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**General Purposes Committee**

**Anderson Room, City Hall  
6911 No. 3 Road**

**Monday, July 16, 2012  
4:00 p.m.**

Pg. #      ITEM

**MINUTES**

- GP-5**      *Motion to adopt the minutes of the meeting of the General Purposes Committee held on Monday, July 3, 2012.*



**FINANCE & CORPORATE SERVICES DEPARTMENT**

1.      **CEILI'S IRISH PUB (RICHMOND) LTD. 5991 ALDERBRIDGE WAY**  
(File Ref. No. 12-8275-30-001) (REDMS No. 3552264 v. 2)

**GP-9**

See Page **GP-9** for full report

*Designated Speaker: Glenn McLaughlin*

**STAFF RECOMMENDATION**

*That a letter be sent to the Liquor Control and Licensing Branch advising that:*

- (1)      *the application by Ceili's Irish Pub (Richmond) Ltd., to amend their hours of liquor service from Monday through Thursday 11:30 a.m. to 1:30 a.m. and Friday through Sunday Noon to 2:00 a.m. to Monday through Sunday 9:00 a.m. to 2:00 a.m., be supported;*
- (2)      *Council comments on the prescribed considerations are:*
  - (a)      *there is little potential for additional noise if the application is approved; and*

- (b) *the amendment would not pose a negative impact on the community based on the lack of comments received from the public;*
- (3) *Council comments on the view of residents were gathered as follows:*
  - (a) *property owners and businesses within a 50 metre radius of the subject property were contacted by letter detailing the application and provided with instructions on how community concerns could be submitted; and*
  - (b) *signage was posted at the subject property and three public notices were published in a local newspaper. The signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and*
- (4) *based on the lack of negative responses from residents and businesses in the nearby area, save for one letter received, and the lack of responses received from the community through notifications, Council considers that the application is acceptable to a majority of residents.*



2. **PERMISSIVE TAX EXEMPTION POLICY AND ADMINISTRATIVE PROCEDURE AMENDMENTS**

(File Ref. No. 03-0925-02-01) (REDMS No. 3541127 v.12)

**GP-17**

See Page **GP-17** for full report

*Designated Speaker: Ivy Wong*

**STAFF RECOMMENDATION**

*That Property Tax Exemption Policy 3561 and Property Tax Exemptions – Guidelines Administrative Procedure 3561.01 be amended, as set out in Attachment 2 of the staff report dated June 27, 2012 from the General Manager, Finance and Corporate Services titled Permissive Tax Exemption Policy and Administrative Procedure Amendments.*



**PLANNING AND DEVELOPMENT DEPARTMENT**

3. **SEMI-ANNUAL REPORT FROM CITY REPRESENTATIVES TO THE VANCOUVER INTERNATIONAL AIRPORT AERONAUTICAL NOISE MANAGEMENT COMMITTEE (YVR ANMC)**

(File Ref. No. 01-0153-04-01) (REDMS No. 3459945 v.4)

**GP-27**

See Page **GP-27** for full report

*Designated Speaker: Joan Caravan*

STAFF RECOMMENDATION

- (1) *That the staff report dated June 27, 2012 from the Director, Transportation and the memorandum dated June 26, 2012 from the City of Richmond citizen representatives to the YVR ANMC be received for information;*
- (2) *That the City explore with the Vancouver Airport Authority the opportunity to partner on the presentation of its “Fly Quiet Awards;”*
- (3) *That having fulfilled their mandate, the members of the Richmond Airport Noise Citizens Advisory Task Force be thanked by the City for their contributions.*



4. **CITY RESPONSE: VANCOUVER AIRPORT AUTHORITY (YVR)  
PROPOSED RUSS BAKER WAY SHOPPING MALL**

(File Ref. No.: ) (REDMS No. 3574630)

**GP-41**

See Page **GP-41** for full report

*Designated Speaker: Terry Crowe*

STAFF RECOMMENDATION

*That, as per the report, “City Response: Vancouver Airport Authority (YVR) Proposed Russ Baker Way Shopping Mall”, dated July 10, 2012, Council request the Vancouver Airport Authority Board to enter into a protocol agreement to better clarify the City’s role and scope within YVR’s development proposal approval process, particularly regarding non-airport related development proposals.*



ADJOURNMENT







## General Purposes Committee

Date: Tuesday, July 3, 2012

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Derek Dang  
Councillor Evelina Halsey-Brandt  
Councillor Ken Johnston  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves

Absent: Councillor Linda Barnes

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

### AGENDA DELETIONS

It was moved and seconded

*That Item No. 2, Partnership with FortisBC to Utilize and Promote Renewable Natural Gas from the Lulu Island Waste Treatment Plant, be deleted from the agenda.*

**CARRIED**

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on Tuesday, May 22, 2012, be adopted as circulated.*

**CARRIED**

## General Purposes Committee

Tuesday, July 3, 2012

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1. **2012 CITY GRANT PROGRAM REVIEW**

(File Ref. No. 03-1085-01/2012-Vol 01) (REDMS No. 3520616)

A brief discussion ensued concerning applicants who apply for more than one of the three grant programs per year on the understanding that applicants may be eligible to receive only one City Grant.

Discussion also took place about grant writing, and requests for emergency funding. It was noted that applicants may submit an application to City Council at any time should an emergency need develop.

It was moved and seconded

*That the City Grant Policy 3712 be amended as indicated in Attachment 4 of the staff report dated June 20, 2012 titled 2012 City Grant Program Review, with a further amendment so that Part (8) reads "Applicants may receive only one grant per year".*

**CARRIED**

2. **PARTNERSHIP WITH FORTISBC TO UTILIZE AND PROMOTE RENEWABLE NATURAL GAS FROM THE LULU ISLAND WASTE TREATMENT PLANT**

(File Ref. No. 10-6600-10-01/2012-Vol 01) (REDMS No. 3495055)

This matter was deleted from the agenda.

3. **REFERRAL REPORT ON RIVER ROAD TRUCK PARKING AND APPLICATION BY VIRDI PACIFIC HOLDINGS LTD. FOR A ZONING TEXT AMENDMENT TO THE LIGHT INDUSTRIAL (IL) ZONING DISTRICT AT 16540 RIVER ROAD**

(File Ref. No.: 12-8060-20-8908, ZT 12-610945) (REDMS No. 3562603, 2303774, 3527767, 3562603, 3563297)

Brian J. Jackson, Director of Development, provided a detailed history associated with the application by Viridi Pacific Holdings Ltd. A discussion then ensued about:

- the rationale for the recommendation to remove the restrictions previously placed on commercial vehicle parking at 16540 River Road, to a maximum cap of 40 trucks, which had to be comprised of trucks that transported agricultural produce from a farm operation in Richmond;
- the existing restriction that does not permit parking of truck trailers with integrated heating/cooling units. It was noted that this restriction will remain in place;
- specific traffic and access control measures to restrict vehicle movements to and from the subject site; and
- the need for suitable locations to park dump trucks in Richmond.

## General Purposes Committee

Tuesday, July 3, 2012

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It was moved and seconded

- (1) *That Bylaw No. 8908, to amend the "Light Industrial (IL)" zoning district to remove commercial vehicle parking and storage restrictions related to maximum number of vehicles, linkage to a Richmond agricultural operation and prohibition of dump trucks, be introduced and given first reading; and*
- (2) *That Bylaw No. 8908 be considered at Public Hearing to be held on July 16, 2012 at 7:00 pm in the Council Chambers of Richmond City Hall, and the area of notification be expanded to include the 17000 and 18000 blocks of River Road.*

The question on the motion was not called, as Committee members provided their comments on: (i) the historical designation of the site as agricultural land; (ii) traffic in the area; and (iii) the commercial value of the trucking industry.

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

## ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (4:43 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Tuesday, July 3, 2012.

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Mayor Malcolm D. Brodie  
Chair

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Shanan Dhaliwal  
Executive Assistant  
City Clerk's Office





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<b>To:</b>	General Purposes Committee	<b>Date:</b>	June 26, 2012
<b>From:</b>	W. Glenn McLaughlin Chief Licence Inspector & Risk Manager	<b>File:</b>	12-8275-30-001/2012- Vol 01
<b>Re:</b>	<b>Ceili's Irish Pub (Richmond) Ltd.</b> <b>5991 Alderbridge Way</b>		

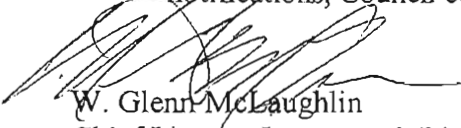
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**Staff Recommendation**

That a letter be sent to the Liquor Control and Licensing Branch advising that:

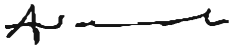


1. The application by Ceili's Irish Pub (Richmond) Ltd., to amend their hours of liquor service *from* Monday through Thursday 11:30 a.m. to 1:30 a.m. and Friday through Sunday Noon to 2:00 a.m. *to* Monday through Sunday 9:00 a.m. to 2:00 a.m., be supported.
2. Council comments on the prescribed considerations are:
  - a. There is little potential for additional noise if the application is approved; and
  - b. The amendment would not pose a negative impact on the community based on the lack of comments received from the public.
3. Council comments on the view of residents were gathered as follows;
  - a. Property owners and businesses within a 50 metre radius of the subject property were contacted by letter detailing the application and provided with instructions on how community concerns could be submitted; and
  - b. Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and notice provided information on the application and instructions on how community comments or concerns could be submitted.

