



**Planning Committee
Electronic Meeting**

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

**Tuesday, January 21, 2025
4:00 p.m.**

Pg. # ITEM

MINUTES

PLN-5 *Motion to adopt the **minutes** of the meeting of the Planning Committee held on December 17, 2024.*



NEXT COMMITTEE MEETING DATE

February 4, 2025, (tentative date) at 4:00 p.m. in the Anderson Room.

PLANNING AND DEVELOPMENT DIVISION

1. **APPLICATION BY FOUGERE ARCHITECTURE INC. FOR REZONING AT 8620, 8640, 8660 SPIRES ROAD, AND THE SURPLUS PORTION OF THE SPIRES ROAD ROAD ALLOWANCE FROM “SINGLE DETACHED (RS1/E)” ZONE TO “LOW TO MID RISE RENTAL APARTMENT (ZLR49) – SPIRES ROAD (BRIGHOUSE VILLAGE OF CITY CENTRE)” ZONE**
(File Ref. No. RZ 22-023633) (REDMS No. 7871666)

PLN-8

See Page PLN-8 for full report

Designated Speakers: Edwin Lee & Suzanne Smith

STAFF RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10635 to create the “Low to Mid Rise Rental Apartment (ZLR49) – Spires Road (Brighthouse Village of City Centre)” zone, and to rezone 8620, 8640, 8660 Spires Road, and the surplus portion of the Spires Road road allowance from “Single Detached (RS1/E)” to “Low to Mid Rise Rental Apartment (ZLR49) – Spires Road (Brighthouse Village of City Centre)”, be introduced and given first, second and third reading.



2. **REFERRAL RESPONSE: BYLAW 9861 – GREENHOUSES WITH CONCRETE FOOTINGS**

(File Ref. No. 08-4403-03-07) (REDMS No. 7781658)

PLN-66

See Page PLN-66 for full report

Designated Speaker: John Hopkins

STAFF RECOMMENDATION

That the report entitled “Referral Response: Bylaw 9861 – Greenhouses with Concrete Footings”, dated December 12, 2024, from the Director, Policy Planning, be received for information.



3. **REFERRAL RESPONSE - STEVESTON VILLAGE HERITAGE CONSERVATION GRANT PROGRAM (COUNCIL POLICY 5900)**

(File Ref. No. 08-4200-08) (REDMS No. 7849100)

PLN-74

See Page PLN-74 for full report

Designated Speaker: John Hopkins

STAFF RECOMMENDATION

(1) That the proposed amendments to the Steveston Village Heritage Conservation Grant Program (Council Policy 5900), as detailed in the staff report titled “Referral Response - Steveston Village Heritage Conservation Grant Program (Council Policy 5900)”, dated December 12, 2024 from the Director, Policy Planning be approved; and

- (2) *That an amendment to the Official Community Plan (Steveston Area Plan) be prepared to adjust the development contribution structure for the Steveston Village Heritage Conservation Grant Program to ensure long-term sustainable funding for the program.*



4. **REFERRAL RESPONSE: SMALL-SCALE MULTI-UNIT HOUSING (SSMUH) – PUBLIC CONSULTATION SUMMARY AND SUPPLEMENTARY DESIGN REVIEW**
(File Ref. No. 08-4045-30-02) (REDMS No. 7865965)

PLN-99

See Page PLN-99 for full report

Designated Speaker: John Hopkins

STAFF RECOMMENDATION

- (1) *That Richmond Official Community Plan Bylaw 9000 Amendment Bylaw 10630, which proposes to amend conditions when a Development Permit is required for development of Small-Scale Multi-Unit Housing be introduced and given first reading;*
- (2) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10630 having been considered in conjunction with:*
- (a) *the City’s Financial Plan and Capital Program; and*
 - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;

- (3) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10630, having been considered in accordance with Section 475 of the Local Government Act and the City’s Official Community Plan Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation; and*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10631, to clarify provisions for development of Small-Scale Multi-Unit Housing be introduced and given first, second and third reading.*



5. **MANAGER’S REPORT**

Pg. #

ITEM

ADJOURNMENT





Planning Committee

Date: Tuesday, December 17, 2024

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Alexa Loo
Councillor Chak Au
Councillor Carol Day
Councillor Andy Hobbs (by teleconference)

Also Present: Councillor Michael Wolfe

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on December 3, 2024, be adopted as circulated.

CARRIED

The Chair noted that the Planning Committee meeting on January 9, 2025 is cancelled and that the next Planning Committee is scheduled on January 21, 2025.

PLANNING AND DEVELOPMENT DIVISION

1. **RICHMOND CHILD CARE STRATEGY 2024–2034**
(File Ref. No. 07-3070-04) (REDMS No. 7779006)

Planning Committee
Tuesday, December 17, 2024

In response to queries from Committee, staff advised that (i) the City received a BC Healthy Communities grant this year to address the need for additional school age child care spaces, (ii) the grant will be used to develop a new model for school aged child care as well as develop business plans in order to create additional spaces on an accelerated time line, (iii) Richmond School District No. 38 is currently undertaking a number of projects to enhance child care on school sites and will be a significant member of the Advisory Committee for the BC Healthy Communities grant, and (iv) staff will provide more information regarding the decrease in child care spaces in the Hamilton area.

It was moved and seconded

- (1) *That the Richmond Child Care Strategy 2024–2034, as outlined in the staff report titled “Richmond Child Care Strategy 2024–2034”, dated November 19, 2024, from the Director, Community Social Development, be adopted; and*
- (2) *That the Richmond Child Care Strategy 2024–2034 be posted on the City website and distributed to key community partners and elected officials including Richmond Members of the Legislative Assembly, Richmond Members of Parliament, Minister of Education and Child Care, Minister of State for Child Care and Youth with Support Needs, Minister of Children and Family Development, Minister of Social Development and Poverty Reduction, Federal Minister of Families, Children and Social Development, and the Richmond School Board.*

CARRIED

2. MANAGER’S REPORT

(i) Update on Port of Vancouver Land Use Plan-

Staff provided an update on the Port of Vancouver’s Land Use plan noting that a recent amendment has been made to the plan to designate the property at 13751 Steveston Highway to industrial land use.

(ii) New Planner

Staff introduced Dilys Huang as the new Planner 3 in the Development Applications department, and will primarily focus on rental applications.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:08 p.m.).

CARRIED

2.

Planning Committee
Tuesday, December 17, 2024

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, December 17, 2024.

Councillor Bill McNulty
Chair

Raman Grewal
Legislative Services Associate



To: Planning Committee
From: Joshua Reis
Director, Development

Date: January 6, 2025
File: RZ 22-023633

Re: **Application by Fougere Architecture Inc. for Rezoning at 8620, 8640, 8660 Spires Road, and the Surplus Portion of the Spires Road Road Allowance from “Single Detached (RS1/E)” Zone to “Low to Mid Rise Rental Apartment (ZLR49) – Spires Road (Brighthouse Village of City Centre)” Zone**

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10635 to create the “Low to Mid Rise Rental Apartment (ZLR49) – Spires Road (Brighthouse Village of City Centre)” zone, and to rezone 8620, 8640, 8660 Spires Road, and the surplus portion of the Spires Road road allowance from “Single Detached (RS1/E)” to “Low to Mid Rise Rental Apartment (ZLR49) – Spires Road (Brighthouse Village of City Centre)”, be introduced and given first, second and third reading.

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

JR:el
Att. 8

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Real Estate Services	<input checked="" type="checkbox"/>	
Housing Office	<input checked="" type="checkbox"/>	
Sustainability and District Energy	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	

Staff Report

Origin

Fougere Architecture Inc., on the behalf of Lansdowne Manor Ltd. (Incorporation number: BC1270582; Director: Ravjot Singh Bains), has applied to the City of Richmond for permission to rezone 8620, 8640, 8660 Spires Road, and the surplus portion of the Spires Road road allowance (Attachment 1) from "Single Detached (RS1/E)" to a new "Low to Mid Rise Rental Apartment (ZLR49) – Spires Road (Brighthouse Village of City Centre)" site specific zone in order to permit the development of a 100 per cent rental residential apartment building, containing 90 units.

Project Description

A preliminary site plan, building elevations and landscape plan are contained in Attachment 2. The key components of the proposal include:

- One six-storey apartment building with 90 rental units including 68 market rental units and 22 affordable housing rental units.
- A proposed density of 2.83 FAR comprising approximately 4,564 m² (49,126 ft²) of purpose-built market rental housing and approximately 1,801 m² (19,383 ft²) of purpose-built affordable rental housing.
- All purpose-built rental units will be secured in perpetuity with rental tenure zoning and housing agreements registered on Title. The units in each tenure type will be maintained under a single ownership.

The site will contain an Energy Generation Plant with capability to connect to and be serviced by the District Energy Utility, as directed by the City or City's Service Provider, Lulu Island Energy Company. Road and Engineering improvement works required with respect to the subject development will be secured through the City's standard Servicing Agreement (SA) process prior to rezoning adoption. The works include the design and construction of frontage road works (such as ditch infill, road widening, City Centre standard new concrete sidewalk and landscaped boulevard), fire hydrant relocation, upgrades to watermain, storm sewer and sanitary sewer, as well as service connections.

Findings of Fact

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

Subject Site Existing Housing Profile

The site currently contains three single-family homes (with no secondary suites); these houses will be demolished prior to the proposed development. The applicant has advised that all of the houses on-site are currently tenanted, and the tenants are aware of the development application and that the rules of the *Residential Tenancy Act* will be followed.

The applicant advised that they would offer all existing tenants an option to move back to the new rental building into the affordable housing as a priority over other new applicants (subject to qualification), and as a secondary option to have a priority over the market rental units should they not qualify for the affordable units.

Surrounding Development

The Spires Road Neighbourhood is in transition from a predominately single-family neighbourhood towards a higher-density neighbourhood through the development of townhouse complexes and apartment buildings.

To the North: Across Spires Road, two single-family homes on lots zoned “Single Detached (RS1/E)” and a recently completed 22-unit high-density townhouse development (RZ 17-790301 & DP 19-875398) on a lot zoned “Parking Structure Townhouses (RTP4)”.

To the South: Existing two to three-storey townhouse developments front on Cook Road, on lots zoned “Low Density Townhouses (RTL1)” and “High Density Townhouses (RTH3)”.

To the East/West: Existing single-family homes on lots zoned “Single Detached (RS1/E)”.

All properties adjacent to the subject site are designated for multiple-family residential developments under the City Centre Area Plan.

Related Policies & Studies

Official Community Plan/City Centre Area Plan

The 2041 Official Community Plan (OCP) Land Use Map designation for the subject development site is “Neighbourhood Residential”.

The subject development site is located within the Spires Road Area of the Brighthouse Village under the City Centre Area Plan (CCAP), Schedule 2.10 of the OCP Bylaw No. 7100 (Attachment 4). CCAP specifies a minimum density of 2.0 FAR, and up to 3.0 FAR, for developments within the Spires Road Area, comprising a mix of market strata units, market rental units and affordable housing units. The subject development site is also located within “Sub-Area B.2: Mixed Use – Mid-Rise Residential & Limited Commercial” under the CCAP, which is intended for medium-density, mid-rise (4-8 storeys) housing incorporating a significant amount of shared, useable open space in the form of rooftop courtyards (on top of parking, etc.).

The preliminary design of the proposal featuring a six-storey, 100 per cent rental apartment building with affordable housing components generally complies with the applicable CCAP objectives and guidelines in terms of land use, density, and overall neighbourhood character. Further consideration of the Development Permit Guidelines and form and character will take place at the Development Permit (DP) stage of the process.

The subject development site is surrounded by properties with development potential subject to the CCAP.

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

OCP & Rental Housing Policies

The proposal is consistent with the intent of the Market Rental Housing Policy in that 100 per cent of the units are proposed to be rental units secured through residential rental tenure zoning and registration of housing agreements on Title. The total density proposed for this project is 2.83 FAR, which includes:

- 2.0 FAR base density for residential as per the Spires Road Rental Tenure Policy including 0.4 FAR of affordable housing.
- Additional 0.73 FAR for residential permitted under the Spires Road Rental Tenure Policy including 50 per cent of the additional density (or 0.365 FAR) of affordable housing.
- Additional 0.1 FAR for indoor amenity space.

In summary, a total of 1.965 FAR of market rental housing and 0.765 FAR of affordable rental housing are proposed. The market rental housing component is eligible for exemption from affordable housing, public art and community planning contributions.

OCP Aircraft Noise Sensitive Development (ANSD) Policy

The subject development site is located within Area 4 (Aircraft Noise Notification Area) on the OCP Aircraft Noise Sensitive Development Map. While all aircraft noise-sensitive land uses (including residential uses) maybe considered, registration of an Aircraft Noise Sensitive Use Covenant on Title to address aircraft noise mitigation and public awareness is required prior to final adoption of the rezoning bylaw. At the DP stage, submission of an acoustic report, prepared by a qualified professional, is required to address indoor sound level mitigation criteria as set out in the OCP and identify how noise mitigation measures will be incorporated into the building design.

Floodplain Management Implementation Strategy

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

Public Consultation

A rezoning sign has been installed on the subject property. Staff have received correspondence from the owners and residents of the adjacent townhouse development to the south at 8771 Cook Road expressing concern with the potential impacts on an existing row of mature cedar trees along the common property line as well as information regarding the OCP/CCAP as it relates to development in the Spires Road area.

In accordance with the zoning requirements, the proposed building is to be set back 3.0 m from the common property line (i.e., south property line of the subject site). The applicant confirmed that all bylaw sized trees located on the neighbouring properties, along the common property line, will be protected by tree protection fencing; all other vegetation located along the property line within the adjacent sites will be protected by the existing fence located within the adjacent properties.

A new 1.8 m tall fence will be installed along the property line, on the subject site, as part of this development. A preliminary landscape plan can be found in Attachment 2, and a Tree Management Plan can be found in Attachment 5. Refinement of the landscape plan will be further reviewed at DP stage. A copy of the correspondence with responses from staff can be found in Attachment 6.

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

Analysis

Existing Legal Encumbrances

There is an existing 3.0 m wide utility right-of-way along the existing south property line of the subject development site for an existing sanitary sewer line. The applicant is aware that no building or structure is permitted to be constructed within this area.

Road Closure

A new narrower 16.0 m wide road cross-section for the Spires Road Neighbourhood has been established for the area to better support the development envisioned for this area in the City Centre Area Plan. This new road cross-section has already been applied to five high-density townhouse development projects along Spires Road since 2019.

Based on the new road cross-section and the preliminary functional road design reviewed and accepted by Engineering and Transportation Departments, 2.05 m of the existing Spires Road road allowance adjacent to the frontage of the subject development site has been identified for road closure (Attachment 7). The area, which is approx. 127 m² (1,367 ft²), is surplus to Engineering and Transportation needs.

Prior to rezoning bylaw adoption, the applicant is required to enter into a purchase and sale agreement with the City for the purchase of the lands, which is to be based on the business terms approved by Council. The primary business terms of the purchase and sale agreement will be brought forward to Council with the road closure bylaw, in a separate report from the Director, Real Estate Services.

Built Form and Architectural Character

The proposed development includes a six-storey building with wood-frame construction on top of a concrete parkade at grade. The parkade would be screened by the proposed lobby, indoor amenity space and four ground-oriented units along the site’s Spires Road frontage.

The building massing above the parking podium has an inverted U shape. The top two storeys are tapered providing larger setback to the side property lines.

A south-facing central amenity space is proposed on top of the podium adjacent to the second-floor indoor amenity (multipurpose) room. An additional outdoor amenity space is proposed on the rooftop to expand the amenity, including children’s play areas.

Housing Type and Tenure

The proposal is to develop a six-storey residential building containing 68 market rental units and 22 affordable housing rental units, on a site that would be approximately 2,334m² (25,123 ft²) in area after consolidation with the road surplus lot. Conceptual development plans proposed by the applicant are included in Attachment 2.

The table below summarizes the unit types within the affordable housing and market rental components of the development.

Unit Type	Affordable Housing	Market Rental	Total	BUH⁽¹⁾
Studio	2 units (9%)	5 units (7%)	7 units (8%)	7 units (8%)
1-Bedroom	2 units (9%)	44 units (65%)	46 units (51%)	44 units (49%)
2- Bedroom	5 units (23%)	19 units (19%)	24 units (27%)	22 units (24.5%)
3-Bedroom	13 units (59%)	0 units (0%)	13 units (14%)	13 units (14.5%)
Total	22 units	68 Units	90 Units	86 units (96%)

(1) BUH means those units that are designed and constructed to satisfy the Zoning Bylaw’s Basic Universal Housing standards.

Dwelling Unit Mix

The OCP encourages multiple residential development to provide at least 40 per cent of units with two or more bedrooms that are suitable for families with children. Staff support the developer’s proposed unit mix, which includes 41 per cent family friendly units.

In order to promote the development of more family-friendly housing options in Richmond, the Affordable Housing Strategy requires at least 20 per cent of affordable housing units to be provided with two or more bedrooms, and encourages that percentage to be increased to 60 per cent. The proposed development exceeds this target, with 82 per cent of affordable housing units having two or more bedrooms.

Accessibility

The OCP seeks to meet the needs of the city’s aging population and people facing mobility challenges by encouraging the development of accessible housing that can be approached, entered, used, and occupied by persons with physical or sensory disabilities.

Staff support the applicant’s proposal, which is consistent with City Policy and includes:

- Barrier-free lobbies, common areas, and amenity spaces.
- Aging-in-place features in all units (e.g., blocking for grab bars, lever handles, etc.).
- Provision of Basic Universal Housing (BUH) units (i.e., 96 per cent or 86 of 90 units), including 82 per cent of affordable housing units (i.e., 18 units) and 100 per cent of Market Rental units.

Market Rental Housing

The developer proposes to design and construct 68 market rental units, to a turnkey level of finish, at the developer’s sole cost, comprising approximately 4,564 m² (49,126 ft²) of habitable space. Unit sizes range from 46 m² (494 ft²) to 70 m² (750 ft²). The developer intends to manage these units, which will be rented at prevailing market rent charge rates and no restriction on tenant incomes.

Affordable Housing

The developer proposes to design and construct 22 affordable housing units, to a turnkey level of finish, at the developer’s sole cost, comprising approximately 1,801 m² (19,383 ft²) of habitable space.

Unit Type	Min. Affordable Housing Unit Sizes and Targeted Unit Mix ⁽¹⁾		Project Targets ⁽²⁾	
	Min. Unit Size	Targeted Unit Mix	Unit Mix	BUH ⁽³⁾
Studio	37 m ² (400 ft ²)	10%	9% (2 units)	9% (2 units)
1-Bedroom	50 m ² (535 ft ²)	30%	9% (2 units)	0% (0 units)
2-Bedroom	69 m ² (741 ft ²)	30%	23% (5 units)	14% (3 units)
3-Bedroom	91 m ² (980 ft ²)	30%	59% (13 units)	59% (13 units)
Total	N/A	N/A	100% (22 units)	82% (18 units)

- (1) On November 12, 2024, City Council approved updates to the maximum affordable housing rent rates and income thresholds to support the continued delivery and long-term maintenance of affordable housing.
 - Maximum rent rates applicable at the time of any new affordable housing unit tenancy are set at 10% below the most current CMHC average market rent for the City of Richmond specific to the unit type. Following affordable housing unit tenancy, annual rent adjustments for existing tenants are limited to the maximum rent increase permitted under the Residential Tenancy Act.
 - The gross (before-tax) income of a household is used to define eligibility for an affordable housing unit. Income thresholds are set at the point at which annual maximum rents, defined using the CMHC average market rents described above, equal 30% of the gross household income.
- (2) The number of units and unit mix will be confirmed to the satisfaction of the City through the DP process, provided that affordable housing units on site having a combined floor area of at least 1,785.51 m² (0.765 FAR of the permitted density).
- (3) BUH means those units that are designed and constructed to satisfy the Zoning Bylaw’s Basic Universal Housing standards. (The Zoning Bylaw permits a floor area exemption of 1.86 m²/20 ft² per BUH unit.)

General Housing Requirements

Prior to final adoption of the rezoning bylaw, separate housing agreements and covenants are required to be registered on Title for the market rental units and the affordable housing units.

The legal agreements will provide that:

- Affordable housing units are required to achieve occupancy prior to any other buildings or uses in the proposed development.
- Residential use is restricted to residential rental tenure.
- The units in each tenure type be maintained under a single ownership.
- Developers/owners may not impose restrictions on the age of tenants within any residential units.
- Occupants of the units in each tenure type enjoy full and unlimited access and use of all on-site indoor and outdoor amenity spaces at no additional cost.
- The terms of the Housing Agreement shall apply in perpetuity.

Proposed Zoning Amendment

A new site-specific zoned entitled “Low to Mid Rise Rental Apartment (ZLR49) – Spires Road (Brighthouse Village of City Centre)” is proposed to accommodate the proposed development under Zoning Amendment Bylaw 10635. The ZLR49 zone reflects various aspects of the development proposal to accommodate setbacks that are consistent with the City’s design guidelines for residential buildings, low to mid rise building height with rooftop access structures, mechanical equipment and screening.

Specifically, the proposed ZLR49 zone provides for:

- A total maximum density of 2.83 Floor Area Ratio (FAR), subject to:
 - a minimum of 0.765 FAR permitted for affordable housing dwelling units on-site (with a combined floor area of at least 1,785.51 m²), secured through registration of a housing rental agreement on Title prior to final adoption of the rezoning bylaw;
 - a maximum of 1.965 FAR permitted for market rental dwelling unit on-site (with a combined floor area no more than 4,586.31 m²), secured through registration of a housing rental agreement on Title prior to final adoption of the rezoning bylaw; and
 - a maximum of 0.1 FAR be used exclusively to accommodate indoor amenity space.
- Minimum 3.0 m setbacks to all property lines to match the setback requirements of the recent developments within the neighbourhood
- Additional side yard setbacks above the fourth floor to reduce building mass, create a transition in height and maximize views.
- A maximum principal building height of 27.0 m to accommodate the proposed six-storey building.

Transportation and Site Access

Vehicle access to the development will be from a new entry driveway off Spires Road, providing access to the parking structure proposed on-site. One medium-sized loading space (required) and one small-sized loading space (as part of the TDM package) are proposed on-site.

The CCAP envisions a future laneway along the south property line between Cook Gate and Garden City Road. This laneway is proposed to be provided as development proceeds within the area. Consistent with the CCAP the developer is required to provide a 3.0 m wide Public Rights of Passage Right-of-Way (PROP ROW) along the entire south property line. The future back lane between Cook Gate and Garden City will be dedicated and constructed by future redevelopments along Cook Road. In the interim, the developer is required to design and build a new 1.5 m wide clear pathway with lighting along the entire south property line of the subject site.

It is noted that a number of bylaw sized trees on site and on neighbouring properties are located along and within the required 3.0 m PROP ROW; detailed pathway design and alignment will be developed at the DP and SA stages to minimize impacts to the protected trees.

A SA will be required for this development to design and construct frontage upgrades along the site frontages (including ditch infill), road widening, City Centre standard new concrete sidewalk and landscaped boulevard, and public walkways on-site.

Off-Street Parking

Bill 47, the Housing Statutes (Transit-Oriented Areas) Amendment Act, 2023, limits the ability of local governments to require minimum off-street parking (except for accessible parking spaces) for residential uses in transit-oriented areas (TOAs). This development is within a TOA as defined in the City of Richmond's Transit-Oriented Areas Designation – Bylaw No. 10560, adopted on June 24, 2024; the following standards apply:

- A minimum number of 0.02 accessible parking spaces per dwelling unit is required;
- All on-site vehicle and bicycle parking spaces shall comply with the location, design, operation and other specifications and requirements set out in the Zoning Bylaw (23 residential parking spaces and 174 bicycle parking spaces are being proposed); and
- Mandatory Transportation Demand Management measures are required as per section 7.9A of City of Richmond Zoning Bylaw No. 8500, including:
 - Provision of a minimum of one 2-zone transit pass per dwelling unit for one year, or an equivalent contribution to the Transportation Demand Management Reserve Fund;
 - Provision of one car-share parking stall, to be secured through legal agreements on Title prior to final adoption of the rezoning bylaw;
 - Provision of one Class 1 bicycle parking space per bedroom, with a minimum of one Class 1 bicycle parking space per dwelling unit;
 - Provision of one bicycle maintenance facility for every 40 Class 1 bicycle parking spaces provided, each of which shall be provided through the DP in a designated and secure area within the building with sufficient workspace and bicycle maintenance equipment, to the satisfaction of the Director, Transportation;
 - Provision of one small-sized loading space (in addition to the required medium-sized loading space), to be secured through legal agreements on Title prior to final adoption of the rezoning bylaw; and

- Provision of 10 per cent of all voluntarily provided parking stalls, including a minimum of one required accessible stall as un-assigned, short-term visitor parking.

Staff will work with the applicant to ensure these facilities will be provided at the DP stage. Prior to final adoption, a restrictive covenant is required to be registered on Title to secure the abovementioned TDM measures and ensure that the bicycle parking areas within the parking structure will be maintained for shared common use and for the sole purpose of bicycle storage.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses 45 bylaw-sized trees and two significant trees on the subject site, as well as three trees and one row of hedges on neighbouring properties.

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

- A row of 11 Western Red cedar trees located at the southeast corner of the site (Tag# 807-817) are in good condition and should be retained. Staff worked with the developer to ensure the proposal was revised to ensure retention and protection of these trees on site. A \$100,000 survival security is required (i.e., \$5000/tree for trees smaller than 30 cm DBH in size (two trees), and \$10,000/tree for trees greater than 30 cm DBH (nine trees)).
- Two Western Red cedar trees located at the southwest corner of the site (Tag# 103 & 827), within the existing utility ROW and future PROP SRW, are in fair to good condition. A \$10,000 survival security is required.
- One Western Red cedar tree located on-site, specifically tag# 836 (46cm cal), is in good condition. This tree is located within the building envelope and the minimum tree protection zone would be 3.0 m out from the base of the tree. In order to retain and protect this tree on site, a minimum of four parking spaces and two units per floor (i.e., 10 units in total) would need to be removed from the proposal. Therefore, this tree is not a good candidate for retention and should be replaced.
- 31 bylaw sized trees (Tag# 102, 680, 709-713, 715-717, 719, 726-735, 744-747, 869-870, 898, 926-927, 941) and two significant trees (Tag# 693 & 714 – multiple stemmed cedar) located on site are in poor to fair condition, and in conflict with proposed frontage improvements and development. These trees are not good candidate for retention and should be replaced.
- Three cedar trees (Tag# 942, 896 & 897) and one hedgerow (Tag#101) located on adjacent neighbouring properties are identified to be retained and protected. Provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.

Tree Replacement

The applicant wishes to remove 32 bylaw-sized trees on-site; the 2:1 replacement ratio would require 64 replacement trees. In addition, the applicant wishes to remove two significant trees on-site, the 3:1 replacement ratio would require an additional six replacement trees. Therefore, the total number of replacement trees required for the proposed removal of 34 trees on-site is 70.

According to the Preliminary Landscape Plan provided by the applicant (Attachment 2), the applicant proposes to plant 23 new trees on-site. Staff will work with the applicant to explore the opportunity to include additional replacement trees on-site at the Development Permit stage. The size and species of replacement trees will also be reviewed in detail through Development Permit and overall landscape design.

The developer will be required to provide \$768.00 to the City's Tree Compensation Fund for each and any number of trees short of the required 70 replacement trees included within the Development Permit landscape plans.

Tree Protection

The applicant has committed to retain and protect 13 trees on-site, as well as three trees and a hedgerow on the neighbouring properties. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 5). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to final adoption of the rezoning bylaw, submission to the City of a Tree Survival Security in the amount of \$110,000.00 to ensure that the thirteen on-site trees (specifically tag# Tag# 103, 807-817, 827) identified for retention, will be protected. No Tree Survival Security will be returned until the post-construction assessment report, confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by staff.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site and remain in place until construction and landscaping on-site is completed.

Amenity Space

The conceptual development plans include approximately 131 m² (1,410 ft²) of indoor amenity, which exceeds the minimum requirement of 100 m² in the OCP. The proposed indoor amenity includes a fitness room, a multi-purpose space room and a guest suite. Prior to final adoption, a restrictive covenant is required to be registered on Title to ensure the guest suite is available for shared common use for temporary sleeping accommodation and not as a dwelling or other residential use.

A total of approximately 784 m² (8,439 ft²) of outdoor amenity spaces is proposed, including approximately 278 m² (2,991 ft²) of children's play area, which would meet the minimum requirements in the OCP. The proposed outdoor amenity spaces include a central courtyard on the second/podium level as well as an outdoor lounge area and two children's play areas on the roof deck. Staff will work with the applicant at the DP stage to ensure the configurations and designs of the outdoor amenity spaces meet the DP Guidelines in the OCP.

Design Review and Future Development Permit Considerations

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

- Compliance with DP Guidelines for multiple family projects in the 2041 Official Community Plan and the City Centre Area Plan, as well as all applicable zoning requirements.
- Refinement of the proposal to address all outstanding issues including but not limited to comments related to loading and site access, fire access, parking, waste management and district energy connections, etc.
- Review of site circulation including required fire exits and maintenance access, as well as pedestrian circulation surrounding the proposed development to provide more permeable urban fabric in the neighbourhood.
- Refinement of the site layout and site grading to ensure the protection and long-term health of retained trees, which may include the provision of working space setback between the root protection zone and the proposed building/pathway foundation.
- Refinement of the proposed building form and character to create a desirable and interesting streetscape along Spires Road. Design development is required to highlight the main entrance to the building, reduce massing of the parkade entrance, provide architectural features at building corners, establish landmarks at strategic locations and screen all mechanical equipment from public view.
- Refinement of landscape design, including the size and configuration of the outdoor amenity spaces, as well as the choice and location of various play equipment, to create a safe and vibrant environment for children's play and social interaction.
- Review of the sustainability strategy for the development proposal.

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

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the applicant is required to enter into the City's standard Service Agreement to design and construct frontage works along the site frontage (including ditch infill), road widening, City Centre standard new concrete sidewalk and landscaped boulevard, new fire hydrants, upgrades to the storm sewer, sanitary sewer and watermains along the frontage of the site, service connections, as well as potential upgrade of the Cook Road and Cook Gate intersection (or a proportional share thereof), if warranted, through future review and as determined to the satisfaction of the City (see Attachment 8 for details). All works are at the client's sole cost (i.e., no credits apply).

The developer is also required to pay Development Cost Charges (DCC's) (City & Metro Vancouver), TransLink DCC's, School Site Acquisition Charge and Address Assignment Fee.

Sustainability and Renewable Energy

District Energy

The subject site is located within the City Centre District Energy Utility (CCDEU) service area. The development's mechanical system will be designed to contain an Energy Generation Plant with capability to connect to and be serviced by a District Energy Utility (DEU), providing heating, cooling, and domestic hot water heating, unless otherwise directed by the City or City's Service Provider, Lulu Island Energy Company (LIEC).

In accordance with the DEU rezoning consideration, registration of a legal agreement on Title to secure the owner's commitment to connect to DEU and granting the SRW(s) necessary for supplying the DEU services to the building(s), is required prior to final adoption of the rezoning bylaw.

BC Energy and Zero Carbon Step Codes

Consistent with Provincial Energy Step Code and Zero Carbon Step Code requirements, the project architect has confirmed that the applicable Energy Step Code performance targets are being followed through the development design phase. Under Richmond's Building Regulation Bylaw 7230 (Amendment Bylaw No. 10467), this development would also be expected to achieve a minimum of Step 3 with EL-2. Further details on how the proposal will meet this commitment will be reviewed as part of the DP and Building Permit (BP) application review processes.

Financial Impact or Economic Impact

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

Conclusion

The proposed 90-unit rental apartment development is consistent with the applicable provisions of the City Centre Area Plan (CCAP). Further review of the project design is required to ensure a high-quality project and design consistency with the existing neighbourhood context, and this will be completed as part of the Development Permit application review process. The list of rezoning considerations is included in Attachment 8; which has been agreed to by the applicant (signed concurrence on file). On this basis, staff recommend support of the application.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10635 be introduced and given first, second and third reading.



