soils Deposits Fees Bylaw No. 9900**

Sections 2.1

Dump Truck Type	Approximate Volume per Load	Fee
Tandem	7m ³	\$109.00
Tri-Tandem	9m ³	\$136.00
Truck + Transfer	12m ³	\$173.00

SCHEDULE – NEWSPAPER DISTRIBUTION REGULATION**Newspaper Distribution Regulation Bylaw No. 7954**

Section	Application Type	Fee
Section 2.1.3	Each compartment within a multiple publication news rack (MPN) for paid or free newspaper	\$191.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for paid newspapers	\$93.75, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for free newspapers	\$128.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution agent for paid or free newspaper	\$314.00, plus applicable taxes, per year
Section 2.4.3	Storage fee for each newspaper distribution box	\$128.00, plus applicable taxes, per year

SCHEDULE – PARKING (OFF-STREET) REGULATION**PARKING (OFF-STREET) REGULATION Bylaw No. 7403****EV Charging – City EV Parking Stall User Fees****Section 3.5.3**

Description	Fee
<u>Charging Level of EV Supply Equipment</u>	<i>Per minute</i>
Level 2 – 3.1kW to 9.6kW Charging Session Parking Rate	Initial 2 hrs: \$0.0333/min (\$2.00/hr) After 2 hrs: \$0.0833/min (\$5.00/hr)
Level 3 – 25kW Charging Session Parking Rate	\$0.1333/min (\$8.00/hr)
Level 3 – 50kW Charging Session Parking Rate	\$0.2666/min (\$16.00/hr)

PARKING (OFF-STREET) REGULATION Bylaw No. 7403

Section 5.1.3, 6.1.2

Description	Fee
<i>Pay Parking Fees:</i>	All rates include applicable taxes.
All Off-Street City Property Locations, other than those set out below	\$3.25 per hour – 7:00 am to 9:00 pm
6131 Bowling Green Road	\$3.25 per hour – 7:00 am to 9:00 pm
6500 Gilbert Road	\$3.25 per hour – 7:00 am to 9:00 pm Gateway Theater Productions - \$6.25 for maximum stay
7840 Granville Avenue	\$2.75 per hour – 7:00 am to 4:00 pm
5540 Hollybridge Way	\$2.75 per hour – 7:00 am to 9:00 pm \$9.50 per day
3500 McDonald Road	\$24.75 first day (vehicle towing watercraft trailer only) - Plus \$12.00 per additional day (to a maximum of 5 days)
<i>Parking Permit / Decal Fees:</i>	
All Off-Street City Property Locations, other than those set out below.	\$44.50 per calendar month plus applicable taxes, subject to discounts of: - 10% for groups of 11 or more permit decals
Gateway Theater Staff Parking (6500 Gilbert Road)	\$6.00 per calendar year, plus applicable taxes
Richmond Lawn Bowling Club Members Parking (6131 Bowling Green Road)	\$6.00 per calendar year, plus applicable taxes
Richmond Seniors' Centre Members Parking (Minoru Park)	\$9.00 per calendar year, plus applicable taxes
Richmond Tennis Club Members Parking (Minoru Park)	\$6.00 per calendar year, plus applicable taxes
Richmond Winter Club Members Parking (5540 Hollybridge Way)	\$6.00 per calendar year, plus applicable taxes
McDonald Beach – Watercraft Trailer Parking (3500 McDonald Road)	\$110.00 Richmond Residents, per calendar year, plus applicable taxes \$165.00 Non-Richmond Residents, per calendar year, plus applicable taxes

SCHEDULE – PLAYING FIELD USER FEES**Playing Field User Fees
Natural Turf Field Fees**

Description	Fee	Units
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$44.50	per hour
<i>Mini field</i>	\$22.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$36.00	per hour
<i>Mini field</i>	\$19.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$13.00	per hour
<i>Mini field</i>	\$7.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$26.75	per hour
<i>Mini field</i>	\$14.00	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$32.00	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$25.75	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$9.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$20.00	per hour
<u>Soil Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$11.50	per hour
<i>Mini field</i>	\$6.50	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$9.25	per hour
<i>Mini field</i>	\$5.75	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$4.75	per hour
<i>Mini field</i>	\$3.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$7.25	per hour
<i>Mini field</i>	\$4.75	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

Playing Field User Fees (cont.)
Artificial Turf Fees

Description	Fee	Units
Richmond Youth Groups*		
<i>Full size</i>	\$27.00	per hour
<i>Mini field</i>	\$14.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$45.25	per hour
<i>Mini field</i>	\$23.25	per hour
Commercial/Non-residents (all ages)		
<i>Full size</i>	\$65.50	per hour
<i>Mini field</i>	\$33.75	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

Playing Field User Fees
Ball Diamonds

Description	Fee	Units
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$28.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$23.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$8.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$18.00	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$25.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$21.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$8.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$16.75	per hour

Playing Field User Fees
Ball Diamonds (cont.)

Description	Fee	Units
<u>Soil Turf (No Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$8.25	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$7.00	per hour
Richmond Youth Groups* <i>Full size</i>	\$4.00	per hour
Richmond Adult Groups* <i>Full size</i>	\$6.00	per hour
<u>Artificial Turf (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$70.00	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$70.00	per hour
Richmond Youth Groups* <i>Full size</i>	\$28.75	per hour
Richmond Adult Groups* <i>Full size</i>	\$48.00	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

Playing Field User Fees
Track and Field Fees and Charges (Facilities at Minoru Park)

Description	Fee	Units
Training Fee – all ages Track and Field Club	\$905.00	per year
Richmond Youth Meets*	\$172.00	per meet
Richmond Adult Meets*	\$266.00	per meet
Private Group Track Meets or Special Events	\$661.00	per day
Private Group Track Meets or Special Events	\$56.50	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

SCHEDULE – POLLUTION PREVENTION AND CLEAN-UP**Permit Application Fees**

Section 6.1.2

Description	Fee
Application Fee	\$3,284.00
Request for comfort letters per civic address and per unit	\$91.50

SCHEDULE – PROPERTY TAX FEES**Property Tax Billing Information**

Description	Fee
Additional tax and/or utility bill reprints – per folio/account	\$7.25
Digital roll data report	\$989.00
Tax apportionment – per child folio	\$38.00
Mortgage company tax information request – per folio	12.50

Property Tax Certificate Fees

Description	Fee
Requested in person at City Hall	\$72.50
Requested through APIC	\$41.00

Property Tax Sale

Description	Fee
Tax Sale Registration Fee	\$180.00

SCHEDULE – PUBLIC SPACE PATIO FEES**Public Space Patio Regulation Bylaw No. 10350****Section 2.3(c)**

Public Space Patio Permit Application Fee	Fee
Permit	\$300.00
Renewal	\$300.00
Small Sidewalk Patio Permit Application Fee	Fee
Permit	\$100.00
Renewal	\$100.00

SCHEDULE – PUBLICATION FEES**Publication Fees**

Description	Fee
<u>As-Builts Drawings</u>	
A-1 Size, 24" x 36"	\$7.75
B Size, 18" x 24"	\$6.00
<u>Computer Sections Maps, 24" x 24"</u>	
Individual	\$7.75
Digital Download	\$97.50
<u>Custom Services</u>	
Custom Mapping (per hour)	\$78.50
<u>Engineering Manuals</u>	
Design Specifications (contents only)	\$125.00
Supplemental Specifications and Detail Drawings (contents only)	\$125.00
<u>GIS Data Requests</u>	
Non-refundable Data Request Fee	\$128.00
First Layer*	\$195.00
Each Additional Layer*	\$67.00
Digital download of GIS layers of Municipal Works of City of Richmond	\$7,845.00
<u>Street Maps</u>	
Large, 36" x 57"	\$10.50
Small, 22" x 34"	\$7.75
<u>Traffic Camera Video Recording Search Fee</u>	
Per Site (minimum charge)	\$394.00
Per hour additional for large requests	\$63.00

Utility Section Maps, 15" x 24"	
Individual	\$6.00
Digital Download	\$97.50

**Fees are multiplied by the number of sections requested.*

SCHEDULE – RCMP DOCUMENTATION FEES

RCMP Documentation Fees

Description	Fee
Criminal Record Checks	\$72.75
Volunteer Criminal Record Checks – Volunteering outside the City of Richmond	\$25.00
Volunteer Criminal Record Checks – Volunteering within the City of Richmond	No Charge
Police Certificate (including prints)	\$72.75
Fingerprints	\$72.75
Record of Suspension / Local Records Checks	\$72.75
Name Change Applications	\$72.75
Collision Analyst Report	\$670.00
Field Drawing Reproduction	\$49.25
Scale Drawing	\$143.00
Mechanical Inspection Report	\$291.00
Police Report and Passport Letter	\$72.75
Insurance Claim Letter	\$72.75
Court Ordered File Disclosure	\$72.75
* per page	*Plus \$3.50
**Shipping cost	**Plus \$10.00
Photos 4" x 6" (per photo)	\$5.00
***Shipping cost	***Plus \$10.00
Photos (each laser)	\$4.00
Digital Photo Reproduction	\$23.50
Video Reproduction (first hour)	\$72.75
- per additional half-hour of staff time	\$36.75
Audio Tape Reproduction (first hour)	\$72.75
- per additional half-hour of staff time	\$36.75
Information transfer/storage to USB	\$9.75

SCHEDULE – RESIDENTIAL LOT (VEHICULAR) ACCESS REGULATION**Residential Lot (Vehicular) Access Regulation Bylaw No. 7222****Administration Fees****Section 2.3**

Description	Fee
<u>Driveway Crossing Application</u> Administration/Inspection Fee	\$101.00

SCHEDULE – SANITARY SEWER**Sanitary Sewer Bylaw No. 10427**

Description	Fee
<u>Design Plan Prepared by City [s.1.2.1(d)]</u> a) Design plan prepared by City for One-Family Dwelling or Two- Family Dwelling	\$1,049.00 each
<u>Service Requests [s.2.7.1]</u> For responses by the City in connection with a request for maintenance or emergency services	\$316.00 each
<u>Application for Sanitary Sewer User Fee Reduction [s.2.3.1(b)]</u> Application fee	\$308.00 each

SCHEDULE – SIGN REGULATION**Sign Regulation Bylaw No. 9700****Sections 1.12, 1.14**

Description	Fee
Base application fee (non-refundable)	\$90.25 (creditable towards appropriate permit fee)
Fee for home-based sign	\$90.25
Fee based on sign area (awning, banner, canopy, changeable copy, fascia, mansard roof, marquee, projected-image, projecting, under awning/canopy, window signs >25%)	<15.0m ² : \$115.00 15.01-45.0m ² : \$227.00 >45.01m ² : \$394.00
Fee for new freestanding signs	< 3.0m ² : \$227.00 3.01-9.0m ² : \$450.00 9.01-15.0m ² : \$674.00

Fee for temporary construction freestanding/fencing signs	Single/two family: \$115.00 \$65.75 for each additional 6 months. 3+ family construction: \$227.00 \$115.00 for each additional 6 months
Freestanding sign relocation fee (on same site)	\$227.00 (same as base f/s fee)
Permit processing fee for a sign without a permit	2x actual permit fee

SCHEDULE – SOIL DEPOSIT AND REMOVAL

Soil Deposit and Removal Bylaw No. 10200 Fees

Sections 4.1.1d; 4.2.1; 4.4.1 (d); 4.7.1 (b)

Description	Fee
Soil and other Material Deposit or Removal Application Fee (over 100 cubic metres to 600 cubic metres)	\$630.00
Soil and Other Material Deposit or Removal Application Fee (over 600 cubic metres)	\$1,049.00
Security Deposit	\$5.02 per cubic metre (\$15,000 minimum to a maximum of \$200,000)
Volume Fee - Soil Removal	\$1.02 per cubic metre
Volume Fee - Soil Deposit (Soil or Other Material imported within the City)	\$1.02 per cubic metre
Volume Fee - Soil Deposit (Soil or Other Material imported from outside the City)	\$2.02 per cubic metre
Soil and Other Material Deposit or Soil Removal Permit Renewal Fee	\$316.00

SCHEDULE - TRAFFIC**Traffic Bylaw No. 5870**

Parking Fees

Section 12A.3, 12B.4

Description	Fee
<i>Pay Parking Fees:</i>	All rates include applicable taxes.
Block Meter Zones	\$3.00 per hour – 8:00 am to 9:00 pm
<i>Parking Permit / Decal Fees:</i>	
Parking Permit Decal	\$54.00 per calendar month, plus applicable taxes, subject to discount of: <ul style="list-style-type: none"> • 10% for groups of 11 or more permit decals

Traffic Bylaw No. 5870

Parking Fees

Section 12B.1, 12B.4

Description	Fee
<i>Parking Permit / Decal Fees:</i>	
Parking Permit Decal	\$100.00 per calendar year, per registered vehicle <ul style="list-style-type: none"> • <i>Registration is optional</i> • <i>City Centre Parking Management Zone</i> <i>- Per Schedule K to Bylaw 5870</i>

Traffic Bylaw No. 5870

Construction Permit Zone with Block Meter and/or Metered Parking Spaces

Section 42.2A

Obstruction of Block Meter Machine	\$109.00 per day per block meter machine plus applicable taxes
Removal of Block Meter Machine	\$109.00 per block meter machine plus applicable taxes
Storage of Block Meter Machine	\$54.00 per month per block meter machine plus applicable taxes
Obstruction of Metered Parking Space	\$36.00 per day per metered parking space plus applicable taxes

SCHEDULE – TREE PROTECTION**Tree Protection Bylaw No. 8057****Permit Fees**

Sections 4.2, 4.6

Description	Fee
<u>Permit application fee</u>	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	\$67.00
Two (2) or more trees	\$80.75 per tree
Permit renewal, extension or modification fee	\$67.00

Tree Protection Bylaw No. 8057**Permit Fees**

Sections 4.4.1, 5.2.6, 7.6(c)