Based on the lack of negative responses from residents and businesses in the nearby area, save for one letter received, and the lack of responses received from the community through notifications, Council considers that the application is acceptable to a majority of residents.



W. Glenn McLaughlin  
Chief Licence Inspector & Risk Manager  
(604-276-4136)

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY SMT SUBCOMMITTEE	INITIALS: 
REVIEWED BY CAO	INITIALS: 

## Staff Report

### Origin

The Provincial Liquor Control and Licensing Branch (LCLB) issues licences in accordance with the Liquor Control & Licensing Act and Regulations.

This report deals with an application submitted by Ceili's Irish Pub (Richmond) Ltd. (the Applicant) operating from premises located at 5991 Alderbridge Way for the following:

- to amend their hours of liquor service *from* Monday through Thursday 11:30 a.m. to 1:30 a.m. and Friday through Sunday from Noon to 2:00 a.m. *to* Monday through Sunday 9:00 a.m. to 2:00 a.m.

Local government is given opportunity to provide comments and recommendations to the LCLB with respect to liquor licence applications and amendments. For an amendment to an existing licence, the process requires local government to provide a Council resolution that addresses the following review criteria:

- the potential for noise if the application is approved and,
- the impact on the community if the application is approved.

### Background

A pub has been operating at 5991 Alderbridge Way under the business name of The Foggy Dew Irish Pub since a business licence was issued in 1998. The Applicant was approved to transfer the business licence in March of 2012 and subsequently changed the operating name to Ceili's Irish Pub (Richmond) Ltd.

The premises are attached to the Executive Inn owned by Sayan Investments Ltd., who has sublet the pub operation to the Applicant. The pub is a 172-seat facility with an outside patio area for 19 patrons. In addition to the hotel component of the building there are a number of commercial business units at ground level and residential apartment towers to the north and east.

The Applicant states that they are requesting the amendment to the hours of operation in order to allow them to open their facility for brunch service and for the showing of sports events that occur in different time zones and may start as early as 9:00 a.m. local time. The Applicant also indicates that the change of hours will enable them to be consistent with other liquor primary licences operating in Richmond.

Apart from 2 private clubs with 9:00 a.m. opening hours and a number of establishments at YVR, the next earliest opening liquor primary establishments in Richmond are a number of *Neighbourhood Pubs* with an opening time of 10:00 a.m.

## **Regulatory Criteria**

### *Noise Impact on the Community*

The location is surrounded by a mix of commercial and high-density residential uses. The lack of material negative feedback from the occupants in the area indicates residents do not expect the proposal to generate any additional noise or traffic other than the street noise generally associated with closing time dispersals.

### *Views of nearby residents, businesses and property owners*

To satisfy LCLB requirements, the City's review process requires that the public be notified of the liquor licence amendment application and be given an opportunity to express any concerns related to the proposal.

The City's process for reviewing applications for liquor related permits is prescribed by the Development Application Fees Bylaw 7984 which under section 1.9.1 calls for:

1.9.1 Every applicant seeking approvals from the City in connection with:

(b) any of the following in relation to an existing licence to serve Liquor:

- (i) addition of a patio
- (ii) relocation of a licence
- (iii) change of hours; or
- (iv) patron participation

must proceed in accordance with subsection 1.9.2.

1.9.2 Pursuant to an application under subsection 1.9.1, every applicant must:

(b) post and maintain on the subject property a clearly visible sign which indicates the intent of the application; and

(c) publish a notice in at least three consecutive editions of a newspaper that is at least weekly in the area affected by the application

In addition to the advertised public notice requirements set out in Section 1.9.2, staff have adapted from a prior bylaw requirement, the process of the City sending letters to businesses, residents and property owners within a 50-metre radius of the establishment (Attachment 1). This letter provides details of the proposed liquor licence application and requests the public to communicate any concerns to the City.

There are 10 property parcels within the consultation area. On May 24, 2012, letters were sent to 218 businesses, residents and property owners to gather their views on the application. As of June 26, 2012, one letter of dissent was received. The resident's concerns were that;

- property damage has occurred by drunken patrons leaving the pub
- broken glass and liquor bottles have been found around the building
- longer hours will only result in more drunken patrons

There were no responses received from the community as a result of the newspaper publications.

The following table is a summary of the application data and dates:

ITEM	DETAILS
City of Richmond Application Received	May 17, 2012
Type	Amendment – Hours of operation under Liquor Licence No. 300760
Location	5991 Alderbridge Way
Proposed Hours of Liquor Sales	Monday to Sunday, 9 a.m. to 2 a.m.
Zoning	Downtown Commercial
Business Owner	Ceili's Irish Pub (Richmond) Ltd., Mark Reid, owner
Date Sign Posted	May 15, 2012
Newspaper Publication Dates	May 16, 18, 23, 2012
Letters to residents/businesses	May 24, 2012

The public consultation period for the application ended on June 25, 2012.

### **Non-Regulatory Criteria**

#### *Other Agency Comments*

As part of the review process, staff requested comments from Vancouver Coastal Health, Richmond RCMP, Richmond Fire-Rescue and the City's Building Permit and Business Licence Departments. These agencies and departments generally provide comments on the compliance history of the Applicant's operations and premises.

No objections were received to the application from the departments contacted.

### **Financial Impact**

None.

## Conclusion

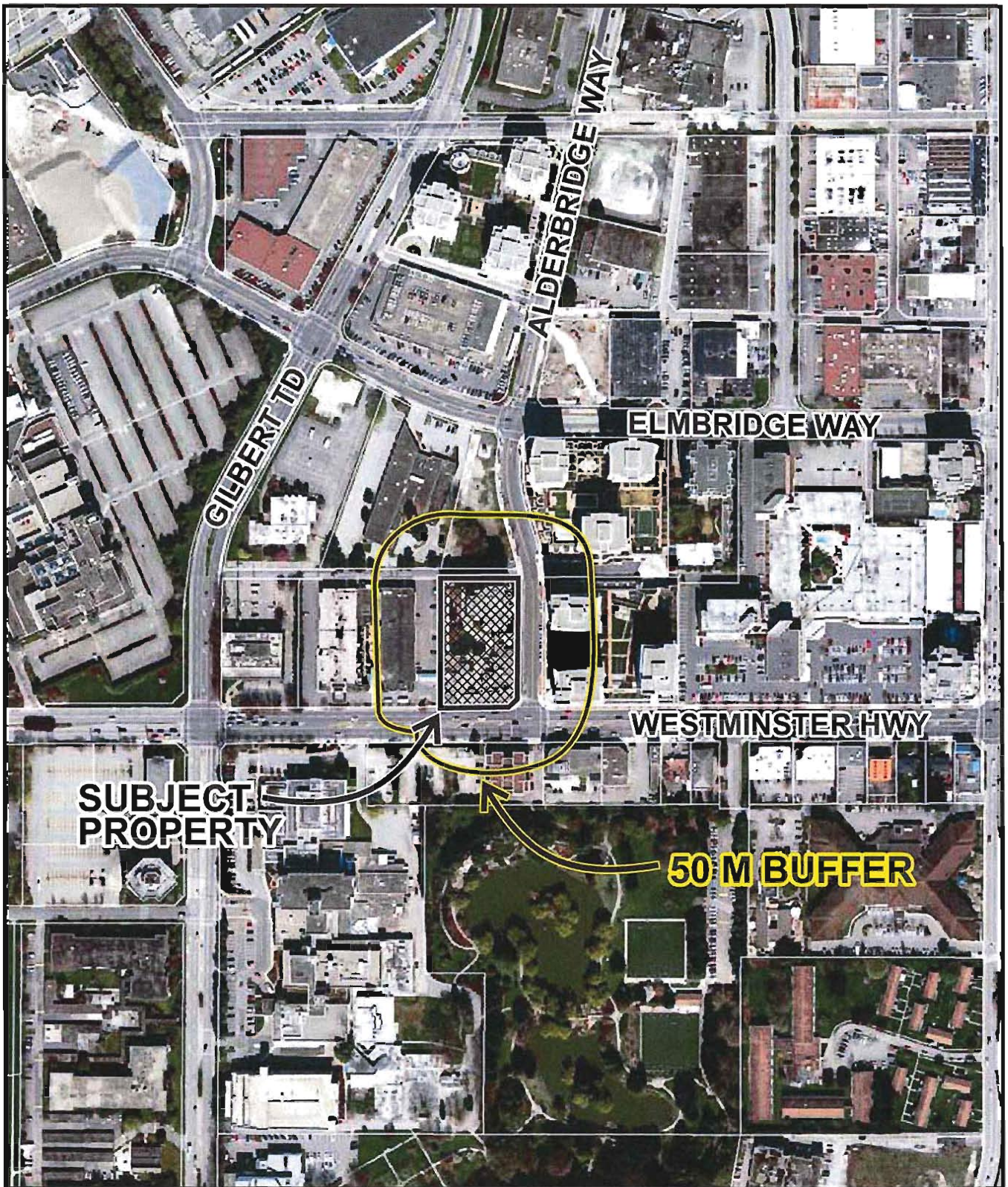
Following the public consultation period, staff have reviewed the application and considered it in light of the legislated review criteria.