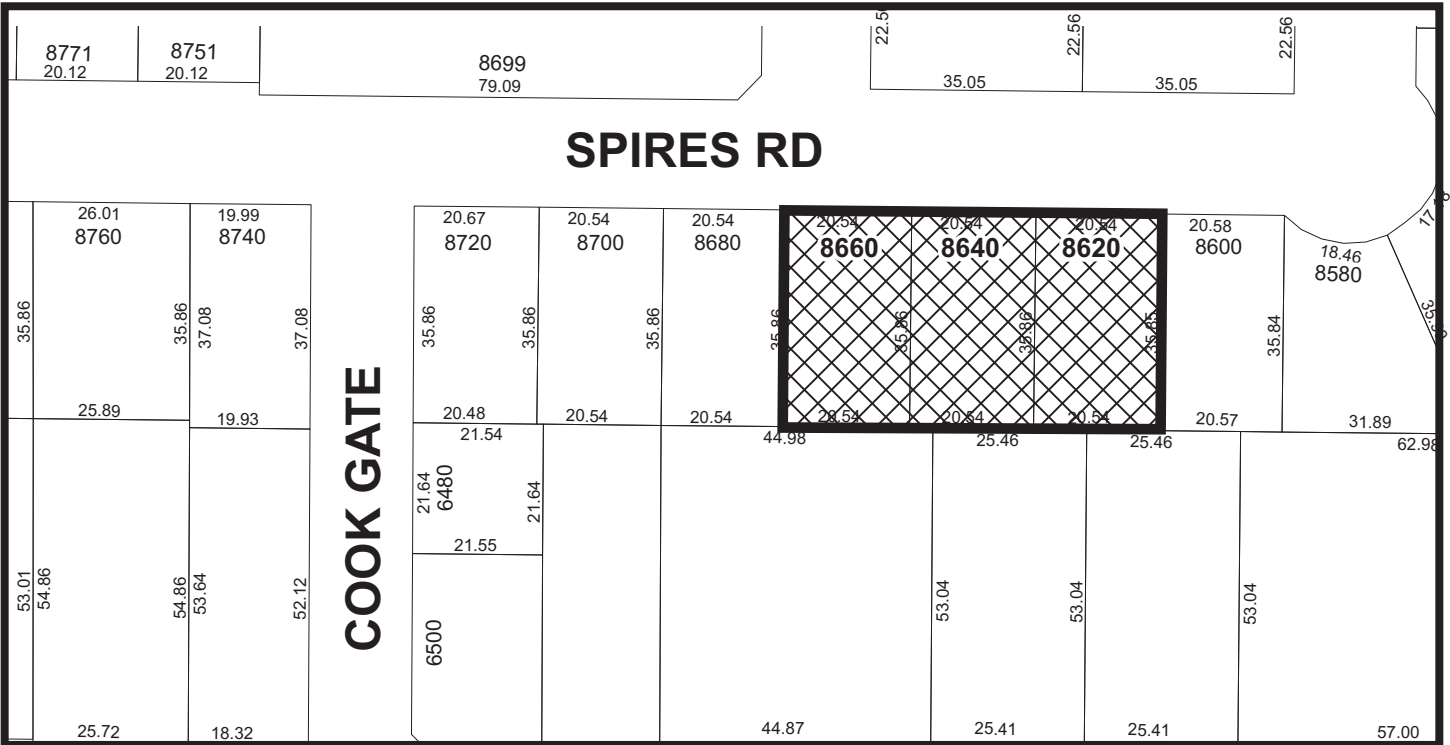
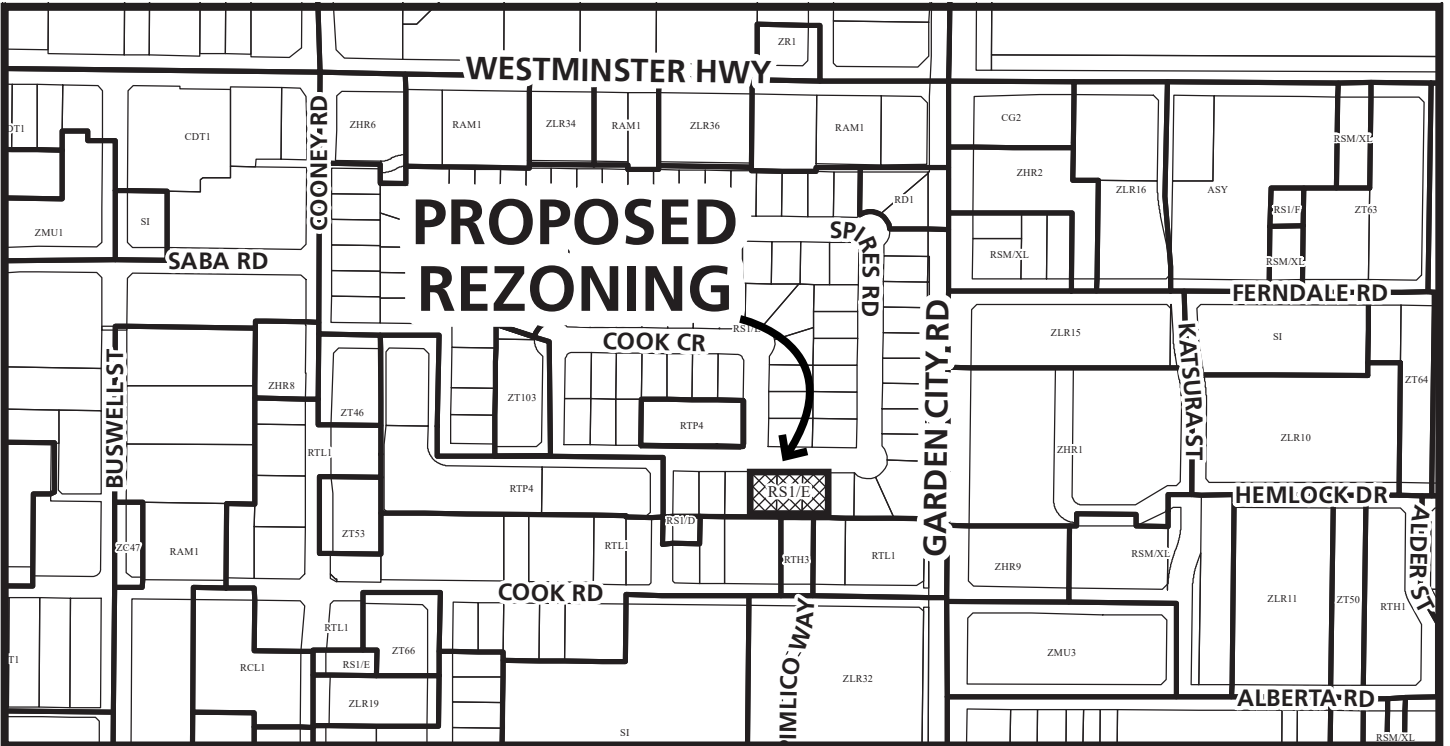
Edwin Lee
Planner 2
(604-276-4121)

EL:js

- Att. 1: Location Map
2: Conceptual Development Plans
3: Development Application Data Sheet
4: Specific Land Use Map: Brighthouse Village (2031)
5: Tree Management Plan
6: Correspondence Received and Responses from Staff
7: Proposed Road Closure Plan
8: Rezoning Considerations



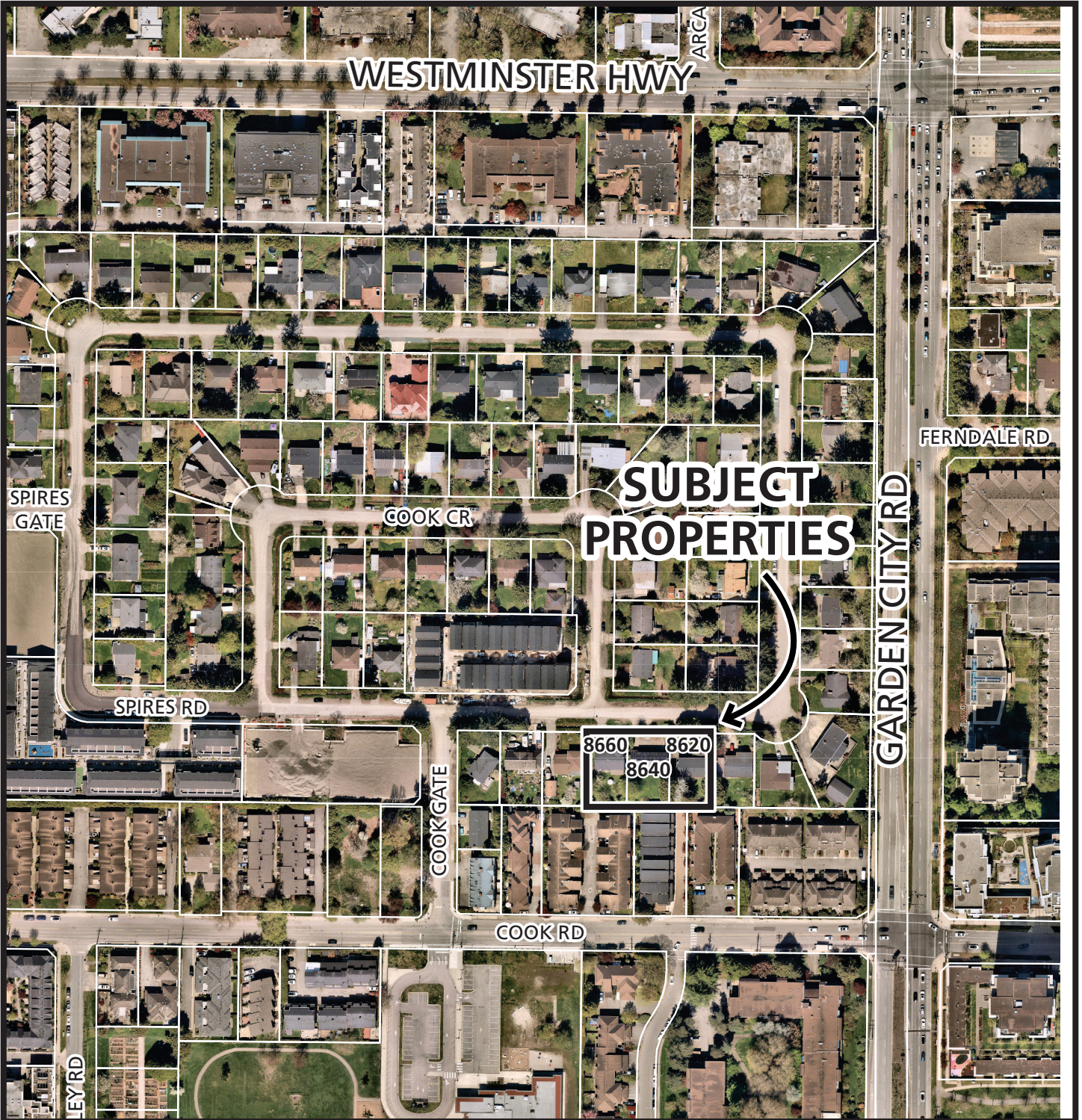
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	<h2>RZ 22-023633</h2> <p>PLN - 22</p>	<p>Original Date: 11/04/22</p> <p>Revision Date: 12/23/24</p> <p>Note: Dimensions are in METRES</p>
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City of Richmond



RZ 22-023633

PLN - 23

Original Date: 11/04/22

Revision Date: 12/23/24

Note: Dimensions are in METRES



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RESIDENTIAL DEVELOPMENT AT SPIRES ROAD FOR BAINS PROPERTIES BY FOUGERE ARCHITECTURE INC.

PROJECT TEAM

<p>CLIENT</p> <p>BAINS PROPERTIES INC. 110 - 6086 Buss Baker Way Richmond, BC V7B 1B4</p> <p>Contact: Ray Bains rb@bainsproperties.ca</p>	<p>ARCHITECT</p> <p>FOUGERE ARCHITECTURE INC. 202 - 2425 Quebec Street Vancouver, BC V5T 4L6</p> <p>Contact: Wayne Fougere wayne@fougerearchitecture.ca</p>	<p>CIVIL</p> <p>TERRA NORIS CONSULTING INC. #203 - 15585 24th Avenue Surrey, BC, V4A 2J4</p> <p>Contact: Jimmy Lee jlee@terranois.com</p>	<p>TRANSPORTATION</p> <p>ISL ENGINEERING 3999 Hemling Dr. #701 Burnaby, BC V5C 6P9</p> <p>Contact: Borg Chan bchan@islegineering.com</p>	<p>LANDSCAPE ARCHITECT</p> <p>PMG LANDSCAPE ARCHITECTS C100 4185 Still Creek Dr. Burnaby BC V5C 6G9</p> <p>Contact: Yiwen Nuan yiwen@pmglandscape.com</p>	<p>ARBORIST</p> <p>QBC TREE CONSULTING AND SERVICES LTD. 207-7471 Blundell Rd Richmond, BC V6T 1J6</p> <p>Contact: Matthew Wong qbcctree@gmail.com</p>	<p>GEOTECHNICAL ENGINEER</p> <p>GEOPACIFIC CONSULTANTS LTD. 1779 West 75th Avenue Vancouver, BC V6P 8P2</p> <p>Contact: Roberto Avendano avendano@geopacific.ca</p>	<p>SURVEYOR</p> <p>J.C. TAM & ASSOCIATES #115 - 8833 Odlin Crescent Richmond, B.C. V6X 3Z7</p> <p>Contact: Johnson Tam office@jctam.com</p>	<p>ENVELOPE AND ENERGY</p> <p>AQUA-COAST ENGINEERING LTD. 201-5155 Ladner Trunk Rd Delta, BC V4K 1W4</p> <p>Contact: Aaron Macdellan amadellan@aqua-coast.ca</p>
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STREETSCAPE - NORTH

SUBJECT SITE
8620, 8640, 8660 SPIRES ROAD

PLN - 25



CONTEXTUAL ELEVATION - WEST

SUBJECT SITE
8620, 8640, 8660 SPIRES ROAD



STREETSCAPE

SCALE 1/16" = 1'-0"
0 5' 10' 20'

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610.673.2207
fougerearchitecture.com



PLN - 26

SUBJECT SITE
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CONTEXTUAL ELEVATION - SOUTH



STREETSCAPE

SCALE 1/16" = 1'-0"
0' 5' 10' 20'

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Newmarket, ON L4Y 4L5
647.872.2207
fougerearchitecture.ca



SUBJECT SITE
8620, 8640, 8660 SPIRES ROAD

SPIRES ROAD

CONTEXTUAL ELEVATION - EAST

6.00' SW

SITE DATA

SITE AREA	25,123 sf (0.54 ACRES) 0.23 HECTARES
UNIT COUNT	90
DENSITY	167 LPA
ZONE	RESIDENTIAL MEDIUM DENSITY
NET FLOOR AREA	167,115 sf
LOT COVERAGE AREA	16,715 sf
COVERAGE %	66%
MAXIMUM BUILDING HEIGHT	87'-8" (26.72 m)
SETBACK	3.05 m
MINIMUM FRONT YARD (Spires Road)	3.12 m
MINIMUM REAR YARD (Spires Road)	3.00 m
MINIMUM INTERIOR SIDE YARD (East)	3.00 m
MINIMUM INTERIOR SIDE YARD (West)	3.01 m

UNIT MIX

UNIT TYPE	MARKET RENTAL HOMES	AFFORDABLE HOMES	TOTAL HOMES
STUDIO	5	2	7
1 BEDROOM	44	2	46
2 BEDROOM	19	5	24
3 BEDROOM	0	13	13
TOTAL	68	22	90

AVERAGE FINISHED GRADE CALCULATION

FINISHED GRADES @ PL	1.11 m
	0.97 m
	0.77 m
	0.63 m
FINISHED GRADES @ BLDG	1.13 m
	1.03 m
	0.90 m
	0.90 m
AVERAGE FINISHED GRADE	0.99 m

FLOOD CONSTRUCTION LEVEL

HIGHEST ELEVATION OF THE CROWN OF SPIRES ROAD	0.98 m +
	0.50 m
	1.28 m

LEGEND

	TREES RETAINED
	TREES REMOVED
	RIGHT OF WAY



SITE PLAN

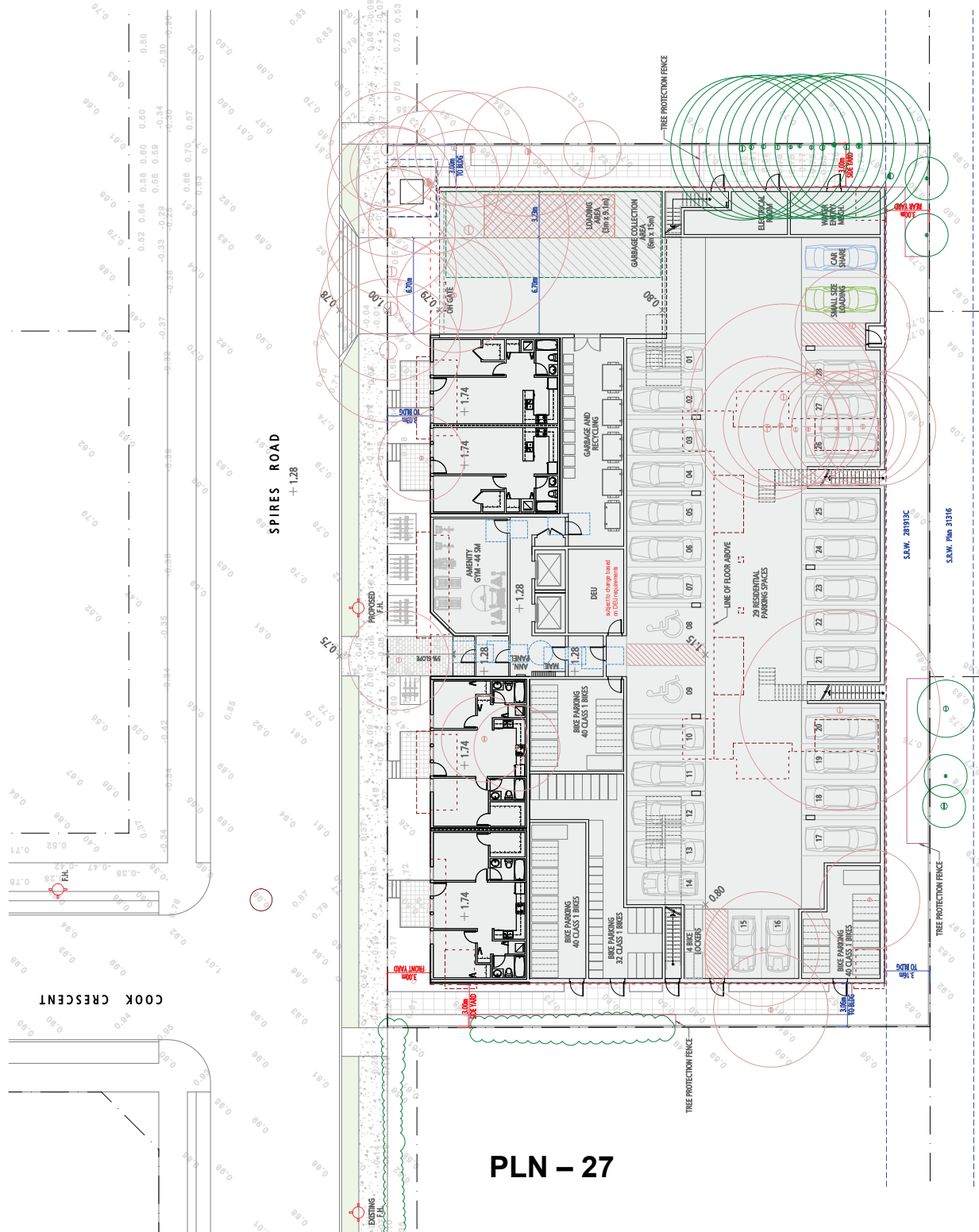


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8620, 8640, 8660 SPIRES ROAD

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PLN - 27

COOK CRESCENT

PARKING SUMMARY

UNIT	REQUIRED PER CAR (TOA)			PROVIDED ACCESSIBLE			TOTAL
	REGULAR	SMALL	VAN	REGULAR	VAN		
RESIDENTIAL	90	2	23	3	1	1	
CAR SHARE			1				
TOTAL			24	3	1	29	

Note: All resident parking spaces will be provided with Level 2 EV charging outlets. Based on a total of 29 residential parking stalls, we are providing all 29 stalls with Level 2 EV charging.

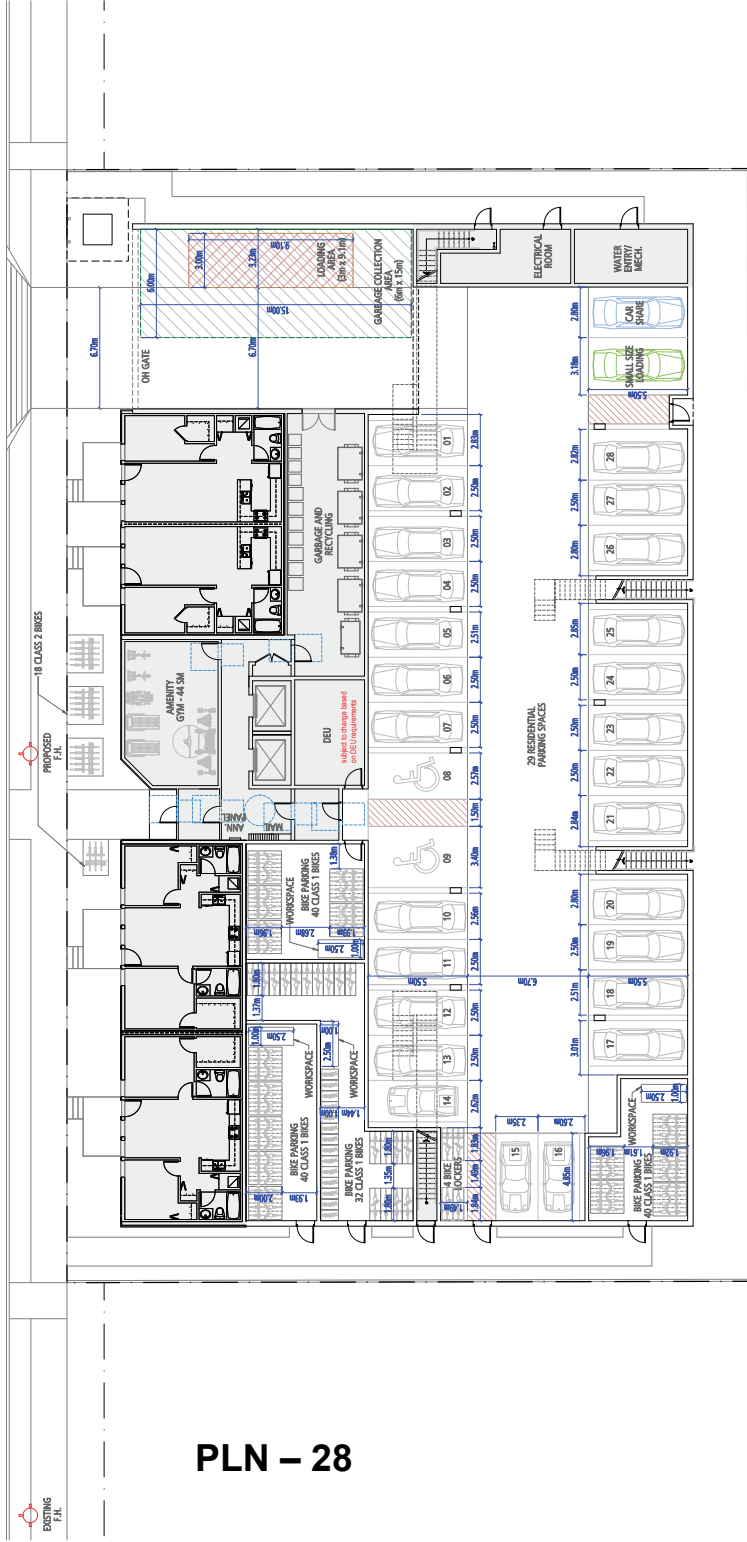
BIKE PARKING

UNIT COUNT	RATIO	REQUIRED	PROVIDED	HORIZONTAL	VERTICAL	2 TIER BIKE STORAGE	TOTAL
CLASS 1	7 Spires per unit	46	7	140	22	120	156
	14 - 2BRs 2 per unit	48					
	13 - 3BRs 3 per unit	39					
CLASS 2	0.2	18					18
TOTAL							174

LOADING AREA	REQUIRED	PROVIDED
90 HOMES	1	1
SMALL SIZE	1	1
MEDIUM SIZE	1	1
LARGE SIZE	N/A	N/A

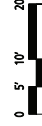
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SPIRES ROAD



PARKING PLAN

SCALE 3/32" = 1'-0"



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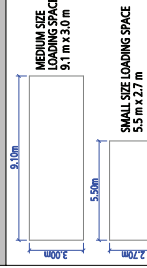
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MIN. BIKE STALL SIZES



LOADING AREA



LEGEND

- STUDIO
- 1 BEDROOM
- 2 BEDROOM
- 3 BEDROOM
- LEM/IAH UNITS
- INDOOR AMENITY



FLOOR PLAN
LEVEL-1

SCALE 1/8" = 1'-0"



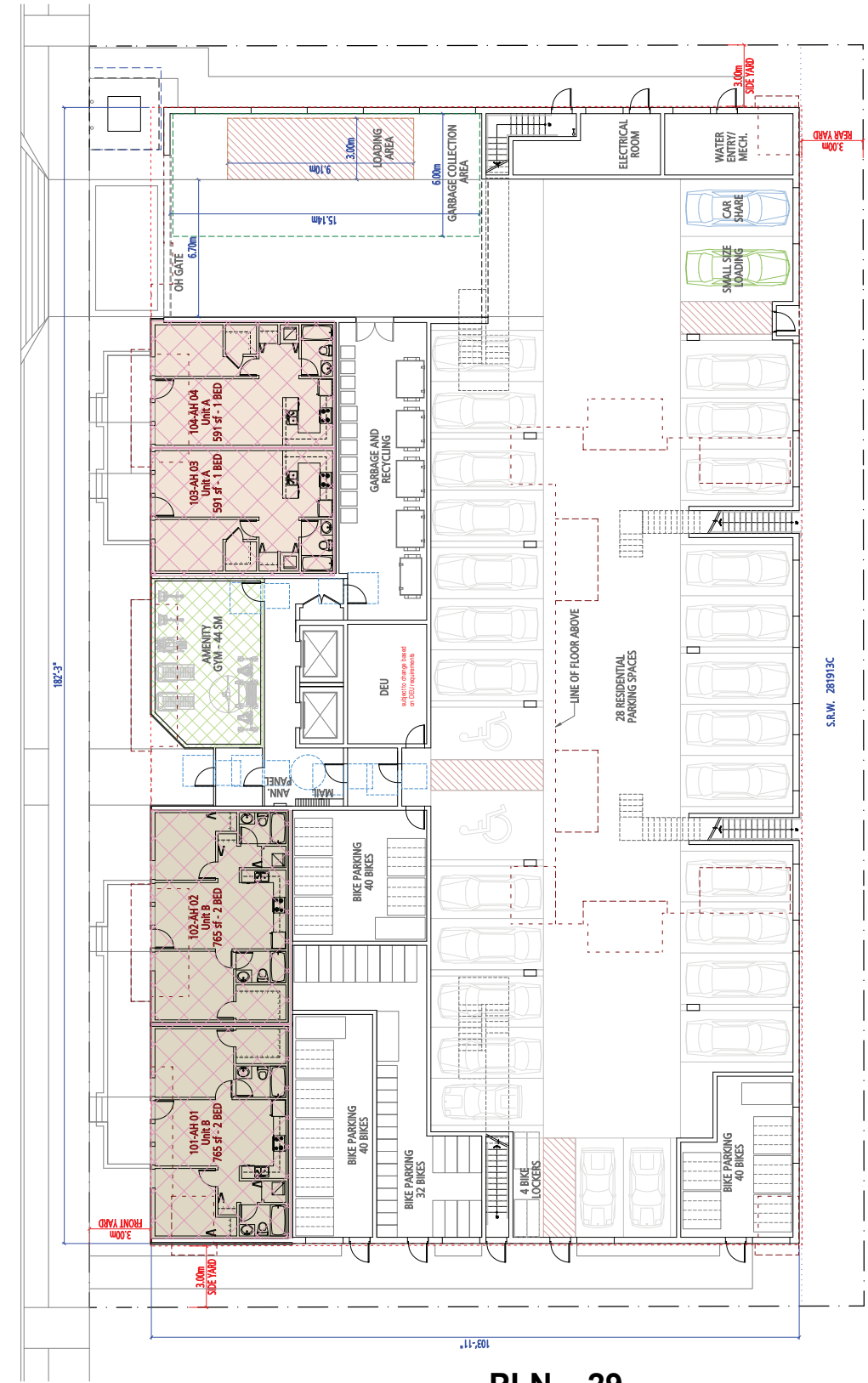
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PLN - 29

LEGEND

- STUDIO
- 1 BEDROOM
- 2 BEDROOM
- 3 BEDROOM
- LEM/BAH UNITS
- INDOOR AMENITY



FLOOR PLAN
LEVEL-2

SCALE 1/8" = 1'-0"



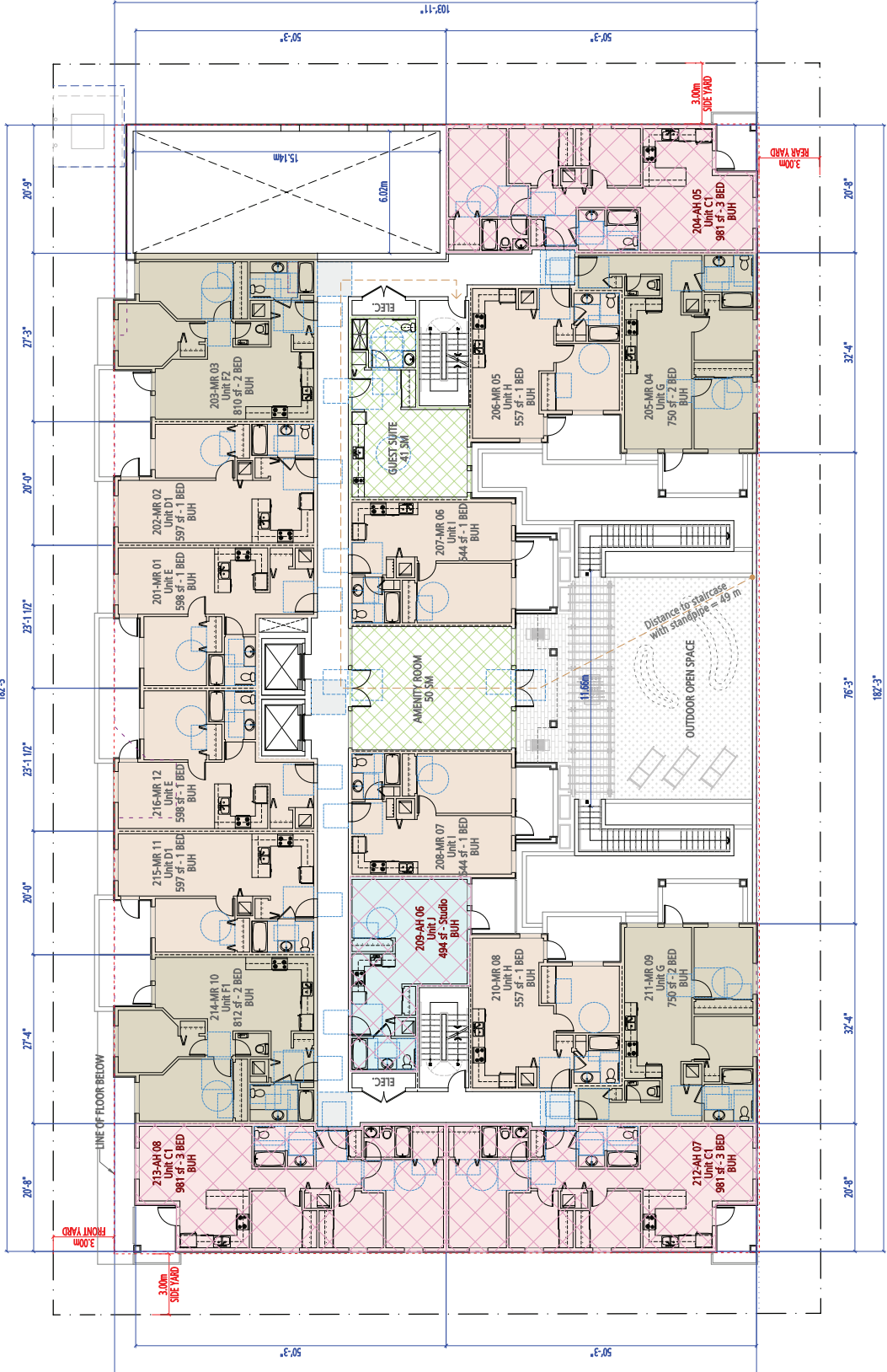
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PLN - 30

LEGEND

- STUDIO
- 1 BEDROOM
- 2 BEDROOM
- 3 BEDROOM
- LEM/IAH UNITS
- INDOOR AMENITY



**FLOOR PLAN
LEVEL-3**

SCALE 1/8" = 1'-0"



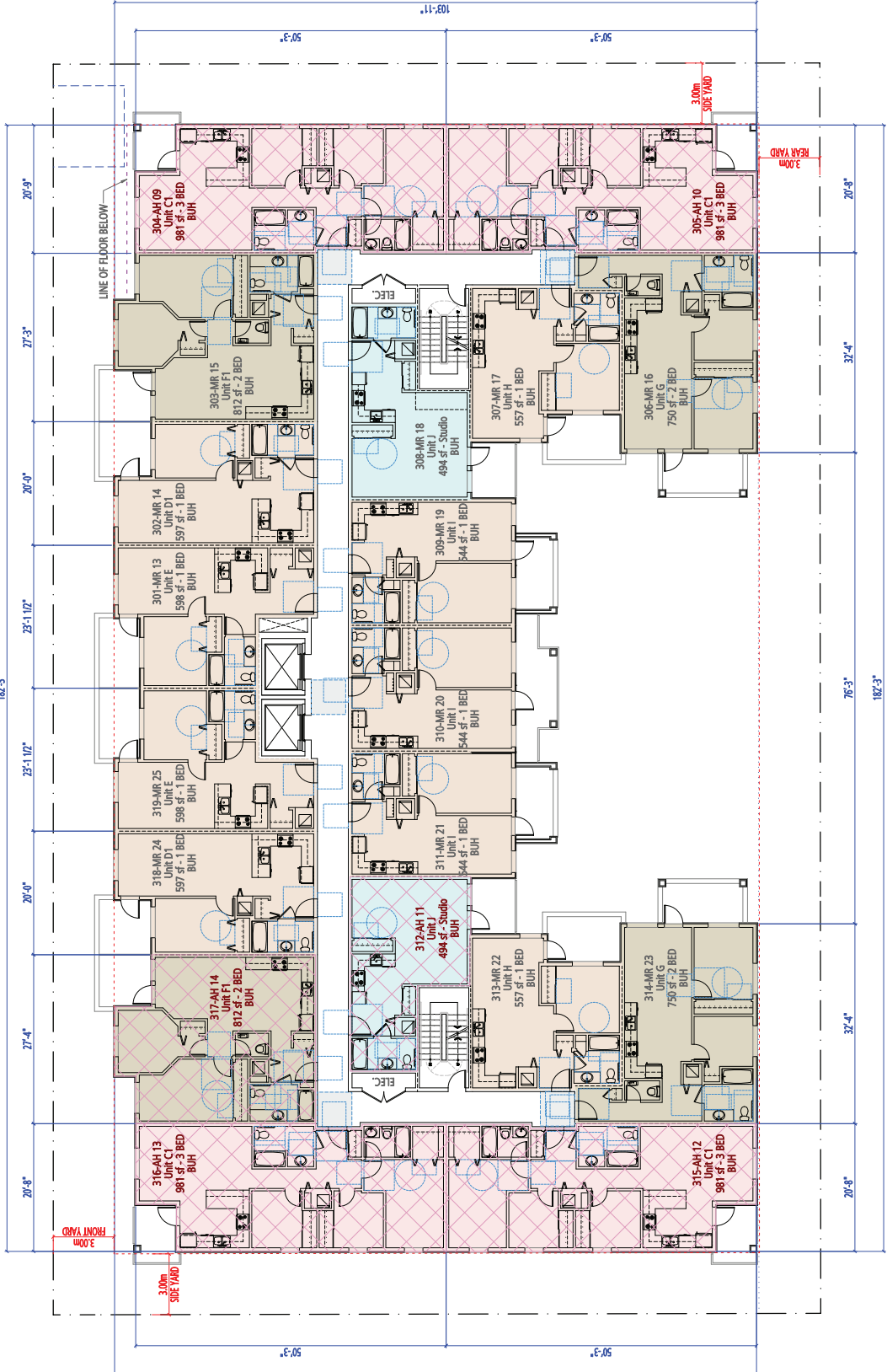
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CROFTON, MARYLAND 21114
410.526.2207
www.fougerearch.com



PLN - 31

LEGEND

- STUDIO
- 1 BEDROOM
- 2 BEDROOM
- 3 BEDROOM
- LEM/IAH UNITS
- INDOOR AMENITY



FLOOR PLAN
LEVEL-4

SCALE 1/8" = 1'-0"