Section	Description	Fee
Section 4.4.1	Security Deposit for replacement tree under a permit: <ul style="list-style-type: none"> - not related to works - related to a building permit - related to subdivision 	\$0 per replacement tree \$0 per replacement tree \$768 per replacement tree
Section 5.2.6	Security Deposit for retained tree that is not a significant tree: <ul style="list-style-type: none"> - related to a building permit - related to subdivision <ul style="list-style-type: none"> - for trees 20cm to 30cm caliper - for trees 31cm to 91cm caliper 	\$0 per retained tree \$5,120 per retained tree \$10,240 per retained tree
Section 5.2.6	Security Deposit for retained tree, if significant tree	\$20,480 per significant tree
Section 7.6(c)	Security Deposit for replacement trees planted as compensation for a significant tree, if significant tree damaged, cut or removed without permit	\$20,480 per significant tree

SCHEDULE – USE OF CITY STREETS**Traffic Bylaw No. 5870**

Obstruction of Traffic – Traffic Management Plan Review and Lane Closure Permit
Section 6.3

Description	Fee
Application Review Fee	\$109.00

Traffic Bylaw No. 5870

Containers – Temporary Placement Permit
Section 9A

Description	Fee
Permit Fee	\$32.50 per day

Traffic Bylaw No. 5870

Shared Vehicle Parking Space – Permit
Section 12C

Description	Fee
Permit Fee	\$323.00 per year

Traffic Bylaw No. 5870**EV Charging – City EV Parking Stall User Fees**

Section 12D.4

Description	Fee
<u>Charging Level of EV Supply Equipment</u>	<i>Per minute</i>
Level 2 – 3.1kW to 9.6kW Charging Session User Fees	Initial 2 hrs: \$0.0333/min (\$2.00/hr) After 2 hrs: \$0.0833/min (\$5.00/hr)
Level 3 – 25kW Charging Session User Fees	\$0.1333/min (\$8.00/hr)
Level 3 – 50kW Charging Session User Fees	\$0.2666/min (\$16.00/hr)

Traffic Bylaw No. 5870**Oversize Vehicles and Building Moves – Permit**

Section 25.1

Description	Fee
Individual Vehicle Trip	\$27.25
One Vehicle for More than One Trip	\$109.00
One Building Move	\$54.00
Re-issuance of Building Move Permit as a Result of Changes Requested to Original Permit	\$27.25

Traffic Bylaw No. 5870**Construction Zones – Permit**

Section 42.1

Description	Fee
Permit Fee	\$323.00
* per day *Plus	\$32.50
** per metre of roadway to which permit applies, per day **Plus	\$1.00

SCHEDULE – UNDERPINNING WORKS AND CONSTRUCTION FENCE ENCROACHMENT

Underpinning Works and Construction Fence 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
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

SCHEDULE - VEHICLE FOR HIRE REGULATION

Vehicle for Hire Regulation Bylaw No. 6900

Permit & Inspection Fees

Sections 3.7, 6.3

Description	Fee	Units
Transporting of trunks	\$8.25	per trunk
Towing permit	\$67.00	
Inspection fee for each inspection after the second inspection	\$34.75	

SCHEDULE – VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR**Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068****Section 2.1**

Description		Fee
City Hall Tour		\$295.00 plus room rental fee
Visiting Delegation or Study Tour	Up to 2 hours	\$295.00 plus room rental fee
	2 to 4 hours	\$586.00 plus room rental fee
	More than 4 hours	\$1,169.00 plus room rental fee

SCHEDULE – WATER USE RESTRICTION**Water Use Restriction Bylaw No. 7784****Permit Fees****Section 3.1**

Description	Fee
Permit application fee for new lawns or landscaping (s.3.1.1(a))	\$40.50
Permit application fee for nematode applications for European Chafer Beetle control, where property does not have water meter service (s.3.1.1(b))	\$40.50
Permit application fee for nematode applications for European Chafer Beetle control, where property has water meter service (s.3.1.1(b))	NIL

SCHEDULE – WATERCOURSE PROTECTION AND CROSSING**Watercourse Protection and Crossing Bylaw No. 8441
Application, Design Drawing and Inspection Fees**

Description	Fee
<u>Culvert</u>	
Application Fee	\$596.00
City Design Option	\$1,495.00
Inspection Fee	\$134.00 plus \$27.00 per additional linear metre of culvert over 5 metres wide
<u>Bridge</u>	
Application Fee	\$136.00
Inspection Fee	\$263.00

Note: There is no City Design Option for bridges.

**Watercourse Protection and Crossing Bylaw No. 8441
Riparian Management Area Building Permit – Application Review Fees
Section 8.2**

Description	Fee
<u>Application Review Fees</u>	
(a) Single or two family dwelling construction	\$822.00
(b) Single or two family dwelling demolition	\$384.00
(c) Addition to and/or accessory building over 10 m ² (for single or two family dwellings) construction	\$384.00
(d) Addition to and/or accessory building over 10 m ² (for single or two family dwellings) demolition	\$384.00
(e) Retaining wall over 1.2 m in height, for single or two family dwelling	\$384.00
(f) Site services for single or two family dwelling	\$384.00
(g) Combination of three (3) or more of the following: single or two family dwelling construction and/or demolition, addition to and/or accessory building over 10m ² for single or two family dwellings construction and/or demolition, retaining wall over 1.2 m in height, for single or two family dwelling, and/or site services for single or two family dwelling.	\$1,643.00

Note: Other than as set out above there are no Building Permit application review fees for activities in or adjacent to riparian management areas

Watercourse Protection and Crossing Bylaw No. 8441
Development in Riparian Management Area Inspection Fees
Section 8.5

Description	Fee
<u>Initial Inspection Fee</u>	\$82.50
<u>Re-inspection Fees</u>	
(a) first additional inspection	\$82.50
(b) second additional inspection	\$165.00
(c) third additional inspection	\$330.00
<i>Note: the fee for each additional inspection after the third additional inspection, required as a result of prior inspection showing deficiencies, will be at double the cost of each immediately previous inspection</i>	

SCHEDULE – WATERWORKS

Waterworks and Water Rates Bylaw No. 5637

Description [Section]	Fee
<u>Design Plan Prepared by City [s. 2(d)]</u>	
(a) Design plan prepared by City for One-Family Dwelling or Two-Family Dwelling	\$1,049 each
(b) Design plan for all other buildings	\$2,098 each
For each turn on or turn off [s. 11(a)(iii), s. 11(c)(i)]	\$114.00
For each non-emergency service call outside regular hours [s. 11(b)(i)]	Actual Cost
Fee for testing a water meter [s. 26(a)]	\$397.00
Fee for water meter verification request [s. 26(d)]	\$52.50
Troubleshooting on private property	Actual Cost
<u>Fire flow tests of a watermain</u>	
(a) First test	\$263.00
(b) For each subsequent test	\$158.00
Locate or repair of curb stop service box or meter box	Actual Cost
<u>Fee for use of City fire hydrants [s. 37]</u>	
(a) Where the installation of a water meter is required:	
(i) Refundable Deposit	\$358.00
(ii) Consumption fee: the greater of the rates set out in Item 1 of Bylaw No. 5637 Schedules “B” or “C”, or	\$230.00
(b) Where the installation of a water meter is not required:	
(i) First day	\$230.00

(ii) Each additional day of use beyond the first day	\$75.75
<u>Fee for use of Private fire hydrants [s. 37.1]</u>	
(a) Where the installation of a water meter is required:	
(i) Refundable Deposit	\$378.00
(ii) Consumption fee: the greater of the rates set out in Item 1 of Bylaw No. 5637 Schedules “B” or “C”, or	\$222.00
(b) Where the installation of a water meter is not required:	
(i) First day	\$106.00
(ii) Each additional day of use beyond the first day	\$68.50

SCHEDULE – WHARVES REGULATION

Wharves Regulation Bylaw No. 10182

Moorage Fees

Section 4.1

Moorage Fee \$1.50/foot/24 hour period

Note: All stays at Imperial Landing are limited to a maximum of three (3) consecutive days within a fourteen (14) day period.

Separate tickets must be purchased for each day of moorage (i.e. 24 hour period). The separate tickets may be purchased at the same time OR a single ticket can be purchased at the beginning of each day.

Tickets are non-transferable.



City of Richmond

Report to Committee

To: Finance Committee

Date: September 5, 2023

From: Mike Ching
Director, Finance

File: 03-0925-02-01/2023-
Vol 01



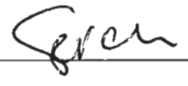
Re: Permissive Property Tax Exemption (2024) Bylaw No. 10476

Staff Recommendation

That Permissive Property Tax Exemption (2024) Bylaw No. 10476 be introduced and given first, second and third readings.

Mike Ching
Director, Finance
(604-276-4137)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
SENIOR STAFF REPORT REVIEW	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

Permissive exemptions of property tax are provided to various properties in accordance with Sections 220 and 224 of the Community Charter and Council Policy 3561, which has been consistently applied since 1977. The exemption bylaw must be adopted by October 31 of each year to be effective for the following year.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.1 Ensure effective financial planning to support a sustainable future for the City.

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

Owners of exempted properties in 2023 were contacted and their eligibility for permissive exemptions were verified for the upcoming year. Amendments to the 2024 bylaw are reflected in Attachment 1 and detailed below.

Permissive Exemption Bylaw Amendments

1. "Meeting Room" – 8020 No. 5 Road

Permissive Exemption Bylaw 10476 - Schedule A has been updated to reflect the registered owner name change from Gabe Csanyi, Jonathan Csanyi, Wayne Colemand and Bruce Anstey to Trustees Congregation of Meeting Room 8020 No. 5 Rd Richmond BC.

2. Riverside Children's Centre – 5862 Dover Crescent

Permissive Exemption Bylaw 10476 has been updated to add Riverside Children's Centre to Schedule G and be removed from Schedule E.

3. Treehouse Learning Centre – 5500 Andrews Rd, Unit 100

Permissive Exemption Bylaw 10476 has been updated to add Treehouse Learning Centre to Schedule G and be removed from Schedule E.

4. Apostolic Pentecostal Church International - 8151 Bennett Rd.

This property is no longer owned by Brighthouse United Church and they no longer use this property for worship. Apostolic Pentecostal Church International is now the tenant at this property and uses it for their place of worship.

Permissive Exemption Bylaw 10476 has been updated to remove Brighthouse United Church from Schedule A and add Apostolic Pentecostal Church International to Schedule C.

Richmond Emmanuel Church ("REC") - #3360, 3360 and 3380 – 8181 Cambie Road

On July 13, 2022, the City received an application for permissive tax exemption from REC for the commercial property units they purchased on June 29, 2022 at 8181 Cambie Road (units 3330, 3360 and 3380). Staff completed a site visit with a BC Assessment representative on August 17, 2022 to assist staff in determining the applicant's eligibility for permissive tax exemption.

Based on the 2022 site visit, the design, condition and configuration of the units were not conducive to being used as a public place of worship. Renovations were expected to have started in April of 2023, however to date the applicant has not submitted any permit applications and renovations have not started. A religious organization can receive a permissive tax exemption when the property is actively being used as a place of worship, not during the construction period. Staff will continue to review REC's application and renovation status to determine the eligibility of permissive tax exemption for 2025.

No. 5 Road Backlands

As part of the review, staff conducted site visits to all religious organizations on No. 5 Road to ensure farming requirements are being met. Second site visits were conducted at a few religious organizations to ensure noted issues from the first visit were rectified.

Staff will continue to monitor the No. 5 Road religious organizations' properties ensuring the farming requirements continue to be met.

Financial Impact

Property tax exemptions impact the City's finances by reducing the total assessed value of properties subject to taxation each year, and in 2023 this resulted in a municipal tax shortfall of \$1,463,817. The City recovers this shortfall through tax increases to general taxpayers.

Church properties represent the largest number of permissively exempted properties and accounts for \$484,147 in municipal exempted taxes in 2023. Non-City owned exempted properties account for \$132,558 in municipal exempted taxes, and City owned or leased properties account for \$847,112.

Conclusion

Permissive exemptions are granted by Council annually to properties of qualifying organizations that provide religious worship, recreation, child care and elder care in the Community.

Permissive Exemption Bylaw No. 10476 will provide tax exemptions in accordance with the *Community Charter* and Council's Permissive Tax Exemptions Policy 3561.



Angela Zanardo
Manager, Revenue
(604-276-4392)

AZ:az

- Att. 1: Amendments to the 2024 Permissive Property Tax Exemption (2024) Bylaw No. 10476
2: Permissive Property Tax Exemption (2024) Bylaw No. 10476

Amendments to Permissive Property Tax Exemption (2024) Bylaw No. 10476

Amendments to the Bylaw:

Folio	Civic Address	Organization Name	Amendment
025-166-010	8020 No. 5 Rd	Trustees Congregation of Meeting Room 8020 No. 5 Rd Richmond BC	Name change FROM Gabe Csanyi, Jonathan Csanyi, Wayne Colemand and Bruce Anstey TO Trustees Congregation of Meeting Room 8020 No. 5 Rd Richmond BC
090-515-105	5862 Dover Cres	Riverside Children's Centre	To add Riverside Children's Centre to Schedule G and remove from Schedule E.
089-830-129	100-5500 Andrews Rd	Treehouse Learning Centre	To add Treehouse Learning Centre to Schedule G and remove from Schedule E.
064-046-009	8151 Bennett Rd	Brighthouse United Church	To remove Brighthouse United Church from Schedule A. No longer owner or occupier of the property.
064-046-009	8151 Bennett Rd	Apostolic Pentecostal Church International	To add Apostolic Pentecostal Church International to Schedule C. New tenant and occupier of the property.