Given that there was no objections to the proposal from the various agencies consulted and given only a single letter of dissent was received from all the public consultations carried out, staff recommend that Council provide a Resolution to LCLB supporting the application for Ceili's Irish Pub (Richmond) Ltd., to amend their hours of liquor service to Monday through Sunday from 9:00 a.m. to 2:00 a.m.



Joanne Hikida  
Supervisor, Business Licence  
(604-276-4155)

JMH:jmh



5991 Alderbridge Way

Original Date: 06/13/12

Amended Date:

Note: Dimensions are in METRES





# City of Richmond

## Report to Committee

**To:** General Purposes Committee **Date:** June 27, 2012  
**From:** Andrew Nazareth **File:** 03-0925-02-01/2012-  
General Manager, Finance and Corporate Services Vol 01  
**Re:** **Permissive Tax Exemption Policy and Administrative Procedure Amendments**

### Staff Recommendation

That Property Tax Exemption Policy 3561 and Property Tax Exemptions – Guidelines Administrative Procedure 3561.01 be amended, as set out in Attachment 2 of the report dated June 27, 2012 from the General Manager, Finance and Corporate Services entitled “Permissive Tax Exemption Policy and Administrative Procedure Amendments”.

Andrew Nazareth  
General Manager, Finance and Corporate Services  
(604-276-4095)

REPORT CONCURRENCE			
<b>ROUTED TO:</b>		<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Law		<input checked="" type="checkbox"/>	
<b>REVIEWED BY SMT SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>REVIEWED BY CAO</b>	<b>INITIALS:</b> 

## Staff Report

### Origin

In order to ensure properties granted permissive exemption continue to meet the requirements of sections 220 and 224 of the Community Charter and Council Policy 3561 and Administrative Procedure 3561.01 (see Attachment 1), staff conducted site visits to all properties listed in Bylaw 8793, presented to Finance Committee on October 3, 2011.

### Analysis

For the 2012 tax year, over 100 properties have received full or partial permissive exemptions on the land and/or improvements. These exemptions equate to more than \$3.2 million in Municipal taxes. The properties owned or used by the City make up approximately \$2.6 million of the total exempted value. Approximately \$600,000 in permissive exemptions are provided to churches, schools, religious and charitable properties.

City staff recently performed site visits as part of a full review on all the properties that have received a permissive exemption for the 2012 taxation year. As expected, most properties are currently abiding by the conditions that qualify them to receive the exemption. Most of the representatives that assisted during the visits were very informative and cooperated fully in providing the required blue prints and details of usage. It was found that many of the religious organizations provide free meals, activities, programs and/or educational courses for the betterment of the community and the citizens regardless of creed or race.

During the review, staff discovered inconsistencies between the City's records and the records from the BC Assessment database. To ensure that the data used for the 2013 tax year is complete and accurate, administrative adjustments will be communicated to BC Assessment.

Staff have also identified manses that have been exempted under the permissive exemption bylaw. These manses do not meet the criteria identified in the City's Administrative Procedure 3561.01 under section 3 as "*only that space used for public worship*". As a result, they are deemed to be taxable and will be included in the list of items to be deleted from the 2013 Permissive Exemption Bylaw. The 2013 Permissive Exemption Bylaw will be brought forward to the Finance Committee later this year. Using the 2012 tax rates, these adjustments will reduce the total permissive exemption amount by approximately \$22,000.

The attached schedule identifies places of public worship that contain daycares, pre-schools and out-of-school services. These are taxable usages that do not meet the City's Administrative Procedure 3561.01 under section 2 "*for those halls not used for gain*" but may be providing needed services and benefits to the community. Several businesses are operated by the religious organizations and charge subsidized rates for their services. A number of organizations also rent their facilities (gymnasium, halls, etc.) to external parties on a regular basis as well as holding regular bingo games to raise funds. Most of these rentals are as a result of the religious groups' lack of understanding of the requirements for tax exemption. Many organizations also explain their need to rent/lease space or provide fund-raising activities due to the overall declining numbers of their congregation and the decrease in the amount of donations collected to support the operational cost of the facilities. Although there are some very well attended religious

organizations in the City, this declining trend applies to the majority. Estimated taxes exempted for these properties is approximately \$11,518 as per the attached schedule.

There are two options that the City may consider regarding portions of places of public worship that are used for gain:

Option 1: Amend the 2013 Permissive Exemption bylaw to make all leased properties within places of public worship taxable. This information must be communicated to the religious organizations as soon as possible so that they have time to prepare for the tax increase. Depending on the tax impact, it may affect the delivery of some of the services such as childcare or wellness.

Option 2: Amend Council Policy Administrative Procedure 3561.01 to explicitly exempt the following portions of a place of public worship:

- i. *halls used by the religious organization or leased to a third party for sport and wellness activities or the operation of daycares, pre-schools or out-of-school services; and*
- ii. *land or halls held by the religious organization and used for fund raising events which are managed by the organization.*

This will assist in providing much needed childcare services and recreational options to the community. The portion of the place of public worship leased for activities other than those listed above will not qualify for permissive exemption.

Staff recommend Option 2 to ensure that there continues to be options for affordable childcare and wellness services in the City.

### **Financial Impact**

The estimated financial impact is \$11,518 in additional property tax revenue if Option 1 is chosen. There is no financial impact if Option 2 is chosen since the property is already exempt of taxes.

### **Conclusion**

Staff recommend that Council approve Option 2 by amending Council Policy Administrative Procedure 3561.01 to permit permissive tax exemptions for portions of places of public worship used for childcare and wellness services. Further amendments are recommended for Council Policy 3561 to make it clear that permissive tax exemptions will only be provided to land and improvements owned or held by a charitable, philanthropic or other not-for-profit organizations if certain additional requirements are met. This has been the case since 2005.

June 27, 2012

- 4 -

Following Council's decision, a letter will be sent to all religious organizations explaining the permissive exemption criteria and how changes in use will affect exemption status.

A handwritten signature in blue ink, appearing to be 'Ivy Wong', with a large loop at the end.

Ivy Wong  
Manager, Revenue  
(604-276-4046)

IW:

Schedule of Permissive Exemption Anomalies

Property Owner	Civic Address	Calculated Non-exempted Municipal Taxes (Total)	Notes
Anglican Church Hall	10111 Bird Rd	335.98	Pre-school operated by external party
Beth Tikvah	9711 Geal Rd	302.40	Daycare operated by external party
Bethany Baptist Church	22680 Westminster Hwy	1,494.08	Daycare and Out-of-school services operated by Church
Bethany Baptist Church	22680 Westminster Hwy	894.14	Gym rented out to external party
Brighthouse United Church	8151 Bennett Rd	200.25	Daycare operated by Church
Brighthouse United Church	8151 Bennett Rd	136.78	Pre-school operated by Church
Brighthouse United Church	8151 Bennett Rd	100.15	Daycare operated by external party
Christian Reformed Church of Richmond	9280 No. 2 Rd	204.71	Pre-school operated by external party
Conference of the World Mennonite Churches of BC	11571 Daniels Rd	626.76	Gym rented out to external party
Cornerstone Christian Academy	12011 Blundell Rd	129.79	Out-of-school service operated by external party
Emmanuel Christian	10351 No. 1 Rd	109.08	Drop-in centre for child care operated by Church
Fraserview Mennonite Brethren	11295 Mellis Dr	277.85	Gym rented out to external party
Gilmore Park United Church	8060 No. 1 Rd	2,059.25	Daycare operated by external party
Governing Council of The Salvation Army	8280 Gilbert Rd	41.24	Playground
India Cultural Centre of Canada	8600 No. 5 Rd	55.50	Playground
Lutheran Church Hall	6340 No. 4 Rd	736.68	Daycare operated by external party
North Richmond Alliance Church	9140 Granville Ave	102.57	Pre-school operated by external party
Richmond Alliance Church	11371 No. 3 Rd	366.55	Montessori operated by external party
Richmond Faith Fellowship	11950 Montego St	548.73	Montessori operated by external party
Richmond Pentecostal Church	9300 Westminster Hwy	790.83	Pre-school, daycare & out-of-school care operated by Church
Science of Spirituality Inc.	11011 Shell Rd	20.53	Playground
South Arm United Church	11051 No. 3 Rd	328.64	Pre-school operated by external party
St. Gregory Armenian Apostolic Church of BC	13780 Westminster Hwy	15.21	Playground
Steveston Buddhist Temple	4360 Garry St	42.01	Gym used for Bingo
The Convention of Baptist Churches of BC	8140 Saunders Rd	41.39	Playground
The Parish of St. Anne's - Steveston B.C.	4071 Francis Rd	951.48	Pre-school operated by external party
Trustees of Richmond Congregation of Presbyterian Church	7111 No. 2 Rd	144.62	Daycare operated by external party
Trustees of Steveston Congregation of United Church of Canada	3720 Broadway St	198.48	Montessori operated by external party
Trustees of West Richmond Gospel Hall	5651 Francis Rd	41.27	Playground
United Church Hall	8711 Cambie Rd	221.30	Daycare operated by external party
		<b>11,518.23</b>	



(Current)

Attachment 1

# City of Richmond

# Policy Manual

Page 1 of 1

Adopted by Council: Sept. 26/77

Amended: Sept. 27/04

**POLICY 3561**

File Ref: 0925-00

## **PROPERTY TAX EXEMPTIONS**

### **POLICY 3561:**

It is Council policy that:

Council grants permissive property tax exemptions for churches, private schools, hospitals and charities as stated in sections 220 and 224 of the *Community Charter*.