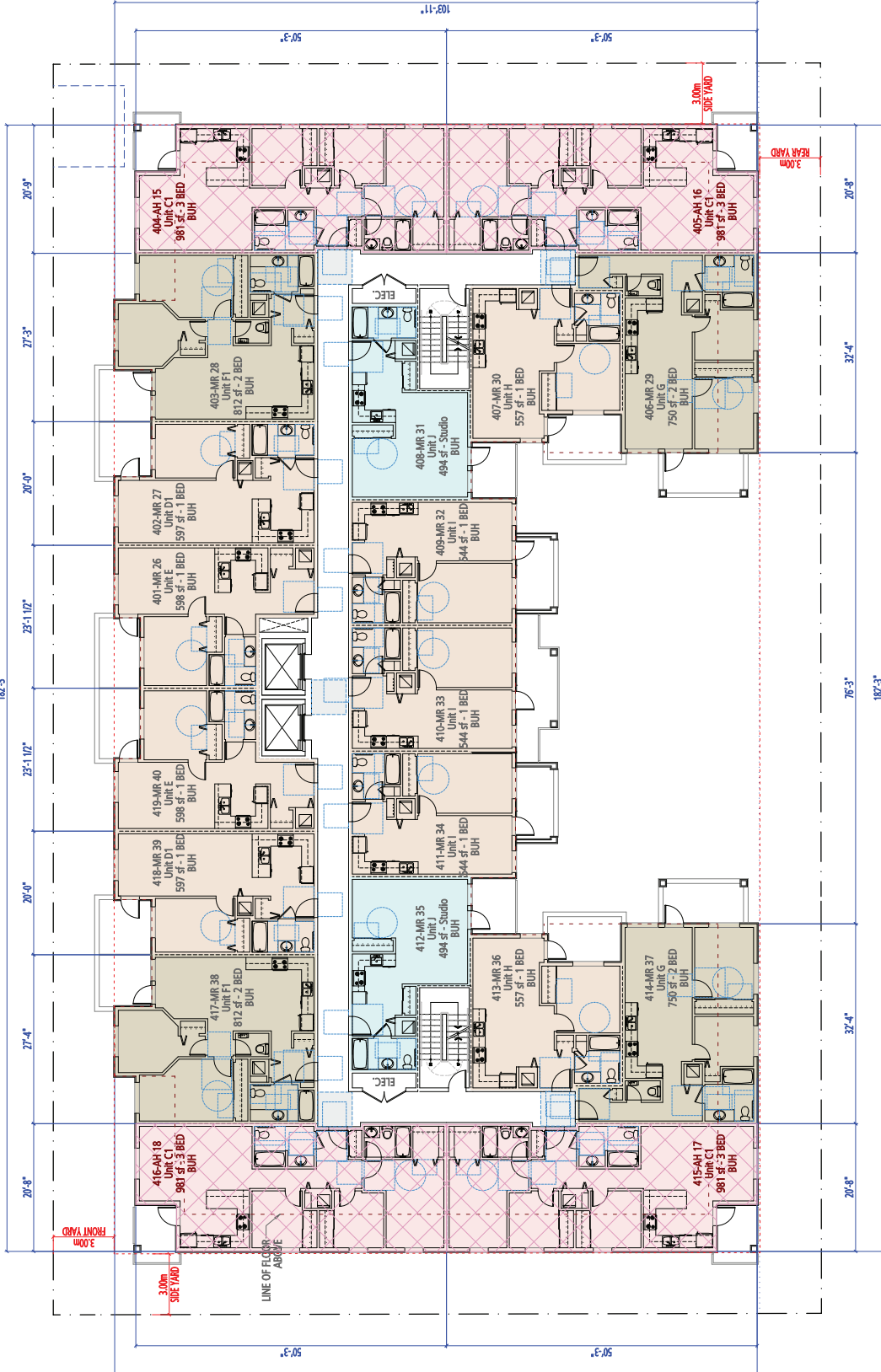
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PLN - 32

LEGEND

[Light Blue Box]	STUDIO
[Light Orange Box]	1 BEDROOM
[Light Green Box]	2 BEDROOM
[Light Purple Box]	3 BEDROOM
[Pink Box]	LEM/DAH UNITS
[Yellow Box]	INDOOR AMENITY



**FLOOR PLAN
LEVEL-5**

SCALE 1/8" = 1'-0"

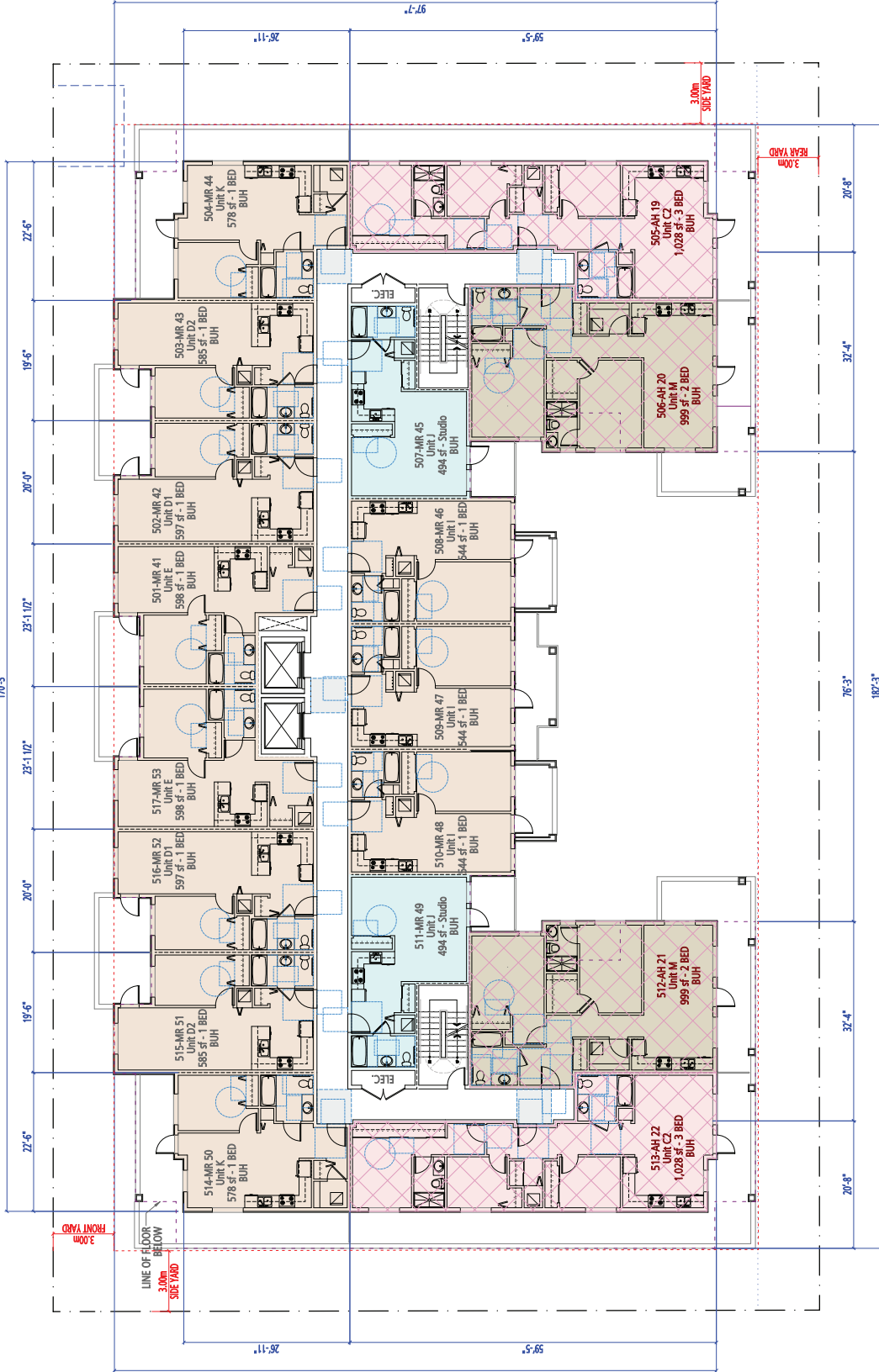


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PLN - 33

LEGEND

- STUDIO
- 1 BEDROOM
- 2 BEDROOM
- 3 BEDROOM
- LEM/IAH UNITS
- INDOOR AMENITY



FLOOR PLAN LEVEL-6

SCALE 1/8" = 1'-0"



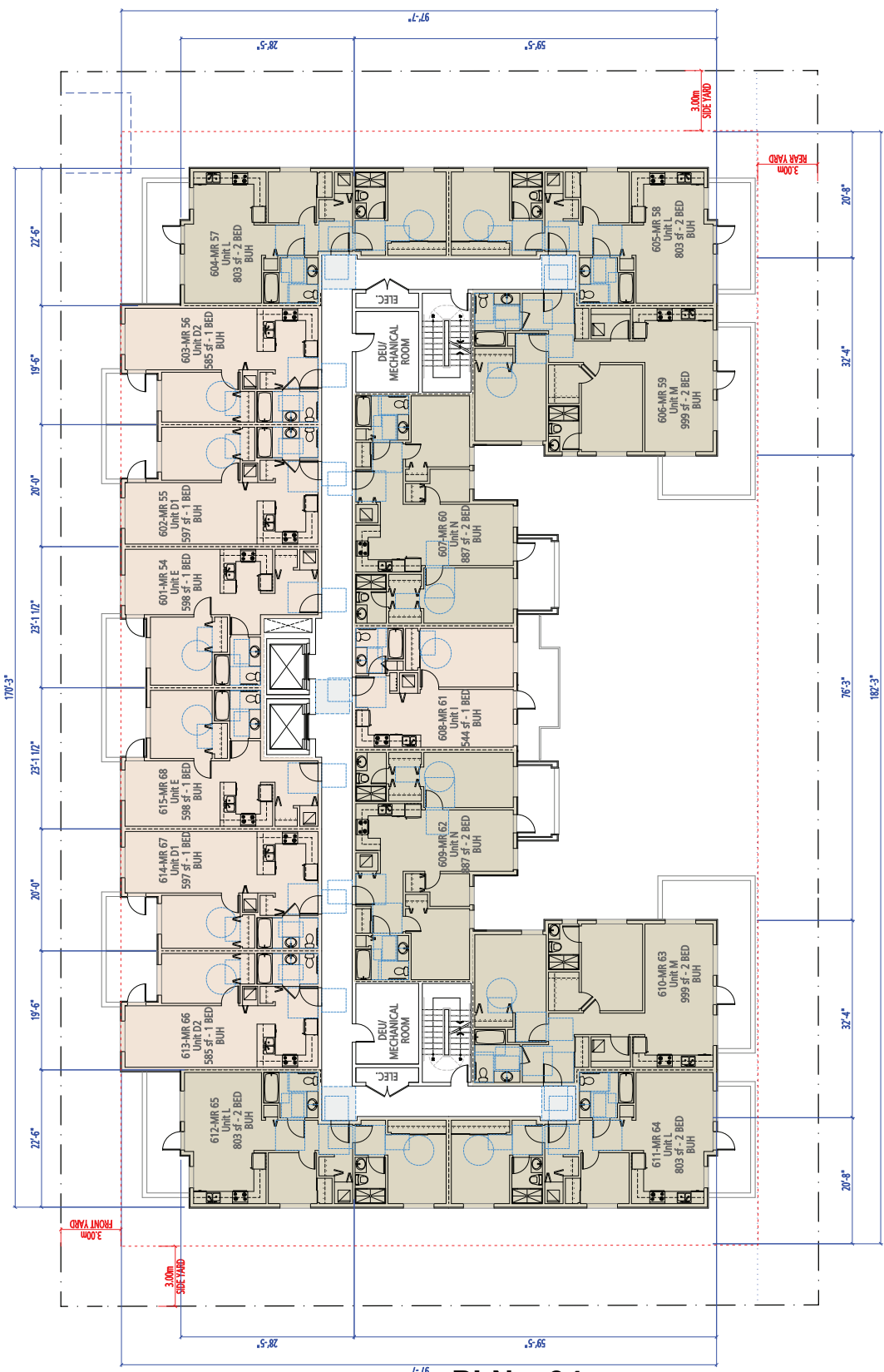
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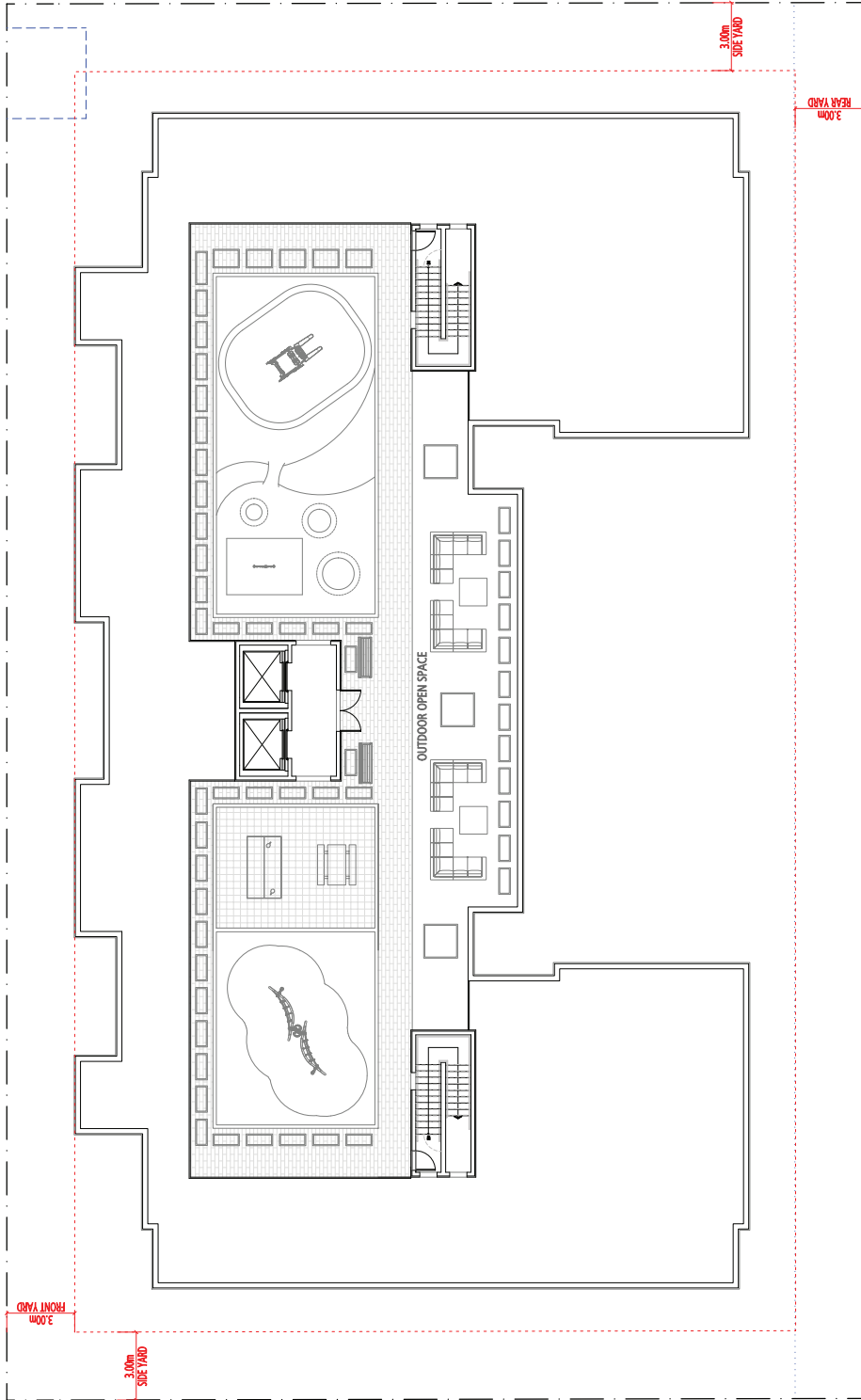
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PLN - 34



PLN - 35



ROOF PLAN

SCALE 1/8" = 1'-0"



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Newport, RI 02840
604.673.2207
fougerearchitect.com



SITE SECTIONS

SCALE 1/16" = 1'-0"



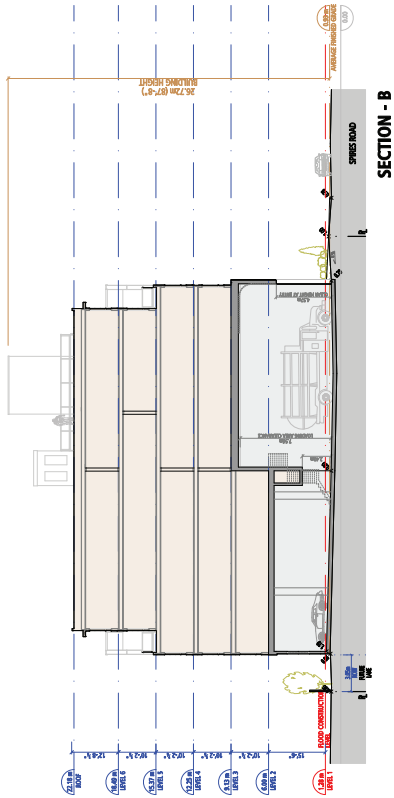
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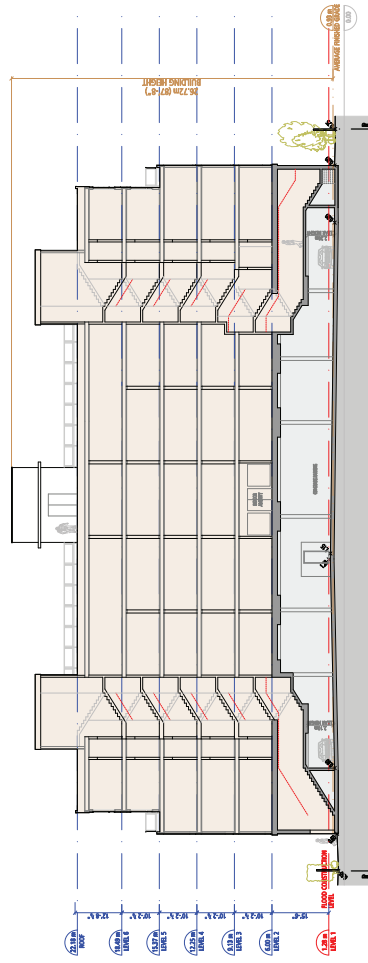
8620, 8640, 8660
SPIRES ROAD

R772-079633
OCTOBER 30, 2024

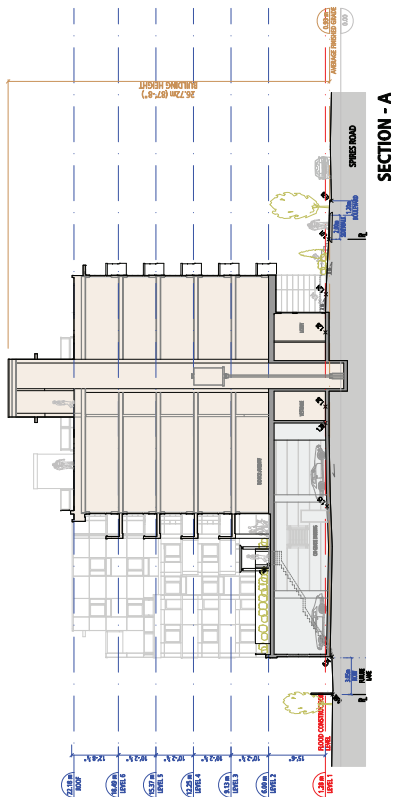
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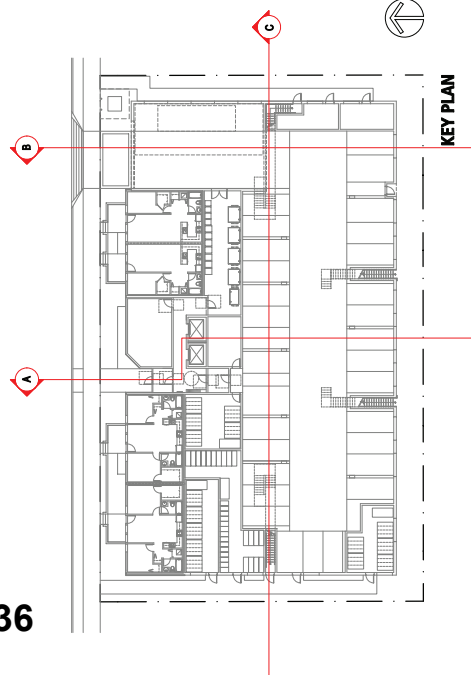
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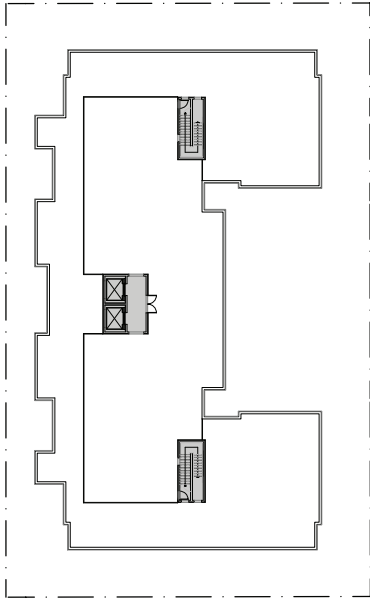
SECTION - C



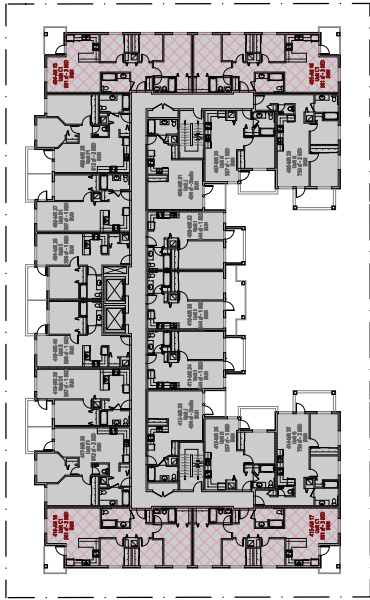
SECTION - A



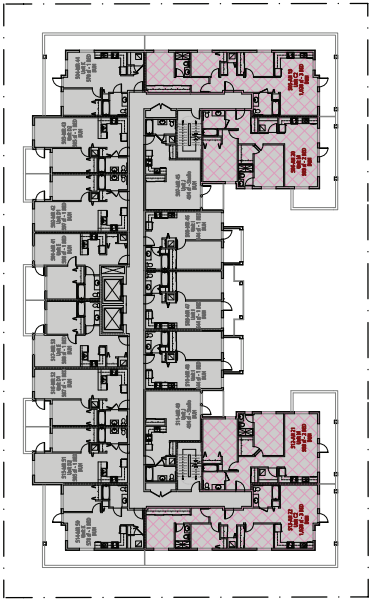
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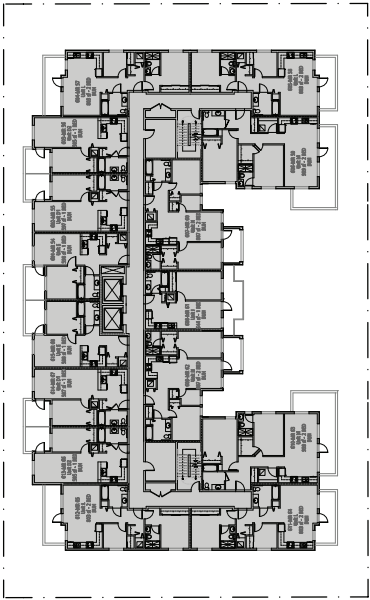
ROOF LEVEL



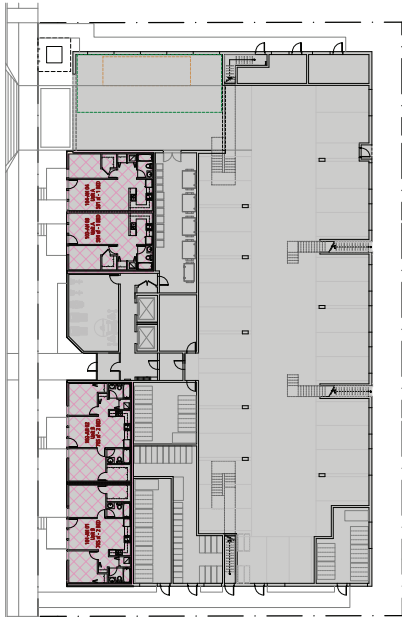
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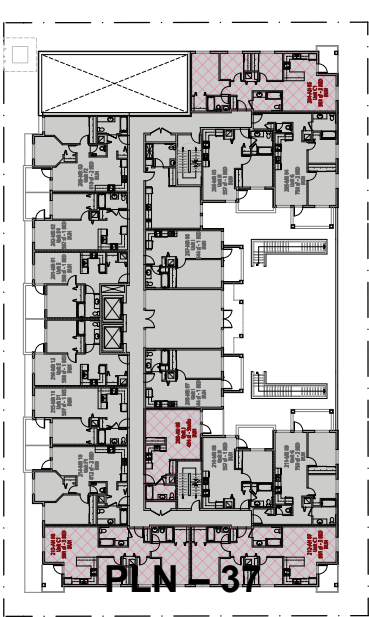
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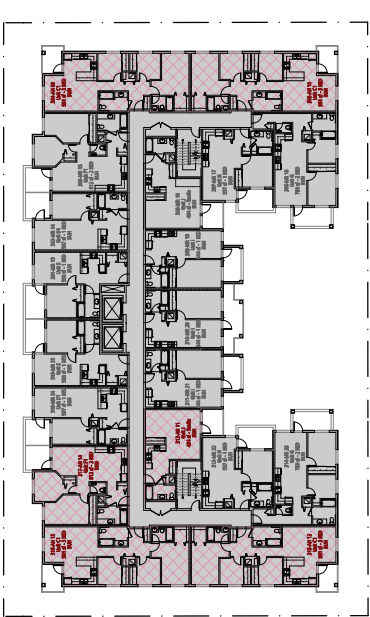
LEVEL - 6



LEVEL - 1



LEVEL - 2



LEVEL - 3

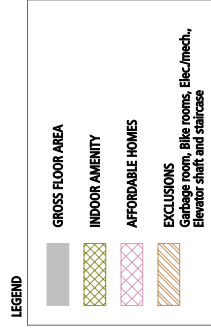
FAR DISTRIBUTION FOR AFFORDABLE HOMES (LEHR)

	MARKET RENTAL HOMES (MR)	AFFORDABLE HOMES (LEHR)	TOTAL
BASE FAR	1,600	0,400	2,000
ADDITIONAL FAR	0,363	0,363	0,726
TOTAL FAR	1,963	0,763	2,726

MINIMUM LEHR AREA TO BE PROVIDED (FOR 0.763 FAR)	19,181 sf
HABITABLE LEHR AREA PROVIDED	19,363 sf (FAR 0.77)
TOTAL MR AREA PROVIDED	49,126 sf (FAR 1.96)

AFFORDABLE HOMES (LEHR) AREA SUMMARY

LEVEL 1	2,731 sf
LEVEL 2	3,438 sf
LEVEL 3	5,232 sf
LEVEL 4	3,926 sf
LEVEL 5	4,056 sf
LEVEL 6	0 sf
ROOF LEVEL	0 sf
TOTAL	19,383 sf



FAR OVERLAY (LEMR)

SCALE 1" = 20'-0"



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8620, 8640, 8660 SPIRES ROAD

RZ72-073633
OCTOBER 30, 2024

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200 - 2425 Oakdale Street
Newport News, VA 23607
804.693.2207
fougerearchitecture.com

SHADOW STUDY

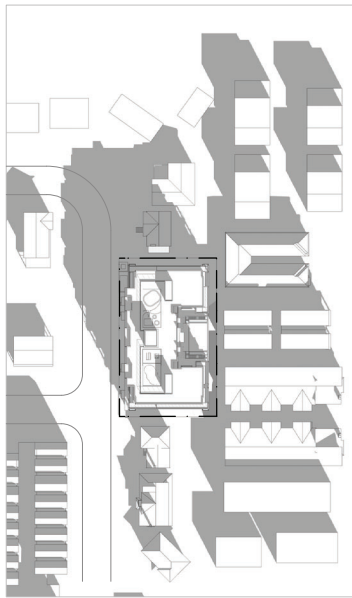
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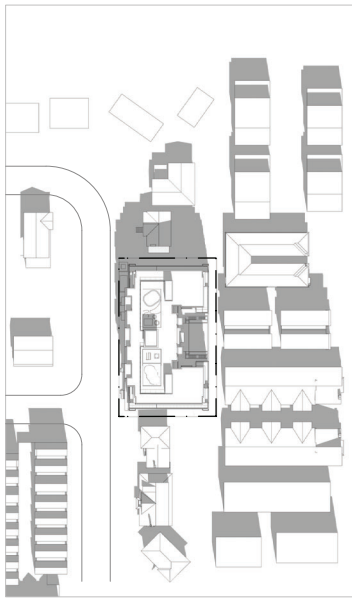
8620, 8640, 8660 SPIRES ROAD

RZ72-029633
OCTOBER-30, 2024

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architecture inc.
100-2425 Oakdale Street
Newtown, PA 17058
610.673.2207
fougerearchitecture.ca



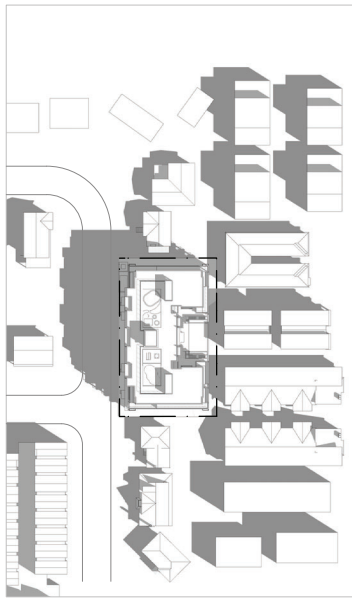
MARCH 21ST - 4 pm



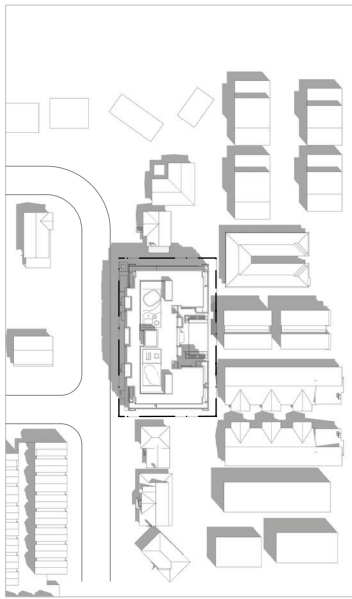
JUNE 21ST - 4 pm



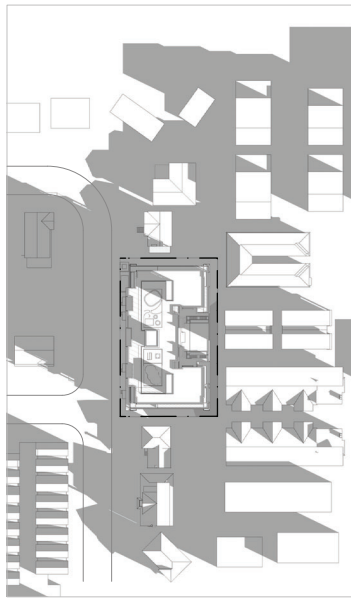
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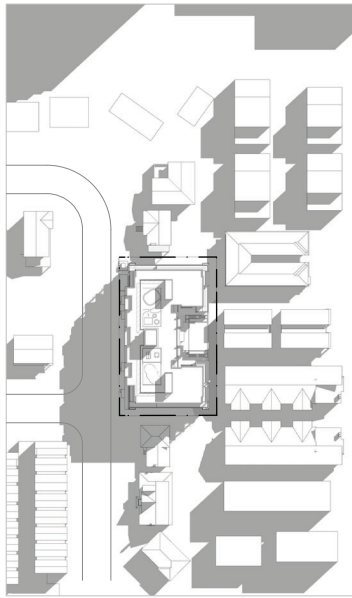
MARCH 21ST - 2 pm



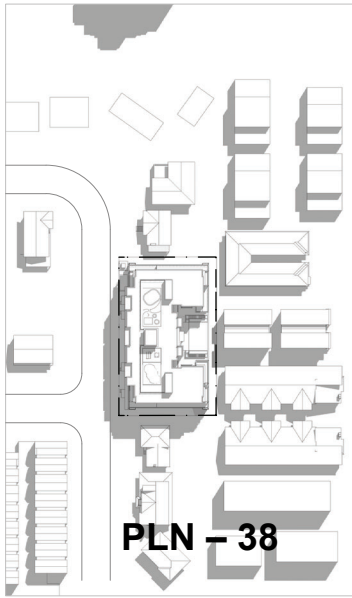
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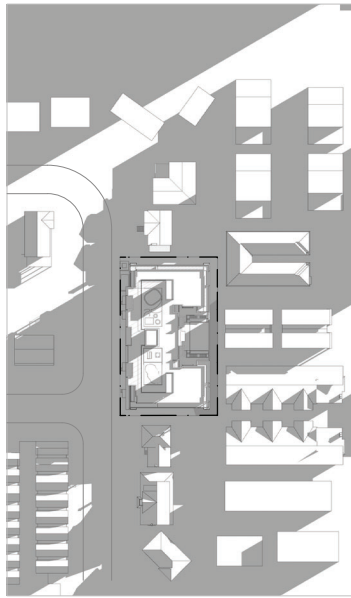
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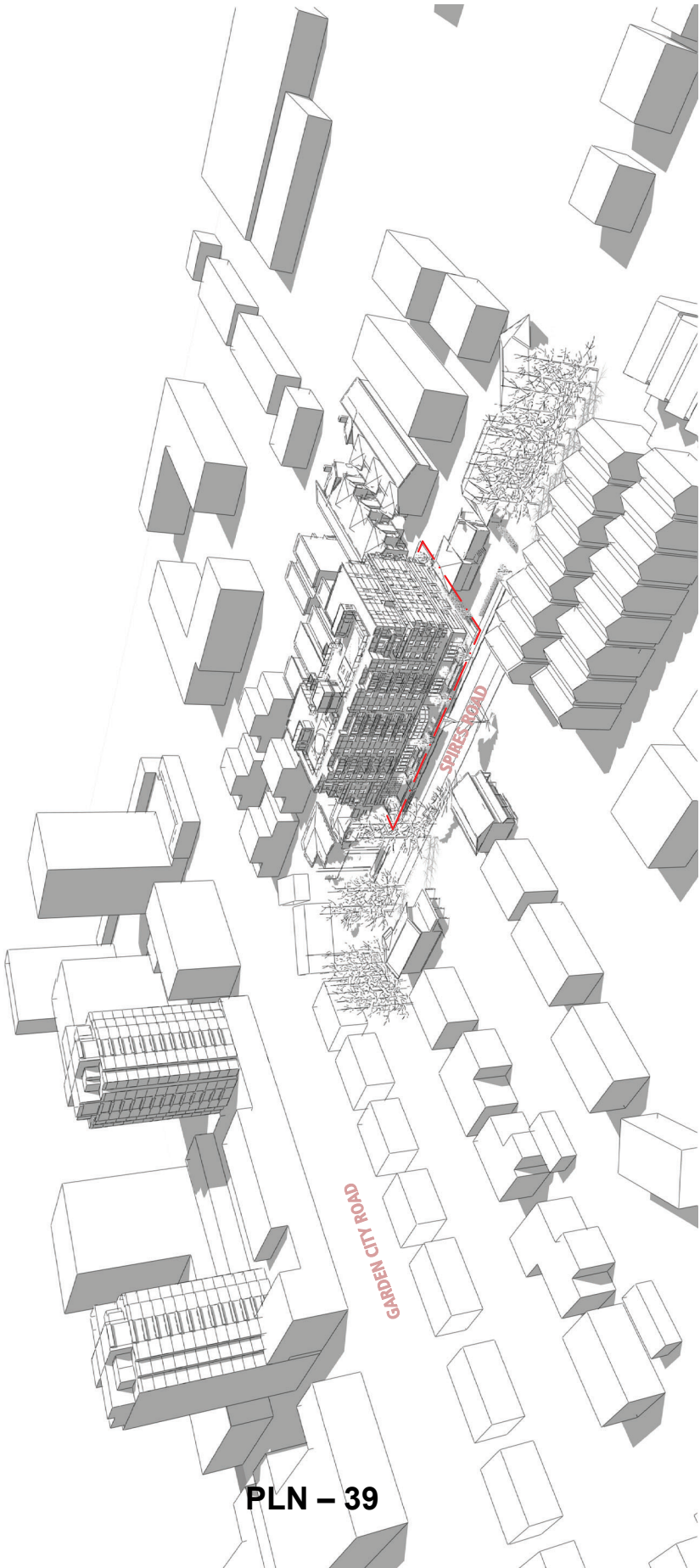
MARCH 21ST - 10 am