Permissive Property Tax Exemption (2024) Bylaw No. 10476

The Council of the City of Richmond enacts as follows:

PART ONE: RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION

- 1.1 Pursuant to Section 224(2)(f) of the *Community Charter*, the religious halls and the whole of the parcels of land surrounding the religious halls shown on Schedule A are considered necessary to an exempt building set apart for public worship, and are hereby exempt from taxation for the 2024 year.
- 1.2 Pursuant to Section 224(2)(f) of the *Community Charter*, the portions of the parcels of land and improvements surrounding the religious halls shown on Schedule B are considered necessary to an exempt building set apart for public worship, and are hereby exempt from taxation for the 2024 year.
- 1.3 Notwithstanding Sections 1.1 and 1.2 of this bylaw, no additional exemption from taxation pursuant to Section 224(2)(f) will be granted to any parcel of land for which an associated building is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(h) of the *Community Charter*.
- 1.4 Notwithstanding Sections 1.1 and 1.2 of this bylaw, if at any point from the period commencing on the date of Council approval of this bylaw and December 31, 2024, parcels of land or portions thereof that are listed in Schedule A or Schedule B no longer qualify for the statutory tax exemption set out in section 220(1)(h) of the *Community Charter*, such parcels of land or portions thereof will be reassessed and subject to taxation for the period commencing on the date on which qualification for the statutory tax exemption ceased and ending on December 31, 2024.

PART TWO: TENANTED RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION

- 2.1 Pursuant to Section 224(2)(g) of the *Community Charter*, the portions of land and improvements shown on Schedule C are hereby exempt from taxation for the 2024 year.

PART THREE: CHARITABLE AND RECREATIONAL PROPERTIES PERMISSIVE EXEMPTION

- 3.1** Pursuant to Section 224(2)(a) of the *Community Charter*, the whole of the parcels of land shown on Schedule D are hereby exempt from taxation for the 2024 year.
- 3.2** Notwithstanding Section 3.1 of this bylaw, no additional exemption from taxation pursuant to Section 3.1 of this bylaw will be granted to any parcel of land for which an associated building is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(i) of the *Community Charter*.
- 3.3** Pursuant to Section 224(2)(a) and Section 224(2)(j) of the *Community Charter*, the whole of the parcels of land and improvements shown on Schedule E are hereby exempt from taxation for the 2024 year.
- 3.4** Pursuant to Section 224(2)(a) and Section 224(2)(k) of the *Community Charter*, the whole of the parcels of land and improvements shown on Schedule F are hereby exempt from taxation for the 2024 year.
- 3.5** Pursuant to Section 224(2)(a) of the *Community Charter*, the whole or portions of the parcels of land and improvements shown on Schedule G are hereby exempt from taxation for the 2024 year.
- 3.6** Pursuant to Section 224(2)(i) of the *Community Charter*, the whole or portions of land and improvements shown on Schedule H are hereby exempt from taxation for the 2024 year.
- 3.7** Pursuant to Section 224(2)(d) of the *Community Charter*, the whole or portions of land and improvements shown on Schedule I are hereby exempt from taxation for the 2024 year.

PART FOUR: MISCELLANEOUS PROVISIONS

- 4.1** Schedules A through I inclusive, which are attached hereto, form a part of this bylaw.
- 4.2** Permissive Exemption Bylaw 10384 is hereby repealed in its entirety.
- 4.3** This Bylaw is cited as “Permissive Property Tax Exemption (2024) Bylaw No. 10476”.

FIRST READING



SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

PLACE OF PUBLIC WORSHIP PROPER & HALL

SCHEDULE A to BYLAW 10476

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Bakerview Gospel Chapel (067-375-002) 8991 Francis Road	PID 009-294-902 Lot 135 Except: Parcel B (Bylaw Plan 87226) Section 21 Block 4 North Range 6 West New Westminster District Plan 23737	Bakerview Gospel Chapel 10260 Algonquin Drive Richmond, B.C. V7A 3A4
Beth Tikvah Congregation and Centre Association (099-358-999) 9711 Geal Road	PID 003-644-391 Lot 1 Except: Firstly: Part Subdivided by Plan 44537 Secondly: Part Subdivided by Plan LMP47252 Section 26 Block 4 North Range 7 West New Westminster District Plan 17824	Beth Tikvah Congregation and Centre Association 9711 Geal Road Richmond, B.C. V7E 1R4
Canadian Martyrs Parish (094-145-000) 5771 Granville Avenue	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	Roman Catholic Archbishop of Vancouver 5771 Granville Avenue Richmond, B.C. V7C 1E8
Christian and Missionary Alliance (082-148-009) 3360 Sexsmith Road	PID 003-469-247 Lot 23 Except: Firstly: the East 414.3 Feet Secondly: the South 66 Feet, and Thirdly: Part Subdivided by Plan 33481 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 3404	North Richmond Alliance Church 3360 Sexsmith Road Richmond, B. C. V6X 2H8
Christian Reformed Church of Richmond (072-496-000) 9280 No. 2 Road	PID 018-262-767 Lot 2 of Section 30 Block 4 North Range 6 West New Westminster District Plan LMP9785	Christian Reformed Church of Richmond 9280 No. 2 Road Richmond, B.C. V7E 2C8
Church in Richmond (083-953-080) 4460 Brown Road	PID 028-628-110 Lot 7 Section 33 Block 5 North Range 6 West New Westminster District Plan 3318 Part S 1/2, Except Plan 24362, Exp 24381	Church in Richmond 4460 Brown Road Richmond BC V6X 2E8

SCHEDULE A to BYLAW 10476

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Conference of The United Mennonite Churches of B.C. (080-792-000) 11571 Daniels Road	PID 004 152 832 Lot 323 of Section 25 Block 5 North Range 6 West New Westminster District Plan 57915	Conference of Mennonites in B.C. c/o Peace Mennonite Church 11571 Daniels Road Richmond, B.C. V6X 1M7
Broadmoor Baptist Church (071-191-006) 8140 Saunders Road	PID 007-397-216 Lot 123 Section 28 Block 4 North Range 6 West New Westminster District Plan 44397	Broadmoor Baptist Church 8140 Saunders Road Richmond, B.C. V7A 2A5
Emmanuel Christian Community Society (102-050-053) 10351 No. 1 Road	PID 011-908-106 Lot 13 Block A Section 34 Block 4 North Range 7 West Except Plan 53407 New Westminster District Plan 710	Emmanuel Christian Community Society 10351 No. 1 Road Richmond, B.C. V7E 1S1
Fujian Evangelical Church (025-172-004) 12200 Blundell Road	PID 025-000-047 Lot 1 Section 19 Block A North Range 5 West New Westminster District Plan LMP49532	Fujian Evangelical Church 12200 Blundell Road Richmond, B.C. V6W 1B3
Gilmore Park United Church (097-837-001) 8060 No. 1 Road	PID 024-570-541 Strata Lot 1 Section 23 Block 4 North Range 7 West New Westminster District Strata Plan LMS3968	Congregation of the Gilmore Park United Church 8060 No. 1 Road Richmond, B.C. V7C 1T9
I Kuan Tao (Fayi Chungder) Association (084-144-013) 8866 Odlin Crescent	PID 025-418-645 Lot 30 Section 33 Block 5 North Range 6 West new Westminster District Plan LMP54149	I Kuan Tao (Fayi Chungder) Association #2100, 1075 West Georgia Street Vancouver, B.C. V6E 3G2
Immanuel Christian Reformed Church (062-719-724) 7600 No. 4 Road	PID 003-486-486 Parcel One Section 14 Block 4 North Range 6 West New Westminster District Reference Plan 71292	Immanuel Christian Reformed Church 7600 No. 4 Road Richmond, B.C. V6Y 2T5

SCHEDULE A to BYLAW 10476

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Johrei Fellowship (084-786-000) 10380 Odlin Road	PID 003-485 757 East Half of Lot 4 Except: Part Subdivided by Plan 79974; Section 35 Block 5 North Range 6 West, New Westminster District Plan 5164	Johrei Fellowship Inc. 10380 Odlin Road Richmond, B.C. V6X 1E2
Lansdowne Congregation Jehovah's Witnesses (061-569-073) 11014 Westminster Highway	PID 003-578-356 Lot 107 Section 12 Block 4 North Range 6 West New Westminster District Plan 52886	Trustees of the Lansdowne Congregation Jehovah's Witnesses c/o Jurgan Halbheer 10960 Ryan Road Richmond, B.C. V6A 2G4
Lutheran Church Hall (061-166-000) 6340 No. 4 Road	PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676	Our Saviour Lutheran Church of Richmond BC 6340 No. 4 Road Richmond, B.C. V6Y 2S9
Trustees Congregation of Meeting Room 8020 No. 5 Rd Richmond BC "Meeting Room" (025-166-010) 8020 No. 5 Road	PID 016-718-739 Lot A Section 19 Block 4 North Range 5 West New Westminster District Plan 86178	Trustees Congregation of Meeting Room 8020 No. 5 Rd Richmond BC 419 Centennial Pkwy Delta BC V4L 1K9
North Richmond Alliance Church (063-418-009) 9140 Granville Avenue	PID 017-691-842 Lot 1 (BF53537) Section 15 Block 4 North Range 6 West New Westminster Plan 7631	North Richmond Alliance Church 9140 Granville Avenue Richmond, B.C. V6Y 1P8
St. Paul's Roman Catholic Parish (067-043-063) 8251 St. Albans Road	PID 010 900 691 Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753, Secondly: Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238	Catholic Independent Schools of Vancouver Archdiocese St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2

SCHEDULE A to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
Richmond (Bethel) Mennonite Church (030-869-001) 10160 No. 5 Road	PID 017 945 054 Lot A (BF302986) Section 31 Block 4 North Range 5 West New Westminster District Plan 35312	B.C. Conference of the Mennonite Brethren Churches 10200 No. 5 Road Richmond, B.C. V7A 4E5
Richmond Chinese Evangelical Free Church (025-162-005) 8040 No 5 Road	PID 004-332-695 South 100 feet West Half Lot 1 Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	Richmond Chinese Evangelical Free Church Inc. 8040 No. 5 Road Richmond, B.C. V6Y 2V4
Richmond Chinese Alliance Church (102-369-073) 10100 No. 1 Road	PID 003-898-474 Lot 68 Section 35 Block 4 North Range 7 West New Westminster District Plan 31799	Christian and Missionary Alliance (Canadian Pacific District) 107 – 7585 132 nd Street Surrey, B.C. V2W 1K5
Richmond Faith Fellowship (085-780-002) 11960 Montego Street	PID 010-267-930 Lot A Except: Parcel E (Bylaw Plan LMP22889), Section 36 Block 5 North Range 6 West New Westminster District Plan 17398	Northwest Canada Conference Evangelical Church 11960 Montego Street Richmond, B.C. V6X 1H4
Richmond Gospel Hall (098-373-006) 5651 Francis Road	PID 008-825-025 Lot 45 Except: Parcel A (Statutory Right of Way Plan LMP11165) Section 24 Block 4 North Range 7 West New Westminster District Plan 25900	Congregation of the Richmond Gospel Hall 5651 Francis Road Richmond, B.C. V7C 1K2
Richmond Pentecostal Church (060-300-000) 9300 Westminster Highway	PID 024-957-828 Parcel C Section 10 Block 4 North Range 6 West New Westminster District Plan 48990	Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B.C. V6X 1B1

SCHEDULE A to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
Richmond Presbyterian Church (094-627-007) 7111 No. 2 Road	PID 009-213-244 Lot 110 of Section 13 Block 4 North Range 7 West New Westminster District Plan 24870	Trustees of Richmond Congregation of Presbyterian Church 7111 No. 2 Road Richmond, B.C. V7C 3L7
Richmond Sea Island United Church (082-454-062) 8711 Cambie Road	PID 011-031-182 Lot 3 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 4037	Congregation of the Richmond United Church of Canada 8711 Cambie Road Richmond, B.C. V6X 1K2
The Salvation Army Richmond (066-497-000) 8280 Gilbert Road	PID 001-234-684 Lot "L" (Y24736) of Section 20 Block 4 North Range 6 West New Westminster District Plan 10008	Governing Council of the Salvation Army Canada West 8280 Gilbert Road Richmond, B.C. V7C 3W7
South Arm United Church Hall (plus Annex - Pioneer Church) (047-431-056) 11051 No. 3 Road	PID 015-438-562 Parcel E (Explanatory Plan 21821) of Lots 1 and 2 of Parcel A Section 5 Block 3 North Range 6 West New Westminster District, Plan 4120 Except: Firstly; Part Subdivided by Plan 29159 AND Secondly: Parcel "D" (Bylaw Plan 79687)	Congregation of the South Arm United Church of Canada 11051 No. 3 Road Richmond, B.C. V6X 1X3
Steveston Congregation of Jehovah's Witnesses (102-520-003) 4260 Williams Road	PID 006-274-382 Parcel "A" (Reference Plan 17189) Lot 1 of Section 35 Block 4 North Range 7 West New Westminster District Plan 10994	Steveston Congregation of Jehovah's Witnesses Attn: Jonathan Mearns #87 – 6800 Lynas Lane Richmond, B.C. V7C 5E2
Steveston United Church (087-640-000) 3720 Broadway Street	PID 010-910-336 Parcel A Section 3 Block 3 North Range 7 West New Westminster District Reference Plan 77684	Trustees of Steveston Congregation of United Church of Canada 3720 Broadway Street Richmond, B.C. V7E 4Y8