Commencing with the 2005 tax year, Charitable Property tax exemption will be allowed only for properties which meet the requirements of:

1. Sections 220(1)(i) or 224(2)(j) or 224(2)(k) **and** section 224(2)(a) of the *Community Charter*, or
2. Section 224(2)(a) **and** the interest in municipal buildings of a non-profit organization specified by the council that the non-profit organization uses or occupies as a licensee or tenant of the municipality.

The extent of these exemptions is to be stated in an administrative procedure issued by the Director of Finance.

(Treasury Department)



## **ADMINISTRATIVE PROCEDURE 3561.01:**

### **Determination of Extent of Exemption**

To receive a permissive exemption, an organization must first qualify for a statutory exemption.

1. Churches - In addition to the Statutory Exemption, churches shall receive one parking space (250 sq. ft.) for each five seats.
2. Church Halls - For those halls not used for gain:
  - a) land upon which the building stands;
  - b) one parking space (250 sq. ft.) for each 50 square feet of floor space.
3. Church Manse - Only that space used for public worship:
  - a) the exemption shall be calculated proportionately to the square footage of the area used and the land on which the building sits as it relates to the overall square footage of the manse;
  - b) a manse on a separate parcel of land "owned" by the church shall enjoy the same exemption as a).
4. Church General - Maximum area excluding land on which the exempt building stands shall not exceed two acres.
5. Private Schools - In addition to the Statutory Exemption, private schools shall receive 300 sq. ft. of playground area for each enrolled student.
6. Hospitals - Will receive a full exemption for all hospitals licenced under the Hospital Act or Community Care Facility Act.
7. Charitable and Recreation - Will receive full exemptions if they qualify under the appropriate section of the Municipal Act.

PLEASE NOTE THAT SECTION 7 OF THIS ADMINISTRATIVE PROCEDURE MUST BE AMENDED FOR THE 1996 TAX YEAR IN ORDER TO MEET THE REQUIREMENTS OF THE AMENDMENT MADE TO THE POLICY BY COUNCIL ON OCT. 11/94.



(Proposed)

Attachment 2

# City of Richmond

# Policy Manual

Page 1 of 1

Adopted by Council: Sept. 26/77

Amended: Sept. 27/04

**POLICY 3561**

File Ref: 0925-00

## **PROPERTY TAX EXEMPTIONS**

**Proposed Amendments:** bolded, italicized and underlined.

### **POLICY 3561:**

It is Council policy that:

Council grants permissive property tax exemptions for places of public worship, private schools and hospitals as stated in sections 220 and 224 of the *Community Charter*.

**For land and improvements owned or held by a charitable, philanthropic or other not-for-profit corporation, permissive tax exemptions** will be allowed only for properties which meet the requirements of:

1. Sections 220(1)(i) or 224(2)(j) or 224(2)(k) **and** section 224(2)(a) of the *Community Charter*, or
2. Section 224(2)(a) **and** the interest in municipal buildings of a non-profit organization specified by the council that the non-profit organization uses or occupies as a licensee or tenant of the municipality.

The extent of these exemptions is to be stated in **Administrative Procedure 3561.01**.

(Treasury Department)



**Proposed Amendments:** bolded, italicized and underlined.

## **ADMINISTRATIVE PROCEDURE 3561.01:**

### **Determination of Extent of Exemption**

To receive a permissive exemption, an organization must first qualify for a statutory exemption.

1. **Place of Public Worship** - In addition to the Statutory Exemption, places of public worship shall receive one parking space (250 sq. ft.) for each five seats.
2. **Place of Public Worship** Halls - For those:
  - a) halls not used for gain;
  - b) **halls used by the religious organization or leased to a third party for sport and wellness activities or the operation of daycares, pre-schools or out-of-school services;**
  - c) **land or halls held by the religious organization and used for fund raising events which are managed by the organization;**
  - d) land upon which the building stands;
  - e) one parking space (250 sq. ft.) for each 50 square feet of floor space.
3. **Place of Public Worship** Manse - Only that space used for public worship:
  - a) the exemption shall be calculated proportionately to the square footage of the area used and the land on which the building sits as it relates to the overall square footage of the manse;
  - b) a manse on a separate parcel of land "owned" by the **place of public worship** shall enjoy the same exemption as a).
4. **Place of Public Worship** General - Maximum area excluding land on which the exempt building stands shall not exceed two acres.
5. Private Schools - In addition to the Statutory Exemption, private schools shall receive 300 sq. ft. of playground area for each enrolled student.
6. Hospitals - Will receive a full exemption for all hospitals licenced under the Hospital Act or Community Care Facility Act.
7. Charitable and Recreation - Will receive full exemptions if they qualify under the appropriate section of the **Community Charter**.





# City of Richmond

## Report to Committee


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<b>To:</b>	General Purposes Committee	<b>Date:</b>	June 27, 2012
<b>From:</b>	Victor Wei, P. Eng. Director, Transportation	<b>File:</b>	01-0153-04-01/2012- Vol 01
<b>Re:</b>	<b>Semi-Annual Report from City Representatives to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC)</b>		

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### Staff Recommendation

1. That the report dated June 27, 2012 from the Director, Transportation and the memorandum from the City of Richmond citizen representatives to the YVR ANMC be received for information.
2. That the City explore with the Vancouver Airport Authority the opportunity to partner on the presentation of its "Fly Quiet Awards."
3. That having fulfilled their mandate, the members of the Richmond Airport Noise Citizens Advisory Task Force be thanked by the City for their contributions.



Victor Wei, P. Eng.  
Director, Transportation  
(604-276-4131)

Att. 2

REPORT CONCURRENCE			
<b>ROUTED TO:</b>		<b>CONCURRENCE</b>	
Policy Planning .....		<input checked="" type="checkbox"/>	
			
<b>REVIEWED BY SMT SUBCOMMITTEE</b>		<b>INITIALS:</b>	<b>REVIEWED BY CAO</b>
			

## Staff Report

### Origin

In June 2010, Council endorsed a revised reporting structure for the City's two appointees to the YVR ANMC whereby the appointees would provide updates directly to the General Purposes Committee on the agenda items discussed at previous quarterly YVR ANMC meetings. Following the last update in July 2011, this report provides:

- a memorandum prepared by the City's appointees on the YVR ANMC (see **Attachment 1**);
- an overview of the agenda items discussed at the quarterly YVR ANMC meetings held between September 2011 and June 2012; and
- an update on the status of the recommendations of the Richmond Airport Noise Citizens Advisory Task Force (the Task Force).

### Analysis

#### 1. Agenda Items Discussed at YVR ANMC Meetings - September 2011 through June 2012

##### 1.1 Ground Run-Up Enclosure

YVR's ground run-up enclosure (GRE) for propeller engines, the first in Canada, became operational on January 25, 2012. Based on acoustical verification tests, the facility has reduced noise levels by 50 per cent (approximately 11 dBA) from previous conditions with some areas receiving greater than 20 dBA reductions. Operating procedures require use of the facility during the following time periods:



**Official Opening of the GRE: January 2012**

- between 10:00 pm and 6:00 am on weekdays;
- between 10:00 pm and 10:00 am on weekends; and
- when the procedure will take longer than 20 minutes during the day.

During the period between January 25, 2012 and March 30, 2012, Vancouver Airport Authority (VAA) staff report that there were a total of 511 propeller engine run-ups (all power settings) conducted on the south side of the airport. Of these, 50 per cent (255) were idle, 36 per cent (184) were above-idle and 14 per cent (72) were full power. Of the 256 above-idle and full power run-ups, approximately 80 per cent were conducted in the GRE. With respect to night-time usage, 90 per cent of all above-idle and 100 per cent of all full power run-ups have occurred in the GRE.

VAA staff report that the GRE is working as designed while advising that noise from engine run-ups will still be audible to residents in the community, especially those located in close proximity to the airport property. VAA staff further advise that pre-flight checks, which are conducted prior to the aircraft starting service and require a test of the engine and systems, may be mistaken for non-compliant engine run-ups. Pre-flight checks in the early morning hours are related to

cargo operations using propeller aircraft and it is not uncommon for a single operator to pre-flight multiple aircraft before they enter service. As pre-flight checks are a regulatory requirement for operators, the VAA does not intend to restrict or introduce procedures as to how operators should conduct these checks that ensure aviation safety.

