



Planning Committee

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

**Tuesday, January 21, 2014
4:00 p.m.**

Pg. # ITEM

MINUTES

PLN-5 *Motion to adopt the minutes of the meeting of the Planning Committee held on Tuesday, January 7, 2014.*



NEXT COMMITTEE MEETING DATE

Tuesday, February 4, 2014, (tentative date) at 4:00 p.m. in the Anderson Room

COUNCILLOR LINDA MCPHAIL

- 1. RCSAC COMMUNITY SOCIAL SERVICES EMPLOYER'S
ASSOCIATION COLLECTIVE AGREEMENT UPDATE**
(File Ref. No. 01-0100-20-RCSA1) (REDMS No.)

PLN-10

See Page **PLN-10** for full report

RECOMMENDATION

That the RCSAC Community Social Services Employer's Association Collective Agreement Update be received for information.



COMMUNITY SERVICES DEPARTMENT

2. **RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE
2013 ANNUAL REPORT AND 2014 WORK PROGRAM**
(File Ref. No. 01-0100-20-RCSA1) (REDMS No. 4053176)

PLN-12

See Page PLN-12 for full report

Designated Speaker: Lesley Sherlock

STAFF RECOMMENDATION

That the Richmond Community Services Advisory Committee's 2014 Work Program be approved.



3. **RIAC 2013 ANNUAL REPORT AND 2014 WORK PROGRAM**
(File Ref. No. 01-0100-20-RIAC-01) (REDMS No. 4089183)

PLN-55

See Page PLN-55 for full report

Designated Speaker: Alan Hill

STAFF RECOMMENDATION

That the Richmond Intercultural Advisory Committee 2013 Annual Report and 2014 Work Program (Attachment 1) be approved.



4. **APPLICATION BY RAMAN KOONER AND ROBBIE SHARDA FOR
REZONING AT 5771/5791 LANGTREE AVENUE FROM SINGLE
DETACHED (RS1/E) TO SINGLE DETACHED (RS2/B)**
(File Ref. No. 12-8060-20-009096, RZ 13-647241) (REDMS No. 4104327)

PLN-68

See Page PLN-68 for full report

Designated Speaker: Wayne Craig

STAFF RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9096, for the rezoning of 5771/5791 Langtree Avenue from "Single Detached (RS1/E)" to "Single Detached (RS2/B)", be introduced and given first reading.



5. **APPLICATION BY KIRK YUEN OF CAPE CONSTRUCTION (2001) LTD. FOR REZONING AT 13040 NO. 2 ROAD FROM THE “LIGHT INDUSTRIAL (IL)” ZONE TO A SITE SPECIFIC “COMMERCIAL MIXED USE (ZMU24) – LONDON LANDING (STEVESTON)” ZONE**
(File Ref. No. 12-8060-20-009094, RZ 12-602748) (REDMS No. 4065308)

PLN-86

See Page **PLN-86** for full report

Designated Speaker: Wayne Craig

STAFF RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9094 to: create “Commercial Mixed Use (ZMU24) – London Landing (Steveston)”; and to rezone 13040 No. 2 Road from “Light Industrial (IL)” to “Commercial Mixed Use (ZMU24) – London Landing (Steveston)”; be introduced and given first reading.



6. **APPLICATION BY JAK GROUP, DBA AND DKJK INVESTMENTS LTD. FOR A ZONING TEXT AMENDMENT TO AMEND THE “AUTO-ORIENTED COMMERCIAL (CA)” ZONE TO PERMIT A TYPE 2 RETAIL LIQUOR STORE AT 8555 SEA ISLAND WAY AND TO AMEND THE “HOTEL COMMERCIAL (ZC16) – CAPSTAN VILLAGE (CITY CENTRE)” ZONE TO REMOVE A TYPE 1 LIQUOR STORE FROM 3031 NO. 3 ROAD**
(File Ref. No. 12-8060-20-009091/009092) (REDMS No. 4061730)

PLN-129

See Page **PLN-129** for full report

Designated Speaker: Wayne Craig

STAFF RECOMMENDATION

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9091, to amend the “Auto-Oriented Commercial (CA)” zone to allow a 222 m² type 2 retail liquor store at 8555 Sea Island Way, be introduced and given first reading; and*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9092, to amend the “Hotel Commercial (ZC16) – Capstan Village (City Centre)” zone to remove type 1 retail liquor store as a secondary use at 3031 No. 3 Road, be introduced and given first reading.*



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ITEM

ADJOURNMENT





Planning Committee

Date: Tuesday, January 7, 2014

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Chak Au
Councillor Linda Barnes
Councillor Harold Steves

Absent: Councillor Evelina Halsey-Brandt

Also Present: Councillor Linda McPhail

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on Tuesday, December 17, 2013, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, January 21, 2014, (tentative date) at 4:00 p.m. in the Anderson Room

The Chair advised that the following matters would be added to the agenda as Items 1A – Department of National Defence Lands, 1B – Land Strategy – Fraser Wharves, 1C – Thomas Kidd House, and 1D – Alternate Energy Stations.

PLANNING & DEVELOPMENT DEPARTMENT

1. **APPLICATION BY SAMUEL YAU FOR REZONING AT 11320/11340 KINGSGROVE AVENUE FROM TWO-UNIT DWELLINGS (RD1) TO SINGLE DETACHED (RS2/K)**

(File Ref. No. 12-8060-20-009095, RZ 13-632272) (REDMS No. 4077223)

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9095, for the rezoning of 11320/11340 Kingsgrove Avenue from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/K)", be introduced and given first reading.

CARRIED

1A. **DEPARTMENT OF NATIONAL DEFENCE LANDS**

(File Ref. No.)

Committee queried the status of the Department of National Defence's lands and whether the City would acquire such lands should they become available. As a result, the following **referral** was introduced:

It was moved and seconded

That staff examine the potential acquisition of the Department of National Defence's lands and report back.

CARRIED

1B. **LAND STRATEGY – FRASER WHARVES**

(File Ref. No.)

Discussion ensued regarding Port Metro Vancouver's purchase of the Fraser Wharves facility and how this acquisition may potentially affect the City's land strategy.

Discussion further took place regarding the City's land strategy as it relates to future infrastructure such as a new bridge and how this may also potentially affect City's land strategy.

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

It was moved and seconded

That staff examine the City's land strategy in relation to:

(a) *Port Metro Vancouver activities, and in particular its purchase of the Fraser Wharves facility; and*

(b) *a new bridge and other waterfront opportunities along Richmond-arms of the Fraser River,*

and report back.

CARRIED

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1C. THOMAS KIDD HOUSE

(File Ref. No.)

The Chair remarked that the Thomas Kidd House is for sale and queried the home's heritage value. As a result, the following **referral** was introduced:

It was moved and seconded

That staff investigate the potential purchase of the Thomas Kidd House and report back.

CARRIED

1D. ALTERNATE ENERGY STATIONS

(File Ref. No.)

Discussion ensued regarding alternate energy stations at new service stations. As a result of the discussion, the following **referral** was introduced:

It was moved and seconded

That staff examine the inclusion of alternate energy stations as part of any new gas stations and report back.

CARRIED

2. MANAGER'S REPORT

(i) Richmond Response: New Westminster's Proposed Queensborough Community Plan

Terry Crowe, Manager, Policy Planning, provided background information and noted that the City of New Westminster's proposed Queensborough Community Plan is compatible with the City's Hamilton Area Plan.

As a result, the following **motion** was introduced:

It was moved and seconded

That New Westminster Council be advised that Richmond has no objection to the proposed Queensborough Community Plan.

CARRIED

(ii) Planning and Development Department Updates

Wayne Craig, Director, Development, updated Committee on the status of the referral made at the November 19, 2013 Planning Committee meeting regarding the application by Onni Development (Imperial Landing) Corporation.

Discussion ensued regarding the amount of buildable area in Steveston Village.

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Mr. Craig then updated Committee on land use contracts, noting that Provincial staff are working on draft legislation; however, there is no formal direction as to when and if said legislation would be brought before the Legislative Assembly.

Discussion ensued and Committee members expressed their desire to see legislative change to land use contracts as soon as possible. As a result of the discussion, the following **motion** was introduced:

It was moved and seconded

That a letter under the Mayor's signature be sent to the appropriate Minister and Richmond MLAs requesting that legislative change be brought forward addressing land use contracts.

CARRIED

Mr. Craig referenced past discussions regarding the use of trees native to Richmond on development sites.

Gordon Jaggs, Tree Preservation Coordinator, stated that there are inherent challenges with strictly utilizing trees native to Richmond as replacement trees on development sites. Mr. Jaggs commented on the challenges and noted that staff will continue to integrate native species, particularly native conifers, as much as possible.

In reply to a query from Committee, Mr. Craig spoke of two courses of action related to Health Canada's changes to medical marijuana production facilities, and research and development facilities.

Discussion ensued and Committee directed staff to provide an update on medical marijuana production facilities, and research and development facilities at the next Community Safety Committee meeting.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:00 p.m.).

CARRIED

Planning Committee
Tuesday, January 7, 2014

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, January 7, 2014.

Councillor Bill McNulty
Chair

Hanieh Berg
Committee Clerk



To: Mayor Brodie and Councillors

From: Lisa Whittaker and Colin Dring, Co-Chairs, RCSAC

CC: Cathy Carlile, Lesley Sherlock, John Foster

Date: December 9, 2013

Re: Community Social Services Employers' Association Collective Agreement Update

Issue	Potential impact	Agency or individuals affected	Suggested action
<p>If a Social Service organization receives more than \$500,000 in revenue from the Provincial Government and is unionized, by law they must become a members of the Community Social Services Employers' Association (CSSEA) that represents the organization during collective bargaining. CSSEA in turn has a reporting relationship to the Provincial Sector Employers' Council (PSEC).</p> <p>In late April, 2012 social services employers (comprised mostly of non-profit community based agencies) ratified a collective agreement that included a modest 3% increase in wages. This agreement was reached with 10 unions after 18 months of arduous bargaining and disruptive rotating strikes. CSSEA led the bargaining on behalf of employers and ensured that the proposed agreement and the cooperative gains identified were approved by PSEC and would not result in cuts to services. A few small savings were identified in collective agreement changes that would provide some funding for the increases, but CSSEA was clear with PSEC and the funding Ministries those agencies would need additional provincial funding to meet their collective agreement obligations. This commitment was given to the bargaining team and communicated across the Province to affected agencies.</p>	<p>It will not be possible for social service organizations to absorb these increases without service cuts that will directly impact the people we serve in the Richmond community.</p> <p>Continued funding cuts will result in the destabilization of fragile non-profit community based organizations.</p> <p>The retraction of commitment from the government after the collective agreement has been ratified, calls into question the</p>	<p>Richmond Society for Community Living</p> <p>Touchstone Family Association</p> <p>CHIMO Community Services</p> <p>Potentially Affected: Non-unionized agencies holding government contracts</p>	<p>1) For information</p> <p>2) We believe that there needs to be an informal dialogue with the RCSAC City Council Liaison that would begin to facilitate educating and understanding of the impacts of the current position of the provincial government.</p> <p>As contractors we have worked to minimise a decade of cutbacks and refusals to dialogue, much less, negotiate the real cost of services provided. Richmond has seen millions in service funds from MCFD disappear. Community Living has experienced constant service and funding cut backs. It is unrealistic for agencies to find efficiencies to cover these</p>

Issue	Potential impact	Agency or individuals affected	Suggested action
<p>As a non-profit social service agency our expenses are mainly associated with staffing and we do not have surpluses to cover additional cost related to wage increases. In addition, social service and community living agencies have experienced ongoing cutbacks and reductions for a number of years. In the midst of these ongoing reductions, we continue to face increasing, business related, health and welfare benefits and statutory costs (i.e. Family Day) for which we have never received funding.</p> <p>Therefore, the commitment from the government to provide the additional funds for a small wage increase for employees in the Social Service sector was the only reason the collective agreement was ratified by social service agencies.</p> <p>Given the above, agencies were shocked and are very concerned when, after the election, government retracted their commitment to fund these increases. The implications of this decision are significant and will be far reaching.</p> <p>Ministries of Children and Family Development, Social Development and CLBC, Justice and Health are now asking community agencies to find the funds for these negotiated increases within their existing budgets and without any impact on services. This is not acceptable, nor is it possible.</p> <p>Agencies have a legal responsibility to pay these wage increases. They will have no choice but to cut services to individuals and families in our communities should the province not honour its promise to provide funding. In a service-based sector where over 80% of costs are for compensation and benefits, there are few efficiencies remaining that could cover a 3% increase in wages. This is the first time that the community services sector has been asked to cover the costs of a negotiated wage increase from existing funding.</p> <p>While the government is starting the discussions with unionized agencies as outlined above they are also requesting information from non-unionized agencies re: implementing these wage increases. This means the implications for the sector can be very broad.</p>	<p>trust and viability of the very system and structure designed by government to coordinate public sector compensation.</p>		<p>increases. (Cooperative Gains)</p> <p>We can tell that the service infrastructure is about to fail and we would hope that with an informal discussion with the RCSAC Council Liaison that we would have you assist in advocating for services to remain here in this community.</p>



City of Richmond

Report to Committee

To: Planning Committee **Date:** January 2, 2014
From: Cathryn Volkering Carlile **File:** 01-0100-20-RCSA1-01
General Manager, Community Services
Re: **Richmond Community Services Advisory Committee 2013 Annual Report and 2014 Work Program**

Staff Recommendation

That the Richmond Community Services Advisory Committee's 2014 Work Program be approved.

Cathryn Volkering Carlile
General Manager, Community Services

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

The mandate of the Richmond Community Services Advisory Committee (RCSAC) is to encourage and promote social policies and community services that contribute to the well-being and quality of life of Richmond residents, and to develop the capacity of the community service sector.

While an advisory body, the RCSAC is not a City-appointed committee (i.e., only two citizen representatives are Council-appointed). The City supports the RCSAC by providing an annual operating budget, a Council Liaison and a Staff Liaison.

This report presents the RCSAC 2013 Annual Report and proposed 2014 Work Program (Attachment 1), which supports the following 2011 – 2014 Council Term Goals regarding Community Social Services:

- 2.1 Completion of the development and implementation of a clear social services strategy for the City that articulates the City's role, priorities and policies, as well as ensures these are effectively communicated to our advisory committees, community partners and the public in order to appropriately target resources and help manage expectations.
- 2.3 Clarification of the City's role with respect to providing or facilitating the securing of space for non-profit groups.
- 2.4 Initiation of a strategic discussion and ongoing dialogue with the City's MLAs and MPs to ensure better representation of Richmond's needs in Victoria and Ottawa for social services issues and the related effects of downloading.
- 2.5 Development of a clearer definition of affordable housing priorities and subsequent utilization of affordable housing funding.
- 2.6 Development of an updated youth strategy to address the needs and to build on the assets of youth in the community.

Analysis

1. 2013 Annual Report

In 2013, the RCSAC Work Program was based on 2011 – 2014 Council Term Goals. Highlights include contributing to the Social Development Strategy; conducting the Community Social Services Survey about service agency's funding status (Appendix A to the Annual Report, Attachment 1); completing a Community Table/Committee Inventory (Appendix B to the Annual Report, Attachment 1); finalizing and distributing a "Gap Analysis on Mental Health and Addiction Support Services"; participating in the Richmond Homelessness Coalition; and supporting Richmond Children First and the Richmond School District on initiatives to

understand and address child poverty in Richmond. Membership has increased from 30 to 33 with the addition of Employment Services (Avia Employment and Pacific Community Resources), Richmond Food Security Society and the Richmond School District.

2. 2014 Work Program

In 2014, the RCSAC's plans include advising Council regarding Social Development Strategy implementation; initiating next steps identified in the "Gap Analysis on Mental Health and Addiction Support Services"; implementing the annual Community Social Services Survey; providing input to the Youth Strategy Update; maintaining/revising the Community Table/Committee Inventory; hosting a MLA Information Session; and continuing to apprise Council of matters affecting community agencies and Richmond residents.

Financial Impact

The RCSAC operating budget reflects the existing funding plan, as budgeted.

Conclusion

The RCSAC will continue to provide advice to Council reflecting 2011 – 2014 Council Term Goals. The RCSAC will also continue to support the community service sector by fostering collaborative working relationships, identifying trends and emerging concerns, and providing information exchange and networking opportunities. The RCSAC 2014 Work Program will remain flexible to reflect new Council Term Goals once adopted, and to address emerging issues impacting the community.



Lesley Sherlock
Social Planner
(604-276-4220)

LS:ls



RCSAC | **Richmond Community Services
Advisory Committee**

2013 Final Report 2014 Work Plan and Budget

RCSAC Approvals:

2013 Final Report endorsed November 14, 2013

2014 Work Plan endorsed December 12, 2013

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Executive Committee Report

2013 Executive Committee Membership:

Rick Dubras, Richmond Addiction Services Society	Co-Chair
Lisa Whittaker, Family Services of Greater Vancouver	Co-Chair
Richard Lee, Citizen Appointee	Treasurer
Belinda Boyd, Vancouver Coastal Health	Member-at-Large
Brenda L. Plant, Turning Point Recovery Society	Member-at-Large
Parm Grewal, Richmond Multicultural Community Services	Member-at-Large
Pam Khinda, Richmond Youth Services Advisory (resigned from member agency March 2013)	Member-at-Large
Councillor Linda McPhail	City Council Liaison
Lesley Sherlock	City Staff Liaison

Results of Executive Elections at the November 13, 2013 Annual General Meeting

As documented in the RCSAC Operating Policies and Procedures members on the executive, with the exception of the Co-Chair positions, hold their positions for a period of one year. Elections are held at the November Annual General Meeting (AGM) to elect/re-elect committee members to their respective executive roles. A nominating committee was struck to fill vacant positions. At the November 2014 AGM, after nominations were put forward, the following individuals were elected to executive positions:

Co-Chair	Lisa Whittaker, Family Services of Greater Vancouver (2 nd year)
Co-Chair	Colin Dring, Richmond Food Security Society
Treasurer	Rick Dubras, Richmond Addiction Services Society
Members-at-Large	Richard Lee, Citizen Appointee
	Janice Barr, Richmond Society of Community Living
	Daylene Marshall, Richmond Youth Services Agency
	De Whalen, Richmond Poverty Response Committee

Belinda Boyd, VCH-Richmond, Brenda Plant, Turning Point Recovery Society and Parm Grewal, Richmond Multicultural Community Services completed their terms on the Executive Committee and decided not to stand for re-election. They were acknowledged for their years of service on the executive committee at the RCSAC annual meeting.

The Executive Committee, on behalf of the membership, wishes to acknowledge and thank all exiting members of the Executive Committee for their dedication and leadership throughout 2013, as well as welcoming new members. The Executive Committee also acknowledges our City Staff Liaison, Lesley Sherlock, and our City Council Liaison, Linda McPhail, for their contributions and support while working with the RCSAC during 2013.

Executive Committee Summary of 2013 Activities:

Membership

- ❖ Membership increased in 2013. Avia Employment Centres, Richmond Seniors Network, School District 38 and Richmond Food Security Society joined the committee in 2013.
- ❖ There are two Citizen Appointee positions each with 2 year terms. The incumbents of these positions are: Richard Lee (appointed: December 2010), Hamid Ghanbari (appointed: March 2011). Both Citizen Appointees' terms were extended until fall 2014.

RCSAC Hot Topics:

The RCSAC identified the following hot topics and action groups in 2013:

- School Age Children and Youth Task Group

This hot topic task group including Richmond Children First, RCSAC and the School District 38, was formed as follow up on a presentation on School District 38's report on child poverty. After some initial discussion, the establishment of the Child and Youth Poverty Task Group has been put on hold.

- Seniors Affordable Housing and Affordable Housing Inventory Inquiry

Dena Kae Beno, Affordable Housing Coordinator at the City of Richmond, is invited to provide an inventory of affordable housing in February 2014.

- Hoarding and Emergent Alzheimer's situations

Currently work is being done on these two important topics by groups in the community. The ultimate goal is to have a coordinated strategy to respond to these situations. Updates are provided to the RCSAC by Heather Hall, RCMP as required.

Communications with City of Richmond

At the request of the City of Richmond, the RCSAC submitted individual agency feedback on the draft of the Social Development Strategy.

The Community Social Services survey was administered for a 3rd year. The 2013 Community Social Services Survey results are reported as an appendix to the 2013 Work Plan and Report. The committee will consider forming a task group to review the 2011 – 2013 survey results and report findings. This task group will also be asked to review the survey questions and determine if any revisions are necessary for 2014.

Presentation Updates from the City of Richmond were provided as follows:

- Social Development Strategy, John Foster
- Courtney Miller, Sustainability Project Manager, presented on the Energy Efficiency Resources available to qualifying residents in Richmond. An overview of two programs was provided: 1) the Energy Savings Kit and 2) the Energy Conservation Assistance Program.
- Lesley Sherlock and Evelyn Dawson, Business Systems Analyst, presented a demonstration of the 2013 City of Richmond online grant application.

Technology:

- The RCSAC website – the number of visits to the RCSAC website were tracked and in the 30,000 range. Details are available in the last section of the 2013 Work Plan and Report.

Financial

A 2013 financial report and proposed 2014 budget was drafted by the Treasurer and approved by the membership at the November AGM.

The RCSAC is projecting a surplus this year. There are some important reasons that we are projecting a surplus of more than \$6400. It was our intention at budget time last year that the RCSAC would again host an All Candidates meeting however, the RCSAC did not and therefore the \$2000 dollars set aside was not utilized as well as the additional labour that would have cost the RCSAC. We also have had an increase in membership that resulted in more fees this year which has also buoyed our income. Our expenses have also been reduced as Administration costs and IT costs were nearly \$500 less each from predicted at budget time last year.

Perhaps this surplus comes at the right time however, as our task groups will be glad to know that we will have enough funds to help with initiatives that are being planned for 2014. We also wish to use some of the surplus to afford a pay increase of 3% for our Executive Secretary who has not had a raise since her hiring in 2010. We will also be using some of this money to help us support continued website and IT support as well as support for our Youth Webpage.

This year's budget will allocate \$5000 for Task Group work in the community. This will allow the community partners and the Executive to work together to use up the surplus and return our committee to a balanced budget for the end of next year.

Together with the Executive committee, we respectfully submit the 2014 budget found on page 34. Please refer to page 33 and 34 of the report for details regarding the 2013 financials and proposed 2014 budget.

2013 Reports and 2014 Work Plans

Please note the 2013 Work Plans are documented in a new template making them easier to read and have been written to reflect and support the 2011-2014 Council Term Goals. For the 2013 Report the work of the RCSAC has been organized by using the Council Term Goals that were relevant to the committee. Under each goal are the headings Objectives and Actions. These two headings reference the specific work plan set out for the year. The accomplishments of the RCSAC for 2013 can be found under each goal in the section "Outcomes/Indicators of Success".

The 2014 Work Plan was approved at the December 12, 2013 RCSAC General Meeting as a working document that will be revisited throughout the year and revised as necessary.



RCSAC

Richmond Community Services
Advisory Committee

2013 Final Report

For the 2013 year the RCSAC has chosen to link its annual work plan initiatives to the Richmond City 2011-2014 Council Term Goals. The 2013 Work Plan is designed to provide Council with advice to support Council's Goal Statement for Community Social Services:

To develop and implement an updated social services strategy that clearly articulates and communicates the City's roles, priorities and limitations with respect to social services issues and needs.

Within this goal statement, the RCSAC focussed on providing advice on Council's following priorities, with actions reported under "Outcomes / Indicators of Success".

Council Term Goal 2.1

Completion of the development and implementation of a clear social services strategy for the City that articulates the City's role, priorities and policies, as well as ensures these are effectively communicated to our advisory committees, community partners, and the public in order to appropriately target resources and help manage expectations.

Objectives:

- To support and provide input to the Social Development Strategy
- To advise City Council on Social Development Strategy implementation plans once adopted

Actions:

- Review Social Development Strategy and form Task Groups as needed
- With respect to addiction and mental health services, advise Council regarding
 - Addiction and Mental Health Services Gap Analysis outcomes and implementation plan
 - Housing needs for this population
 - Stakeholder roles and responsibilities to address gaps
 - Proposed City supports considering City's role, priorities and policies, including advocacy to senior levels of government
- Mental Health and Addictions Action Team continue, and others as required
- Continue to implement annual Social Services Survey to inform Council of changes in social service programs and corresponding funding structures that will impact the City
- Identify initiatives that reduce barriers to accessing services

Outcomes/Indicators of Success:

- Provide comments on Social Development Strategy
 - 1) February 2013 – AT RCSAC General Meeting members were provided with draft Social Development Strategy and questions for consideration.
 - 2) March 2013 – At RCSAC General Meeting each agency/group was given 5 minutes to provide feedback to the City regarding the draft Social Development Strategy. Members of RCSAC provided to the City submissions by individual agencies that included input and recommendation on the strategies presented. These submissions were provided to the City.

- Community Social Services Survey and Report completed
 - 1) June – Community Social Services Survey Report Completed. Draft of next survey completed.
 - 2) September 2013 – New Community Social Services Survey approved and posted on City Website for completion. One additional question included. This question was added to look at funding shifts within the City of Richmond – for example one agency may have lost funding dollars but the service might not have been lost to the Community
 - 3) October 2013 – Analysis of responses to social services survey completed – these results are attached to this report (Attachment A). A task group was formed to begin an examination and evaluation of the survey results over multiple years.

 - Communication Tools to Council as required
 - 1) March 2013 – Addictions and Mental Health Action Groups findings on identifying Gaps in Service Report finalized.
 - 2) April 2013 - A Communication Tool sent to City Council requesting: (1) That Council utilize the identified gaps to inform community planning (Social Development Strategy, Action 53) for services and supports to be directed to residents living with mental illness and addictions. (2) That Council authorize the RCSAC to share this report, as appropriate, with internal city departments, other statutory agencies, provincial and federal levels of government and service providers to advocate for increased services, resources (housing, food security) to support residents living with mental illness and addictions.
 - 3) City Council received the report for information, approved the RCSAC to distribute the report to provincial and federal governments, Richmond MLA's, MP's and other stakeholders for information and that the implementation plan be forwarded to City staff upon completion. A task group has been formed including to do further work which will include the input of consumers.
 - 4) Reports were distributed as outlined above. Requests for receipt of confirmation and feedback re: report was sent to MLA's and MPP's.

 - Identify initiatives that reduce barriers to accessing services
 - 1) May 2013 - The Addictions and Mental Health Wallet Card was completed, production plan implemented with distribution to follow.
 - 2) May – September – 1000 wallet cards distributed and 1000 additional cards have been ordered.
 - 3) September 2013 – Due to success of wallet cards another 1000 were printed and distributed. More cards have been requested.
 - 4) October 2013 – Additional cards distributed at general meeting.
-

Council Term Goal 2.3

Clarification of the City's role with respect to providing or facilitating the securing of space for non-profit groups.

Objectives:

- Continue to identify changes in space needs by non-profit societies within Richmond

Actions:

- Form action group if required, building on previous Space Needs Surveys and related correspondence

Outcomes/Indicators of Success:

- Communication Tools to Council as required
 - 1) Task group initially formed to look at space needs for non-profit groups
 - 2) After analysis – task group put on hold

Council Term Goal 2.4

Initiation of a strategic discussion and ongoing dialogue with the City's MLAs and MPs to ensure better representation of Richmond's needs in Victoria and Ottawa for social services issues and the related effects of downloading.

Objectives:

- To provide Council with information re: impact of provincial and federal funding decisions on social services agencies
- To provide RCSAC members with an opportunity to meet and connect with provincial candidates

Actions:

- Completion of annual Social Services Survey to provide information to Council on provincial and federal funding decisions affecting the delivery of social services
- Consider roles of senior governments in Addiction and Mental Health Services Gap Analysis results

Outcomes/Indicators of Success:

- Community Social Services Survey completed and report submitted to Council

- 1) June – Community Social Services Survey Report Completed. Draft of next survey completed.
 - 2) September 2013 – New Social Services Survey approved and posted on City Website for completion. One additional question included. This question was added to look at funding shifts within the City of Richmond – for example one agency may have lost funding dollars but the service might not have been lost to the Community.
 - 3) October 2013 – Analysis of responses to social services survey completed – these results are attached to this report (Attachment A). A task group was formed to begin an examination and evaluation of the survey results over multiple years.
 - 4) Report Completed – see Council Term Goal 2.1 above
- Communication Tools to Council as required, including requests for advocacy to senior levels of government
 - 1) March 2013 – Addictions and Mental Health Action Groups findings on identifying Gaps in Service Report finalized.
 - 2) April 2013 - A Communication Tool sent to City Council requesting: (1) That Council utilize the identified gaps to inform community planning (Social Development Strategy, Action 53) for services and supports to be directed to residents living with mental illness and addictions. (2) That Council authorize the RCSAC to share this report, as appropriate, with internal city departments, other statutory agencies, provincial and federal levels of government and service providers to advocate for increased services, resources (housing, food security) to support residents living with mental illness and addictions.
 - 3) City Council received the report for information, approved the RCSAC to distribute the report to provincial and federal governments, Richmond MLA's, MP's and other stakeholders for information and that the implementation plan be forwarded to City staff upon completion. A task group has been formed including to do further work which will include the input of consumers.
 - 4) Reports were distributed as outlined above. Requests for receipt of confirmation and feedback re: report was sent to MLA's and MPP's.

Council Term Goal 2.5

Development of a clearer definition of affordable housing priorities and subsequent utilization of affordable housing funding.

and

Council Term Goal 2.8

Development of a continuously updated catalogue of affordable housing projects coming on stream for easy reference.

Objective:

- Continue to support implementation of the Affordable Housing Strategy

- Participate in the 2013 Affordable Housing Strategy Update process
- Support the development of a catalogue of affordable housing projects

Actions:

- Work collaboratively with Richmond housing organizations, advocates and the City to identify, prioritize and highlight affordable and supportive housing needs and projects in Richmond
- Provide information as required for the catalogue
- Action Team formed if necessary
- Propose a housing page on the city website including content on the housing continuum, how to access, FAQ's etc.

Outcomes/Indicators of Success

- Stakeholders' report on housing needs, current projects and proactive approaches completed
 - 1) Report on Seniors at Risk of Homelessness. Dialogue conducted November 1, 2012. Members participated in the Richmond Homelessness Coalition, which reported that: an increase of homeless seniors and priorities of safety, socialization, isolation, lack of transportation options, need for coordination of resources including integration of health, social and outreach services, lack of preventative or early intervention and lack of data to support the need for more services
 - 2) Drop in Centre opened in October 2012 and in January 2013 data became available regarding people attending and services required. Drop-in is an entry point to system. Gaps in service identified as specialized services for increased number of seniors who are homeless and needs of long-term marginalized people who are homeless and unable to access services – need for low barrier housing.
 - 3) Termination of service agreements for Co-op Housing - speaker from Cooperative Housing Federation of BC. There are 17 co-operative housing developments in Richmond representing 989 units (many are senior households). The termination of service agreements will mark the end of subsidized housing for low income households. Termination agreements with each co-operative will happen over next few years and it is uncertain what the impacts will be and how each co-operative housing development will deal with this. It could mean overnight, the disappearance of many existing affordable housing units.
- Communication Tools to Council as required
 - 1) None submitted to date. Regular updates provided to Council via staff representations on the committee and Richmond Homelessness Coalition.
- RCSAC perspective incorporated into 2013 Affordable Housing Strategy Update
 - 1) 2013 Affordable Housing Strategy update to date has included changes approved by Council to increase the income thresholds for low income market rental with the ability to increase threshold annually according to Consumer Price Index. The RCSAC Affordable Housing Working Group through the work of the Richmond Homelessness Coalition has participated in the discussions leading up to these changes.

Council Term Goal 2.6

Development of an updated youth strategy to address the needs and to build on the assets of youth in the community.

Objective:

- Support Council in the development of an updated Youth Strategy

Actions:

- Continue to work with existing youth committees
- Form a Youth Action Team if required to provide input on the Youth Strategy Update
- Recommend the establishment of a Youth Page to provide one stop access to information, including a comprehensive, regularly updated online resource manual , and who should host

Objectives/Indicators of Success:

- RCSAC perspective incorporated in the updated Youth Strategy
This will take place in following year.
 - Youth website page established and resource manual completed
 - 1) Youth page completed on RCSAC website. Page includes events for youth available in Richmond
 - 2) June – September 2013 – To assist with the Youth Page the Richmond Youth media lab program facilitator created a posting for a volunteer youth to regularly update this page.
 - 3) October 2013 – RCSAC Executive approved honorarium for youth volunteer to encourage participation with this position and to recognize the work necessary to keep page up to date.
 - Communication Tools to Council as required
 - 1) February 2013 – Youth Task Group Completed “Feedback Report on Issues Affecting Youth”. This report looked at the change in School District 38 that occurred from having Youth Support Workers in each Secondary School to the current Youth Adolescent Support Team.
 - 2) March 2013 – Communications tool sent to council with report attached.
 - 3) April 2013 – RCSAC Co-chairs meet with school board representatives to discuss report and potential for greater collaboration with RCSAC. Formal invitation was sent to School District and representative assigned to RCSAC.
-

Council Term Goal 7.2 Develop a plan to ensure the provision of public facilities and services keeps up with the rate of growth and changing demographics of the community (families, older adults, increasing cultural diversity), particularly in the City Centre.

Objectives:

- Continue to support and work with the Richmond Children First (RCF) committee on their City Centre Early Childhood Development Report

Actions:

- Follow-up on Communication Tool sent to Council about the City Centre Report
- Review RCF progress reports

Outcomes/Indicators of Success:

- Regular RCF reports at RCSAC
 - 1) Regular monthly reports provided to RCSAC by RCF.
 - 2) RCF City Centre report was completed and released by October 2012. At that time it was hoped that Richmond might receive My Neighbourhood-My Future funding in 2013 but that funding was awarded to Tri-Cities and Surrey.
 - 3) As a result of the report, Richmond Children's First recommended that 2013-2014 United Way of the Lower Mainland (UWLM) ECD funds be directed to City Centre programs, which was approved by UWLM.
 - 4) Although there has been interest expressed by a number of organizations to work together on a place-based approach, as stated in the report, "...a place-based approach takes time, resources and a cross-sectoral commitment." The Social Development Strategy identifies a short term goal (0-3 years) in Action 32 to "Implement the City Centre Area Plan Policy of exploring opportunities to establish multi-use, multi-agency community service hubs in appropriate locations in the City Centre, while also pursuing other types of agency space, as appropriate, throughout Richmond" with the following proposed partners:
 - Richmond Community Services Advisory Committee
 - Non-profit Agencies
 - Child Care Providers
 - Child Care Development Advisory Committee
 - Community Committees

Council Term Goal 8.2 Continue to advocate for a coordinated regional approach to enhance local food security for Richmond and the region through policy development initiatives such as community farms.