JUNE 21ST - 10 am



DECEMBER 21ST - 10 am



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8620, 8640, 8660
SPIRES ROAD

PLN - 39

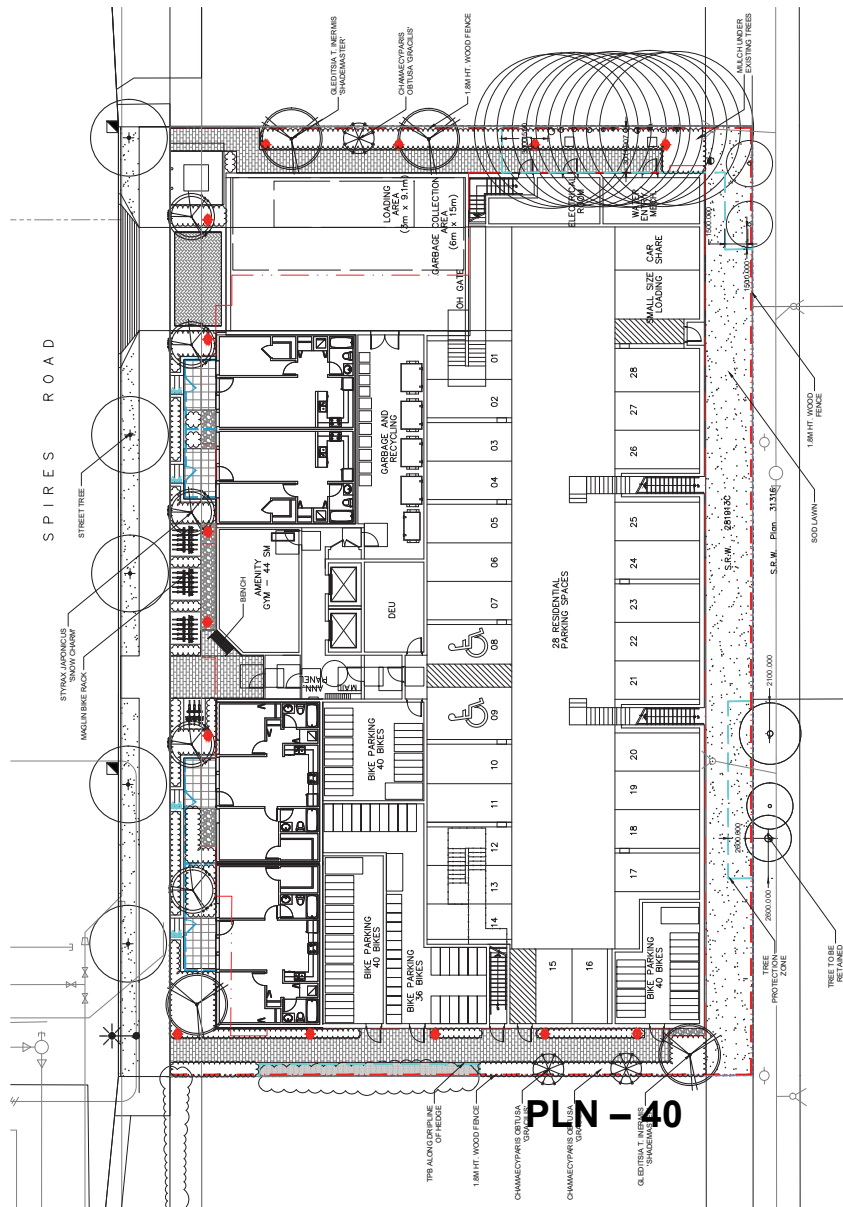
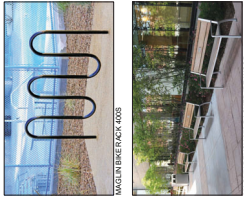
R772-079633
OCTOBER 30, 2024

FOUGERE
architecture inc.
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Vancouver, BC V5T 4L5
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 P. 604-294-0911 | F. 604-294-0222

SEAL



NO.	DATE	REVISION DESCRIPTION	DR.
1	2024.04.04	ISSUE FOR PERMITS	WE
2	2024.04.04	ISSUE FOR PERMITS	WE
3	2024.04.04	ISSUE FOR PERMITS	WE
4	2024.04.04	ISSUE FOR PERMITS	WE
5	2024.04.04	ISSUE FOR PERMITS	WE
6	2024.04.04	ISSUE FOR PERMITS	WE

CLIENT:

PROJECT:
6-STORY APARTMENT BUILDING
 8624 860 SPIRES ROAD
 RICHMOND, B.C.

DRAWING TITLE:
LANDSCAPE PLAN

DATE: 24.MAY.06
 SCALE: 1:150
 DRAWN: RJ
 DESIGN: RJ
 CHECKED: YR
 OF 7
 23-063
 PMG PROJECT NUMBER:

FENCE LEGEND	PROPERTY LINE	CHAMP AVENUE
REGULAR/REINFORCED CONCRETE WALL, NATURAL COLOR	PROPERTY LINE	CHAMP AVENUE

MATERIAL LEGEND	LIGHT LEGEND
REGULAR/REINFORCED CONCRETE WALL, NATURAL COLOR	PROPERTY LINE
GRAVEL TRIP	CHAMP AVENUE
REGULAR/REINFORCED CONCRETE ZONE/BIOME/STANDARD NATURAL COLOR	PROPERTY LINE
CONCRETE	CHAMP AVENUE
REGULAR/REINFORCED CONCRETE COLOR, TERRAZZO/FIN PATERN	PROPERTY LINE

PLANT SCHEDULE		PMG PROJECT NUMBER: 23043
TREE	BOTANICAL NAME	PLANTED SIZE / REMARKS
1	SHADMASTER HONEY LOCUST	10" CAL. 10' H.
2	STYLIAN AVOCADO	8" CAL. 10' H.
3	STYLIAN AVOCADO	8" CAL. 10' H.
4	SHADMASTER HONEY LOCUST	10" CAL. 10' H.
5	STYLIAN AVOCADO	8" CAL. 10' H.
6	STYLIAN AVOCADO	8" CAL. 10' H.
7	STYLIAN AVOCADO	8" CAL. 10' H.
8	STYLIAN AVOCADO	8" CAL. 10' H.
9	STYLIAN AVOCADO	8" CAL. 10' H.
10	STYLIAN AVOCADO	8" CAL. 10' H.
11	STYLIAN AVOCADO	8" CAL. 10' H.
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25	STYLIAN AVOCADO	8" CAL. 10' H.
26	STYLIAN AVOCADO	8" CAL. 10' H.
27	STYLIAN AVOCADO	8" CAL. 10' H.
28	STYLIAN AVOCADO	8" CAL. 10' H.

NOT: PLANT SIZES IN THESE AREAS BEING REFERRED TO THE 50% LANDSCAPE STANDARD AND CONTAINER SIZE. CONTAINERS BEING SPECIFIED AS PER LOCAL STANDARDS. BOTH IN PLANT SIZE AND CONTAINER SIZE USE THE STANDARD SPECIFICATIONS FOR CONTAINER SIZE. SOURCE OF SUPPLY: AREA OF SEARCH TO INCLUDE LOWER MARLBOROUGH AND PRAIRIE VALLEY. SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT FOR REQUEST TO SUBSTITUTED. SUBSTITUTIONS ARE SUBJECT TO BE LANDSCAPE STANDARD AND CONTAINER SIZE. DEFINITION OF CONDITION OF PLANT MATERIAL: ALL PLANT MATERIAL BEING REPLANTED AND MUST BE REPLANTED WITHIN THE SAME SPECIFICATION AS THE ORIGINAL PLANT MATERIAL. PLANT MATERIAL NOT BEING REPLANTED MUST BE REPLANTED WITHIN THE SAME SPECIFICATION AS THE ORIGINAL PLANT MATERIAL. (REPLACEMENT TREES REQUIRED TO REPLACE TREES (GROUND LEVEL AND LEVEL) PROVIDED).

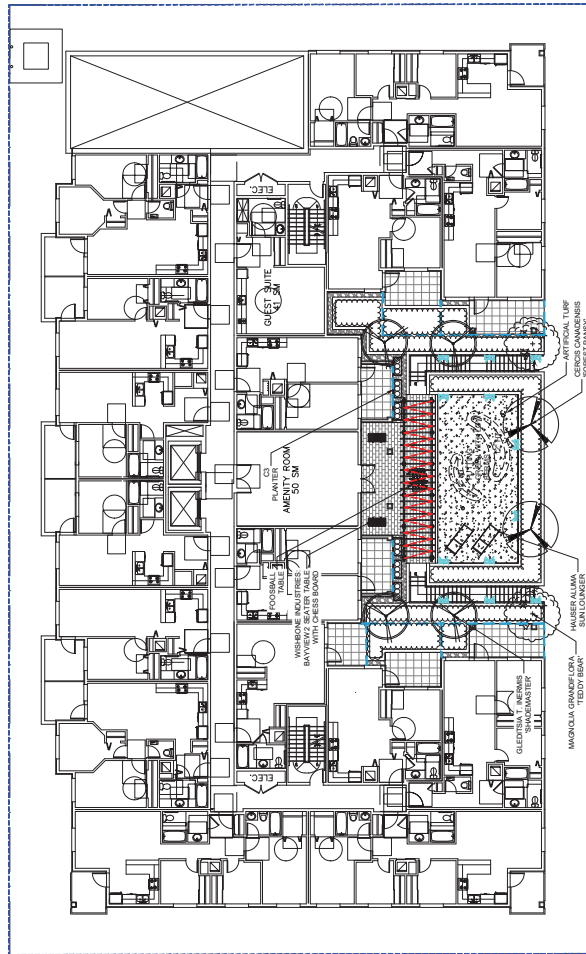


2305 382 2P

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PLN - 41

NO.	DATE	REVISION DESCRIPTION	DR.
1	JAN 2023	REVISED PER COMMENTS	WR
2	JAN 2023	REVISED PER COMMENTS	WR
3	JAN 2023	REVISED PER COMMENTS	WR
4	JAN 2023	REVISED PER COMMENTS	WR
5	JAN 2023	REVISED PER COMMENTS	WR
6	JAN 2023	REVISED PER COMMENTS	WR
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28	JAN 2023	REVISED PER COMMENTS	WR
29	JAN 2023	REVISED PER COMMENTS	WR
30	JAN 2023	REVISED PER COMMENTS	WR

CLIENT: _____

PROJECT:
6-STORY APARTMENT BUILDING
8624 860 SPIRES ROAD
RICHMOND, B.C.

DRAWING TITLE:
LEVEL 2 LANDSCAPE PLAN

DATE: 24 MAY 2023 DRAWING NUMBER:
SCALE: 1:150
DRAWN: RJ DESIGN:
CHECKED: YR OF 7
L2
PMG PROJECT NUMBER: 23-063

2005 3 30 2 9 2 9



FENCE LEGEND

[Symbol]	100% 4" ALUMINUM FINISH
[Symbol]	RELOD BALK CONCRETE SLAB MATERIAL COLOUR

[Symbol]	WOOD FINISH
[Symbol]	GROUP A/B/C/D

MATERIAL LEGEND

[Symbol]	RELOD BALK CONCRETE SLAB MATERIAL COLOUR
[Symbol]	GRAVEL LTPP
[Symbol]	RELOD CORTELZ CONCRETE MATERIAL COLOUR
[Symbol]	ARTIFICIAL TURF

LIGHT LEGEND

[Symbol]	OUTDOOR LIGHTING
[Symbol]	STREET LIGHTING
[Symbol]	DAYLIGHT

PLANT SCHEDULE

PLANT	CODE	MANUFACTURER NAME	COMMENTS
1	MANICOLA GRANDIFOLIA	TEODY BARK	
2	HAUSER ALUMA SEAT/LOUNGER		
3	WISCONSIN LEAVES SEATER TABLE		
4	CAMPNUS BELLII FARGONIA	RYAN	
5	GEORGIA CAMERONIA	RYAN	
6	GEORGIA CAMERONIA	RYAN	
7	GEORGIA CAMERONIA	RYAN	
8	GEORGIA CAMERONIA	RYAN	
9	GEORGIA CAMERONIA	RYAN	
10	GEORGIA CAMERONIA	RYAN	
11	GEORGIA CAMERONIA	RYAN	
12	GEORGIA CAMERONIA	RYAN	
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16	GEORGIA CAMERONIA	RYAN	
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26	GEORGIA CAMERONIA	RYAN	
27	GEORGIA CAMERONIA	RYAN	
28	GEORGIA CAMERONIA	RYAN	
29	GEORGIA CAMERONIA	RYAN	
30	GEORGIA CAMERONIA	RYAN	

PMG PROJECT NUMBER: 23-063
PLANTED SIZE: REMAINS
RELOCATED TO: 100% 4" ALUMINUM FINISH

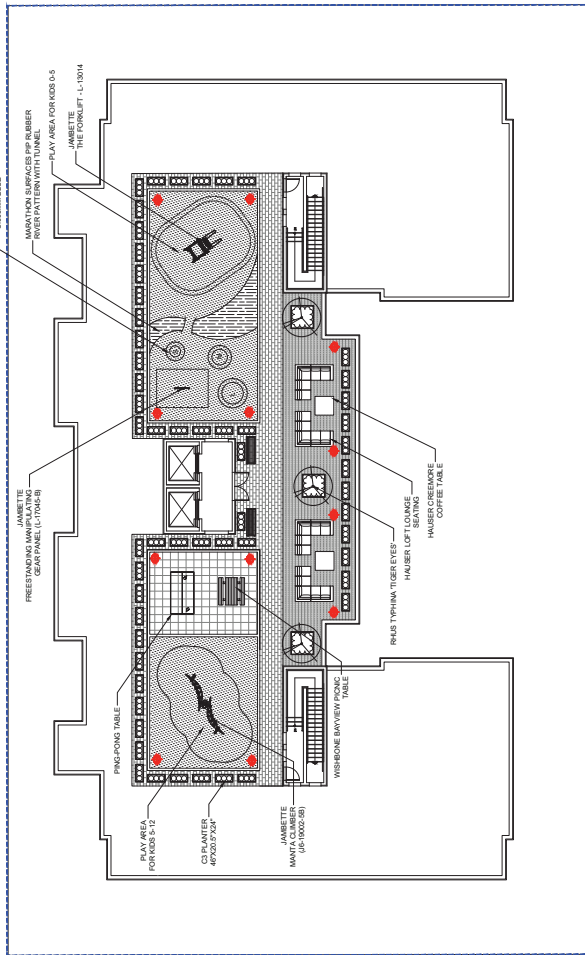
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P: 604.294-0911 | F: 604.294-0222

SEAL

PLN - 42



MATERIAL LEGEND

[Pattern]	PERFORATED ALUMINUM
[Pattern]	CONCRETE
[Pattern]	WOOD
[Pattern]	MAINTENANCE FENCE
[Pattern]	WOODEN FENCE
[Pattern]	GRASS
[Pattern]	GRASS
[Pattern]	REGULAR CONCRETE
[Pattern]	REGULAR CONCRETE
[Pattern]	REGULAR CONCRETE

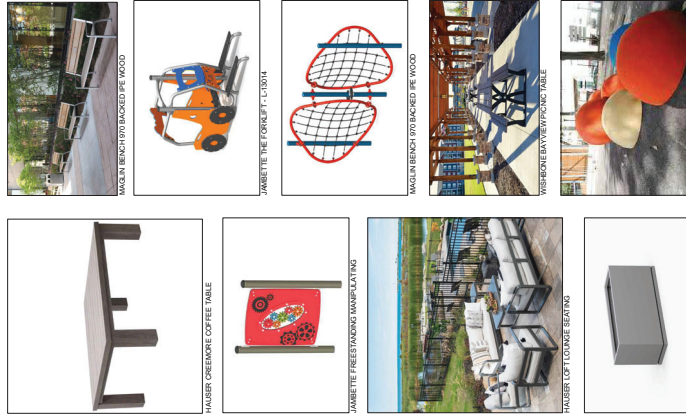
LIGHT LEGEND

[Symbol]	PERFORATED ALUMINUM
[Symbol]	CONCRETE
[Symbol]	WOOD

PLANT SCHEDULE

KEY	CITY	EDUCATIONAL VALUE	COMMON NAME	PLANTED SIZE / REMARKS	PMG PROJECT NUMBER: 23-063
3	RUBUS TYPHINA TIGER EYES		CUTLEAF STACHYS SLIMAC	20" HT. 3" DIA. OR MORE	

NOTES: PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARDS. LATEST EDITION. CONTAINER SIZES SPECIFIED PER CANAS STANDARD. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. REFER TO SPECIFICATIONS FOR FURTHER CONTAINER SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND PRINCE GEORGE VALLEY. SUBSTITUTION OR IN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT AT THE TIME OF SUBSTITUTION. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD. DEFINITION OF CONDITIONS OF PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. 80% SOLDERS NOT PERMITTED IN GROUND MEDIA UNLESS AUTHORIZED BY LANDSCAPE ARCHITECT.



23063.382.2P

PROJECT:

6-STORY APARTMENT BUILDING

8624 8660 SPIRES ROAD RICHMOND, B.C.

DRAWING TITLE:

ROOFTOP LANDSCAPE PLAN

DATE: 24 MAY 06 DRAWING NUMBER: **L3**
SCALE: 1:150
DRAWN: RJ
DESIGN: RJ
CHECKED: YR

PMG PROJECT NUMBER: **23-063**



RZ 22-023633

Attachment 3

Address: 8620, 8640, 8660 Spires Road, and the surplus portion of the Spires Road road allowance

Applicant: Fougere Architecture Inc.

Planning Area(s): City Centre

	Existing	Proposed
Owner:	Lansdowne Manor Ltd.	No Change
Site Size (m²):	2,334m ² (25,123 ft ²)	2,334m ² (25,123 ft ²)
Land Uses:	Single-Family Residential	Multiple-Family Residential
OCP Designation:	Neighbourhood Residential	No Change
Area Plan Designation:	Specific Land Use – Brighthouse Village: General Urban T5 Sub-Area B.2: Mixed Use – Mid-Rise Residential & Limited Commercial	No Change
702 Policy Designation:	N/A	No Change
Zoning:	Single Detached (RS1/E)	Low to Mid Rise Rental Apartment (ZLR49) – Spires Road (Brighthouse Village of City Centre)
Number of Units:	3	90
Other Designations:	N/A	No Change

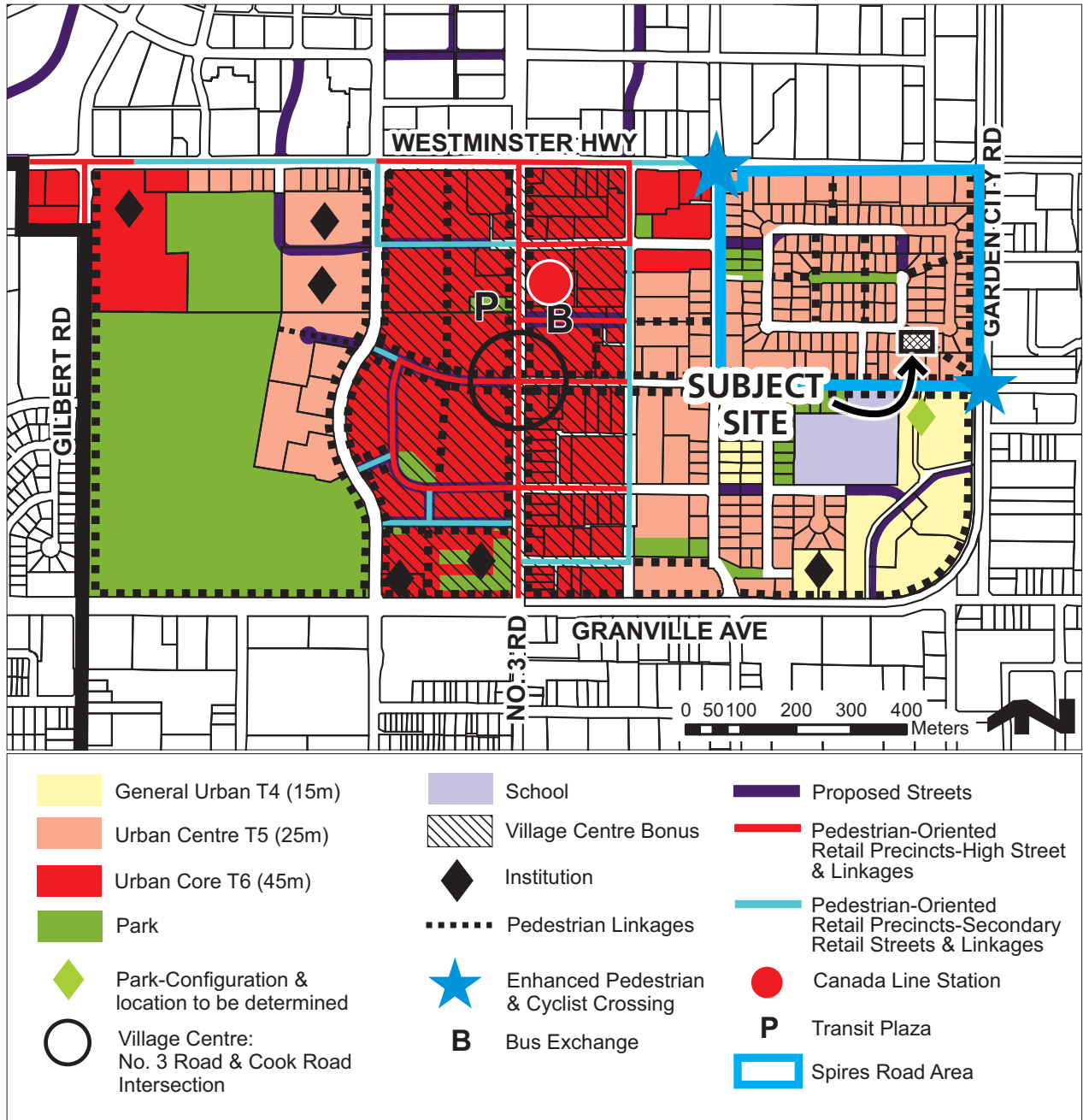
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 2.83	Max. 1.965 Market Rental Max. 0.765 Affordable Housing Max. 0.1 Indoor Amenity	none permitted
Lot Coverage – Building:	Max. 66%	66% Max.	none
Lot Coverage – Non-porous Surfaces:	Max. 80%	80% Max.	none
Lot Coverage – Landscaping:	Min. 20%	20% Min.	none
Setback – Front Yard/ Spires Road (m):	Min. 3.0 m	3.0 m Min.	none
Setback – Interior Side Yard (m):	Min. 4.8 m & 3.0 m min. for portion of building less than 16 m in height	4.8 m / 3.0 m for portion of building less than 16 m in height	none
Setback – Rear/South (m):	Min. 3.0 m	3.0 m Min.	none
Height (m):	Max. 27.0 m (6 storeys)	27.0 m Max.	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Development Site Area:	Min. 2,334 m ²	2,334 m ²	none
Off-street Parking Spaces – Regular (R):	n/a	23 spaces	none
Off-street Parking Spaces – Visitor (V):	n/a	3 spaces (TDM)	
Accessible Parking Spaces:	Min. 0.02 spaces per unit (90 x 0.02 = 2 spaces)	2 spaces	none
Loading Spaces:	1 medium	1 medium + 1 small (TDM)	none
Bicycle Parking Spaces (Class 1):	Min 90 x 1.25 = 113 Oversized spaces: 113 x 0.05 = 6	1/bedroom = 140 spaces (TDM) Oversized spaces: Min. 6	none
Bicycle Parking Spaces (Class 2):	Min. 0.2 spaces per unit (90 x 0.2 = 18 spaces)	18 spaces	none
Amenity Space – Indoor:	Min. 100 m ² or Cash-in-lieu	131 m ²	none

Other: n/a

Specific Land Use Map: Brighthouse Village (2031)

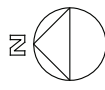
Bylaw 9892
2020/07/13



Bylaw 10020
2019/05/21 Maximum building height may be subject to established Airport Zoning Regulations in certain areas.

Project Arborist onsite supervision is required for all work/access within and in 1m of tree protection zone.

It is the builder/homeowner responsibility to ensure that the development does not adversely affect any neighboring plantings.



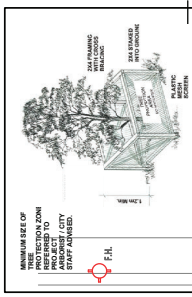
Part B - Tree Management Drawing (1 of 2)

--- X --- Tree Protection Barrier
 X Tree To Be Removed

Project Address: 8620, 8640 & 8660 Spires Road Richmond BC	
Reference Number:	Date of Issue
VAN20250-1	September 25, 2022
VAN20250-2	July 18, 2023
VAN20250-3	May 19, 2024
	October 16, 2024

QBC Tree Consulting and Services Ltd.
 Matthew Wong
 (778) 833-0348
 qbcree@gmail.com

Project Arborist:
 Tel: 833-0348
 Email: qbcree@gmail.com

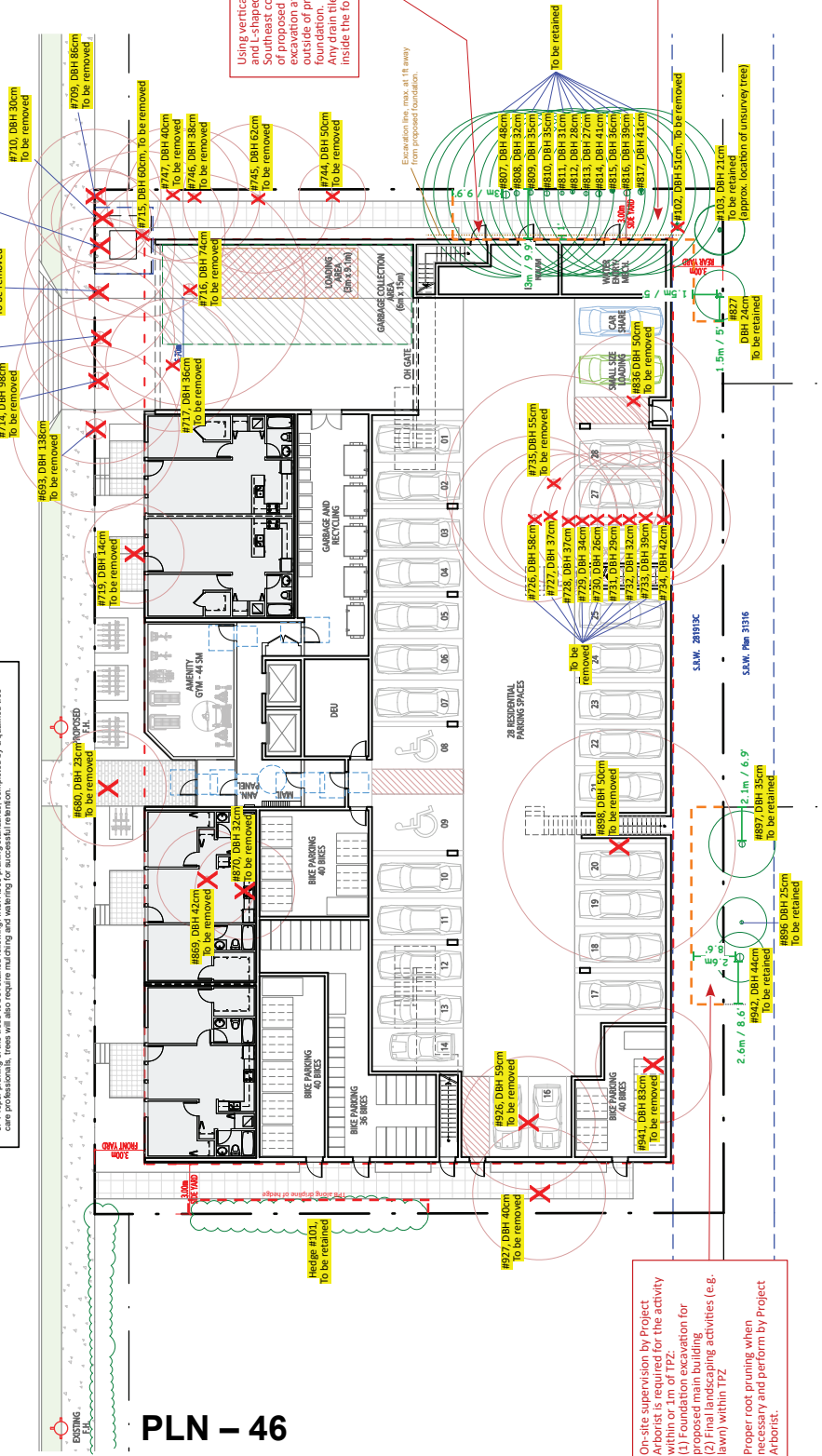


Note to Owner / Contractor:

- The tree protection barrier's dimensions are in feet.
- All tree dimensions are measured from the tree trunk, and should refer to the figure mentioned.
- A 1.5m wide barrier must be constructed around the tree trunk, and should extend back 0.3m from the edge of sidewalk to allow clear circulation, and 0.6m from the back of curb to allow door opening.
- A 1.5m wide barrier must be constructed around the tree trunk, and should extend back 0.3m from the edge of sidewalk to allow clear circulation, and 0.6m from the back of curb to allow door opening. The barrier must be at least 1.2m in height and constructed of 2"x4" wood frame with cross brace construction with snow-fence and staked into the ground. The tree protection fence shall be clearly signed on the inside of the barrier.
- The barrier shall be constructed of 2"x4" wood frame with cross brace construction with snow-fence and staked into the ground. The tree protection fence shall be clearly signed on the inside of the barrier.
- At least one person shall be present to monitor any damage to the tree.
- At least one person shall be present to monitor any damage to the tree.
- At least one person shall be present to monitor any damage to the tree.
- At least one person shall be present to monitor any damage to the tree.
- At least one person shall be present to monitor any damage to the tree.
- At least one person shall be present to monitor any damage to the tree.

COOK CRESCENT

SPIRES ROAD



On-site supervision by Project Arborist is required for the activity within or 1m of TPZ:

- Crown pruning
- Foundation excavation for proposed main building
- Replacement of fence
- Final landscaping activities (e.g. lawn) within TPZ

No heavy machine. Use low impact method for foundation (e.g. hand digging and/or AirSpade).

Proper root pruning when necessary and perform by Project Arborist.

Re-use the existing fence post holes as possible.

The new fences will not employ any continuous footings and any required new footings will be use low impact method hand dig and as small foot print as possible.

Proposed walkway must be installed at or near existing grade.

Use permeable materials (e.g. paving stone, turfstone) for proposed walkway within the TPZ.

Custom fence shape to cope with the tree trunk development.

The proposed walkway must be installed at or near existing grade.

Use permeable materials (e.g. paving stones, bricks) for proposed walkway within the TPZ.

Crown pruning for building clearance by tree care professional and following ANSI A300 standard prior excavation. Pruning is recommended to be carried out in Winter or Spring.

The proposed lawn that encroaches into the TPZ must be installed at or near existing grade. No more than 2" of additional good quality landscape soil (not construction fill) may be added into the TPZ.

Ensuring that new planting in the Critical Root Zone is no greater than 1ft container (if any).

On-site supervision by Project Arborist is required for the activity within or 1m of TPZ:

- Foundation excavation for proposed main building
- Final landscaping activities (e.g. lawn) within TPZ

Proper root pruning when necessary and perform by Project Arborist.

Lee, Edwin

From: Lee, Edwin
Sent: June 18, 2024 10:41 AM
To: 'Ted Guinn'
Cc: Gerry Shen; Allen; Andrew Au
Subject: Inquiry regarding 8620, 8640, 8660 Spires Rd - RZ 22-023633

Hi Ted,
 Please see my responses below.
 Please feel free to call me at 604-276-4121 to discuss if you need further clarifications.
 Regards,
 Edwin

From: Ted Guinn <tedguinn@gmail.com>
Sent: June 16, 2024 12:31 PM
To: Lee, Edwin <ELee@richmond.ca>
Cc: Gerry Shen <gerry_shen@yahoo.com>; Allen <Anoano55@gmail.com>; Andrew Au <andrewau@citybase.ca>
Subject: 8620 - 8660 Spires Road

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

Hello Mr. Lee,

I'm writing on behalf of the strata located at 8771 Cook Road, backing onto the subject property. I was hoping you could answer a few of our questions regarding the development plans being considered:

- 1) There is a row of mature cedar trees along the southern property line of the subject property, bordering our northern boundary. These trees are all that provide privacy for our back units' living areas and bedrooms. We don't see any mention of these trees in the arborist's report. Are you able to confirm that this row of mature trees will be retained with the new development?

Are you referring to the trees on the subject site or the cedar hedge on 8771 Cook, along the north property line? The developer should not remove any trees and hedges on the neighbouring sites unless permission is granted by the adjacent property owners. I can ask the applicant to show the vegetation on the neighbouring site and confirm how they are planning to protect them.

- 2) What is the developer's landscape plan and plans for the perimeter of the property once re-developed? Will they be installing fencing or planting any trees or shrubs?

No landscape plan has been submitted at this point; however, a preliminary landscape plan is required prior to this project being forwarded to Planning Committee for review. Final landscaping design will be reviewed at the Development Permit stage. I will ask the developer to provide info on the interface proposed.

- 3) There is mention of a staff report dated June 3rd, 2022 that refers to increasing rental density. We would like to review this report. Could you please direct us to where we can find this information?