## 1.2 Control Zone Procedures Review Working Group

Formed in 2010 with members from the VAA, Transport Canada and NAV CANADA, the Working Group has focused on the following topics that have a noise management component:

- Transit Routes Over the Airport: in order to comply with safety regulations associated with missed approach procedures (MAPs) whereby a defined envelope of clear airspace must be maintained should an arriving aircraft have to abort a landing, the altitude of overhead transit routes used by float planes traveling between Vancouver and Victoria will be increased from 2,500 feet to 3,500-4,000 feet. The new procedures, anticipated to be published in Spring 2012, will not only improve safety but also reduce noise as aircraft will be flying at a higher altitude while over Vancouver and Richmond.
- Stanley One Departure for Non-Jet Aircraft: this departure route became effective in May 2011 for Runway 08L/R and is anticipated to become effective for Runway 26L/R by Spring 2012. The route has the effect of positioning departing non-jet aircraft that are turning south further east over the less populated residential and more agricultural areas of Richmond as well as requiring the aircraft to be at a higher elevation (1,000 feet rather than 500 feet) before initiating the turn.

## 1.3 Float Plane Noise Mitigation

VAA staff and their consultant met with all major float plane operators to establish recommended operating procedures, which include:

- preferential float plane paths for westbound departures and eastbound arrivals (when wind conditions permit) including following Westminster Highway for arrivals;
- reducing engine RPM and minimizing the use of 2-blade propellers in favour of 3-blade propellers, which are less noisy;
- planning approaches to use minimal reverse when possible;
- requiring all operators to provide prior notification of arrival to ensure that they are aware of the operating procedures; and
- in general, avoiding arrival and departure routes over Richmond when possible.

As part of the implementation strategy for the recommended procedures, the VAA is currently seeking publication of these procedures and intends to create an educational program to promote the practices more broadly to the float plane community.

## 1.4 Runway End Safety Area

Currently, there is no standard for airports in Canada regarding the length required for a runway end safety area (RESA), which is an area off the end of a runway primarily to be used when an aircraft over- or undershoots the runway on landing. Once Transport Canada issues a national standard regarding the dimensions of the RESA, which is anticipated in late 2012, the VAA intends to

examine and assess options for extending the runways to: (1) meet the standard only; versus (2) also providing a useable area (e.g., for take-offs by larger aircraft). The analysis of the options will include an assessment of the noise exposure associated with each option.

### 1.5 Airside Capacity Study

The north runway is used primarily as an arrivals runway but can be used for departures when demand approaches capacity, such as during peak traffic periods, in order to reduce delays. As the last Airside Capacity Study was undertaken in 2000, the VAA will be undertaking an update of the study in 2012 to reflect significant changes in airline schedules, fleet mix, airfield layout, and operating procedures. Per the 2000 study, current guidelines identify the airfield as being at capacity when traffic levels reach the following thresholds:

- Arrivals or Departures: 35-40 movements during any given 60-minute period; and
- Total Arrivals and Departures: 60-70 movements during any given 60-minute period.

The results of the study update will be used to determine new trigger points for the use of the north runway for departures.

### 1.6 2011 Aeronautical Noise Management Report

The number of noise concerns received by the VAA in 2011 continued a downward trend since the recent peak in 2009. Potential factors contributing to this trend include:

- the introduction of WebTrak in 2009, which is on-line tool that allows the community to see real-time flight and noise data; and
- the upgrade of older aircraft with newer and quieter aircraft.

**Table 1: Noise Complaints to VAA for 2011**

<b>Municipality/Area</b>	<b>#</b>	<b>%</b>
Surrey	165	21
Vancouver	190	24
South Delta	165	21
Richmond	117	15
North Delta	51	6
Burnaby	36	5
Other/Unknown	63	8
<b>Total</b>	<b>787</b>	<b>100</b>

A total of 787 noise concerns were logged in 2011, which is a 36 per cent decrease from 2010 and a 63 per cent decrease from 2009. Consistent with past years, most concerns are associated with over-flights (79 per cent) and departures (11 per cent). As shown in Table 1, complaints from Richmond residents accounted for 15 per cent of the total received, which is similar to past years.

Data for 2011 from the VAA's network of 20 noise monitoring terminals (NMT), including seven in Richmond, indicate that recorded noise levels at all locations have remained steady with the exception of NMT#12 (located on Sea Island adjacent to a run-up location and the threshold of Runway 08R), which recorded an increase due to run-up and runway activities.

In 2011, the Airport Authority continued to offer Noise Information Seminars for the general public where participants are given an overview of noise management practices at YVR and a tour of the airfield. While sessions were offered for the months of March, July, October, and November in 2011, only one seminar was held in March due to low registration.

## 1.7 Review of YVR ANMC Terms of Reference

The VAA intends to review the terms of reference, meeting structure and membership of the YVR ANMC in 2012. The review will not change the role and scope of the YVR ANMC, which is to discuss, analyze and provide advice on or make recommendations through the VAA about aeronautical noise generated from operations associated with YVR. The Committee will also remain consultative in nature. Current Committee membership is comprised of representatives from the following groups:

- airlines and aircraft operators plus industry associations;
- air navigation services (NAV CANADA);
- citizen representatives for the Cities of Richmond, Vancouver and Surrey plus the Corporation of Delta;
- federal, provincial and municipal governments plus community of First Nations; and
- health authority and Vancouver International Airport Authority.

VAA staff advise that as the City appoints one staff and two citizen representatives to the YVR ANMC, which is equivalent to or more than other cities represented, the review will not expand the number of City representatives on the Committee.

## 2. YVR “Fly Quiet Awards”

As described in Attachment 1, the City’s appointees on the YVR ANMC suggest that the City consider partnering with the Vancouver Airport Authority on the presentation of its “Fly Quiet Awards” to demonstrate the City’s appreciation of the aviation community’s commitment to minimizing aeronautical noise. These awards were established in 2005 to promote positive noise management practices and good airmanship, and spark friendly competition amongst operators. The awards are presented at the annual YVR Chief Pilot’s Meeting and recognize operators in three categories (wide-body jet, narrow-body jet and propeller/rotary wing aircraft) based on their annual operations noise level and good standing with respect to YVR’s Noise Abatement Procedures.

Staff support this recommendation as the City’s potential participation would provide a tangible representation of the community to the airline operators and thus serve to reinforce the importance of continually striving to reduce aeronautical noise impacts on all communities that surround the airport.

## 3. Status Update on the Recommendations of the Richmond Airport Noise Citizens Advisory Task Force

**Attachment 2** provides the complete status of the 22 Task Force recommendations as of June 2012 and incorporates updates provided by each of the major stakeholders (i.e., VAA, NAV CANADA and Transport Canada) with respect to the 18 recommendations that relate to the management of airport and aircraft operations. The remaining four recommendations are directed to Council.

As described in Section 1, progress continues to be made on several initiatives of the YVR ANMC that overlap with and contribute positively to the intent of the 18 Task Force recommendations directed to the major stakeholders. Table 2 summarizes staff’s assessment of the level of completion of the recommendation as indicated in Attachment 2.

**Table 2: Level of Completion of Task Force Recommendations Directed to Agencies**

Rec #	Area and Focus	Comments
Fully Complete	1, 3, 4	1992 YVR Environmental Assessment Panel Report: completion of recommendations
	6, 7, 8	Ground Run-Up Enclosure (GRE): construction and enforcement system
	12	Night Operations: use of reverse thrust
	14	Flights Operating over West Richmond: new departure route for non-jet aircraft
	17	Governance and Noise Management: expand membership of YVR ANMC
In Progress	5	Float Plane Operations: new procedures to minimize noise impacts
	9	Night Operations: curfew periods proposed by Task Force
	11	Night Operations: publication of list of curfew exemptions
	13	Flights Operating over West Richmond: new procedures to better define and regulate existing noise sensitive area
	16	Governance and Noise Management: VAA to hold an annual public meeting
Response Received (Specific Recommendation not Implemented)	2	1992 YVR Environmental Assessment Panel Report: regional airport development plan
	10	Night Operations: program to eliminate curfew exemptions
	15	Flights Operating over West Richmond: new publication to highlight new procedures
	18	Governance and Noise Management: establish independent noise monitor agency

Overall, a majority of the Task Force recommendations have been or are being addressed. Of the four recommendations directed to Council, two are complete (Recommendations 20 and 22, which address distribution of the report) and two are pending Council's consideration of this report (Recommendations 19 and 21, which address the future of the Task Force and the establishment of a permanent advisory committee).

#### **4. Future of the Task Force and Need for a Permanent City Aeronautical Noise Advisory Committee**

Given that the YVR ANMC already exists and has broad representation from all relevant agencies, including those that have the authority to make meaningful changes to operating procedures to minimize aeronautical noise, staff do not recommend establishing a separate City airport noise advisory committee that would operate in relative isolation. Moreover, since June 2010 when the Task Force completed all of its major work items upon the presentation of its final report to Council, the City's representatives to the YVR ANMC have become the guardians

of the Task Force recommendations and have demonstrated a clear commitment to providing on-going monitoring and advancement of the recommendations.

Accordingly, as progress continues to be made on the Task Force recommendations through the collective actions of the YVR ANMC as well as the specific action items of the VAA to support its *2009-2013 Noise Management Plan*, staff therefore recommend that the Task Force be disbanded and that the contributions of the members towards improving the quality of life of Richmond residents via the mitigation of aeronautical noise be formally acknowledged.

### **Financial Impact**

None.