Objectives:

- Examine issues of food security in relation to community and social services in Richmond

- Support the City as it advocates for a coordinated regional approach to enhance local food security

Actions:

- Receive presentation related to food security and intersection with community and social services
- Action teams formed as necessary to meet objectives
- Potential gap analysis undertaken
- Communication Tool to Council as required

Outcomes/Indicators of Success:

- Communication Tools to Council as required
 - 1) May 2013 – Richmond Food Security Society Executive Director Colin Dring presented at RCSAC general meeting. This presentation included information and discussion regarding the connection between food security and community social services.
 - 2) Richmond Food Security Society currently developing community food charter and will be engaging public and community agencies from a diversity of demographics to help frame food values and issues that citizens in Richmond face.
 - 3) November 2013 – RCSAC members provided additional presentation on Richmond Food Charter. Members were engaged in “Kitchen Table Talk” and provided feedback that will be incorporated into food charter. RCSAC members encouraged to host a Kitchen Table Talk with their clients/staff.

Additional RCSAC Work Plan Activities

Objectives:

- Increase connections within RCSAC members
- Increase information RCSAC members can access to plan and promote social service events and activities
- Increase administrative efficiency for RCSAC

Activities:

- Website developed so members can easily access calendar to post activities and events
- Create members log-in section on RCSAC website so members can access minutes, agendas, reports, etc.
- Support on-going updates to website

Outcomes/Indicators of Success:

- Members-only log in page created – deferred to 2014
- Website utilization increased

- Increased number of events and program information posted to website
 - 1) Membership of the RCSAC was increased to 33. There were three additional agencies who joined the committee in 2013: Employment Services (Avia Employment and Pacific Community Resources), Richmond Food Security Society and the Richmond School District.
 - 2) Number of visits to the RCSAC website from November 2012 to October 2013 was 30999. (Generally, a visit occurs when some remote site makes a request for a *page* on your server for the first time.) In the same time period the website had 301309 hits (hits represent the total number of requests made to the server during the given time period).
 - 3) June 2013 Community Table/ Committees worksheet developed. See Appendix #B. This document provides information on all of the community tables and groups known by the RCSAC that are meeting to support/provide community social services in Richmond. The worksheet will be updated regularly.
 - 4) February 2013 to June 2013 - Richmond City Council / RCSAC / Communications Chart and a Decision Tree - Councillor McPhail, in partnership with City Staff and the RCSAC, developed documentation of the decision flow and communications process between City Council and the RCSAC. These documents will be incorporated to the RCSAC Policy and Procedure manual.
 - 5) March 2013 to October 2013. Revisions to RCSAC policy and procedure manual were completed and changes were approved by the committee at the October General Meeting.
 - 6) Written reports are now requested in advance by community groups who have a member of the RCSAC sitting at the community group table. These notes are included in the monthly General meeting minutes available on the RCSAC website.
- 7) Presentations Completed:
 - a. Avia Employment Services –presented on the BC Work Initiative providing Employment Services to Richmond. It was identified reaching youth in Richmond is a challenge.
 - b. Richmond Public Health - Manager, Community and Family Health provided a presentation on services provided to new mothers and fathers in the community of Richmond.
 - c. School District 38 Report on Child Poverty – Donna Sargent and Monica Pamer submitted this report to the RCSAC and requested SD38 work in partnership with the RCSAC to review the report in detail and follow up with recommendations. A hot topic is suggested for this project.
 - d. Richmond Food Security – Colin Dring presented on work of Richmond Food Security and the intersection between food security and community social services.
 - e. Courtney Miller, Sustainability Project Manager from the City of Richmond, presented on the Energy Efficiency Resources available to qualifying residents in Richmond. The City of Richmond is connecting the community with offerings and programs provided by BC Hydro and Fortis BC. As a result, the initiatives have been completely funded and require no payment from residents who qualify by nature of their income. An overview of two programs was provided: 1) the Energy Savings Kit and 2) the Energy Conservation Assistance Program.
 - f. Lesley Sherlock and Evelyn Dawson, Business Systems Analyst from the City of Richmond, presented a demonstration of the 2013 City of Richmond online grant application.
 - g. Carol Dickson, Volunteer Richmond Information Services, presented information on the Better at Home Program.

Appendix A

2013 Community Social Services Survey Results Summary

October 2013

As indicated in the 2013 Work Plan and Report, the Community Social Services Questionnaire was completed and the results are summarized below.

There were thirty one (31) RCSAC member agencies were identified as “funded agencies” which made them eligible to complete the survey. The survey was posted on the City of Richmond website with a two (2) week period to complete it. There were 14 responses to the survey.

A summary of the results can be found below:

1. Populations served in Richmond cover the range from birth to death (ages 0-seniors)
 - a. 6 of 14 agencies report that there have been changes to funding in the community that impact services.
 - b. 2 out of 6 identify service reductions, 6 out of 6 identify services added and 2 out of 6 report growth of services.
2.
 - a. 3 who added comments reported that external funding through grants or through community partnerships were the reasons they were able to offset increased labour or program costs.
 - a. Only 1 agency responded that the service was no longer available in the community.
3. Services that exist in Richmond focus on a number of special populations which include:
 - a. Children, families, immigrants/refugees, seniors, homeless, people with addictions, people with disabilities, people with mental illness
4. 3 of the 14 agencies identified removing or reducing programs or services reported impacting families, people with disabilities, seniors, people with mental illness and immigrants/refugees
5. 12 out of 14 are planning for an increased demand for services
 - a. 6 out of the 12 added staff to existing programs
 - b. 4 out of the 12 identified adding new programs
 - c. 3 out of 12 identified adding additional space
 - d. 4 out of 12 reported establishing waitlists
 - e. 1 out of 12 were decreasing service to one client group to meet the demand of another client group
 - f. 1 out of 12 identified using practicum students to meet the demand
 - g. 1 out of 12 identified changing service delivery model from individual to group based services

6. In response to the question regarding the impact of the current economic environment agencies listed the following:
 - a. 12 of 14 report that the current economic environment is impacting service delivery
 - b. 5 of 12 report direct cuts to funding
 - c. 6 of 12 report increase lobbying efforts to provincial and municipal governments
 - d. 5 of 12 report increased working with partners to leverage funding opportunities
 - e. 7 of 12 report using grants as becoming an alternative in raising funds
 - f. 3 of 12 report shifting resources from one service group to another to meet demands
 - g. 8 of 12 report using fundraising activities to increase operating funds
7. All agencies are planning to making several requests for support
 - a. 11 out of 14 require more staff to support programs and services
 - b. 10 identify funding
 - c. 7 identify require tools or equipment
 - d. 2 identify space needs
8. Agencies are looking to all level of governments, funding bodies i.e., foundations, United Way, grants and private or corporate donors

Appendix B Community Table / Committee Inventory

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
Richmond Child Care Alliance	Promotes the development and delivery of quality child care and education services	Caring Place 6:30 - 8:30 p.m. last Tuesday of each month	Marcia McKenzie	mmackenzie@volunteerrichmond.ca	Children
Richmond Advisory Council on Perinatal Issues	To provide the advisory council input on perinatal issues	Depends on the need	Kathy Hydamaka, PHN, Program Leader, Healthy Babies and Families	Community and Family Health, 8100 Granville Ave, Richmond BC Tel 604 233-3121	Children
Richmond Autism Interagency Committee (RAIC)	Will serve as a networking and information-sharing platform for professionals and community members working and/or living with children with Autism Spectrum Disorder.	RSCL Boardroom 12:30 - 2:00 p.m. 1st Tuesday of each month	Liaesa Brownridge	lbrownridge@rscl.org	Children
Richmond Child Care Development Advisory Committee (RCCDAC)	Provides advice and recommendations to Richmond City Council regarding the planning and development of quality child care	City Hall 7:00 - 9:00 p.m. 1st Tuesday of each Month	Coralys Cuthbert	ccuthbert@richmond.ca	Children

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
Richmond Child Care Training Committee (RCCTC)	Facilitates professional development opportunities for the child care community, works in partnership with the child care community to develop, facilitate and offer professional development opportunities for child care providers and, will provide leadership to organizations in Richmond seeking to provide professional development for the child care community.	South Arm Community Centre 1st Tuesday of each month	Joyce Branscombe	joyceab@shaw.ca	Children
Richmond Early Intervention Network (REIN): PLN - 13	promotes sharing of ideas and resources as well as collaboration between early years service providers within the community	Caring Place 12:30 -2 p.m. 2nd Wednesday alternating months	Judit Spence	Judit.Spence@bc-cfa.org	Children
Richmond Infant Development Program Local Advisory Committee	An advisory body established to guide and support the IDP agency and staff in the delivery of the Infant Development Program. The IDP is accountable to the community through its LAC	Caring Place 3:30 - 5:00 p.m. 3 times per year	Annie Hung IDP Coordinator	ahung@rscl.org	Children
Richmond Supported Child Development Program Local Advisory Committee	An advisory body established to guide and support the SCDP agency and staff in the delivery of the Supported Child Development Program. The SCDP is accountable to the community through its LAC	Caring Place 9:30 - 11:30 a.m. Mondays 3-4 times per year	Carrie McLellan-Haqq SCDP Coordinator	cmclellan@rscl.org	Children

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
Safer Relationships, Safer Children	To provide oversight and direction to the Richmond Pilot Project, which is part of the provincial project to implement Recommendation #1 of Action Plan prepared by Provincial Office of Domestic Violence (PODV). Goal is to develop adult health care and child service systems that promote child safety/family wellbeing in families affected by untreated mental illness, problematic substance use and/or domestic violence.	As required	Sonja Sinclair	sonja.sinclair@vch.ca or 604-612-2193	Children
RCCY PLN - 34	1.1 To foster a collaborative leadership role in facilitating and coordinating care and services seamlessly across child & youth* services in Richmond. 1.2 The mandate for services defined as “youth services” may differ across agencies. Some agencies serve youth up to age 19 years as youth, and others up to the 24 years. Members will participate in committee initiatives as appropriate with their service delivery mandate	Every second month on the third Tuesday	Richard Dubras	rick@richmondaddictions.ca or 604-270-9220	Children, Youth
Richmond Learning and the Brain Conference Organizing Committee	To organize an annual educational event to the residents in Richmond School District	Monthly	Sarah Loat, Richmond School District	Tel 604 233 0521 Email: sloat@sd38.bc.ca	Children, Youth

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
The Richmond Public Agency Partners Group includes Vancouver Coastal Health Richmond; City of Richmond; Richmond School District; Ministry of Children and Family Development; and the PLN.	Increase coherence amongst the five major public agencies in Richmond in promoting the physical, mental, social and emotional wellness of children and youth in our community. Commit to use an asset development philosophy. Support the PAPC to the children and youth of Richmond	3 times per year	James Lu, Richmond Health Services	james.lu@vch.ca	Children, Youth
Richmond Community Action Team	group of local service providers who meet to increase awareness and education on the issue of sexual exploitation of children and youth	approx 6-8 times a year	Kate Rudelier, Youth Services Coordinator	Kate.Rudelier@richmond.ca	Children, Youth
Supporting Families With Parental MH and/or Addictions Committee	The program aims ultimately to foster a family-centered approach to service delivery at Richmond Mental Health and Addictions. It aims to provide parents dealing with mental illness or addictions relevant insight into their condition, and tools and strategies for successful parenting. For children and youth, Supporting Families provides information on disorders, access to services and access to others going through the same thing. Rather than focusing on the disorder itself, Supporting Families functions as a resiliency-building program to help children and families cope with disorders.	Monthly 3rd Thursdays	Roz Walls	604-732-0710 or 604-270-9220	Children, Youth and Families

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
Richmond Transition Committee for students with disabilities	Richmond Transition Committee for Students with Disabilities				Youth
YCD Network	To build capacity across the system of services and supports in British Columbia to address youth and families affected by youth concurrent mental health and substance use problems.	Quarterly	Richard Dubras	rick@richmondaddictions.ca or 604-270-9220	Youth
Youth Network	anyone who works with youth is welcome	every three months	Deb Brow	debbis.brow@vch.ca	Youth
Advisory Design Panel	To look at universal accessibility and environmental features and all issues of urban designs in building permit applications	Every second week on Wednesday at Richmond City Hall	Diana Nikolic	604-276-4040	Disability
Community Living Leadership Network Meeting	A group of agencies providing services to people with developmental disabilities in Richmond. Collaborative education/training is the focus (there is an educational speaker every meeting and info shairing of common ideas, interests, issues).	4-6 times/year	Donna Cain, Chair: Carolyn Koehle, Bethesda	dcain@develop.bc.ca richmondhome@bethesdaabc.com	Disability
Richmond Arthritis Support Group	To educate and support persons in the community with various forms of arthritis	3rd Thursday of each mnth	Joan Lu, Facilitator	604-271-2915	Health and Well-Being

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
Community Living BC (CLBC) Community Council	To ensure self-advocates, families, community members and service providers play a major role in achieving CLBC's vision of fostering good lives in welcoming communities	Monthly meeting at Richmond CLBC Office, usually on third Tuesday of the month	Chair: Ruth Shannon	prshannon@telus.net	Health and Well-Being
Community Meals Round Table		3/year	Alex Nixon		Health and Well-Being
Fetal Alcohol Syndrome FASD round table	a community initiative that builds FASD awareness through preventive education	Touchstone Family Association 1:00 - 2:30 p.m. 3rd Thursday(4 times/year)	Cheryl Penner	cpenner@touchfam.ca	Health and Well-Being
Film Partnership					Health and Well-Being
Gilwest Clinic Community Advisory Group	The Mandate of the Community Advisory Group to the Gilwest Clinic is to support the Clinic's vision and goals. The Clinic's Goal is to promote, protect and maintain the health of the population of Richmond by providing prevention and treatment services for Hepatitis C and HIV/AIDS care.	Three scheduled meetings per year (January, April, September)	Kim Bourhill, Program Leader - Communicable Disease and Early Childhood Program	kim.bourhill@vch.ca	Health and Well-Being

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
MHACC	The Senior Executive Team of Vancouver Coastal Health (VCH) has established a Mental Health and Addictions Coordinating Committee (MHACC) to address issues related to the regional coordination of strategic direction, access, capacity, people/patient flow and sustainability. Working together with the VCH MHACC, the Mental Health and Addictions Coordinating Committee—Richmond (MHACCR) will be responsible and accountable for ensuring and guiding an integrated approach to the implementation of mental health and addictions strategic directions in Richmond. These strategic directions, and subsequent initiatives, will be part of the annual Richmond mental health and addictions service plans.	Quarterly	Natalie McCarthy, Director Mental Health and Addictions, Residential Care	natalie.mccarthy@vch.ca	Health and Well-Being
RCSAC AMH Task Group	Creating/implementing Gap Analysis Report on Addictions and Mental Health. Includes consumers - works on projects that emerge from the RCSAC work plan that relate to AMH ie. distribution and implementation of the Gaps report.	as required	Brenda Plant	bpplant@turningpointrecovery.com	Health and Well-Being
Richmond Caring Place Tenants Council	To discuss issues related to tenant occupancy and to make recommendations to the Operating Committee and Richmond Caring Place Society Board of Directors	Quarterly	Sandy McIntosh, Administrative Manager, Richmond Caring Place Society	Tel 604 279-7000 email: admin.caringplace@shaw.ca	Health and Well-Being
Richmond Community Peace Labyrinth	to provide a spiritual tool to the Richmond community to assist people with health problems, grief issues, to calm the mind and find peace and comfort	meets as necessary to maintain and promote the	Pastor, Margaret Cornish, St Albans Church	604-278-2770	Health and Well-Being

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
		labyrinth			
Richmond Falls Prevention Network PLN 33	The Richmond Falls Prevention Network has membership from City of Richmond, Vancouver Coastal Health Richmond, Richmond Fire Rescue, community based organizations, that focus on identifying and preventing the cause of falls in our community. The Richmond Vial of Life sub committee came out of RFPN and once they implemented. VRIS has now come back under RFPN as a regular agenda item	Monthly 3rd Tuesday 9:30 - 11:00 am	Rishma Dhalla, Vancouver Coastal Health	Tel. 604-233-3208 Fax 604-233-3198 Rishma.dhalla@vch.ca	Health and Well-Being
Richmond Family Violence Prevention Network	Through collaboration, implement initiatives and enhance system responsiveness that improve the quality of services available in the community that lead to a reduction and prevention of family violence.	Bi-Monthly 4th Tuesday 1000-1200	Belinda Boyd, Vancouver Coastal Health Richmond	Tel: 604-244-5101 Fax: 604-244-5222 belinda.boyd@vch.ca	Health and Well-Being
Richmond Food Security Action Team	share information about food security activities and issues coming up in Richmond, to create working groups to address specific issues or develop informational/research materials, and to connect different service providers and their clients to services outside their capacity or jurisdiction.	every third Thursday of the month	Colin Dring	Tel: 604 244 7377 Email: director@richmondfoodscurity.org	Health and Well-Being
Richmond Intercultural Advisory Committee	To enhance intercultural harmony and strengthen intercultural co-operation in Richmond.	Monthly meeting at Richmond City	City Liaison: Alan Hill	ahill@richmond.ca	Health and Well-Being

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
		Hall			
Richmond Literacy Now Committee	To discuss strategy and progress in our goals to connect the community to literacy initiatives. We aim to outreach to new immigrants, youth, seniors, and disadvantaged individuals. Through our goals, we assist them to be more active participants in society by developing competencies in a broad range of life skills	monthly	Marg Dixon, Richmond School Board 604-668-6191	604 668 6191	Health and Well-Being
Richmond Orchestra and Chorus PLN - 40	To be leaders in music education and training for musicians in the Richmond community and to strive for excellence in concert performance. To create an environment to share talent, services, resources within the Richmond Community	concerts 5 – 6 times per year at various church venues in Richmond	Paul Dafour	604-276-2747	Health and Well-Being
Richmond VIAL of Life Committee	To educate the public on VIAL program and connect clients with the VIAL program	Quarterly	Belinda Boyd	belinda.boyd@vch.ca	Health and Well-Being
The Gambling Steering Committee in Richmond	To network and strategize around issues that are concerning problem gambling in the City of Richmond	Quarterly	Richard Dubras	rick@richmondaddictions.ca or 604-270-9220	Health and Well-Being
Affiliation of Multicultural Societies and Services Agencies in	Provides support for immigrant serving agencies and their programs including settlement services, information on upcoming events such as the Multicultural Health Fair, AMSSA website provides settlement staff with useful information on community resources for the delivery of	Monthly	Wendy McCulloch, Program Director AMSSA	Tel: 604-718-2780 or 1-888-355-5560 Fax: 604-298-0747	Immigrant Services

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
BC (AMISSA)	settlement services provides a variety of publications and resources that are related to the delivery of settlement.				
Richmond Settlement & Integration Service Partners Co-ordinating Committee	To provide settlement services co-ordination & collaboration among service partners within the funding contract	Quarterly	Francis Li, Centre Manager, SUCCESS Rmd Service Centre	604-279-7184 Email: francis.li@success.bc.ca	Immigrant Services
Settlement Workers In School Advisory Committee.	To provide advice to Richmond School Board on the delivery of SWIS program in the school district.	Twice/Year	Marilyn Turbull, Principal, McKay Elementary School	64 668 6470, email: mturnbull@sd38.bc.ca	Immigrant Services
Welcoming Community Project Advisory Committee	To provide advice to the Host Organization (RMCS) on the involving the community organizations (both profit or non-profit) to support newcomer's integration in the community.	Depends on the need	Stefanie Johnston, Communications Specialist, RMCS	P: 604.248.0433 F: 604.248.0434	Immigrant Services
Metro Vancouver Living Wage Committee municipality sub-committee	The Living Wage for Families Campaign raises awareness about the negative impact of low-wage poverty on families and communities in Metro Vancouver, advocating that the key solution to low-wage poverty is to pay families a living wage – enough to cover basic living expenses such as food, clothing, shelter, transportation and child care. The 2013 living wage rate for Metro Vancouver is \$19.62/hour.	Bi-monthly (Jan, Mar, etc) 3rd Monday 3-4 pm Family Services of Greater Vancouver, Vancouver	De Whalen	de_whelen@hotmail.com or 604.230.3158	Poverty (Reduction)

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
		office			
Richmond Homelessness Coalition (RHC) - Homes for All	<p>Drop In Centre sees an increase in visitors/guests, outreach workers, service providers are providing guests with access to info, services, housing and referrals on a regular basis. The Drop In Centre is a point of entry for many homeless & precariously housed to services in Richmond. Rental Connect an on-going initiative to connect landlords with prospective tenants. The group planning for the next phases of the initiative, will focus on continued program development and implementation. Homeless Connect an annual one-day event to connect individuals experiencing homelessness with services & supports. Service and supports continue to be provided thru the year at the Drop In Centre. Business Community Engagement will include a series of initiatives and relationship building opportunities with the local business community to increase awareness, support and engagement in homelessness and affordable housing issues. Research and Development is an on-going initiative, which both supports the RHC working groups and gathers information from the working groups and the on-going communications and work of the RHC community stakeholder table. Women's Supportive Housing Working Group is continuing to work on the development of our concept plan and feasibility study. Several models for</p>	At City Hall monthly	Dena Kae Beno, Brenda Plant	bpplant@turningpointtrecovery.com	Poverty

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Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
	operation are being explored.				
Richmond Poverty Response Cmtee (PRC)	A coalition of Richmond residents and agencies working together to reduce poverty and the impacts of poverty with research projects and public education. Includes PRC Transportation Task Force	monthly	De Whalen	info@richmondprc.org	Poverty
Rmd Seniors Network	Supports the vision of the United Way of the Lower Mainland (UWLM) seniors' priority area in the City of Richmond: "Seniors Staying Strong- Helping Seniors Stay Independent and Engaged in Community and, by seniors for seniors."	monthly	Louise Young	richmondseniorsnetwork@shaw.ca	Seniors

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RCSAC | **Richmond Community Services
Advisory Committee**

Membership and Budget Information

RCSAC Membership 2013

Organization	Representative(s)
Avia Employment Centres	Brandon Gorin
Pacific Community Resource Services	Kay Sarai
BC Responsible and Problem Gambling	Jenn Fancy de Mena
Boys and Girls Club of South Coast BC	Jason Lee
Canadian Mental Health Association (Richmond)	Dave MacDonald
CHIMO Crisis Services	Lisa Westermarck
City Appointee	Richard Lee
City Appointee	Hamid Ghanbari
City Liaison (Non-Voting Member)	Lesley Sherlock
Council Liaison (Non-Voting Member)	Linda McPhail
Developmental Disabilities Association	Danielle White /Donna Cain
Family Services of Greater Vancouver	Lisa Whittaker
Heart of Richmond AIDS Society	Brian Wardley
Individual Member	Jennifer Larsen
RCMP Richmond	Heather Hall
Richmond Addictions Services Society	Rick Dubras, (Co-Chair)
Richmond Caring Place Society	Sandy McIntosh
Richmond Children First	Helen Davidson
Richmond Centre for Disability	Ella Huang/Eileen Kalshoven
Richmond Family and Youth Court Committee	MaryAnne Schulz
Richmond Family Place Society	Kim Winchell
Richmond Food Bank Society	Margaret Hewlett/Alex Nixon
Richmond Food Security Society	Colin Dring
Richmond Mental Health Consumer & Friends Society	Barb Bawlf
Richmond Multicultural Community Services	Parm Grewal
Richmond Poverty Response Committee	Lynda Brummitt
Richmond School District #38	Monica Pamer
Richmond Seniors Advisory Committee	Corisande Percival-Smith
Richmond Society for Community Living	Janice Barr
Richmond Therapeutic Equestrian Society	Frances Clark
Richmond Women's Resource Centre	De Whalen/Florence Yau
Richmond Youth Service Agency	Daylene Marshall
Salvation Army (Richmond)	Brad Smith
S.U.C.C.E.S.S.	Francis Li
Touchstone Family Services	Judy Valsonis
Turning Point Recovery Society	Brenda L. Plant
Vancouver Coastal Health	Belinda Boyd
Volunteer Richmond Information Services	Elizabeth Specht /Jocelyn Wong

RCSAC Financial Report and Statement as of November 14th, 2013

RCSAC Annual Report

	BUDGET	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec*	Annual Total
Revenue														
Carry Over	\$3,600.00	\$5,044.66												\$5,044.66
Membership Dues	\$1,200.00			\$1,000.00	\$365.00		\$100.00			\$170.00				\$1,635.00
Richmond Grant	\$11,000.00			\$11,000.00										\$11,000.00
Bank Interest	\$10.00	\$0.11	\$0.09	\$0.40	\$0.56	\$0.55	\$0.50	\$0.50	\$0.49	\$0.45	\$0.43	\$0.24	\$0.24	\$4.56
Sponsorship	\$350.00													

Total Revenue \$16,160.00 \$5,044.77 \$0.09 \$12,000.40 \$365.56 \$0.55 \$100.50 \$0.50 \$0.49 \$170.45 \$0.43 \$0.24 \$0.24 **\$17,684.22**

Expenses

Admin Assistant	\$10,000.00	\$770.33	\$753.94	\$803.11	770.33	\$458.92	453.94	\$0.00	\$344.19	786.72	\$737.55	\$852.28	\$850.00	\$7,581.31
Admin Expenses	\$500.00				\$1.89			\$18.83				\$22.40		\$543.12
Meetings/Forum	\$1,500.00		\$124.71	\$124.71	\$249.42	\$93.98	\$93.98			\$93.98	\$93.98		\$250.00	\$2,624.76
Website + IT	\$1,000.00	\$328.16	\$67.20	\$67.20	\$462.56	\$63.00	\$246.75	\$63.00	\$67.16	\$67.16	\$67.16	\$67.16	\$67.16	\$2,633.67
Volunteer Appreciation	\$500.00											\$169.99		\$169.99
Post Office Box Renewal	\$157.00							\$157.50						\$314.50
Website Training	\$500.00													

Sub Committees \$2,000.00
 Youth - Carry over from 2011 \$299.45 \$183.48

Total Expenses **\$16,157.00** \$1,098.49 \$945.85 \$995.02 \$1,484.20 \$615.90 \$794.67 \$239.33 \$411.35 \$1,247.31 \$1,082.17 \$1,111.83 \$1,167.16 **\$11,193.28**

Balance (surplus/defecit)

\$6,490.94
 Surplus
 * projected

Respectfully Submitted by:

Co-Chairs, Rick Dubras and Lisa Whittaker

2014 RCSAC Budget

Balance Projected to be brought Forward December 31, 2013	
	\$6,490.94
Revenue	
City of Richmond	\$11,000.00
Membership Dues	\$ 1,400.00
Bank Interest	\$ 5.00
Sponsorship	
Total Revenue	\$19,068.33
Expenses	
Admin Assistant	\$10,450.00
Admin Expenses	\$200.00
Forums/Meetings	\$1,000.00
Website + IT	\$1,500.00
Website Training/Calendar	\$500.00
Post Box Renewal	\$158.00
Volunteer Appreciation	\$250.00
Sub Committee/printing/events	\$5,000.00
Total Expenses	\$19,058.00
Total Balance	\$10.33



RCSAC

**Richmond Community Services
Advisory Committee**

2014 Work Plan

2014 RCSAC Work Plan

For the 2014 year the RCSAC has chosen to continue to link its annual work plan initiatives to the Richmond City 2011-2014 Council Term Goals. The 2014 Work Plan is designed to provide Council with advice to support Council's Goal Statement for Community Social Services:

To develop and implement an updated social services strategy that clearly articulates and communicates the City's roles, priorities and limitations with respect to social services issues and needs.

Within this goal statement, the RCSAC will focus on providing advice on Council's following priorities that are scheduled for implementation in 2014.

It is understood that the Council Term Goals will be revisited from time to time. The RCSAC will take the opportunity to review this plan in conjunction with any revisions to the Council Term Goals. In addition, The RCSAC considers this plan to be a working document that will also be modified to include topics and projects that are timely for review and implementation during the 2014 year.

Council Term Goal 2.1

Completion of the development and implementation of a clear City social services strategy that articulates the City's role, priorities and policies, as well as ensures these are effectively communicated to our advisory committees, community partners, and the public in order to appropriately target resources and help manage expectations.

Objectives:

- To advise City Council on the implementation plans of the Social Development Strategy.
- In conjunction with City Staff and Council, establish methods for ongoing identification of service needs based on feedback of RCSAC members and the ongoing utilization of these services.

Actions:

- Presentation to RCSAC on Social Development Strategy implementation.
- RCSAC review Social Development Strategy implementation plan and form Task groups as needed.
- Determine the need for further service gaps analysis in service areas additional to Addictions and Mental Health.
- Build on success of Mental Health and Addiction services wallet card. Determine potential need for other similar service cards in the community.
- Continue to implement RCSAC Community Social Services Survey. Identify to Council changes in social service programs and corresponding funding structures that will have impact to the city of Richmond
- Complete a multi-year analysis of Community Social Services Survey results
- Support initiatives that reduce barriers to accessing services

Outcomes/Indicators of Success:

- Appropriate action teams formed around pertinent elements of Social Development Strategy implementation as required.
 - Community Social Services Survey and Report Completed
 - Communication Tools to Council
 - Final report on successful actions completed
-

Council Term Goal 2.2

Completion of an updated Older Adults Service Plan to address the growing needs of older adults in the community, including services and facilities for active older adults, the development of a volunteer base to serve the older adult population, as well as to provide opportunities for volunteering for this population.

To be included after further information received by Council in 2014.

Council Term Goal 2.3

Clarification of the City's role with respect to providing or facilitating the securing of space for non-profit groups.

Objectives:

- The RCSAC continues to be active in working with the City to identify changes in space needs by non-profit societies within Richmond

Actions:

- Form action group as required
- Action group to build on previous work which included a review of:
 - Space Needs Survey (2008)
 - Richmond 101 (2009)
 - Redraft of Space Needs Survey (2009)
 - 3 step process proposed by City but was felt to be too cumbersome (2010)
 - Letter sent to Mayor and Council requesting an implementation strategy to allow for the creation of community service space for non-profits (2010)
 - Information on use of School Gym Space initiative, City Centre Strategy, potential use of Neighbourhood Learning Centre space
- Reports to RCSAC as needed
- Communication Tools to Council

Outcomes/Indicators of Success:

- Action team formed
- Communication Tool to Council
- Final report on successful outcomes completed

Council Term Goal 2.4

Initiation of a strategic discussion and ongoing dialogue with the City's MLAs and MPs to ensure better representation of Richmond's needs in Victoria and Ottawa for social services issues and the related effects of downloading.

Objectives:

- To provide Council with information re: impact of provincial and federal funding decisions on social services agencies

Actions:

- Completion of annual Community Social Services Survey and Report – provide information to Council on provincial and federal funding decisions that may affect the delivery of social services in Richmond
- Completion of multi-year analysis of Community Social Services Survey
- Membership will submit Communication Tools regarding changes in relationships with federal and provincial government
- MLA Information Session

Outcomes/Indicators of Success:

- Communication Tools submitted as necessary
- Community Social Services survey completed and report submitted to Council
- Final report on successful outcomes completed

Council Term Goal 2.5

Development of a clearer definition of affordable housing priorities and subsequent utilization of affordable housing funding.

Objective:

- Continue to support the implementation of an Affordable Housing Strategy
- Support implementation of Affordable Housing Program 2014-2018

Actions:

- Work collaboratively with Richmond Homeless Coalition – Homes for All, Richmond housing organizations, advocates and the City to identify and highlight affordable and supportive housing needs and projects in Richmond.
- Work collaboratively with Richmond housing organizations and advocates to craft regular communication, which highlights housing needs and projects, to city staff and Council

Outcomes/Indicators of Success:

- Action Team formed as required
 - Communication Tool to Council as required
 - Regular updates presented to RCSAC General Committee meeting
 - Final report on successful outcomes completed
-

Council Term Goal 2.6

Development of an updated youth strategy to address the needs and to build on the assets of youth in the community.

Objective:

- To provide input and support into the development of the Youth Strategy.
- To continue to support and ensure updating of the RCSAC Youth web page to provide a one-stop access for activities and events of interest to youth in the City of Richmond.

Actions:

- Continue to work with existing youth committees
- Provide input on youth strategy
- Engage youth volunteer to ensure youth web page is regularly updated
- Communication Tools to Council as required

Objectives/Indicators of Success:

- Input provided to youth strategy
 - Youth volunteer engaged and youth website page completed and regularly updated
 - Communication Tools developed
 - Final report on successful outcomes completed
-

Council Term Goal 7.2

Develop a plan to ensure the provision of public facilities and services keeps up with the rate of growth and changing demographics of the community (families, older adults, increasing cultural diversity), particularly in the City Centre.

Objectives:

- The RCSAC continues to support and work with the Richmond Children First committee on their City Centre Early Childhood Development Report
- The RCSAC to receive reports and provide feedback as part of the City's public consultation on needs when determining plans for the new Aquatic and Older Adult Centre and any other community amenity.
- Supporting the City's 2014 Community Needs Assessment

Actions:

- RCSAC to continue to follow Communications Tool sent to Council on City Centre Report
- Reports from Children's First on progression of report recommendations
- Presentations from the City's representatives on the new Aquatic / Older Adult Centre planning and the 2014 Community Needs Assessment.

Outcomes/Indicators of Success:

- Regular reports at RCSAC
 - Feedback from Council on submitted Communication Tool
 - Final report on successful actions completed
-

Council Term Goal 8.2

Continue to advocate for a coordinated regional approach to enhance local food security for Richmond and the region through policy development initiatives such as community farms.

Objectives:

- The RCSAC will examine issues of food security and its inter-relation to community and social services in Richmond (e.g. intersection of food with physical and mental health, disease prevention, emergency food relief)
- Support the City as it advocates for a coordinated regional approach to enhance local food security
- Support the development of a food charter for the City of Richmond

Actions:

- RCSAC members to have a presentation on Food Charter for City of Richmond
- Action teams formed as necessary to meet objectives
- Potential gaps analysis undertaken
- Communication Tool developed for Council

Outcomes/Indicators of Success:

- Presentation from Richmond Food Security on final Food Charter
 - Action team formed
 - Communication Tools to Council completed as needed
 - Final report on successful actions completed
-

Additional RCSAC Work Plan Activities

Objectives:

- To increase connections within RCSAC members
- To increase information RCSAC members can access to plan and promote social service events and activities
- To review membership of the RCSAC committee and invite organizations providing social services in the Richmond community to join the committee.
- To increase administrative efficiency for RCSAC

Activities:

- Maintain Community Table/Committee Inventory and provide update to Council in 2014 final report
- Create members log-in section on RCSAC website so members can access minutes, agendas, reports etc.
- Support on-going updates to website
- Form action team to review membership of RCSAC and determine organizations to receive invitation to learn more about the RCSAC.

Outcomes/Indicators of Success

- Members only log- in page created
 - Website utilization continues to be increased
 - Increased number of events and program information posted to website
 - Potential new memberships joining the RCSAC
 - Final report on successful outcomes completed
-



City of Richmond

Report to Committee

To: Planning Committee
From: Cathryn Volkering Carlile
General Manager, Community Services
Date: December 18, 2013
File: 01-0100-20-RIAD-01
Re: RIAC 2013 Annual Report and 2014 Work Program

Staff Recommendation

That the Richmond Intercultural Advisory Committee: 2013 Annual Report and 2014 Work Program (Attachment 1) be approved.