SCHEDULE A to BYLAW 10476

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Subramaniya Swamy Temple (025-161-000) 8840 No. 5 Road	PID 000-594-261 Parcel B (Explanatory Plan 10524) Lot 3 Section 19 Block 4 North Range 5 West New Westminster District Plan 5239	Subramaniya Swamy Temple of B.C. 8840 No. 5 Road Richmond, B.C. V6Y 2V4
Trinity Pacific Church (076-082-008) 10011 No. 5 Road	PID 007-178-204 Lot 297 Except Parcel B (Bylaw Plan 79916) Section 36 Block 4 North Range 6 West New Westminster District Plan 35779	Trinity Pacific Church 10011 No. 5 Road Richmond, B.C. V7A 4E4
Vancouver International Buddhist Progress Society (082-265-053) 6670 – 8181 Cambie Road	PID 018-553-532 Lot 53 Section 28 Block 5 North Range 6 West New Westminster District Plan LMS 1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot.	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9
Walford Road Gospel Church (081-608-000) 9291 Walford Street	PID 012-734-756 Lot 21 of Blocks 25 and 26 Section 27 Block 5 North Range 6 West New Westminster District Plan 2534	Holy Spirit Association For The Unification Of World Christianity 9291 Walford Street Richmond, B.C. V6X 1P3

Bylaw 10476
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND OF TAXABLE IMPROVEMENTS	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) (084-310-003) 4000 May Drive	PID 029-176-263 Lot A Section 34 Block 5 North Range 6 West New Westminster District Plan EPP32741	Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) 199 Sussex Drive Ottawa, ON K1N 1K6	100% of footprint of building 60,000 sq. ft. for parking	Remainder of land not exempted	100%	0%
Assumption of the Blessed Virgin Mary Ukrainian Catholic Church (098-394-005) 8700 Railway Avenue Manse	PID 011-070-749 Parcel "One" (Explanatory Plan 24522) of Lots "A "and "B" Plan 4347 and Lot 26 of Plan 21100 Section 24 Block 4 North Range 7 West New Westminster District	Ukrainian Catholic Episcopal Corp. of MB 8700 Railway Avenue Richmond, B.C. V7C 3K3	97.65% 2,031.18 m ²	2.35% 48.82 m ²	75.6% of Manse Building 302.59 m ² 100% of Religious Hall	24.4% of Manse Building 97.64 m ²
Bethany Baptist Church (000-821-001) 22680 Westminster Highway (Site Area 5.295 acres)	PID 018-604-897 Lot 1 Except: Part Dedicated Road on Plan LMP18317; Section 2 Block 4 North Range 4 West New Westminster District Plan LMP9648	Bethany Baptist Church 22680 Westminster Highway Richmond, B.C. V6V 1B7	48%	52%	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
BC Muslim Association (025-243-080) 12300 Blundell Road (Site Area 4.78 Acres)	PID 011-053-569 Lot 5 Except: Part Subdivided by Plan 33568; Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	BC Muslim Association 12300 Blundell Road Richmond, B.C. V6W 1B3	43.6% 8,440 m ² 2.086 acres	56.4% 10,903.97 m ² 2.694 acres	100%	0%
Canadian Martyrs Parish (094-145-000) 5771 Granville Avenue	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	Roman Catholic Archbishop of Vancouver 5771 Granville Avenue Richmond, B.C. V7C 1E8	93% 9,034.3 m ² 2.23 acres	7% 680 m ² 0.17 acres	100%	0%
Church of Latter Day Saints (074-575-000) 8440 Williams Road (Site Area 2.202 acres)	PID 009-210-890 Lot 2 Section 33 Block 4 North Range 6 West New Westminster District Plan 24922	Corp. of the President of the Lethbridge Stake of the Church of Jesus Christ of Latter-Day Saints c/o LDS Church Tax Division #502 - 7136 50 E. North Temple Street Salt Lake City, Utah, 84150- 2201	90.8% 8,093.7 m ² 2.00 acres	9.2% 817.5 m ² 0.202 acres	100%	0%

Bylaw 10476
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Cornerstone Evangelical Baptist Church (024-279-000) 12011 Blundell Road Church Parking	PID 002-555-310 South Half of South West Quarter Section 18 Block 4 North Range 5 West New Westminster District Except: Firstly: Part Dedicated Road on Plan 87640 Secondly: Parcel E (Bylaw Plan LMP4874) Thirdly: Parcel F (Bylaw Plan LMP12615) Fourthly: Part on SRW Plan 21735	Cornerstone Evangelical Baptist Church of Vancouver 7890 No. 5 Road Richmond, B.C. V6Y 2V2	10% 5,158.4 m ²	90% 46,426.6 m ²	100% 0%	0%
Dharma Drum Mountain Buddhist Association (025-222-030) 8240 No. 5 Road Manse	PID 003-740-315 Lot 23 Section 19 Block 4 North Range 5 West New Westminster District Plan 55080	Dharma Drum Mountain Buddhist Association 8240 No. 5 Road Richmond, B.C. V6Y 2V4	34.8% 3,384 m ² 0.836 acres	65.2% 6,333 m ² 1.565 acres	71.8% 729.75 m ²	28.2% 286.33 m ²
Fraserview Mennonite Brethren (080-623-027) 11295 Mellis Drive (Site Area 2.79 Acres)	PID 000-471-780 That portion of Lot 176 Section 25 Block 5 North Range 6 West New Westminster District Plan 53633	BC Conference of the Mennonite Brethren Churches 11295 Mellis Drive Richmond, B.C. V5X 4K2	71.7% 8,077 m ² 1.996 acres	28.3% 3,180.3 m ² 0.794 acres	100% 0%	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
India Cultural Centre of Canada (024-908-040) 8600 No 5 Road Manse & Parking	PID 004-328-850 Lot 19 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	India Cultural Centre of Canada 8600 No 5 Road Richmond, B.C. V6Y 2V4	43.9% 21,778.93 m ²	56.1% 27,828.07 m ²	Remaining portion of Building	100% of Manse 103.87 m ²
International Buddhist Society (046-195-007) 9160 Steveston Highway Manse The land under the taxable improvements situated on this property shall also be assessed as taxable.	PID 026-438-160 Section 3 Block 3 North Range 6 West New Westminster District Plan BCP19994 Parcel 1	International Buddhist Society 9160 Steveston Highway Richmond, B.C. V7A 1M5	36.5% 16,458.69 m ²	63.5% 28,622.31 m ²	83.2% of remaining hall 3,132.4 m ² 0% of farm buildings	16.8% of hall used for Manse and dining 632.0 m ² 100% of farm buildings
Ling Yen Mountain Temple (030-901-000) 10060 No. 5 Road (Site Area 4.916 Acres) Manse	PID 025-566-806 Lot 42 Except: Part Dedicated Road on Plan LMP22689, Section 31 Block 4 North Range 5 West New Westminster District Plan 25987	Ling Yen Mountain Temple 10060 No. 5 Road Richmond, B.C. V7A 4C5	27.7% 5,502.6 m ² 1.36 acres	72.3% 14,391.7 m ² 3.556 acres	50.6% 1,199.3 m ²	49.4% 1,171.8 m ²

Bylaw 10476
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Nanaksar-Gurdwara-Gursikh Temple (002-881-941) 18691 Westminster Highway (Site Area 14.88 Acres) Manse	PID 023-751-878 Lot 1 Section 6 Block 4 North Range 4 West New Westminster District Plan 33029	Nanaksar-Gurdwara-Gursikh Temple 18691 Westminster Highway Richmond, B.C. V6V 1B1	16% 9,619.5 m ² 2.377 acres	84% 50,597.7 m ² 12.503 acres	86.9% of Manse 2,925.05 m ² 100% of Religious Hall	13.1% of Manse 441.29 m ²
Parish of St. Alban's (Richmond) (064-132-000) 7260 St. Alban's Road Manse	PID 013-077-911 Parcel One Section 16 Block 4 North Range 6 West New Westminster District Reference Plan 80504	Parish of St. Alban's (Richmond) 7260 St. Alban's Road Richmond, B.C. V6Y 2K3	91.6% 4,464.1 m ²	8.4% 406.9 m ²	0% of Manse 100% of Religious Hall	100% of Manse 83.6 m ²
Parish of St. Anne's - Steveston, B.C. (097-615-002) 4071 Francis Road Religious Hall Commercial Use	PID 002-456-320 Lot 2 of Section 23 Block 4 North Range 7 West New Westminster District Plan 70472	Parish of St. Anne's 4071 Francis Road Richmond, B.C. V7C 1J8	99.2% 3,067.86 m ²	0.8% 24.14 m ²	97.8% 1,090.66 m ²	2.2% 24.14 m ²
Peace Evangelical Church (025-231-041) 8280 No. 5 Road Manse	PID 004-099-303 Lot 24 Section 19 Block 4 North Range 5 West New Westminster District Plan	Peace Evangelical Church 8280 No. 5 Road Richmond, B.C. V6Y 2V4	34.4% 3,614.3 m ² 0.893 acres	65.6% 6,892.7 m ² 1.703 acres	100% of Religious Hall 0% of Manse	100% Manse

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PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Richmond Alliance Church (047-535-044) 11371 No. 3 Road (Site Area 2.5 acres)	PID 004-113-331 South Half of 14 Section 5 Block 3 North Range 6 West New Westminster District Plan 4120	Christian and Missionary Alliance (Canadian Pacific District) 11371 No. 3 Road Richmond, B.C. V7A 1X3	80% 8,077.5 m ² 1.996 acres	20% 2,030.5 m ² 0.504 acres	100%	0%
Richmond Baptist Church (065-972-089) 6560 Blundell Road Manse and Parking	PID 006-457-118 Lot 43 Section 19 Block 4 North Range 6 West New Westminster District Plan 30356	Richmond Baptist Church 6640 Blundell Road Richmond, B.C. V7C 1H8	57% 1,151.4 m ²	43% 868.6 m ²	0% of Manse	100% of Manse 106.84 m ²
Richmond Baptist Church (066-062-000) 6560 Blundell Road Manse and Parking	PID 033-732-193 Section 19 Block 4 North Range 6 West New Westminster District Plan 71422 Parcel A	Richmond Baptist Church 6640 Blundell Road Richmond, B.C. V7C 1H8	Portion of land not under church	Land under manse	0% of Manse 100% of Religious Hall	100% of Manse
Richmond Pentecostal Church (060-287-008) 9260 Westminster Highway Manse and Parking	PID 004-140-125 Lot A Section 10 Block 4 North Range 6 West New Westminster District Plan 13172	Pentecostal Assemblies of Canada 9260 Westminster Highway. Richmond, B.C. V6X 1B1	30% Paved parking area behind building 652.2 m ²	70% Non- parking area 1,521.8 m ²	0%	100%

Bylaw 10476
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND OF TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Richmond Pentecostal Church (060-300-0000) 9300 Westminster Highway	PID 024-957-828 Lot 107 Section 10 Block 4 North Range 6 West New Westminster District Plan 64615	Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B.C. V6X 1B1	58.7% 8,093.7 m ² 2 acres	51.3% 5,690.3 m ² 1.4 acres	100%	0%

Bylaw 10476
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
The Science of Spirituality Eco Centre (045-488-098) Civic address: 11011 Shell Road Farm Land	PID 015-725-871 Parcel F (Reference Plan 2869) Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road on Plan LMP4152 PID 013-082-566 North Easterly 5 and 1/5 th Square Chains Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road by Plan LMP54152 PID 015-342-433 Parcel D (Explanatory Plan 1980) Section 2 Block 3 North Range 6 West New Westminster District PID 015-725-880 Parcel "G" (Reference Plan 2870) Section 2 Block 3 North Range 6 West New Westminster District	Science of Spirituality SKRM Inc. 9100 Van Horne Way Richmond, B.C. V6X 1W3	50% 385 m ²	50% 385 m ²	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
The Shia Muslim Community of British Columbia (024-941-069) 8580 No. 5 Road (Site Area 9.8 acres)	PID 004-884-850 Lot 20 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	The Shia Muslim Community of British Columbia 8580 No. 5 Road Richmond, B.C. V6Y 2V4	38.1% 15,117.2 m ² 3.736 acres	61.9% 24,512.8 m ² 6.064 acres	100%	0%
South Arm United Church (047-431-056) 11051 No. 3 Road (Site Area 6.42 acres)	PID 015-438-562 Parcel "E" (Explanatory Plan 21821) of Lots 1 and 2 of Parcel "A" Section 5 Block 3 North Range 6 West New Westminster District Plan 4120 EXCEPT: FIRSTLY: Part Subdivided by Plan 29159 AND SECONDLY: Parcel "D" (Bylaw Plan 79687)	Congregation of the South Arm United Church of Canada 11051 No. 3 Road Richmond, B.C. V7A 1X3	31.6% 8,093.7 m ² 2 acres	68.4% 17,496.3 m ² 4.42 acres	100%	0%
St. Gregory Armenian Apostolic Church of BC (018-330-000) 13780 Westminster Highway	PID 002-946-068 Lot "A" (RD 190757) Section 8 Block 4 North Range 5 West New Westminster District Plan 12960	Armenian Apostolic Church of British Columbia 13780 Westminster Highway Richmond, B.C. V6V 1A2	95% 2,505.15 m ²	5% 131.85 m ²	100%	0%

Bylaw 10476
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
St. Joseph The Worker Parish (099-300-034) 4451 Williams Road (Site Area 8.268 acres) 3.26 and 5.00 acres	PID 010-887-725 Parcel "C" (Explanatory Plan 8670) of Lots 3 and 4 Except: Part Subdivided by Plan 30525; Section 26 Block 4 North Range 7 West New Westminster District Plan 3139	Roman Catholic Archbishop of Vancouver St. Joseph the Worker Parish 4451 Williams Road Richmond, B.C. V7E 1J7	38.8% 9,397.07 m ² 2.32 acres	61.2% 14,838.13 m ² 3.67 acres	60% 635.4 m ²	40% 423.6 m ²
St. Monica's Parish (040-800-004) 12011 Woodhead Road (Site Area 1.60 acres) Manse and Hall	PID 024-840-319 Lot A Section 31 Block 5 North Range 5 West New Westminster District Plan LMP47203	Roman Catholic Archbishop of Vancouver St. Monica's Parish 12011 Woodhead Road Richmond, B.C. V6V 1G2	Note: The land under the manse is exempt; the manse itself is not exempt. 73.35% 4,744.33 m ² 1.17 acres	Note: The land under the manse is exempt; the manse itself is not exempt. 26.65% 1,723.67 m ² 0.43 acres	0% of Manse 100% of Religious Hall	100% of Manse 196.8 m ²
St. Paul's Roman Catholic Parish (067-043-063) 8251 St. Alban's Road (Site Area 4.77 acres)	PID 010-900- 691 Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753, Secondly; Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238	Catholic Independent Schools of Vancouver Archdiocese St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2	40% 7,698.4 m ² 1.90 acres	60% 11,547.6 m ² 2.86 acres	100%	0%