Spires Road Area Rental Tenure & Density Increase report may be found at
https://citycouncil.richmond.ca/_shared/assets/AMENDMENT_BYLAW_1019065097.pdf

- 4) The development application refers to "the City's plan to reroute Spires Road and change the type of assemblies developed in the eastern zone of the Spires Road area." Can you please direct us to where we can find this plan from the city? We were not notified or consulted on this plan, but it appears that it directly impacts our property.

Please see the Brighthouse Village Land Use Map at

https://www.richmond.ca/_shared/assets/specific_map_transect_brighthouse23858.pdf

A portion of the existing Spires Road, east of the east leg of Cook Crescent, may be closed to facilitate larger site assemblies on the east end of this neighbourhood.

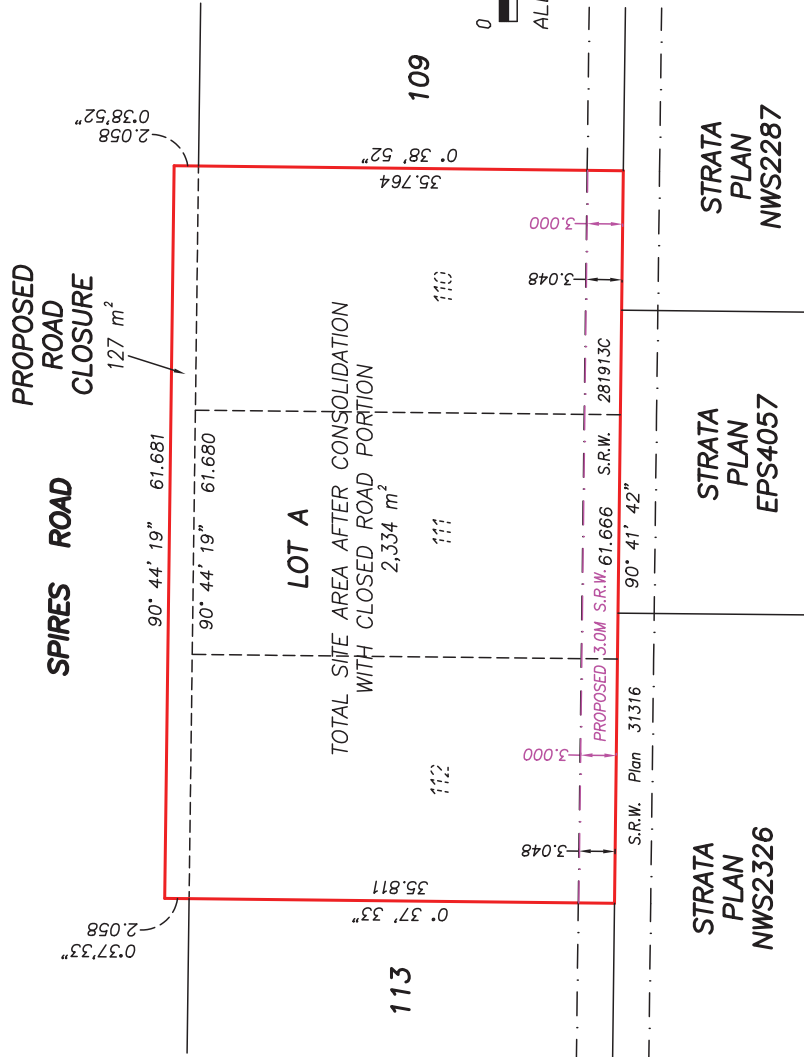
Thank you for your assistance.

Kind regards,

Ted Guinn, P.Eng, PMP
President - BC Strata NW2287

**PROPOSED SUBDIVISION PLAN OF:
 LOTS 110, 111, 112 AND PROPOSED CLOSED ROAD, ALL OF SECTION 9
 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 21489**

- #8620 SPIRES ROAD,
RICHMOND, B.C.
P.I.D. 000-653-489 (LOT 110)
- #8640 SPIRES ROAD,
RICHMOND, B.C.
P.I.D. 004-297-831 (LOT 111)
- #8660 SPIRES ROAD,
RICHMOND, B.C.
P.I.D. 010-473-181 (LOT 112)



PLN - 49

© 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
 Job No. 7962
 Drawn By: KA

DWG No. 7962-PRO-SUB

SEPTEMBER 5th, 2024.



Address: 8620, 8640, 8660 Spires Road, and the surplus portion of the Spires Road road allowance

File No.: RZ 22-023633

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10635, the developer is required to complete the following:

1. **(Development Permit)** The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
2. **(Road Closure Bylaw)** Council approval of the road closure bylaw for an approximately 127 m² (1,367 ft²) portion of Spires Road. The developer shall be required to enter into a purchase and sales agreement with the City for the purchase of the Land, which is to be based on the business terms approved by Council. The primary business terms of the purchase and sales agreement will be brought forward for consideration by Council in a separate report from the Manager, Real Estate Services. All costs associated with the purchase and sales agreement shall be borne by the developer.
3. **(Lot Consolidation)** Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings).
4. **(SRW)** Granting of a 3.0 m wide Public Rights of Passage right-of-way across the entire site's south property line (along the future lane to the south) for the construction of the sidewalk, lighting strip, and rear lane in the future. This PROP SRW must provide the City or a contractor working on behalf of the City the rights to access and install road infrastructure and utilities (including street lighting) and maintain works within the SRW. Maintenance of the SRW will be the responsibility of the developer until such time that the lane connects to Cook Gate and is open to traffic, at which time the City will take over maintenance of the lane. A gate or fence shall be constructed along the site's northern edge of the SRW area until the lane is connected to Cook Gate and open to traffic.

Any works essential for public access within the required statutory right-of-way (SRW) are to be included in the Servicing Agreement (SA) and the maintenance & liability responsibility is to be clearly noted. The design must be prepared in accordance with good engineering practice with the objective to optimize public safety and after completion of the works, the Owner is required to provide a certificate of inspection for the works, prepared and sealed by the Owner's Engineer in a form and content acceptable to the City, certifying that the works have been constructed and completed in accordance with the accepted design.

5. **(City Centre Future Development Impacts)** Registration of a legal agreement on title stipulating that the development is subject to potential impacts due to other development that may be approved within the City Centre including without limitation, loss of views in any direction, increased shading, increased overlook and reduced privacy, increased ambient noise and increased levels of night-time ambient light, and requiring that the owner provide written notification of this through the disclosure statement to all initial purchasers, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
6. **(Aircraft Noise – Sensitive Use)** Registration of an aircraft noise sensitive use covenant on title.
7. **(DEU)** Registration of a restrictive covenant and/or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to connect to District Energy Utility (DEU), which covenant and/or legal agreement(s) will include, at minimum, the following terms and conditions:
 - a) No building permit will be issued for a building on the subject site unless the building is designed with the capability to connect to and be serviced by a DEU and the owner has provided an energy modelling report satisfactory to the Director of Engineering;
 - b) If a DEU is available for connection, no final building inspection permitting occupancy of a building will be granted until:
 - i) the building is connected to the DEU, which may include the owner's supplied and installed central energy plant to provide heating and cooling to the building, at no cost to the City, or the City's DEU service provider, Lulu Island Energy Company, on the subject site satisfactory to the City;

- ii) if the City so elects, the owner transfers ownership of the central energy plant on the site, if any, at no cost to the City, or City’s DEU service provider, Lulu Island Energy Company, to the City and/or the City’s DEU service provider, Lulu Island Energy Company, on terms and conditions satisfactory to the City;
 - iii) the owner enters into a Service Provider Agreement with the City and/or the City’s DEU service provider, Lulu Island Energy Company, executed prior to subdivision (including Air Space parcel subdivision) or depositing a Strata Plan with LTO on terms and conditions satisfactory to the City; and
 - iv) the owner grants or acquires all Statutory Right-of-Way(s) and/or easements necessary for supplying the DEU services to the building and the operation of the central energy plant, if any, by the City and/or the City’s DEU service provider, Lulu Island Energy Company registered prior to subdivision (including Air Space parcel subdivision) or depositing a Strata Plan with LTO.
- c) If a DEU is not available for connection, no final building inspection permitting occupancy of a building will be granted until:
- i) the City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU;
 - ii) the owner enters into a covenant and/or other legal agreement to require that the building connect to a DEU when a DEU is in operation, registered prior to Strata or subdivision (including Air Space parcel subdivision);
 - iii) the owner grants or acquires the Statutory Right-of-Way(s) and/or easements necessary for supplying DEU services to the building, registered prior to Strata or subdivision (including Air Space parcel subdivision); and
 - iv) the owner provides to the City a letter of credit, in an amount satisfactory to the City, for costs associated with acquiring any further Statutory Right of Way(s) and/or easement(s) and preparing and registering legal agreements and other documents required to facilitate the building connecting to a DEU when it is in operation.

8. **(Flood Indemnity Covenant)** Registration of a flood indemnity covenant on title.

9. **(Market Rental Units)** Entering into the City’s standard Market Rental Agreement and registration of a Covenant to secure the provision of market rental housing, to the satisfaction of the City. The terms shall indicate that they apply in perpetuity and provide for, but will not be limited to, the following requirements:

- a) Residential use is restricted to residential rental tenure.
- b) All market rental housing units shall be maintained under single ownership (within one air space parcel or one strata lot or legal agreement to the satisfaction of the Director of Development; subdivisions into individual strata lots are prohibited).
- c) The imposition of any age-based restrictions on occupants of any market rental housing unit is prohibited.
- d) Occupants of the market rental units shall enjoy full and unlimited access to and use of all on-site indoor amenity spaces provided for residents of the building and outdoor amenity spaces provided on the lot as per OCP, City Centre Area Plan, and Development Permit* requirements, at no additional charge (i.e. no monthly rents or other fees shall apply for the casual, shared, or exclusive use of any amenities).
- e) The terms of the market rental agreement shall indicate that no more than prevailing market rent will be charged, and the provision of the following Unit Mix or as otherwise determined to the satisfaction of the Director of Development through an approved Development Permit*:

Unit Type	Min. Unit Area ⁽¹⁾	Number of Units ⁽¹⁾	% of Units ⁽¹⁾	BUH ⁽²⁾
Studio	46 m ² (494 ft ²)	5	7%	100%
1-Bedroom	51 m ² (544 ft ²)	44	65%	100%
2-Bedroom	70 m ² (750 ft ²)	19	19%	100%
Total	N/A	68 units	100%	100%

(1) Unit area and unit mix in the above table may be adjusted through the Development Permit Process.

(2) BUH means those units that are designed and constructed to satisfy the Zoning Bylaw’s Basic Universal Housing standards. (The Zoning Bylaw permits a floor area exemption of 1.86 m²/20 ft² per BUH unit.)

10. **(Affordable Housing Units)** Registration of the City’s standard Housing Agreement and registration of a Covenant to secure the provision of affordable housing units, to the satisfaction of the City. The combined habitable floor area of which shall comprise at least 1,785m² or 0.765 FAR. The terms shall indicate that they apply in perpetuity and provide for, but will not be limited to, the following requirements:

- a) Residential use is restricted to residential rental tenure.
- b) All affordable housing units shall be maintained under single ownership (within one air space parcel or one strata lot or legal agreement to the satisfaction of the Director of Development; subdivisions into individual strata lots are prohibited).
- c) The imposition of any age-based restrictions on occupants of any market rental housing unit is prohibited.
- d) Occupants of the affordable housing units shall enjoy full and unlimited access to and use of all on-site indoor amenity spaces provided for residents of the building and outdoor amenity spaces provided on the lot as per OCP, City Centre Area Plan, and Development Permit* requirements, at no additional charge (i.e. no monthly rents or other fees shall apply for the casual, shared, or exclusive use of any amenities).
- e) Maximum rent rates applicable at the time of any new affordable housing unit tenancy are set at 10% below the most current CMHC average market rent for the City of Richmond specific to the unit type. Following affordable housing unit tenancy, annual rent adjustments for existing tenants are limited to the maximum rent increase permitted under the Residential Tenancy Act.
- f) The gross (before-tax) income of a household is used to define eligibility for an affordable housing unit. Income thresholds are set at the point at which annual maximum rents, defined using the CMHC average market rents described above, equal 30% of the gross household income.
- g) The terms of the affordable housing agreements shall indicate the provision of the following Unit Mix or as otherwise determined to the satisfaction of the Director of Development through an approved Development Permit*:

Unit Type	Min. Unit Size	Number of Units ⁽¹⁾	% of Units	BUH ⁽²⁾
Studio	37 m ² (400 ft ²)	2	9%	9% (2 units)
1-Bedroom	50 m ² (535 ft ²)	2	9%	0% (0 units)
2-Bedroom	69 m ² (741 ft ²)	5	23%	14% (3 units)
3-Bedroom	91 m ² (980 ft ²)	13	59%	59% (13 units)
Total	N/A	22	100%	82% (18 units)

- (1) The number of units and unit mix will be confirmed to the satisfaction of the City through the DP process, provided that the total combined habitable floor area of the affordable housing units is at least 1,785m² or 0.765 FAR of the permitted density.
- (2) BUH means those units that are designed and constructed to satisfy the Zoning Bylaw's Basic Universal Housing standards. (The Zoning Bylaw permits a floor area exemption of 1.86 m²/20 ft² per BUH unit.)

11. (TDM: Transit Pass Program) Registration of a legal agreement on title to ensure the execution and completion of a transit pass program, including the following method of administration and terms, or equivalent cash-in-lieu contribution to the City's Transportation Demand Management Reserve Fund:

- ix) Provide one year of two-zone monthly transit passes for 100% of market rental and affordable rental units.
- x) Enter into a security agreement and submission of a Letter of Credit prior to Development Permit issuance to secure the owner's commitment to provide the transit passes based on 110% of transit pass costs (including 100% for transit pass purchases and 10% for future transit pass cost increases and administration). The remaining funds in the LOC will be released to the Owner/Developer when the 2-zone one year transit pass program is fully subscribed
- xi) Administration by TransLink, housing society or management company. The owner is not responsible for the monitoring of use of the transit passes but only noting number of "subscribed" users to the program, until full unit count is exhausted over a period of two year.
- xii) If the transit pass program is not fully subscribed within two years, the program is to be extended until the equivalence of the cost of the full two year transit pass program has been exhausted. Should not all transit passes be utilized by the end of the third year, the remaining funds equivalent to the value of the unsubscribed transit passes are to be transferred to the City of Richmond for alternate transportation initiatives at the City's discretion.
- xiii) The availability and method of accessing the two-zone transit passes is to be clearly explained in the tenancy and sales agreement.

12. (TDM: Car-Share Parking) Registration of a legal agreement on title requiring that no development shall be permitted on site, restricting Development Permit* issuance until the developer provides for parking for the lot's

required proportion of one (1) car-share vehicle together with electric vehicle (EV) charging station to the satisfaction of the City. More specifically, the one (1) car-share parking stall shall include the following:

- a) The car-share parking space shall be located on the ground floor where it will be with safe, convenient, universally-accessible, and provide for 24/7 public pedestrian and vehicle access.
- b) The car-share space shall be provided in addition to any required parking spaces on site.
- c) The car-share space shall be equipped with electric vehicle (EV) quick-charge (240V) charging station for the exclusive use of car-share vehicle parked in the required car-share space.
- d) Users of the car-share spaces shall not be subject to parking fees, except as otherwise determined at the sole discretion of the City.
- e) “No development” shall be permitted on the lot, restricting Development Permit* issuance, until the developer:
 - i. Designs the lot to provide for the required car-share facility, including car-share parking space, 24/7 public access for vehicles and pedestrians, and related features (eg. EV 240V chargers, signage).
 - ii. Secures the car-share facility on the lot via a statutory right-of-way(s) and easement(s) registered on title and/or other legal agreements.
 - iii. Registers legal agreement(s) on title requiring that, unless otherwise agreed to in advance by the City, in the event that the car-share facility is not operated for car-share purposes as intended via the subject rezoning application (eg. operator’s contract is terminated or expires), control of the car-share facility shall be transferred to the City, at no cost to the City, and the City at its sole discretion, without penalty or cost, shall determine how the facility shall be used going forward.
- f) No Building Permit* shall be issued for a building on the lot, in whole or in part, until the developer provides for the required car-share facility.
- g) “No occupancy” shall be permitted on the lot, restricting final Building Permit* inspection granting occupancy for any building, in whole or in part, until the developer:
 - i. Completes the required car-share facility on the lot and it has received final Building Permit* inspection granting occupancy.

13. **(TDM: Small-Sized Loading Space)** Registration of a legal agreement on Title ensuring that:

- a) The small-sized loading space shall remain available for shared common use and for the sole purpose of short-term loading and deliveries.
- b) The small-sized loading space be 24/7 accessible for loading and deliveries.
- c) The small-sized loading space shall not be subject to parking fees, except as otherwise determined at the sole discretion of the City.
- d) Conversion of the small-sized loading space into habitable space, general storage area or long-term parking is prohibited.

14. **(TDM: Visitor Parking)** Registration of a legal agreement on Title ensuring that:

- a) 10% of all voluntarily provided parking stalls (rounded up), including accessible stalls, shall be un-assigned, located outside of locked gates and be utilized as visitor parking for shared common use.

15. **(TDM: Bicycle Parking)** Registration of a legal agreement on Title ensuring that:

- a) Bicycle parking shall be provided at a minimum rate of 1 stall per bedroom, with no less than one stall per unit.
- b) Bicycle maintenance facilities shall be provided at a minimum rate of 1 facility per 40 bicycle parking stalls.
- c) Conversion of any of the bicycle storage areas/rooms/lockers within the parking structure into habitable space or general storage area is prohibited.
- d) All of the bicycle parking areas are available for shared common use and for the sole purpose of bicycle storage.

16. **(Indoor Amenity – Guest Suite)** Registration of a legal agreement on Title ensuring that the proposed guest suite as part of the indoor amenity space is available for shared common use for temporary sleeping accommodation and not as a dwelling or other residential use.

17. **(Arborist’s Supervision)** Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site and off-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.

18. **(Tree Protection Fencing)** Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
19. **(Tree Survival Security)** Submission of a Tree Survival Security to the City in the amount of \$110,000.00 for the retention and protection of thirteen on-site trees (specifically tag# Tag# 103, 807-817, 827). A legal agreement is to accompany the Tree Survival Security to set the terms for its use and release.
20. **(Servicing Agreement)** Enter into a Servicing Agreement* for the design and construction of frontage works, including but not limited to the Engineering Servicing and Transportation requirements outlined in Schedule 1. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement.
21. **(Fees - Notices)** Payment of all fees in full for the cost associated with the First Reading Notices, consistent with the City’s Consolidated Fees Bylaw No 8636, as amended.

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

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

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

Prior to a Development Permit* issuance, the developer is required to complete the following:

1. Submission of a Landscaping Security based on 100% of the cost estimate provided by the landscape architect.

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

1. Installation of appropriate tree protection fencing on site around all trees to be retained on adjacent properties prior to any construction activities, including building demolition, occurring on-site.

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
4. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

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

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

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

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- If the development will be constructed in phases and stratified, a [Phased Strata Subdivision Application](#) is required. Each phase of a phased strata plan should be treated as a separate parcel, each phase to comply with the Richmond Zoning Bylaw 8500 in terms of minimum lot area, building setback and parking requirements. Please arrange to have the City's Approving Officer review the proposed phased boundaries in the early DP stages. To allow sufficient time for staff review and preparation of legal agreements, the application should be submitted at least 12 months prior to the expected occupancy of development.
- If the development intends to create one or more air space parcels, an [Air Space Parcel Subdivision Application](#) is required. To allow sufficient time for staff review and preparation of legal agreements, the application should be submitted at least 12 months prior to the expected occupancy of development.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date

Schedule 1 Servicing Agreement Works

Engineering Servicing

1. As the Spires Rd road right-of-way is planned to be reduced from a width of 20.1 m to 16.0 m and the 2.05 m wide boulevard at the property line may become surplus City land and available for disposition, the existing ditches along the north property line of the proposed site may be impacted because the development may encroach into the existing ditches if the surplus land is disposed. For this reason, the required new storm sewers may need to be installed to replace the ditch prior to start of site preparations including preload installation. This is to not disrupt drainage services to Spires Rd and the neighboring properties.

To ensure timely installation of the new storm sewer that will replace the existing ditches, the completion of the new storm sewer under the SA shall be a condition of the surplus land sale, if any. This means that the developer will have to initiate the SA process earlier and complete the storm sewer works ahead of the other SA works.

2. A Servicing Agreement is required to design and construct the following works:

Water Works:

- 1) Using the OCP Model, there is currently 254 L/s of water available at a 20 psi residual at the Spires Rd frontages. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- 2) At the developer's cost, the developer is required to:
 - a) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
 - b) Upgrade the existing 150mm diameter watermain along Spires Rd frontage to 200mm diameter. Approximate length of required upgrade is 65 meters. The alignment of the required watermain will be determined via the SA design review.
 - c) Remove the existing 150mm diameter AC watermain along the proposed site's entire Spires Rd frontage when the new watermain is operational.
 - d) Install one new water service connection off of the proposed 200mm water main along Spires Rd frontage complete with meter and meter box in a proposed utility right of way. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2o-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized via the servicing agreement process.
 - e) Relocate existing fire hydrant, as required, by the proposed frontage improvements and road widening at Spires Rd. Fire department approval is required for all fire hydrant installations, removals, and relocations.
- 3) At the developer's cost, the City is to:
 - a) Cut and cap at main the existing service connection.
 - b) Complete all tie-ins for the proposed works to existing City infrastructure.

Storm Sewer Works:

- 1) At the developer's costs, the Developer is required to:
 - a) Provide geotechnical report and drawings for the site preparation works including assessment on impact to existing ditches.
 - b) Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
 - c) Upgrade the existing ditches along Spires Rd frontage to a single storm sewer in the middle of the road. Approximate length of required upgrade is 65 meters. Tie-in to the east and west shall be to the existing ditches at the south and north sides of Spires Road, via new manholes and headwalls. Alignment and details such as the slope and high point of the new storm sewer shall be determined via the servicing agreement design.
 - d) Install a new storm service connection complete with inspection chamber connecting to the proposed storm sewer along Spires Road.
- 2) At the Developers cost, the City is to:
 - a) Tie-in the proposed storm sewers to the existing drainage system.
 - b) Connect the existing service connections to the proposed sanitary sewers in Spires Rd.

Sanitary Sewer Works:

- 1) At the developer's costs, the Developer is required to:
 - a) Install the ultimate sanitary line at Spires Road frontage (complete with manholes as per Engineering Specifications) at the same alignment as the sanitary main built at Spires Road located west of Cook Gate. Approximate length of required upgrade is 135 meters. Tie-in to the west shall be to the existing sanitary manhole at the intersection of Spires Rd and Cook Gate. Pipe sizing, alignment and details such as the slope and high point of the new sanitary sewer shall be determined via the servicing agreement design.
 - b) Coordinate the sanitary works for the proposed site with the sanitary works to be done via the servicing agreement at 8699 Spires Rd (i.e., SA20-890721). The required sanitary upgrade may be reduced to 65 meters if the sanitary works under SA20-890721 are completed prior to the servicing agreement for the proposed site (RZ22-023633) is started.
 - c) Install a new sanitary service connection c/w inspection chamber and tie-in to the proposed sanitary sewer at Spires Rd frontage.
 - d) Ensure no soil fill or building encroaches into the existing sanitary rights of ways along the south property line and that the existing 150mm diameter asbestos cement sanitary sewer is protected during any preload/construction phase (the sewer will remain active despite new sanitary works proposed in Spires Rd).
 - e) Provide a signed and sealed geotechnical assessment, complete with recommendations to ensure the following conditions are met. The assessment and mitigation recommendations shall be included in the future Development Permit staff report and the development permit design review.
 - That the City be able to construct, maintain, operate, repair, or remove City utilities/infrastructures (i.e. sanitary main along the south PL) without impact to the onsite works. The building edge shall be set based on the required clearance between

the building edge and the existing AC sanitary pipe as recommended by a professional geotechnical engineer.

- That the on-site works (e.g. soil densification, preload, foundation works, etc.), or the construction/maintenance of the proposed building, not cause damage to the City utilities/infrastructure (i.e. sanitary main along the north PL)
- That impact of the site preparation works (e.g., soil densification, pre-load, foundation excavation, dewatering, etc.) to the existing infrastructures around the proposed site (i.e. sanitary main along the south PL) are determined by the Geotechnical Engineer. If the existing infrastructures will be significantly impacted, the works required to mitigate the impact or the replacement of the affected existing infrastructures shall be done prior to start of the site preparation works at developer's cost.
- Pre and post pre-load and construction surveys and CCTV will be required. Any damage to be repaired and any required replacement shall be done at the Developer's sole cost.
- Ensure that the existing sanitary sewer along the south property line remains operational during any preload and/or construction phase (the sewer will remain active despite new works proposed for Spires Rd). If the existing sanitary line is impacted during site preparation or construction of the proposed development then the developer shall be responsible to make the damaged sanitary system operational during the duration of the onsite works (i.e., temporary bypass via pumping, etc.). The damaged sanitary system shall be replaced at the same alignment through the servicing agreement, at the developer's costs, after completion of the site preparation and/or building construction works.

2) At the developer's costs, the City is to:

- a) Cut and cap at main all existing connections and remove inspection chambers along the south property line.

Frontage Improvements:

1) At the developer's costs, developer to coordinate with BC Hydro, Telus and other private communication service providers:

- a) To provide underground private utility service lines for the proposed development along Spires Road, at the Developer's cost. The private utility companies (e.g., BC Hydro, Telus and Shaw) may require right of ways in the proposed site to facilitate transition from the existing rear yard overhead private utility service to an underground service at Spires Road frontage. The private utility servicing (i.e., transition from rear yard overhead service to underground service at the fronting streets) shall be coordinated with the private utility companies prior to the proposed development advancing to DP panel. The purpose of this is to ensure that all private utility above ground cabinets that are required to facilitate the transition from rear yard overhead system to underground system at the fronting street are determined and secured via the Development Permit process.
- b) To maintain BC Hydro and private communication services to the neighbouring properties that are connected to the existing rear yard overhead system if the rear yard overhead system is going to be removed when the new underground services are provided along the fronting streets.

- c) To pre-duct for future hydro, telephone and cable utilities along all road frontages at Developer's cost.
- d) When relocating/modifying any of the existing power poles and/or guy wires within the rear yards.
- e) To locate all above ground utility cabinets and kiosks required to service the proposed development within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the Development Permit staff report and the development process design review. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements and the locations for the above ground structures. If a private utility company does not require an above ground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of SRWs that shall be shown in the functional plan and registered prior to SA design approval:
 - BC Hydro PMT – 4mW X 5m (deep)
 - BC Hydro LPT – 3.5mW X 3.5m (deep)
 - Street light kiosk – 1.5mW X 1.5m (deep)
 - Traffic signal kiosk – 2mW X 1.5m (deep)
 - Traffic signal UPS – 1mW X 1m (deep)
 - Shaw cable kiosk – 1mW X 1m (deep) – show possible location in functional plan
 - Telus FDH cabinet - 1.1mW X 1m (deep) – show possible location in functional plan
- f) Complete other frontage improvements as per Transportation's requirements. The existing ditches at Spires Road frontage are to be filled to accommodate the frontage improvements.
- g) A geotechnical assessment (complete with recommendations) is required to confirm that the existing road base structures are adequate to support the required road upgrades at Spires Road frontage.
- h) Review the existing street lighting levels along Spires Road frontage and upgrade lighting along the development frontages.

General Items:

- 1) At the developers cost, the Developer is required to:
 - a) Building encroachment and permanent structures such as trees and patios etcetera are not be permitted inside rear yard sanitary SRW. Please note fence along the south property line should be a standard wooden fence
 - b) Provide, within the first SA submission, a geotechnical assessment of preload and soil preparation impacts on the existing utilities (e.g., rear yard sanitary mains, rear yard private utility overhead lines, ditches, etc.) fronting or within the development site and provide mitigation recommendations.
 - c) Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other

activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Transportation Works:

The Developer is to enter into a Servicing Agreement for the design and construction of the frontage improvements and other Transportation-related works described below. All works are to be completed at the cost of the Developer and to the satisfaction of the City. A functional road plan and Transportation Impact Assessment are required based on the following comments:

A. Frontage Improvements (Spires Road)

1. Road works and behind-the-curb frontage improvements

Spires Road along the entire frontage of the subject site is to be widened to provide 9.0 m wide pavement (one parking lane and two traffic lanes). The following are the road and behind-the-curb frontage improvement cross-section elements (measured from south to north) to be designed and constructed by the Developer. The existing ditches (both sides of the road) are to be filled to accommodate these frontage improvements.

- Existing south property line of road right-of-way along the development frontage.
- 2.05 m wide landscaped boulevard with street trees. (The Spires Road right-of-way is planned to be reduced from a width of 20.1 m to 16.0 m. The 2.05 m wide boulevard may become surplus City land and available for disposition).
- 2.0 m wide concrete sidewalk.
- 1.2 m wide landscaped boulevard with street trees.
- 0.15 m wide curb.
- 9.0 m wide pavement.
- 1.0 m gravel shoulder.
- Ditch in-filling.
- Existing north property line of road right-of-way along the development frontage.

2. Road widening design considerations

- a) Design standards: The Developer is required to design the complete road cross-section of the fronting road, between the property lines of the road right-of-way, per TAC and City Engineering Design Specifications.
- b) Road widening requirements: The existing pavement is to be widened to 9.0 m to provide two traffic lanes and one parking lane.
- c) Frontage treatments (north side of road): The design is to include edge of pavement, gravel shoulder and other frontage treatments along the north side of the Spires Road development frontage. The design must show that the widened pavement can be supported structurally. Pavement support solutions are to include in-filling existing ditches. Concrete barriers or other physical above-ground protection elements are not considered appropriate solutions.
- d) Pavement transition works: The road works described above will need to include tie-in taper sections (per TAC standards) to transition the widened pavement to meet the existing edge of pavement to the east and west (both sides of the subject site's fronting section of Spires Road).

3. Driveway closure/backfill

- a) Existing driveways along the south side of the Spires Road site frontage: All existing driveways along the Spires Road site frontage are to be closed permanently. The Developer is responsible for removing the existing driveways and the replacement with barrier curb/gutter, boulevards and concrete sidewalk per standards described above.
- b) Existing driveways along the north side of the Spires Road site frontage: All existing driveways along the opposite side of the Spires Road development frontage are to be maintained during and post construction. Consultation and co-ordination with adjacent property owners is required if their driveways are affected as part of the proposed road works. Any affected driveways are to be restored to existing or better condition upon completion of road works.

4. PMT Installation

Typically, the placement of the PMT in the front of a development is not supported. Provide explanation as to the reasons why there is no other possible location for this utility installation except within the front yard area. If the PMT is to be located as proposed, a minimum 1.0 m setback is required between the PMT and the south edge of the fronting sidewalk. Vertical landscaping is required in the setback area.

- Location of the PMT cannot obstruct vehicular or loading access to the site.
- Above ground hydro and telephone kiosks (PMT) must not be placed within any frontage improvement area including sidewalk and boulevards.
- On-site SRW is to be secured for PMT installation.

5. Engineering consultation

Consult with Engineering on utility requirements as part of the frontage works. These requirements include but are not limited to: relocation of hydro poles, relocation of existing or placement of new hydrants, and streetlights. All such installations are to have setbacks from sidewalk/driveway/road curb per City Engineering Design Specifications.

B. Intersection Upgrades

Upgrade of the Cook Road and Cook Gate intersection to a full signal, enhanced pedestrian signal or as otherwise determined through a signal warrant study OR a proportional cash-in-lieu contribution towards this upgrade, to be determined at the discretion of the Director, Transportation through review of the Development Permit and Servicing Agreement.

C. Frontage Improvements (South Frontage)

There is an existing 3.0 m wide SRW across the subject site's south frontage. The south neighbouring sites, at the time of redevelopment, will be required to provide dedication for the construction of a rear lane. A new 3.0 m wide PROP SRW will be secured as part of the Rezoning for the construction of the full lane cross-section in the future. As part of this development, along the subject site's south frontage, construct a minimum 1.5 m wide clear pathway, including laneway lighting. Final alignment to be reviewed subjected to tree retention. A gate or fence shall be constructed along the northern edge of the SRW until the lane is connected to Cook Gate and open to traffic. The rest of the SRW area is to be treated with grass landscaping in the interim (the maintenance of the SRW will be the responsibility of the subject site's Owner/Management).

D. Functional Road Plans

The Developer is required to submit functional road plans, prepared by a Registered Professional Engineer, for review and approval by the City. The requirements of the functional road plans are:

1. Road design considerations

- All road works and frontage improvements are to be designed to meet City Engineering Design Specifications and TAC standards.
- The functional plans are to show frontage improvements along all development frontages per cross-sections provided under Item (D) above.
- The road widening is to show: full road width (9.0 m); taper sections to tie-in the widened section of Spires Road and existing pavement to the east and west; and interim frontage treatments along the north side of the Spires Road site frontage.
- Full road and frontage improvement cross-sections (interim and ultimate).
- Road dedication/disposition and SRW's are to be shown.
- Pavement marking and traffic signage plan.

2. Engineering consultation

As part of the review and approval process of the functional plans, Engineering is to be consulted on the following design issues, among other requirements:

- Vertical alignment: The elevation of the centreline of Spires Road along the development frontage is to take into considerations drainage requirements and to ensure there is no conflict with district energy equipment and other underground utilities.
- Horizontal alignment: Consult Engineering to confirm that all underground utilities can be accommodated within the proposed road cross-section.

3. Approval

The functional plan is to be submitted to Engineering and Transportation for review and approval.

Note that the functional plans prepared as part of the Rezoning Application process is considered preliminary and may have to be revised and finalized to account for design issues identified through the SA detail design process.

District Energy:

Developer to provide district energy piping space allotment in coordination with LIEC and City Engineering.

Initial:



Richmond Zoning Bylaw 8500
Amendment Bylaw 10635 (RZ 22-023633)
8620, 8640, 8660 Spires 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 inserting as Section 18.49 thereof the following:

“ 18.49 Low to Mid Rise Rental Apartment (ZLR49) – Spires Road (Brighthouse Village of City Centre)

18.49.1 Purpose

This zone provides for low to mid rise residential rental tenure apartment housing and compatible secondary uses.

18.49.2 Permitted Uses

- housing, apartment

18.49.3 Secondary Uses

- boarding and lodging
- home business

18.49.4 Permitted Density

- The maximum floor area ratio is 2.83, of which:
 - At least 0.765 floor area ratio must be used exclusively for low end market rental units; the owner enters into a housing agreement with respect to the affordable housing units and registers the housing agreement against title to the lot and files a notice in the Land Title Office;
 - No more than 1.965 floor area ratio be used exclusively for market rental units; the owner enters into a market rental agreement with respect to the market rental units and registers the market rental agreement against title to the lot and files a notice in the Land Title Office.
 - All floor area ratio between 2.73 and 2.83 must be used exclusively to accommodate amenity space.

18.49.5 Permitted Lot Coverage

- The maximum lot coverage for buildings is 66%.
- No more than 80% of a lot may be occupied by buildings, structures and non-porous surfaces

3. 20% of the **lot area** is restricted to **landscaping** with live plant material.