Cathryn Volkering Carlile
General Manager, Community Services
(604-276-4068)

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

This report presents the Richmond Intercultural Advisory Committee (RIAC) 2013 Annual Report to Council, describing RIAC activities and accomplishments for the year 2013, and the proposed RIAC 2014 Work Program and Budget (Attachment 1)

Findings of Fact

1. RIAC 2013 Annual Report: The highlights of the RIAC 2013 activities are described in Attachment 1.
2. Proposed RIAC 2014 Work Program/Budget: The proposed RIAC 2014 Work Program and Budget are also described in Attachment 1.

Analysis

1. 2013 Annual Report

Highlights of RIAC's activities for 2013, as summarised in the Annual Report, include:

- The development and launch of the first edition of a Punjabi language version of the Richmond Newcomers Guide.
- The co-organizing and hosting of a National Aboriginal Day event which brought different communities together to celebrate Aboriginal culture.
- The implementation of multicultural and intergenerational community dialogues on attitudes towards diversity.
- Provision of input on the City of Richmond Social Development Strategy.
- Partnering with Richmond Museum and faith groups on a multicultural interfaith dialogue.

2. Proposed 2014 Work Program

RIAC has identified four strategic directions from the "2012 – 2015 Richmond Intercultural Strategic Plan and Work Program", and specific initiatives pertaining to each to implement in 2014. Planned initiatives include:

- The revising and updating of all four language versions of the Richmond Newcomers Guide and identification of future funding sources for new editions.
- Partnering with SD38 and non-profit agencies to design and implement a National Aboriginal Day event for 2014.

- Work to promote the City of Richmond Intercultural vision across all City work teams and work with City staff to maximize this vision within the development of arts and cultural and recreation programming.
- Promote civic engagement education with new immigrant groups and assist in designing a project aimed at building links and understanding between neighbours.
- Assist with the implementation and feedback on the City of Richmond Social Development Strategy as and when required.

Staff will support the RIAC 2014 Work Program as City policies, work programs, time and resources permit.

Financial Impact

The RIAC budget for 2014 is \$2,500.

Conclusion

RIAC's 2014 Work Program presents steps to further achieve the Council approved vision for intercultural life in the City, "for Richmond to be the most welcoming, inclusive and harmonious community in Canada".

Staff recommend that the Richmond Intercultural Advisory Committee: 2013 Annual Report and 2014 Work Program (Attachment 1) be approved.



Alan Hill
Cultural Diversity Coordinator
(604-276-4391)

Richmond Intercultural Advisory Committee

**2013 Annual Report
2014 Work Program and Budget**

1. INTRODUCTION

Richmond City Council established the Richmond Intercultural Advisory Committee (RIAC) in February 2002 to assist the City in working towards its Corporate Vision of making Richmond the “most appealing, liveable, and well-managed city in Canada”. The mandate of RIAC, as outlined in its Terms of Reference, is to “enhance intercultural harmony and strengthen intercultural co-operation in Richmond”. In 2013 the RIAC continued to work to achieve its goals as laid out in the 2012 - 2015 Richmond Intercultural Strategic Plan and Work Program.

Throughout 2013, the Committee invited guest speakers to present on current intercultural issues in our city as well as organized events and activities with the aim of assisting diverse cultures in integrating and assisting communication between communities and City of Richmond staff and elected officials.

Newly appointed members, who replaced the outgoing members, were welcomed and the collaboration between the new and the continuing members made 2013 a successful year.

In keeping with the committee’s rotational system, Chairs and Vice-Chairs were elected in January 2013 for six-month terms.

2. RIAC’s 2013 ACTIVITIES

2.1 Guest Speakers

2.1.1 February Guest Speaker

John Foster- Manager, Community Social Development, City of Richmond

Mr. Foster gave a presentation on the draft City of Richmond Social Development Strategy and asked for feedback from the Committee. The Social Development Strategy, once adopted will be the major document to direct the social development agenda at the City and the City’s relationship with its community partners in relation to social service provision.

2.1.2 March Guest Speakers

Kerry Starchuk and Anne Meridyan

Two community members presented to RIAC on issues around signage and language in Richmond and their personal impressions of there being too many Chinese language signs in the City.

2.1.3 May Guest Speakers

Nan Capogna and Lyn Chen – Richmond Art Gallery

Two speakers from Richmond Art Gallery presented to RIAC on the outreach taking place at the Richmond Art Gallery to connect with and engage Richmond's diverse demographic. The Committee gave feedback and were invited to hold a future meeting in the gallery.

2.1.4 October Guest Speaker

Andrea Arnott- Richmond Multicultural Concerns society (RMCS)

Andrea described the RMCS 'Welcoming and Inclusive Communities' programs. This program is funded by the Government of British Columbia to create innovative and informed dialogue between newcomers to Canada and more established Canadians. Potential future collaborations and link with the work of RIAC were discussed.

2.2 Major Projects for 2013

2.2.1 National Aboriginal Day

The event was organised by the RIAC Youth Sub-Committee in partnership with SD38, VCH, Pathways Aboriginal Project and the City of Richmond. This year's celebration was the first time that National Aboriginal Day had been held at Richmond City Hall. More detail of the event can be found in the subcommittee report below.

Goals/RIAC objectives:

- platform for promoting and laying the groundwork for youth involvement in RIAC's cross-community dialogue re: racism and inclusion
- dispelling cultural stereotypes
- programs focusing on commonality
- organization of cultural events
- more intercultural events at community centers and schools

General partner objectives:

- giving Aboriginal youth a public voice
- raising awareness regarding Aboriginal history in Richmond and SD38
- potential federal funding through Inter-Action, proposal deadline may have passed already
- cultural center booked for June 21
- targeting local SD38 elementary schools

2.2.2 Community Dialogue

The Civic Engagement Committee continued with their work embarked of engaging citizens who normally don't participate in intercultural dialogues or other such events by providing them with an opportunity to express their concerns about how changes to Richmond's cultural dynamic are impacting them.

Building on a 2012 questionnaire intended to 'take the pulse' of Richmond's citizens with respect to diversity and Richmond's evolving cultural composition a day of dialogue was held at South Arm Community Centre on January 19th 2013, with sessions in English, Punjabi, Cantonese and Mandarin.

A concluding community forum was then held in May at Richmond City Hall which brought together and was themed around information received from both the questionnaires and the January dialogue. One encouraging factor in this dialogue was the number of youth participants. A full report of the findings of the May forum was subsequently sent as a memo to Mayor and Council.

2.2.3 Newcomers' Guide

A Punjabi version of the Newcomers Guide was produced and launched in December 2013. The launch event was a great success with participation from Punjabi speaking newcomers and the more established Punjabi speaking community in Richmond.

3. RIAC SUB-COMMITTEES

The following sub-committees are actively working on issues pertaining to their areas (please see sub-committee reports below):

- Newcomers Guide
- Civic Engagement/Intercultural Vision and Outreach
- Youth Integration

4. RIAC 2014 WORK PROGRAM

The 2014 work program is based on an extensive evaluation and review of the 2012-2015 RIAC Intercultural Plan, adopted by Council in February 2012. The main focus areas of this new plan are civic engagement and fulfilment of the RIAC intercultural vision and these priorities are reflected in the 2014 Work program.

5. RIAC 2014 PROPOSED BUDGET

RIAC is requesting an operating budget of \$2,500 for 2013. This will cover costs incurred by meetings, forums, interpretation/translation of materials and consultant fees (should these be required) associated with the implementation of the 2013 Work Program.

6. ACKNOWLEDGEMENTS

I would like to take this opportunity to thank all RIAC members who have worked so diligently with great enthusiasm throughout the year, Mayor and Council for their ongoing support and Councillor Derek Dang (RIAC Council Liaison) for attending the meetings and supporting us. I would also like to extend our greatest appreciation to Alan Hill, Staff Liaison, for undertaking extensive work to ensure that committee needs are met and its goals reached.

Prepared by:
Christopher Chan
Chair, Richmond Intercultural Advisory Committee
December 2013

RIAC 2013 Membership

Citizen Appointees

Joe Greenholtz
Shawkat Hasan
Diane Jubinville
Lawrence Lim
Philip He
Jamie Hudson (ex Makutra)
Christopher Chan
Mohinder Grewal

Organizational Representatives

Diane Bissenden, Vancouver Coastal Health- Richmond
Shashi Assanand, Ministry of Children & Family Development
David Purghart, RCMP Richmond Detachment
Richard Lee, Richmond Community Services Advisory Committee
Nick Chopra, Richmond Community Services Advisory Committee
Parm Grewal, Richmond Community Services Advisory Committee
Aileen Cormack, Richmond Seniors Advisory Committee
Stephen Le Blanc, Richmond Community Services Advisory Committee
Viet Vu, Richmond Centre for Disability
Diane Tijman, School District #38

RIAC 2013 SUBCOMMITTEE REPORTS

RIAC - Newcomer's Guide Sub-Committee

The First Edition of the Newcomers' Guide in Punjabi was launched in December, 2013. Unlike the other 3 Editions that were sponsored by private corporations, the Punjabi Edition was wholly sponsored by the City of Richmond.

Special thanks go to our sub-committee member Mohinder Grewal and his associate Pritpal Garg for their valuable contribution in the translation of the Newcomers' Guide to the Punjabi language. We would also like to thank the City Staff and in particular Alan Hill for assistance in making this Edition possible and for organizing the Punjabi edition launch which was well attended by the Punjabi Community with media coverage provided by OMNI TV.

During the course of 2014 we also monitor any material changes in the other Editions that may require updating in the web-edition to keep it relevant and up to date. For future years, the sub-committee will seek to review the Guide on a regular basis and to publish additional revised versions when funds are available and required.

Lawrence Lim
Chair, Newcomer's Guide Subcommittee

Youth Integration

The Youth Integration Committee had a busy 2014. The major project for 2014 was the planning and implementation of a National Aboriginal Day event that was held in partnership with Richmond School District, Pathways Aboriginal Centre and Vancouver Coastal Health. It was the first National Aboriginal Day event to be ever held at Richmond City Hall and the City Hall Plaza was full of activity and Richmond residents from all sections of the community.

Diane Jubinville
Chair, Youth Integration Subcommittee

Civic Engagement/Intercultural Vision and Outreach

The Civic Engagement Committee has continued to work to engage Richmond residents who would normally not participate in intercultural dialogues or other such events by providing them with an opportunity to air their concerns about how changes to Richmond's cultural dynamic are affecting them. The process culminated in a community dialogue in January and a large public forum that was held in Richmond City Hall Council Chambers in May. The resulting findings of this forum were shared with Mayor and Council.

In February RIAC partnered on an Inter-faith with Richmond Museum to celebrate the United Nations 'World Inter-faith Harmony Week'. This event, which was well attended by Richmond's faith communities, was also held in support of the faith related exhibition that was being held in the Museum at that point.

Shawkat Hasan
Chair, Civic Engagement/Intercultural Vision & Outreach Subcommittee

RIAC 2013 SUBCOMMITTEES

Committee/RIAC Actions	Members
<p>Civic Engagement</p> <p><i>Participation in governance:</i></p> <ul style="list-style-type: none"> - Advise RIAC re: research and information - Advise RIAC re: research initiatives - Advise Council as appropriate <p><i>Information re: rights and responsibilities:</i></p> <ul style="list-style-type: none"> - Advise RIAC and community partners re: existing awareness materials and information campaigns - Advise Council as appropriate 	<ul style="list-style-type: none"> - Shawkat Hasan* - Shashi Assanand - Nick Chopra - Lawrence Lim - Jamie Hudson - Joe Greenholtz - Stella Au (Community Volunteer) - Mohinder Grewal
<p>Intercultural Vision and Outreach</p> <ul style="list-style-type: none"> - Expand on civic engagement exercise in partnership with community civic groups - Annual meeting with Richmond newcomers - Annual meeting with help providers for newcomers in need in Richmond. Better statistical and evaluation processes will be encouraged. - Promote a more “open door” policy among community religious and ethnic groups - Direct community feedback to Council, recommendations as appropriate 	
<p>Newcomer’s Guide</p> <ul style="list-style-type: none"> - Continue updating the Newcomers’ Guide - Seek corporate sponsorship and governmental support for translation (e.g., Punjabi, Tagalog) - Seek corporate sponsorship and governmental support for 2nd edition of English and Chinese versions - Explore possible role for Volunteer Richmond Information Services (VRIS) and advise Council 	<ul style="list-style-type: none"> - Lawrence Lim* - Nick Chopra - Mohinder Grewal
<p>Youth Integration</p> <ul style="list-style-type: none"> - Continue to explore opportunities for youth to participate in open and respectful dialogue in a variety of venues - Support and promote access to information that addresses the understanding of intercultural issues in the community - Encourage access to cultural events for youth and their families - Advise Council as appropriate 	<ul style="list-style-type: none"> - Diane Jubinville* - Parm Grewal - Lawrence Lim - Diane Bissenden

***Sub Committee Chairs**

Council Term Goals 2011-2014

This Work Program supports the following Council Term Goals (2011-2014). RIAC will give priority to providing Council with advice regarding the following Council Community Services Goals in 2014. Topics monitored by RIAC are outlined in the table below.

2.1 - Completion of the development and implementation of a clear social service strategy for the City that articulates the City's role, priorities and policies, as well as ensures these are effectively communicated to the public in order to appropriately target resources and help manage expectations.

2.9 - Encourage the development of community volunteer programs and strategies that build a broad, knowledgeable and keen volunteer base and that provide positive and meaningful opportunities for volunteers to utilize their talents while helping to provide important services to the community.

Draft RIAC 2014 Work Program						
Strategy/Initiative	RIAC Actions/Steps	Expected Outcome of RIAC Actions	Indicator of RIAC Success	RIAC Lead/ Sub-cte	Partners	Status
1. Address language and information and cultural barriers.						
1. Encourage civic involvement by actively recruiting and promoting city job opportunities across all sections of the community	Meet with City Human Resources to discuss opportunities for strategies for Job promotion across the Richmond community.	Greater diversity of applicants for City employment from a more representative cross section of the community.	Recruitment and promotion campaign designed and implemented.	Civic Engagement	City HR/ City Corporate Communications	Ongoing
2. Civic education program to encourage greater participation in civic and community life	Meet with civic education groups to identify strategies for the encouragement of newcomers in community and civic life	More new Canadians and underrepresented groups involved in civic and community life	Civic education project identified and implemented	Civic Engagement	Immigrant serving agencies/ Civic education groups	Ongoing

PLN 64

Draft RIAC 2014 Work Program						
Strategy/Initiative	RIAC Actions/Steps	Expected Outcome of RIAC Actions	Indicator of RIAC Success	RIAC Lead/ Sub-cte	Partners	Status
3. The continuing development and updating of the Richmond Newcomers Guides.	Identify future languages for the Guide and funding sources Identify funding mechanisms for updating existing versions of the Guide	Public empowered and able to make more informed choices conceding their settlement in Richmond.	Newcomers Guides updated and new versions identified and funded if and as required.	Newcomers	Corporate partners/ Immigrant serving agencies.	Ongoing
4. Breakdown language barriers by supporting the City and its partners in their plans to develop clear translation guidelines	Work with City staff to offer ongoing advice and review on translation guidelines for the City	Clear lines of communication between the City and all section of the Richmond community.	City Translation and Interpretation Guidelines developed.	Civic Engagement	City of Richmond Corporate communications	Ongoing
2. Address racism and misconceptions.						
1. Encourage workplaces to consider allowing newcomers to gain Canadian experience through volunteering and job shadowing.	Research and develop 'best practice' examples of volunteering and job shadowing for new immigrants.	New Canadians empowered and gaining work and volunteering experience.	Job shadowing and volunteer work opportunities identified	Civic Engagement	City of Richmond Human Resources/ Immigrant Serving Agencies	
2. Develop, promote and assist with implementation of the "HI Neighbour" project.	Develop a project proposal for the 'Hi Neighbour' project. Meet with City and partner programming staff to investigate opportunities for the development of a pilot project.	Neighbours connected- newcomers and more established Richmond residents connected around common goals	Project plan developed/ partnership sought.	Civic Engagement	Immigrant serving agencies/RC SAC/ City of Richmond Community Services.	

Draft RIAC 2014 Work Program

Strategy/Initiative	RIAC Actions/Steps	Expected Outcome of RIAC Actions	Indicator of RIAC Success	RIAC Lead/ Sub-cte	Partners	Status
3. Encourage intercultural activities with an emphasis on aboriginal groups and cultures.	Partner with non profit and statutory agencies to develop a National Aboriginal Day celebration for 2014.	Aboriginal culture celebrated and links made between aboriginal and non aboriginal communities	Aboriginal day planned and successfully implemented.	Youth	SD38/ Richmond Youth Service Agency.	
4. Reach out to all city departments and offer support and influence with RIAC mandate.	Intercultural Strategic Plan and 2014 Work Plan distributed to all City departments	Intercultural vision and mandate understand and incorporated across all City Departments	Intercultural Work plans distributed to all City departments.	Civic Engagement	City of Richmond.	
PLN - 66 Ensure that City & other governmental and stakeholder systems, policies and planning processes are aligned with the Intercultural Vision						
1. Review application and recruitment processes for City of Richmond employment.	Meet with City Human Resources to discuss recruitment processes at the City of Richmond and how these could be improved.	City recruitment processes inclusive and transparent	Review undertaken of Employment and recruitment processes.	Civic Engagement	City of Richmond Human Resources.	
2. Working with the education system to actively encourage intercultural education and understanding.	Meet with Key SD38 managers to discuss RIAC assistance with intercultural activities and programs.	Attendees in the Public School system actively more aware, understanding and supportive of the City of Richmond Intercultural Vision.	Practical actions identified and implemented to encourage intercultural education and understanding in the public school system in Richmond.	Youth	SD38	
3. Informed outreach to immigrant communities and visible minorities	Work with community partners to develop outreach strategies to immigrant communities	Immigrants connected – lines of communication secured with underrepresented communities.	Outreach strategies planned and partnerships identified and developed.	Civic Engagement	City of Richmond Community Services/ Immigrant Serving Agencies	

Draft RIAC 2014 Work Program						
Strategy/Initiative	RIAC Actions/Steps	Expected Outcome of RIAC Actions	Indicator of RIAC Success	RIAC Lead/ Sub-cte	Partners	Status
4. Intercultural education and the endorsement of cultural programs to celebrate diversity.	Meet with Community Service programmers to discuss City of Richmond Intercultural Vision.	City programmers designing and delivering programs that incorporate the City of Richmond Intercultural Vision.	Meeting held with City of Richmond programming staff.	Civic Engagement	City of Richmond Community Services Recreation Staff	
4. To support the development and integration of Richmond's immigrants while doing this in a way that respects family and cultural traditions.						
1. Put interculturalism on the map – intercultural media/education campaign to put Richmond on the map as the first intercultural City.	Plan out media education campaign and present draft campaign to City council for input and approval.	Interculturalism and the City of Richmond's role in promoting it promoted and understood by metro Vancouver wide audience.	Media campaign planned.	Civic Engagement	City of Richmond Corporate Communications	
2. Encourage cross cultural bridging and understanding through celebrations and events e.g.: Richmond Day	Richmond Day concept developed into proposal paper and presented to Council.	Inclusive Richmond wide event held that promotes life in Richmond for all residents.	Proposal paper written and delivered.	Civic Engagement	City of Richmond Community Services	



City of Richmond

Report to Committee Fast Track Application Planning and Development Department

To: Planning Committee

Date: January 8, 2014

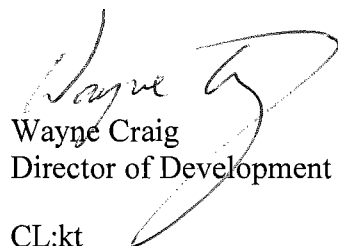
From: Wayne Craig
Director of Development

File: RZ 13-647241

Re: Application by Raman Kooner and Robbie Sharda for Rezoning at 5771/5791
Langtree Avenue from Single Detached (RS1/E) to Single Detached (RS2/B)

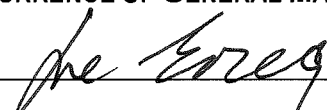
Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9096, for the rezoning of 5771/5791 Langtree Avenue from "Single Detached (RS1/E)" to "Single Detached (RS2/B)", be introduced and given first reading.



Wayne Craig
Director of Development

CL:kt
Att.

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

Staff Report

Item	Details	
Applicants	Raman Kooner & Robbie Sharda	
Location	5771/5791 Langtree Ave (Attachment 1)	
Development Data Sheet	See Attachment 2	
Zoning	Existing: Single Detached (RS1/E)	
	Proposed: Single Detached (RS2/B)	
OCP Designation	Neighbourhood Residential (NRES)	Complies <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Lot Size Policy	Lot Size Policy 5463 (Attachment 3)	Complies <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Affordable Housing Strategy Response	Consistent with the Affordable Housing Strategy for single-family rezoning applications, the applicants propose to include a legal secondary suite in the principal dwelling on one (1) of the two (2) lots proposed.	Complies <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Flood Management	Registration of a flood indemnity covenant on title is required prior to final adoption of the rezoning bylaw	
Surrounding Development	North: One (1) dwelling on a large lot zoned "Single Detached (RS1/E)", fronting Langton Road.	
	East: An existing non-conforming duplex on a large lot zoned "Single Detached (RS1/E)", fronting Langton Road.	
	South: One (1) new dwelling on a large lot zoned "Single Detached (RS1/E)", across Langtree Avenue.	
	West: One (1) new dwelling on a large lot zoned "Single Detached (RS1/E)".	
Rezoning Considerations	See Attachment 4	

Staff CommentsBackground

The proposed rezoning would enable a subdivision to create two (2) smaller lots from an existing large lot containing a duplex on the north side of Langtree Avenue in the Blundell Planning Area. The proposed subdivision plan is provided in **Attachment 5**.

The subject site is located in an established residential area consisting of single detached dwellings, townhouses, as well as McKay School and Neighbourhood Park.

The neighbourhood has seen limited redevelopment through rezoning and subdivision in recent years. There is potential for other lots in the neighbourhood to apply to rezone and subdivide in accordance with Lot Size Policy 5463.

Trees & Landscaping

A Certified Arborist's Report was submitted by the applicants, which identifies tree species on the site and within close proximity to the site, assesses the condition of these trees, and provides recommendations on tree retention and removal relative to the development proposal. A list of

tree species assessed as part of the Arborist's Report is included on the Tree Retention Plan (**Attachment 6**).

The City's Tree Preservation Coordinator has reviewed the Arborist's Report, conducted a Visual Tree Assessment, and concurs with the following recommendations in the report:

- To retain and protect the Mountain Ash (Tree #1) located on City-owned property within the boulevard on Langtree Avenue.
- To retain and protect an undersized Japanese snowbell tree and an undersized Cherry tree located on City-owned property within the boulevard on Langton Road.
- To remove the three (3) Cherry trees (Trees #2, 3 and 5), one (1) Mountain Ash (Tree #4), and one (1) Deodar cedar (Tree #6) from the subject site due to their poor condition. All of these trees are either dying or have been historically topped, and as a result exhibit significant structural defects such as previous stem failure, narrow and weak secondary stem unions at the main branch union (below previous topping cuts), co-dominant stems with inclusions and bacterial Canker infection.

The proposed Tree Retention Plan is shown in **Attachment 6**.

Prior to demolition of the existing dwelling on the subject site, tree protection fencing must be installed around the Mountain Ash (Tree #1), the undersized Japanese snowbell tree, and the undersized Cherry tree located on City-owned property within the boulevard. Tree protection fencing must be installed to City standard and in accordance with the City's Bulletin TREE-03, and must remain in place until construction and landscaping on the proposed lots is completed.

To ensure protection of trees to be retained, the following items are required to be completed prior to rezoning bylaw adoption:

- Submission of a contract with a Certified Arborist for supervision of any works conducted within close proximity to the tree protection zones of the trees to be retained. The contract must include the scope of work to be undertaken, including: the proposed number of site monitoring inspections (at specified stages of construction), and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.
- Submission of a security to the City in the amount of \$3,000 to ensure the survival of the trees to be retained. Following completion of construction and landscaping on the subject site, a landscaping inspection will be conducted to verify tree survival and 50% of the security will be released. The remaining 50% of the security will be released one year after the initial landscaping inspection if the trees have survived.

Based on the 2:1 tree replacement ratio required in the OCP, a total of 10 replacement trees are required (five [5] per future lot), with the following minimum sizes:

# Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
2	11 cm		6 m
2	8 cm		4 m
6	6 cm		3.5 m

To ensure that the five (5) replacement trees are planted and maintained on the proposed west lot, the applicants must submit a Landscaping Security in the amount of \$2,500 (\$500/tree) prior to rezoning. Further information on the Landscaping Security for the replacement trees to be planted and maintained on the proposed corner lot is described below.

If the required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

Preliminary Architectural Elevation Plans & Landscape Plan

To illustrate how the future corner lot interface will be treated, the applicants have submitted preliminary architectural plans of the proposed building elevations (**Attachment 8**). Prior to rezoning, the applicant is required to register a legal agreement on title to ensure that the building design is generally consistent with the attached building design. At future development stage, Building Permit plans must comply with all City regulations, including zoning, and staff will ensure that Building Permit plans are generally consistent with the registered legal agreement for building design..

To illustrate how the front yard and exterior side yard of the proposed corner lot along the Langtree Avenue and Langton Road boulevard will be treated, the applicants have submitted a preliminary Landscape Plan (**Attachment 7**). Prior to rezoning bylaw adoption, the applicants are required to submit a final Landscape Plan, prepared by a Registered Landscape Architect, along with a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect (including the five [5] replacement trees, fencing, paving, and installation costs).

Site Servicing & Vehicle Access

There are no servicing concerns with rezoning.

Vehicle access to the proposed west lot will be to/from Langtree Avenue. Vehicle access to the proposed corner lot (east lot) must be located to meet the minimum distance to the intersection of Langtree Avenue and Langton Road, as required in the Residential Lot (Vehicular) Access Regulation Bylaw No. 7222 (e.g. 12 m - 15 m).

Subdivision

At subdivision stage, the applicant will be required to:

- Pay servicing costs;
- Pre-pay the current year's property taxes; and
- Register a 6.0 m wide utility right-of-way (ROW) along the entire north property line of the subject site.

Conclusion

This rezoning application to enable subdivision of an existing large lot into two (2) smaller lots complies with Lot Size Policy 5463 and applicable policies and land use designations contained within the OCP.

The list of rezoning considerations is included in **Attachment 4**, which has been agreed to by the applicant (signed concurrence on file).

On this basis, staff recommends support for the application. It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9096 be introduced and given first reading.



Cynthia Lussier
Planning Technician
CL:kt

- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Development Application Data Sheet
- Attachment 3: Lot Size Policy 5463
- Attachment 4: Rezoning Considerations
- Attachment 5: Proposed Subdivision Plan
- Attachment 6: Tree Retention Plan
- Attachment 7: Preliminary Landscape Plan – proposed corner lot
- Attachment 8: Preliminary Building Elevation Plans – proposed corner lot

Revision Date:

Note: Dimensions are in METRES

RZ 13-647241



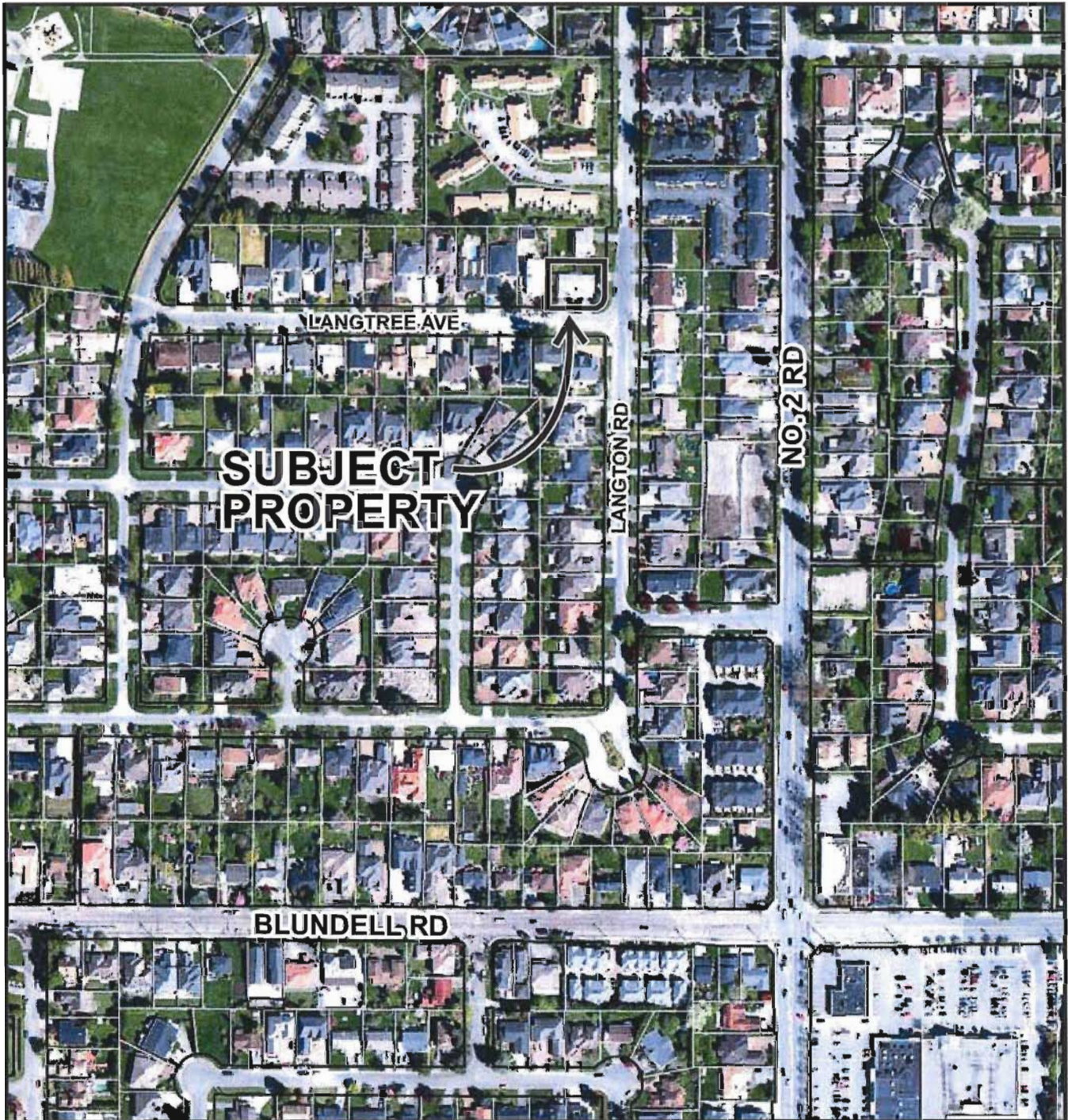
PROPOSED REZONING

PLN - 73





City of
Richmond



RZ 13-647241

Original Date: 10/04/13

Revision Date:

Note: Dimensions are in METRES



RZ 13-647241

Attachment 2

Address: 5771/5791 Langtree Avenue

Applicant: Raman Kooner and Robbie Sharda

Date Received: October 2, 2013 Fast Track Compliance: November 15, 2013

	Existing	Proposed
Owner	Shivdesh Kumar Sharda Vijay Sharda Robbie Amit Sharda Harroop Kaur Kooner	To be determined
Site Size (m ²)	910 m ² (9,795 ft ²)	Proposed west lot - 434 m ² (1,423 ft ²) Proposed east lot - 476 m ² (1561 ft ²)
Land Uses	One (1) single detached dwelling	Two (2) single detached dwellings
Zoning	Single Detached (RS1/E)	Single Detached (RS2/B)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio	Max. 0.55	Max. 0.55	none permitted
Lot Coverage – Building	Max. 45%	Max. 45%	none
Lot Coverage – Building, structures, and non-porous	Max. 70%	Max. 70%	none
Lot Coverage – Landscaping	Min. 25%	Min. 25%	none
Setback – Front & Rear Yards (m)	Min. 6 m	Min. 6 m	none
Setback – Interior Side Yard (m)	Min. 1.2 m	Min. 1.2 m	none
Setback – Exterior Side Yard (m)	Min. 3 m	Min. 3 m	none
Height (m)	2 ½ storeys	2 ½ storeys	none
Lot Size	Min. 360 m ²	Proposed west lot - 434 m ² Proposed east lot - 476 m ²	none
Lot Width	Min. 12 m	Proposed west lot - 15.86 m Proposed east lot – approx 17 m	none

Other: Tree replacement compensation required for loss of bylaw-sized trees.