### **Conclusion**

The VAA and the YVR ANMC collectively continue to make progress on addressing the Task Force recommendations as there is considerable overlap between the work plan of the VAA to support its *2009-2013 Noise Management Plan*, the current joint initiatives of the YVR ANMC and the intent of the Task Force recommendations. This alignment of objectives coupled with the able stewardship of the City's representatives to the YVR ANMC suggests that steady progress towards substantial completion of the intent of the Task Force recommendations will continue for the foreseeable future.



Joan Caravan  
Transportation Planner  
(604-276-4035)

**To:** General Purposes Committee  
City of Richmond

**From:** Haydn Acheson, City of Richmond Citizen VANMC Representative  
Margot Spronk, City of Richmond Citizen VANMC Representative

**Date:** June 26, 2012

## **2012 Status Report: Vancouver Aeronautical Noise Management Committee**

### **City of Richmond Appointee Background**

Haydn Acheson was first appointed to the Vancouver Airport Noise Management Committee In January 2009, and re-appointed in January 2011 for a two year term. Haydn brings his experience as an airline pilot and a senior airline executive to the table. Currently Haydn is President and General Manager at the Coast Mountain Bus Company, and he lives in the Richmond neighbourhood of Terra Nova.

The 2011-12 term is the second VANMC appointment for Margot Spronk. Margot was previously NAV CANADA's General Manager for the Vancouver Flight Information Region, and worked as an air traffic controller at the Vancouver Area Control Centre. Margot lives in Steveston.

We believe that our backgrounds give us the subject matter expertise to understand the complex issues surrounding airport operations, as viewed through the lens of our determination to maintain and enhance Richmond's liveability.

### **Past Year at the Vancouver Aeronautical Noise Management Committee**

Since our last report, the Vancouver Aeronautical Noise Committee met 3 times: September 21, 2011, December 14, 2011 and March 7, 2012.

### **Highlights**

- Most significant was the official opening of the GRE (Ground Run up Enclosure) on January 11, 2012. Now in daily use, this world class facility has been well received by aircraft operators, and provides an average noise reduction of 15 dB. The GRE is oriented to provide Richmond residents with the greatest benefit; however the community is not completely insulated from run up noise by the structure.
- The changes to floatplane transit altitudes recommended by the tripartite Control Zone Procedures Working Group (VAA, NAV CANADA, Transport Canada), were published on April 5, 2012. Floatplanes flying over Richmond are now be required to fly at 3500 feet or above, (depending on direction of flight and runway in use) a minimum of 1000' higher than the previous regulation. This has resulted in an overall reduction in over flights as some operators must fly at lower altitudes and are routed off shore. The decrease in over flights, and the higher altitudes of those that remain should have a beneficial effect on noise in the community.

### **Vancouver Airport Statistical Trends**

Vancouver International Airport turned 80 in 2011, and was named best airport in North America for the third year in a row by Skytrax. Runway operations were up 1% in 2011, and passengers were up almost 2%, showing a subtle shift towards larger aircraft.

### **Richmond-Specific Noise Trends**

- 117 noise complaints were made by 81 Richmond residents in 2011, compared to 196 complaints and 116 complainants in 2010, a 40% decrease.
- However, in the first quarter of 2012 there was an uptick of complaints from Richmond. This increase is primarily due to an upsurge in run up complaints—10 in this quarter, as opposed to 1 in Q1 of 2011. Reasons for this are unknown.
- Richmond has 10 Noise Monitoring Terminals located throughout the community. The average sound level of all aircraft related noise events recorded is unchanged over the past 3 years.
- Night-time traffic over the past 5 years remains steady at around 3% of day-time operations.
- The number of approved maintenance run ups increased from 4114 in 2010 to 5701 in 2011.

### **Areas for Concentration in 2012-2013**

We will continue to monitor and contribute to the following initiatives:

- Review of the Terms of Reference for the Aeronautical Noise Management Committee.
- Noise implications of the pending Transport Canada standards for Runway End Safety Areas.
- Development of a training module for flying training schools to raise awareness of noise within the pilot community.
- Continue to monitor progress on Noise Task Force Recommendations.

### **Recommendation to the General Purposes Committee**

That the City of Richmond consider partnering with the Vancouver Airport Authority on the **Fly Quiet Awards**, to show the City's appreciation of the aviation community's commitment to being good neighbours. These awards are presented at the annual YVR Chief Pilot's Meeting to the airlines that are not in violation of noise abatement procedures, have the lowest average noise level and fly regularly at YVR.

We are appreciative of the opportunity to work with the City of Richmond and the Vancouver Airport Authority on the environmental noise portfolio, and look forward to helping make a difference to the citizens of Richmond in how airport noise is felt and perceived as we complete our 2011/2012 term.

Sincerely,

Haydn Acheson

Margot Spronk

## Richmond Airport Noise Citizens Advisory Task Force: Status of Recommendations

Recommendation			Status Updates from Key Stakeholders as of June 2012	Assessed Level of Completion
1992 Vancouver International Airport Environmental Assessment Panel (YVR EAP) Report	1	That the appropriate agencies coordinate a response that clearly and comprehensively advises which of the recommendations of the 1992 YVR EAP, as endorsed by the Minister of Transport of the day, have been implemented and to what degree.	<ul style="list-style-type: none"> <li>VAA states that all VAA requirements of the Minister of Transport approval of the north runway were met prior to its opening</li> <li>Transport Canada states that all recommendations have been completed</li> </ul>	Complete
	2	In particular, that Transport Canada or other appropriate agencies provide a detailed report on the progress of an airport development plan for the Lower Mainland (metro Vancouver) region and initiatives with Abbotsford International Airport as per YVR EAP Recommendations 21 and 22.	<ul style="list-style-type: none"> <li>Transport Canada states that since the introduction of the National Airport Policy in 1994, airport operations in the Lower Mainland have been transferred to local entities, which have assumed responsibility for development and planning of these airports in co-operation with the VAA</li> </ul>	Response Received  (Specific Recommendation Not Implemented)
	3	That the responses as requested in Recommendations 1 and 2 include a detailed implementation plan for all outstanding recommendations approved, endorsed and required by the Minister of Transport of the day.	<ul style="list-style-type: none"> <li>Transport Canada states that all initiatives arising from the Minister's response to the YVR EAP recommendations have been completed</li> </ul>	Complete
	4	That VAA demonstrate how the YVR Aeronautical Noise Management Committee meets the intent of YVR EAP Recommendations 2 and 3.	<ul style="list-style-type: none"> <li>VAA states that the YVR ANMC fully meets the intent of the Minister of Transport's response to YVR EAP Recommendations 2 and 3</li> <li>Transport Canada states that it is satisfied that the current operation of the YVR ANMC complies with the Minister of Transport's response to the recommendations</li> </ul>	Complete
Float Plane Operations	5	That VAA, NAV CANADA and other appropriate agencies introduce and publish new procedures for float plane operations to minimize noise impacts that include requiring:	<ul style="list-style-type: none"> <li>VAA states that specific Task Force recommendations are not feasible but significant action has been taken to address float plane noise (see Section 1.3)</li> </ul>	In Progress  (Intent of Recommendation Substantially Complete)
	(a)	Float planes to use the north part of the Middle Arm of the Fraser River and/or the channel north of Swishwash Island.	<ul style="list-style-type: none"> <li>VAA advises that routing not feasible due to exposure to wake turbulence from aircraft using the south runway</li> </ul>	
	(b)	No flights over built-up areas below 1,000 ft until on final descent for landing.	<ul style="list-style-type: none"> <li>VAA advises that restriction not feasible as raising altitude to 1,000 ft would place float planes in conflict with other aircraft operating from the south runway at similar altitudes</li> </ul>	
	(c)	No powered float plane operations, including docking or ramping, on or adjacent to the Middle Arm of the Fraser River between 10:00 pm and 7:00 am.	<ul style="list-style-type: none"> <li>VAA advises that less than 1% of operations in 2010-2011 occurred before 7:00 am</li> <li>VAA will not implement procedure as early morning operations are typically departures by aircraft repositioning to Vancouver Harbour after overnighting at YVR for maintenance</li> </ul>	