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Steveston Buddhist Temple (087-401-000) 4360 Garry Street (Site Area 4.53 acres)	PID 001-235-265 Lot 132 Except: Firstly: Part Road on Plan LMP20538, Secondly: Part Subdivided by Plan LMP25471, Section 2 Block 3 North Range 7 West New Westminster District Plan 40449	Steveston Buddhist Temple 4360 Garry Street Richmond, B.C. V7E 2V2	44.15% 8,093.7 m ² 2 acres	55.85% 10,238.56 m ² 2.53 acres	100%	0%
Thrangu Monastery Association (025-193-000) 8140 No. 5 Road Manse	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	Thrangu Monastery Association 8140 No. 5 Road Richmond, B.C. V6Y 2V4	0% of land beneath the dormitory 59.55% 11,421.8 m ² 2.82 acres	100% of land beneath the dormitory 40.45% 7,759.2 m ² 1.92 acres	76.3% 2,060.1 m ²	23.7% 639 m ²
Thrangu Monastery Association (025-193-000) & (025-202-011) - Combined 8140/8160 No. 5 Road	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	Thrangu Monastery Association 8140 No. 5 Road Richmond, B.C. V6Y 2V4	59.55% 11,421.8 m ² 2.82 acres	40.45% 7,759.2 m ² 1.92 acres	100% of the shed used to store religious artefacts	0%

Bylaw 10476
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Towers Baptist Church (070-101-000) 10311 Albion Road (Site Area 2.148 acres) Manse	PID 000-565-318 Parcel "A" Except Part on Plan 32239 Section 26 Block 4 North Range 6 West New Westminster District Plan 22468	New Wineskins Society 10311 Albion Road Richmond, B.C. V7A 3E5	78.9% 7,002.4 m ² 1.73 acres	21.1% 1,872.6 m ² 0.418 acres	0% of Manse 100% of Religious Hall	100% Manse 162.6 m ²
Trinity Lutheran Church Hall (064-438-000) 7100 Granville Avenue Manse and Hall	PID 025-555-669 Section 17 Block 4 North Range 6 West Plan BCP3056 Parcel A	Trinity Lutheran Church – Richmond 7100 Granville Avenue Richmond, B.C. V6Y 1N8	87.09% 6,012.32	12.91% Manse 891.68 m ²	0% of Manse 100% of Religious Hall	100% of Manse 142.5 m ² 0% of Religious Hall
Vancouver International Buddhist Progress Society (082-304-006) 8271 Cambie Road (Site Area 0.757 acres)	PID 00-316-002 9 Section 28 Block 5 North Range 6 West Plan 7532	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	76% 2,322.58 m ²	24% 740.42 m ²	N/A	N/A

Bylaw 10476
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Vancouver International Buddhist Progress Society (082-265-059) 6680 – 8181 Cambie Road Manse	PID 018-553-591 Strata Lot 59 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	91.72% 1,212.05 m ²	8.28% 109.40 m ²	0% of Manse Remaining Religious Hall	100% Manse 109.4 m ²
Vancouver International Buddhist Progress Society (082-265-060) 6690 – 8181 Cambie Road	PID 018-553-605 Strata Lot 60 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	Included in Above Calculation	Included in Above Calculation	Included in Above Calculation	Included in Above Calculation
Vedic Cultural Society of BC (025-212-021) 8200 No 5 Road	PID 011-053-551 South Half Lot 3 Block A Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	Vedic Cultural Society of BC 8200 No 5 Road Richmond, B.C. V6Y 2V4	88% 8,883.6 m ²	12% 1,211.4 m ²	99.1% 2,144.6 m ²	0.9% 18.9 m ²

SCHEDULE C to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	TENANTS MAILING ADDRESS
(057-614-000) 200 – 7451 Elmbridge Way	PID 007-501-129 Lot 87 Section 5 Block 4 North Range 6 West New District Plan 36964	That portion of the property occupied by the Richmond Emmanuel Church	Richmond Emmanuel Church 200 – 7451 Elmbridge Way Richmond, B.C. V6X 1B8
(064-046-009) 8151 Bennett Rd	PID 006 199 631 Lot 362 of Section 16 Block 4 North Range 6 West New Westminster District Plan 47516	That portion of the property occupied by Apostolic Pentecostal Church International	Apostolic Pentecostal Church International 8151 Bennett Rd Richmond BC V6Y 1N4
(136-467-527) 3211 Grant McConachie Way	PID 009-025-103 Lot 58 Sections 14, 15, 16, 17, 20, 21, 23 and 29 Block 5 North Range 7 West New Westminster District Plan 29409	That portion of the property occupied by Vancouver Airport Chaplaincy	Vancouver Airport Chaplaincy Box 32362 Domestic Terminal RPO Richmond, B.C. V7B 1W2

Bylaw 10476
 CHARITABLE, PHILANTHROPIC & OTHER
 NOT-FOR-PROFIT – ELDERLY CITIZENS HOUSING
 (PROVINCIAL ASSISTANCE)

SCHEDULE D to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(086-938-001) 11820 No. 1 Road	PID 001-431-030 Lot 2 Section 2 Block 3 North Range 7 West NWD Plan 69234	Anavets Senior Citizens Housing Society #200 - 951 East 8th Avenue Vancouver, B.C. V5T 4L2

SCHEDULE E to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(099-561-000) 9580 Pendleton Road	PID 003-751-678 Lot 450 Section 26 Block 4 North Range 7 West NWD Plan 66281	Aspire Richmond Support Society (Tenant) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(086-080-000) 431 Catalina Crescent	PID 001-562-797 Lot 24 Block 5 North Range 6 West New Westminster District Plan NWP9740 Suburban Block J, Section 29/30	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(064-762-037) 303 – 7560 Moffatt Road	PID 014-890-305 Strata Lot 37 Section 17 Block 4 North Range 6 West New Westminster District Strata Plan NW3081	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(058-885-000) 6531 Azure Road	PID 003-680-100 Lot 525 Section 7 Block 4 North Range 6 West NWD Plan 25611	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(067-321-001) 8400 Robinson Road	PID 009-826-386 Lot 80 Except: Part Subdivided by Plan 81951, Section 21 Block 4 North Range 6 West NWD Plan 12819	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(099-371-000) 4811 Williams Road	PID 004-864-077 Lot 4 Section 26 Block 4 North Range 7 West NWD Plan 17824	Greater Vancouver Community Service Society 320 – 1212 W. Broadway Vancouver, B.C. V6H 3V1
(080-622-000) 11331 Mellis Drive	PID 004-107-292 Lot 175 Section 25 Block 5 North Range 6 West NWD Plan 53633	Pinegrove Place Mennonite Care Home Society of Richmond 11331 Mellis Drive Richmond, B.C. V6X 1L8

SCHEDULE E to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(082-199-000) 9020 Bridgeport	PID 002-672-855 Block 5 North Range 6 West New Westminster District Plan 60997 Parcel B, Section 27/28, REF 60997	0952590 BC Ltd. Richmond Lion's Manor Suite 500 – 520 W 6 th Avenue Vancouver BC V5Z 4H5
(097-575-028) 4433 Francis Road	PID 003-887-022 Lot 890 Section 23 Block 4 North Range 7 West New Westminster District Plan 66590	Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(099-126-002) 5728 Woodwards Road	PID 027-789-471 Lot A Section 25 Block 4 North Range 7 West New Westminster District Plan BCP39662	Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(065-571-000) 6260 Blundell Road	PID 005-146-135 Lot "A" (RD135044) Section 19 Block 4 North Range 6 West New Westminster District Plan 48878	Rosewood Manor Richmond Intermediate Care Society 6260 Blundell Road Richmond, B.C. V7C 5C4
084-988-041 10411 Odlin Road	PID 017-418-780 Lot 141 Section 35 Block 5 North Range 6 West New Westminster District Plan LMP942	Turning Point Recovery Society Suite 260 – 7000 Minoru Blvd. Richmond, BC V6Y 3Z5

Bylaw 10476
 CHARITABLE, PHILANTHROPIC & OTHER
 NOT-FOR-PROFIT – ELDERLY CITIZENS HOUSING

SCHEDULE F to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(094-282-297) 7251 Langton Road	PID 003-460-525 Lot 319 Section 13 Block 4 North Range 7 West NWD Plan 49467	Richmond Legion Senior Citizen Society #800 – 7251 Langton Road. Richmond, B.C. V7C 4R6

SCHEDULE G to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(059-905-125) 8300 Cook Road	PID 023-800-496 Strata Lot 125 Section 9 Block 4 North Range 6 West New Westminster District Strata Plan LMS2845 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1	100% that is occupied by Society of Richmond Children's Centres	Cook Road Children's Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(011-892-000) 23591 Westminster Highway	PID 028-376-650 Lot B Section 36 Block 5 North Range 4 West New Westminster District Plan BCP46528	That portion of the property occupied by Richmond Children's Centres	Cranberry Children's Centre Society of Richmond Children's Centres 23591 Westminster Highway Richmond, B.C.
(094-391-000) 7611 Langton Road	PID 004-700-368 Lot 11 Section 13 Block 4 North Range 7 West NWD Plan 19107	100%	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(030-700-001) 10640 No. 5 Road	PID 028-631-595 Lot F Section 31 Block 4 North Range 5 West New Westminster District Plan EPP12978	That portion of property occupied by Richmond Children's Centres	Gardens Children's Centre Society of Richmond Children's Centres 4033 Stolberg Street Richmond, B.C. V6X 3N7
(058-305-999) 6899 Pearson Way	PID 028-696-212 LT 13 SEC 5 BLK 4N RGE 6W NWD PL BCP49385	That portion of property occupied by YMCA of Greater Vancouver	Hummingbird Child Care Centre YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2

SCHEDULE G to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(064-810-002) 7000 Minoru Boulevard	PID 018-489-613 Lot 1 Section 17 Block 4 North Range 6 West NWD Plan LMP 12593	100% of land and improvements leased to Richmond Caring Place or 8,038 sq.m. as indicated in LMP 12594	Richmond Caring Place 140 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(067-813-001) 8660 Ash Street	PID 017-854-997 Lot C Section 22 Block 4 North Range 6 West Plan 2670	Exempting that portion of the property occupied by the Richmond Family Place	Richmond Family Place 8660 Ash Street Richmond, B.C. V6Y 2S3
(090-515-105) 5862 Dover Crescent	PID 023-648-058 Strata Lot 105 Section 1 Block 4 North Range 7 West New Westminster District Strata Plan LMS2643	That portion of property occupied by Riverside Children's Centre	Riverside Children's Centre Developmental Disability Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(059-709-030) 6380 No. 3 Road	PID 031-603-432 SEC 9 BLK 4N RGE 6W NWD PL EPP115105 ARSPCPRCLNMBR 1	That portion of property occupied by Aspire Richmond Support Society	Seedlings Early Childhood Development Hub Aspire Richmond Support Society 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(073-560-608) 10380 No. 2 Road	PID 029-631-408 Lot 2 Section 31 Block 4 North Range 6 West New Westminster District Plan EPP49229	That portion of property occupied by YMCA of Greater Vancouver	Seasong Child Care Centre YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2
(082-020-000) 3368 Carscallen Road	PID 031-479-090 Air Space Parcel 1 Section 28 Block 5 North Range 6 West New Westminster District Air Space Plan EPP 108791	That portion of property occupied by YMCA of Greater Vancouver	Sprouts Early Childhood Development Hub YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2

SCHEDULE G to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(093-050-002) 6011 Blanshard Drive	PID 019-052-685 Lot 2 Section 10 Block 4 North Range 7 West New Westminster District Plan LMP19283	100% that is occupied by Society of Richmond Children's Centres	Terra Nova Children's Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(089-830-129) 5500 Andrews Road, Unit 100	PID 023-684-801 Strata Lot 129 Section 12 Block 3 North Range 7 West New Westminster District Strata Plan LMS2701	That portion of property occupied by Treehouse Learning Centre	Treehouse Learning Centre Aspire Richmond Support Society 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(084-195-000) 4033 Stolberg Street	PID 028-745-540 Section 34 Block 4 North Range 6 West New Westminster District Plan BCP49848 Air Space Parcel 3	100% that is occupied by Society of Richmond Children's Centres	West Cambie Child Care Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(057-600-003) 650-5688 Hollybridge Way	PID 030 085 489 Section 5 Block 4 North Range 6 West NWD Plan EPP65030 Air Space Parcel 1	100% that is occupied by Atira Women's Resource Society	Willow Early Care and Learning Centre Atira Women's Resource Society #201 – 190 Alexander Street Vancouver, B.C. V6A 1B5
(079-772-001) 10277 River Drive	PID 031-035-124 Lot 1 Section 23 Block 5 North Range 6 West NWD Plan EPS5734	100% of the portion of the property in the name of the City of Richmond and occupied by Atira Women's Resource Society	River Run Early Care and Learning Centre Atira Women's Resource Society #201 – 190 Alexander Street Vancouver, B.C. V6A 1B5