City of Richmond

Policy Manual

Page 1 of 2

Adopted by Council: November 15, 1993

POLICY 5453
 Amended by Council: January 15, 2001 *
 October 20th, 2003

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 24-4-7

POLICY 5453:

The following policy establishes lot sizes in Section 24-4-7, located in the area generally **bounded by Francis Road, Blundell Road, Railway Avenue and No. 2 Road** as shown on the attached map:

That properties located within the area generally bounded by Francis Road, Blundell Road, Railway Avenue and No. 2 Road in Section 24-4-7, as shown on the attached map, be permitted to subdivide in accordance with the provisions of Single-Family Housing District, Subdivision Area E (R1/E) in Zoning and Development Bylaw No. 5300, with the following exceptions:

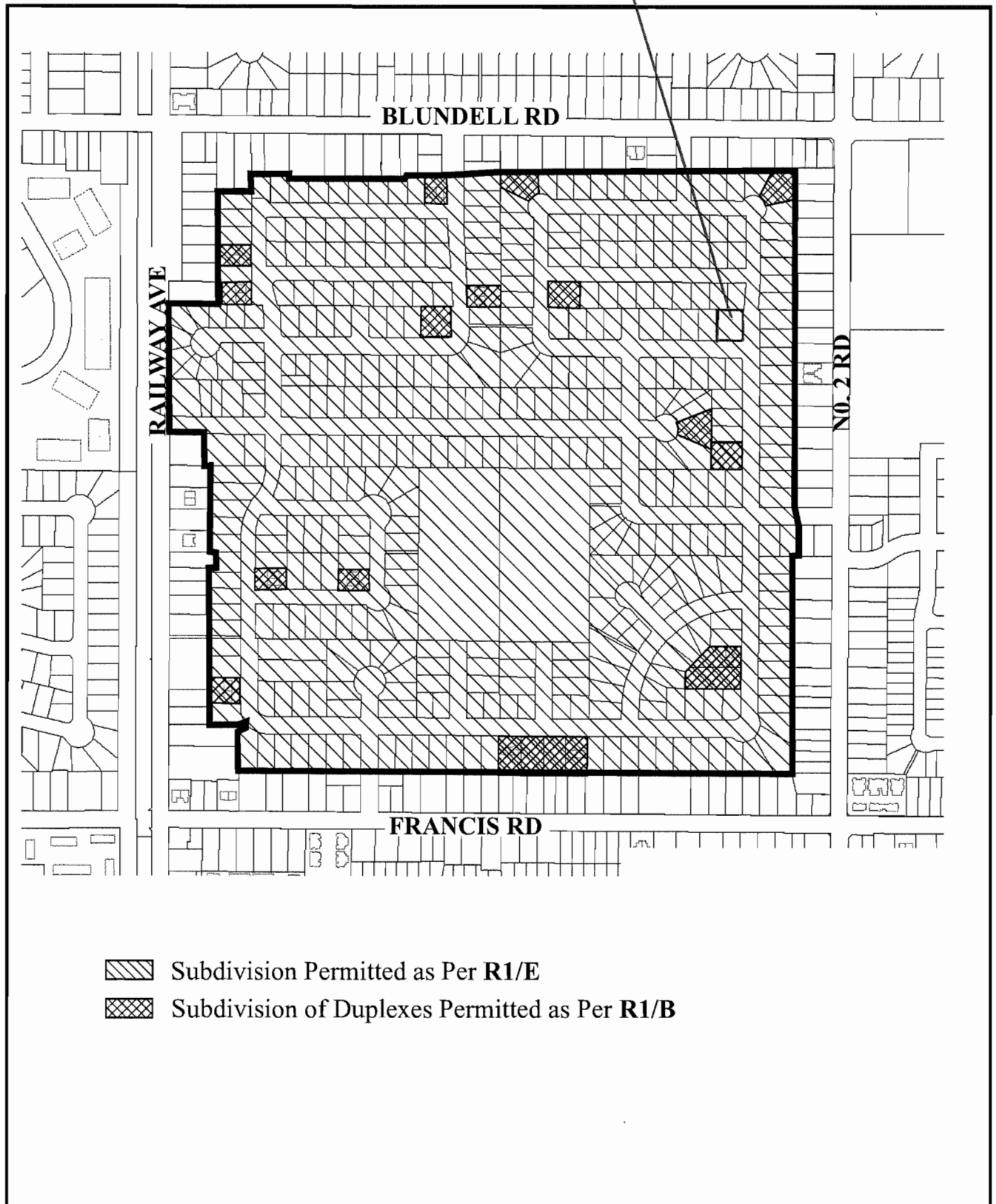
- (i) That lots with existing duplexes be permitted to subdivide as per Single-Family Housing District, Subdivision Area B (R1/B); and



and that this policy be used to determine the disposition of future rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw 5300.

* Original Adoption Date In Effect

1081046

SUBJECT SITE



-  Subdivision Permitted as Per **R1/E**
-  Subdivision of Duplexes Permitted as Per **R1/B**



Policy 5453
Section 24-4-7

Adopted Date: 11/15/93
Amended Date: 10/20/03



City of Richmond

Rezoning Considerations
Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 5771/5791 Langtree Avenue

File No.: RZ 13-647241

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9096, the following items are required to be completed:

1. Submission of a contract entered into between the applicants and a Certified Arborist for supervision of any works conducted in close proximity to the trees to be retained (i.e. the Mountain Ash [Tree # 1], the undersized Japanese snowbell tree, and the undersized Cherry tree located on City-owned property within the boulevard). The contract must include the scope of work to be undertaken, including: the proposed number of site monitoring inspections (at specified stages of construction), and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.
2. Submission of a security to the City in the amount of \$3,000 to ensure the survival of the trees to be retained (i.e. the Mountain Ash [Tree # 1], the undersized Japanese snowbell tree, and the undersized Cherry tree located on City-owned property within the boulevard). Following completion of construction and landscaping on the subject site, a landscaping inspection will be conducted to verify tree survival and 50% of the security will be released. The remaining 50% of the security will be released one year after the initial landscaping inspection if the trees have survived.
3. Submission of a Landscaping Security in the amount of \$2,500 (\$500/tree) to ensure the planting and maintenance of five (5) replacement trees on the proposed west lot, with the following minimum sizes:

# Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
1	11 cm		6 m
1	8 cm		4 m
3	6 cm		3.5 m

If the five (5) replacement trees cannot be accommodated on the proposed west lot, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

4. Submission of a final Landscape Plan for the proposed corner lot, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect (including fencing, paving, and installation costs). The Landscape Plan must:
 - Include a variety of suitable native and non-native replacement trees and vegetation, ensuring a rich urban environment and diverse habitat for urban wildlife; and
 - Include five (5) replacement trees with the following minimum sizes:

# Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
1	11 cm		6 m
1	8 cm		4 m
3	6 cm		3.5 m

If the five (5) replacement trees cannot be accommodated on the proposed corner lot, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

5. Registration of a legal agreement on title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on one (1) of the two (2) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
Note: Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a voluntary contribution of \$1.00 per buildable square foot of the single-family developments (i.e. \$5,357) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on title to secure a secondary suite.
6. Registration of a flood indemnity covenant on title.
7. Registration of a legal agreement on title to ensure that the building design on the proposed corner lot at future development stage is generally consistent with the preliminary architectural plans of the proposed building elevations included as Attachment 8 to this report.

At Demolition* stage, the following is required:

- Installation of tree protection fencing on-site around the Mountain Ash (Tree #1), the undersized Japanese snowbell tree, and the undersized Cherry tree located on City-owned property within the boulevard. Tree protection fencing must be installed to City standard and in accordance with the minimum protection area required in the City's Bulletin TREE-03, and must remain in place until construction and landscaping on the proposed lots is completed.

At Subdivision* stage, the following is required:

- Payment of servicing costs;
- Pre-payment of the current year's property taxes; and
- Registration of a 6.0 m wide utility right-of-way (ROW) along the entire north property line of the subject site.

At Building Permit* stage, the following is required:

- Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
- Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Division at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

[Signed original on file]

Signed

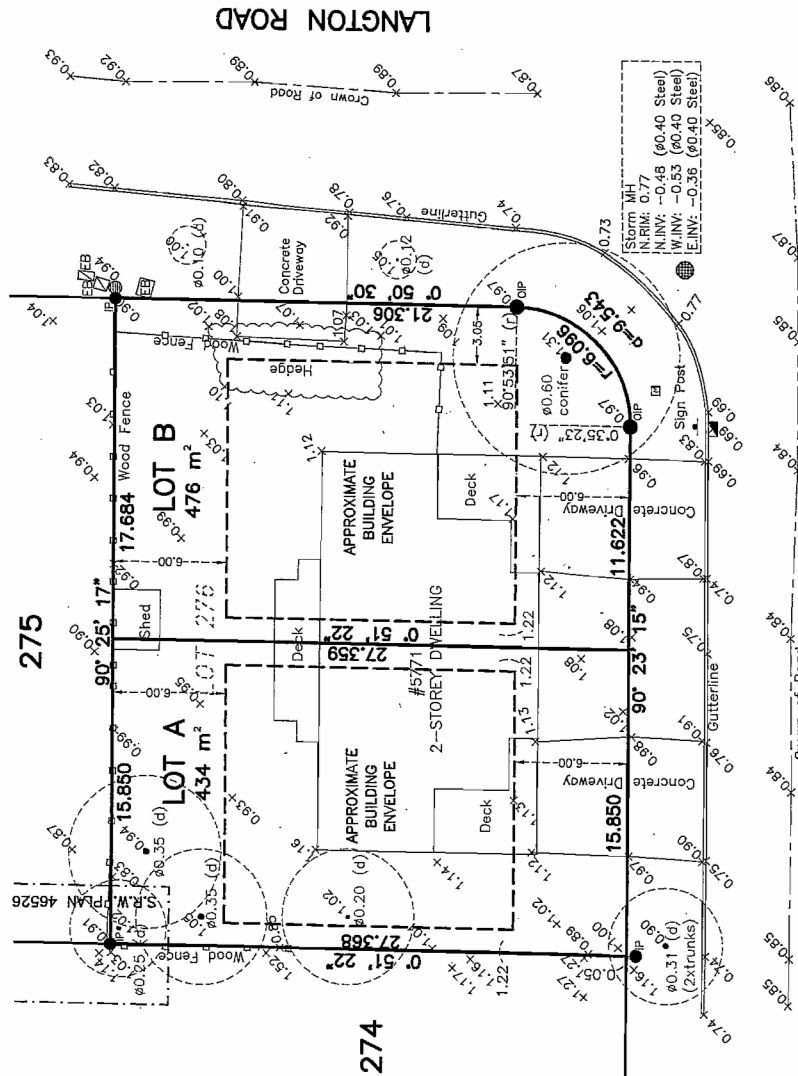
Date

**TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF LOT 276 SECTION 13 BLOCK 4 NORTH RANGE 7 WEST
NEW WESTMINSTER DISTRICT PLAN 46525**

#5771 LANGTREE AVENUE,
RICHMOND, B.C.
P.I.D. 003-867-846

LEGEND:

- denotes tree
- (d) denotes deciduous
- IP● denotes iron post set
- OIP denotes iron post found
- ⊙ denotes round catch basin
- ⊞ denotes electrical box
- ⊞ denotes water meter
- ⊞ denotes catch basin



SCALE: 1:250

ALL DISTANCES ARE IN METRES AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED

NOTE:

Elevations shown are based on City of
Richmond HPN Benchmark network.
Benchmark: HPN #234,
Control Monument 77H4891
Located at CL Gibbons Dr & Gamba
Dr, E side of grass median
Elevation = 1.125 metres

CERTIFIED CORRECT:
LOT DIMENSION ACCORDING TO
FIELD SURVEY:

Johnson C. Tam
JOHNSON C. TAM, B.C.L.S.
SEPTEMBER 6TH, 2013

PLN - 81

© copyright
J. C. Tam and Associates
Canada and B.C. Land Surveyor
115 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: 214-8928
Fax: 214-8929
E-mail: office@jctam.com
Website: www.jctam.com
Job No. 5285
FB-239 P60-64
Drawn By: TH

DWG No. 5285-TOPO

NTS

TREE PROTECTION GUIDELINES

1) TREE PROTECTION ZONES (TPZ): THE TPZ ALIGNMENTS ARE SHOWN ON THE TREE MANAGEMENT DRAWING. AS PREPARED BY THE CONSULTANT, THE TPZ ALIGNMENTS ARE BASED ON THE BEST AVAILABLE INFORMATION AND ARE NOT GUARANTEED. THE TPZ ALIGNMENTS ARE BASED ON THE BEST AVAILABLE INFORMATION AND ARE NOT GUARANTEED. THE TPZ ALIGNMENTS ARE BASED ON THE BEST AVAILABLE INFORMATION AND ARE NOT GUARANTEED.

2) TREE PROTECTION FENCES (TPZF): THE TPZF ALIGNMENTS ARE SHOWN ON THE TREE MANAGEMENT DRAWING. AS PREPARED BY THE CONSULTANT, THE TPZF ALIGNMENTS ARE BASED ON THE BEST AVAILABLE INFORMATION AND ARE NOT GUARANTEED. THE TPZF ALIGNMENTS ARE BASED ON THE BEST AVAILABLE INFORMATION AND ARE NOT GUARANTEED. THE TPZF ALIGNMENTS ARE BASED ON THE BEST AVAILABLE INFORMATION AND ARE NOT GUARANTEED.

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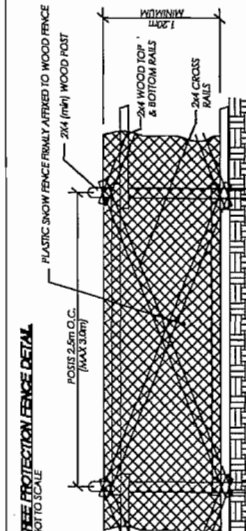
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10) TREE PROTECTION FENCES (TPZF): THE TPZF ALIGNMENTS ARE SHOWN ON THE TREE MANAGEMENT DRAWING. AS PREPARED BY THE CONSULTANT, THE TPZF ALIGNMENTS ARE BASED ON THE BEST AVAILABLE INFORMATION AND ARE NOT GUARANTEED. THE TPZF ALIGNMENTS ARE BASED ON THE BEST AVAILABLE INFORMATION AND ARE NOT GUARANTEED. THE TPZF ALIGNMENTS ARE BASED ON THE BEST AVAILABLE INFORMATION AND ARE NOT GUARANTEED.



TREE MANAGEMENT DRAWING

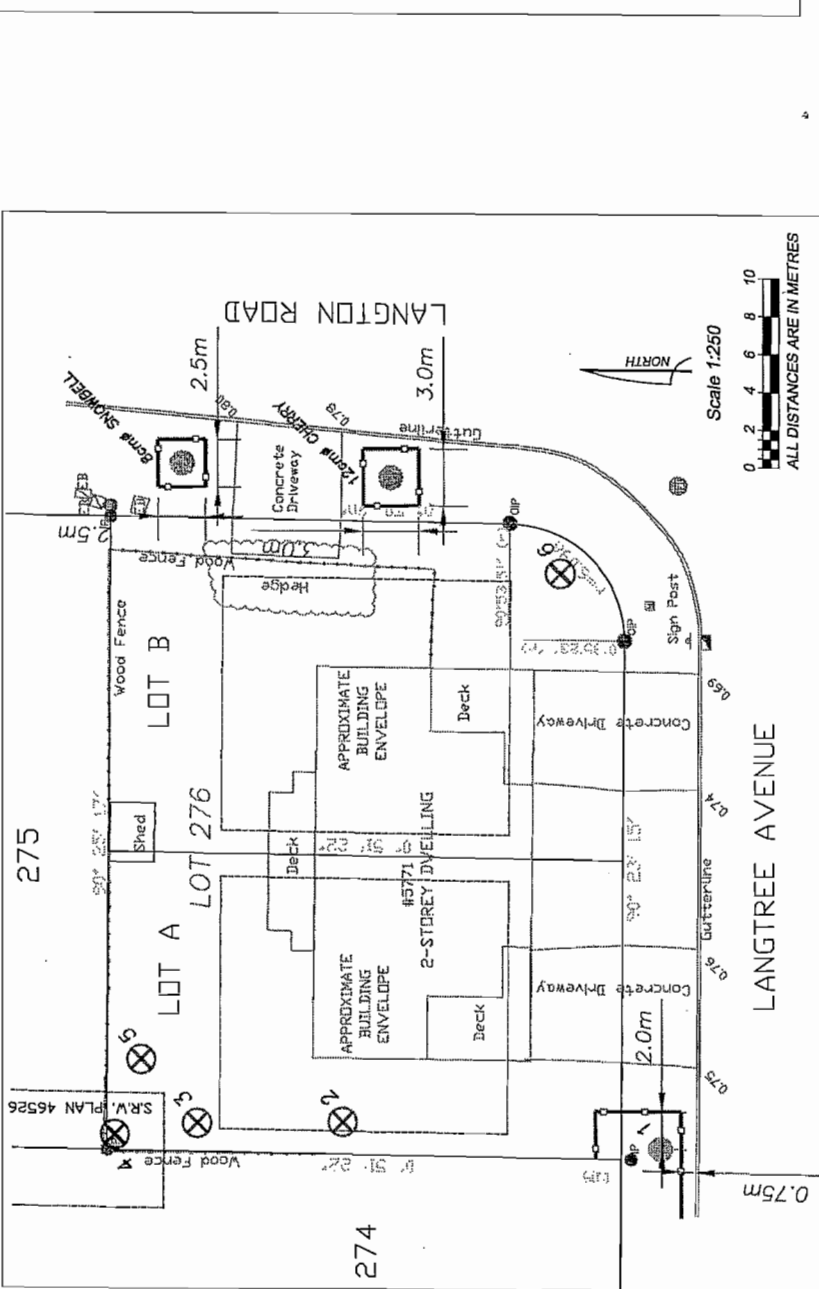
PROJECT: PROPOSED 2 LOT SUBDIVISION

ADDRESS: 5771, 5791 LANGTREE AVE, RICHMOND

CLIENT: RAMAN KOONER

ACI FILE: 13224

SHEET: 1 OF 1



LEGEND

○ DENOTES SITE LIMITS

○ DENOTES TREE TAGS (REFER TO TREE INVENTORY FOR TYPE, SIZE AND CONDITION DATA)

○ DENOTES TREE TO BE RETAINED

○ DENOTES TREE TO BE REMOVED

○ DENOTES TREE TO BE REMOVED FOR MITIGATION OF HIGH RISK (TRAQ)

○ DENOTES TREE PROTECTION ZONE (TPZ) ALIGNMENT. FENCE TO BE INSTALLED TO MEET ANY APPLICABLE MUNICIPAL STANDARDS. SEE TREE PROTECTION NOTES FOR RESTRICTIONS ON ACTIVITIES WITHIN OR IN CLOSE PROXIMITY OF TPZ.

Tree Tag # DBH	Species
1	Mountain Ash
2	Cherry
3	Cherry
4	Mountain Ash
5	Cherry
6	Deodar Cedar
Untagged	Japanese snowbell
Untagged	Cherry

ARBORTECH CONSULTING

Greater Vancouver Office:
Suite 200 - 3740 CHATHAM STREET, RICHMOND, BC CANADA V7E 2Z3
Suite 109 - 1528 MCCALLUM ROAD, ABBOTSFORD, BC CANADA V2S 8A3

acigroup.ca

KEY # DATE COMMENTS

0 7 OCT 2013 FIRST SUBMISSION

K.R. ROSS & ASSOCIATES
Landscape Architecture
Urban Design & Planning
1372 Chartwell Drive
West Vancouver BC V7S 2R5
Tel: (604) 418-9917
Email: krr@shaw.ca

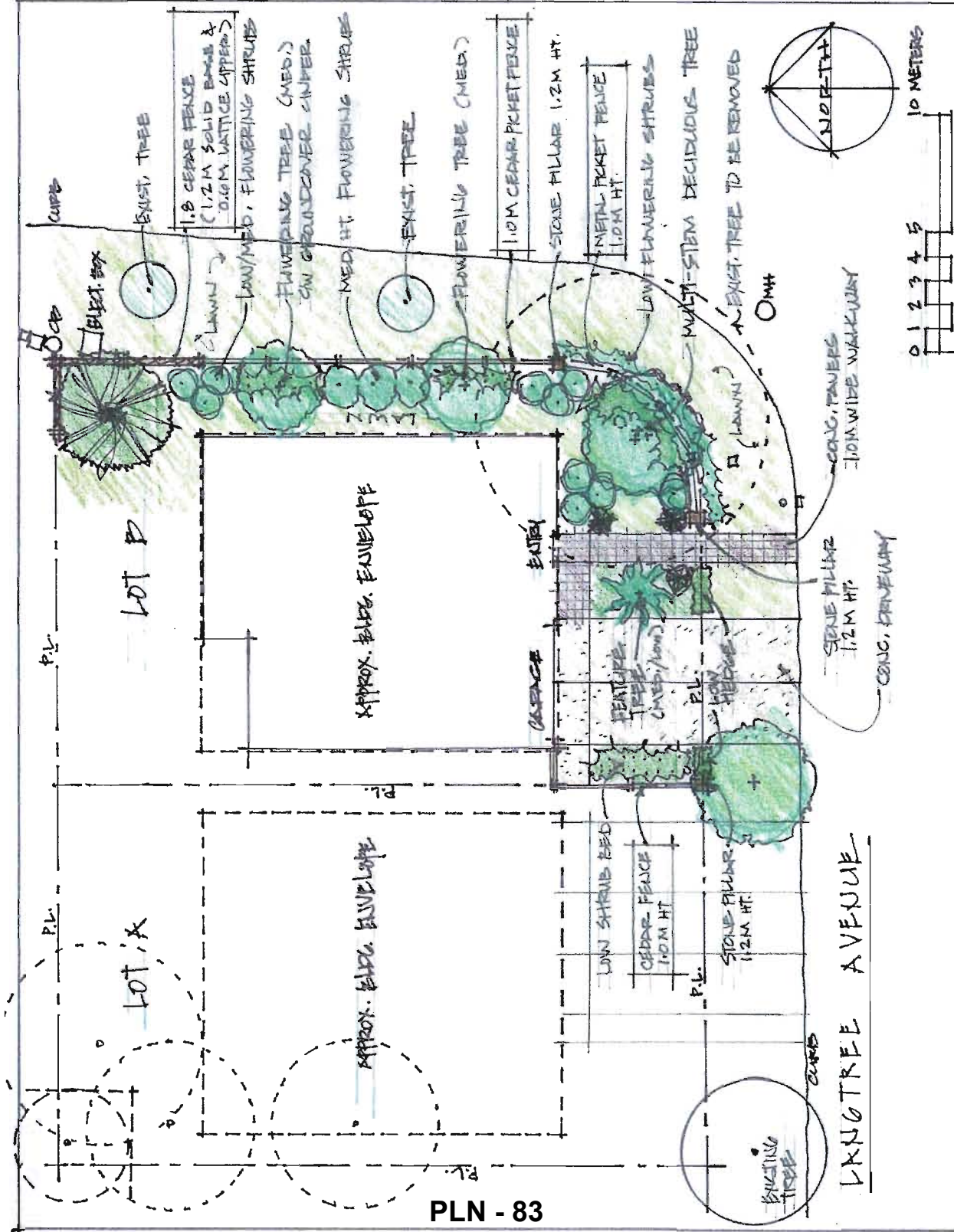


K.R. ROSS & ASSOCIATES
Landscape Architects

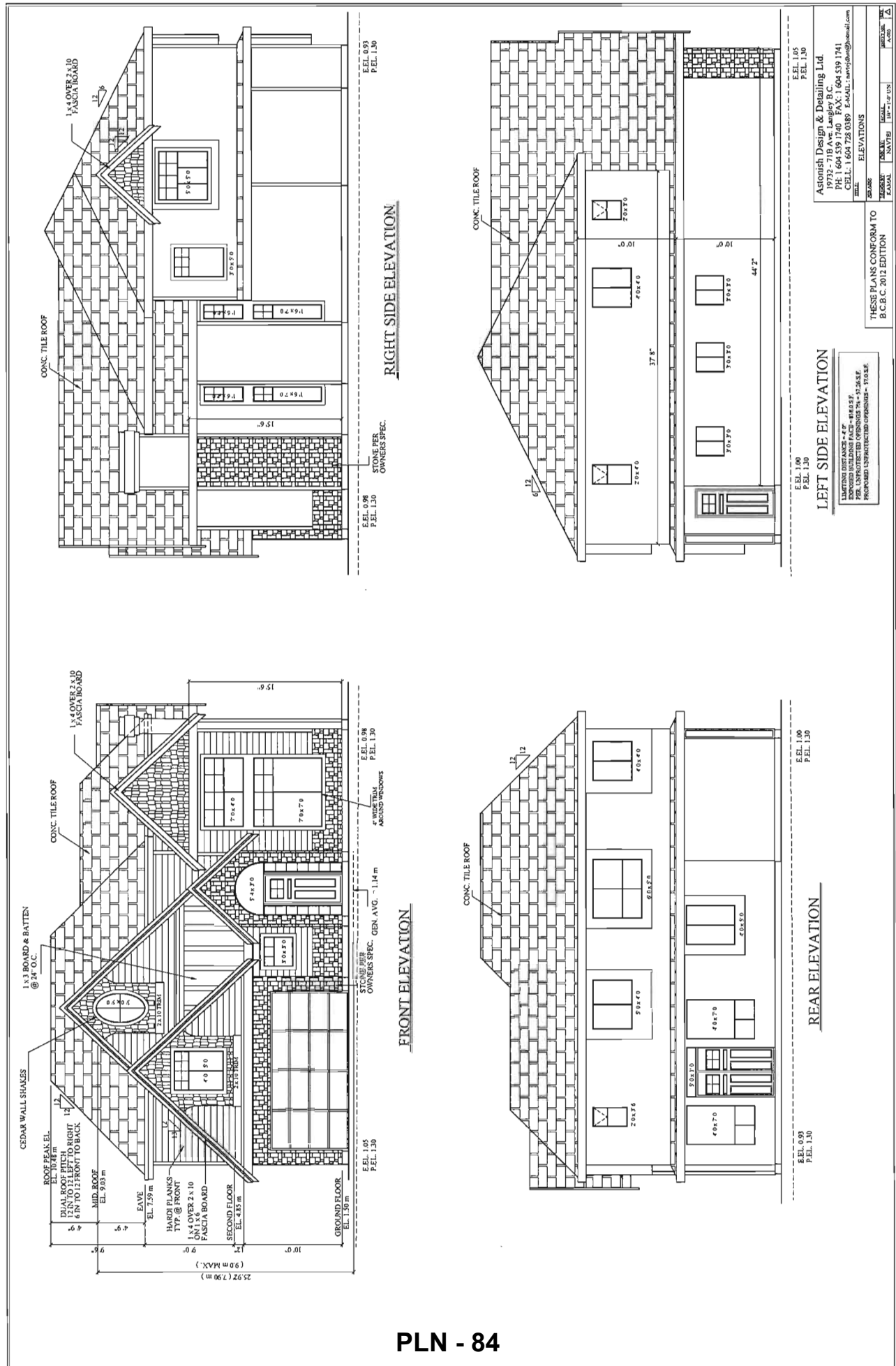
5771 LANGTREE AVE.
RICHMOND, BC

PROPOSED SUBDIVISION

DRAWING TITLE	PRELIMINARY LANDSCAPE SKETCH
DESIGNED	K.R.
DRAWN	K.R.
SCALE	1:150
DATE	9 JAN 2014
DRAWING NO.	L-1.



Note: Preliminary



Note: Preliminary



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9096 (RZ 13-647241)
5771/5791 Langtree Ave**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"SINGLE DETACHED (RS2/B)"**.

P.I.D. 003-867-846

Lot 276 Section 13 Block 4 North Range 7 West New Westminster District Plan 46525

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9096"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by <i>BK</i>
APPROVED by Director or Solicitor <i>ul</i>

MAYOR

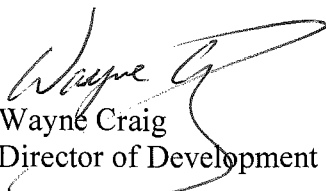
CORPORATE OFFICER



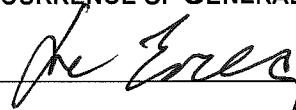
To: Planning Committee **Date:** January 15, 2013
From: Wayne Craig **File:** RZ 12-602748
Director of Development
Re: **Application by Kirk Yuen of Cape Construction (2001) Ltd. for Rezoning at 13040 No. 2 Road from the "Light Industrial (IL)" Zone to a Site Specific "Commercial Mixed Use (ZMU24) – London Landing (Steveston)" Zone**

Staff Recommendation

1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9094 to: create "Commercial Mixed Use (ZMU24) – London Landing (Steveston)"; and to rezone 13040 No. 2 Road from "Light Industrial (IL)" to "Commercial Mixed Use (ZMU24) – London Landing (Steveston)"; be introduced and given first reading.


Wayne Craig
Director of Development

SB:blg
Att.

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

Staff Report

Origin

Kirk Yuen has applied to the City of Richmond for permission to rezone 13040 No. 2 Road (**Attachments 1 & 2**) from the “Light Industrial (IL)” zone to a new site specific “Commercial Mixed Use (ZMU24) – London Landing (Steveston)” zone in order to construct a four-storey mixed-use commercial/residential building containing approximately 55 residential units and 348.5 m² (3,750 ft²) of commercial space. Parking will be provided below the building with vehicular access from No. 2 Road with an additional access from London Road for servicing and loading (**Attachment 8**).

The developer has agreed to enter into a Servicing Agreement as a rezoning consideration for the design and construction of road and servicing infrastructure works.

Findings of Fact

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

Surrounding Development

The site is subject to the Steveston Area Plan and is located in the London/Princess waterfront neighbourhood (**Attachment 4**). Surrounding development is as follows:

- To the north: A three-storey mixed-use townhouse development with commercial space at grade fronting No. 2 Road, zoned “Commercial Mixed Use (ZMU13) – London Landing (Steveston)”, with a permitted density of 1.0 floor area ratio (FAR) and a maximum permitted building height of 12 m and three (3) storeys.
- To the south-east: A five-storey mixed-use development with commercial space at grade fronting London Road, zoned “Commercial Mixed Use (ZMU8) – London Landing (Steveston)”, with a permitted density of 1.45 FAR and a maximum permitted building height of 23 m.
- To the south: A four-storey mixed-use development on the corner of No. 2 Road and London Road with commercial space at grade fronting London Road, zoned “Commercial Mixed Use (ZMU14) – London Landing (Steveston)” with a maximum permitted density of up to 1.45 (including 0.07 FAR of smaller dwelling units of 47m² or less) and a maximum permitted building height of 21 m.
- To the west: Across No. 2 Road, are undeveloped industrial lands currently used in support of Steveston Harbour and zoned “Light Industrial (IL)” with a permitted density of 1.0 FAR and a maximum permitted building height of 12 m.

Related Policies & Studies

This rezoning application has been reviewed in relation to the 2041 Official Community Plan (OCP), the Flood Plain Designation and Protection Bylaw 8204, the City's affordable housing strategy and the public art program. An overview of the review in relation to these policies is provided in the "Analysis" section of this report.

Public Input

Informational signage is posted on the subject site to notify the public of the subject application and the statutory Public Hearing will provide local property owners and other interested parties with an additional opportunity to comment. Notification of the Public Hearing will be mailed to neighbours and advertised in the local newspaper, *The Richmond Review*.

Consultation with London Station Neighbours Undertaken by the Applicant

The proposal includes a vehicle access from No. 2 Road to the parking structure and one of two required loading bays. The proposal also includes a second required loading bay which also serves for recycling and garbage collection; accessed from London Road utilizing a cross-access easement registered on Title to the neighbouring strata-titled mixed-use London Station buildings to the south at 6033, 6077, 6111, 6231 and 6233 London Road.

The applicant invited residents of the neighbouring London Station buildings to an open house meeting held in the Steveston Community Centre from 5:00 p.m. to 7:30 p.m. on Tuesday, September 17th, 2013. One hundred and thirteen (113) invitations were sent and fifteen (15) people are listed on the open house sign-in sheet; including seven (7) London Road residents, three (3) residents from elsewhere in Richmond, one (1) Vancouver resident, one (1) attendee without a noted address, and the two (2) owners of the site (**Attachment 5**). At the open house, the following comments were identified (staff comments are included in '***bold italics***')

- Concern regarding loss of tenants Pilates & Dance studio businesses – ***The applicant confirmed that the business owners were invited to lease space in the new building, but have relocated to a new location within Richmond.***
- Concern regarding exceeding the building height of the existing two-storey industrial – ***The proposal includes setbacks and landscaped edges, as well as a building height limit of four (4) storeys to transition between the five (5) storey mixed buildings to the south and the lower three (3) storey mixed-use buildings to the north.***
- Concern regarding potential for more frequent garbage and recycling collection – ***Garbage and recycling collection for this mixed-use infill project should occur with the same frequency as the neighbouring mixed-use buildings.***
- Concern regarding potential noise from new family residents, daycare, and common outdoor amenity area – ***Shared outdoor amenity area is a requirement in multi-family developments and child care is a permitted use in many zoning districts in the City. Future residents and businesses will be required to comply with the City's Noise Bylaw, and noise concerns are not anticipated for this medium density infill project.***

- Concern regarding potential noise and dust from construction activities – *The developer recognizes that construction activities are disruptive and has confirmed that they will comply with the City's Noise Bylaw requirements regarding hours of operation and construction noise. In addition, the developer is required to provide a Construction Parking and Traffic Management Plan as part of the future Building Permit application.*
- The front commercial exterior spaces at the entry need design development – *The proposed design will be further refined through the required Development Permit process.*
- The development was attractive.

Public Correspondence

At the time of writing this report, the City has received two (2) pieces of public correspondence (**Attachment 6**), which include the following concerns (staff comments are included in '**bold italics**')

- Concern regarding loss of tenant gym business – *The applicant confirmed that the business owner was invited to lease space in the new building, but closed their business at this location.*
- Concern regarding potential shadowing impact of four (4) storey building height – *The subject orphan lot is surrounded on three sides with existing development. The proposal includes setbacks as well as a building height limit of four (4) storeys to transition between the five (5) storey mixed buildings to the south and the lower three (3) storey mixed-use buildings to the north.*
- Concern regarding potential increased parking demand – *The proposal provides 115 parking spaces on-site, exceeding the bylaw requirement by an additional 21 parking spaces.*
- Concern regarding narrowness of No. 2 Road and London Road and their ability to accommodate the proposal – *Transportation Division staff have reviewed the proposal and advise that London Road and No. 2 Road, with improvements as part of this application, have capacity to accommodate the infill proposal.*
- Concern regarding pedestrian safety – *The proposal includes frontage improvements which will improve pedestrian safety and will complete the frontage of the subject block.*
- Concern regarding building setbacks – *The proposal provides a greater building separation than the 1:4 ratio identified for consideration in the OCP. The proposal includes a 12.5 m setback to the east property line and the neighbouring building is setback from the shared property line; for a separation between the apartments in the neighbouring buildings of approximately 15.5 m. The proposal includes 6 m setbacks to the north and south property lines, except for the streetscape facade. The neighbouring townhouse buildings to the north are further setback on an angle, with the closest adjacency being approximately 9 m. The neighbouring mixed-use building to the south, along No. 2 Road, is built with a solid party wall at the shared property line and the proposal includes an entry element that is built against the party wall to reinforce the No. 2 Road streetscape. Further to the south, the neighbouring mixed-use buildings are setback behind a rear surface parking and service area.*

- Concern regarding potential sink holes – *Staff and the developer are not aware of any sinkhole issues regarding the subject site. However, the proposal will be designed and constructed in accordance with the BC Building Code and the development team will include a geotechnical engineer.*
- Recommendation to rezone to allow a maximum of two (2) storeys of residential townhouses, or a maximum of two (2) storeys of residential dwelling units and one (1) storey of commercial space – *The applicant has requested that the City consider the proposal to provide a mixed-use building in accordance with the existing ‘Mixed-Use’ land use designation in the Steveston Area Plan and a four (4) storey building height as a transition between the taller five (5) storey buildings to the south and the lower three (3) storey buildings to the north.*

Staff Comments

Based on a review of the subject application, staff are supportive of the subject rezoning application, provided that the developer fully satisfies the considerations of the rezoning (Attachment 7).

Analysis

Proposed Zoning Amendment

Amendments to the Richmond Zoning Bylaw 8500 are proposed to create the new site specific zone “Commercial Mixed Use (ZMU24) – London Landing (Steveston)” and to rezone the subject site from “Light Industrial (IL)” to this new zone. The proposed bylaw has been prepared to manage development on the subject site in accordance with the OCP and as a transition on this infill site surrounded by existing development.