18.49.6 Yards & Setbacks

1. The minimum **front yard** and **rear yard setback** is 3.0 m.
2. The minimum **interior side yard setback** is 4.8 m, except for portions of the principal **building** which are less than 16.0 m in height which may project into the side yard not more than 1.8 m.

18.49.7 Permitted Heights

1. The maximum **height** for **buildings** is 27.0 m.
2. The maximum **height** for **accessory buildings** is 5.0 m.
3. The maximum **height** for **accessory structures** is 12.0 m.

18.49.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot width** is 40 m
2. The minimum **lot area** is 2,334 m².

18.49.9 Landscaping & Screening

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

18.49.10 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.

18.49.11 Residential Rental Tenure

1. A **dwelling unit** located anywhere in this **zone** shall only be **used** for **residential rental tenure**.

18.49.12 Other Regulations

1. **Telecommunication antenna** must be **building-mounted** and located a minimum 20.0 m above the ground (i.e., on a roof of a **building**).
 2. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply.
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the

following area and by designating it “**Low to Mid Rise Rental Apartment (ZLR49) – Spires Road**”:

P.I.D. 000-653-489

Lot 110 Sections 9 Block 4 North Range 6 West New Westminster District Plan 21489

P.I.D. 004-297-831

Lot 111 Sections 9 Block 4 North Range 6 West New Westminster District Plan 21489

P.I.D. 010-473-181

Lot 112 Sections 9 Block 4 North Range 6 West New Westminster District Plan 21489

and a closed portion of Spire Road dedicated by Plan 21489, Sections 9 and 10, Block 4 North Range 6 West New Westminster District as shown in Reference Plan EPP 142108.

- 3. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 10635**”.

FIRST READING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER

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



To: Planning Committee
From: John Hopkins
Director, Policy Planning

Date: December 12, 2024
File: 08-4403-03-07/2024-Vol
01




Re: Referral Response: Bylaw 9861 – Greenhouses with Concrete Footings

Staff Recommendation

That the report entitled “Referral Response: Bylaw 9861 – Greenhouses with Concrete Footings”, dated December 12, 2024, from the Director, Policy Planning, be received for information.

John Hopkins
Director, Policy Planning
(604-276-4279)

JH:
Att. 1

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

Staff Report

Origin

On June 24, 2024, Council made the following referral:

That staff evaluate Bylaw 9861, that restricts concrete footings, and report back to Council.

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

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

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

This report supports Council's Strategic Plan 2022-2026 Focus Area #5 A Leader in Environmental Sustainability:

Leadership in environmental sustainability through innovative, sustainable and proactive solutions that mitigate climate change and other environmental impacts.

5.2 Support the preservation and enhancement of Richmond's Natural environment.

This report responds to the June 24, 2024 Council referral to evaluate Bylaw 9861.

Background

On June 18, 2018, Council adopted Bylaw 9861 for the purpose of protecting high-quality soils for soil-based agriculture by regulating the amount of concrete that can be used in an agricultural building and prohibiting the construction of greenhouses with impermeable floors, footings, and constructions (i.e., sunken into, at, or below the natural grade of the site).

The primary purpose of Bylaw 9861 is to protect and encourage soil-based agriculture in the City of Richmond. Bylaw 9861 was adopted at a time when cannabis production became legalized and there were additional concerns of large concrete floor greenhouses proliferating on agricultural land. Based on current Provincial regulations and the City's Zoning Bylaw, new greenhouses with any amount of concrete flooring are prohibited to be used for cannabis production. Cannabis production is only permitted in the following situations:

- Outdoors in a field;
- Inside a structure with a base consisting entirely of soil; or
- Inside a structure constructed prior to July 13, 2018, that was constructed for the purpose of growing crops, and has not been altered since that date.

To ensure that the new regulations did not create a hardship for farmers, a Council policy was introduced that provided a fast tracked development application process whereby applicants wanting to build a greenhouse with concrete floors or footings may apply to construct these structures, subject to Council approval. Fast tracked greenhouse applications are subject to Council review and approval through a rezoning (i.e., zoning text amendment) application process. These applications have a low fee (\$200), take approximately three (3) months to process and include a fast tracked review by the City's Food Security and Agricultural Advisory Committee (FSAAC). An applicant can apply for a fast tracked application and corresponding building permit application at the same time. The intent is to allow for processing of both applications concurrently, so as to not create a hardship or delays for farmers who legitimately require the use of concrete for their greenhouses.

Since adoption of Bylaw 9861, the City has received only one fast tracked greenhouse development application:

- ZT 24-035934: for a site-specific zoning text amendment to the Agricultural (AG1) zone at 12800 No. 2 Road to permit the use of an 81 m² (872 ft²) greenhouse with concrete footings.

On June 24, 2024, Council granted first reading to Zoning Bylaw 8500 Amendment Bylaw 10567 (ZT 24-035934) and made the referral directing that staff evaluate Bylaw 9861 and report back to Council. Staff received the application on April 2, 2024, and the application was brought to Planning Committee within the 3 month fast-tracked time period.

Analysis

Policy and Regulatory Framework for Greenhouses

The Provincial Ministry of Agriculture's *Food and Fisheries Guide for Bylaw Development in Farming Areas* recommends that bylaws should allow a lot coverage of no less than 75% of a parcel to be occupied by greenhouses. The *Agricultural Land Reserve Use Regulation* identifies farm buildings, including greenhouses, as a permitted farm use, and therefore, a local zoning bylaw cannot prohibit farm buildings and greenhouses in the Agricultural Land Reserve (ALR).

The City of Richmond's Official Community Plan (OCP) identifies soil-based agriculture as a priority, and has a policy stating:

Encourage soil-based farming by regulating the amount of hard surfacing in agricultural buildings, structures, and greenhouses.

In addition, the OCP includes an objective to work with upper levels of government to address agricultural-related issues including:

Improved regulations for non-soil based greenhouses and limiting such structures to area with lower soil class agricultural land (e.g., Class 4 or lower);

Richmond's Agriculture (AG1) zone is consistent with the OCP policy and provincial regulatory framework.

Staff Comments

City Council adopted Bylaw 9861 to encourage soil-based farming by limiting the amount of hard surfacing in agricultural buildings and greenhouses. Given the established OCP policy encouraging soil-based farming, relaxing the current restrictions on hard surfacing in greenhouses may pose a risk to the long-term viability of soil-based farming for the following reasons:

- Greenhouses are permitted on any classification of soil (including Class 1 to 3 – the best soils, which are capable of supporting a wide range of crops).
- Through zoning, greenhouses may have a lot coverage of up to 75% on a parcel based on provincial regulations. The negative impacts of opening avenues for increased greenhouse use with concrete, considering the large area of land they are permitted to occupy, have not been thoroughly considered (soil-based greenhouses occupying up to 75% of the parcel would still be permitted).
- The City's AG1 zoned land located within the ALR has agricultural soil capability classifications that are able to support a wide range of soil-based crops with minimal improvements.

Careful management of existing native soil on farmland is critical to being able to undertake viable soil-based farming over the long-term. Large commercial greenhouses can negatively impact the soil capability of land and limit the ability to undertake soil-based farming in the future. Negative impacts to the native soil and agricultural capability of the land may arise as follows:

- Land and site preparation activities needed in advance of construction of buildings, including removal of existing native soil and required fill activities.
- The actual buildings and structures, concrete slabs/footing, and other infrastructure that become permanent fixtures on farmland with no provision for removal of the structure and site remediation at the end of the building life span.
- Resulting compaction of the underlying sub-soils.

Land preparation works intended to support agricultural buildings and commercial greenhouses typically result in full removal of the native soil to level the site to enable installation of concrete footings and slabs on harder ground to support the building. Native soil removal, in conjunction with construction of agricultural buildings with impermeable surfaces, can also have impacts on stormwater drainage. This may have considerable negative impacts on the agricultural capability of the soil for large areas around the agricultural building unless substantial infrastructure and capital investment is implemented by the farmer to manage on-site drainage.

In the event that an owner/farmer wished to remove agricultural buildings or commercial greenhouses, significant work and investment would be required to revert and remediate the site to allow soil-based agriculture. When building and foundation removal and remediation

activities are completed, the soils are likely to be at a lower agricultural capability when compared to the previous undisturbed soils.

Since Bylaw 9861 was adopted in 2018, there has been one application that has gone through the fast-tracked process for a rezoning to allow a greenhouse to be constructed with concrete or hard surfacing. As there has been a limited number of applications to go through the fast tracked process, updating the existing regulations is not required at this time. The fast tracked process, by nature, is an expedited process with a minimal application fee (\$200), and current processing times and processing costs would not act as a deterrent to farming operations that legitimately require concrete constructions for their farming business.

Options for Consideration

In response to Council's referral and consultation with the Food Security and Agricultural Advisory Committee, staff have prepared three options for Council's consideration.

Option 1: Maintain current regulations, which restrict the use of concrete in greenhouses (recommended).

This option is consistent with City policy that encourages soil-based farming by regulating the amount of hard surfacing in greenhouses. Council approval would be required for farmers wishing to construct a greenhouse with the use of concrete construction, through a fast tracked rezoning application. Staff will continue to monitor the amount of applications for greenhouses with the use of concrete, and can report back to Council if a proliferation of applications are submitted to the City.

Option 2: Amend the AG1 zone to permit greenhouses to use concrete footings, but continue to prohibit concrete floors.

This option enables farmers wishing to construct greenhouses with the use of concrete footings, to proceed directly to a Building Permit application, but would require Council approval for farmers wishing to construct a greenhouse with the use of concrete slabs and concrete floors. Council approval would be required for farmers applying to construct a greenhouse with the use of concrete floors through a fast tracked rezoning application. If there were support from Council on this option, staff would require direction to prepare the necessary bylaw amendments to the Zoning Bylaw.

Option 3: Amend the AG1 zone to permit greenhouses with a cumulative lot coverage equal to or less than 750 m² in total area to use concrete floorings and footings.

This option enables farmers wishing to utilize the use of concrete in greenhouses provided they have a cumulative coverage equal to or less than 750 m² (8,072 ft²) to proceed directly to a Building Permit application. The 750 m² limitation on a concrete floor is what is currently permitted for agricultural buildings and structures, other than greenhouses, within the AG1 Zone. This option would provide consistency amongst the regulations for use of concrete for agricultural buildings within the AG1 Zone. Council approval would be required for farmers applying to construct a greenhouse with the use of concrete floors with a cumulative area

coverage of over 750 m² (8,072 ft²). If there were support from Council on this option, staff would require direction to prepare the necessary bylaw amendments to the Zoning Bylaw.

Food Security and Agricultural Advisory Committee (FSAAC)

The FSAAC met on November 7, 2024 to review and provide feedback on three potential options as they relate to concrete use in greenhouses:

1. Maintain regulations for greenhouses as currently applied;
2. Amend the AG1 zone to permit greenhouses to use concrete footings, but continue to prohibit concrete floors; and
3. Amend the AG1 zone to permit greenhouses with a cumulative lot coverage equal to or less than 750 m² (8,072 ft²) in total area to use concrete floorings and footings.

The Committee considered all three options and the majority supported Option 2 to permit the use of concrete footings in greenhouse. The Committee was not unanimous in this decision as some members supported maintaining the current regulations for greenhouses, and some members supported permitting up to 750 m² (8,072 ft²) of cumulative concrete flooring. Meeting minutes from the November 7, 2024 FSAAC meeting can be found in Attachment 1.

Financial Impact

None.

Conclusion

This report responds to the referral from Council on June 24, 2024, directing staff to evaluate Bylaw 9861, which restricts greenhouses with concrete foundations on agricultural properties and provides a fast-tracked site-specific rezoning process for farmers wanting to use hard surfacing. In consultation with FSAAC, staff prepared three options for Council's consideration, including maintaining current regulations, permitting concrete footings, and permitting concrete floors with a cumulative coverage of up to 750 m² (8,072 ft²). Of these, staff recommend maintaining Bylaw 9861's current regulations as they best support City policy aimed at encouraging soil based agriculture by limiting hard surfacing. Moreover, the fast tracked rezoning process, as currently applied, does not act as a barrier to farmers who legitimately require hard surfacing for their farm operations. Therefore, it is recommended that the AG1 zoning and Council policy be maintained, and this staff report be received for information.



James Hnatowich
Planner 1
(604-247-4911)

JSH:cas

Att. 1: FSAAC Minutes

**Food Security and Agricultural Advisory Committee (FSAAC)**

Held Thursday, November 7, 2024 (7:00 pm)
Microsoft Teams

In Attendance:

Members: Mike Bomford (Chair); Abu Jahangir; Bill McKinney; Lynn Kemper; Cory May, Vida Rose, Leslie Williams, Cynthia Zhou

Non-Members: James Hnatowich (Policy Planning); Steven De Sousa (Policy Planning);

Regrets:

Members: Phil Carriere; Allen Rose;

Non-Members: Councillor Laura Gillanders (Council Liaison); Drew Bondar (Ministry of Agriculture); Mike Bandy (Agricultural Land Commission)

1. Policy 9861 Referral- Greenhouses with Concrete

James Hnatowich, Planner 1, Policy Planning, introduced a referral to evaluate Bylaw 9861, that restricts concrete footings, and report back to Council. Planning Staff provided the following 3 options to be reviewed by FSAAC for comments and considerations:

- Option 1 (Status Quo): This option maintains regulations for greenhouses as currently applied. Individuals wanting to construct a greenhouse with the use of concrete would have to do so through a “fast tracked” application.
- Option 2 (Allow concrete footings): This option amends the AG1 zone to permit greenhouses to use concrete footings, but would require individuals wanting to construct a greenhouse with the use of concrete floors to do so through a “fast tracked” application.
- Option 3 (Permit concrete in greenhouses for a cumulative total area of 750 m²): This option permits the use of concrete for greenhouses with a cumulative area of 750 m² or less, but undermines City Policy encouraging protection of soil based agriculture. Individuals wanting to construct a greenhouse with the use of concrete in excess of 750 m² would do so through a “fast tracked” application.

In response to questions from the Committee, staff provided the following additional comments:

- This referral is coming to FSAAC due to the recent “fast-tracked” application that was completed. Since the City has had an opportunity to work through the process, Council determined now was an appropriate time to revisit Bylaw 9861.
- The City regulates and restricts cannabis production to the fullest extent that is allowed, based on regulations by the Agricultural Land Commission and the Agricultural Land Reserve.
- The 750 m² value listed in Option 3 was provided to be consistent with similar existing regulations the City has for concrete use in agricultural buildings.
- With any option, farm operations requiring the use of concrete in excess of what the option could permit, would still be able to do so through the “fast-tracked” application process pending Council approval.

The Committee discussed concerns over restricting farmer’s ability to grow crops on their land via restrictions on concrete, potential safety concerns restricting concrete footings as concrete footings can provide structural stability to greenhouses, and expressed concerns over the possibility of having abandoned greenhouses with concrete floors not being removed.

The Committee passed the following motion:

That the Food Security and Agricultural Advisory Committee support Option 1 (Status Quo) maintaining regulations for greenhouses as currently applied.

*Defeated
With Cynthia Zhou and Abu Jahangir in favour*

The Committee then passed the following motion:

That the Food Security and Agricultural Advisory Committee support Option 2 which would permit the use of concrete footings in greenhouses.

*Carried
With Cory May abstained and Lynn Kemper and Bill McKinney opposed*



To: Planning Committee

Date: December 12, 2024

From: John Hopkins
Director, Policy Planning

File: 08-4200-08/2024-Vol 01

Re: **Referral Response - Steveston Village Heritage Conservation Grant Program (Council Policy 5900)**

Staff Recommendation

1. That the proposed amendments to the Steveston Village Heritage Conservation Grant Program (Council Policy 5900), as detailed in the staff report titled "Referral Response - Steveston Village Heritage Conservation Grant Program (Council Policy 5900)", dated December 12, 2024 from the Director, Policy Planning be approved; and
2. That an amendment to the Official Community Plan (Steveston Area Plan) be prepared to adjust the development contribution structure for the Steveston Village Heritage Conservation Grant Program to ensure long-term sustainable funding for the program.

John Hopkins
Director, Policy Planning
(604-276-4279)

JH:
Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	
Corporate Programs	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Housing Office	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO

Staff Report

Origin

The purpose of this report is to respond to Planning Committee's referral on the Steveston Village Heritage Conservation Grant (SVHCG) Program and to present revised recommendations for proposed amendments to the program.

A staff report was considered by Planning Committee on January 6, 2021, which contemplated the following changes to the SVHCG Program:

1. Introduce the requirement for all Heritage Conservation Grant applications to include visual enhancements to street-fronting facades as part of the proposed scope of work (a minimum of 10% of the overall grant amount); and
2. Imbed the explicit requirement for an acceptable Heritage Conservation Plan prepared by a heritage professional to be submitted as part of all Heritage Conservation Grant applications.

As a result of the discussion, Planning Committee made the following referral:

That the Steveston Village Heritage Conservation Grant Program (Council Policy 5900), be referred back to staff to:

- (1) review options to provide upfront grant funding to support initial costs of developing the Heritage Conservation Plan;*
 - (2) review allocation of grant funding towards exterior façade works; and*
 - (3) consult with Steveston historians, pioneers and the Heritage Commission on the Grant Program;*
- and report back.*

This report supports Council's Strategic Plan 2022-2026 Focus Area #6 A Vibrant, Resilient and Active Community:

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

6.5 Enhance and preserve arts and heritage assets in the community.

Findings of Fact

Steveston Village Heritage Conservation Grant Program (Council Policy 5900)

The Steveston Village Heritage Conservation Grant (SVHCG) Program was adopted by Council in 2009 as part of the implementation of the Steveston Village Conservation Strategy. The program aims to provide financial assistance to property owners, on a cost-sharing basis, for conserving the exterior of the seventeen protected heritage buildings in the Steveston Village Heritage Conservation Area (Attachment 1), recognizing that the historic buildings make a significant contribution to the heritage character of Steveston Village.

Funds for the SVHCG Program are provided by developers' contributions secured through development applications. A voluntary cash contribution is provided for density over 1.2 Floor Area Ratio (FAR) up to the maximum of 1.6 FAR on sites specified in the Steveston Village Land Use Density and Building Height Map, included in the Steveston Area Plan.

The SVHCG Program was amended on November 13, 2018 to better promote the conservation of the protected heritage buildings and utilize the funds collected to-date for their intended purpose. Amendments to the SVHCG Program in 2018 included:

- Increasing the maximum grant amount per protected heritage building to \$150,000 from \$50,000;
- Increasing the additional grant amount available to achieve exceptional heritage conservation to \$100,000 from \$25,000, such that the maximum grant amount per protected heritage building is a total of \$250,000;
- Modifying the required 50/50 cost sharing basis for a protected heritage building owned by a registered non-profit society to 75/25, so the City may provide a grant that covers up to 75% of the total eligible expenses;
- Clarifying and expanding the types of expenses eligible for funding based on the definition of "conservation" provided in the *Standards and Guidelines for the Conservation of Historic Places in Canada*; and
- Clearly defining the grant issuance process and submission requirements.

A Heritage Alteration Permit (HAP) is required for any alterations to the exterior of a protected heritage property in the Heritage Conservation Area, including restoration work, other than minor repair or routine maintenance. The necessary HAP can be processed concurrently with an application for a grant from the SVHCG Program. The timeframe, within which the work authorized by an HAP has to be completed, can be set by Council or its delegate to suit the conservation needs and scope of the work, and is not prescribed by the *Local Government Act*.

Current Funding

Since it was established in 2009, there have been three contributions, providing a total of \$970,581 to the fund for the SVHCG Program. Three grants have been disbursed for a total expenditure of \$237,271.85, and the current balance of the account, including the starting balance and interest earned to date stands at \$930,635.42 as of October 31, 2024. An account summary is provided in Attachment 2.

The Standards and Guidelines for the Conservation of Historic Places in Canada

The Standards and Guidelines for the Conservation of Historic Places in Canada (2nd edition, 2010, Parks Canada), pan-Canadian best-practice principles and guidance, is used as a guide in managing the protected heritage resources in Steveston Village and reviewing all SVHCG applications.

The Standards and Guidelines defines conservation as "all actions or processes aimed at safeguarding the character-defining elements of an historic place to retain its heritage value and extend its physical life. This may involve Preservation, Rehabilitation, Restoration, or a

combination of these actions or processes.” The three conservation treatments are defined as follows:

- **Preservation:** the action or process of protecting, maintaining, and/or stabilizing the existing materials, form and integrity of an historic place, or of an individual component, while protecting its heritage value.
- **Rehabilitation:** the action or process of making possible a continuing or compatible contemporary use of an historic place, or an individual component, while protecting its heritage value.
- **Restoration:** the action or process of accurately revealing, recovering or representing the state of an historic place, or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

Any conservation project may involve aspects of more than one of the three conservation treatments.

Analysis

Since the referral from Planning Committee on the SVHCG Program (Council Policy 5900), staff have conducted further review of the program to assess options to provide up-front funding for planning of conservation work, and whether a portion of each grant should be tied to visual enhancements to protected buildings as part of a grant application, and have consulted on options. The proposed updated Council Policy 5900 is included in Attachment 3, and a redlined version is included in Attachment 4.

Proposed Amendments to the SVHCG Program

Staff recommend the following changes to the SVHCG Program to further encourage the property owners to take advantage of the program and achieve the goals of the program – to support the preservation, restoration and/or rehabilitation of the seventeen historic buildings that are key to the heritage character and heritage values of the Heritage Conservation Area. This is an ongoing and long-term goal requiring sustained support and funding.

Each of the protected heritage buildings in the Heritage Conservation Area is unique and has differing conservation needs. Most will require substantial investment to achieve restored facades and structural work may also be needed to ensure the longevity of the building. Supporting upfront planning for projects to establish conservation goals and strategies, and providing additional time to complete projects can further assist building owners to plan and pursue conservation of these important heritage buildings.

The Standards and Guidelines for the Conservation of Historic Places in Canada will continue to be used as a guide to manage the protected heritage buildings and evaluate all grant applications.

In describing the proposed changes to Council Policy 5900 (SVHCG Program), there are four main categories as described below.

1. Create a new category of “Planning Project Grants” with the maximum grant amount of \$10,000 per identified heritage building and up to 100% of the total cost of eligible expenses

The purpose of the Planning Project Grants is to financially assist the property owners in engaging a heritage consultant and developing necessary planning documents for heritage conservation. The types of documents that can be eligible include Statements of Significance, Heritage Conservation Plans, building condition assessment reports, architectural plans, and any other types of planning studies that support heritage conservation, at the discretion of the Director of Policy Planning.

A Heritage Conservation Plan and associated documents are valuable for guiding conservation work and can provide key information to plan and inform a Conservation Project Grant application. A Heritage Conservation Plan sets out what is significant about a heritage place and how its heritage values and character-defining elements will be conserved. The cost for this type of report can range up to \$10,000 or more, depending on the complexity of the site, the consultant fees, and the availability of previous studies.

Currently, consulting costs can be covered up to 10% of the total grant amount; however, a conservation project must be completed prior to the disbursement of the approved grant. By creating a separate category of “Planning Project Grants”, a grant can be provided earlier in the process once the document is completed and shared with the City.

Even if the physical work contemplated at the planning stage does not proceed, the planning documents will be invaluable resources for the City and the property owners to understand the protected heritage buildings, their heritage value and character-defining elements, in order to properly maintain them and plan any future conservation projects.

The application for a Planning Project Grant will include a letter from the property owner indicating the type of documentation that is required and its purpose, along with a proposal from a qualified heritage professional summarizing the proposed scope of work and the fees. If the application is approved by Council, the applicant would submit the documents with receipts and/or invoices within 12 months of the date of the approval in order to receive the approved grant.

2. Formalize the requirement to submit an acceptable Heritage Conservation Plan for all Conservation Project Grant applications

Staff recommend that the requirement to submit an acceptable Heritage Conservation Plan or equivalent documentation prepared by a heritage professional as part of all Conservation Project Grant applications be stated in the Council Policy; however, the requirement may be waived for minor projects or projects that do not alter the exterior of the building, at the discretion of the Director of Policy Planning. The involvement of a heritage professional would still be anticipated in all Conservation Project Grant proposals.

3. Require façade restoration as part of the proposed work for the additional Conservation Project Grant for exceptional heritage conservation

The Conservation Project Grant can provide up to \$150,000 per identified heritage building. An additional grant of up to \$100,000 can be considered by Council to achieve exceptional heritage conservation. This provides further support and incentive to the property owners to restore or rehabilitate the historic buildings, including the facades, to convey the buildings' heritage significance and enhance the streetscape of Steveston Village. It is recommended that proposed works should include façade improvements, where not already completed, to be eligible for the additional grant.

All proposed eligible work for a Conservation Project Grant application should advance the conservation of the building for the long term, guided by the Heritage Conservation Plan and the *Standards and Guidelines for the Conservation of Historic Places in Canada*. Eligible work can include exterior conservation such as restoration of cladding, windows, doors, roofing or other character-defining elements of the exterior, as well as structural work. New foundations, structural repairs and seismic upgrades might not enhance the building facades and streetscape directly but are critical to extend the physical life of protected heritage buildings.

Exceptional heritage conservation is defined in the policy as a complete and comprehensive restoration of a building, in the opinion of the Director of Policy Planning and a retained heritage consultant. Staff recommend that it be further stated to include façade restoration, where not already completed, to enhance the historic appearance of the building and heritage character of Steveston Village.

4. Increase the timeframe to complete conservation work and claim the approved grant to 36 months

All Conservation Project Grants are considered for approval by City Council. If approved, the works covered by the Conservation Project Grant must be completed within a defined timeframe, currently set at 24 months from the date of the approval by Council. After the agreed timeframe from the date of the approval, the grant approval expires. A firm timeframe assists in managing the commitment of grant funds. Staff recommend that the timeframe could be extended, depending on the scope and complexity of the project, to allow up to 36 months. The timeframe would correspond to the associated Heritage Alteration Permit issued.

Summary of Grants Available

The total maximum grant amount per identified heritage building could be \$260,000 (\$10,000 for a Planning Project, and \$250,000 for a Conservation Project). To achieve this maximum grant, an applicant would invest a minimum of \$250,000 of matching funds (\$83,333 for a non-profit owner).

As heritage conservation may occur in stages, an owner may apply more than once. It should also be noted that the maximum grant amounts are maximums only; staff and Council are not obligated to provide the full requested amount.

Proposed grant structure and matching funds requirement:

<u>Grant Stream:</u>	<u>Authority:</u>	<u>Maximum Grant:</u>	<u>Applicant’s Investment (minimum required):</u>
Planning Project Grant	City Council	\$10,000 (up to 100%)	Not applicable
Conservation Project Grant	City Council	\$150,000 (up to 50%; 75% for a non-profit owner)	\$150,000 to achieve maximum grant (\$50,000 for a non-profit owner)
Conservation Project Grant – Exceptional Heritage Conservation	City Council	\$100,000 (up to 50%; 75% for non-profit owner)	\$100,000 to achieve maximum grant (\$33,333 for non-profit owner)

Funding Model of the SVHCG Program

The SVHCG Program is funded by voluntary cash contributions, calculated per additional square foot over 1.2 Floor Area Ratio (FAR) from sites in the Steveston Village Heritage Conservation Area where additional density is proposed over and above the base 1.2 FAR (up to the maximum 1.6) through a redevelopment application. The current rate of contribution is \$72.93 per square foot added above 1.2 to a maximum 1.6 FAR. Based on policy in the Steveston Area Plan, the contribution can be reduced by the amount of the cash-in-lieu contribution to the City’s Affordable Housing (AH) Strategy. The current rate for the AH contribution is \$15 per square foot for apartment developments with 60 units or less, which applies to the residential portion of mixed use developments located in Steveston Village. The contribution is calculated on the total buildable residential floor area.

The current contribution rates and calculations for the two programs result in a reduction of approximately 70% or more of the SVHCG Program contribution. Previous predictions of the program funding have assumed a much larger allocation to the program as seen in contributions made from rezoned sites in 2014-2016 (with a reduction of 26% to 29% due to the AH contribution).

As indicated earlier, the grant fund currently has a balance of \$930,635.42. Of this, \$100,000 has been approved and allocated for a project that is currently underway (Steveston Methodist Church exterior restoration). The remainder is sufficient to provide the maximum grant to approximately three buildings. Continuing to add substantial new contributions to the fund will be vital to ensure it can continue to be available as intended to support the conservation of all eligible buildings over time.

It is recommended that staff be directed to review and revise how contributions are received into the SVHCG Program fund from sites in Steveston Village to ensure both heritage and affordable housing programs continue to be supported. Making an adjustment to how contributions to the program are structured requires an amendment to the Official Community Plan (Steveston Area Plan), including a public hearing.

Comparison to Other Heritage Grant Programs

Grant programs for the conservation of heritage buildings and sites are offered in other municipalities in British Columbia including Vancouver, Victoria, Nanaimo and Kelowna. While programs are tailored to the local heritage and conservation needs, the goals and structure are broadly similar, to support and incentivize the conservation of important heritage places for the community through a cost-sharing program. Eligible work varies but typically includes structural stabilization and repairs, such as foundations, roofing and other work to support the longevity of the building, as well as restoration of exterior finishes and architectural elements such as cladding, windows and doors. Several programs offer specific grant support for the planning stage of a project.

A summary of heritage grant programs in BC is provided in Attachment 5.

Consultation

The Richmond Heritage Commission reviewed the proposed amendments to the SVHCG Program outlined in the draft Policy at its meeting held on November 6, 2024 and passed the following resolution:

That the Richmond Heritage Commission accept the recommended changes to the Steveston Village Heritage Conservation Grant Program in the memorandum dated October 31st.

An excerpt from the minutes of the November 6, 2024 meeting is included in Attachment 6.

Additionally, staff have sought input and feedback on the SVHCG Program which has informed the proposed changes to the program. This has included staff discussions on the SVHCG Program with Mr. Bud Sakamoto, a founding member of Steveston Historical Society and author of the Steveston Revitalization Area guidelines (Sakamoto Guidelines, 1989). Mr. Sakamoto emphasized the importance of supporting good design, and retaining and enhancing the historic character of Steveston Village as a fishing village.

Further insight on the Grant Program and support needed to see projects move forward has been obtained through inquiries from property owners and discussion of potential projects, as well as a discussion with heritage consultant Donald Luxton, drawing on his experience of involvement with the Steveston Methodist Church project currently underway with the support of a grant from the SVHCG Program. This has highlighted the importance of the grants to enable projects and to achieve good conservation of Steveston's historic buildings, including structural work. The expenses required before conservation work can begin are significant and there are impacts from increasing costs and challenges with availability of materials. As a result, providing separate support for the planning stage of projects, and allowing more time to complete projects would be beneficial.

Stakeholder Communication

Should Council adopt the staff recommendations, a revised bulletin "Steveston Village Heritage Conservation Grant Program (Planning-03)" will be posted on the City's website.

Staff also propose to contact property owners of the privately-owned protected heritage buildings with information about the revised SVHCG Program and to discuss conservation opportunities.

Financial Impact

The grant applications will be considered on a first-come, first-served basis. If no program funds are available, no grant applications will be considered.

Conclusion

This report responds to a referral from Planning Committee regarding upfront grant funding, allocation of grant funding to exterior façade works, and consultation in relation to the Steveston Village Heritage Conservation Grant program (Council Policy 5900).

It is recommended that the proposed amendments to the Steveston Village Heritage Conservation Grant Program (Council Policy 5900) included in this report be approved to strengthen its long-term effectiveness in achieving conservation of the seventeen protected heritage buildings in the Steveston Village Heritage Conservation Area. The amendments would include the following:

1. Create a new category of “Planning Project Grants” of up to \$10,000 per property;
2. Formalize the requirement for a Heritage Conservation Plan for Conservation Project Grants;
3. Require façade restoration be part of proposed work to be eligible for the additional Conservation Project Grant for exceptional heritage conservation; and
4. Increase the time allowed to complete grant-funded projects to 36 months.

It is also recommended that staff prepare an amendment to the Official Community Plan (Steveston Area Plan) to help ensure a sustainable funding model for the SVHCG Program as intended.



Judith Mosley
Planner 2 (Policy Planning) – Heritage Planner
(604-276-4170)

JM:cas





















- Att 1: Map of the Steveston Village Heritage Conservation Area
- 2: Summary of the Heritage Trust Account
- 3: Draft Council Policy 5900
- 4: Draft Council Policy 5900 (redlined version)
- 5: Summary of Heritage Grant Programs in BC
- 6: Excerpts from the November 6, 2024 Richmond Heritage Commission Meeting

Map of the Steveston Village Heritage Conservation Area

Map 1 - Steveston Village Heritage Conservation Area (HCA): Resources and Modified 1892 Historic Lot Lines Map



LEGEND

	Non Heritage Building		Identified Heritage Resource		Historic Lot Lines
	3811 Moncton St.: "Japanese Doctors'/Hospital Office" relocated from 4091 Chatham St.		3580 Moncton Street "Hepworth Block"		3831 Moncton Street "Ray's Drygoods/Budget Appliance"
	3711/3731 Chatham Street "Steveston Methodist Church"		3611 Moncton Street "Marine Garage"		3871 Moncton Street "Bare Basics"
	12011 3 rd Avenue "Steveston Courthouse"		3680 Moncton Street "Wakita Grocery"		3891 Moncton Street "Tasaka Barbershop"
	12111 3 rd Avenue "Sockeye/Steveston Hotel"		3700 Moncton Street "Redden Net/ Atagi Building"		12191 1 st Avenue "Japanese Buddhist Temple"
	3460 Moncton Street "Dave's Fish & Chips"		3711 Moncton Street "Cannery Café"		12311 No 1 Road "Prickly Pear Garden Center"
	3480 Moncton Street "Watsida Building/ Riverside Art Gallery"		3811 Moncton Street "Steveston Museum/Northern Bank"		

November 27, 2018

ATTACHMENT 2

Summary of the Heritage Trust Account

Program code 90526. As of October 31, 2024.

Year	\$ Amount	Description
1999	107,569.26	Beginning balance
1999	(25,000.00)	Britannia Bunkhouse (expense)
2006	(50,000.00)	Steveston Village Heritage Conservation Program (expense)
2015	209,484.00	Steveston Village Heritage Conservation Grant Program (contribution) (RZ 13-643436)
2017	547,930.00	Steveston Village Heritage Conservation Grant Program (contribution) (RZ 15-710852)
2018	213,167.00	Steveston Village Heritage Conservation Grant Program (contribution) (RZ 15-697899)
2020	(14,471.85)	Steveston Village Heritage Conservation Grant Program (expense) Grant to assist with roof replacement for the building at 3891 Moncton Street, known as the "Tasaka Barbershop"
2021	(72,800.00)	Steveston Village Heritage Conservation Grant Program (expense) Grant to assist with roof replacement for the building at 12111 3rd Avenue, known as the "Sockeye/Steveston Hotel"
2021	(150,000.00)	Steveston Village Heritage Conservation Grant Program (expense) Grant to assist with foundation replacement for the building at 3711/3731 Chatham Street, known as the "Steveston Methodist Church"
	164,757.01	Interest (over multiple years)
Total	\$ 930,635.42	

An additional grant of \$100,000 for exceptional conservation was approved by Council in April 2024 to the Richmond Hospital/Healthcare Auxiliary to assist with exterior conservation of the building at 3711/3731 Chatham Street (Steveston Methodist Church). The work has been underway in summer and fall of 2024 and includes restoration of exterior cladding, windows, doors, trim and a historical paint scheme. The grant is due to be disbursed on completion of the project.