SCHEDULE H to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(097-842-000) 4780 Blundell Road	PID 001-145-801 Lot 2 Block 4 North Range 7 West New Westminster District Plan 3892	That portion of the property occupied by Girl Guides of Canada	Girl Guides of Canada 4780 Blundell Road Richmond, B.C. V7C 1G9
(051-521-010) 11551 Dyke Road	PID 014-924-781 Dedicated Park Plan 565772	That portion of the property occupied by Girl Guides of Canada	Girl Guides of Canada 1476 West 8th Avenue Vancouver, BC V6H 1E1
(083-465-000) 7411 River Road	PID 007 206 518 Lot "N" Except: Part Subdivided by Plan 35001, Fractional Section 6 and of Sections 5, 7 and 8 Block 4 North Range 6 West and of Fractional Section 32 Block 5 North Range 6 West New Westminster District Plan 23828 (see R083-466-000, R083-467-000, R083-467-505 for remainder)	That portion of the property occupied by Navy League of Canada National Council	Navy League of Canada National Council c/o Richmond/Delta Branch Box 43130 Richmond, B.C. V6Y 3Y3
(083-218-005) 7400 River Road (Unit 140)	PID 003-752-534 Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727	That portion of the property occupied by Richmond Gymnastics Association	Richmond Gymnastics Association Unit 140 – 7400 River Road Richmond B.C. V6Y 2C1
(059-477-003) 6131 Bowling Green Road	PID 009 300 261 Lot 26, Except that part in Plan LMP39941 Section 8 Block 4 North Range 6 West New Westminster District Plan 24068	That portion of the property occupied by Richmond Lawn Bowling Club	Richmond Lawn Bowling Club 7321 Westminster Highway Richmond, B.C. V6X 1A3

SCHEDULE H to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(082-479-000) 7760 River Road	PID 009 311 998 Lot 2 Except: Firstly; Part Subdivided by Plan 28458; Secondly; Parcel "C" (Bylaw Plan 62679); Thirdly: Parcel G (Bylaw Plan 80333); Sections 29 and 32 Block 5 North Range 6 West New Westminster District Plan 24230	That portion of the property occupied by Richmond Rod and Gun Club	Richmond Rod and Gun Club P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9
(083-218-005) 7400 River Road (Unit 140)	PID 003-752-534 Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727	That portion of the property occupied by Richmond Rod and Gun Club	Richmond Rod and Gun Club P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9
(059-216-001) 6820 Gilbert Road	PID 017 844 525 Lot A Section 8 Block 4 North Range 6 West, New Westminster District Plan LMP 5323	That portion of the property occupied by Richmond Tennis Club	Richmond Tennis Club 6820 Gilbert Road Richmond, B.C. V7C 3V4
(057-590-001) 5540 Hollybridge Way	PID 007 250 983 Lot 73 Except: Part Subdivided by Plan 48002; Sections 5 and 6 Block 4 North Range 6 West New Westminster District Plan 36115	That portion of the property occupied by Richmond Winter Club	Richmond Winter Club 5540 Hollybridge Way Richmond, B.C. V7C 4N3
(088-500-046) 2220 Chatham Street	PID 004-276-159 Block 3 N Range 7W Section 4 Parcel D, Except Plan REF 43247, EXP 60417, REF 10984 File NO 1000-14-045	That portion of the property occupied by Scotch Pond Heritage Cooperative	Scotch Pond Heritage Cooperative 3811 Moncton Street Richmond, B.C. V7E 3A0
(091-575-614) 2771 Westminster Highway	PID 011-566-825 Block 4 North Range 7 West Plan NWP457	That portion of 2771 Westminster Highway occupied by Sharing Farm Society	Sharing Farm Society 2771 Westminster Highway Richmond, B.C. V7C 1A8

SCHEDULE H to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(091-488-000) 2900 River Road	PID 017-094-755 Lot 2 Section 4 Block 4 North Range 7 West Plan NWP88135	That portion of 2900 River Road occupied by Sharing Farm Society	Sharing Farm Society 2771 Westminster Highway Richmond, B.C. V7C 1A8

SCHEDULE I to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(085-643-001) Unit 140-160 11590 Cambie Road	PID 018-844-456 Lot C Section 36 Block 5 North Range 6 West Plan LMP17749 Except Plan BCP 14207	That portion of the property occupied by Richmond Public Library	Richmond Public Library Cambie Branch Unit 150 - 11590 Cambie Road Richmond, B.C. V6X 3Z5
(044-761-005) 11688 Steveston Highway	PID 023-710-047 Lot 1 Section 1 Block 3 North Range 6 West Plan 32147	That portion of the property occupied by Richmond Public Library	Richmond Public Library Ironwood Branch 11688 Steveston Highway, Unit 8200 Richmond, B.C. V7A 1N6
(031-969-003) 14300 Entertainment Boulevard	PID 023-672-269 Lot C Section 33 Block 4 North Range 5 West NWD Plan LMP31752	That portion of the property occupied by City of Richmond	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(057-561-007) 5900 Minoru Boulevard	PID 028-325-257 Lot A Section 5 Block 4 North 6 West New Westminster District Plan BCP45912	That portion of the property occupied by City Centre Community Centre	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(051-557-060) 12071 No. 5 Road	PID 013-082-531 Section 12 Block 3 North Range 6 West NWD Plan 15624 Parcel A-J, Part NE 1/4, Ref 15624, Ref 8114 File No. 1000- 05-021	That portion of the property occupied by BC Society for the Prevention of Cruelty to Animals	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1



City of Richmond

Report to Committee

To: Finance Committee
From: Jerry Chong, CPA, CA
General Manager, Finance and Corporate Services
Date: September 15, 2023
File: 03-0975-01/2023-Vol 01
Re: **Amendments to the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429**

Staff Recommendation

That the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, Amendment Bylaw No. 10492, which incorporates and puts into effect the changes as outlined in the staff report titled "Amendments to the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429" dated September 15, 2023, from the General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.

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

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	
Human Resources	<input checked="" type="checkbox"/>	Real Estate Services <input checked="" type="checkbox"/>
Law	<input checked="" type="checkbox"/>	Fire Rescue <input checked="" type="checkbox"/>
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	Engineering <input checked="" type="checkbox"/>
Community Social Development	<input checked="" type="checkbox"/>	Facility Services & Project Development <input checked="" type="checkbox"/>
Parks Services	<input checked="" type="checkbox"/>	Sewerage & Drainage <input checked="" type="checkbox"/>
Emergency Programs	<input checked="" type="checkbox"/>	Sustainability & District Energy <input checked="" type="checkbox"/>
Transportation	<input checked="" type="checkbox"/>	Community Safety Admin <input checked="" type="checkbox"/>
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	Business Licences <input checked="" type="checkbox"/>
		Richmond Public Library <input checked="" type="checkbox"/>
		CONCURRENCE OF GENERAL MANAGER
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO

Staff Report

Origin

The Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429 was adopted on January 30, 2023. Included in the Consolidated 5 Year Financial Plan (5YFP) are the City's 2023 Capital, Utility and Operating Budgets. In addition, the Consolidated 5YFP includes the budgets of Richmond Olympic Oval Corporation and Richmond Public Library. The following budget amendments are for the 2023 Capital, Utility and Operating Budgets of the City and the Richmond Public Library Budget.

This report supports Council's Strategic Plan 2022-2026 Strategy #4 Responsible Financial Management and Governance:

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

Subsequent to the adoption of the 5YFP, new projects and changes to previously established programs have occurred. Individual staff reports detailing the amendments in section 1 have been presented to Council for approval.

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

The Council approved amendments to the Consolidated 5 Year Financial Plan (2023-2027) presented in order of Council meeting dates, are:

- 1 a) At the Council meeting on September 26, 2022, Council approved the following:
 - (1) *That the application to the Community Emergency Preparedness Fund, Disaster Risk Reduction - Climate Adaptation funding stream as outlined in the staff report titled "UBCM Community Emergency Preparedness Fund: 2022 Disaster Risk Reduction - Climate Adaption Grant Application" dated August 19, 2022 from the Director, Engineering be endorsed; and*
 - (2) *That should the funding application be successful, the Chief Administrative Officer and the General Manager, Engineering and Public Works, be authorized on behalf of the City to negotiate and execute funding agreements with UBCM for the above mentioned projects and that the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly.*

The City was informed that this funding application was approved for \$2,285,000. \$285,000 of the Drainage Improvement Reserve for the Public Works Infrastructure Advanced Design project will be replaced upon receipt of the actual grant payment,

and \$2,000,000 will be added to the 2023 Capital Budget for the Flood Protection (formerly known as Drainage) Program, specifically for the Union of British Columbia Municipalities (UBCM) Community Emergency Preparedness Fund project.

b) At the Council meeting on November 28, 2022, Council approved the following:

- (1) That the submission for cost-sharing to the 2022/23 BC Active Transportation Infrastructure Grant Program as described in the staff report titled "Application to 2022/23 BC Active Transportation Infrastructure Grant Program" dated October 31, 2022, from the Director, Transportation be endorsed;*
- (2) That, should the above application be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized on behalf of the City to execute the funding agreement; and*
- (3) That the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly.*

The City was informed that this funding application was approved for \$500,000. This will replace the \$470,250 funded by the Roads Development Cost Charges (DCC) and \$29,750 funded by the Capital Reserve - Revolving Fund for Steveston Highway Multi-Use Pathway, Mortfield Gate to No. 2 Road project upon receipt of the actual grant payment.

c) At the Council meeting on December 12, 2022, Council approved the following:

That the capital budget for Playground Replacement and Safety Upgrade Program (2018) be increased by \$200,000 as described in the staff report titled "South Arm Community Park Playground Contribution," dated October 24, 2022, from the Director, Parks Services, and the Consolidated 5-Year Financial Plan (2023-2027) be amended accordingly.

The 2023 Capital Budget – Parks Program will be increased by \$200,000 funded by the community contributions for South Arm Community Park Playground.

d) At the Closed Council meeting on January 30, 2023, Council approved to increase the Affordable Housing operating budget with \$9,117,138 funded by the Federal government's Rapid Housing Initiative's City Stream grant. Affordable Housing anticipates spending \$3,750,000 of this grant in 2023 and \$5,367,138 in 2024. The City has partnered with BC Housing and Turning Point Housing Society on a new 25-unit affordable rental housing development for residents in need of safe and secure housing.

- e) At the Council meeting on March 27, 2023, Council approved the following:

That funding of \$1,000,000 from the Sanitary Sewer Reserve Fund for the sanitary sewer repairs along the 100 to 1000 block of Lancaster Crescent, be approved and that the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly.

The 2023 Capital Budget – Sanitary Sewer Program will be increased by \$1,000,000 funded by the Sanitary Sewer Reserve Fund for the sanitary sewer repairs along the 100 to 1000 block of Lancaster Crescent.

- f) At the Council meeting on April 11, 2023, Council approved the following:

(1) That a resolution indicating support for the City's application to the 2023 UBCM Poverty Reduction Planning and Action Program in the amount of \$50,000 and willingness to provide overall grant management, as described in the report titled "2023 UBCM Poverty Reduction Planning and Action Program Grant Submission," dated March 2, 2023, from the Director, Community Social Development be endorsed; and

(2) That should the funding application be successful, that the Chief Administrative Officer and the General Manager, Planning and Development be authorized on behalf of the City to enter into an agreement with UBCM for the above mentioned project and that the Consolidated 5 Year Financial Plan (2023–2027) be amended accordingly.

The Community Social Development operating budget will be increased by \$50,000 funded by Union of BC Municipalities (UBCM) Poverty Reduction Planning & Action grant. Community Social Development anticipates to spend \$25,000 of this grant in 2023 and \$25,000 in 2024.

- g) At the Council meeting on May 8, 2023, Council approved the following:

That the position of Manager, Indigenous Relations be approved and funded from the Rate Stabilization Account for 2023 and that the Consolidated 5-Year Financial Plan (2023-2027) be amended accordingly.

The Corporate Planning salary budget will be increased by \$154,500 funded by the Rate Stabilization Account for the Manager, Indigenous Relations position.

- h) At the Council meeting on May 23, 2023, Council approved the following:

(1) That the proposed road safety improvement projects, as described in Attachment 2 of the staff report titled "ICBC-City of Richmond Road Improvement Program and Intersection Safety Camera Program – 2023 Update," dated April 18, 2023 from the Director, Transportation be endorsed

for submission to the ICBC 2023 Road Improvement Program for consideration of cost-share funding; and

- (2) *That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the cost-share agreements on behalf of the City, and that the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly.*

The City was informed that this funding application was approved for \$225,500. This will replace the \$212,083 funded by the Roads Development Cost Charges (DCC) and \$13,417 funded by the Capital Reserve - Revolving Fund for the Roads capital projects upon receipt of the actual grant payment.

- i) At the Council meeting on June 7, 2023, Council approved the following:

- (1) *That Option 1 as described in the staff report titled "Steveston Highway Multi-Use Pathway Project Phases 1 and 2 – Update", dated May 10, 2023, from the Director, Transportation and the Director, Engineering be approved; and*
 (2) *That the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly.*

The 2023 Capital Budget – Roads Program will be increased by \$2,490,000, comprising of \$2,341,845 funded by the Roads DCC and \$148,155 funded by the Capital Reserve -Revolving Fund for the Steveston Highway Multi-Use Pathway Phase 1 and 2 projects.

- j) At the Council meeting on June 26, 2023, Council approved the following:

That funding of \$1,000,000 from the Drainage Improvement Reserve Fund for the drainage canal bank failure repairs at 12506 Vickers Way, be approved and that the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly, as detailed in the report titled "Drainage Canal Bank Failure Repairs - 12506 Vickers Way" dated May 23, 2023, from the Director, Engineering.

The 2023 Capital Budget – Flood Protection Program will be increased by \$1,000,000 funded by the Drainage Improvement Reserve for the drainage canal bank failure repairs at 12506 Vickers Way.

- k) At the Closed Council meeting on June 26, 2023, Council approved to increase the 2023 Capital Budget – Flood Protection Program by \$180,000 funded by the Flood Protection BL10403 Reserve.

- l) At the Closed Council meeting held on July 10, 2023, Council approved to increase the 2023 Capital Budget – Building Program by \$30 million, which comprised of \$20 million funded by the Capital Reserve – Revolving Fund, \$5,828,382 from the Water

Supply BL10402 Reserve Fund, and \$4,171,618 from the Sanitary Sewer BL10401 Reserve Fund.