Proposal Details

Staff’s review of the proposed development shows it to be generally consistent with City policies, as indicated below:

- a) Floodplain Management: In accordance with the City’s Flood Plain Designation and Protection Bylaw 8204, the developer has agreed to register a floodplain covenant as a consideration of the rezoning specifying a minimum habitable elevation of 2.9 m GSC.
- b) Affordable Housing: In accordance with the City’s affordable housing strategy and the proposed “Commercial Mixed Use (ZMU24) – London Landing (Steveston)” zone density bonus provision, the developer has agreed to provide a voluntary contribution of approximately \$223,656, based on \$4.00 per buildable square foot of residential floor area, to the City’s affordable housing reserve as a consideration of the rezoning.
- c) Public Art: The developer has agreed to participate in the City’s Public Art Program, with a voluntary contribution in the amount of approximately \$44,591, based on \$0.77 per buildable square foot of residential floor area and \$0.41 per buildable square foot of commercial floor area, to the City’s Public Art fund as a consideration of the rezoning.

- d) Trails Way-Finding Improvements: The developer has agreed to provide a voluntary contribution in the amount of \$150,000 towards the development of wayfinding projects in the South Dike and Britannia Heritage Shipyards trail areas.
- e) Infrastructure Improvements: The developer has agreed to enter into a Servicing Agreement as a consideration of the rezoning for the following:
- **Road Network Improvements**: The developer shall be responsible for the design and construction of road improvements across the site's No. 2 Road frontage to extend pavement widening, curb and gutter, grass boulevard with street trees and 2 m sidewalk works [to tie into recent construction to the south (SA 07-364532)]. Creation of a lay-by will transition the new curb to the existing driveway letdown to the north. Reconstruction of the adjacent property driveway letdown may be required. An existing power pole may need to be relocated.
 - **Engineering Improvements**: The developer shall be responsible for the design and construction of additional fire hydrant(s) to achieve the minimum spacing requirement of 75 m in multi-family areas. New hydrant(s) to be connected to the 300 mm diameter AC watermain located along the west side of No. 2 Road. Review of impact of the proposed works on the existing 200 mm diameter AC watermain required, replacement or relocation of the AC watermain may be required.
 - **Sanitary Sewer Statutory Right-of-Way (SRW) discharge**: The sanitary sewer utilities right-of-way (ROW) along the east property line (RD105058 regarding plan 56029) is currently not in use and may be discharged after first removing any existing utility infrastructure.
 - **Any permanent structure above or below ground (i.e. building, slab, footings, etc.)** to be setback a minimum 2.5 m from the edge of the existing No. 2 Road utility SRW (i.e. 4.0 m from the property line). Any paved areas, stairs or ramps located within the SRW must be easily removable (i.e. not cast in place and not permanently attached to any other structures) and require a separate encroachment agreement as part of the future Building Permit process.
 - **If preload and/or ground densification activities are undertaken at the development site**, the developer is to obtain the services of a Geotechnical Engineer to assess the impacts to existing City and private utility infrastructure and monitor/review any settlement, including survey and video inspection of the City storm and sanitary system before and after activity.
- f) Tree Retention and Replacement

Bylaw-size trees	Existing	Retained	Compensation
On-site	1	0	2:1 replacement ratio required – 2 trees
On neighbouring properties	4	4	To be protected

- There is one (1) bylaw size tree on the subject site, a 0.28 cm dbh deciduous tree with a low spreading canopy shape located 1 m inside the property along to No. 2 Road. The tree is located in an existing sanitary sewer right-of-way and adjacent to existing BC Hydro electrical equipment. The tree roots encroach into the clearance and grounding area surrounding the electrical equipment. The property is located in an elevated flood construction level area and the low tree canopy will conflict with the pedestrian clearance on the commercial walkway, stairs and wheelchair ramps.
- The City's Tree Preservation Coordinator has reviewed the proposal and agrees with the removal of the existing on-site tree and replacement with new tree planting.
- Based on the 2:1 tree replacement ratio goal stated in the Official Community Plan (OCP), two (2) replacement trees are required for the removal of one (1) bylaw-sized tree. The preliminary landscape plan (**Attachment 8**) includes 20 new trees and this will be further refined through the required Development Permit.
- The developer is required to protect the four (4) trees on neighbouring properties adjacent to the subject development site. The developer is required to install any needed tree protection fencing prior to any construction activities occurring on the site.

g) Legal Considerations

- The subject property is strata-titled. Cancellation of the strata plan and winding up of the strata corporation regarding the 10 strata lot light industrial building is a consideration of the rezoning.
- The proposal is a mixed-use development, and the developer has agreed to enter into a mixed-use building noise covenant as a consideration of the rezoning. The covenant would include the requirement to identify the building as a mixed-use building in any disclosure statement and purchase and sale agreements.
- The developer has agreed to enter into a legal agreement ensuring the provision of and shared use of the indoor amenity space by all residential units as a consideration of the rezoning. The proposal includes more than the minimum required area of 100 square meters, and the size, location and programming will be further refined through the DP.
- The proposal includes a shared pool of parking for the use of the commercial space and residential visitors. To support this shared use, the developer has agreed to enter into legal agreements to ensure the parking gate remains open during the commercial business hours and to ensure that non-residential parking is shared by visitors and commercial uses. The legal agreement will prohibit the assignment of parking spaces to any particular unit.

h) Form of Development

The developer proposes to construct a medium density mixed use development with approximately 348.5 m² (3,750 ft²) of street fronting commercial area and 55 apartments in a four (4) storey building over a one (1) level parking structure (**Attachment 8**), which generally conforms to OCP policies, the Steveston Area Plan and Development Permit guidelines.

Development Permit approval to the satisfaction of the Director of Development is required prior to rezoning adoption, which will include the following:

- Review of sustainability features of the development.
- Detailed architectural and open space design including: interfaces to neighbouring developments (e.g. grade changes, transitions, facade alignment), landscaping, children's play area in outdoor amenity area, grading, sanitary sewer setback, and tree protection.
- Detailed design review to minimize grade transition to No. 2 Road as much as possible.
- Review of adaptable and aging in place features. Six (6) adaptable units are proposed and aging in place features are proposed in all units.
- Review indoor amenity space provision, location in the building and programming.
- Review of Floodplain Construction Level requirements, ensuring no storage area or equipment that is damageable by flood water is located below 2.9 m GSC.
- Vehicle and bicycle parking, parking gate locations, truck loading, garbage, recycling and food scraps storage and collection, including truck manoeuvring, and private utility servicing.

Financial Impact or Economic Impact

None.

Conclusion

The proposal provides a medium density mixed-use four (4) storey development over parking with street fronting commercial space and residential apartment housing that will complete the development of the subject block in the London/Princess waterfront neighbourhood. The proposal can be considered under the City's 2041 Official Community Plan (OCP) regarding mixed-use development. The creation of the new zone "Commercial Mixed Use (ZMU24) – London Landing (Steveston)" is proposed to accommodate the proposal on the subject infill site that is surrounded with mixed use development. Overall, the proposed land use, density, site plan and building massing respects the surrounding mixed-use townhouse and four (4) to five (5) storey building developments. Further review of the project design is required to be completed as part of the Development Permit application review process. The proposed roadway improvements will enhance pedestrian safety in the neighbourhood.

On this basis, staff recommend that Zoning Bylaw 8500, Amendment Bylaw 9094, be introduced and given first reading.



Sara Badyal, M. Arch, MCIP, RPP
Planner 2
(604-276-4282)

Attachment 1: Location Map
Attachment 2: GIS Aerial Photo
Attachment 3: Development Application Data Sheet
Attachment 4: London/Princess Land Use Map
Attachment 5: Applicant Open House Sign-in Sheet (September 17, 2013)
Attachment 6: Public Correspondence
Attachment 7: Rezoning Considerations Concurrence
Attachment 8: Conceptual Development Plans



PROPOSED REZONING

[illegible]

NO. 2 RD

South Arm Fraser River

NO. 2 RD

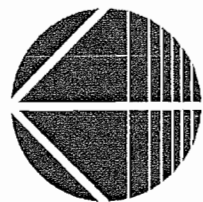
LONDON RD

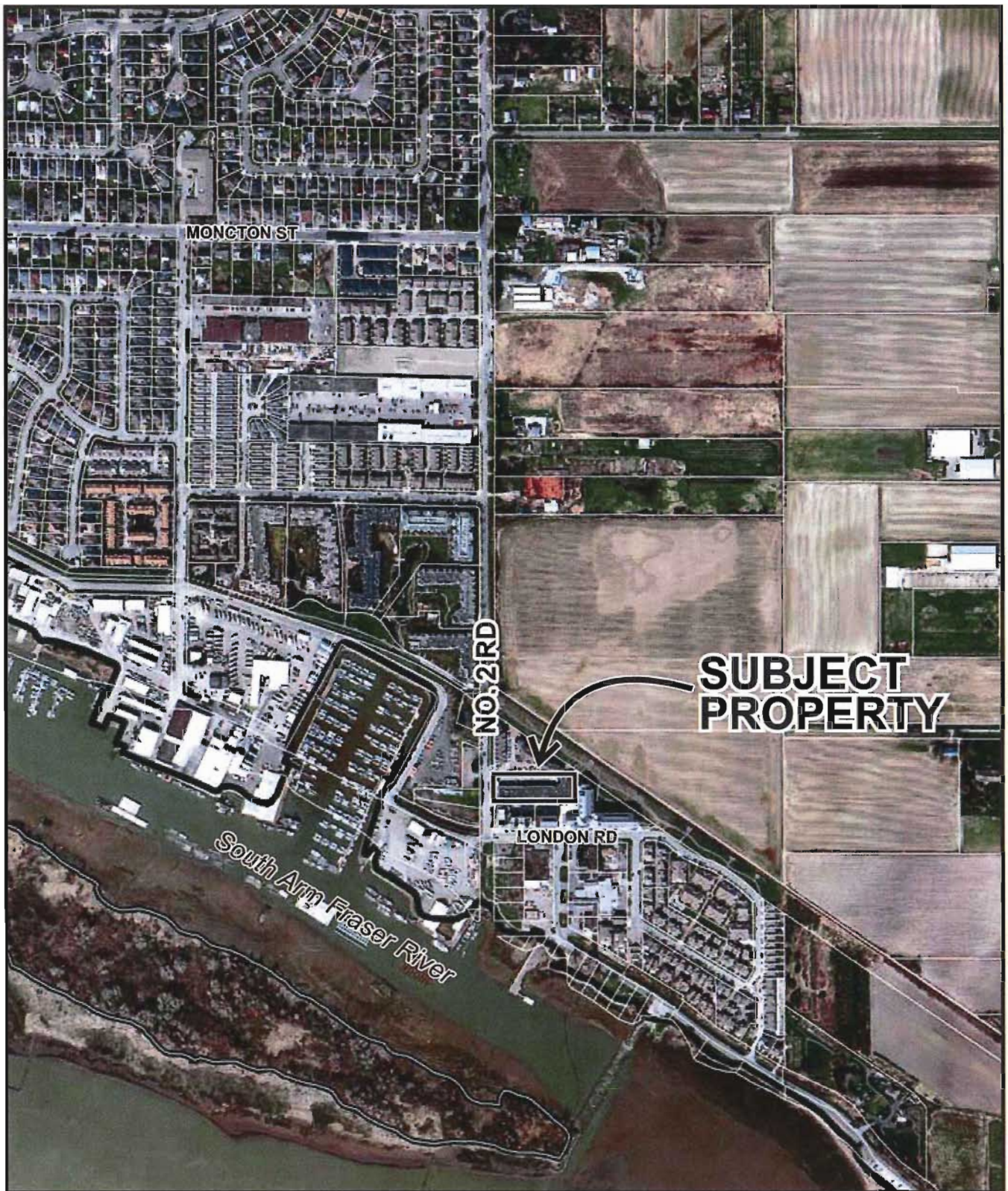
Original Date: 03/28/12

Revision Date:

Note: Dimensions are in METRES

RZ 12-602748





RZ 12-602748

Original Date: 03/29/12

Amended Date:

Note: Dimensions are in METRES



RZ 12-602748

Attachment 3

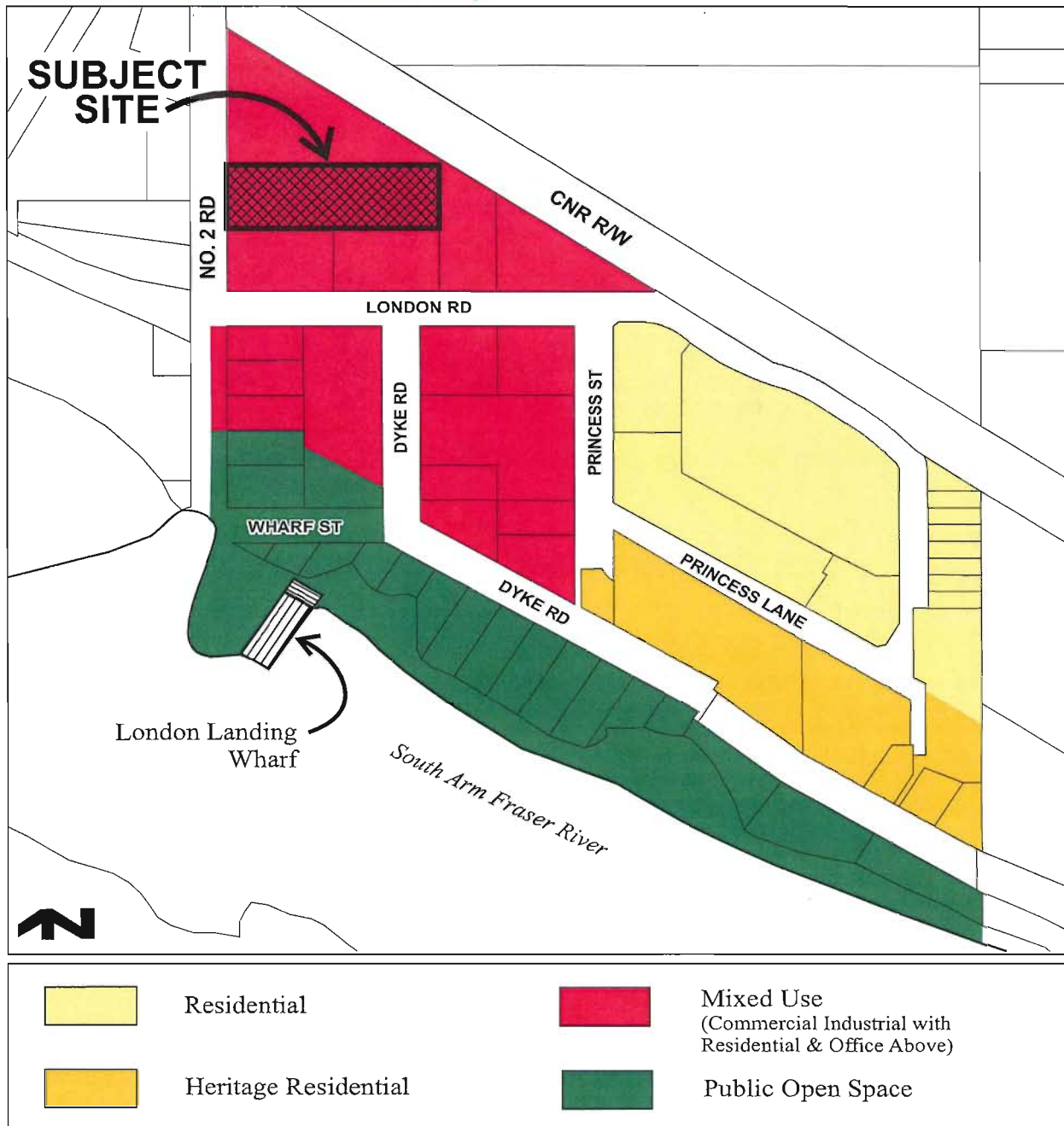
Address: 13040 No 2 Road

Applicant: Kirk Yuen of Cape Construction (2001) Ltd.

Planning Area(s): London/Princess Waterfront Neighbourhood (Steveston)

	Existing	Proposed	
Owner:	Matthew & Flora Chen	Unknown	
Site Size (m ²):	4,046 m ²	No Change	
Land Uses:	Warehousing	Mixed-Use Commercial and Residential	
Flood Construction Level	Min. 2.9 m GSC required	Complies	
OCP Designation	Mixed-Use	Complies	
Area Plan Designation:	Mixed-Use (Commercial Industrial with Residential & Office Above)	Complies	
Zoning:	Light Industrial (IL)	Commercial Mixed-Use (ZMU24) – London Landing (Steveston)	
Number of Units:	10 strata units	2 or 3 CRU and 55 Apartments	
	Bylaw Requirement	Proposed	Variance
Floor Area Ratio (FAR)	Max. 1.37 including commercial space at grade	1.37 including 348.5 m ² commercial space	None Permitted
Lot Coverage	Max. 54%	54%	None
Setbacks: No. 2 Road Side Yard Rear Yard	Min. 4.5 m None None	4.5 m Min. 0 to 10.9 m 12.5 m	None
Height	Max. 21 m & four storeys	16 m to 19.8 m & four storeys	None
Parking Spaces: Commercial/Visitor Resident Accessible Total	11 83 (3) 94	12 103 (3) 115	None
Small Car Parking	Max. 50%	3.5% (4 spaces)	None
Tandem Parking	Permitted	None	None
Indoor Amenity Space	100 m ²	330 m ²	None
Outdoor Amenity Space	330 m ²	373 m ²	None

London/Princess Land Use Map



Harbour Walk Re-Development Information Meeting



13040 No. 2 Road, Richmond, BC

September 17, 2013

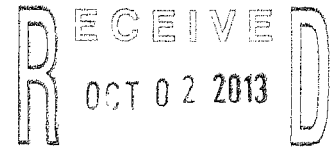
Your Name	Your Address	Your Comments!
Brian Hume	502-6233 Louisa Rd	checking out the plans
Neil Cove	776-6233 Louisa Rd.	Not looking forward to your development
William Cavels	302-6233 Louisa Rd.	concerned!
MARTIN COTEN	4780 Louisa Ave	looking now
FLORA COTEN	" "	"
Lore Kinney	10491 SPRINGWOOD CRES	Checking out Plans
Claire Adamson		
Freddie Youngman	319 6233 Louisa Rd	checking plans
Beth Dalglish	301 6233 Louisa Rd	checking plans
Michael Shi	421 6233 Louisa Rd	Not very happy that my views will be gone
Jane Green	5051 Minster St	Great plan
Grant Tre	486 W 26 Ave. Van.	Very beautiful project
Glen Kojima	529-7111 McMASTER RD	Good plan for area
Scott Douglas	408-6233 Louisa Rd	Mostly good - FRONT COMMERCIAL EXPOSURE
		SPACES & ACCESS ARE POETRY "POETRY"

ATTACHMENT 5

R. Howe & K. Covell
302-6233 London Road
Richmond, V7E3S3

City of Richmond Planning Department
6911 No. 3 Road
Richmond, BC
V6Y 2C1

September 25, 2013



Re: Rezoning application for 13040 #2 Road

RZ 12-602748

Having attended the public presentation with regard to the above we are writing to express our concerns.

First, we note that the application states that the development will comprise commercial and residential units to a total of four floors. In contrast, the plans presented showed four floors of fully residential units. This is concern in that it raises the density of residents to a level above that which the area's traffic patterns and parking can accommodate.

At this time the residential units on #2 Road and London Road have insufficient parking space. The result is significant parking on the sides of the road – a danger to pedestrians and animals, especially at night. With the addition of the new Penta complex being built on London Road at the foot of #2 Road, the situation will only get worse.

We request consideration of a change in plans for #13040 either to 2 stories of residential or to one level of commercial with 2 stories of residential above.

The infrastructure of this area cannot support the sort of densification the developer proposes.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Howe".

R.B. Howe

A handwritten signature in black ink, appearing to read "K. Covell".

K. Covell

A handwritten signature in black ink, appearing to read "R. Howe & K. Covell".

Badyal, Sara

From: Maddie Youngman [tiffers@telus.net]
Sent: Monday, 13 May 2013 04:58 PM
To: Badyal, Sara
Subject: 13040 application.

Hello Sara: First off, I want to thank you again for the time you gave me regarding the four story restructuring of 13040 No. 2 Road. . It was a great deal of information for me to take in and I apologize if I make any following mistakes.

To start you know that I oppose the planned height of four floors, but I am not opposed to change. This whole small emerald neighbourhood was made up from changes of a small group of old business warehouses until Penta saw its potential. This area is presently owned by up to a thousand individuals who love the idea of the mighty Fraser River so close and so wonderful for walking or riding or driving. From sunrise to sunset people are using the entire area for meditation or conversation and it is only when it gets dark along the river that it becomes very quiet as most of Dyke Road is unlit so there is little movement at night but come dawn and the build-up is immediate. London Road and No. 2 Road residents benefit and treasure the quiet nights immensely.

I have walked this area up to no. 3 road or to the village for almost all my forty years of living in Steveston, more so in retirement and I can honestly say there is very little unfamiliar to me and hundreds of other walkers living here. The older buildings and Britannia projects just reek of our history. The bad side of this is the tenfold rise in traffic since the development began and with the ongoing project of Penta on the Southside of London, it will mean up to 150 more cars congesting this corner area coming and going onto the street traffic. It should be noted we also have many trucks and huge vans quite often on the road here and always, more and more people who use Dyke Road, as I have for decades, taking the long way home just to feel closer to nature for the serenity and peace it gives us after many hectic hours at work or driving in the madness of traffic elsewhere. These ephemeral moments of seeking the quiet cannot be taken too lightly as we all need nature to remind us to be grateful and kinder to others and beautiful neighbourhoods help in the daily process of the humane needs in this time of history where money and politics still lead the way.

The world can be cruel as we all know but greed is too often the motivating factor and this is felt by any who take the time to see it in action. The sign for 13040's application was placed in front of the Pilates windows late at night and I saw it for the first time the next day at 6 a.m. walking my dog. Since then there have been many comments made about it all to the negative. People will be extremely unhappy to see such a large building of four stories going up that will over shadow their daily view and cast a dark and extremely cold pall over all the condo buildings presently there and occupied by people who spent their last pennies to make homes here.

The Penta building was planned at least five years ago and can be a welcome change because they plan on adding small businesses and a restaurant for the area. Shops such as children's clothing or sport wear and shoes would be welcomed because the entire area has attracted so many who enjoy outdoor sports of all types and the conviviality it brings. But allowing this high building right in the centre of the present ones is an obscenity to all who live here. Mr. Yuen it seems couldn't wait to close down the gym shortly after his sign went up and that was sadly felt by many who live here and were members of this gym. Now one has to drive miles to get to the closest gym. The same can be said when he removes the Pilates and ballet businesses and shreds the building's small cultural needs of Richmond.

Mr. Yuen's plan is to build a row of two story townhouses that will face north and have some parking in front but above these he plans to build two more stories and this is one of my main objections as the wall on the south side will be solid concrete. The present condo buildings it seems will be too close for any privacy caused by the buildings facing too closely to each other. Herein lies the need for humanity and not another greedy developer making and squeezing the most square footage from their projects. Let him realize that there are real people living in the buildings surrounding his plan and four stories will impact their lives detrimentally simply because he wants to fill his pockets with more dollars. Why not just build some attractive townhouses and be satisfied. He will undoubtedly make a large profit by doing this without causing the unhappiness and misery of two more stories blotting out so many others present views. He also plans a few commercial shops but minor compared to Penta's better planning. Keep in mind the insanity of adding up to another 100 cars coming and going on No 2 Road. It is at present dicey and dangerous to cross any street here and to widen the street and corner will be questionable as the west side seems to belong to the Federal or Provincial governments. No. 2 Road is dangerously too narrow and presently so will London Road corner be too for all this additional traffic

Of course there is also the possibility of sinkholes which happen every day somewhere in the world and the total insecurity of below ground parking .My building shares parking with the west corner condo building and its a nightmare with break-ins and even one daytime burglary on the fourth floor which will mean no doubt, higher insurance rates. But we persevere because of the neighbourhood and the people. People living here say good morning and hi and how are you. This is a good neighbourhood and so many of us living here love it the way it is and the height of this addition will destroy so many of the wonderful things we are so grateful for. The changes and construction that Penta will create will be enough for this area just with the noise factor. I ask the City of Richmond and particularly our City Councillors to stop this greed and disharmony to a small neighbourhood that cries out for your fairness and good judgement when the process reaches its final stage. We came here because of the ALR farms, the mountains the quietness and the harmony of nature and people. This oversized building destroys hopes for the area's real estate values too which will drop for many young owners shadowed by its height and there goes their equity dreams. We should be aware of this factor along with the heavy dangerous traffic, which includes bike traffic and children and baby buggies and strollers trying to cross streets. We do not need another condo building defacing the area and building a row of two story townhouses is building enough.

I challenge any of the City Councillors to park their cars and come and see this jewelled small gem of Steveston and walk to the corner of No 2 and turn left at London, get the friendly feel we have here. Help us to continue protecting not just ALR but its surrounding buildings that have been here for decades used by residents in peaceful harmony that so many other areas don't have because City Hall turned away from them. See us and help us protect what we have against just another large condo building right in the centre of our living space that will hugely impact how we feel about living in Richmond.

I state again – I am not against change but change has to be good for the majority not for the greed of one developer. I say again build the townhouses but please do not build higher than that. If any at City Hall had a huge building built just some feet away from their patio or bedroom window, would you be at peace if it got the go ahead. I pray for your wisdom and charity and the saviours of small neighbourhoods. We are at your mercy as this process proceeds.

I remain sincerely yours, Ms. M. Youngman 604 274 6488



Rezoning Considerations

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

Address: 13040 No 2 Road

File No.: RZ 12-602748

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9094, the developer is required to complete the following:

1. Registration of a mixed use building noise covenant on title, including the requirement to identify the building as a mixed-use building in any disclosure statement and purchase and sale agreements.
2. Registration of a flood plain covenant on Title identifying a minimum habitable elevation of 2.9 m GSC.
3. Registration of a legal agreement ensuring the provision and shared use of indoor amenity space (Min. 100 m²).
4. Registration of a legal agreement ensuring the parking gate remains open during commercial business hours and that non-residential parking is shared by visitors and commercial uses (prohibiting assignment).
5. Registration of a legal agreement ensuring both loading bays are shared by residents and commercial uses.
6. Cancellation of strata plan and winding up of strata corporation (LMS3089) pertaining to the 10 strata lot light industrial building at 13040 No. 2 Road.
7. City acceptance of the developer's offer to voluntarily contribute \$0.77 per buildable square foot of residential area and \$0.41 per buildable square foot of commercial area (e.g. \$44,591) to the City's Public Art Program.
8. City acceptance of the developer's offer to voluntarily contribute \$4.00 per buildable square foot of residential apartment housing (e.g. \$223,656) to the City's affordable housing fund as per the City's affordable housing strategy.
9. City acceptance of the developer's offer to voluntarily contribute \$150,000 to the City's Trails 2012 fund to go towards development of way-finding projects in the South Dike and Britannia Heritage Shipyards trail areas (Account 1543-40-000-CITYS-41830).
10. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
11. Enter into a Servicing Agreement* for the design and construction of road and infrastructure works, including, but may not be limited to:
 - a) No. 2 Road improvements across the site frontage to extend the pavement widening, curb and gutter, grass boulevard with street trees and 2 m sidewalk to match works recently constructed to the south (SA 07-364532). Creation of a lay-by will transition the new curb to the existing driveway letdown to the north. The lay-by is to terminate south of the new driveway. Reconstruction of the adjacent property driveway letdown may be required. Existing power pole may need to be relocated.
 - b) Water works: The developer shall be responsible for the design and construction of additional fire hydrant(s) to achieve minimum spacing requirements and connected to the 300 mm diameter AC watermain located along the west side of No. 2 Road. Review of impact of the proposed works on the existing 200 mm diameter AC watermain is required and replacement or relocation of the AC watermain may be required.
 - c) Servicing Agreement to include site analyses for site connections.
 - d) Discharge sanitary sewer utilities rights-of-way (RD105058 regarding plan 56029) along the east property line only after first removing any existing utility infrastructure in the right-of-way and submitting a letter of confirmation (letter signed and sealed by a P. Eng. and addressed to the City of Richmond).
 - e) If preload and/or ground densification activities are undertaken at the development site, the developer is to obtain the services of a Geotechnical Engineer to assess the impacts to existing City & private utility infrastructure and monitor/review any settlement, including survey and video inspection of the City storm & sanitary system before and after activity.
 - f) Private utilities: Developer to provide private utility companies rights-of-ways to accommodate any above ground equipment (e.g. transformers, kiosks) and future under-grounding of overhead lines required by the proposed development.

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

1. Incorporation of measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes, including sustainability features, six (6) adaptable units and aging in place features in all units.
2. Enter into an Encroachment Agreement* for any stairs, ramps or retaining walls that encroach into the existing sanitary sewer SRW along No. 2 Road. The parking structure is to be setback a minimum 2.5m from the edge of the existing SRW (i.e. 4.0 m from the property line). Any structures located within the SRW must be easily removable (i.e. not cast in place and not permanently attached any other structures).
3. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. The management plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
4. Submission of fire flow calculations, signed and sealed by a professional engineer, based on the Fire Underwriter Survey to confirm that there is adequate available water flow for fire fighting purposes. Based on proposed rezoning and using the OCP Model, there is sufficient water available (325 L/s at 20 psi residual supply for a minimum fire flow requirement of 220 L/s).
5. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.
6. Obtain a Building Permit* for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Division at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, Letters of Credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.
- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date

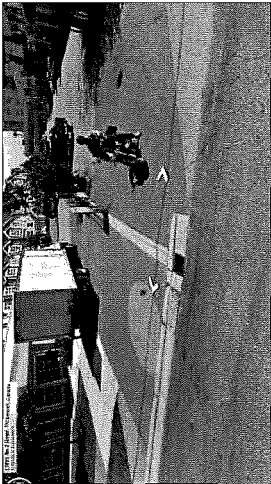
LOADING SPACE CALCULATION TO 14.10-2110 SPACES		REQUIRED	PROVIDED	TYPE
Section 1/1A		1	1	JOB SITE
Section 1/1B	111.80 sq ft	1	1	OFFICE
COMMERCIAL	35.00 sq ft	1	1	MATERIAL
TOTAL LOADS		2	2	

FAR	RESIDENTIAL+ COMMERCIAL	PERMITTED FAR	PROPOSED FAR
FAR ALLOWED (RESIDENTIAL-COMMERCIAL)	59,664	1.37	1.37
FAR ALLOWED (AMENITY)	4,325	0.10	0.08
TOTAL FAR ALLOWED	64,019	1.47	
TOTAL FAR PROPOSED	62,814		1.45
VARIANCE	-1,195		

VIEW A - STREETSCAPE ALONG LONDON ROAD



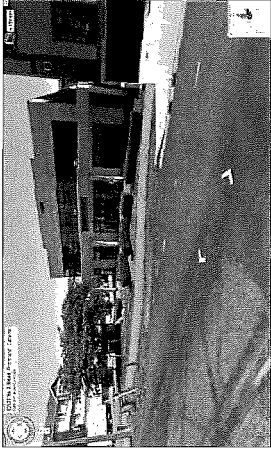
VIEW B - STREETSCAPE ALONG NO. 2 ROAD



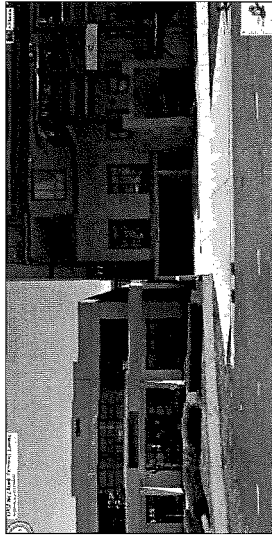
EXISTING ADJACENT DRIVEWAYS AT NO. 2 ROAD



EXISTING DRIVEWAY & SIDEWALK AT NO. 2 ROAD



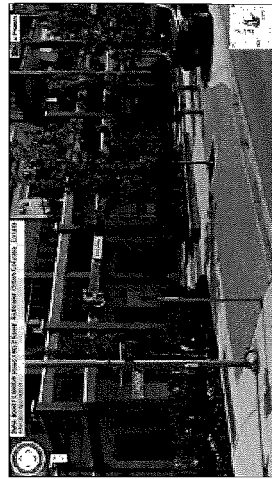
EXISTING BUILDING AT #13040 NO. 2 ROAD



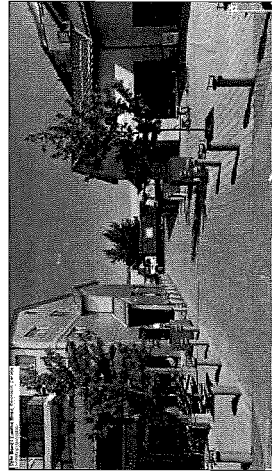
EXISTING PARKADE ENTRY AT NEIGHBOURING BUILDING



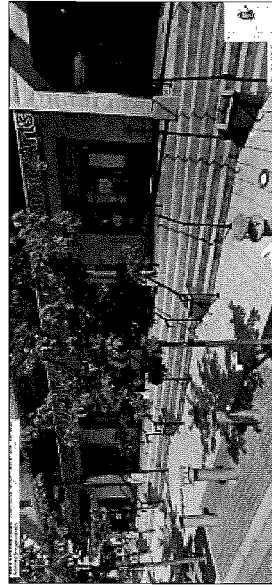
EXISTING NEIGHBOURING BUILDING TO SOUTH



SIDEWALK & LANDSCAPING AT STREET CORNER

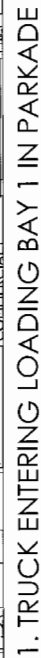


VIEW TOWARD SITE FROM LONDON ROAD



SIDEWALK & RAISED CRU ENTRIES ALONG LONDON ROAD







NOTES

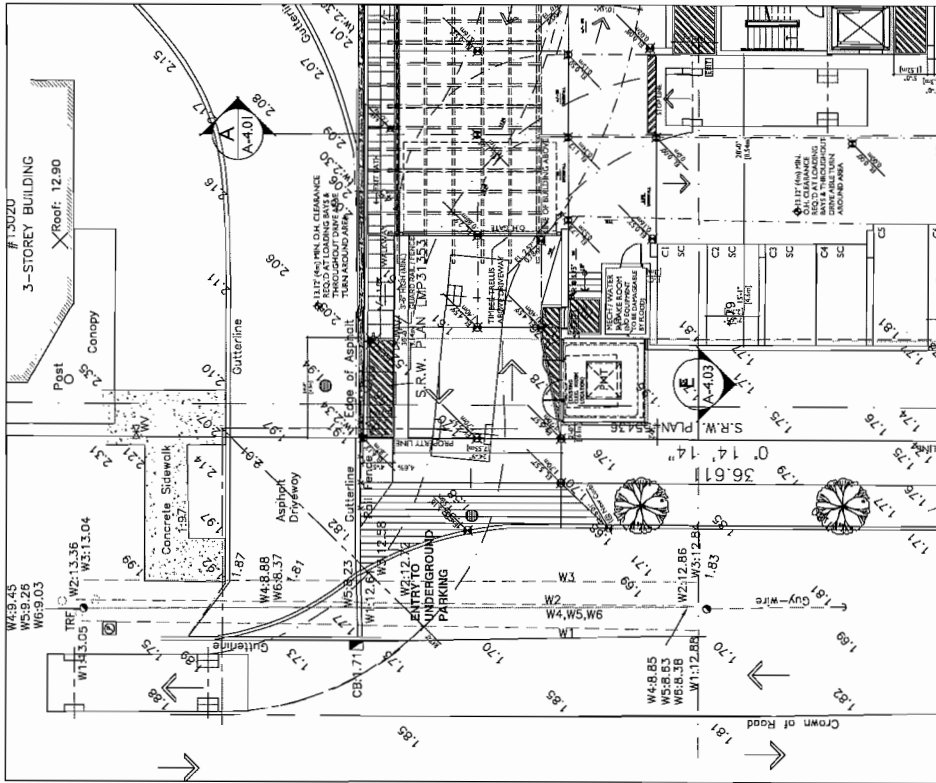
REVISIONS

HARBOUR WALK
 13040 NO. 2 ROAD
 RICHMOND, B.C.
 FOR FORTUNE VENTURE
 ENTERPRISES LTD.