Page 1 of 4	Steveston Village Heritage Conservation Grant Program Adopted by Council: April 27, 2009 Amended by Council: November 13, 2018 Amended by Council:	Policy 5900
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POLICY 5900:

It is Council policy that:

The Steveston Village Heritage Conservation Grant (SVHCG) Program is established to provide financial assistance to property owners – on a cost share basis – for conserving the exterior of 17 heritage buildings in the Steveston Village Heritage Conservation Area, as identified in the Steveston Area Plan.

The 17 identified heritage buildings make a significant contribution to the heritage character of Steveston Village. The intent of the program is to help conserve the exterior of these significant buildings and support their continued legacy for future generations.

1. Program Funding Sources

The source of funds for the SVHCG Program includes:

- Voluntary cash contributions, as set out in the Steveston Area Plan;
- Senior government and Non-Governmental Organization grants; and
- Other private donations.

2. Funding Categories

The SVHCG Program provides funding opportunities through two different categories:

- **Planning Project Grants** for engaging a heritage consultant and developing necessary planning documents for heritage conservation;
- **Conservation Project Grants** for physical conservation work.

3. Eligible Expenses and Grant Amounts

Planning Project Grants

- Eligible expenses include consulting fees to develop Statements of Significance, Heritage Conservation Plans, building condition assessment reports, architectural plans, and any other types of planning studies that support heritage conservation, at the discretion of the Director of Policy Planning.
- Maximum grant of \$10,000 per identified heritage building. The grant may cover 100% of the total cost of eligible expenses.
- As heritage conservation may occur in stages, an owner/developer may apply more than once; however, the total grant amount per identified heritage building is limited to \$10,000 for Planning Project Grants.



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
Amended by Council:

Conservation Project Grants

- Eligible expenses are limited to works related to the exterior conservation of the identified heritage buildings. These include, but are not limited to, the following:
 - Façade restoration or rehabilitation to enhance the historic appearance and convey the heritage significance of the building;
 - Repair or restoration of the character-defining elements such as wood windows or original cladding;
 - Reconstruction of lost heritage elements such as front porches or exterior trims;
 - Roof repair or replacement; and
 - Structural upgrades, including seismic upgrades, and stabilization work (e.g. new foundations) to extend the physical life of the building.
- Ineligible expenses include, but are not limited to, the following:
 - General on-going maintenance work (e.g. gutter cleaning);
 - Renovation or replacement of non-historic elements of the building;
 - New additions and/or construction of accessory buildings;
 - Interior works; and
 - Any other work deemed to be inappropriate at the discretion of the Director of Policy Planning.
- Maximum grant of \$150,000 per identified heritage building. The grant may not exceed 50% of the total cost of eligible expenses (i.e. only projects with eligible expenses of \$300,000 or more would be able to apply for the maximum amount).
- An additional maximum grant of \$100,000 per identified heritage building may be considered by Council to achieve exceptional heritage conservation. Exceptional heritage conservation means a complete and comprehensive restoration of a building including the façade(s) (where not already completed), in the opinion of the Director of Policy Planning and a retained heritage consultant, and that would greatly enhance the historic appearance of the building and the heritage value and heritage character of the Steveston Village Heritage Conservation Area. The final determination of what is exceptional will be made by Council based on the project's overall contribution to conserving the character of Steveston Village.
- If the registered owner of the property containing one of the identified heritage buildings is a registered non-profit society, Council may consider providing up to 75% of the total cost of eligible expenses.
- As heritage conservation may occur in stages, an owner/developer may apply more than once; however, the total Conservation Project Grant amount per identified heritage building is limited to \$150,000, and for exceptional conservation projects, it is limited to \$250,000.



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
Amended by Council:

4. Grant Applications

- Grant applications must be submitted in accordance with the procedures and forms provided by the City of Richmond.
- If no program funds are available, no grant applications will be considered (i.e. first-come, first-served basis).
- A grant will not be provided where work has already been undertaken prior to the City's approval.
- Owners or developers of sites with identified heritage buildings may include public entities (e.g. City or other levels of government), and are eligible to apply for a grant.
- Contributors to the SVHCG Program may apply for a grant (e.g. if the site proposed to be redeveloped contains one of the 17 identified heritage buildings). However, the required contribution must be provided to the City prior to final approval of the accompanying rezoning or Heritage Revitalization Agreement application.
- Any person involved in the review and approval of SVHCG applications, including active members of City Council, must declare any direct or indirect benefit to themselves, relatives, business associates, or to anyone else that would advance their personal interests, and may be required to recuse themselves from such processes.
- All grant applications that meet the eligibility criteria will be considered by Council. Council is not obligated to approve a grant or to provide the full requested amount. Final decision on all grant applications that meet the eligibility criteria will be made by Council.
- All Planning Project Grant applications must include a letter from the property owner and a proposal from a qualified heritage professional or design professional outlining the proposed scope of work and the fees.
- All Conservation Project Grant applications must include an acceptable Heritage Conservation Plan or equivalent documentation prepared by a professional heritage consultant. The requirement of a Heritage Conservation Plan may be waived for projects that are minor in scale and do not significantly affect the exterior of the heritage building, at the discretion of the Director of Policy Planning.
- The *Standards and Guidelines for the Conservation of Historic Places in Canada* shall be used as a guide in determining eligible expenses. The *Standards and Guidelines* defines "conservation" as all actions or processes aimed at safeguarding the character-defining elements of a resource to retain its heritage value and extend its physical life.

5. Grant Issuance

- If Council approves the application, the eligible works must be completed before the grant is issued.



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
Amended by Council:

- For all Planning Project Grants, the following items must be submitted and accepted by City staff prior to the grant's issuance:
 - A letter from the applicant/owner indicating the actual cost of the completed consulting work and a request for payment of the grant;
 - A PDF copy of the planning document(s); and
 - Paid bills and/or invoices.
- For all Conservation Project Grants, the following items must be submitted and accepted by City staff prior to the grant's issuance:
 - A letter from the applicant/owner indicating the actual cost of the completed project accompanied by paid bills as proof and a request for payment of the grant;
 - A project completion report from the project manager (e.g., independent contractor who has completed the work) confirming that the work has been completed in accordance with the approved plans and specifications, including a complete list of actual improvements and installation methods. The report must include a copy of written warranties of all applicable work; and
 - Photographs of the completed project.
- The works covered by the approved Project Planning Grant must be completed within 12 months of the date of the approval by Council. After 12 months of the date of the approval, the grant approval will expire.
- The works covered by the approved Conservation Project Grant must be completed within 36 months of the date of the approval by Council. After 36 months from the date of the approval, the grant approval will expire.
- For issuance of the approved grant, the completed works must be inspected and deemed satisfactory by the City staff.

6. Evaluation Criteria

The following considerations will form the basis for evaluation of grant applications:

- How the proposed work contributes to preserving and enhancing the overall historic fabric and heritage value of Steveston Village;
- The level of contribution of the proposed work in conserving the heritage character and conveying the historic significance of the building;
- How the proposed work helps extend the physical life of the building; and
- The overall quality of the submission and the applicant's ability to carry out the project on a reasonable time-frame at reasonable costs and secure other funding sources.



Page 1 of 6	Steveston Village Heritage Conservation Grant Program	Policy 5900
Adopted by Council: April 27, 2009 Amended by Council: November 13, 2018 <u>Amended by Council:</u>		

POLICY 5900:

It is Council policy that:

The Steveston Village Heritage Conservation Grant (SVHCG) Program is established to provide financial assistance to property owners – on a cost share basis – for conserving the exterior of 17 heritage buildings in the Steveston Village Heritage Conservation Area, as identified in the Steveston Area Plan.

The 17 identified heritage buildings make a significant contribution to the heritage character of Steveston Village. The intent of the program is to help conserve the exterior of these significant buildings and support their continued legacy for future generations.

1. Program Funding Sources

The source of funds for the SVHCG Program includes:

- ~~Density bonus~~Voluntary cash contributions, as set out in the Steveston Area Plan*;
- Senior government and Non-Governmental Organization grants; and
- Other private donations.

~~*Specific sites within the “Steveston Village Land Use Density and Building Height Map” are identified for a maximum possible Floor Area Ratio (FAR) of 1.6. In order to achieve this maximum density, a contribution of \$608.05 per m² (\$56.49 per ft²)—based on the increase in net building floor area between the 1.2 FAR base density and up to the 1.6 FAR maximum density—must be provided.~~

~~Contribution amounts may be reduced by an amount equivalent to any cash-in-lieu contributions received under the City’s Affordable Housing Strategy.~~

~~The above contribution rate to the SVHCG Program will be revised, starting February 28, 2019, and then by February 28 every two years thereafter, by adding the annual inflation for the preceding two calendar years using the Statistic Canada Vancouver Construction Cost Index—Institutional inflation rate. The revised rates will be published in a City Bulletin.~~

2. Funding Categories

The SVHCG Program provides funding opportunities through two different categories:

- Planning Project Grants for engaging a heritage consultant and developing necessary planning documents for heritage conservation;
- Conservation Project Grants for physical conservation work.

2.3. Eligible Expenses and Grant Amounts

Planning Project Grants



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
Amended by Council:

- Eligible expenses include consulting fees to develop Statements of Significance, Heritage Conservation Plans, building condition assessment reports, architectural plans, and any other types of planning studies that support heritage conservation, at the discretion of the Director of Policy Planning.
- Maximum grant of \$10,000 per identified heritage building. The grant may cover 100% of the total cost of eligible expenses.
- As heritage conservation may occur in stages, an owner/developer may apply more than once; however, the total grant amount per identified heritage building is limited to \$10,000 for Planning Project Grants.

Conservation Project Grants

- Eligible expenses are limited to works related to the exterior conservation of the identified heritage buildings. These include, but are not limited to, the following:
 - Façade restoration or rehabilitation to enhance the historic appearance and convey the heritage significance of the building;
 - Repair or restoration of the character-defining elements such as wood windows or original cladding;
 - Reconstruction of lost heritage elements such as front porches or exterior trims;
 - Roof repair or replacement; and
 - Structural upgrades, including seismic upgrades, and stabilization work (e.g. new foundations) to extend the physical life of the building.
- Ineligible expenses include, but are not limited to, the following:
 - General on-going maintenance work (e.g. gutter cleaning);
 - Renovation or replacement of non-historic elements of the building;
 - New additions and/or construction of accessory buildings;
 - Interior works; and
 - Any other work deemed to be inappropriate at the discretion of the Director of Policy Planning.
- Maximum grant of \$150,000 per identified heritage building. The grant may not exceed 50% of the total cost of eligible expenses (e.g.i.e., only projects with eligible expenses of \$300,000 or more would be able to apply for the maximum amount).
- An additional maximum grant of \$100,000 per identified heritage building may be considered by Council, ~~with private matching funding,~~ to achieve exceptional heritage conservation. Exceptional heritage conservation means a complete and comprehensive restoration of a building including the façade(s) (where not already completed), in the opinion of ~~Manager~~ the Director of Policy Planning and a retained heritage consultant, and that would greatly enhance the historic appearance of the building and the heritage value and heritage character of the Steveston Village Heritage Conservation Area. -The



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
Amended by Council:

final determination of what is exceptional will be made by Council based on the project's overall contribution to conserving the character of Steveston Village.

- If the registered owner of the property containing one of the identified heritage buildings is a registered non-profit society, Council may consider providing up to 75% of the total cost of eligible expenses.
- As heritage conservation may occur in stages, an owner/developer may apply more than once; however, the total grant amount per identified heritage building is limited to \$150,000, and for exceptional conservation projects, it is limited to \$250,000.
- ~~If no program funds are available, no grant applications will be considered (i.e., first-come, first-serve basis).~~

~~2. Eligible Expenses~~

~~Eligible expenses are limited to works related to the exterior conservation of the identified heritage buildings. These include, but are not limited to, the following:~~

- ~~Facade restoration or rehabilitation to improve the appearance and convey the heritage significance of the building;~~
- ~~Repair or restoration of the character-defining elements such as wood windows or original cladding;~~
- ~~Reconstruction of lost heritage elements such as front porches or exterior trims;~~
- ~~Roof replacement;~~
- ~~Structural upgrades, including seismic upgrades, and stability work (e.g. new foundations) to extend the physical life of the building; and~~
- ~~Directly related consultant costs, including the cost to prepare a conservation plan and architectural drawings, up to 10% of the total grant amount. Consultant costs without associated physical improvements to the building are not eligible.~~

~~Ineligible expenses include, but are not limited to, the following:~~

- ~~General on-going maintenance work (e.g. power washing, gutter cleaning);~~
- ~~Renovation or replacement of the non-historic elements of the building;~~
- ~~New additions and/or construction of accessory buildings;~~
- ~~Interior works; and~~
- ~~Any other work deemed to be inappropriate at the discretion of the Manager of Policy Planning.~~



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
Amended by Council:

~~3. The Standards and Guidelines for the Conservation of Historic Places in Canada shall be used as a guide in determining eligible expenses. The Standards and Guidelines for the Conservation of Historic Places in Canada defines “conservation” as all actions or processes aimed at safeguarding the character-defining elements of a resource to retain its heritage value and extend its physical life.~~

4. Grant Applications

- ~~Grant applications must be submitted in accordance with the procedures and forms provided by the City of Richmond.;~~
- ~~If no program funds are available, no grant applications will be considered (i.e. first-come, first-served basis).~~
- ~~A grant will not be provided where work has already been undertaken prior to the City’s approval.~~
- Owners or developers of sites with identified heritage buildings may include public entities (e.g. City or other levels of government), and are eligible to apply for a grant.;
- ~~Contributors to the SVHCG Program may apply for a grant (e.g. if the site proposed to be redeveloped contains one of the 17 identified heritage buildings). However, the required contribution must be provided to the City prior to final approval of the accompanying rezoning or a Heritage Revitalization Agreement application.;~~
- ~~Any person involved in the review and approval of SVHCG applications, including active members of City Council, must declare any direct or indirect benefit to themselves, relatives, business associates, or to anyone else that would advance their personal interests, and may be required to recuse themselves from such processes.~~
- ~~All grant applications that meet the eligibility criteria will be considered by Council. Council is not obligated to approve a grant or to provide the full requested amount. Final decision on all grant applications that meet the eligibility criteria will be made by Council;~~
- ~~All Planning Project Grant applications must include a letter from the property owner and a proposal from a qualified heritage professional or design professional outlining the proposed scope of work and the fees.~~
- ~~All Conservation Project Grant applications must include an acceptable Heritage Conservation Plan or equivalent documentation prepared by a professional heritage consultant. The requirement of a Heritage Conservation Plan may be waived for projects that are minor in scale and do not significantly affect the exterior of the heritage building, at the discretion of the Director of Policy Planning.~~
- ~~A grant will not be provided where work has already been undertaken prior to Council approval;~~
- ~~Final decision on all grant applications that meet the eligibility criteria will be made by Council;~~



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
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- ~~If Council approves the application, the eligible works must be completed before the grant is issued. The following items must be submitted and accepted by City staff prior to the grant's issuance:~~
 - ~~— A letter from the applicant/owner indicating the actual cost of the completed project accompanied by paid bills as proof and a request for payment of the grant;~~
 - ~~— A project completion report from the project manager (e.g., independent contractor who has completed the work) confirming that the work has been completed in accordance with the approved plans and specifications, including a complete list of actual improvements and installation methods. The report must include a copy of written warranties of all applicable work; and~~
 - ~~— Photographs of the completed project; and~~
- ~~The completed works must be inspected and deemed satisfactory by the City staff.~~
- ~~The works covered by the approved grant must be completed within 24 months of the date of the approval by Council. After 24 months from the date of the approval, the grant approval will expire. The Standards and Guidelines for the Conservation of Historic Places in Canada shall be used as a guide in determining eligible expenses. The Standards and Guidelines defines "conservation" as all actions or processes aimed at safeguarding the character-defining elements of a resource to retain its heritage value and extend its physical life.~~

5. Grant Issuance

- If Council approves the application, the eligible works must be completed before the grant is issued.
- For all Planning Project Grants, the following items must be submitted and accepted by City staff prior to the grant's issuance:
 - A letter from the applicant/owner indicating the actual cost of the completed consulting work and a request for payment of the grant;
 - A PDF copy of the planning document(s); and
 - Paid bills and/or invoices.
- For all Conservation Project Grants, the following items must be submitted and accepted by City staff prior to the grant's issuance:
 - A letter from the applicant/owner indicating the actual cost of the completed project accompanied by paid bills as proof and a request for payment of the grant;
 - A project completion report from the project manager (e.g., independent contractor who has completed the work) confirming that the work has been completed in accordance with the approved plans and specifications, including a



Page 6 of 6	Steveston Village Heritage Conservation Grant Program	Policy 5900
Adopted by Council: April 27, 2009 Amended by Council: November 13, 2018 <u>Amended by Council:</u>		

complete list of actual improvements and installation methods. The report must include a copy of written warranties of all applicable work; and

- o Photographs of the completed project.
- The works covered by the approved Project Planning Grant must be completed within 12 months of the date of the approval by Council. After 12 months of the date of the approval, the grant approval will expire.
- The works covered by the approved Conservation Project Grant must be completed within 36 months of the date of the approval by Council. After 36 months from the date of the approval, the grant approval will expire.
- For issuance of the approved grant, the completed works must be inspected and deemed satisfactory by the City staff.

5.6. Evaluation Criteria

The following considerations will form the basis for evaluation of grant applications:

- How the proposed work contributes to preserving and enhancing the overall historic fabric and heritage value of Steveston Village;
- The level of contribution of the proposed work in conserving the heritage character and conveying the historic significance of the building;
- How the proposed work helps extend the physical life of the building; and
- The overall quality of the submission and the applicant's ability to carry out the project on a reasonable time-frame at reasonable costs and secure other funding sources.

ATTACHMENT 5

Summary of Heritage Grant Programs

The table presents the findings of a scan of grant programs available for heritage conservation in British Columbia in 2024. It is not an exhaustive list.

Location	Administrator	Name	Description
Vancouver	City of Vancouver	Heritage Incentive Program	Up to \$4m matching grant for properties on the heritage register or designated, of unreinforced masonry. Match up to 50% or \$100 per ft ² , to include seismic upgrade.
	City of Vancouver	Heritage Façade Rehabilitation Program	Up to \$50,000 per street façade for conservation and rehabilitation. Priority to active uses of ground floor spaces, and seismic stabilization of façade components. Matching grants up to 50%.
	Vancouver Heritage Foundation	Heritage Conservation Grants Program	Up to \$25,000 per year for conservation of heritage properties. Funding varies by ownership and heritage protection. Can apply for additional grants, to a five-year maximum. Planning Project and Conservation Project categories. Matching grants up to 50%. Annual funds of \$223,000 from City of Vancouver.
Victoria	Victoria Heritage Foundation	House Grants Program	Up to \$25,000 per year, to maximum of \$30,000 per ten-year period, for conservation of protected heritage houses (designation or covenant). Matching grants up to 50%. Additional \$1,500 possible for professional fees and \$15,000 for seismic retrofit. Annual funding from City of Victoria.
	Victoria Civic Heritage Trust	Building Incentive Program	Up to \$100,000 per ten-year period for protected non-single-family-house buildings for façade restoration, structural, building code upgrades and other rehabilitation. Up to \$5,000 for planning and design costs. Matching grants up to 50%. Funded by City of Victoria.
	Victoria Civic Heritage Trust	Parapet Incentive Program	Up to \$200,000 per ten-year period for seismic upgrades for parapets, building fronts. Up to \$4,500 for professional structural engineer assessment and design.

Location	Administrator	Name	Description
			Co-funded grants up to 75%. Funded by City of Victoria.
Nanaimo	City of Nanaimo	Heritage Façade Grant Program	Up to \$10,000 per street-facing façade for heritage buildings in the Downtown Heritage Conservation Area for façade enhancements and conservation. Matching grants up to 50%.
	City of Nanaimo	Heritage Home Grant	Up to \$2,500 for residential buildings on the heritage register for structural and exterior conservation. Conservation covenant to be registered on title. Matching grants up to 50%.
Kelowna	Central Okanagan Heritage Society	Heritage Grants Program	Up to \$12,500 for exterior conservation and foundation work. Funding varies for heritage designated and heritage register properties. Matching grant up to 50%. Annual funds approximately \$35,000 from City of Kelowna.
Vernon	City of Vernon	Heritage Retention Grant Program	Up to \$500 per year for properties on the heritage register for exterior conservation and repairs. Matching grants up to 50%.
	City of Vernon	Heritage Restoration Grant Program	Up to \$5,000 for properties on the heritage register for exterior restoration, foundation and roof work. Possible additional \$3,000 after 5 years. Matching grants up to 50%.
Langley	Township of Langley	Heritage Building Incentive Program	Up to \$10,000 per grant for exterior conservation and structural work, also seismic upgrade and accessibility improvements for public-use buildings. Funding levels from 10% up to 50% matching grant depending on level of heritage recognition and protection.
British Columbia	Heritage BC	Heritage Legacy Fund	Up to \$50,000 for heritage projects, available to non-profit or government entities. Different maximums for four grant streams: Heritage Awareness (\$10,000), Heritage Conservation (\$50,000), Heritage Planning (\$5,000), Indigenous Partnership (\$7,500). Matching grants up to 50%. Funded by \$10m endowment provided by the Province of BC.

**Excerpt from the Minutes to the
Richmond Heritage Commission Meeting**

**Wednesday, November 6, 2024 - 7:00 pm
Microsoft Teams Online Meeting**

Steveston Village Heritage Conservation Grant Program

A memorandum was provided to the Commission with information about the proposed changes to the grant program and background context. Judith Mosley, Heritage Planner, provided an overview, including the following information:

- The purpose of the grant program is to provide financial assistance to property owners for conserving the exterior of 17 protected heritage buildings in the Heritage Conservation Area.
- In January 2021, the Planning Committee considered a staff report that recommended changes to the grant program. Following discussion, the Planning Committee referred it back to staff.
- The Commission discussed the referral in November 2021 and provided comments at that time, which have provided input to the changes now proposed.
- Staff are proposing changes to the program to respond to the referral, and to encourage property owners to take advantage of the program and achieve its goals.
- Additionally, staff are proposing a change to how contributions are made to the grant fund from rezoned sites to help ensure sustainable funding for the program going forward.

In response to the Commission's questions, Ms Mosley provided the following additional information:

- The program is available to each of the protected heritage buildings. It was put in place when the Conservation Area was established. The goal is for the buildings to be restored and contribute to their full potential to the Conservation Area. They are in different states of repair and restoration, both structurally and externally so the program could support projects in different ways.
- Getting the planning done to start a project can be a challenge. Finding the funds to match the grant can also be difficult and take time for owners.
- Four grants have been approved in the past, including two grants to the Richmond Hospital/Healthcare Auxiliary for the historic Steveston Methodist Church, for structural foundation work and then for the exterior restoration work currently underway.
- Eligible work for the grant would be focused on the building and the exterior but can include structural work, such as foundation repair or replacement, seismic strengthening, and roof work to help ensure the long-term future of the building as well as cladding, windows, and exterior elements including landscape elements that are part of the heritage value and character-defining elements of the property.
- An application will be evaluated based on whether it advances the heritage conservation and is in line with the *Standards and Guidelines for the Conservation of Historic Places in Canada*. The heritage conservation plan will form the basis for the conservation approach.

The Commission provided the following comments:

- Projects are costing more and more so increasing the funding share will be helpful and should be implemented as soon as possible.
- Providing upfront funding opportunities to cover consultant work will help get projects started.
- The flexibility to support a range of conservation work as outlined, not just façade work, is important.
- Having a heritage consultant involved to prepare plans upfront can also assist with seeking other funding opportunities for projects.
- Projects can take time to complete so increasing the time available is helpful.
- The two main concerns previously raised by the Commission to earlier proposals were requiring a conservation plan which would add more upfront cost and might discourage applications, and requiring a certain percentage of the grant to go to façade work. These concerns have been addressed.

It was moved and seconded:

That the Richmond Heritage Commission accept the recommended changes to the Steveston Village Heritage Conservation Grant Program in the memorandum dated October 31st.

CARRIED



To: Planning Committee **Date:** December 20, 2024
From: John Hopkins **File:** 08-4045-30-02/Vol 01
Director, Policy Planning
Re: **Referral Response: Small-Scale Multi-Unit Housing (SSMUH) – Public
Consultation Summary and Supplementary Design Review**

Staff Recommendations

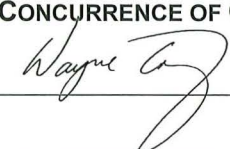


1. That Richmond Official Community Plan Bylaw 9000 Amendment Bylaw 10630, which proposes to amend conditions when a Development Permit is required for development of Small-Scale Multi-Unit Housing be introduced and given first reading;
2. That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10630 having been considered in conjunction with:
 - a. the City's Financial Plan and Capital Program; and
 - b. the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;

is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the *Local Government Act*;

3. That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10630, having been considered in accordance with Section 475 of the *Local Government Act* and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation; and
4. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10631, to clarify provisions for development of Small-Scale Multi-Unit Housing be introduced and given first, second and third reading.

John Hopkins
Director, Policy Planning
(604-276-4279)

Att. 5

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Building Approvals Development Applications	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

On June 24, 2024, Council amended zoning for almost 27,000 single-family and duplex lots throughout the City to permit Small-Scale Multi-Unit Housing (SSMUH) to comply with the Province's Bill 44 legislation. The legislation intends to create more housing supply in neighbourhoods characterized by single-family and duplex dwellings. Any local government that failed to comply with provincial SSMUH requirements by June 30, 2024 risked the Province enacting bylaws on the jurisdiction's behalf.

To ensure the bylaw amendments adopted in June 2024 will result in SSMUH development that is well suited to the Richmond context, staff were directed to undertake public consultation and monitor implementation of the bylaw amendments, and report back to Council.

This report responds to the following referral from the June 24, 2024 Council meeting:

That a review of the Small-Scale Multi-Unit Housing zoning district bylaws and associated zoning bylaw amendments be conducted after 6 months.

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

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

1.3 Increase the reach of communication and engagement efforts to connect with Richmond's diverse community.

1.4 Leverage a variety of approaches to make civic engagement and participation easy and accessible.

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

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

2.2 Develop and implement innovative and proactive solutions that encourage a range of housing options and prioritize affordability.

Background

The amendment bylaws adopted by Council in June 2024 to permit SSMUH development include the following:

- a new zoning district, Small-Scale Multi-Unit Housing (RSM zone), and amendments to duplex zones to permit three (3) to six (6) units on property in eligible areas conditional to property size and location criteria; and

- removing residential parking minimums for development on sites where up to six (6) units are permitted (e.g., areas within 400 m of a frequent transit service bus stop that provides bus service every 15 minutes during the day).

It takes time for land use regulation changes to be reflected in construction patterns. While 42 building permit applications for new development on a RSM zoned property are being reviewed, only ten (10) propose to construct three (3) or more units on a lot. The remaining 32 applications propose to construct less than three (3) units (i.e., ten [10] single-family dwellings without a secondary suite, one [1] single-family dwelling with a coach house, 18 single-family dwellings with a secondary suite and three [3] duplex developments). Rather than indicating limited interest in SSMUH development, the data may reflect the short duration of time that has passed since the RSM zone was introduced in June 2024 (i.e., project planning, land acquisition and design development can take several months). To ensure the RSM zone provides a practicable framework for SSMUH development and to ensure SSMUH development is well suited to the Richmond context, this report includes suggestions to modify provisions in the RSM zone and supporting bylaws based on the outcome of public consultation and detailed design review.

This report also identifies elements that are being further reviewed in the context of the Official Community Plan (OCP) update, which broadly considers opportunities to affect housing affordability, increase housing choice, and build complete communities. Parking requirements for smaller lots, increasing density for SSMUH development on larger lots, and simplifying subdivision guidelines are being further reviewed.

Analysis

Public Consultation

City staff carried out consultation with the public between July and November 2024. Public consultation included four (4) open houses and two (2) Builder and Designer Breakfast sessions.

In July 2024, public open houses were held at community centres located in different geographic areas of the City (i.e., Steveston, Hamilton, South Arm and Thompson) and were attended by almost 1,800 residents. Generally, those who attended the public open houses were interested in learning more about what can be built on a RSM zoned lot, the building permit process, and associated timelines and costs. LetsTalkRichmond.ca was used to share information and collect feedback during the July consultation. Approximately 4,240 registered users accessed the website and almost 300 provided responses to the survey and/or comments. Attachment 1 includes a summary of the responses received and a copy of the survey questions.

The Builder and Designer Breakfast format is regularly used to provide information that affects the small building community. A Builder's Breakfast was hosted in July and again in November. Invitations were sent to approximately 200 individuals and sessions were attended by approximately 96 and 65 builders and designers in July and November respectively. The first session introduced and shared information about the new RSM zone and associated bylaw amendments. The second session summarized the RSM zone design elements being re-evaluated and British Columbia Building Code requirements that affect SSMUH construction, as well as possible design responses. In addition, residential builders and designers were invited to share

their perspectives on local industry interest in SSMUH development by completing a LetsTalkRichmond.ca survey that was distributed in advance of the meeting. The survey questions distributed to builders and designers in advance of the November Builder's Breakfast are included in Attachment 2, which also includes a summary of the responses received.

Small-Scale Multi-Unit Housing Resident Profile

Staff engaged a real estate consultant to determine potential market interest in SSMUH in Richmond neighbourhoods. The analysis found that almost 35 percent of Richmond households may be interested in residing in SSMUH, including families with children, multi-generational households and households that are downsizing. This resident profile prefers ground-oriented dwellings, particularly if the dwelling units are more affordable than typical Richmond townhouses, and values SSMUH's location in established low density neighbourhoods with nearby schools and parks. These preferences informed the RSM zone design review and the recommendations that follow.

Standardized Housing Designs

Since the introduction of Bill 44, which mandated zoning changes to permit SSMUH development, various government and non-government organizations have undertaken work aimed at improving housing delivery with standard designs. In September 2024, the Province of British Columbia published its "Standardized Housing Designs Catalogue", which is intended to provide the public with customizable residential building designs to build SSMUH. While the catalogue provides the public with a conceptual design tool, the models provide few options for smaller lots (e.g., lots requiring stacked units) or development with more than four (4) units. Further, the designs generally provide little or no indoor parking and the orientation of multiple-unit arrangements raises concerns regarding overlook impacts on neighbours. While the provincial catalogue models do not provide a practical Richmond response to facilitate SSMUH development regarding design or responsiveness to local market demands, staff will continue to review information that is distributed by the Province.

RSM Zone Design Review

To ensure the RSM zone establishes a framework for SSMUH development that can practicably be used by local builders and designers, supplementary design review was undertaken. The findings of the design review, together with feedback from the public, suggest a series of minor amendments to the RSM zone, as well as items for future review.

Design Review: Recommended Minor Bylaw Amendments

- 1. Remove the Development Permit (DP) Requirement for Construction on an Irregular-Shape Lot and for Construction of a Detached Single-Storey Building that Encroaches into the Rear Yard Setback**

The Province's June deadline to amend zoning to permit SSMUH development did not allow staff adequate time to complete detailed design studies for all SSMUH development scenarios. Therefore, on an interim basis, Development Permit (DP) requirements were introduced for SSMUH development on irregular-shape lots (i.e., not rectangular) and SSMUH development

involving a building that encroaches into the rear yard. The outcome of the design review and feedback received from the public suggest the following changes:

- *Removing the DP requirement for SSMUH development on an irregular-shape lot.* Supplementary design review finds that SSMUH development on an irregular-shape lot does not result in greater impacts on adjacencies compared to development on a regular-shape lot. To assist the public to determine required setbacks on an irregular-shape lot, an information bulletin was drafted and is available on the City’s website.
- *Removing the DP requirement for a detached single-storey building that encroaches into the rear yard setback (e.g., granny flat type development).* The zoning bylaw specifies location requirements for a detached building that encroaches into the rear yard setback, including the size of the outdoor space between the front and rear buildings (i.e., to replace the outdoor space displaced by the building encroachment). The design review finds that these provisions are adequate to ensure that a building with a maximum height of 5 m (16 ft.) and one storey would have negligible impacts on adjacencies, including concerns related to privacy. These location and height specifications also apply to a prefabricated building (e.g., backyard studio kit).

The design review finds that construction of SSMUH is not fundamentally affected by lot geometry and that possible impacts on adjacencies can be addressed by the siting and height specifications embedded in the zoning bylaw (i.e., single-storey and 5 m [16 ft.] maximum height). Therefore, it is suggested that the DP requirement is removed for these conditions. Retaining the DP requirement for a building that is two storeys and encroaches into the rear yard setback is recommended to facilitate supplementary design review to address overlook and privacy concerns.

2. Increase Permitted Building Height from 9 m (30 ft.) to 10 m (33 ft.)

The maximum building height permitted in the RSM zone is 9 m (30 ft.). The permitted height and applicable “residential vertical lot width envelope” and “half-storey” specifications are generally consistent with the single-family zoning replaced by the RSM zone. These conditions regulate massing to respect neighbourhood character. Changes are suggested to improve the livability of the attic half-storey and to introduce more opportunity to vary roof shapes (Attachment 3).

Design review and feedback received through the consultation process suggest that the maximum 9 m (30 ft.) height permitted by the RSM zone results in the following outcomes:

- floor to ceiling heights (2.75 m [9 ft.]) that are less than the current market preference (3 m [10 ft.]);
- limited functional floor area in the attic half-storey (e.g., low ceilings); and
- reliance on dormers to make the attic half-storey livable, which may increase roof massing and contribute to a blocky appearance.

Increasing the permitted height from 9 m (30 ft.) to 10 m (33 ft.), alongside supporting amendments, is recommended. The changes would improve livability in the attic half-storey without impacting streetscape character or adjacencies (e.g., privacy). In addition, modestly increasing the permitted building height expands the construction options that are available to

meet British Columbia Energy Step Code requirements (e.g., additional permitted height may encourage construction of a crawl space, which increases mechanical options to heat the home and improves system efficiency, and results in fewer required upgrades to the building envelope to meet energy efficiency targets). The suggested supporting amendments include the following:

- Amending the “residential vertical lot width envelope” (i.e., amend the vertical point from which the roof slopes) in accordance with the increase in building height from 9 m (30 ft.) to 10 m (33 ft.) and clarifying the method used to calculate building height.
- Permitting a dormer to project to the exterior face of a building’s side wall when the space accommodates a stairway to the attic half-storey. The building projection area is limited to the space that accommodates a stairway that continues to the attic half-storey and would improve design efficiencies, simplify the building envelope (e.g., to improve energy efficiency) and contribute to more variety in roof shapes.
- Amending the stairway exemption, to align with the exemption that applies for single-family and townhouse zoned properties (i.e., up to 10 m² (108 ft²) is exempted for a single-family dwelling and for individual townhouse units). The impact would be limited by provisions in the RSM zone that set the maximum permitted three dimensional building envelope.
- Permitting a street-fronting balcony at the attic half-storey to improve livability and street fronting character. Further, a balcony may provide an emergency exit, as required by the British Columbia Building Code for certain types of multi-family development.