- m) At the Closed Council meeting on July 24, 2023, Council approved Community Safety Program's operating budget to be amended in accordance with the grant funding and service agreements for Public Safety Canada's Building Safer Communities Fund. Increase Community Safety Program's salary budget by \$93,303 and operating expenditures budget by \$590,846 funded by Public Safety Canada's Building Safer Communities Fund.
- n) At the Council meeting on September 5, 2023, Council approved the following:
 - (1) *That staff be authorized to submit an application to the Union of British Columbia Municipalities Community Resiliency Investment (CRI) Fund for up to \$100,000 in grant funding as described in the report titled "UBCM Community Resiliency Investment –Grant Application" dated August 9, 2023 from the Fire Chief;*
 - (2) *That should the funding application be successful, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreements on behalf of the City of Richmond with the UBCM; and*
 - (3) *That Should the funding application be successful, that the Consolidated Five Year Financial Plan (2023-2027) be amended accordingly.*

The Fire-Rescue operating budget will be increased by up to \$100,000 funded by Union of British Columbia Municipalities (UBCM) Community Resiliency Investment Fund.

- o) At the Public Works and Transportation Committee meeting on September 13, 2023, the following has been approved:

That funding of \$1,400,000 from the MRN Rehabilitation Provision for the Cambie Road Overpass repair be approved and that the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly.

The 2023 Capital Budget – Roads Program will be increased by \$1,400,000 funded by the Major Road Network (MRN) Rehabilitation Provision for the repair of Cambie Road Overpass.

- p) At the Public Works and Transportation Committee meeting on September 13, 2023, the following has been approved:
 - (1) *The LGCAP Year 2 Survey Report and Attestation Form be endorsed and posted on the City's website for public information, in accordance with Provincial requirements;*

- (2) *A funding application to the Federation of Canadian Municipalities be submitted in the amount of \$200,000 for undertaking a GHG Reduction Pathway Feasibility Study for civic facilities;*
- (3) *The Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to enter into a funding agreement with Federation of Canadian Municipalities, should the funding agreement be successful; and*
- (4) *The Consolidated 5 Year Financial Plan (2023-2027) be amended to include the GHG Emission Pathway Feasibility Study in the amount of \$525,000, which will be funded from the Energy Operating Provision Account for \$325,000 and an additional \$200,000 contingent upon confirmation from the Federation of Canadian Municipalities.*

The Sustainability and District Energy operating budget will be increased by \$525,000 funded by \$325,000 from Energy Operating Provision Account and by up to \$200,000 of grant funding from Federation of Canadian Municipalities (FCM) for Greenhouse Gas (GHG) Emission Pathway Feasibility study.

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

- 2 a) i. The scope of existing programs and projects will be increased by a total of \$2,500,000 from external funding received or anticipated to be received from various sources including grants and external contributions etc. Out of \$2,500,000, \$2,200,000 is related to Council approved amendments as stated in Section 1a and 1c, and the remaining \$300,000 is related to various grants and external contributions that would increase the project scope. The Capital Budget is proposed to be amended as follows:

Table 1: Various Grants and External Sources		(in \$000's)
Capital Programs		Amount
Flood Protection		\$2,000
Infrastructure Advanced Design and Minor Public Works		300
Parks		200
Total		\$2,500

- ii. The Consolidated 5 Year Financial Plan includes an estimate of \$10,000,000 in Contingent Capital Grants, which may be received throughout the year for various projects. Spending is only incurred if the funds are confirmed. Once the funds are confirmed, the amount is transferred into the applicable capital program as summarized above. A total of \$2,500,000 transferred to the above programs to date.

- b) The 2023 Capital Budget for Richmond Public Library will be increased by \$200,000 funded by Library's one-time surplus (Library Enhancement Provision) for the Brighthouse Main Entrance Renovation initiative.
- 3 Budget Amendment Policy 3001 states that changes to salaries be reported to the Finance Committee. The following amendments will result in no net increase to the 2023 Operating Budget:
 - a) Increase Community Safety Program's salary budget by \$110,000 funded by revenue for 1-Year Temporary Full Time Licence Inspector.
 - b) Increase Project Development's salary budget to include a 1 year Temporary Full-Time (TFT) Project Manager position funded by various capital projects.
- 4 Budget Amendment Policy 3001 states that increases in City's expenditures are only permitted where funding is from sources other than taxation and utility fees. The following amendments to the Operating and Utility Budget are funded by transfer of existing budget resources, or funding from provisions and has no tax impact:
 - a) Increase Richmond Public Library operating budget by \$694,000 for various programs and initiatives previously approved by the Library Board funded from Library's one-time surplus.
 - b) Increase Law operating budget by \$500,000 funded by Legal Provision for legal expenditures.
 - c) Increase Arts, Culture and Heritage operating budget by \$360,000 funded by provincial grant from the Ministry of Jobs, Economic Development, and Innovation for Media Lab upgrades. This will be placed in the operating budget and upon completion and capitalization, the appropriate portion will be flowed into the capital budget.
 - d) Increase the Human Resources operating budget by \$250,000 funded by the Arbitration Provision for arbitration expenses.
 - e) Increase Heritage Services operating budget by \$223,375 funded by the Province of BC Destination Development Fund. Heritage Services anticipates spending \$201,038 in 2023 and \$22,337 in 2024 for planning and preparations for heritage boat building programming.
 - f) Increase Sustainability and District Energy operating budget by \$112,087 funded by \$89,670 Corporate Provision and \$22,417 by FortisBC grant for Greenhouse Gas (GHG) Energy Reduction Masterplan study.
 - g) Increase Sustainability and District Energy operating budget by \$67,000 funded by \$52,089 Corporate Provision and by \$14,911 BC Hydro grant for Energize Richmond program.

- h) Increase Richmond Public Library operating budget with \$628,813 funding from British Columbia Ministry of Municipal Affairs, Public Libraries Branch one time Enhancement Grant. The Richmond Public Library anticipates spending of this grant as follows: \$50,000 in 2023, \$300,000 in 2024 and \$278,813 in 2025.
- i) Increase Major Events operating budget by \$45,000 funded by Canadian Heritage's Celebrate Canada Program grant for Steveston Salmon Festival.
- j) Increase Sustainability operating budget by \$45,000 funded by \$20,625 existing Sustainability Provision and by \$24,375 FortisBC grant for Energy Study.
- k) Increase Major Events operating budget by \$37,100 funded by British Columbia Fairs, Festival and Events Fund for Richmond Maritime Festival.
- l) Increase Parks operating budget by \$10,000 funded from Green Communities Canada for Terra Nova Rural Park.
- m) Increase Emergency Programs operating budget by \$7,000 funded by Canadian Red Cross Inclusive Resilience Project grant.
- n) Increase Project Development operating budget by \$5,000 funded from Western Financial Group Communities Foundation grant.

Financial Impact

The proposed 2023-2027 budget amendments have no tax impact. Additional expenses included in the amended financial plan are funded by external sources or existing appropriations.

Table 2 summarizes the changes to operating and utility revenue and expenses. The Consolidated 5 Year Financial Plan (2023-2027) Amendment is presented in Attachment 1.

Table 2 Net Budget – Summary of Changes (in \$000's)			Reference
Net Budget as at January 30, 2023			\$75,800
Revenue			
1	CMHC Rapid Housing Initiative Grant for Affordable Housing	1d	3,750
2	Public Safety Canada's Building Safer Communities Fund	1m	684
3	BC Ministry of Jobs, Economic Development and Innovation Grant for Media Lab upgrades	4c	360
4	Heritage boat building program from Province of BC Destination Development Fund	4e	201
5	Federation of Canadian Municipalities grant for GHG Emission Pathway Feasibility study	1p	200
6	1-Year Temporary Full Time Licence Inspector funded by revenues	3a	110

Table 2 Net Budget – Summary of Changes (in \$000's)- continued			Reference
7	UBCM Community Resiliency Investment Fund	1n	100
8	BC Ministry of Municipal Affairs, Public Libraries Branch grant for Richmond Public Library	4h	50
9	Canadian Heritage's Celebrate Canada Program grant for Steveston Salmon Festival	4i	45
10	British Columbia Fairs, Festival and Events Fund for Richmond Maritime Festival	4k	37
11	UBCM Poverty Reduction Planning & Action grant	1f	25
12	FortisBC grant for Energy Study	4j	24
13	FortisBC grant for GHG Energy Reduction Masterplan study	4f	22
14	BC Hydro grant for Energize Richmond program	4g	15
15	Green Communities Canada funding	4l	10
16	Canadian Red Cross Inclusive Resilience Project grant	4m	7
17	Western Financial Group Communities Foundation grant	4n	5
Total Revenue Amendments			5,645
Expenses			
1	CMHC Rapid Housing Initiative Grant for Affordable Housing	1d	3,750
2	Library programs and initiatives funded from one-time surplus	4a	694
3	Public Safety Canada's Building Safer Communities Fund	1m	684
4	Federation of Canadian Municipalities grant for GHG Emission Pathway Feasibility study	1p	525
5	Legal Provision for legal expenditures	4b	500
6	BC Ministry of Jobs, Economic Development and Innovation Grant for Media Lab Upgrades	4c	360
7	Arbitration expenses funded from Arbitration Provision	4d	250
8	Heritage boat building program from Province of BC Destination Development Fund	4e	201
9	Manager, Indigenous Relations	1g	155
10	FortisBC grant for GHG Energy Reduction Masterplan study	4f	112
11	1-Year Temporary Full Time Licence Inspector	3a	110
12	UBCM Community Resiliency Investment Fund	1n	100
13	BC Hydro grant for Energize Richmond program	4g	67
14	BC Ministry of Municipal Affairs, Public Libraries Branch grant for Richmond Public Library	4h	50
15	Canadian Heritage's Celebrate Canada Program grant for Steveston Salmon Festival	4i	45
16	FortisBC grant for Energy Study	4j	45
17	British Columbia Fairs, Festival and Events Fund for Richmond Maritime Festival	4k	37
18	UBCM Poverty Reduction Planning & Action grant	1f	25
19	Green Communities Canada funding	4l	10
20	Canadian Red Cross Inclusive Resilience Project grant	4m	7

Table 2 Net Budget – Summary of Changes (in \$000's)- continued		Reference	
21	Western Financial Group Communities Foundation grant	4n	5
22	1-Year TFT Project Manager funded by capital projects	3b	-
Total Expenses Amendments			7,732
NET AMENDMENT			2,087
Total Amended 2023 Net Budget			\$73,713

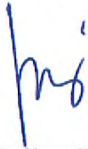
Table 3 summarizes the changes to the Capital Budget. The Amended Capital Plan Funding Sources for 2023-2027 is presented in Attachment 2 and the Amended Capital Plan Summary for 2023-2027 are presented in Attachment 3.

Table 3 Capital Budget – Summary of Changes (in \$000's)		Reference	
2023 Capital Budget as at January 30, 2023			\$131,516
UBCM Community Emergency Preparedness Fund	1a, 2ai		2,000
BC Active Transportation Infrastructure Grant Program	1b		-
South Arm Community Park Playground Contribution	1c, 2a.i		200
Sanitary Sewer Repairs-100 to 1000 Block Lancaster Crescent	1e		1,000
ICBC Road Improvement Program	1h		-
Steveston Highway Multi-Use Pathway Phase 1 and 2 projects	1i		2,490
Drainage Canal Bank Failure Repairs at 12506 Vickers Way	1j		1,000
Flood Protection Program Budget Increase	1k		180
Building Program Budget Increase	1l		30,000
Cambie Road Overpass Repair	1o		1,400
Various Grants and External Sources	2a.i		300
Contingent External Contributions	2a.ii		(2,500)
			36,070
			\$167,586

The Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, Amendment Bylaw No. 10492 is included as Attachment 4.

Conclusion

Staff recommend that Council approve the 2023 Capital, Operating and Utility Budget amendments to the Consolidated 5 Year Financial Plan Bylaw. The proposed 2023 budget amendments have no tax impact. As required in Section 166 of the *Community Charter*, staff will conduct a process of public consultation prior to bylaw adoption, which is anticipated to be October 23, 2023.