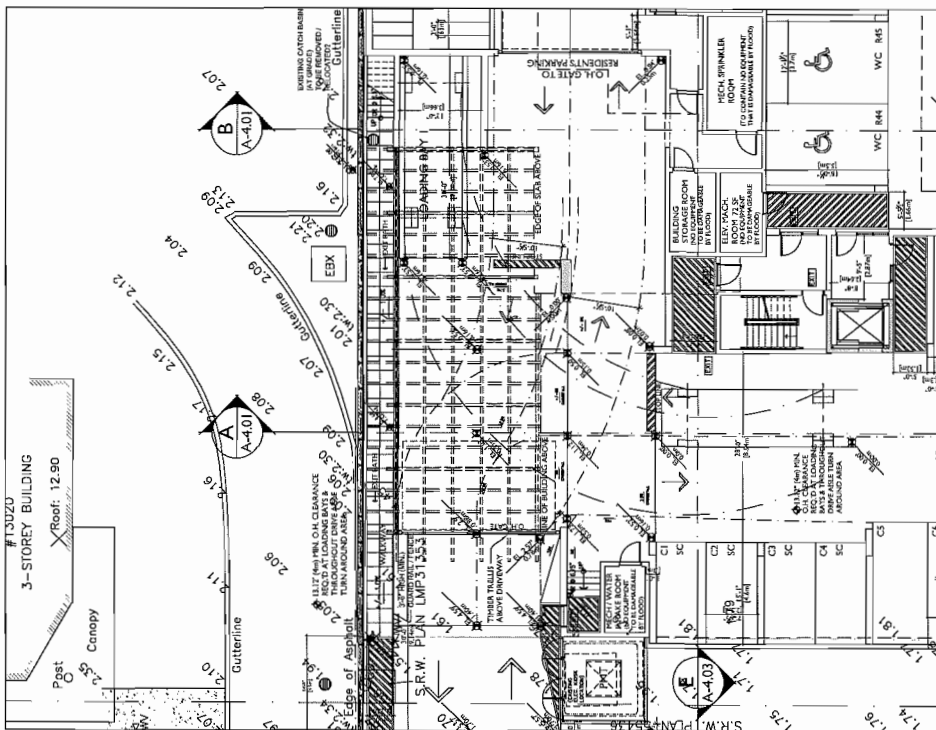
LOADING DIAGRAMS:
 EXITING PARKADE

DATE: MAR 2011
 DRAWN BY: A
 CHECKED BY: J
 SCALE: 1/8" = 1'-0"
 JOB NUMBER: 1119

A-1.02



3. TRUCK EXITING PARKADE TO STREET



2. TRUCK BACKING OUT OF LOADING BAY 1



NOTES

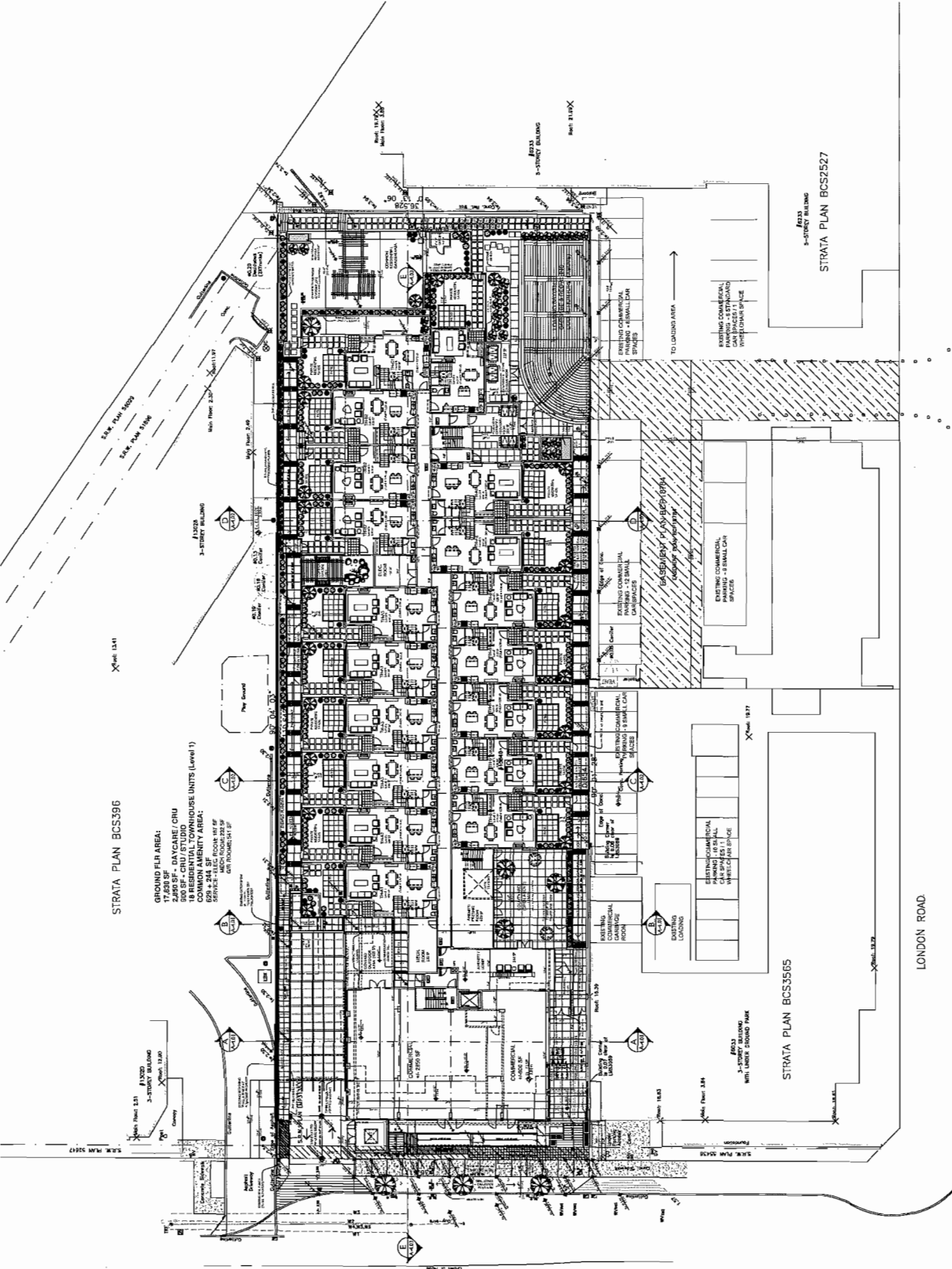
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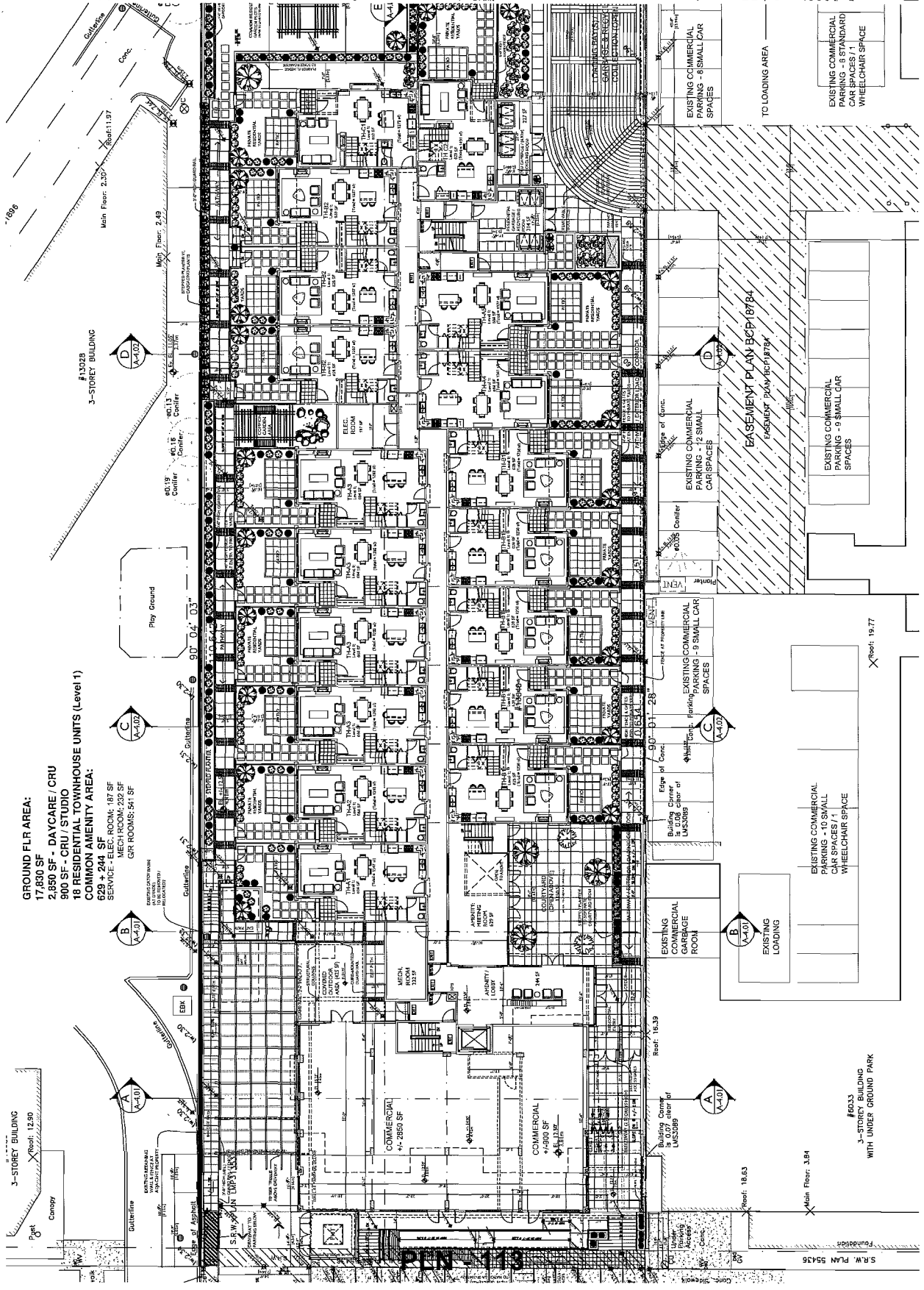
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 13040 NO. 2 ROAD
 RICHMOND, B.C.
 CHORUS VENTURE
 ENTERPRISES LTD.

SITE / GROUND
 FLOOR PLAN

DATE: 11/11/11
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 CHECKED BY: J. L. LEE
 SCALE: 1/8" = 1'-0"
 JOB NO.: 1119

A-2.00





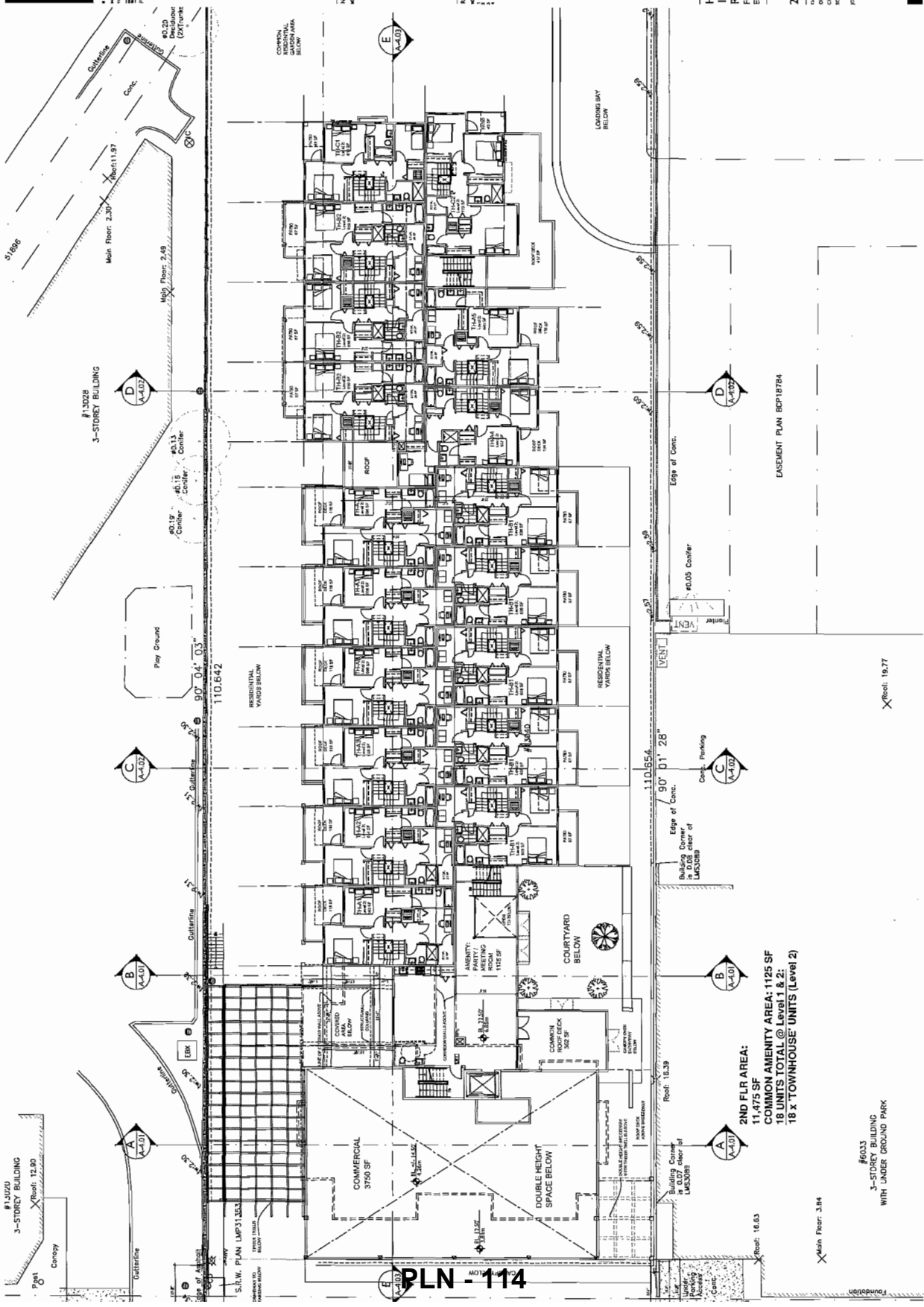
**HARBOUR WALK
13040 NO. 2 ROAD
RICHMOND, B.C.
FOR FORTUNE VENTURE
ENTERPRISES LTD.**

GROUND
FLOOR PLAN

DATE	FEB 20 11
DRAWN BY	EA
CHECKED BY	TB
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JOB NUMBER	1119

A-2.01

#5033
3-STORY BUILDING
WITH UNDER GROUND PARK





NOTES

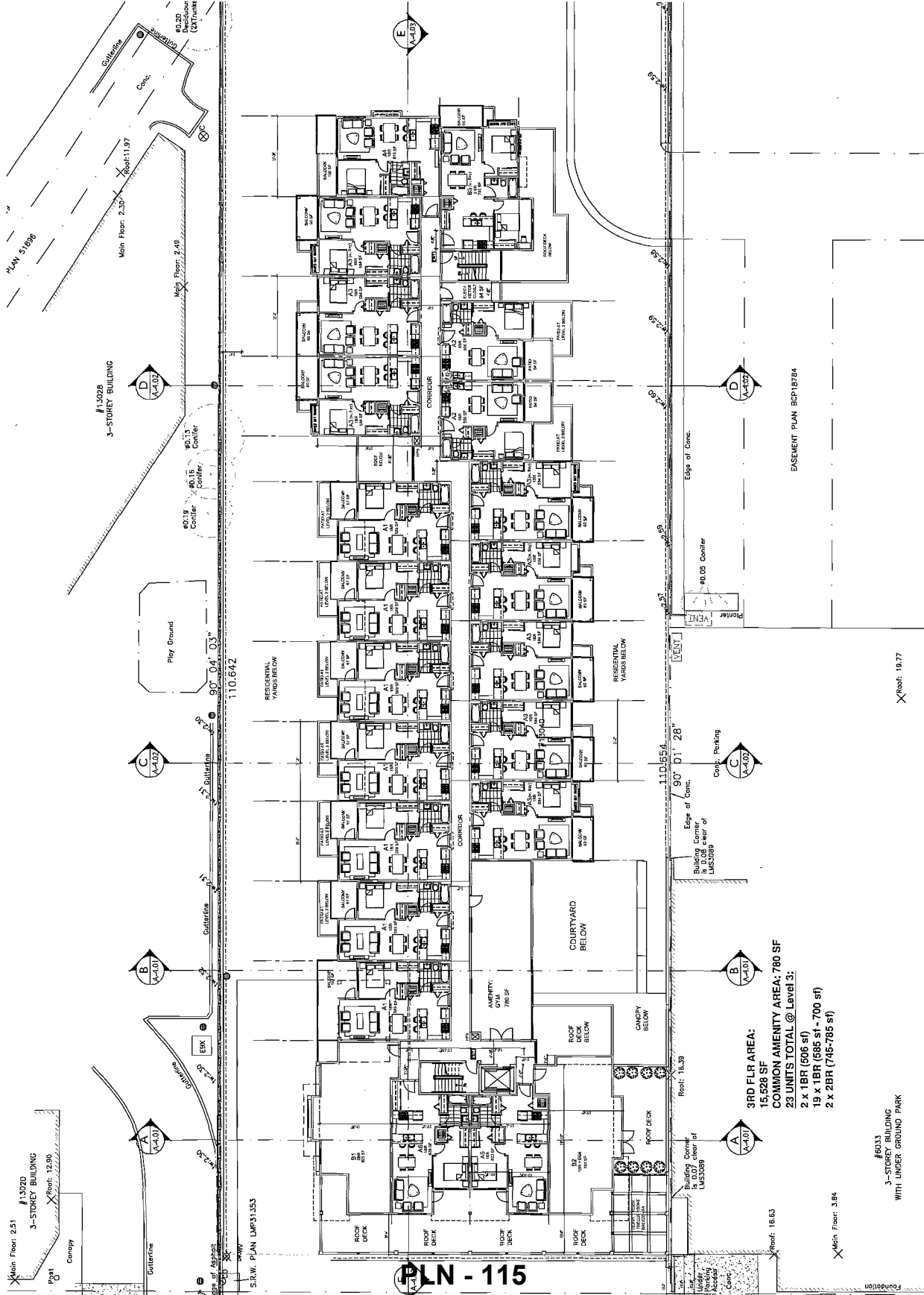
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**HARBOUR WALK
13040 NO. 2 ROAD
RICHMOND, B.C.
FOR FORTUNE VENTURE
ENTERPRISES LTD.**

3RD FLOOR PLAN

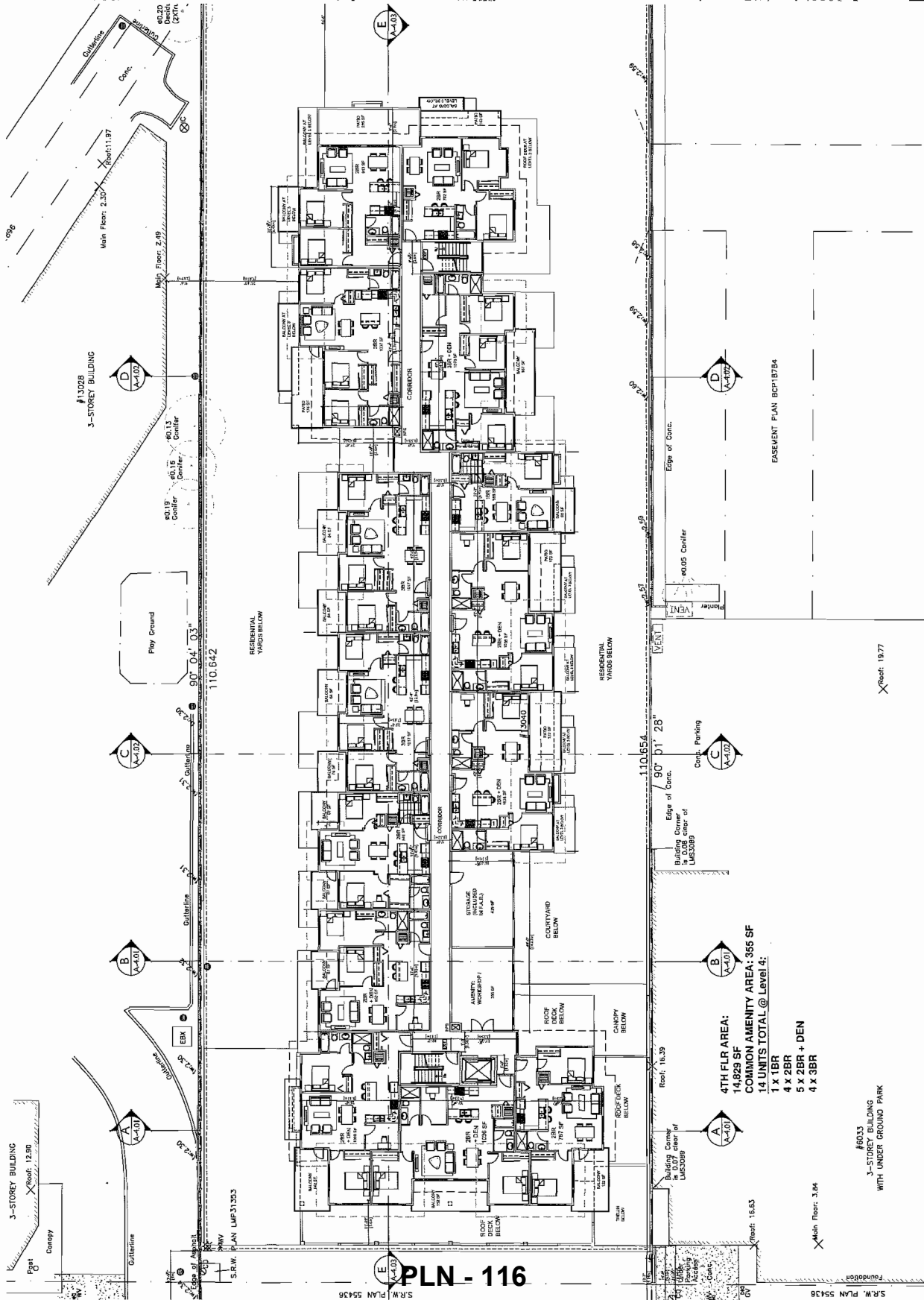
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FOR NAME	6111

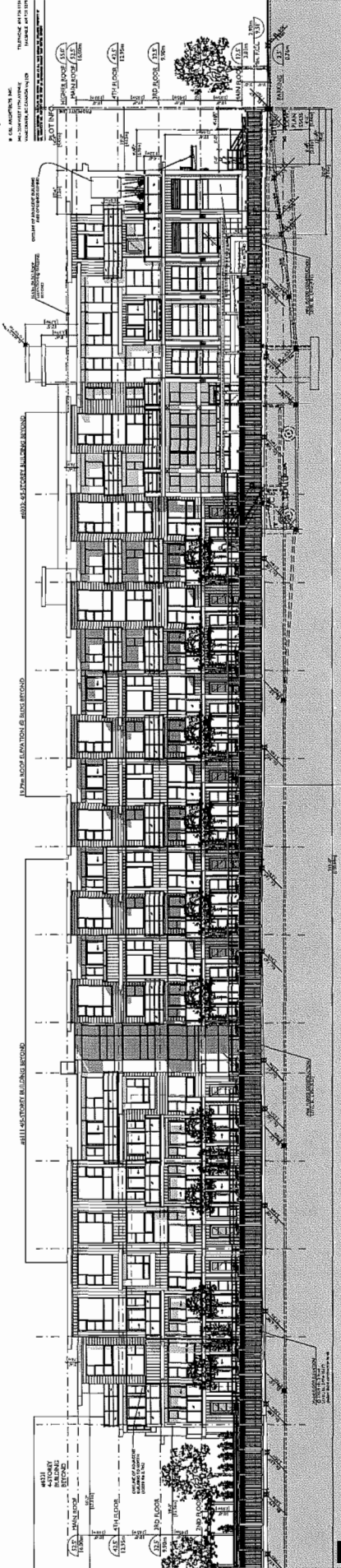
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PLN - 115

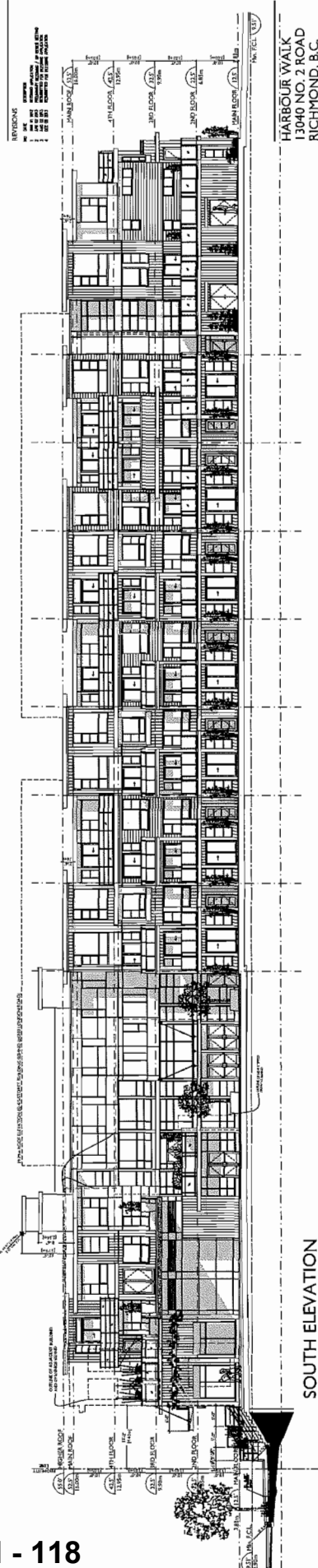
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NORTH ELEVATION

PLN - 118



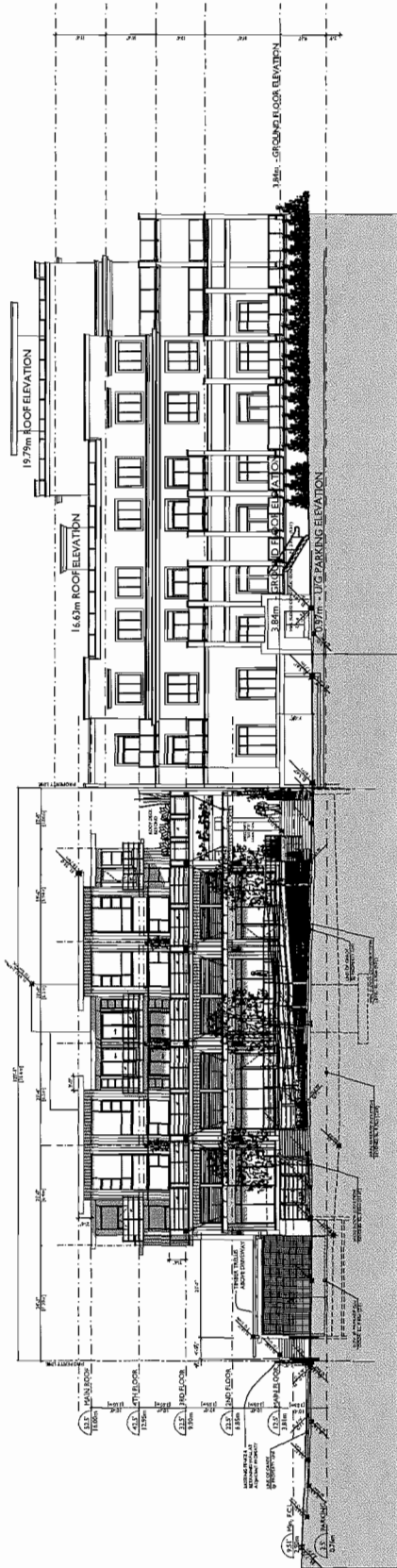
SOUTH ELEVATION

HARBOUR WALK
13040 NO. 2 ROAD
RICHMOND, B.C.
FOR CENTRE VENTURE
ENTERPRISES LTD.

ELEVATIONS
NORTH / SOUTH

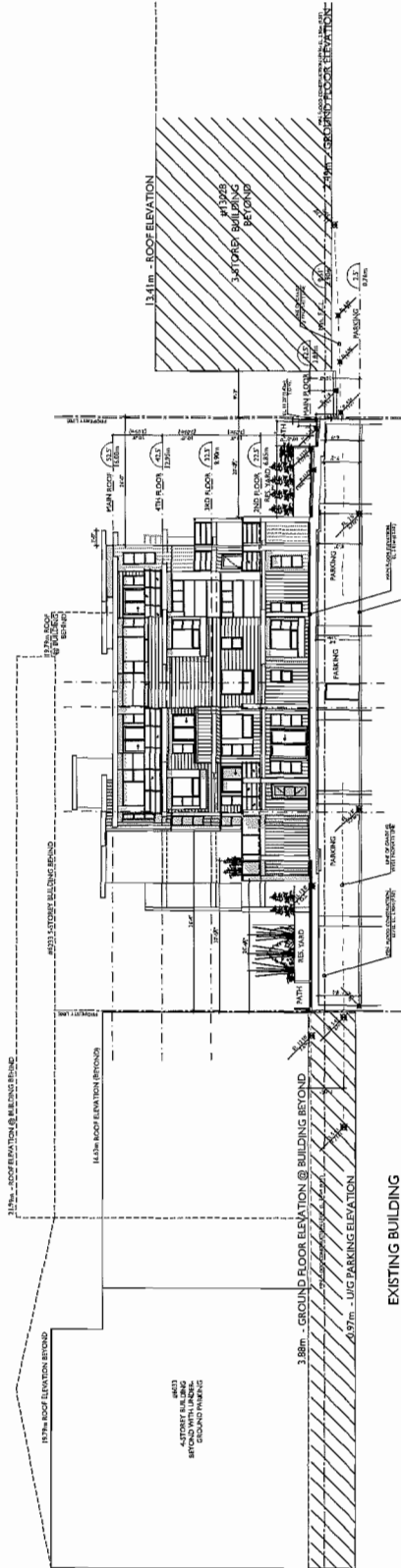
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JOB NO.: 1119

A-3.01



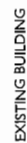
WEST ELEVATION

EXISTING BUILDING
 #6033 4-STORY BUILDING
 WITH UNDERGROUND PARKING

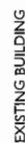


EAST ELEVATION

EXISTING BUILDING

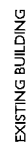


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5	10/10/01	REVISION 5	REVISION 5



DATE	PMAR 2013
REASONED BY	CA
CHECKED BY	TB
SCALE	30210 PLAT
THE ADJUTANT	1119

A-4.01

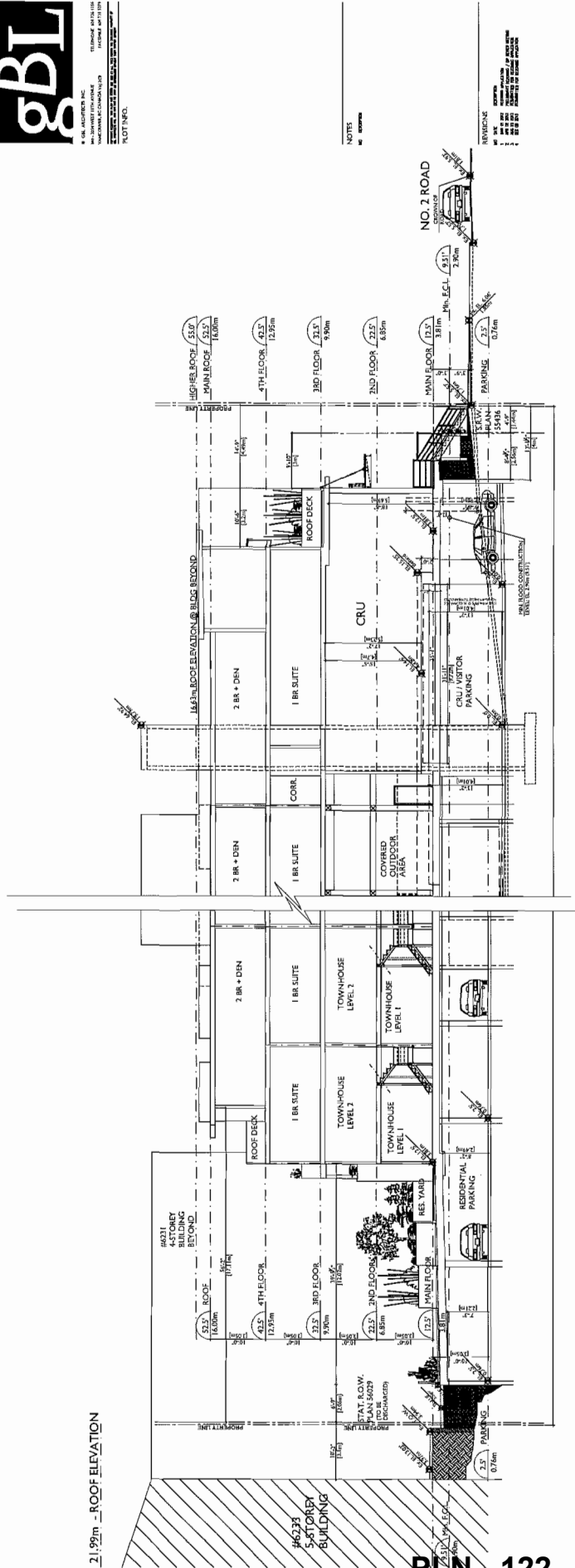


SECTION C-C

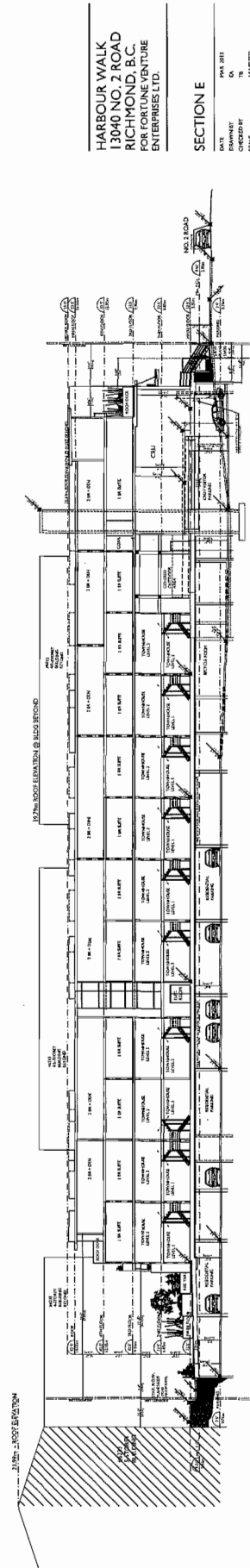


SECTION D-D

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CHECKED BY	TG
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JOB NUMBER	1119

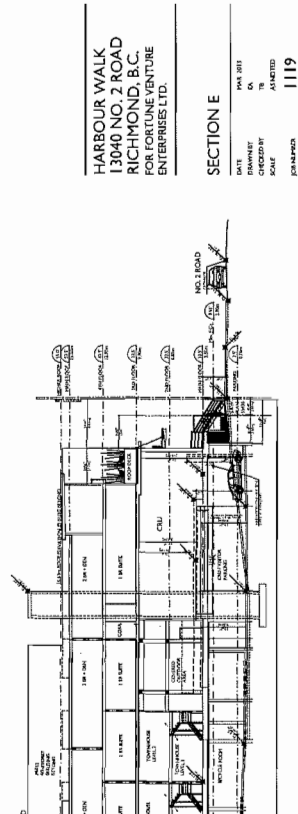


SECTION E-E - EAST END (1/8" = 1'-0")



SECTION E-E ($\frac{1}{16}'' = 1'-0''$)

SECTION E-E - WEST END (1/8" = 1'-0")



A-4.03



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9094 (RZ 12-602748)
13040 No. 2 Road**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by:
 - a. Inserting the following into the end of the table contained in Section 5.15.1 regarding Affordable Housing density bonusing provisions:

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
"ZMU24	\$4.00"

- b. Inserting the following into Section 20 (Site Specific Mixed Use Zones), in numerical order:

"20.24 Commercial Mixed Use (ZMU24) – London Landing (Steveston)

20.24.1 Purpose

The **zone** provides for **commercial**, residential and industrial **uses** in the Steveston area.