Feedback from consultation with the public suggests some support to permit additional building height to improve habitable space in the attic half-storey, which would contribute towards more varied roofs. Builders and designers advise additional building height and the alignment of stairway exclusions with those applied to single-family houses and townhouses is necessary to realize SSMUH development. Based on further design review and feedback from the community, changes to building height and associated provisions are suggested.

3. Administrative Amendments

A number of administrative updates are recommended to improve and clarify conditions that apply to SSMUH development, and to reflect findings from the design review and comments from the public. The suggested amendments include the following:

- Clarifying that a DP is not required for a detached, single-storey garage with lane access when associated with development of a single-family dwelling (with or without a secondary suite). Merging the traditional single-family zones into the RSM zone resulted in a garage located within the rear yard setback being subject to the DP requirement, whereas a DP was not required prior to June 2024. The RSM zone intends to preserve the option to construct a single-family dwelling (with or without a secondary suite), including the option to construct a detached garage that is accessed from a lane.
- Clarifying that where two (2) lots share a driveway, the maximum permitted width of the driveway is 6 m (20 ft.). The amendment is suggested to encourage developers of SSMUH developments on abutting lots to share a driveway (secured via registration of a cross access agreement prior to Building Permit issuance) to maximize opportunities for on-site landscaping, on-street parking and frontage improvements.

- Clarifying rear yard setback requirements when a building (e.g., detached garage), vehicle parking and/or vehicle access is located within the setback. The amendment is suggested to clarify the point from which the setback will be measured to ensure the required rear yard setback is preserved to provide open space and opportunities for tree preservation.
- Clarifying that, with respect to form and character, a secondary suite shall be treated like any other SSMUH dwelling unit and is not required to be concealed from view (e.g., entry doors may be visible from the street).
- Clarifying that fence height regulations for SSMUH development are consistent with those applied to single-family zoning.
- Clarifying that floor area exclusions apply to space in the eaves of the attic half-storey that are inaccessible or used solely for mechanical equipment or storage purposes, provided that they are separated from the habitable portion of the attic half-storey with a wall or similar structure and have a ceiling height of less than 1.8 m (6 ft.).
- Clarifying that a DP is required for SSMUH development on a property that is located within the Arterial Road Land Use Policy Area, unless development includes no more than two (2) units with the second unit being constructed as a secondary suite (as defined by the BC Building Code). The clarification is required to align conditions for SSMUH development with the longstanding requirement that duplex, triplex and other multi-family development on land within the Arterial Road Land Use Policy Area is required to secure a DP.
- Clarifying that longstanding Zoning Bylaw provisions that support the rezoning and subdivision of a property that is developed in a duplex arrangement are not applicable to RSM zoned lots. The RSM zone permits development of duplex-like units; therefore, construction of more duplex type housing is anticipated. Simultaneously, the RSM zone intends to preserve the existing subdivision pattern and does not encourage further subdivision. The suggested amendment only clarifies subdivision requirements for RSM zoned property and does not impact properties that are not zoned RSM.

Design Review: Further Analysis

Feedback from the public, builders, and designers suggested further consideration should be given to parking configurations (e.g., on smaller lots), increasing permitted building density (e.g., on larger lots), and subdivision (e.g., rezoning to permit two-lot splits). These items will be further considered alongside complimentary analysis that is being undertaken as part of the OCP update, which broadly considers opportunities to affect housing affordability, increase housing choice, and build complete communities.

1. Parking on Smaller Lots

For lots less than 12 m (40 ft.) wide that are accessed from a road (not a lane), the RSM zone limits driveway width to 3 m (10 ft.). The RSM zone restricts driveway widths for smaller lots to minimize the visual impact of garages/driveways on the streetscape (e.g., prominent garage and absence of front door connection to the street), reduce interruption at the sidewalk/boulevard, and increase opportunity for on-street parking. As a result, for smaller lots, the number of on-site parking spaces is limited to two (2) spaces in a tandem arrangement (e.g., one garage and one driveway parking space, both of which would typically be assigned to one (1)

dwelling unit). Feedback from builders and designers suggests SSMUH development is viable only if each strata unit has a dedicated parking space; therefore, the prescribed maximum driveway widths may limit the likelihood of stratification and development may resemble a single-family dwelling with a secondary suite. Permitting a wider driveway on smaller lots will be further analyzed to establish the minimum lot width required to meet development objectives (e.g., street-fronting unit entries, mitigating prominent garages and maximizing live landscaping opportunities).

2. Increasing Density on Larger Lots to Encourage More Housing Choice

The RSM zone preserves the variable density framework used for single-family development, with a modest increase in density (i.e., 0.6 floor area ratio [FAR] for the first 464.5 m² (5,000 ft²) of lot area and 0.3 FAR applied to the balance, together with “flex space” that may be used for garage and/or habitable space). The permitted floor area influences the type of building(s) that are anticipated to be constructed on RSM zoned properties. Attachment 4 includes models for the three (3) housing types discussed in the subsequent section.

The design review suggests the application of a variable density framework by the RSM zone may limit the diversity of housing types that will be constructed. A review of lot sizes and resulting floor area suggests that construction of “Compact SSMUH” (e.g., front/back or stacked duplex-like units) and “Semi-Detached SSMUH” (e.g., conventional duplex-like two (2) unit dwellings, with or without secondary suites) may be the common types of SSMUH, particularly on small and medium-sized lots respectively. Feedback received from builders, designers and some property owners advocates for additional floor area (e.g., replace variable with fixed density), particularly for large lots, which may facilitate “Side-by-Side SSMUH” (e.g., townhouse-like units) if additional density is permitted for larger lots. Changes to the density framework may provide an opportunity to increase housing choice by encouraging a preferred relationship between parcel size and housing type and will be further analyzed (e.g., structuring the density framework to encourage smaller “Side-by-Side SSMUH” townhouse-like units that are more affordable than a large “Semi-Detached SSMUH” duplex-type unit or a standard Richmond townhouse unit).

3. Subdivision and Lot Size Policy

The RSM zone preserves the existing property subdivision pattern and does not encourage further subdivision. While the RSM zone simplified administration and regulations related to subdivision by grouping lots into four sub-zones based on lot sizes that reflect pre-existing subdivision conditions (i.e., small, medium, large and extra-large), neither the Zoning Bylaw nor OCP provide guidance regarding the conditions when rezoning to facilitate subdivision may be considered (e.g., to rezone from RSM/L to RSM/S). For single-family lots, this guidance has generally been provided by the Lot Size Policy. While the Lot Size Policy includes 56 separate policy areas, large areas of the city are not subject to the policy, which results in unclear conditions for consideration of subdivision. Subdivision criteria for RSM zoned properties and remaining single-family zoned properties will be reviewed with an intention to simplify and consolidate subdivision guidelines in one map.

Official Community Plan (OCP) Consultation

Attachment 5 includes a summary of consultation with respect to the *Local Government Act* and the City's OCP Bylaw Preparation Consultation Policy No. 5043 requirements. Should Council endorse the OCP amendment bylaw by granting first reading, the bylaw will be forwarded to the next Public Hearing. A Public Hearing notice will be posted on the City's website.

Financial Impact

None.

Conclusion

In June 2024, to comply with provincial legislation, Council amended zoning for almost 27,000 single-family and duplex lots to permit Small-Scale Multi-Unit Housing (SSMUH) development. To ensure the bylaw amendments will result in SSMUH development that is responsive to the Richmond context, staff were directed to undertake public consultation and monitor implementation of the bylaw amendments.

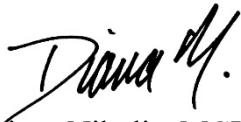
While few building permit applications to construct SSMUH have been submitted to date, feedback from the public, builders and designers suggests strong interest in SSMUH development. Public consultation included four (4) open houses that were attended by almost 1,800 residents and two (2) Builder and Designer Breakfasts. Information was shared and feedback was collected using LetsTalkRichmond.ca. Feedback received from the public, builders and designers informed the design review.

The bylaw amendments (Bylaw 10630, 10631) attached to this report reflect the feedback that was received and findings from the design review. The following changes are suggested to simplify terms for SSMUH construction and improve livability of SSMUH:

- Remove the Development Permit (DP) requirement for SSMUH development on an irregular-shape lot.
- Remove the DP requirement for construction of a building that encroaches into the rear yard, provided the building is limited to a single-storey and complies with the location and other criteria included in the zoning bylaw.
- Increase permitted building height from 9 m (30 ft.) to 10 m (33 ft.) and introduce associated provisions to improve habitable space in the attic half-storey, contribute towards attractive streetscapes and varied roof shapes, and increase options to meet BC Energy Step Code requirements.
- Undertake administrative changes to clarify conditions related to shared driveway width, building requirements within the rear yard setback, design requirements for a secondary suite, fence heights, floor area calculations for stairs and the eaves of attic half-storey, DP requirements within the Arterial Road Land Use Policy Area, and subdivision as it relates to duplex-type development on RSM zoned lots.

Staff will continue to review parking requirements for smaller lots, increasing density for SSMUH development on larger lots, and simplifying subdivision guidelines.

It is recommended that Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10630, be introduced and giving first reading, and Richmond Zoning Bylaw No. 8500, Amendment Bylaw 10631, be introduced and given first, second and third reading.



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DN:cas

- Att. 1: July 2024 Public Open Houses Summary and Survey Questions
- 2: November 2024 Builder and Designer Breakfast Summary and Survey Questions
- 3: Image: Suggested Building Height Changes
- 4: Image: Common SSMUH Housing Type Examples
- 5: OCP Consultation Policy and Summary of Consultation with Key Stakeholders

Common themes expressed by the public during the public open houses include the following:

- Clarification about the new RSM zone, associated regulations and specifically how many units they could build on their lot.
- Concerns expressed about development and servicing related costs when constructing Small-Scale Multi-Unit Housing (SSMUH).
- Concerns expressed with the Provincial regulations, specifically related to affordability, change in neighbourhood character, increase in traffic and the need for regulating parking in neighbourhoods, impact to servicing, community amenities and schools, and the potential increase to property taxes.
- Many residents appreciated Richmond's approach (e.g., FAR, height, setbacks relatively the same) and felt it helped mitigate the concerns noted above.
- Some residents appreciated that the property owner has the choice to build strata or rental.
- Some support for the extension to the compliance deadline for the Steveston townsite.

Summary of survey responses:

- Survey responses did not indicate clear preferences related to density and roof forms.
- There was some support to explore building height greater than 9 m (30 ft.).
- Survey responses indicate a preference to both preserve yards and setbacks while also accommodating more on-site parking.

Small-Scale Multi-Unit Housing in Richmond



How can we improve Small-Scale Multi-Unit Housing?

The magnitude of change created by the Province's housing legislation and the associated tight timelines are unprecedented and prevented early public consultation. It is important to hear what you like and how Richmond's **Small-Scale Multi-Unit Housing regulations** can be improved.

Please log in to [LetsTalkRichmond.ca](https://lets-talk-richmond.ca) to share feedback on **density, height, roofs, front and rear yards, and parking.**

1. Let's Talk about Density: *What do you prefer?*

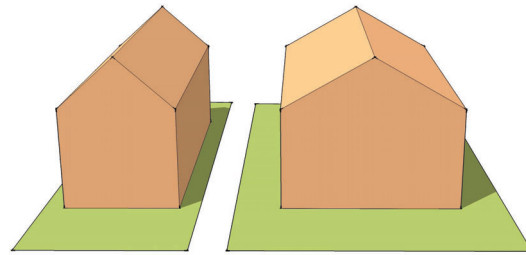
Under the **Small-Scale Multi-Unit Housing (RSM) zone**, developments containing 3, 4, 5 or 6 units are permitted the following density (i.e., floor area):

- 0.6 FAR for up to 464.5 m² (5,000 ft²) of lot area, plus 0.3 FAR for any additional lot area; and
- 80 m² (861 ft²) of "flex space" for use as parking garage and/or living space.

This approach results in **Variable Density** that **decreases as lot size increases.**

- This approach would reduce building sizes on larger lots and, as a result, Small-Scale Multi-Unit housing units may be compact on all lots.

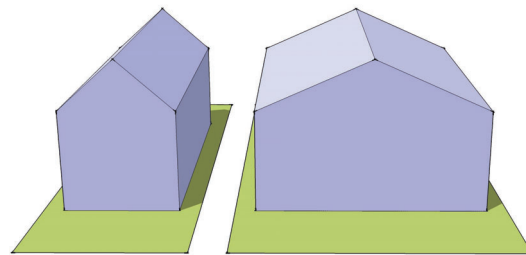
Variable Density



Lot: 3,000 ft²
Building: 2,661 ft²

Lot: 6,000 ft²
Building: 4,160 ft²

Fixed Density



Lot: 3,000 ft²
Building: 2,661 ft²

Lot: 6,000 ft²
Building: 5,322 ft²

An alternative approach is **Fixed Density** that stays the **same regardless of lot size.**

- This would permit larger buildings on larger lots and more compact units on smaller lots

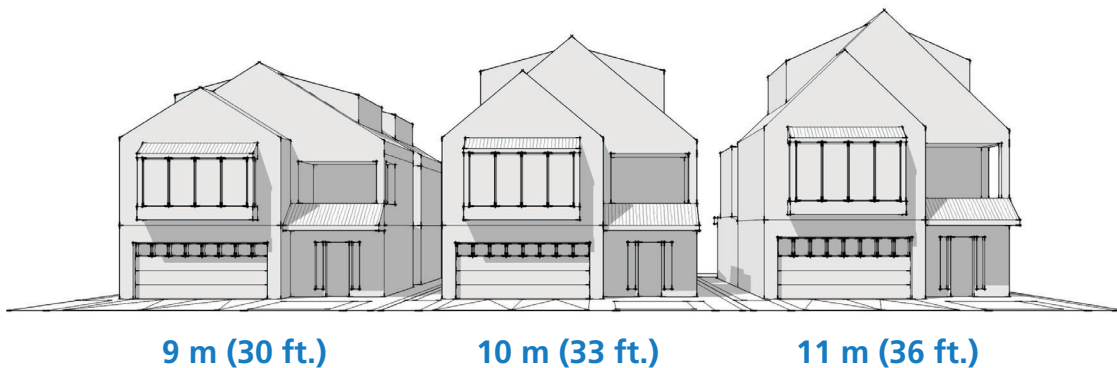
Small-Scale Multi-Unit Housing in Richmond



2. Let's Talk about Height: *What do you prefer?*

The new **Small-Scale Multi-Unit Housing (RSM) zone** permits a maximum height of 9 m (30 ft.) and 2 ½ storeys, which is the same height Richmond permits for single-family houses. The RSM zone includes minor changes that will improve use of the attic (“half-storey”) for living space; **however**, a maximum building height of:

- **9 m (30 ft.)** will restrict ceiling heights to 2.4 m (8 ft.) and limit design flexibility;
- **10 m (33 ft.)** (i.e., 1 m (3 ft.) increase) would improve design flexibility and use of the attic “half-storey” for living space without appreciably changing the appearance; or
- **11 m (36 ft.)** (i.e., 2 m (6 ft.) increase) could keep a house-like appearance (e.g., sloped roof), while allowing for 3 full storeys, which would increase living space without reducing yard size or increasing impacts on existing trees.



3. Let's Talk about Roofs: *What do you prefer?*

The new **Small-Scale Multi-Unit Housing (RSM) zone** encourages sloped roof forms like Richmond’s single-family houses.

Sloped roofs are encouraged because they make buildings appear less bulky (due to their smaller top), add visual interest and reduce shading onto yards.

Flat roofs are permitted, but they are limited to 2 storeys, while sloped roofs can be 2 storeys plus living space in the attic “half-storey”.

Other roof options can add variety and contribute to neighbourhood character.



Small-Scale Multi-Unit Housing in Richmond

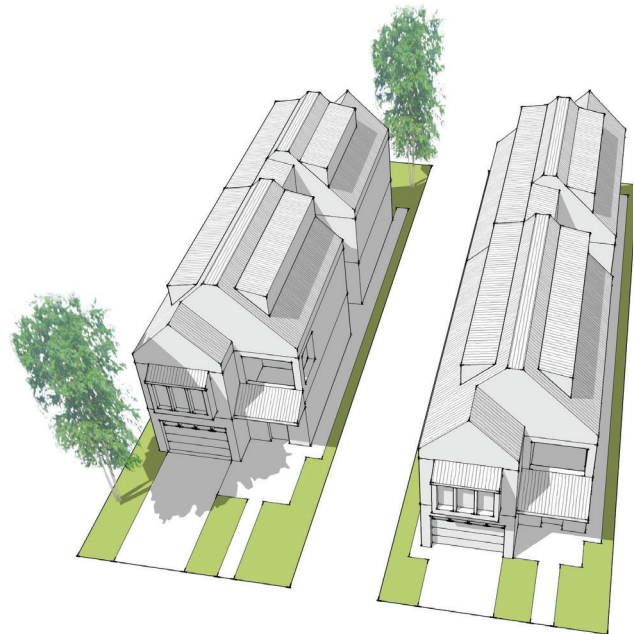


4. Let's Talk about Front & Rear Yards: *What do you prefer?*

The new **Small-Scale Multi-Unit Housing (RSM) zone** requires developments to provide 6 m (20 ft.) deep front and rear yards. If a building is constructed in the rear yard (e.g., garden suite or coach house), a 6 m (20 ft.) deep landscaped space must be provided between the front and rear buildings.

Large yards and landscaped spaces are important for neighbourhood character recreation, tree preservation, plants and stormwater management.

However, if these outdoor areas were smaller, more space would be available to **expand the building footprint and increase indoor uses** (i.e., living space or parking).



6 m (20 ft.) front and rear yards

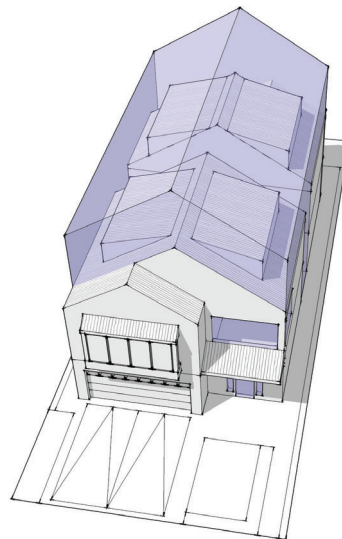
3 m (10 ft.) front and rear yards

5. Let's Talk about Parking: *What do you prefer?*

As recommended by the Province, the City's new **Small-Scale Multi-Unit Housing (RSM) zone reduces on-site parking requirements** (i.e., no parking spaces are required near frequent transit service and 0.5 to 1.0 space/unit is required elsewhere).

Developers have the option to provide more parking than required, but this could require:

- **Increasing building size** to allow for more indoor parking garages; or
- **Reducing landscaping** in front and/or rear yards to expand outdoor parking.



Increasing height can provide more parking at ground level

November 2024 Builder and Designer Breakfast Summary and Survey Questions

The following themes were frequently expressed during consultation with builders and designers and have informed the design review:

- Conventional single detached, duplex and townhouse type buildings (i.e., side by side units) are preferred to stacked units.
- Three (3) bedroom and greater than three (3) bedroom strata units are preferred.
- To achieve desired floor to ceiling heights and to improve access and use of the attic half-storey, additional height and provisions for access stairways are required.
- Builders advise that more density, particularly on larger lots, is required to make larger duplex and townhouse-like development viable.
- Requiring a Development Permit for a second building (e.g., granny flat, coach house type building) discourages their construction.
- Stratification of units is preferred; however, to be marketable, every strata unit must have one to two parking spaces (including one parking space in a garage).
- Narrow driveways on small lots and side driveways on larger lots are disliked by builders and designers.

Summary of survey responses (25 responses received):

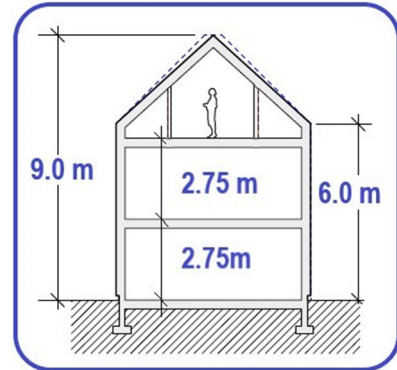
- Survey responses indicate strong interest in SSMUH development. Almost 90% of respondents are interested in building SSMUH and more than half are currently designing or building SSMUH development.
- Survey responses indicate duplex type (with or without a secondary suite) and multi-plex (i.e., 3 or more units in a stacked arrangement) forms of SSMUH development are preferred. However, this feedback conflicts with comments from individuals expressing preference for side-by-side units (townhouse type arrangement), which may be easier to build.
- Survey responses indicate there is low interest in conversion or infill SSMUH development (i.e., new SSMUH development is preferred).
- On-site parking for the exclusive use of each strata unit and 2.7 m (9 ft.), or greater, ceiling height are priority features.

Image: Suggested Building Height Changes

Results from the public survey in July 2024 indicate some support to explore building height greater than 9 m (30 ft.). Feedback received from builders and designers encourage increased building height to improve the livability of the attic half-storey.

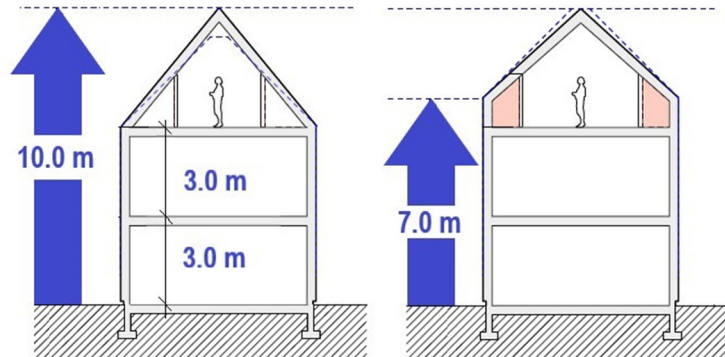
RSM permits a maximum height of 9.0 m (30 ft.) and 2½ storeys, as defined by a “residential vertical lot width envelope” that slopes inward at 45° above 6.0 m (20 ft.). This arrangement:

- limits floor-to-floor height to 2.75 m (9 ft.), which is less than the market preference for 3.0 m (10 ft.);
- limits the functionality of the attic half-storey; and
- limits roof options.



Increasing building height to 10 m (33 ft.) and raising the maximum side wall height from 6.0 m (20 ft.) to 7 m (23 ft.) would:

- provide for more desirable floor-to-floor heights;
- improve the livability of the attic half-storey; and
- have negligible impact on adjacencies.



Livability and efficiency of the attic half-storey can be further improved (without impacts on neighbours) by allowing for:

- stair dormer to align with the exterior side wall; and
- street-fronting balconies.

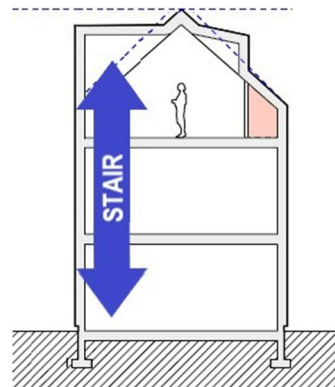


Image: Common SSMUH Housing Type Examples

Compact

- **Duplex-like** units in a front-to-back or stacked arrangement
- 1-2 strata units plus 1-2 rental units per lot
- 1+ parking spaces per strata unit
- Generally small and medium lots



Semi-Detached

- **Duplex-like** units
- 2 strata units plus 1-2 rental units per lot
- 1+ parking spaces per strata unit
- Generally medium and large lots



Side-by-Side

- **Townhouse-like** units
- 4 strata units per lot
- 1+ parking spaces per strata unit
- Large lots



Stakeholder	Referral Comment (No Referral necessary)
Agricultural Land Commission	No referral necessary because the Land Commission is not affected.
Richmond School Board	No referral necessary because the proposed OCP amendment does not increase buildable residential floor area, number of dwelling units, or number of households with school aged children. (See below)
Board of Metro Vancouver	No referral necessary because the Regional District is not affected.
Councils of adjacent Municipalities	No referral necessary because adjacent municipalities are not affected.
First Nations (e.g., Sto:lo, Tsawwassen & Musqueam)	No referral necessary because First Nations are not affected.
TransLink	No referral necessary because the proposed amendment will not result in road network changes.
Vancouver Port Authority & Steveston Harbour Authority	No referral necessary because the port is not affected.
Vancouver International Airport Authority (Federal Agency)	No referral necessary because the proposed amendment does not affect Transport Canada's maximum permitted building height or the OCP Aircraft Noise Sensitive Development (ANSD) policy.
Richmond Coastal Health Authority	No referral necessary because the Health Authority is not affected.
Community Groups & Neighbours	No referral necessary, but the public will have an opportunity to comment on the proposed amendment at the Public Hearing.
All relevant Federal & Provincial Government Agencies	No referral necessary because Federal and Provincial Government Agencies are not affected.



Richmond Official Community Plan Bylaw 9000
Amendment Bylaw 10630
(Small-Scale Multi-Unit Housing)

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

- 1. Richmond Official Community Plan Bylaw 9000, as amended, is further amended in Section 14.0 Development Permit Guidelines by:
1.1. In Section 14.1.5, replacing the first bullet with the following:
"- intensive residential areas where small-scale multi-unit housing development is permitted and involves:
- a building greater than one storey or 5.0 m (16.4 ft.) in height that is located, in whole or in part, within 6.0 m (19.7 ft.) of a rear lot line; or
- land along arterial roads within the Arterial Road Land Use Policy Area, excluding development of a lot with only one dwelling unit or two dwelling units where one dwelling unit is a secondary suite;"
1.2. In Section 14.1.6.1, replacing the sixth bullet with the following:
"- new buildings or building additions of 100 m2 (1,076.4 ft2) or less, excluding development involving small-scale multi-unit housing."
2. This Bylaw may be cited as "Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10630".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

Five horizontal lines for signature or date entry.

CITY OF RICHMOND
APPROVED by JH
APPROVED by Manager or Solicitor BRB

MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10631
(Small-Scale Multi-Unit Housing)**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended in Section 2.3 Applications for RS Zones by replacing Section 2.3.7a) with the following:
 - “a) the land is the **site** of a legal **two-unit housing unit** and is intended to be subdivided into no more than **two single detached housing lots** [which for clarity does not include land zoned **Small-Scale Multi-Unit Housing (RSM/S, RSM/M, RSM/L, RSM/XL)**];”.
2. Richmond Zoning Bylaw 8500, as amended, is further amended in Section 3.4 Use and Term Definitions by:
 - 2.1. In the definition of storey, half (½), for housing, small-scale multi-unit:
 - 2.1.1. Replacing bullet “a)” with the following:
 - “a) no **balcony** or deck is permitted at a **storey, half (½)**, except that a recessed deck (i.e., with a roof above and solid walls on either side) is permitted where the deck is entirely located within 12.0 m of a public **road** and only opens towards that public **road**.”
 - 2.1.2. Inserting a new bullet following “e)iii)” as follows:
 - “f) Notwithstanding section e), one gable end dormer per **dwelling unit** is not required to be set back from a **front yard, rear yard, exterior side yard** or **interior side yard** provided that:
 - i) the dormer accommodates interior stair access to the **storey, half (½)**;
 - ii) the dormer roof slope is a minimum of 12:12;
 - iii) the dormer roof ridge is no higher than 0.5 m below the roof ridge of the main roof; and
 - iv) the lowest point of the dormer’s sloping roof terminates on or below the **building’s** main roof.”

3. Richmond Zoning Bylaw 8500, as amended, is further amended in Section 4.3A Calculation of Density in Small-Scale Multi-Unit Housing Zones by:

3.1. In Section 4.3A.1, inserting a new section ahead of 4.3A.1a) as follows and renumbering the subsequent sections accordingly:

- “a) 10.0 m² of **floor area** per **dwelling unit**, which must be used exclusively for a maximum of one interior staircase per **dwelling unit**, which staircase shall connect at least two **storeys** or may connect three **storeys** if the staircase is in a stacked arrangement;
- b) Any portion of **floor area** at a **storey, half (½)** that is inaccessible or used only for storage or mechanical equipment purposes, has a **ceiling height** less than 1.8 m, and is demised from the **habitable space** at the **storey, half (½)** by way of a wall or built-in storage (e.g., closet or bookcases);”.

3.2. Replacing Section 4.3A.2 with the following:

“4.3A.2 Any portion of **floor area** in a **principal building** with a **ceiling height** which exceeds 5.0 m shall be considered to comprise two floors and shall be measured as such for the purposes of calculating **density** in all **residential zones** and **site specific zones** that permit **small-scale multi-unit housing**.”

4. Richmond Zoning Bylaw 8500, as amended, is further amended in Section 4.8A Projections into Yards in Small-Scale Multi-Unit Housing Zones by replacing Section 4.8A.9 as follows:

“4.8A.9 A **building** may be located within the **rear yard**, in whole or in part, where:

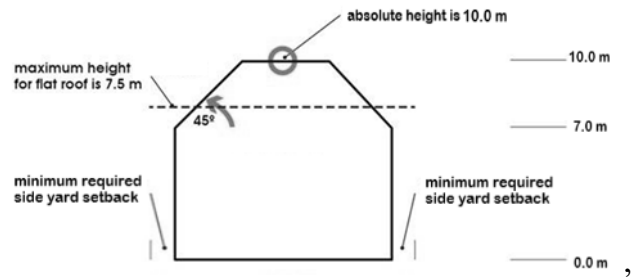
- a) the **building** is a detached **accessory building** with a **floor area** of 10.0 m² or less; or
- b) the **building** is one of two **buildings** on the **lot** with a **floor area** greater than 10.0 m² and the front **building** or both **buildings** contain a **dwelling unit**;
 - i) the **building separation** between the two **buildings** is at least 6.0 m;
 - ii) no driveway or **parking space**, whether covered or uncovered, is located within the required **building separation**;
 - iii) the maximum **height** of the rear **building** is one **storey** and 5.0 m to the roof ridge for a **building** with a pitched roof and 4.0 m for a **building** with a flat roof; and
 - iv) the rear **building** complies with the minimum **side yard** requirements for the **lot** and is set back at least 0.9 m from a **rear lot line** where there is an **abutting lane** or 3.0 m from a **rear lot line** without an **abutting lane**.

4.8A.10 Notwithstanding Section 4.8A.9, subject to a development permit approved by the **City**, a **building** with a maximum **height** greater than one **storey** or 5.0 m may be located within the **rear yard**, in whole or in part, provided that:

- a) the **building** is one of two **buildings** on the **lot** with a **floor area** greater than 10.0 m² and both **buildings** contain at least one **dwelling unit**;
- b) the **building separation** between the two **buildings** is at least 6.0 m;
- c) no driveway or **parking space**, whether covered or uncovered, is located within the required **building separation**;
- d) the maximum **height** of the rear **building** is two **storeys** and 7.5 m to the roof ridge for a **building** with a pitched roof or 6.0 m for a **building** with a flat roof, but shall not exceed the **residential vertical lot width envelope**; and
- e) the rear **building** complies with the minimum **side yard** requirements for the **lot** and is set back at least 0.9 m from a **rear lot line** where there is an **abutting lane** or 3.0 m from a **rear lot line** without an **abutting lane**;

5. Richmond Zoning Bylaw 8500, as amended, is further amended in Section 4.18 Residential Vertical Lot Width Envelope by replacing Section 4.18.5 as follows:

“4.18.5 Subject to Section 4.18.1b), for **small-scale multi-unit housing**, the **residential vertical lot width envelope** shall be a vertical envelope located parallel to each side **lot line**, and formed by planes rising vertically at the minimum required **side yard setback** to 7.0 m, and then extending inward and upward at an angle of 45° from the top of the vertical 7.0 m planes to the point at which the planes intersect with the maximum height plane of 10.0 m, as measured in Area “A” from a horizontal plane that is 0.3 m (1.0 ft.) above the highest elevation of the crown of any public **road abutting** the **lot**, and in Area “B” from the **finished site grade**, as generally shown in the diagram below:



6. Richmond Zoning Bylaw 8500, as amended, is further amended in Section 5.4 Secondary Suites by deleting Section 5.4.1c).

7. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 8.19 Small-Scale Multi-Unit Housing (RSM/S, RSM/M, RSM/L, RSM/XL), as follows:

7.1. In Section 8.19.7 Yards & Setbacks, by inserting a new section following Section 8.19.7.4 as follows and renumbering the subsequent sections accordingly:

“5. Where a **building** with a **floor area** greater than 10.0 m², **vehicle parking** or **vehicle access** is located, in whole or in part, within 6.0 m of a **rear lot line**,

the minimum **rear yard** shall be measured from the point where the **building**, parking or **vehicle access** is furthest from the **rear lot line**.”

- 7.2. In Section 8.19.8 Permitted Heights, by:
- 7.2.1. In Section 8.19.8.1, replacing “9.0 m” with “10.0 m”;
- 7.2.2. Replacing Section 8.19.8.4 with the following:
- “4. The maximum **height** for **accessory structures** and detached **garages** and **carports** is 5.0 m to the roof ridge for a **building** with a pitched roof and 4.0 m for a **building** with a flat roof.”; and
- 7.2.3. Inserting a new section following Section 8.19.8.4 as follows:
- “5. For the purpose of this **zone**, **height** shall be measured in Area “A” from a horizontal plane that is 0.3 m (1.0 ft.) above the highest elevation of the crown of any public **road abutting the lot**, and in Area “B” from the **finished site grade**.”
- 7.3. In Section 8.19.10 Landscaping & Screening, by inserting a new section ahead of Section 8.19.10.1a) as follows and renumbering the subsequent section accordingly:
- “a) **fences** shall not exceed 1.2 m in **height** when located within 3.0 m of a **side lot line abutting** a public **road** or 6.0 m of a **front lot line abutting** a public **road**, and shall not exceed 1.83 m in **height** when located elsewhere within a required **yard**; and”
- 7.4. In Section 8.19.11 On-Site Parking and Loading, by inserting a new section following Section 8.19.11.1, as follows:
- “2. Notwithstanding Section 8.19.11.1, where **vehicle access** to and from a **lot** is by way of a shared driveway, no more than two **lots** shall share the driveway, parking is not permitted within the **front yard** or **exterior side yard**, and the total width of the shared driveway shall not exceed 6.0 m within the **front yard** or **exterior side yard**, subject to review and approval of the Director, Transportation.”
- 7.5. In Section 8.19.12 Other Regulations, by:
- 7.5.1. Inserting the following at the end of Section 8.19.12.1:
- “provided that the **buildings** are arranged with one **building** behind the other (i.e., not side-by-side);”; and
- 7.5.2. In Section 8.19.12.3, replacing “**principal building**” with “**building**”.

8. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10631”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED by JH
APPROVED by Director or Solicitor BRB