Mike Ching, CPA, CMA
Director, Finance
(604-276-4137)

MC:gh

- Att. 1: Amended Revenue, Expenses and Transfers (2023-2027)
2: Amended Capital Plan Funding Sources (2023-2027)
3: Amended 5 Year Capital Plan Summary (2023-2027)
4: Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, Amendment Bylaw No. 10492

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027)
AMENDED REVENUE AND EXPENSES
(In \$000's)

	2023 Amended Budget	2024 Amended Plan	2025 Amended Plan	2026 Plan	2027 Plan
Revenue:					
Taxation and Levies	287,052	305,455	322,929	342,371	362,527
Utility Fees	133,609	142,747	153,773	165,859	179,544
Sales of Services	48,817	49,979	51,056	52,105	53,097
Other Revenue	16,579	15,977	16,276	17,914	18,062
Payments In Lieu of Taxes	14,650	15,138	15,586	16,062	16,552
Gaming Revenue	14,500	14,500	14,500	14,500	14,500
Investment Income	14,323	14,882	15,320	15,813	16,371
Licenses and Permits	12,195	12,473	12,712	12,967	13,227
Provincial and Federal Grants	17,187	16,716	11,493	11,435	11,663
Developer Contributed Assets	48,745	74,526	48,745	48,745	48,745
Development Cost Charges	20,323	18,961	15,303	10,869	11,387
Other Capital Funding Sources	16,953	19,130	33,338	15,821	15,404
	\$644,933	\$700,484	\$711,031	\$724,461	\$761,079
Expenses:					
Community Safety	142,439	147,047	153,465	159,767	166,094
Community Services	76,855	72,605	74,319	76,203	78,047
Engineering and Public Works	69,989	68,698	69,243	70,755	72,243
Planning and Development Services	36,855	33,357	28,591	29,295	29,987
Finance and Corporate Services	28,361	27,665	28,362	29,125	29,868
Fiscal	28,337	26,502	29,079	30,602	31,819
Debt Interest	5,603	4,765	3,926	3,926	3,926
Corporate Administration	11,146	10,432	10,728	11,050	11,363
Law and Legislative Services	5,294	4,531	4,668	4,818	4,964
Utility Budget					
Water Utility	50,256	53,799	58,548	64,287	70,798
Sanitary Sewer Utility	44,092	47,915	52,722	58,577	65,245
Sanitation and Recycling	24,532	24,606	25,175	25,773	26,386
Flood Protection	16,561	17,561	18,606	18,818	19,037
Richmond Public Library	12,112	11,946	12,209	12,217	12,513
Richmond Olympic Oval Corporation	18,788	19,042	19,351	19,667	19,989
	\$571,220	\$570,471	\$588,992	\$614,880	\$642,279
Annual Surplus	\$73,713	\$130,013	\$122,039	\$109,581	\$118,800

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027)
AMENDED TRANSFERS
(In \$000's)**

	2023 Amended Budget	2024 Amended Plan	2025 Amended Plan	2026 Plan	2027 Plan
Transfers:					
Debt Principal	9,187	9,538	3,636	3,764	3,895
Transfer To Reserves	81,863	85,259	88,312	91,539	94,958
Transfer from Reserves to fund					
Operating Reserve Programs:					
Bylaw 8206	(400)	(400)	(400)	(400)	(400)
Bylaw 8877	(210)	(210)	(210)	(210)	(210)
Bylaw 7812 S. 1.1.1 (a)	(525)	(525)	(525)	(525)	(525)
Bylaw 7812 S. 1.1.1 (d)	(50)	(50)	(50)	(50)	(50)
Bylaw 7812 S. 1.1.1 (j)	(170)	(150)	(150)	(150)	(150)
Operating Reserves Funding – Prior Years	(7,036)	-	-	-	-
Transfer To (From) Surplus	(9,312)	10,944	21,047	27,187	32,752
Capital Expenditures - Current Year	167,586	124,615	145,091	123,861	111,963
Capital Expenditures - Prior Years	220,276	248,674	247,297	256,293	258,919
Capital Expenditures – Developer Contributed Assets	48,745	74,526	48,745	48,745	48,745
Capital Expenditures - Richmond Public Library	1,250	610	610	610	610
Capital Funding	(437,491)	(422,818)	(431,364)	(441,083)	(431,707)
Transfers/Amortization offset:	\$73,713	\$130,013	\$122,039	\$109,581	\$118,800
Balanced Budget	\$-	\$-	\$-	\$-	\$-
Tax Increase	5.89%	5.37%	4.68%	5.00%	4.92%

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN
AMENDED CAPITAL PLAN FUNDING SOURCES (2023-2027)
(In \$000's)

DCC Reserves	2023 Amended	2024	2025	2026	2027
Park Development DCC	3,292	941	1,552	1,223	1,646
Park Land Acquisition DCC	5,964	5,964	3,762	3,762	3,762
Roads DCC	12,727	9,827	7,766	5,885	5,979
Water DCC	-	2,229	2,224	-	-
Total DCC	\$21,983	\$18,961	\$15,304	\$10,870	\$11,387
Statutory Reserves					
Capital Building and Infrastructure	20,657	20,400	36,500	32,450	18,050
Capital Reserve	35,106	15,000	14,860	14,981	14,973
Drainage Improvement	19,647	16,833	14,161	15,677	18,096
Equipment Replacement	4,222	4,515	3,071	3,845	5,650
Flood Protection BL 10403	180	-	-	-	-
Sanitary Sewer	7,535	5,771	5,775	7,722	5,820
Sanitary Sewer BL 10401	4,172	-	-	-	-
Steveston Road Ends	119	-	-	-	-
Water Supply BL 10402	5,828	-	-	-	-
Watermain Replacement	9,909	11,205	9,591	9,466	9,555
Total Statutory Reserves	\$107,375	\$73,724	\$83,958	\$84,141	\$72,144
Other Sources					
Enterprise Fund	650	550	550	205	205
Grant and Developer Contribution	17,963	19,130	33,338	15,820	15,404
Other Sources	16,872	9,119	9,397	10,225	10,564
Rate Stabilization	-	800	-	-	-
Sewer Levy	555	450	712	36	191
Solid Waste and Recycling	300	300	300	300	300
Water Levy	1,888	1,581	1,532	2,264	1,768
Total Other Sources	\$38,228	\$31,930	\$45,829	\$28,850	\$28,432
Total Capital Program	\$167,586	\$124,615	\$145,091	\$123,861	\$111,963

CITY OF RICHMOND
AMENDED 5 YEAR CAPITAL PLAN SUMMARY (2023-2027)
(In \$000's)

	2023 Amended Budget	2024	2025	2026	2027
Infrastructure Program					
Roads	25,061	22,267	19,748	12,799	13,151
Flood Protection (Drainage)	23,206	21,915	35,674	18,570	22,270
Water	6,567	11,309	10,820	8,322	10,011
Sanitary Sewer	8,839	5,901	4,900	9,000	4,800
Infrastructure Advanced Design and Minor Public Works	4,780	3,780	3,280	3,930	2,930
Total Infrastructure Program	\$68,453	\$65,172	\$74,422	\$52,621	\$53,162
Building Program					
Building	50,755	10,300	17,700	35,450	21,050
Heritage	5,000	13,100	21,800	-	-
Total Building Program	\$55,755	\$23,400	\$39,500	\$35,450	\$21,050
Parks Program					
Parks	5,050	3,400	2,050	5,600	6,010
Parkland	4,000	4,000	4,000	4,000	4,000
Total Parks Program	\$9,050	\$7,400	\$6,050	\$9,600	\$10,010
Land Program	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Equipment Program					
Vehicle	4,199	3,755	3,593	2,530	3,992
Fire Vehicle	1,336	1,504	204	2,082	2,163
Equipment	3,860	550	782	796	718
Total Equipment Program	\$9,395	\$5,809	\$4,579	\$5,408	\$6,873
Information Technology Program	\$3,757	\$493	\$540	\$782	\$868
Internal Transfers/Debt Payment	\$3,676	\$2,341	\$-	\$-	\$-
Contingent External Contributions	\$7,500	\$10,000	\$10,000	\$10,000	\$10,000
Total Capital Program	\$167,586	\$124,615	\$145,091	\$123,861	\$111,963



**Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429,
Amendment Bylaw No. 10492**

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B", and Schedule "C" of the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, are deleted and replaced with Schedule "A", Schedule "B", and Schedule "C" attached to and forming part of this amendment bylaw.
2. This Bylaw is cited as "**Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, Amendment Bylaw No. 10492**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

SCHEDULE A:

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027)
AMENDED REVENUE AND EXPENSES
(In \$000's)**

	2023 Amended Budget	2024 Amended Plan	2025 Amended Plan	2026 Plan	2027 Plan
Revenue:					
Taxation and Levies	287,052	305,455	322,929	342,371	362,527
Utility Fees	133,609	142,747	153,773	165,859	179,544
Sales of Services	48,817	49,979	51,056	52,105	53,097
Other Revenue	16,579	15,977	16,276	17,914	18,062
Payments In Lieu of Taxes	14,650	15,138	15,586	16,062	16,552
Gaming Revenue	14,500	14,500	14,500	14,500	14,500
Investment Income	14,323	14,882	15,320	15,813	16,371
Licenses and Permits	12,195	12,473	12,712	12,967	13,227
Provincial and Federal Grants	17,187	16,716	11,493	11,435	11,663
Developer Contributed Assets	48,745	74,526	48,745	48,745	48,745
Development Cost Charges	20,323	18,961	15,303	10,869	11,387
Other Capital Funding Sources	16,953	19,130	33,338	15,821	15,404
	\$644,933	\$700,484	\$711,031	\$724,461	\$761,079
Expenses:					
Community Safety	142,439	147,047	153,465	159,767	166,094
Community Services	76,855	72,605	74,319	76,203	78,047
Engineering and Public Works	69,989	68,698	69,243	70,755	72,243
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Fiscal	28,337	26,502	29,079	30,602	31,819
Debt Interest	5,603	4,765	3,926	3,926	3,926
Corporate Administration	11,146	10,432	10,728	11,050	11,363
Law and Legislative Services	5,294	4,531	4,668	4,818	4,964
Utility Budget					
Water Utility	50,256	53,799	58,548	64,287	70,798
Sanitary Sewer Utility	44,092	47,915	52,722	58,577	65,245
Sanitation and Recycling	24,532	24,606	25,175	25,773	26,386
Flood Protection	16,561	17,561	18,606	18,818	19,037
Richmond Public Library	12,112	11,946	12,209	12,217	12,513
Richmond Olympic Oval Corporation	18,788	19,042	19,351	19,667	19,989
	\$571,220	\$570,471	\$588,992	\$614,880	\$642,279
Annual Surplus	\$73,713	\$130,013	\$122,039	\$109,581	\$118,800

SCHEDULE A (CONT'D):

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027)
AMENDED TRANSFERS
(In \$000's)**

	2023 Amended Budget	2024 Amended Plan	2025 Amended Plan	2026 Plan	2027 Plan
Transfers:					
Debt Principal	9,187	9,538	3,636	3,764	3,895
Transfer To Reserves	81,863	85,259	88,312	91,539	94,958
Transfer from Reserves to fund Operating Reserve Programs:					
Bylaw 8206	(400)	(400)	(400)	(400)	(400)
Bylaw 8877	(210)	(210)	(210)	(210)	(210)
Bylaw 7812 S. 1.1.1 (a)	(525)	(525)	(525)	(525)	(525)
Bylaw 7812 S. 1.1.1 (d)	(50)	(50)	(50)	(50)	(50)
Bylaw 7812 S. 1.1.1 (j)	(170)	(150)	(150)	(150)	(150)
Operating Reserves Funding – Prior Years	(7,036)	0	0	0	0
Transfer To (From) Surplus	(9,312)	10,944	21,047	27,187	32,752
Capital Expenditures - Current Year	167,586	124,615	145,091	123,861	111,963
Capital Expenditures - Prior Years	220,276	248,674	247,297	256,293	258,919
Capital Expenditures – Developer Contributed Assets	48,745	74,526	48,745	48,745	48,745
Capital Expenditures - Richmond Public Library	1,250	610	610	610	610
Capital Funding	(437,491)	(422,818)	(431,364)	(441,083)	(431,707)
Transfers/Amortization offset:	\$73,713	\$130,013	\$122,039	\$109,581	\$118,800
Balanced Budget	\$-	\$-	\$-	\$-	\$-
Tax Increase	5.89%	5.37%	4.68%	5.00%	4.92%

SCHEDULE B:

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN
AMENDED CAPITAL PLAN FUNDING SOURCES (2023-2027)
(In \$000's)**

DCC Reserves	2023 Amended	2024	2025	2026	2027
Park Development DCC	3,292	941	1,552	1,223	1,646
Park Land Acquisition DCC	5,964	5,964	3,762	3,762	3,762
Roads DCC	12,727	9,827	7,766	5,885	5,979
Water DCC	-	2,229	2,224	-	-
Total DCC	\$21,983	\$18,961	\$15,304	\$10,870	\$11,387
Statutory Reserves					
Capital Building and Infrastructure	20,657	20,400	36,500	32,450	18,050
Capital Reserve	35,106	15,000	14,860	14,981	14,973
Drainage Improvement	19,647	16,833	14,161	15,677	18,096
Equipment Replacement	4,222	4,515	3,071	3,845	5,650
Flood Protection BL 10403	180	-	-	-	-
Sanitary Sewer	7,535	5,771	5,775	7,722	5,820
Sanitary Sewer BL 10401	4,172				
Steveston Road Ends	119	-	-	-	-
Water Supply BL 10402	5,828				
Watermain Replacement	9,909	11,205	9,591	9,466	9,555
Total Statutory Reserves	\$107,375	\$73,724	\$83,958	\$84,141	\$72,144
Other Sources					
Enterprise Fund	650	550	550	205	205
Grant and Developer Contribution	17,963	19,130	33,338	15,820	15,404
Other Sources	16,872	9,119	9,397	10,225	10,564
Rate Stabilization	-	800	-	-	-
Sewer Levy	555	450	712	36	191
Solid Waste and Recycling	300	300	300	300	300
Water Levy	1,888	1,581	1,532	2,264	1,768
Total Other Sources	\$38,228	\$31,930	\$45,829	\$28,850	\$28,432
Total Capital Program	\$167,586	\$124,615	\$145,091	\$123,861	\$111,963

SCHEDULE C:

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027)
AMENDED STATEMENT OF POLICIES AND OBJECTIVES**

Revenue Proportions By Funding Source

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

Objective:

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

Policies:

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

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2023.

Table 1:

Funding Source	% of Total Revenue
Property Taxes	51.4%
User Fees	23.9%
Sales of Services	8.7%
Payments in Lieu of Taxes	2.6%
Gaming Revenue	2.6%
Investment Income	2.6%
Licenses and Permits	2.2%
Provincial and Federal Grants	3.1%
Other	2.9%
Total Operating and Utility Funding Sources	100.0%

SCHEDULE C (CONT'D):

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027)
AMENDED STATEMENT OF POLICIES AND OBJECTIVES**

Distribution of Property Taxes

Table 2 provides the 2023 distribution of property tax revenue among the property classes.

Objective:

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

Policies:

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

Table 2: (Based on the 2023 Revised Roll figures)

Property Class	% of Tax Burden
Residential (1)	57.08%
Business (6)	32.65%
Light Industry (5)	8.22%
Others (2,3,4,8 & 9)	2.05%
Total	100.00%

Permissive Tax Exemptions**Objective:**

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

Policy:

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