20.24.2 Permitted Uses

- **child care**
- **education, commercial**
- **health service, minor**
- **housing, apartment**
- **industrial, general**
- **manufacturing, custom indoor**
- **office**
- **recreation, indoor**
- **restaurant**
- **retail, convenience**
- **retail, general**

- **service, business support**
- **service, financial**
- **service, household repair**
- **service, personal**
- **studio**

20.24.3 Secondary Uses

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

20.24.4 Permitted Density

1. The maximum **floor area ratio** (FAR) is 1.0, together with an additional:
 - a) 0.1 floor area ratio provided that it is entirely used to accommodate **amenity space**.
2. Notwithstanding Section 20.24.4.1, the reference to “1.0” in relation to the maximum **floor area ratio** (FAR) is increased to a higher **density** of “1.37” if:
 - a) for rezoning applications involving 80 or less **apartment housing dwelling units**, the **owner** pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw at the time **Council** adopts a zoning amendment bylaw to include the **owner’s lot** in the ZMU24 zone; or
 - b) for rezoning applications involving more than 80 **apartment housing dwelling units**, and prior to first occupancy of the **building**, the **owner**:
 - i) provides in the **building** not less than four **affordable housing units** and the combined **habitable space** of the total number of **affordable housing units** would comprise at least 5% of the total **building** area; and
 - ii) enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against the title to the **lot**, and files a notice in the Land Title Office.

20.24.5 Permitted Lot Coverage

1. The maximum lot coverage is 54% for **buildings**.

20.24.6 Yards & Setbacks

1. The minimum **front yard** setback is 4.5 m, except that:
 - a) removable ramps, removable retaining walls and removable metal stairs attached to the foundation wall may project into the **setback** up to the **lot line**.

2. A parking **structure** may project into the public **road setback** subject to it being landscaped or screened by a combination of trees, shrubs, ornamental plants or lawn as specified by a Development Permit approved by the **City**.

3. There is no minimum **side yard** or **rear yard**.

20.24.7 Permitted Heights

1. The maximum **height** for **buildings** and **accessory structures** is 21.0 m and no more than four **storeys**.

20.24.8 Subdivision Provisions/Minimum Lot Size

1. There are no minimum **lot width**, **lot depth** or **lot area** requirements.

20.24.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

20.24.10 On-Site Parking and Loading

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

20.24.11 Other Regulations

1. The following **uses** permitted by this **zone** shall only be located on the ground floor of a **building**:
 - a) **child care**;
 - b) **education, commercial**;
 - c) **health service, minor**;
 - d) **industrial, general**;
 - e) **manufacturing, custom indoor**;
 - f) **office**;
 - g) **recreation, indoor**;
 - h) **restaurant**;
 - i) **retail, convenience**;
 - j) **retail, general**;
 - k) **service, business support**;
 - l) **service, financial**;
 - m) **service, household repair**;
 - n) **service, personal**; and
 - o) **studio**.

2. **Apartment housing** located within this **zone** shall not be situated within 19.8 m of the **lot line** abutting a **road** on the ground floor of a **building**.
3. The following **secondary uses** are permitted in this **zone** provided they are restricted to **apartment housing** units in which the **uses** are located:
 - a) **boarding and lodging**;
 - b) **community care facility, minor**;
 - c) **home business**.
4. Signage must comply with the City of Richmond's Sign Bylaw No. 5560, as it applies to **development** in the Steveston Commercial (CS3) **zone**.
5. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by repealing the existing zoning designation of the following area and by designating it "**COMMERCIAL MIXED USE (ZMU24) – LONDON LANDING (STEVESTON)**".

P.I.D. 024-025-917

STRATA LOT 1 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT STRATA PLAN LMS3089
TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-925

STRATA LOT 2 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT STRATA PLAN LMS3089
TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-933

STRATA LOT 3 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT STRATA PLAN LMS3089
TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-941

STRATA LOT 4 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT STRATA PLAN LMS3089
TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-950

STRATA LOT 5 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW
WESTMINSTER DISTRICT STRATA PLAN LMS3089

TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION
TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-968

STRATA LOT 6 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW
WESTMINSTER DISTRICT STRATA PLAN LMS3089

TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION
TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-976

STRATA LOT 7 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW
WESTMINSTER DISTRICT STRATA PLAN LMS3089

TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION
TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-984

STRATA LOT 8 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW
WESTMINSTER DISTRICT STRATA PLAN LMS3089

TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION
TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-992

STRATA LOT 9 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW
WESTMINSTER DISTRICT STRATA PLAN LMS3089

TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION
TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-026-000

STRATA LOT 10 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW
WESTMINSTER DISTRICT STRATA PLAN LMS3089

TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION
TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

3. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9094”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

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MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee Planning and Development Department

To: Planning Committee
From: Wayne Craig
Director of Development


Date: January 10, 2013

File: ZT 13-645068

Re: Application by JAK Group, DBA and DKJK Investments Ltd. for a Zoning Text Amendment to Amend the "Auto-Oriented Commercial (CA)" Zone to Permit a Type 2 Retail Liquor Store at 8555 Sea Island Way and to Amend the "Hotel Commercial (ZC16) – Capstan Village (City Centre)" Zone to Remove a Type 1 Liquor Store from 3031 No. 3 Road

Staff Recommendation

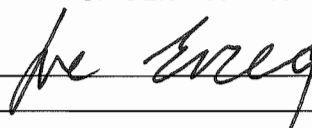
1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9091, to amend the "Auto-Oriented Commercial (CA)" zone to allow a 222 m² type 2 retail liquor store at 8555 Sea Island Way, be introduced and given first reading; and
2. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9092, to amend the "Hotel Commercial (ZC16) – Capstan Village (City Centre)" zone to remove type 1 retail liquor store as a secondary use at 3031 No. 3 Road, be introduced and given first reading.


Wayne Craig
Director of Development

SB:blg
Att.

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER



Staff Report

Origin

JAK Group, DBA and DKJK Investments Ltd. have applied to the City of Richmond for a zoning text amendment to the “Auto-Oriented Commercial (CA)” zone to allow a type 2 retail liquor store located at 8555 Sea Island Way (Unit 135 and 140 of 8555 Sea Island Way)(**Attachments 1, 2 & 3**).

Staff recommends that the subject zoning text amendment application (ZT 13-645068) be accompanied with a second zoning text amendment to remove the permitted secondary use of “Retail Liquor 1” (private liquor store) for the former private liquor store location at 3031 No. 3 Road on a site zoned “Hotel Commercial (ZC16) – Capstan Village (City Centre)” (**Attachment 4**). The liquor store was located in the Comfort Inn Hotel building, which is in the process of being demolished.

There is no Development Permit or Servicing Agreement associated with the zoning text amendment application.

Background

The intent of the subject application is to accommodate the relocation of the liquor store license from the former Comfort Inn at 3031 No. 3 Road (**Attachment 4**) to a new location across the street in the existing commercial shopping centre at 8555 Sea Island Way. The applicant intends to construct a 221.7 m² (2,386 ft²) liquor store in unit 135 and 140 of the commercial building addressed 8555 Sea Island Way.

To allow type 2 liquor retail use at the proposed new location, the “Auto-Oriented Commercial (CA)” zone must be amended to include “Retail Liquor 2” as an ‘additional use’ on a site specific basis outlined in the ‘other regulations’ section of the zone and limited to a maximum floor area of 221.7 m². The proposed store size of 221.7 m² (2,386 ft²) is more restrictive than the store size limit in the “Retail Liquor 2” definition, which is a maximum floor area of 510 m² (5,490 ft²).

The previous liquor store was approximately 278.8 m² (3,000 ft²) and located in the Comfort Inn building located at 3031 No. 3 Road. “Retail Liquor 1” is defined as a secondary use to a neighbourhood public house and is permitted as a ‘secondary use’ in the “Hotel Commercial (ZC16) – Capstan Village (City Centre)” zone. The ZC16 zone is a site specific zone that only applies to the property at 3031 No. 3 Road and is the only property affected by the proposed removal of “Retail Liquor 1” use from the permitted secondary uses in the zone. Staff are proposing to remove the use in accordance with previous Council direction that zoning should only permit a retail liquor store where a store actually exists.

The previous site at 3031 No. 3 Road is subject to a separate rezoning application (RZ 12-60304) that being reviewed by staff. The application was submitted by Yuanheng Seaside Developments Ltd. for a high-rise mixed-use development on a land assembly at 3031, 3211, 3231, 3291, 3311, 3331 and 3351 No. 3 Road and 8151 Capstan Way. The rezoning application

will be presented to Planning Committee upon completion of staff review. The applicant for the rezoning application has been informed of the proposed zoning changes affecting the previous location.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached as **Attachment 5**.

Surrounding Development

Development surrounding the proposed liquor store location includes:

To the North: Across Bridgeport Road, are low-rise industrial buildings on lots zoned “Light Industrial (IL)”.

To the East: Across Sexsmith Road, is a vacant large format store on a lot zoned “Auto-Oriented Commercial (CA)”.

To the South: Across Sea Island Way, is a vacant lot, zoned “Single Detached (RS1/F)” and a rezoning application is under review (RZ 12-610011) for a high-rise mixed-use development at 3200, 3220, 3240, 3300 and 3320 No. 3 Road and 3171, 3191, 3211, 3231, 3251, 3271, 3291, 3331 and 3371 Sexsmith Road (Pinnacle International (Richmond) Plaza Inc.) on lots currently zoned “Single Detached (RS1/F)”.

To the West: Across No. 3 Road, a rezoning application is under review (RZ 13-628557) for a high-rise commercial education development at 8320, 8340 and 8440 Bridgeport Road and 8311 & 8351 Sea Island Way (Wensley Architecture Ltd.) on lots currently under “Land Use Contract 126”.

To the South-west: Across No. 3 Road and Sea Island Way, is the previous location of the subject liquor store. A rezoning application is under review (RZ 12-60304) for a high-rise mixed-use development at 3031, 3211, 3231, 3291, 3311, 3331 and 3351 No. 3 Road and 8151 Capstan Way (Yuanheng Seaside Developments Ltd.) on lots currently zoned “Hotel Commercial (ZC16) – Capstan Village (City Centre)” and “Auto-Oriented Commercial (CA)”.

Related Policies & Studies

The proposed zoning text amendment Bylaw 9091 has been reviewed in relation to the 2041 Official Community Plan (OCP) and related policies (e.g. Aircraft Noise Sensitive Development), Flood Plain Management Bylaw, and Council policies regarding licensee retail stores (private liquor stores). An overview of these policies is provided in the “Analysis” section of this report.

Consultation with the Ministry of Transportation & Infrastructure (MOTI)

Consultation with the Ministry of Transportation & Infrastructure (MOTI) is required due to the proximity of Bridgeport Road and Sea Island Way. Ministry staff has reviewed the proposal and have no objections to the zoning text amendment. MOTI approval is required prior to zoning text amendment adoption.

Public Input

Informational signage is posted on the subject site and a neighbourhood survey was conducted by the applicant to notify the public of the subject application. In addition, the statutory Public Hearing will provide further opportunity for public input regarding the zoning text amendment application. The results of the consultation support the proposed zoning text amendment application, as explained below.

Neighbourhood Survey

In accordance with Council Policy 9307 regarding Licensee Retail Store (LRS) rezoning applications, a neighbourhood survey was conducted by the independent market research company, Kirk Marketing, in November, 2013. A summary report was prepared on December 4, 2013 and submitted to the City (**Attachment 6**) describing the neighbourhood survey process undertaken by the applicant and the neighbourhood survey area. The purpose of the neighbourhood survey was to collect public opinion on the proposed new location of the proposed liquor store from businesses and residences within a neighbourhood survey catchment area identified by City staff.

Neighbourhood survey packages with a survey form and pre-addressed stamped return envelope were delivered on Tuesday, November 12, 2013 to all 51 civic addresses for residences and businesses in the identified neighbourhood survey catchment area (**Attachment 6**). A total of 16 completed surveys were mailed back to Kirk Marketing; representing a 31% response rate. All of the returned survey forms were in support of the proposal, no objections or concerns were expressed.

At the time of writing this report, no additional public correspondence has been received regarding the proposed zoning text amendment application.

AnalysisOfficial Community Plan (OCP)

The subject site is designated as Urban T5 (45m) in the City Centre Area Plan Bridgeport Village (2031) Specific Land Use Map. The proposal complies with this land use designation.

Aircraft Noise

The subject site is located within Area 2 of the OCP Aircraft Noise Sensitive Development Policy, which requires noise mitigation to be incorporated within new buildings and registration of a restrictive covenant on Title. As there are no new buildings proposed, a restrictive covenant is not sought at this time.

Policy 9307 Licensee Retail Store (LRS) Rezoning Applications

Council Policy 9307 (**Attachment 7**) is intended to generally discourage the proliferation of stand-alone liquor stores, and to provide guidelines and criteria for rezoning applications for Licensee Retail Stores (liquor stores).

As stated above, a neighbourhood survey was conducted by an independent market research company to collect public opinion on the proposed location of the liquor store (**Attachment 6**) and no concerns about the proposal were received.

The proposal is in keeping with Council's direction that liquor stores only be allowed on sites where a store physically exists, is in keeping with the intention to discourage the proliferation of liquor stores, and the Public Hearing will provide the public with an additional opportunity to provide input. On this basis, the proposal is considered supportable by staff.

Policy 9309 Guidelines for Free-standing Licensee Retail Store (LRS) Rezoning Applications

Council Policy 9309 (**Attachment 8**) provides guidelines regarding Licensee Retail Store rezoning applications for consideration along with Policy 9307.

The proposal does not comply with the following aspect of Policy 9309:

- The proposed location is not within a commercial shopping centre that caters to the day-to-day needs of nearby residents with an aggregate floor area of at least 2,800 m² (30,150 ft²). The proposed location is within a modest commercial development with an aggregate area of roughly 1,290 m² (13,800 ft²). Staff recommend support for the proposal as the proposed site is in close proximity to the previous location and is located in a commercial development with a range of services.

The proposal complies with the following aspects of the Policy 9309:

- The application is for the relocation of an existing Licensee Retail Store. The proposed location is not within 500 m of another Licensee Retail Store or BC Government operated liquor store. The closest Licensee Retail Stores to the proposed location is almost 1.5 km away at 3031 Beckman Place.
- The proposed location is not within 500 m of a school, park, or community centre.
- The proposed 221.7 m² (2,386 ft²) liquor store size is significantly smaller than the maximum floor area of 510 m² (5,490 ft²) recommended in the policy and permitted under Zoning Bylaw 8500 for a type 2 retail liquor store. The proposed site specific zoning allowance for the type 2 liquor store is proposed to be limited to a maximum floor area of 222 m².

- The existing 8555 Sea Island Way building is set back from Bridgeport Road behind existing landscaping area and fronts onto Sexsmith Road and the internal parking area. The shopping centre has vehicle accesses from Sexsmith Road and Sea Island Way and dedicated pedestrian connections to No. 3 Road, Sexsmith Road and Sea Island Way.
- The existing commercial centre has adequate pedestrian and vehicle circulation.
- RCMP Crime Prevention staff have reviewed the proposal and have no objections to the zoning text amendment.

Financial Impact or Economic Impact

None.

Conclusion

The proposed zoning text amendment to the “Auto-Oriented Commercial (CA)” and “Hotel Commercial (ZC16) – Capstan Village (City Centre)” zones will allow an existing Licensee Retail Store (private liquor store) to relocate from 3031 No. 3 Road across street to 8555 Sea Island Way. Based on the proximity to the former location, existing commercial development at the proposed location and the proposal’s general compliance with City policies and Provincial regulations that limit the proliferation of new Licensee Retail Stores, staff recommend support for the proposal to relocate the liquor store to 8555 Sea Island Way.

On this basis, staff recommend that Richmond Zoning Bylaw 8500, Amendment Bylaws 9091 and 9092, be introduced and given first reading.



Sara Badyal, M. Arch, MCIP, RPP
Planner 2
(604-276-4282)

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9091, the developer is required to complete the following:

1. Final Adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9092.
2. Provincial Ministry of Transportation & Infrastructure Approval.

SB:blg

Attachment 1: Location Map

Attachment 2: GIS Aerial Photo

Attachment 3: Conceptual Development Plans

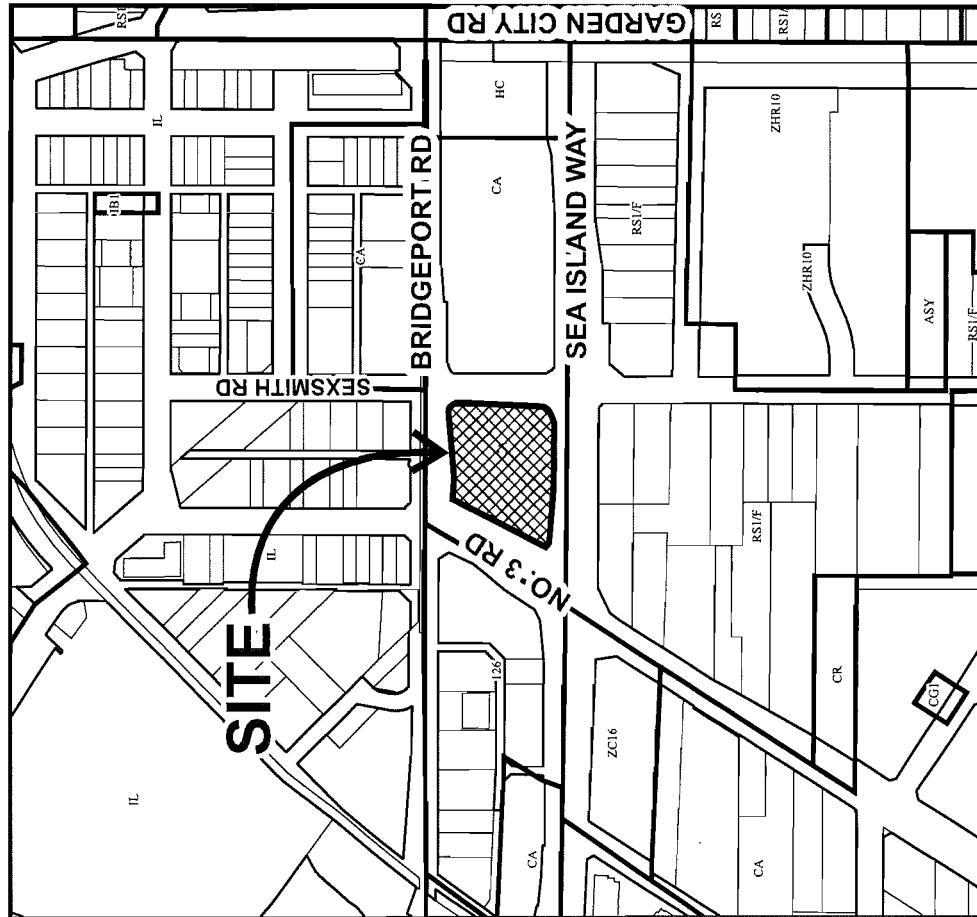
Attachment 4: Location Map of Existing Location at 3031 No. 3 Road

Attachment 5: Development Application Data Sheet

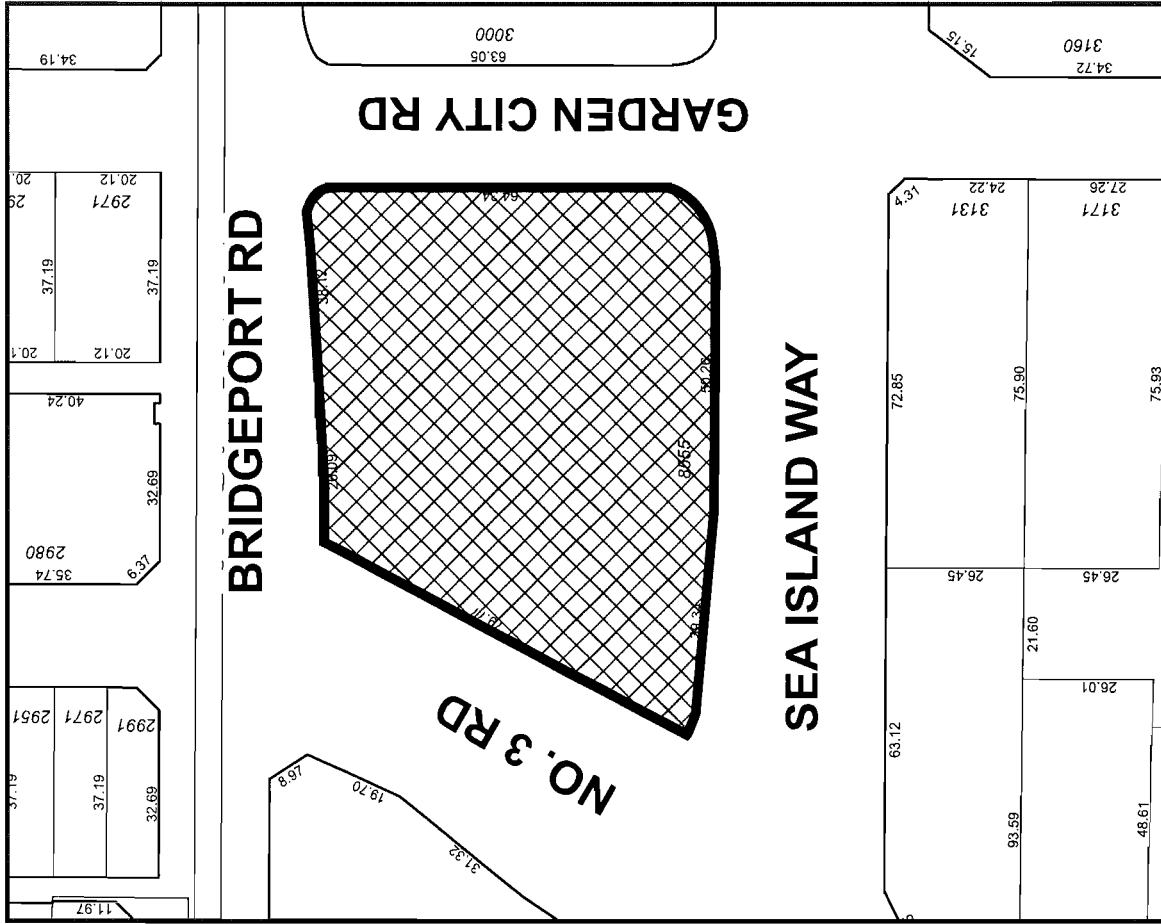
Attachment 6: Neighbourhood Survey Summary Report (December 4, 2013)

Attachment 7: Council Policy 9307 (LRS Rezoning Applications)

Attachment 8: Council Policy 9309 (Guidelines for Free-Standing LRS Rezoning Applications)



PLN - 135



Original Date: 09/1013

Revision Date:

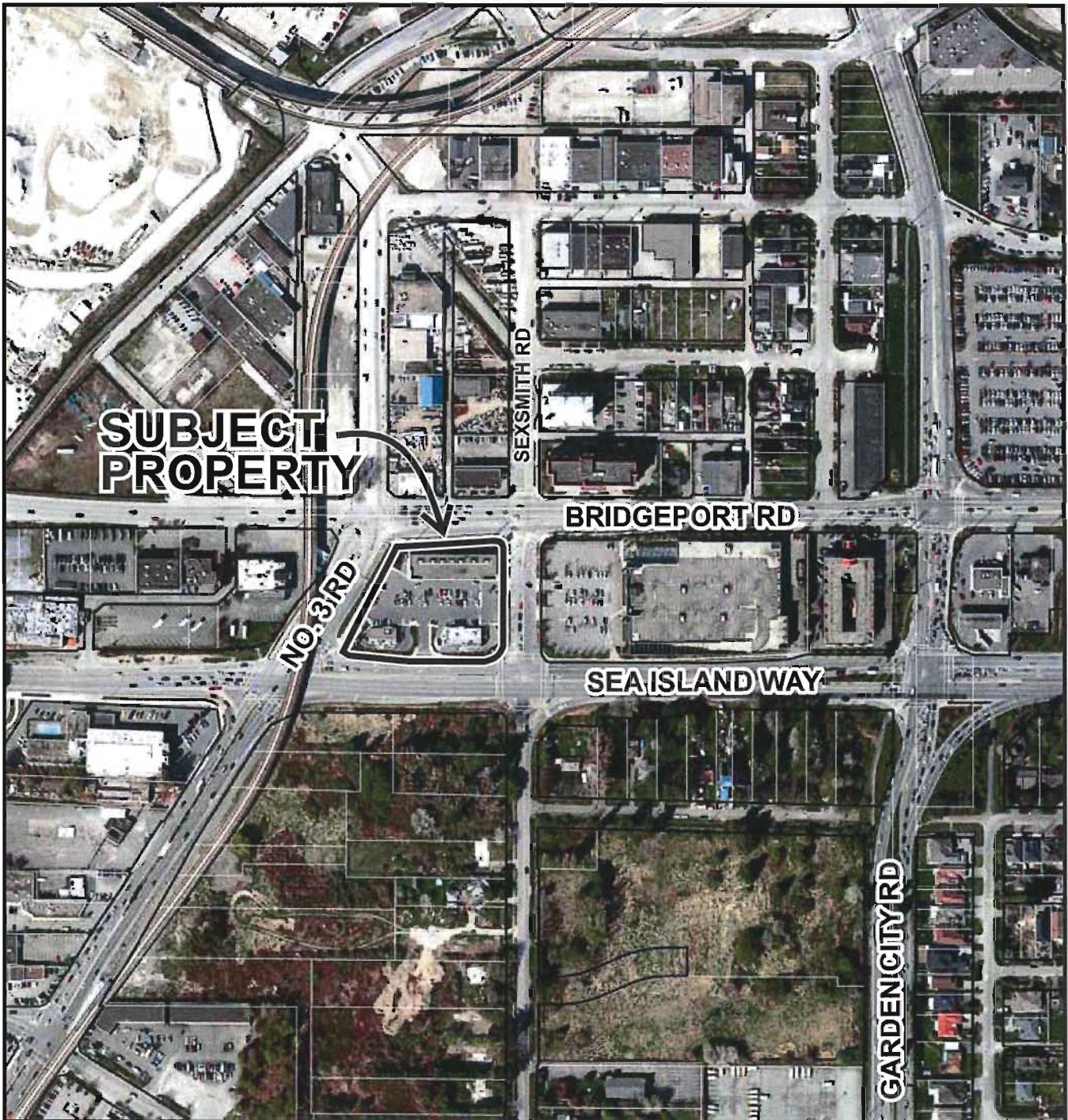
Note: Dimensions are in METRES

ZT 13-645068





City of
Richmond



ZT 13-645068

Original Date: 09/10/13

Revision Date:

Note: Dimensions are in METRES

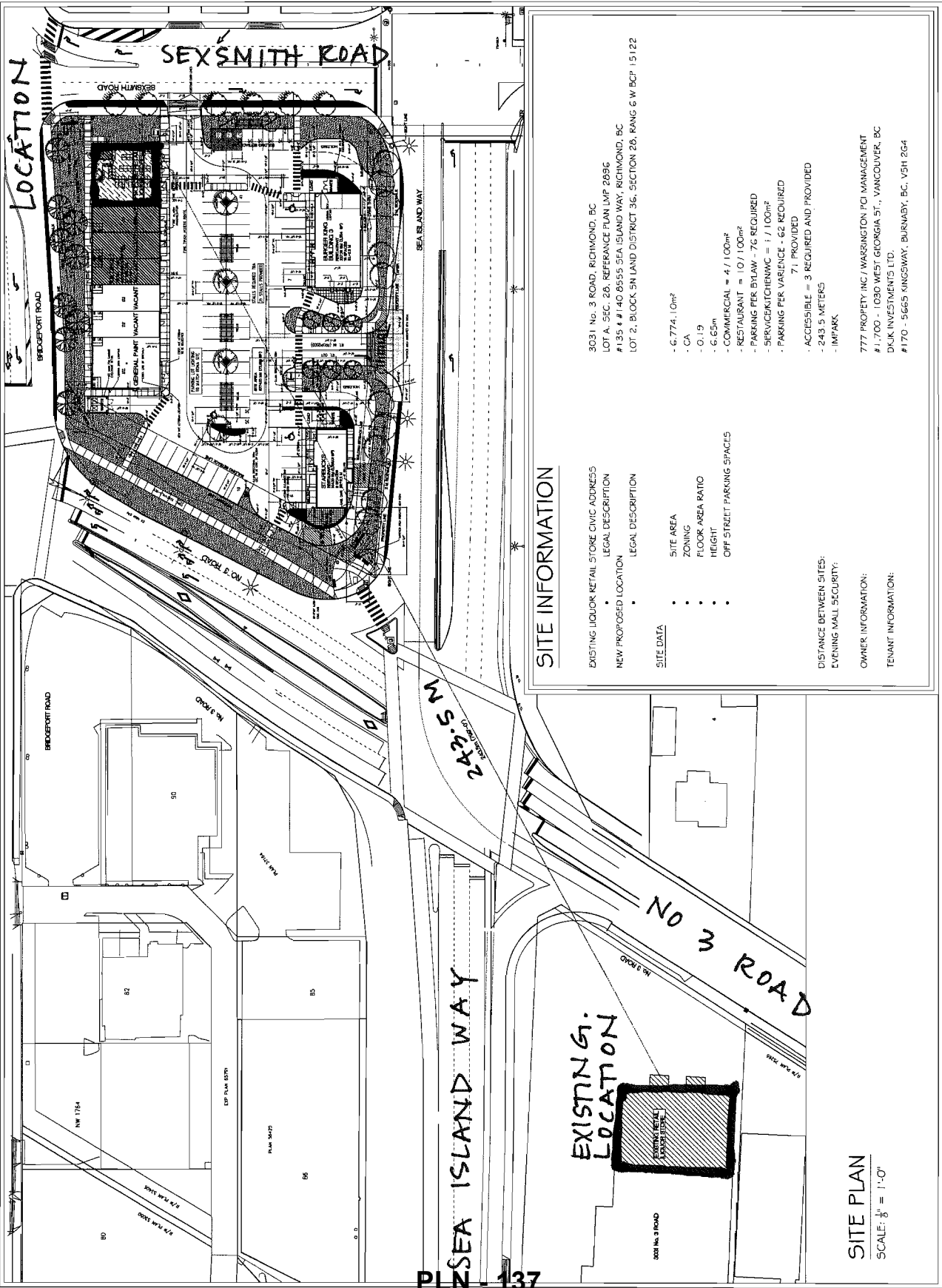
JAMES DUNN & ASSOCIATES
ARCHITECTS
 Specializing in Plans
 Restaurants & Liquor Stores
 10000 14th Avenue, Surrey, BC V3R 2G8
 Tel: 604.271.1177
 Fax: 604.271.1178
 www.jamesdunn.ca

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SEA ISLAND
LRS
 UNIT #135 & 140
 8555 SEA ISLAND
 WAY, RICHMOND, BC
SITE / RELOCATION
PLAN
 JOB NO. 8200
 SHEET 26
 DRAWN BY
 DATE: AUG. 2013
 JB.0.1