## Richmond Airport Noise Citizens Advisory Task Force: Status of Recommendations

Recommendation			Status Updates from Key Stakeholders as of June 2012	Assessed Level of Completion
Aircraft Maintenance & Engine Run-Up Operations	6	That VAA install a proper Ground Run-up Enclosure (GRE), as a high priority capital project, to be used for all aircraft engine maintenance run-ups.	<ul style="list-style-type: none"> <li>GRE officially opened and operating procedures for use of GRE established in January 2012</li> </ul>	Complete
	7	That until a GRE is operational, VAA discontinue the granting of approval for engine run-ups between 10:00 pm and 7:00 am in airport areas and during wind conditions where the resulting noise is likely to affect residents living on the south side of the Middle Arm of the Fraser River.	<ul style="list-style-type: none"> <li>Recommendation no longer applicable as GRE now operational</li> <li>VAA advises that no further action is planned</li> </ul>	Complete
	8	That VAA implement an effective reporting, monitoring and enforcement system to better manage noise issues resulting from operations on the south side of the airport.	<ul style="list-style-type: none"> <li>VAA established new reporting procedures to document and report unapproved engine run-ups to Transport Canada in May 2010</li> <li>VAA advises that no reports of suspected non-compliant run-ups have been received since July 2011</li> </ul>	Complete
Night Operations	9	That VAA or other appropriate agencies implement the following curfew periods at YVR:		
	(a)	Non-noise certified jet aircraft shall not operate at any time.	<ul style="list-style-type: none"> <li>VAA advises that this regulation is already in place</li> </ul>	Complete
	(b)	All ICAO Annex 16 Chapter 2 aircraft shall not operate between 11:00 pm and 7:00 am.	<ul style="list-style-type: none"> <li>VAA advises that guidelines for approving operations between midnight and 7:00 am are reviewed on an on-going basis</li> <li>VAA reiterates that YVR is a 24-hour airport and if there is demand for night-time services, then VAA will ensure that the airport can serve and accommodate those needs</li> </ul>	In Progress
	(c)	All ICAO Annex 16 Chapter 3 aircraft shall not operate between midnight and 6:30 am.		
	(d)	All ICAO Annex 16 Chapter 4 aircraft may operate at any time for an initial two year trial period to allow for an assessment of the impact on the Richmond community.		
	(e)	All other aircraft shall not operate between midnight and 7:00 am.		
	10	That VAA or other appropriate agencies develop a program to eliminate the number of curfew exemptions granted over the next three years.	<ul style="list-style-type: none"> <li>VAA advises that no program to reduce the number of night flights is forthcoming</li> </ul>	Response Received (Specific Recommendation Not Implemented)
	11	That VAA or other appropriate agencies publish a quarterly list of all curfew exemptions granted, including a reason for each exemption granted.	<ul style="list-style-type: none"> <li>VAA advises that the data on the number of aircraft operating during night-time hours can be found in the VAA's annual noise reports, which are posted on the YVR website</li> </ul>	In Progress
	12	That VAA or other appropriate agencies require aircraft to use idle-only reverse thrust at all times on all runways. <i>(This reverse thrust restriction already exists on the north runway and should be applied to the south runway).</i>	<ul style="list-style-type: none"> <li>Procedure implemented and published in 2010</li> </ul>	Complete

## Richmond Airport Noise Citizens Advisory Task Force: Status of Recommendations

Recommendation			Status Updates from Key Stakeholders as of June 2012	Assessed Level of Completion
Flights Operating Over West Richmond	13	That NAV CANADA or other appropriate agencies revise existing and develop new procedures for VFR (Visual Flight Rules) aircraft to better define and regulate the existing Noise Sensitive Area over Richmond as identified on Vancouver Terminal Area (VTA) charts to include:		In Progress  (Intent of Recommendation Partially Complete: see Sections 1.2 and 1.3; Specific Recommendation will not be implemented)
	(a)	Restrict and limit use of the airspace over West Richmond below 2,500 ft.	<ul style="list-style-type: none"> <li>VAA advise that the restriction is not feasible as West Richmond is in close proximity to the airport; aircraft operating in this area are in the process of landing and take-off and therefore must operate at low altitudes</li> <li>Proposed limit would significantly reduce airport/airspace efficiency and capacity</li> </ul>	
	(b)	Amend the published VFR arrival routes for all aircraft, including float planes and helicopters, landing westbound on Runways 26L and 26R, on helipads, or on the Middle Arm of the Fraser River to include: <ol style="list-style-type: none"> <li>Revoke the current "Richmond Square" VFR checkpoint and replace it with a new checkpoint near the Blundell Road overpass on the east side of Highway 99.</li> <li>Amend the "Coal Pile Arrival" route to utilize the new Blundell Overpass checkpoint with the route proceeding from the YVR VOR to north of the George Massey Tunnel and then remaining east of Highway 99 to Blundell Road.</li> <li>Require aircraft to remain at an altitude of not below 1,500 ft until final descent for landing.</li> </ol>	<ul style="list-style-type: none"> <li>VAA advise that amendment is not feasible as it would place slower moving aircraft in the stream of faster moving aircraft already operating east of the airport resulting in an unacceptable hazard due to significant impacts to separation and sequencing of air traffic</li> <li>As VFR routes are not precise, aircraft using the suggested new checkpoint would likely result in overflights of other communities (e.g., Ladner) and thus merely a relocation rather than a reduction in aircraft noise, which is contrary to VAA policy</li> </ul>	
	(c)	Float planes arriving from the north should use a standard circuit for landing westbound on the Middle Arm of the Fraser River but be required to maintain an altitude of at least 1,000 ft on the downwind leg as per Recommendation 5b, and be restricted from turning base until east of the Richmond General Hospital.	<ul style="list-style-type: none"> <li>VAA advise that routing is not feasible as float planes arriving and departing must remain below aircraft operating from the main runways</li> </ul>	
	(d)	For VFR aircraft, including float planes and helicopters, departing eastbound from Runway 08L or 08R, from helipads, or from the Middle Arm of the Fraser River eastbound: <ol style="list-style-type: none"> <li>Restrict right turns until climbing to at least 1,000 ft.</li> <li>For aircraft heading south, fly directly to the new Blundell Overpass VFR checkpoint in the area near the Blundell Road / Highway 99 overpass.</li> <li>Remain east of Highway 99 until the George Massey Tunnel.</li> </ol>	<ul style="list-style-type: none"> <li>VAA advise that routing is not feasible as course would place float planes in conflict with aircraft using the main runways and operating at the same altitude</li> <li>The current operating altitude for float planes and helicopters is designed to maintain required separation between these aircraft and those using the runways</li> <li>As with Recommendation 13b, aircraft using suggested new checkpoint would likely result in merely a relocation rather than a reduction in aircraft noise, which is contrary to VAA policy</li> </ul>	

## Richmond Airport Noise Citizens Advisory Task Force: Status of Recommendations

Recommendation			Status Updates from Key Stakeholders as of June 2012	Assessed Level of Completion
Flights Operating Over West Richmond	14	That NAV CANADA and other appropriate agencies cancel the "Richmond One Departure" and require all non-jet aircraft to use only the new "Olympic One Departure."	<ul style="list-style-type: none"> <li>NAV CANADA published the "Stanley One" SID departure (formerly the "Olympic One" SID departure) for non-jet aircraft in May 2011</li> </ul>	Complete
	15	That a new Aeronautical Information Circular (AIC) or Aeronautical Information Publication (AIP) Supplement, whichever version is most suitable, be published in the Canada AIP to highlight the noise issues of Richmond, reinforce the existence of the Noise Sensitive Area and describe the existing and new noise control procedures.	<ul style="list-style-type: none"> <li>Transport Canada states that the formal Noise Abatement Procedures (NAP) for YVR are published in the Canada Flight Supplement, which is the appropriate publication to communicate with pilots landing or taking off at YVR</li> <li>NAP not published as specific recommendations not implemented</li> </ul>	Response Received  (Specific Recommendation Not Implemented)
Governance and Noise Management	16	That the appropriate agencies, such as the YVR Aeronautical Noise Management Committee, hold a public meeting (not just an open house) in each of Vancouver, Richmond, Delta, and Surrey at least once per year (e.g., evenings or weekends) where citizens are free to voice their concerns, and get feedback as appropriate.	<ul style="list-style-type: none"> <li>VAA advises that a public meeting is held annually where citizens have an opportunity to ask questions or state their concerns directly to VAA executives</li> <li>VAA also hosts several noise information seminars each year that are open to residents interested in discussing aeronautical noise issues</li> </ul>	In Progress  (Intent of Recommendation Substantially Complete)
	17	That the YVR Aeronautical Noise Management Committee membership be expanded to include all flight operators, including float plane operators and members of the Task Force or a permanent City aeronautical noise advisory committee, if established by Council.	<ul style="list-style-type: none"> <li>VAA advises that number of City representatives on the Committee will not be expanded</li> <li>Staff recommendation that Task Force be disbanded with no permanent City aeronautical noise advisory committee to be established</li> <li>YVR ANMC membership expanded to include a representative for float plane operators in January 2011</li> </ul>	Complete  (Pending Council Decision)
	18	That the appropriate agencies, such as Transport Canada, establish an independent noise monitor agency with the authority to monitor and enforce noise mitigation measures and penalize noise violators consistent with the intent of YVR EAP Recommendation 3.	<ul style="list-style-type: none"> <li>Transport Canada states that it provides regulatory oversight of Canadian civil aviation</li> <li>With regard to noise abatement procedure violations, Transport Canada's mandate is limited to investigation and regulatory action pursuant to Canadian Aviation Regulation 602.105 only; violations of this regulation can result in penalties of up to \$25,000</li> </ul>	Response Received  (Specific Recommendation Not Implemented)