PROPOSED



SITE INFORMATION

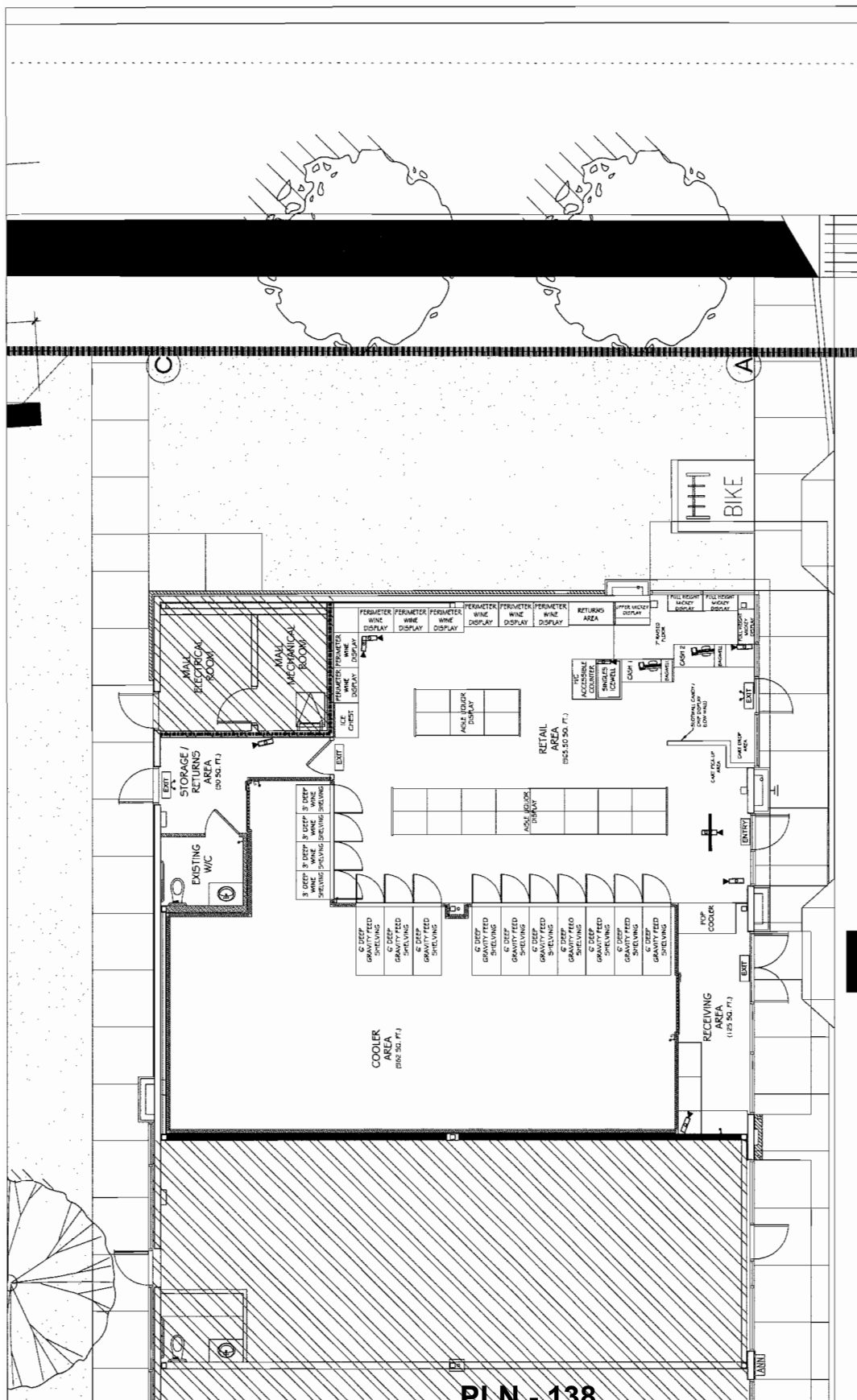
EXISTING LIQUOR RETAIL STORE CIVIC ADDRESS
 LOT A, SEC. 28, REFERENCE PLAN LMP 2096
 #135 & #140 8555 SEA ISLAND WAY, RICHMOND, BC
 NEW PROPOSED LOCATION
 LOT 2, BLOCK 5 IN LAND DISTRICT 36, SECTION 28, RANGE 6 W BCP 15122

SITE DATA
 • SITE AREA - 6,774.10m²
 • ZONING - CA
 • FLOOR AREA RATIO - 0.19
 • HEIGHT - 6.65m
 • OFF STREET PARKING SPACES - 71 PROVIDED

• RESTAURANT = 4 / 100m²
 • PARKING PER BYLAW - 76 REQUIRED
 • SERVICE/KITCHENWC = 1 / 100m²
 • PARKING PER VARIANCE - 62 REQUIRED
 • ACCESSIBLE = 3 REQUIRED AND PROVIDED
 • 243.5 METERS
 • IMPACT

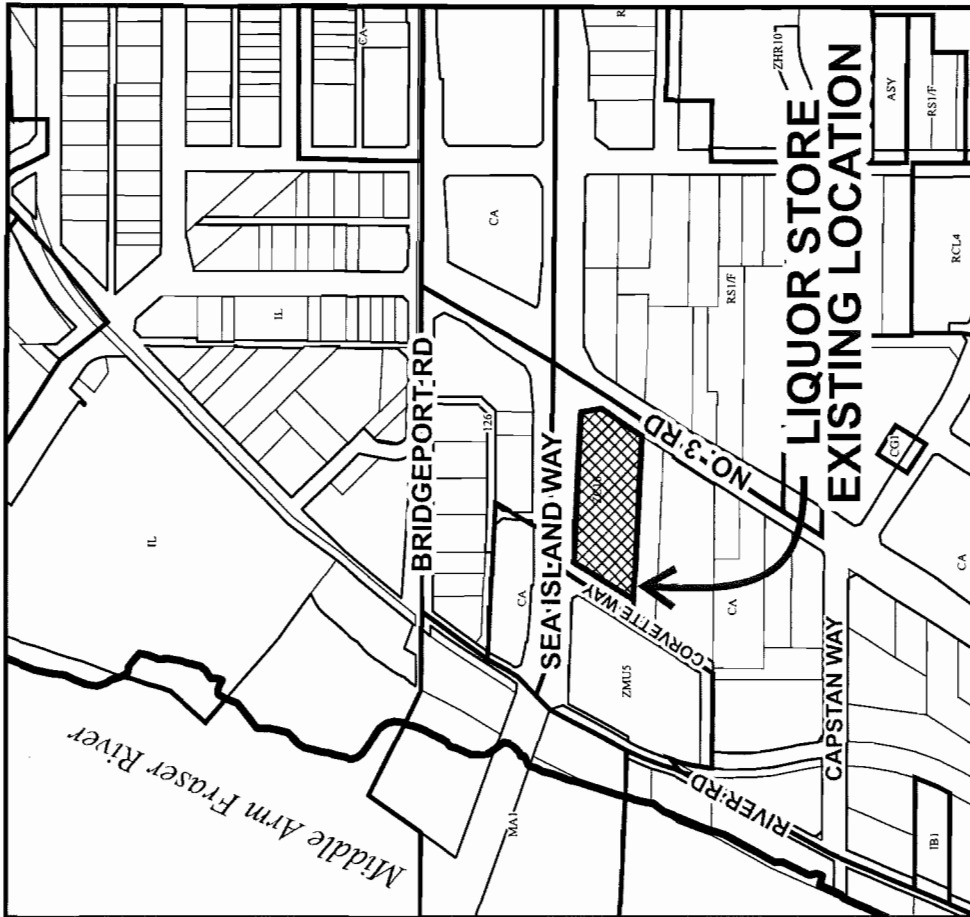
DISTANCE BETWEEN SITES:
 EVENING MALL SECURITY:
 OWNER INFORMATION:
 777 PROPERTY INC / WARRINGTON PCI MANAGEMENT
 #1,700 - 1030 WEST GEORGIA ST., VANCOUVER, BC
 DKIK INVESTMENTS LTD.
 #170 - 5665 KINGSWAY, BURNABY, BC, V5H 2G4

SITE PLAN
 SCALE: 1/8" = 1'-0"

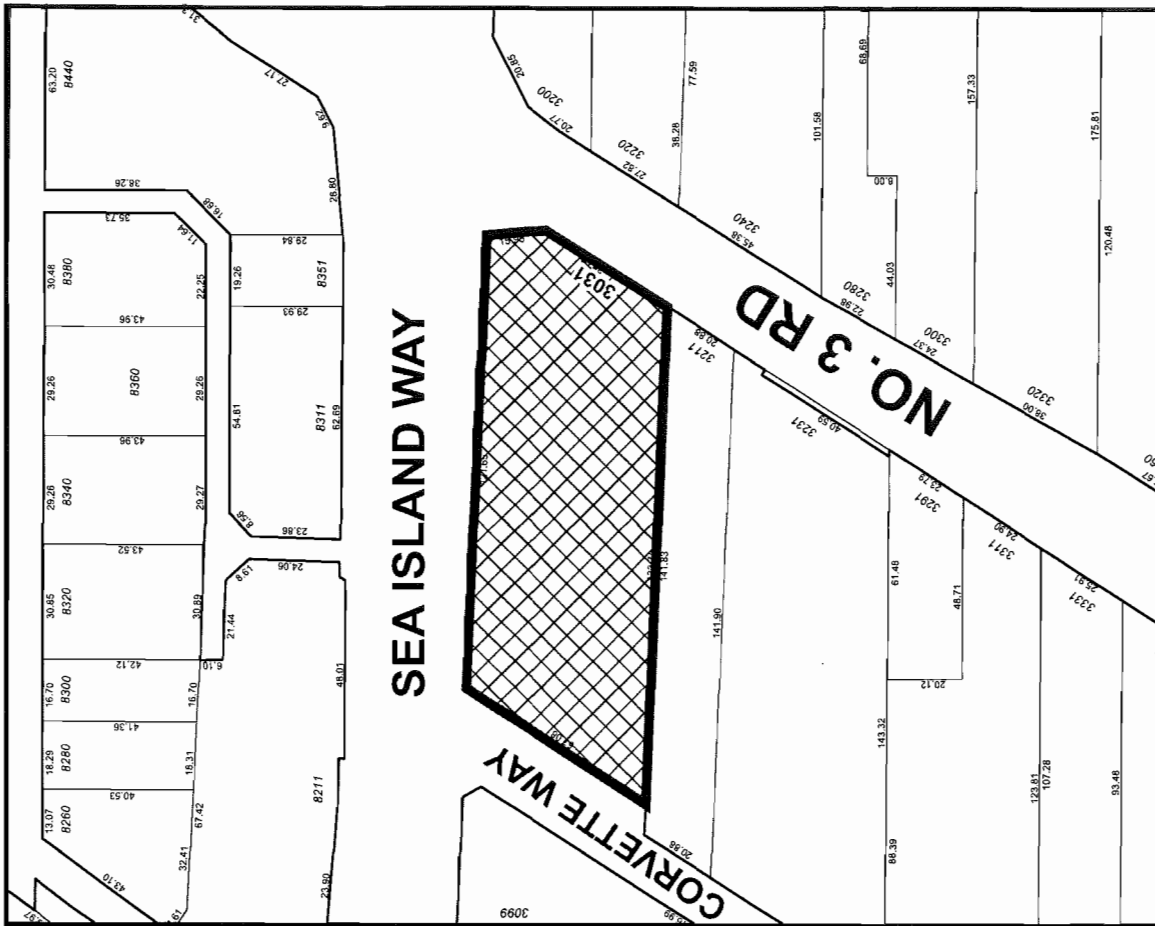


PLN - 138

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PLN - 139



Original Date: 12/11/13

Revision Date:

Note: Dimensions are in METRES

ZT 13-645068





RZ 13-645068

Attachment 5

Applicant: JAK Group, DBA and DKJK Investments Ltd.

	Existing Location	Proposed Location
Address	3031 No. 3 Road	8555 Sea Island Way
Owner	Yuanheng Seaside Developments Ltd., Inc. No. BC0911549	777 Property Inc. Inc. No. 0835477
Site Size	6,506 m ²	6,773 m ²
Land Use	Hotel Commercial	Commercial
City Centre Planning Area	Capstan Village	Bridgeport Village
Area Plan Designation	Urban T5 (45m)	Urban T5 (45m)
Zoning	Hotel Commercial (ZC16) – Capstan Village (City Centre)	Auto-Oriented Commercial (CA)

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio	Max. 0.5	Existing	None permitted
Lot Coverage – Building	Max. 50%	Existing	None proposed
Setback – Public Road	Min. 3 m	Existing	None proposed
Height	Max. 12 m	Existing	None proposed
Off-street Parking Spaces	Change from general retail to liquor store does not increase parking requirement	Existing	None proposed
Retail Liquor 2 Store Size	Max. 510 m ²	Max 222 m ² on subject site	None proposed



Neighborhood Survey Summary Report

Text Amendment Rezoning Application (ZT 13 – 645068)

Created by Kirkmarketing Integrated Services Ltd.



Table of Contents

- A. About Kirk Marketing
- B. Summary Report Introduction and Timeline
- C. Survey Methodology
- D. Summary Report Addendums

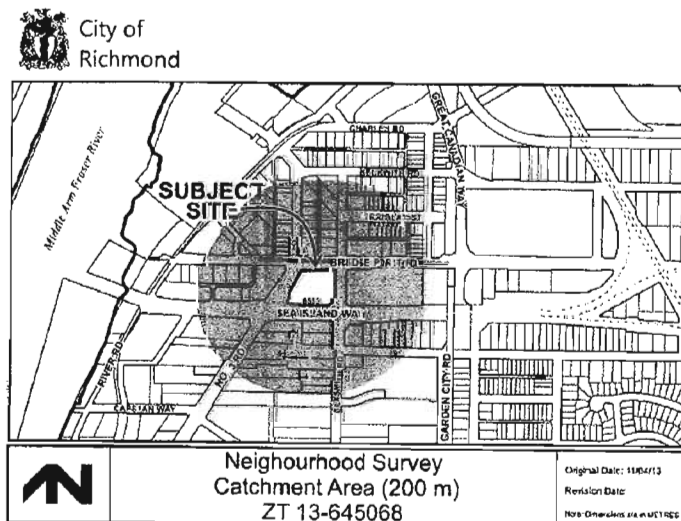


A. About Kirk Marketing

- a. Kirk Marketing (www.kirkmarketing.com) is a Richmond based marketing company and as per City of Richmond rezoning guidelines JAK Group DBA and DKJK Investments has contracted Kirk Marketing to prepare the Summary Report for the Neighborhood Survey for ZT 13 – 645068
- b. Kirk Marketing Account Director Hala Barakat has prepared this Summary Report, contact: 604 333 5545, halab@kirkmarketing.com
- c. Kirk Marketing was approved by the City of Richmond Planning Department to prepare this Neighborhood Survey Summary Report

B. Summary Report Introduction and Timeline

- a. On August 29, 2013 JAK Group DBA and DKJK Investments submitted a rezoning application for a zoning text amendment to allow a type 2 retail liquor store at 8555 Sea Island Way (Unit 135 & 140) on a site zoned Auto-Oriented Commercial (CA)
- b. On October 23, 2013 DKJK Investments received a letter from the City of Richmond Development Applications Department that the rezoning application is accepted and it advises of rules for placement of a rezoning sign
- c. On November 4, 2013 the City of Richmond Planning Department advised DKJK Investments that the Neighborhood Survey Catchment Area for ZT 13 – 645068 is 200 meters



Please see the attachment for full page Catchment Area Map

- d. On November 12, 2013 the City of Richmond approves the Neighborhood Survey Methodology and the approved Rezoning Sign is installed by Signmaster Signs at 8555 Sea Island Way in the appropriate position



- e. On November 11, 2013 the Neighborhood Survey is circulated by canvass to all businesses and homes within a 200 meter radius of 8555 Sea Island Way as per the map provided by the City of Richmond



Who did you reach today?

- f. As per the approved the Neighborhood Survey Methodology local residents have until November 27 for their completed surveys to arrive at the PO Box
- g. On November 28 Kirk Marketing collects all Neighborhood Surveys from PO Box 96017, Ironwood PO, Richmond, BC

C. Survey Methodology

- a. Neighborhood Survey Design: Cross Sectional
- b. Neighborhood Survey Envelope Content
 - Receiving Envelope
 - Exterior of the envelope will have the below underlined information on it
 - Attention: Dear Occupant
 - Re: Neighborhood Survey
 - Top left corner: PO Box 96017 Ironwood PO, Richmond, BC
 - Inside Envelope
 - Postage paid envelope addressed to the below
 - PO Box 96017 Ironwood PO, Richmond, BC
 - Neighborhood Survey
 - For Occupant to fill out, place in postage paid envelope and place in the mail
- c. Neighborhood Survey Dates & Summary Report Dates
 - Survey Delivery Date – Tuesday, November 12, 2013, 10 am – 5pm
 - Hand delivered by canvassers within 200 meter radius of 8555 Sea Island Way, Richmond as per Catchment Area map from the City of Richmond
 - Damian Kettlewell was approved by the City of Richmond Planning Department as a canvasser and he was accompanied by Christine Vickstrom
 - See addendum for Neighborhood Survey Tracking Sheet with addresses, business name and indication of whether hand delivered or dropped through a mail box
 - Survey Response Reply Deadline – November 27, 2013
 - Summary Report completion and delivered to City of Richmond – December 4, 2013



Summary of Neighborhood Survey Responses

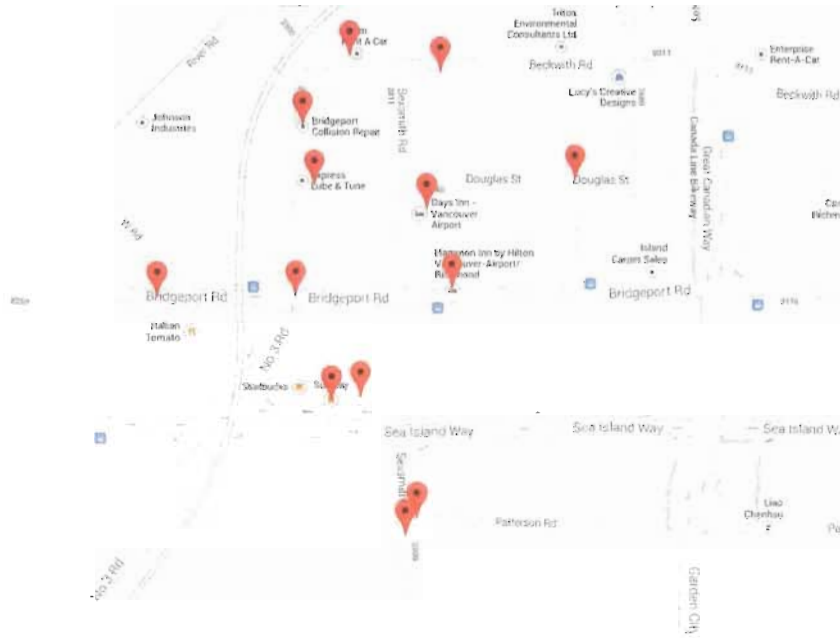
NAME	SURNAME	BUSINESS	ADDRESS	PHONE NO.	YES	NO
Russ	McDougall		2700 No. 3 Rd.	604 273 3766	x	
Supnya	Oberui	Top Tech Unlimited	1-2651 No. 3 Rd.	604 304 1111	x	
Dough	Wooten		8360 Bridgeport Rd.	604 821 0551	x	
		Vancouver Fleet Services Ltd.	2820 No. 3 Rd.	604 278 1701	x	
Komal	Walleh		8575 Seaisland way	604 247 2510	x	
Mandeep	Sidku	Days Inn Vancouver Airport	2840 Sexsmith Rd.	604 207 8000	x	
Jason	Chand	General Paint	8555 Seaisland Way	604 275 8266	x	
Roy	Pac		8940 Douglas St.	604 600 2631	x	
Paul	Dhatt	Subway	8555 Seaisland Way	604 512 6061	x	
Gary	Heiden		8651 Beckwith	604 232 9873	x	
C.	Ross	AeroCar Service	102-8360 Bridgeport Rd.	604 298 1000	x	
Du	Xu		3000 Sexsmith Rd.	604 370 6868	x	
		Maple Hospitality INC DBA, Hampton Inn by Hilton YVR	8811 Bridgeport Rd.	604 232 5505	x	
Al	Nortman	ABC Traders Ltd.	2980 No. 3 Rd.	604 278 1731	x	
Hollie	Turner	J&R Excavation	8820 Beckwith Rd.	604 247 0337	x	
D.	Bjornson		8791 Patterson Rd.	604 272 0049	x	

- Prepared by: Kirk Marketing
- Completed by: December 4, 2013
- Report Contents:
 - Verify Total Number of Neighborhood Survey's delivered within 200 meter radius of 8555 Sea Island Way: 51
 - Verify Total Number of Responses by Mail: 16



Cadastral Map 1

Google Map with plotted positive answers to the survey



Cadastral Map 2

- Since there were no negative replies to the survey no resulting google map is provided.



Who did you reach today?

D. Summary Report Addendums

- a. Neighborhood Survey Catchment Area Map- page 9
- b. Neighborhood Survey – Neighborhood Survey Envelope Contents
 - Page 10 - Neighborhood Survey
 - Page 11- exterior of envelope
 - Page 12 – postage paid envelope
- c. Neighborhood Survey Tracking Sheet Cover Memo
 - Page 13
- d. Neighborhood Survey Tracking Sheet
 - Page 14-15
- e. Summary Report Cadastral Map- see page 7
- f. Neighborhood Survey Responses – pages 16-31
- g. Photo of rezoning sign at 8555 Sea Island Way – see page 4



City of
Richmond



PLN - 149



Neighbourhood Survey
Catchment Area (200 m)
ZT 13-645068

Original Date: 11/04/13

Revision Date:

Note: Dimensions are in METRES

PO Box 96017
Ironwood PO
Richmond, BC

Att: Dear Occupant
Re: Neighbourhood Survey

**NEIGHBOURHOOD SURVEY
PUBLIC INFORMATION SHEET**

JAK Group, DBA and DKJK Investments Ltd have applied to the City of Richmond for a zoning text amendment (City of Richmond file: ZT 13-645068) to allow a Retail Liquor 2 Store (Private Liquor Store) in unit 135 – 140 of:

8555 Sea Island Way, Richmond, B.C.

A Retail Liquor Store 1 (accessory to a neighborhood public house) was operating across the street 8555 Sea Island Way at 3031 No 3 Rd until June 2013.

The objectives of the neighborhood mail out survey are to ensure neighbors are aware of the zoning text amendment application and have an opportunity to provide comments to the City.

A Retail Liquor 2 Store is defined as a store for the retail sale of beer, wine, spirits, cider and coolers to the public, having a total floor area not exceeding 510.0 m² that is not accessory to a neighborhood public house and is licensed under the regulations of the *Liquor Control and Licensing Act* or has an appointment or agreement under the *Liquor Distribution Act*.

All residences (represented by a resident or owner who is at least 19 years old) and businesses (represented by a manager or owner of the business who is at least 19 years old) that fall within the survey area are eligible to cast a response. Only one survey per person or residence is permitted.

Responses must be completed in full, signed and received by Kirk Marketing postmarked on or before November 27, 2013 in order to be valid. A postage paid business reply envelope is enclosed for your convenience – no postage is required. All responses will be forwarded to the City of Richmond along with a summary report.

Kirk Marketing is an independent market research. The City of Richmond requires an independent marketing company to conduct this survey.

Any enquiries for DKJK Investments can be made to Damian Kettlewell. Telephone 778 840 8049.

Any enquiries regarding this zoning text amendment application may be made to the City of Richmond, attention Sara Badyal. Telephone 604-276-4282.

APPLICATION FOR A ZONING TEXT AMMENDMENT
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?		

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please **print clearly** in ink.

Name: _____

Address: _____

Telephone Number: _____

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: _____

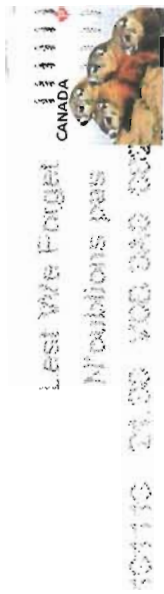
Your responses and comments will be submitted to the City of Richmond along with a summary report. Your response will not be included in the results unless your name and address are completed in full and it is signed. When completed, please mail in the postage-paid envelope provided.

In order for this ballot to count, it must be received in our office postmarked no later than:

November 27th, 2013

Thank you for your cooperation.

#170 - 5665 Kingsway
Burnaby BC
V5H 2G4



PO Box 96017
Ironwood PO
Richmond, BC
V7A 1N0



COVER MEMO

Neighborhood Survey Tracking Sheet

12/4/2013

Neighbourhood Survey was distributed to local businesses and residents on Tuesday, November 12, 2013 between 10 am - 5pm. All businesses and residents within the Neighbourhood Survey Catchment Area (200 m) were hand delivered surveys by Damian Kettlewell and Chrisine Vickstrom.

PLN - 153

8555 Sea Island Way - Neighbourhood Survey

Date:

Address	Name	Drop in Mail Box	Hand Delivered
8555 SEA ISLAND WAY	STARBUCKS		✓
"	Subway		✓
"	General Paint		✓
"	Burger King		✓
3000 SEXSMITH RD	FOR REAL GROCERY		✓
8811 BRIDGEPORT RD	HAMPTON INN		✓
#125		✓	✓
#755	AUTO SPA	✓	✓
2980 NO.3 ROAD	ABC TRADERS	✓	✓
2840 NO.3 ROAD	EXPRESS LUBE & TUNE	✓	✓
2820 NO.3 ROAD	VANCOUVER FLEET SERVICES	✓	✓
2800 NO.3 RD	HOUSESTONE ENTERPRISES	✓	✓
2700 NO.3 RD	BRIDGEPORT COLLISION	✓	✓
2651 BRIDGEPORT NO.3 RD	TOP TECH AUTO	✓	✓
854 BRIDGEPORT	M.J. FASHIONS	✓	✓
104 8360 BRIDGEPORT	MAY'S MUSIC SCHOOL	✓	✓
105 "	GARNET RESEARCH	✓	✓
102 "	AEROCAR SERVICE	✓	✓
8380 BRIDGEPORT RD	ITALIAN TONATO RESTAURANT	✓	✓
105 8360 BRIDGEPORT RD	MNP ACCOUNTING	✓	✓
105 8372 BECKWITH ROAD		✓	✓
#150		✓	✓
#230	LEES BELTS	✓	✓
#180		✓	✓
8651 BECKWITH RD	AZURE AUTO	✓	✓
#110 BECKWITH		✓	✓
#120 36 PINE MUSHROOMS	JC PINE MUSHROOMS	✓	✓
#130 "		✓	✓
#100 8840 BECKWITH		✓	✓
#140 "		✓	✓

APPLICATION FOR A ZONING TEXT AMMENDMENT

City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name:

Supriya Oberoi / Top Tech Unlimited

Address:

1-2651 No 3 Rd, Richmond

Telephone Number:

604-304-1111

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature:



Your name and address will be used for verification purposes only.

APPLICATION FOR A ZONING TEXT AMMENDMENT
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Doug Wooten

Address: 8360 BRIMLEY RD

Telephone Number: 604 821 0551

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

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November 27th, 2013

Thank you for your cooperation.

APPLICATION FOR A ZONING TEXT AMMENDMENT
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Vancouver Fleet Services LTD

Address: 2820 No 3 St

Telephone Number: 604-278-1701

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

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City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please **print clearly** in ink.

Name: KOMAL WALLEH

Address: 8575- Seaisland way, Richmond,

Telephone Number: 604-247-2510

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: Komaljit

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City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	✓	

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please **print** clearly in ink.

Name: Mandeep Sidhu (Days Inn - Vancouver Airport)

Address: 2840 Sexsmith Road, Richmond, B.C. V6X 2H3

Telephone Number: 604-207-8020

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: 

Your response and comments will be submitted to the City of Richmond along

APPLICATION FOR A ZONING TEXT AMMENDMENT City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If IN FAVOUR, place an (X) in the box under "YES".
if NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Jason Howard - General Print
Address: 8555 SEA ISLAND WAY Richmond BC
Telephone Number: 604 275 8261

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: _____

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APPLICATION FOR A ZONING TEXT AMMENDMENT
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Ray Pat

Address: 8940 DOWLING ST

Telephone Number: 604 690-2931

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

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APPLICATION FOR A ZONING TEXT AMMENDMENT

City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: PAUL DHAFF - Subway 16X0AB

Address: 8555 - SEA ISLAND WAY RICHMOND

Telephone Number: 604-512-6061

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: 

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November 27th, 2013

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APPLICATION FOR A ZONING TEXT AMMENDMENT
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: GARY HEIDEN

Address: 8651 BECKWITH

Telephone Number: 604 232 9873 AZORE AUTO

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

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APPLICATION FOR A ZONING TEXT AMMENDMENT City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	X	

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please **print clearly** in ink.

Name: C. Ross (Aero Car Service)
Address: 102-8360 Bridgeport Road Rnd
Telephone Number: 604 299 1000

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: 

Your responses and comments will be submitted to the City of Richmond along

APPLICATION FOR A ZONING TEXT AMMENDMENT
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
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If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please **print clearly** in ink.

Name:

MAPLE HOSPITALITY INC DBA

Address:

HAMPTON WAY BY HILTON VUE, BC
8811 BRIDGEPORT RD. RICHMOND, BC

Telephone Number:

604 232-5505

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature:



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APPLICATION FOR A ZONING TEXT AMMENDMENT
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
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If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: AC NORMAN - ABC TAPAL LTO

Address: 2980 #3 RD Richmond

Telephone Number: 604-278-1731

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

Your responses and comments will be submitted to the City of Richmond along with a summary report. Your response will not be included in the results unless your name and address are completed in full and it is signed. When completed, please mail in the postage-paid envelope provided.

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APPLICATION FOR A ZONING TEXT AMMENDMENT
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	X	

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Russ McDougall

Address: 2700 # 3 Road

Telephone Number: 604-273-2766

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

Your responses and comments will be submitted to the City of Richmond along with a summary report. Your response will not be included in the results unless your name and address are completed in full and it is signed. When completed, please mail in the postage-paid envelope provided.

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November 27th, 2013

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APPLICATION FOR A ZONING TEXT AMMENDMENT
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please **print clearly** in ink.

Name: Du Xu

Address: 3000 Sexsmith Rd

Telephone Number: 604-370-6868

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: 

Your responses and comments will be submitted to the City of Richmond along with a summary report. Your response will not be included in the results unless your name and address are completed in full and it is signed. When completed, please mail in the postage-paid envelope provided.

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November 27th, 2013

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APPLICATION FOR A ZONING TEXT AMMENDMENT
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: D. BERNARD

Address: 8791 PATERSON ROAD

Telephone Number: 604-277-0049

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

APPLICATION FOR A ZONING TEXT AMMENDMENT
City of Richmond File: ZT 13-845068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	X	

If IN FAVOUR, place an (X) in the box under "YES".
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Hollie Turrey J&R Excavation

Address: 8820 Brookwith Rd. Richmond

Telephone Number: 604-247-0337

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

Your responses and comments will be submitted to the City of Richmond along with a summary report. Your response will not be included in the results unless your name and address are completed in full and it is signed. When completed, please mail in the postage-paid envelope provided.

In order for this ballot to count, it must be received in our office postmarked no later than:

November 27th, 2013

Thank you for your cooperation.

**Policy 9307:**

It is Council policy that:

Rezoning applications intended to facilitate a stand-alone Licensee Retail Store (i.e. not an accessory use to a Neighbourhood Public House) will be considered under the following general guidelines and criteria:

1. The proliferation of stand-alone Licensee Retail Stores is generally discouraged;
2. Licensee Retail Store Rezoning Applications intended to facilitate the replacement of an existing BC Liquor Store, operated by the Liquor Control and Licensing Branch or an existing LRS, will be considered on a case-by-case basis;
3. Except as noted in Section 4 below, all proposals for relocation of an existing or new Licensee Retail Store within the City of Richmond must be supported by a neighbourhood survey that is intended to collect public opinion on the proposed new location of the Licensee Retail Store. The neighbourhood survey will be required to be conducted by an independent Market Research Company at the sole cost of the applicant. The Director of Development will confirm approval in writing the following:
 - i. the minimum catchment area for the required neighbourhood survey;
 - ii. the name of the market research company selected by the applicant to conduct the Survey;
 - iii. the method used to conduct and compile the results of the neighbourhood survey; and
 - iv. the dates during which the neighbourhood survey must be conducted.
4. Notwithstanding Section 3 above, proposals to replace an existing BC Liquor Store or existing LRS on the same site will not be required to conduct a neighbourhood survey.



Page 1 of 1

Adopted by Council: July 25th, 2005
Amended by Council: December 19th, 2005

Policy 9309

File Ref: 12-8275

GUIDELINES FOR FREE-STANDING LICENSEE RETAIL STORE (LRS) REZONING APPLICATIONS

Policy 9309:

It is Council policy that:

1. Definitions:

Free Standing Licensee Retail Store – means a retail store that sells alcoholic beverages to the public for off-site consumption and is licensed under the regulations of the *Liquor Control and Licensing Act* or has an appointment or agreement under the *Liquor Distribution Act*.

2. Guidelines:

The following criteria and factors are to be considered in making an assessment of a rezoning application to permit a free-standing Licensee Retail Store:

- (1) Unless a Licensee Retail Store rezoning is intended to facilitate the replacement of an existing BC Liquor Store or an existing Licensee Retail Store, new Licensee Retail Stores should avoid locations within 500 m (1,640 ft.) from the following uses:
 - (a) Public and private schools, especially secondary schools;
 - (b) Public parks and community centres; and
 - (c) Other Licensee Retail Stores or BC government operated liquor stores.
- (2) A free-standing LRS should be located in commercial shopping centres (i.e. planned commercial developments which cater to the day-to-day needs of nearby residents) which have an aggregate floor area of at least 2,800 m² (30,150 sq. ft.).
- (3) The free-standing LRS should not exceed a gross floor area of 510 m² (5,500 sq. ft.), including refrigerated space, unless the LRS is intended to facilitate the replacement of an existing BC Liquor Store.
- (4) The following matters are to be addressed:
 - Adequate vehicle and pedestrian circulation;
 - Vehicle Loading/unloading;
 - Off-street parking;
 - Traffic and safety concerns; and
 - Crime Prevention Through Environmental Design (CPTED).



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9091 (ZT 13-645068)
8555 Sea Island Way**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by deleting Section 10.3.3 (Secondary Uses) and substituting the following:

“10.3.3 A. Secondary Uses
 - **home business**
 - **residential security/operator unit**
10.3.3 B. Additional Uses
 - **retail, liquor 2**”
2. Richmond Zoning Bylaw 8500, as amended, is further amended by deleting Section 10.3.11 (Other Regulations) and substituting the following:

“1. **Religious assembly** is limited to:
 - a) only one **religious assembly** on one property, which must have a minimum **lot area** of 2,400.0 m²; and
 - b) 300 seats and a **gross floor area** of 700.0 m².
2. **Telecommunication antenna** must be located a minimum of 20.0 m above the ground (i.e. on a roof of a **hotel**).
3. A fully or semi-automatic **car wash** must be wholly contained in a **building** and must comply with the Public Health Protection Bylaw.
4. A **retail liquor 2** store is only permitted on the following listed **sites**:
 - a) 8555 Sea Island Way
P.I.D. 026-147-203
Lot 2 Section 28 Block 5 North Range 6 West
New Westminster District Plan BCP 15122
5. In the case of Section 10.3.11.a), the **retail liquor 2** store at 8555 Sea Island Way shall have a gross floor area not exceeding 222 m².

6. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply.”
3. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9091**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

ADOPTED

MAYOR

_____ _____ _____ _____ _____ _____
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CITY OF RICHMOND
APPROVED by <i>RK</i>
APPROVED by Director or Solicitor <i>ul</i>

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9092 (ZT 13-645068)
3031 No. 3 Road**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by deleting “**retail, liquor 1**” from Section 22.16.3 (Secondary Uses).
2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9092**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

ADOPTED

MAYOR

CORPORATE OFFICER