## Richmond Airport Noise Citizens Advisory Task Force: Status of Recommendations

Recommendation			Status Updates from Staff as of June 2012	Assessed Level of Completion
Recommendations for Richmond City Council	19	That the mandate of the Richmond Airport Noise Citizens Advisory Task Force be extended until all agencies have received, reviewed and reported back on these recommendations, at which time the Task Force recommends that it review the responses and report to Council with its final assessment of those responses, including any further recommendations, if necessary. After presenting this report to Council, the Task Force would not reconvene until the City receives feedback from VAA, NAV CANADA, Transport Canada or other appropriate agencies.	<ul style="list-style-type: none"> <li>Responses received from all agencies</li> <li>Staff recommendation that Task Force be disbanded</li> </ul>	Pending Council Decision
	20	That the recommendations of the Task Force, if approved by Council, be publicized as widely as possible by the City, including presentation(s) to senior levels of government, the media and other interested community organizations.	<ul style="list-style-type: none"> <li>Task Force report disseminated to relevant stakeholders and posted on the City's website in June 2010</li> </ul>	Complete
	21	That if the Task Force is permanently disbanded, that a permanent City aeronautical noise advisory committee be established and its membership include the City of Richmond's appointees to the YVR Aeronautical Noise Management Committee.	<ul style="list-style-type: none"> <li>Staff recommendation that Task Force be disbanded with no permanent City aeronautical noise advisory committee to be established</li> </ul>	Pending Council Decision
	22	That this report be forwarded to Transport Canada, NAV CANADA, the Vancouver Airport Authority, and other agencies and persons as deemed appropriate by Council.	<ul style="list-style-type: none"> <li>Task Force report forwarded to identified agencies in June 2010</li> </ul>	Complete



## City of Richmond

## Report to Committee

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<b>To:</b>	General Purposes Committee	<b>Date:</b>	July 10, 2012
<b>From:</b>	Brian Jackson, Director, Development Applications	<b>File:</b>	
<b>Re:</b>	<b>City Response: Vancouver Airport Authority (YVR) Proposed Russ Baker Way Shopping Mall</b>		

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### Staff Recommendation

That, as per the report, "City Response: Vancouver Airport Authority (YVR) Proposed Russ Baker Way Shopping Mall", dated July 10, 2012, Council request the Vancouver Airport Authority Board to enter into a protocol agreement to better clarify the City's role and scope within YVR's development proposal approval process, particularly regarding non-airport related development proposals.

Brian J. Jackson, MCIP  
Acting General Manager, Planning and Development  
(604-276-4138)  
Att. 9

BJJ:tc

REPORT CONCURRENCE			
ROUTED TO: (	CONCURRENCE	CONCURRENCE OF ACTING GENERAL MANAGER	
	Transportation Engineering	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY SMT SUBCOMMITTEE	INITIALS: 	REVIEWED BY CAO	INITIALS: 

## Staff Report

### Origin

The Vancouver Airport Authority (YVR) has begun the detailed planning process related to its proposal for a large retail outlet mall on the property to the south of the BCIT building on Sea Island. Staff have met twice thus far with YVR representatives, the last meeting was held on Thursday, July 5, 2012. YVR representatives have stated that there will be no development applications submitted to the City of Richmond (i.e., no Rezoning application, no Development Permit, no Building Permit). The purpose of this report is to recommend that Council request the Vancouver Airport Authority Board to enter into a protocol agreement with YVR to better clarify the City's role and scope within YVR's development approval process, particularly regarding non-airport related development proposals.

### Findings Of Fact

#### General

On September 11, 2006, Council commented on YVR's draft 2027 Land Use Plan indicating that regarding:

- "Groundside Commercial" non-airport related uses (e.g., like YVR's proposed Russ Baker Way Shopping Centre), additional information be provided, a business case be required to support the development of non-airport related commercial uses, uses be allowed that are complementary to the downtown in use, form and character, and YVR undertake sound traffic management to ensure that the new uses will not adversely impact Sea Island road network and will use the Canada Line
- "Non Commercial uses" on Sea Island, the City and YVR continue to better integrate Sea Island, Middle Arm and City Centre land uses, transportation, transit servicing.

In YVR's Plan:

- "Groundside Commercial" includes designated commercial land uses without airside system access (e.g., flight kitchens, car rental service facilities, fuel storage facilities and other non-airport related, but airport-compatible commercial development activities)
- "Ground Access & Parking" includes bridges, roads, the Canada Line, public and employee parking, commercial transportation and car rental facilities.

The City also indicated that there is an excellent opportunity for both parties to better coordinate their efforts to achieve an integrated plan for the Middle Arm and the shoreline areas. An integrated plan would promote complementary and effective land uses and high quality amenities, including improved pedestrian and bicycle connections, parks, trails, and environmental quality, particularly along both sides of the Middle Arm.

On June 19, 2008 the Minister of Transport Canada approved YVR's plan titled: "YVR: Your Airport 2027: 20 year Master Plan" without any changes.

#### Proposed YVR Russ Baker Way Shopping Mall

In October, 2009, YVR first proposed a non-airport related shopping mall on Russ Baker Way.

The proposal involves:

- Site Size: 53 acres
- Mall Size: 459,600 sq. ft. (about the size of Lansdowne Mall)
- Mall Focus: The mall focus is to be a luxury designer outlet, increase the region's destination appeal for visitors and travelers, add options for local shoppers to spend in their own community and create jobs
- Mall Benefits: YVR suggests that the proposal will have a number of economic benefits including creating an estimated 1,000 new jobs, providing a new shopping and leisure destination to help keep local dollars within the local economy and boosting surrounding businesses, especially those in the tourism sector
- Timing: Site work is to commence this summer. The proposed mall is to open in phases beginning in the fall of 2014. The first phase of the development will include 97 retail stores. The scheduling for phase two of the development will be confirmed at a later date.
- New traffic signals and direct site access off Russ Baker Way and Gilbert Road (north of the Dinsmore Bridge).

On October 13, 2009, the City and YVR consultants initially discussed the proposal and City staff encouraged airport related uses on the site, a high level of transportation services (e.g. bus, pedestrian, bicycle) and an improved design.

On July 5, 2012 (the latest meeting), staff discussed the proposal and the changes that had been made from the previous meeting. YVR staff presented the proposed development schedule that will start with site preparation this summer. At this meeting, YVR staff handed out the attached site plan which shows a one storey inward-facing retail mall set back from Russ Baker Way and Gilbert Road, with a service road running about the exterior of the building (**Attachment 1**).

### **Analysis**

As this proposal is on Federal land, it is our understanding that, as a corporation of the Federal government, YVR can proceed with the proposal on its own.

City staff consider that the proposal has the following implications for Richmond:

1. Economic Fit: the proposal may not be the best economic fit, as airport-related uses, with less of a traffic impact, should ideally be located on the site. Over time, airport related uses may be found which would better support the Airport and not compete with the retail uses in Richmond's City Centre.
2. Transportation and Mobility: The proposal would generate a significant amount of non-airport related traffic over the existing road and bridge network on both Sea Island and Lulu Island, especially along Russ Baker Way and Gilbert Road. As the traffic related to airport related uses is typically less than retail uses, the proposed development is a concern due to existing limited bridge capacities. As well, YVR will need to demonstrate how transportation services (e.g., public and private shuttle buses, pedestrian, cycling) and transportation demand management (TDM) measures will be effectively provided. The City would also need to review and approve the proposed introduction of traffic signals at site access points on Russ Baker Way and Gilbert Road, as the existing traffic signals along the site frontage are owned by the City.

3. Urban Design: City staff would not recommend approval of any proposal with similar design in the City of Richmond which has a hostile exterior (service road around the entire perimeter “hidden” by fencing) and is located in a sea of parking with unknown signage requirements. Staff believe that the proposal could be improved (with a redesign of the exterior and improved landscaping to “hide” the many acres of parking facing Russ Baker Way).

While YVR appears to have the right to proceed with the proposal and to not submit any development applications to the City, staff still believe that it would be better co-ordinate City and YVR interests during YVR development proposal reviews. As such, City staff recommend that the City and YVR to enter into a protocol agreement to better manage expectations and enable constructive City comments to be made during YVR development proposal reviews, particularly for non-airport related development proposals.

There are two topics for which that YVR may require City approval in developing the property:

1. Extending the City’s water line to the development:
  - The water issue is of particular concern because, thus far, Richmond has granted YVR favourable water rates because of the airport-nature of the business. However, with a retail development that competes with other developments in Richmond, the City may want to reconsider the water rate for this new development. The General Manager, Engineering and Public Works will report on this matter separately in the coming months as this issue is discussed with YVR.
  - While YVR is proposing to service the development by extending the City’s watermain, the extension may not necessarily be City owned and the City wouldn’t necessarily charge the developer directly for ongoing service: the City would still only be charging YVR and YVR in turn would charge the developer.
2. The introduction of new traffic signals (which are owned and controlled by the City) (also see above).

These topics are being investigated and staff will report back further on these issues.

(Note: With this proposal, YVR is proposing to provide storm and sanitary services to the development from its own infrastructure).

As the above arrangements will not always be the case, any protocol should address the range of methods by which all services are and may be provided.

#### **Financial Impact**

None.

## **Conclusion**

YVR can develop its federal Sea Islands lands without City approval. To better co-ordinate City and YVR interests during YVR development proposal reviews, City staff recommend that Council request the Vancouver Airport Authority Board to enter into a protocol agreement to better clarify the City's role and scope within YVR's development proposal approval process, particularly non airport related development proposals.



Terry Crowe, Manager,  
Policy Planning (4139)

TTC:cas

**Attachment 1:** YVR Proposed Russ Baker Way Shopping Mall



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## PRELIMINARY TRAFFIC PLAN